BOARD AGENDA

Regular Board Meeting
MIDWEST CITY - DEL CITY PUBLIC SCHOOLS
Monday, August 12, 2024, at 6:00 PM
Mid-Del Board of Education, Board Room
7217 S.E. 15th St.
Midwest City, Oklahoma 73110

Following is a list of the business to be conducted by the Board of Education at the above mentioned meeting. The Board of Education may discuss, make motions and vote upon all matters appearing on this Agenda. Such votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any Agenda matter.

I. Opening Exercises:

A. Call to Order and roll-call recording of members present and absent

B. Moment of Silence

C. Flag Salute

II. Consent Agenda
All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

A. Approval of the agenda

B. Vote to approve Minutes of the following Board meetings:
   1. July 8, 2024 - Regular Meeting
   2. July 11, 2024 - Emergency Meeting

C. Vote to approve the following items:

   1. Monthly Financial and Investment Report for months ending June 30, 2024 and July 31, 2024:

      a. Treasurer's Report

      b. Encumbrances

      c. Warrant Register

      d. Lease Revenue

   2. School Activity Funds

      a. Transfers within Bank

   3. Vote to approve Blanket Position Salary Reserves Report for FY 2023-2024 and FY 2024-2025.

D. Vote to approve 4th year of a 5 year agreement with Jostens to furnish senior graduation announcements, diploma covers, inserts, caps, gowns, hoods, and class rings for the 2024-25 school year for Carl Albert High School, Del City High School, Midwest City High School, and Administration. This is an extension of the Mid-Del Project #1612.

E. Vote to approve submission of a waiver to the Oklahoma State Department of Education which would allow FY25 state textbook funds

to be used for other general fund purposes, specifically certified teachers' salaries.

F. Vote to approve renewal of annual support and subscription services with Heartland Payment Systems. The total cost is $27,337.50 and will be paid by Child Nutrition, Fund 22.

G. Vote to approve the renewal of a Food Service Contract with Mid-Del Learning Center Day Care operating at Mid-Del Technology Center.

H. Vote to approve contract for Secondary Career and Technology Education Program(s) for School Year 2024-2025 with Oklahoma Department of Career and Technology Education

I. Vote to approve the Financial Statement for the 2023-2024 school year as required by Oklahoma Statutes Title 70-5-135.2.

J. Vote to approve a one year extension with Fleske Holding Company, LLC as the listing agent with exclusive right to sell for Jarman Middle School until July 13, 2025.

K. Vote to approve 2024-2025 sanctioning applications for the following groups:

L. Barnes	M. PTA
N. Cleveland Bailey	O. PTA
P. Soldier Creek	Q. PTA
R. Schwartz	S. PTA
T. Carl Albert Middle School	U. Cheer
V. Carl Albert High School	W. Golf

X. Carl Albert High School	Y. Orchestra
Z. Carl Albert High School	AA. Softball
BB. Carl Albert High School	CC. Swim

DD.

EE. Vote to approve Section 125 Plan Administration by American Fidelity Assurance Company for CY2025.

FF. Vote to approve out-of-state or overnight travel requests:
1. Kristy Cooper and Danielle Taylor, DCHS, to travel to Las Vegas, NV on September 8-10, 2024 to attend a conference on 5 Star Program that is used at DCHS. Expenses to be paid by personal funds.
2. Rose Benas, St. Philip Neri, and Tracy Hunt, Admin, to travel to Boston, MA on November 20-24, 2024 to attend Heart, Hope, Humanity 2024 National Council for Teachers of English (NCTE). Expenses to be paid by Title II, Project 541.
3. Captain John Keilty, Senior Chief Danny Moreaux, and DCHS NJROTC Unit to travel to Wichita, KS on August 23, 2024 to attend Frontiers of Flight Airshow. Expenses to be paid by School Activity Fund, Project 947 - Navy Activity, Personal Funds, and Donations.
4. Dr. Rick Cobb and Erin Rennick-White, Admin, to travel to New Orleans, LA on March 5-9, 2025 to attend AASA National Conference on Education. Expenses to be paid by General Fund 11, Project 000.
5. Melissa Dalton, Admin, to travel to Snowbird, Utah on September 29-October 1, 2024 to attend the Waterford 2024 Fall Partner Summit. All expenses paid by Waterford.org.
6. Kristy Cooper, Amanda Shatswell, and DCHS Student Council to travel to Bartlesville High School on November 2-4, 2024 to attend Student Council State Convention. Expenses to be paid by Sanctioned Organization Funds, Personal Funds, and Donations.
7. Kristy Cooper, Danielle Taylor, Steve Gilliland (plus an additional sponsor), and DCHS Student Council and Leadership to travel to Allen High School in Texas on October 23, 2024 to attend Jostens Better Than Good Conference. Expenses to be paid by Sanctioned Organization Funds, Personal Funds, and Donations.

8. Krissy Johnson, Admin, to travel to New Orleans, LA on November 6-9, 2024 to attend National Science Teaching Association Conference. Expenses to be paid by Title I, Project 511 and Title II, Project 541.
9. Sheril Thompson and Georgina Gooden, Admin, to travel to Palm Springs, CA on October 8-13, 2024 to attend National Indian Education Association Conference. Expenses to be paid by Title IV Indian Ed, Project 561.

III. Recognitions

IV. Information

A. Public Participation
Persons who address the Board during the public participation portion of the regular Board meeting must meet the following qualifications:

1. Not, use the public participation portion of the Board meeting to make slanderous, abusive and personal statements against any individual. The President of the Board may rule any speaker out of order who makes such statements.

2. Not, speak regarding litigation pending against the District or employees of the District.

3. Not, speak regarding a matter that is currently the subject of an investigation being conducted by the District or its agents or attorneys, or which is the subject of an ongoing criminal investigation.

4. In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a single public participation period of thirty (30) minutes will be permitted at each meeting. Each person who wishes to speak will be allotted five (5) minutes until the total time of 30 minutes is used. Groups consisting of three (3) or more persons shall designate a spokesperson that will be given five (5) minutes to speak for and represent the group.

B.

C. Superintendent's Report - Dr. Cobb

D. Update on repairs made to Midwest City High School.- Dr. Cobb

E. Bond Update - Dr. Cobb

F. Academic Accolades - Dr. Broiles
Midwest City Middle School - Ms. Williams
6th, 7th, and 8th grade Academic Teams received a proclamation from the City of Midwest City and Mayor Matt Dukes.

V. Vote to approve or not approve revisions to the Mid-Del Strategic Plan to cover years 2024-2029.- Dr. Cobb

VI. Vote to approve or not approve revision to the 2024-2025 Academic Calendar to accommodate high school graduations.- Dr. Cobb

VII. Vote to approve or not approve new policy G-51, Staff Members and Electronic or Digital Communications.- Ms. Boyer

VIII. Vote to approve or not approve new Policy C-42, Transfers for Special Education Students.- Dr. Broiles

IX. Vote to approve or not approve the following policy revisions due to the recommendation of the Student Discipline Committee.- Ms. Gilkey
E-2 - Student Transportation
C-22 - Grievance Procedures for Filing, Processing, and Resolving Alleged Discrimination Complaints
J-17 - Personal Wireless Devices
J-29 - Student Discipline Philosophy
J-33 - Cult/Gang Behavior
J-35 - Shadowing
J-39 - Student Dress Code

X. Vote to approve or not approve revisions to the Student Expectations Policies, Procedures, and Safety Guidelines handbook for FY 2024-2025 - Ms. Gilkey

XI. Vote to approve or not approve McKinney-Vento Act, 2024-2025 Transportation of Homeless Students Agreement.- Ms. Brown

XII. Vote to approve or not approve revisions to the following policies:- Ms. Brown
1. I-28, Reading Sufficiency
2. I-31, Summer Academy Reading Programs
3. J-8, Promotion-Retention K-5

XIII. Vote to approve or not approve the amended pricing for CISCO Security EA, originally Board approved on June 10, 2024.- Ms. Rennick White

XIV. Vote to approve or not approve to increase adult meal lunch pricing from $4.70 to $5.00.- Ms. Johnson-Manns

XV. Vote to approve or not approve a $25,000 grant awarded to Child Nutrition by the Local Food for Schools (LFS) Program.- Ms. Johnson-Manns

XVI. Vote to approve or not approve Merritt Tennis & Track Systems to provide equipment, labor, and materials to resurface tennis courts and install chain link perimeter fencing at Carl Albert High School, Del City High School, and Midwest City High School. Total cost of project is $383,067.00. Expenditure to be paid from Bond 37 (LR09).- Mr. Bryan

XVII. Vote to approve or not approve to declare one thousand two-hundred eighty-nine (1,289) old theater seats from Carl Albert High School Performing Arts Center as surplus property.- Mr. Bryan

XVIII. Vote to approve or not approve GMP Amendments 7, 8, and 9 to the Willowbrook, Inc. construction management contract, as well as architect/engineer fees on the following Bond Fund 37/(LR09) construction projects:
Amendment No.7-"PAC lighting/rigging/sound at Carl Albert High School" project.
Willowbrook = (GMP amount) $471,770.77 + (Pre-con Fee Total)

$3,538.28 = (GT) **$475,309.05**
Michael McCoy Architects = (GMP x 7%) **$33,023.95**
GMP + Pre-con + Architect Fees = (GT) **$508,333.00**
Amendment No.8-"PAC lighting/rigging/sound at Del City High School" project.
Willowbrook = (GMP amount) $442,099.10 + (Pre-con Fee Total) $3,315.74 = (GT) **$445,414.84**
Michael McCoy Architects = (GMP x 7%) **$30,946.94**
GMP + Pre-con + Architect Fees = (GT) **$476,361.78**
Amendment No.9-"PAC lighting/rigging/sound at Midwest City High School" project.
Willowbrook = (GMP amount) $441,466.30 + (Pre-con Fee Total) $3,311.00 = (GT) **$444,777.30**
Michael McCoy Architects = (GMP x 7%) **$30,902.64**
GMP + Pre-con + Architect Fees = (GT) **$475,679.94**
Expenditures to be paid from Bond 37 and/or Lease Revenue 09.- Mr. Bryan

XIX. Vote to approve or not approve to declare six (6) old Maintenance Department service vehicles surplus property. Vehicles will be sold by auction by the Mid-Del Central Warehouse.- Mr. Wilkerson

XX. Vote to approve or not approve to decommission nine (9) old Transportation Department school buses. Vehicles will be declared surplus property and sold by auction by the Mid-Del Central Warehouse.- Mr. Arnold

XXI. Vote to approve or not approve the Career Technology Education Programs at our three Mid-Del High Schools and three Mid-Del Middle Schools.- Ms. Foster

XXII. Vote to approve or not approve the 2024-2025 MDTC Student Handbook.- Ms. Foster

XXIII. Human Resources

A. Vote to approve or not approve all actions recommended in the Human Resources Reports: - Ms. Huston

5. Certified

6. Non-Certified
7. Child Nutrition
8. Transportation

B.

C. Vote to approve or not approve to use the hourly method (1080 hours) to operate during the 2024-2025 school year. This option will allow the District more flexibility should the need arise for schools to be closed.- Ms. Huston

D. Vote to approve or not approve the deregulation of the planning period for Myles Melson, German teacher at Midwest City High School. - Ms. Huston

E. Vote to approve or not approve the request for certified teachers to serve as adjunct teachers.- Ms. Huston

F. Vote to approve or not approve 2024-2025 compensation for employee groups not represented by negotiated agreements.- Ms. Huston

G. Vote to approve or not approve staff travel stipends for 2024-2025 not included in negotiated agreements.- Ms. Huston

H. Vote to approve or not approve the 2024-2025 pay rates.- Ms. Huston

I. Vote to approve or not approve 2024-2025 MDSEA agreement addendum.- Ms. Huston

J. Vote to approve or not approve the tentative agreement between Mid-Del Board of Education and Mid-Del Education Association.- Ms. Huston

K. Vote to approve or not approve the recommendation for the District Health Coordinator.- Ms. Huston

L. Vote to approve or not approve the recommendation of an Instructional Facilitator.- Ms. Huston

M. Vote to approve or not approve the recommendation of a College Career Coordinator.- Ms. Huston

XXIV. Proposed Executive Session for the purpose of:
To hear evidence and discuss the denied student transfers with a review of confidential education records and transfer requests of students whereby disclosure of any additional information could potentially violate FERPA, and the executive session is requested by the parent or the student. 25 O.S. Section 307(B)(5) and (B)(7).
1. Vote to convene or not convene in Executive Session.
2. Acknowledge the Board has returned to open session.
3. Executive Session statement of minutes.

XXV. Vote to uphold the Superintendent's recommendation to deny the transfer request, overturn the Superintendent's recommendation to deny the transfer request, or modify the Superintendent's recommendation to deny the transfer request of the following students:- Dr. Daniel
Student A
Student B
Student C
Student D
Student E

XXVI. New Business
Item(s) that could not have been foreseen or known about at the time the agenda was posted which need action at this Board meeting.

XXVII. Adjourn
This agenda was posted at the Board of Education Center, 7217 S.E. 15th Street, Midwest City, Oklahoma, on August 8, 2024, at 1:30 PM, in accordance with the Open Meeting Law.

The next Regular Board Meeting is scheduled for September 9, 2024.

MINUTES

Members of the Board of Education of Independent School District No. 52, Midwest City-Del City Schools, met in Regular Session on Monday, July 8, 2024 at 6:00 PM., in the Board Room of the School Administration Building,7217 S.E. 15th Street, Midwest City, Oklahoma. A copy of the agenda was posted on the front doors of the Administration Building on July 3, 2024.

Opening Exercises:
Dr. Daniel called the meeting to order at 6:00 p.m.

Board Members
Dr. Ed Daniel – Present
Mr. Le Roy Porter – Present
Ms. Gina Standridge – Present
Dr. Silvya Kirk – Present
Ms. Shelly Schultz – Present

Others Present
Ms. Kandy Perkins, Minutes Clerk
Ms. Susan Toombs, Deputy Minutes Clerk

Principals/Asst. Principals

ACT
Ms. Lori Burris

Superintendent
Dr. Rick Cobb

Deputy Superintendent
Dr. LaShonda Broiles

Chief Financial Officer
Ms. Jacqueline Woodard

Assistant Superintendent
Ms. Pam Huston

Assistant Superintendent of MDTC
Ms. Becki Foster

Exec. Directors, Directors, Asst. Directors
Ms. Stacey Boyer, Ms. Lacey Brown, Mr. Mike Bryan, Ms. Meagan Bryant, Mr. Andy Collier, Ms. Andra Gilkey, Ms. Leslie Pope, Ms. Erin Rennick White, Ms. Heather Young

Instructional Facilitators/Coordinators
Ms. Melissa Dalton, Ms. Tracy Hunt

We observed a moment of silence.

Flag Salute - Dr. Kirk led the flag salute.

II. Consent Agenda

Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve items A-E on the consent agenda:

A. Approval of the agenda

B. Vote to approve Minutes of the following Board meetings:
1. June 10, 2024 - Regular Meeting
2. June 24, 2024 - Special Meeting

C. Vote to approve the following items:

1. Monthly Financial and Investment Report for month ending June 14, 2024:

   a. Treasurer's Report

   b. Encumbrances

   c. Warrant Register

   d. Lease Revenue

2. School Activity Funds
   a. Transfers within bank
   b. New accounts

3. Vote to approve Blanket Position Salary Reserves Report for FY 2023-2024.

4. Vote to approve Blanket Position Salary Reserves Report for FY 2024-2025.

D. Vote to approve the following renewals or continuing contracts/agreements for 2024-2025:

1. Renewal of 3-year renewable contract with ISG Technology for VMWare VSphere Foundation in the amount of $43,292.48 annually for a total cost of $129,977.44 to be paid by Bond 35, Project 044.

2. Renewal of HUDL contract for the dates July 15, 2024 through July 14, 2025. The contract will include Carl Albert High School - $10,000, Del City High School - $10,000, and Midwest City High School - $10,000. To be paid by Activity Account 64, Project 880.

3. Renewal of agreement with SourceOne Management Services, Inc. to provide custodial services for the Mid-Del Technology Center campus in Midwest City and the Workforce and Economic Development Campus in Del City per Bid Project #2311 for fiscal year 2025. This is year 2 of the 3 year contract. The total cost will be $176,805.96 to be paid from MDTC Building Fund 23 or MDTC General Fund 12.

E. Vote to approve out-of-state or overnight travel requests:
1. Leslie Berger, Tia Moore, and Heather Self Morris, McKinney-Vento, to travel to Orlando, FL on November 16-19, 2024 to attend National Association for the Education of Homeless Children & Youth Conference. Expenses to be paid by Title 1, Project 511 and Homeless, Project 596.
2. Dr. Gina Wright, Career Academy, to travel to Tucson, AZ on October 6-9, 2024 to attend the 2024 30th National Alternative Education Conference. Expenses to be paid by Title 1, Project 511.

3. Scott Ringwald (or appropriate MDTC staff) and SkillsUSA District Officers to travel to Metro Tech in OKC on August 28-30, 2024 to attend training for leadership skills and team building activities. This event is required for SkillsUSA district and state officers. Expenses to be paid by General Fund 12, Activity Fund 65 - Project 962-SkillsUSA, Project 826-General Activity, Personal Funds, and Donations.
4. Damon Guthery, Jonathan Smith, Sarah Baskin, MCMS, to travel to Houston, TX on July 17-22, 2024 to attend The Rock Conference. This trip was approved at the June 10, 2024 meeting and they are replacing three teachers who cannot attend. Expenses to be paid by Activity Fund 845-Vending and Activity Fund 865-Athletics.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

III. Recognitions

IV. Information

A. Public Participation – None.

B. Dr. Cobb presented the Superintendent's Report.

C. Tracy Hunt and Melissa Dalton shared presentations for Academic Accolades.

V. Ms. Bryant requested the Board vote to approve Mid-Del Youth and Family Employee Assistance Program Contract for 2024-2025. The cost of the program is $20,000.00 to be paid by General Fund, Project Code 000. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve Mid-Del Youth and Family Employee Assistance Program Contract for 2024-2025. The cost of the program is $20,000.00 to be paid by General Fund, Project Code 000.

Roll call vote: Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

VI. Ms. Bryant requested the Board vote to approve Mid-Del Youth and Family Student Contract for the 2024-2025 school year. The cost of $45,000.00 is to be paid from General Fund, Project Code 000. Motion was made by Mr. Porter and seconded by Ms. Standridge to vote to approve Mid-Del Youth and Family Student Contract for the 2024-2025 school year. The cost of $45,000.00 is to be paid from General Fund, Project Code 000.

Roll call vote: Mr. Porter, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Ms. Standridge, Aye; Dr. Daniel, Aye. Motion carried.

VII. Ms. Bryant requested the Board vote to approve revisions to Policy I-9, Graduation Requirements. Motion was made by Mr. Porter and seconded by Ms. Standridge to vote to approve revisions to Policy I-9, Graduation Requirements.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Daniel, Aye. Motion carried.

VIII. Ms. Wilson requested the Board vote to approve to enter into an agreement with Little Voices Speech Therapy to provide additional Speech Language Pathology providers for the 2024-2025 school year. The cost will be an estimated $100,000.00 in increments of $50,000.00 to be paid by Special Services Flow-Through Project Code 621, Impact Aid Project Code 592,

and General Fund Project Code 000. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve to enter into an agreement with Little Voices Speech Therapy to provide additional Speech Language Pathology providers for the 2024-2025 school year. The cost will be an estimated $100,000.00 in increments of $50,000.00 to be paid by Special Services Flow-Through Project Code 621, Impact Aid Project Code 592, and General Fund Project Code 000.

Roll call vote: Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

IX. Mr. Bryan requested the Board vote to approve to revise the District-wide Custodial Services Agreement assignments, as approved by the BOE on June 10, 2024 to reflect Jani-King of Oklahoma, Inc as the sole provider of District-wide Custodial Services, during the 2024-2025 FY. Total cost of contract for FY25 is $3,224,484.00. This is the 1st year of a potentially renewable service agreement under Bid Project #2503. To be paid from District Building Fund 21, and/or General Fund 11, and Child Nutrition Fund 22. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve to revise the District-wide Custodial Services Agreement assignments, as approved by the BOE on June 10, 2024 to reflect Jani-King of Oklahoma, Inc as the sole provider of District-wide Custodial Services, during the 2024-2025 FY. Total cost of contract for FY25 is $3,224,484.00. This is the 1st year of a potentially renewable service agreement under Bid Project #2503. To be paid from District Building Fund 21, and/or General Fund 11, and Child Nutrition Fund 22.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Daniel, Aye. Motion carried.

X. Ms. Foster requested the Board vote to approve to use Malakar Printing for FY25 (July 1, 2024-June 30, 2025) to print curriculum for use at Tinker Technology Center. The estimated cost to print for 2024-2025 is $30,000.00 issued in $5,000.00 increments and will be paid by General Fund 12, Project 276. Motion was made by Ms. Schultz and seconded by Ms. Standridge to vote to approve to use Malakar Printing for FY25 (July 1, 2024-June 30, 2025) to print curriculum for use at Tinker Technology Center. The estimated cost to print for 2024-2025 is $30,000.00 issued in $5,000.00 increments and will be paid by General Fund 12, Project 276.

Roll call vote: Dr. Kirk, Aye; Ms. Schultz, Aye; Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Daniel, Aye. Motion carried.

XI. Ms. Foster requested the Board vote to approve the purchase of Dell laptops from ViG Solutions for use in Adult Cosmetology, Auto Service, Health Information Management, and Collision Repair Programs. The total price will be $32,753.00 per TIPS Contract #230105 and will be paid by MDTC General Fund 12, Project 044. Motion was made by Dr. Kirk and seconded by Ms. Standridge to vote to approve the purchase of Dell laptops from ViG Solutions for use in Adult Cosmetology, Auto Service, Health Information Management, and Collision Repair Programs. The total price will be $32,753.00 per TIPS Contract #230105 and will be paid by MDTC General Fund 12, Project 044.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

XII. Human Resources

A. Ms. Huston requested the Board vote to approve all actions recommended in the Human Resources Reports:

- Certified
- Non-Certified
- Child Nutrition
- Transportation

Motion was made by Mr. Porter and seconded by Ms. Schultz to vote to approve all actions recommended in the Human Resources Reports:

- Certified
- Non-Certified
- Child Nutrition
- Transportation

Roll call vote: Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

B. Ms. Huston requested the Board vote to approve staff stipends for 2024-2025 that are administrative or not included in negotiated agreements. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve staff stipends for 2024-2025 that are administrative or not included in negotiated agreements.

Roll call vote: Dr. Kirk, Aye; Ms. Schultz, Aye; Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Daniel, Aye. Motion carried.

C. Ms. Huston requested the Board vote to approve the recommendation of Kellie Duckworth for Payroll Coordinator. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve the recommendation of Kellie Duckworth for Payroll Coordinator.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Daniel, Aye. Motion carried.

D. Ms. Huston requested the Board vote to approve the recommendation of Gary Broyles for Elementary Assistant Principal. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve the recommendation of Gary Broyles for Elementary Assistant Principal.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

E. Ms. Huston requested the Board vote to approve the recommendation of Terry Tilley for the Director of Safety and Security. Motion was made by Mr. Porter and seconded by Ms. Schultz to vote to approve the recommendation of Terry Tilley for the Director of Safety and Security.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

F. Ms. Huston requested the Board vote to approve the recommendation of Melissa Overcash for the Director of Workforce and Economic Development. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve the recommendation of Melissa Overcash for the Director of Workforce and Economic Development.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Daniel, Aye. Motion carried.

G. Ms. Huston requested the Board vote to approve the recommendation of James "Chris" Wilkerson for the Director of Maintenance and Construction. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to approve the recommendation of James "Chris" Wilkerson for the Director of Maintenance and Construction.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

XIII. Proposed Executive Session:
At 7:17 PM, motion was made by Mr. Porter and seconded by Ms. Schultz to convene into Executive Session for the purpose of:

To hear evidence and discuss the denied student transfers with a review of confidential education records and transfer requests of students whereby disclosure of any additional information could potentially violate FERPA, and the executive session is requested by the parent or the student. 25 O.S. Section 307(B)(5) and (B)(7).

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

When the Board returned, Dr. Daniel stated the following:

"Let the record reflect that the Board returned to Open Session at 8:00 PM. Those present in Executive Session were: Mr. Le Roy Porter, Ms. Gina Standridge, Dr. Silvya Kirk, Ms. Shelly Schultz, Dr. Ed Daniel, Dr. Rick Cobb, Dr. LaShonda Broiles, Ms. Andra Gilkey, Ms. Leslie Pope, and the representatives of Students C, D, and E. During Executive Session, we discussed the following:

To hear evidence and discuss the denied student transfers with a review of confidential education records and transfer requests of students whereby disclosure of any additional information could potentially violate FERPA, and the executive session is requested by the parent or the student. 25 O.S. Section 307(B)(5) and (B)(7). No other matters were discussed and no votes were taken during Executive Session."

XIV. Motion was made by Dr. Kirk and seconded by Mr. Porter to vote to uphold the Superintendent's recommendation to deny the transfer request of Student A.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Daniel, Aye. Motion carried.

Motion was made by Dr. Kirk and seconded by Ms. Schultz to vote to uphold the Superintendent's recommendation to deny the transfer request of Student B.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

Motion was made by Dr. Kirk and seconded by Mr. Porter to vote to uphold the Superintendent's recommendation to deny the transfer request of Student C.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Daniel, Aye. Motion carried.

Motion was made by Dr. Kirk and seconded by Ms. Schultz to vote to uphold the Superintendent's recommendation to deny the transfer request of Student D.

Roll call vote: Ms. Standridge, Aye; Mr. Porter, Aye; Ms. Schultz, Aye; Dr. Kirk, Aye; Dr. Daniel, Aye. Motion carried.

Motion was made by Dr. Kirk and seconded by Mr. Porter to vote to uphold the Superintendent's recommendation to deny the transfer request of Student E.

Roll call vote: Ms. Standridge, Aye; Mr. Porter, Aye; Ms. Schultz, Aye; Dr. Kirk, Aye; Dr. Daniel, Aye. Motion carried.

XV. New Business – None.

XVI. Adjourn –

There being no further business requiring the Board's action, motion was made by Ms. Schultz and seconded by Ms. Standridge to vote to adjourn. The meeting adjourned at 8:05 PM.

Roll call vote: Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

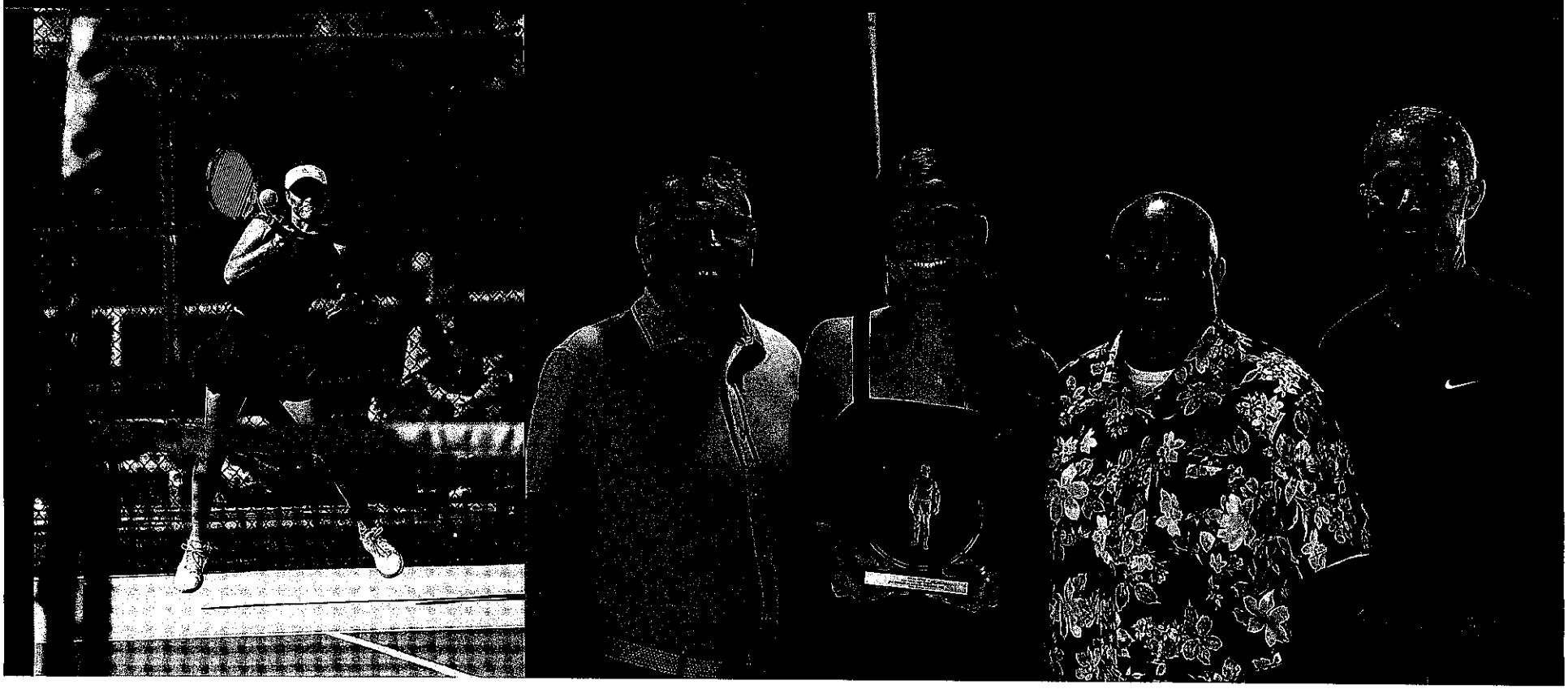
Dr. Ed Daniel, President	Mr. Le Roy Porter, Vice-President
Ms. Gina Standridge, Ed.S, Clerk	Ms. Shelly Schultz, Member
Dr. Silvya Kirk, Member	Ms. Kandy Perkins, Minutes Clerk


SAFE
CHALLENGED
AID DE SCHOOL
READY



Superintendent's Report
July 8, 2024

Carl Albert High School's Rylee Reese has been named the Jim Thorpe High School Player of the Year for Girls Tennis.



Mid-Del Technology Center's Summer Tech Camp was a success.





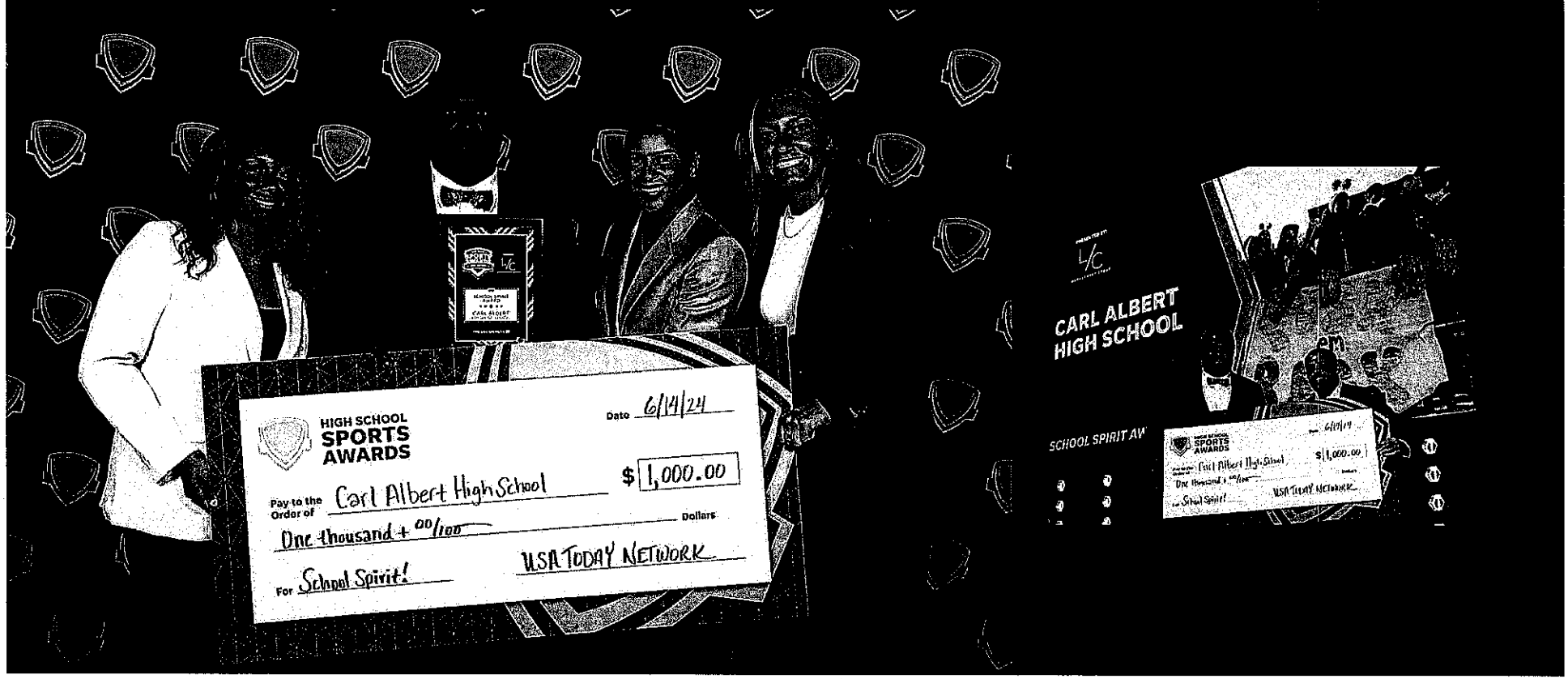
Congratulations to Del City High School for being recognized as a Platinum School of Distinction by Jostens! The Jostens Renaissance School of Distinction recognition was created to celebrate schools that are making a positive impact on [redacted] through executing the Renaissance Results Formula™: [redacted] + [redacted] + [redacted] + [redacted] = [redacted].

Jostens™

RENAISSANCE®

EDUCATION

Carl Albert High School was named the School Spirit Award Winner at the Oklahoma High School Sports Awards. Congratulations!



The Del City High School Troupe 2017 was awarded a Gold Level Honor Troupe award this year! This is based on last year's events and achievements. Congratulations Eagles!

Oklahoma Thespians

GOLD LEVEL HONOR TROUPE

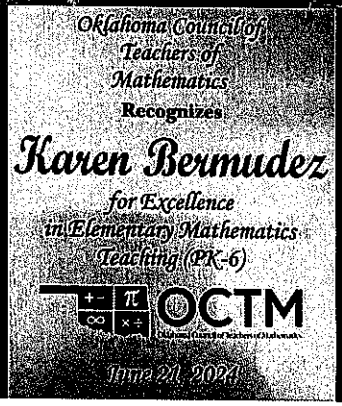
Members of our team led presentations on impactful topics during the summer conference in Oklahoma City. Dr. Broiles was also recognized during the evening awards banquet.



Congratulations to Karen Bermudez from Townsend Elementary! She was honored with the Excellence in Elementary Mathematics Teaching award by the Oklahoma Council of Teachers of Mathematics.







Members of the Mid-Del Team participated in the Oklahoma State Department of Education's Oklahoma Teacher Career Fair.



New Employee Onboarding Continues Every Tuesday



Dr. Cobb attended the Del City Chamber of Commerce's networking luncheon.

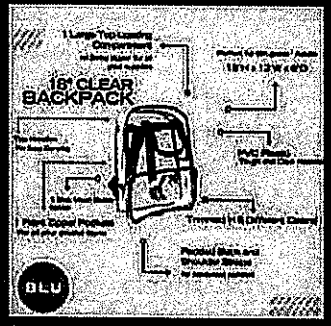


Mid-Del Public Schools Foundation Clear Backpack Drive/Purchase Options for our Community. As of today, 487 backpacks have been purchased.

$10 CLEAR BACKPACKS

Mid-Del Public Schools Foundation

The Mid-Del Public Schools Foundation is partnering with Blu School Supplies to provide an economical option for our Mid-Del Families to purchase a clear backpack for the 2024-2025 school year. All 6th-12th grade students will be required to have a clear backpack this school year.



** To guarantee your backpack will arrive before school starts, please order by Friday, July 5, 2024.*

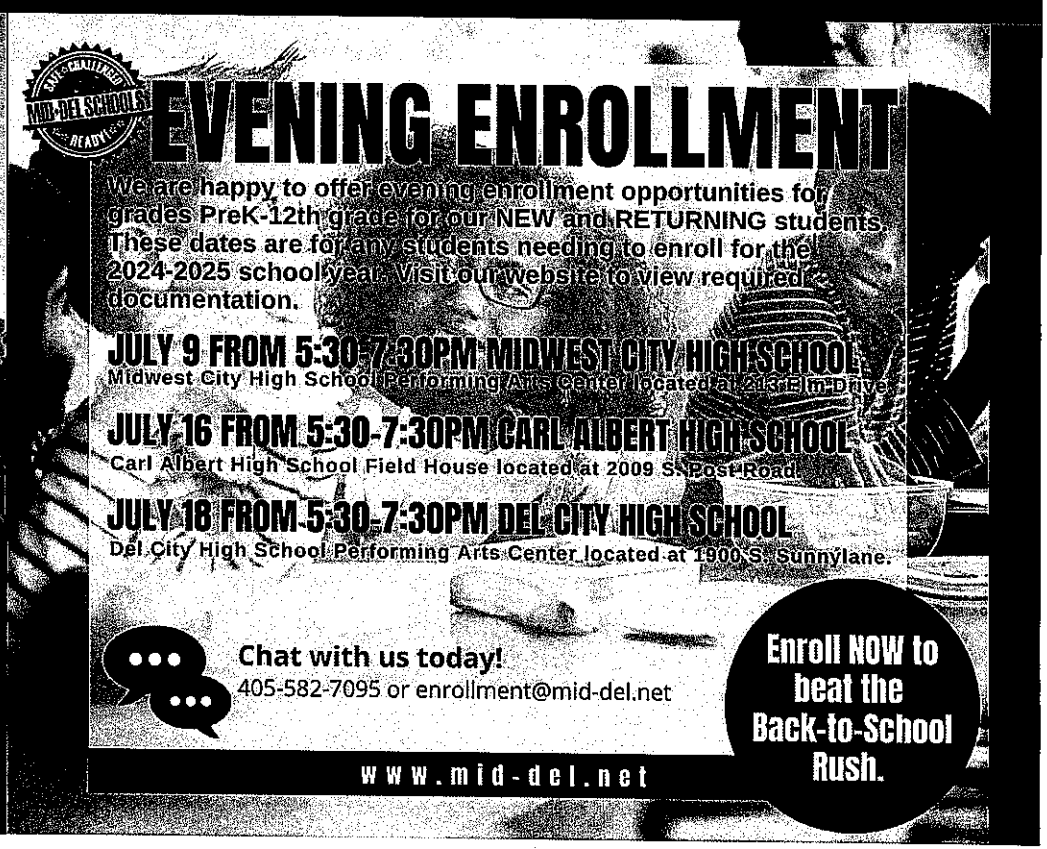
Use this link or scan the QR Code to purchase a $10 backpack or make a donation to school for a backpack. Thank you for supporting Mid-Del Students!

The Midwest City Chamber of Commerce is hosting Fill the Bus School Supply Drives in July.



Summer Enrollment Opportunities






SAFE
CHALLENGED
MID-DEL SCHOOLS
READY!

Literacy Plan

Teaching & Learning Department



What is a literacy plan?

A PK-12 district literacy plan is a comprehensive plan developed by a school district to ensure that students from PK through 12th grade achieve literacy proficiency. A literacy plan typically outlines the instructional approaches, assessment methods, professional development for educators, and resources necessary to support and enhance literacy education across all grade levels.

Mid-Del Literacy Beliefs

- Literacy Growth and Achievement occur through Tier I Instruction.
- All students can achieve literate citizenry.
- All educators are teachers of literacy.
- Assessment drives literacy instruction.
- Collaborative leadership promotes positive literacy outcomes.
- Everyone in a learner's life contributes to literacy development.

Why does Mid-Del need a literacy plan?

Mid-Del Schools, like any school district, should have a literacy plan to ensure that all students develop strong reading and writing skills, which are essential for academic success and future opportunities.

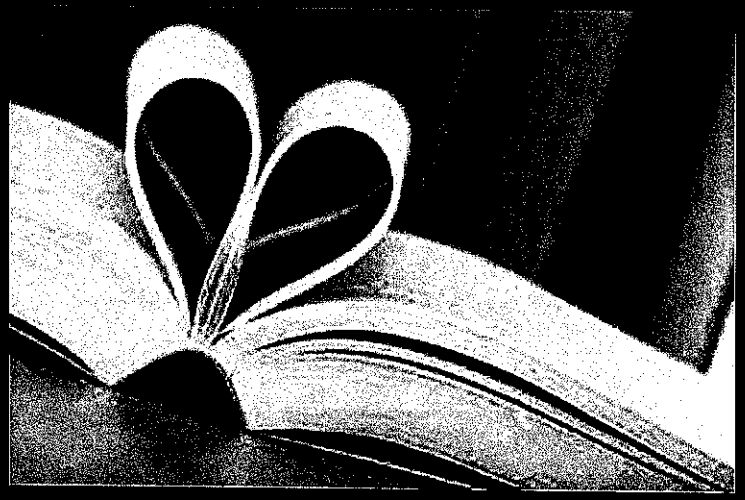


How was this plan developed?

Request for Literacy Plan
Researched Literacy Plans
Developed by T&L Team
District Leader Feedback
Stakeholder Feedback

- Parents
- Community Members
- Educators (several MDSEA members)
- Administrators

Adjustments Made Based on Feedback

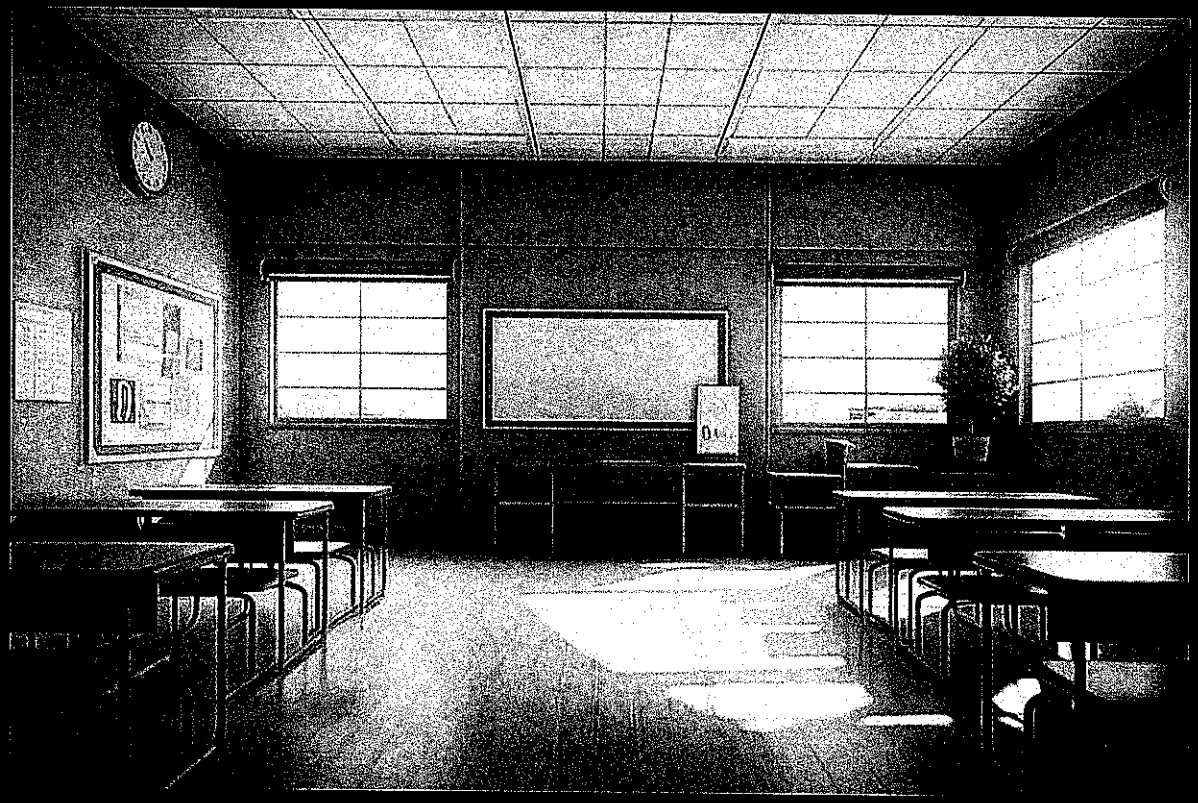


The Mid-Del Literacy Plan

IMPACT Plan

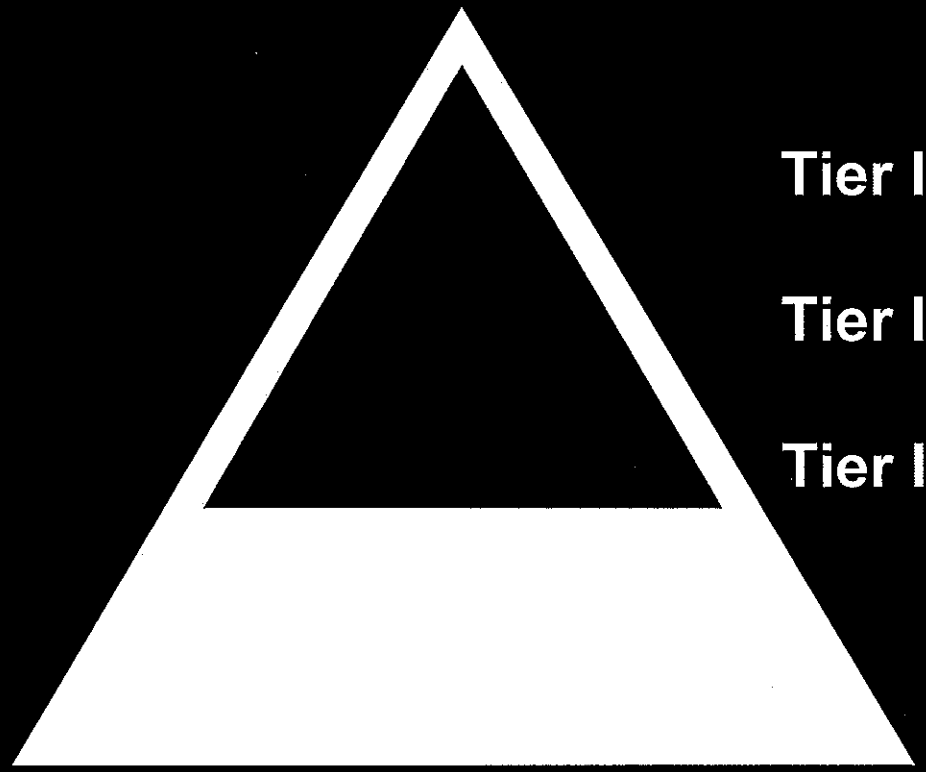
I	**Instruction and Curriculum**
M	**Multi-tiered Systems of Support**
P	**Professional and Continuous Learning**
A	**Assessment Systems**
C	**Collaborative Leadership**
T	**Teaming with Families and Communities**

nstruction & Curriculum



SAY CHALLENGED
MID-DEL SCHOOLS
READY

ulti-Tiered Systems of Support



Tier III: Intensive & Individualized

Tier II: Targeted Instruction

Tier I: Universal Instruction

rofessional & Continuous Learning

ssessment

ollaborative Leadership

eaming with Families & Community

IMPACT Plan

I	**Instruction and Curriculum**
M	**Multi-tiered Systems of Support**
P	**Professional and Continuous Learning**
A	**Assessment Systems**
C	**Collaborative Leadership**
T	**Teaming with Families and Communities**

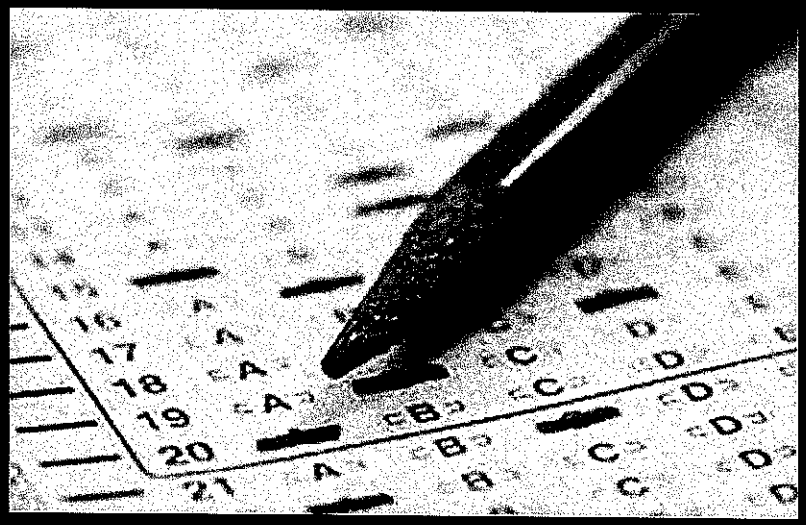
Communicating the Mid-Del Literacy Plan

- Board Awareness
- Site Administrator Training
- Instructional Coach Training
- Publishing on District Website
- Woven into PLCs District Wide

Measuring the Impact of Mid-Del's Literacy Plan In Alignment with the District Strategic Plan

OSTP Scores

District Screeners



Thank You!




SAFE
CHALLENGED
MID-DEL SCHOOLS
READY!

MINUTES

Members of the Board of Education of Independent School District No. 52, Midwest City-Del City Schools, met in Emergency Session on Thursday, July 11, 2024 at 12:30 PM., in the Board Room of the School Administration Building,7217 S.E. 15th Street, Midwest City, Oklahoma.

Opening Exercises:
Dr. Daniel called the meeting to order at 12:30 PM.

Board Members
Dr. Silvya Kirk – Present
Dr. Ed Daniel – Present
Mr. Le Roy Porter – Present
Ms. Shelly Schultz - Present
Ms. Gina Standridge – Present

Others Present
Ms. Kandy Perkins, Minutes Clerk
Ms. Susan Toombs, Deputy Minutes Clerk

Principals/Asst. Principals

ACT
Ms. Lori Burris

Superintendent
Dr. Rick Cobb

Deputy Superintendent
Dr. LaShonda Broiles

Chief Financial Officer
Ms. Jacqueline Woodard - Absent

Assistant Superintendent
Ms. Pam Huston

Assistant Superintendent of MDTC
Ms. Becki Foster - Absent

Exec. Directors, Directors, Asst. Directors
Ms. Stacey Boyer, Mr. Mike Bryan, Ms. Andra Gilkey

Instructional Facilitators/Coordinators
Ms. Alley Hood

Flag Salute - Dr. Daniel led the flag salute.

II. Motion was made by Dr. Kirk and seconded by Mr. Porter to vote to declare an emergency under the Oklahoma Competitive Bidding Act.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Daniel, Aye. Motion carried.

III. Motion was made by Mr. Porter and seconded by Ms. Schultz to vote to authorize the Superintendent or Superintendent's designee to work with school insurance claims adjustor and/or legal counsel to process insurance claims related to roof storm damage at Midwest City High School and impact on school property and public safety.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Ms. Standridge, Aye; Mr. Porter, Aye; Dr. Daniel, Aye. Motion carried.

IV. Motion was made by Mr. Porter and seconded by Dr. Kirk to vote to authorize the Superintendent or Superintendent's designee to begin the process of addressing repairs/construction of the buildings, facilities, and other school property damaged by the storm.

Roll call vote: Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Kirk, Aye; Ms. Schultz, Aye; Dr. Daniel, Aye. Motion carried.

V. There were no additional issues to discuss and no action was taken.

VI. Adjourn

There being no further business requiring the Board's action, motion was made by Dr. Kirk and seconded by Mr. Porter to adjourn. The meeting adjourned at 1:12 PM.

Roll call vote: Ms. Schultz, Aye; Dr. Kirk, Aye; Mr. Porter, Aye; Ms. Standridge, Aye; Dr. Daniel, Aye. Motion carried.

Dr. Ed Daniel, President	Mr. Le Roy Porter, Vice-President
Ms. Gina Standridge, Ed.S., Clerk	Ms. Shelly Schultz, Member
Dr. Silvya Kirk, Member	Ms. Kandy Perkins, Minutes Clerk

Visitors

The Midwest City-Del City Schools' Board of Education Meeting

Date: July 11, 2024

Name	Company or Organization Represented
Cristy Collins	Willowbrook
Lori Burris	MDEA

MONTHLY FINANCIAL REPORT



June 30, 2024

BOE DATE: August 12, 2024

MID-DEL SCHOOLS
BANK RECONCILIATION
FOR THE MONTH ENDED June 30, 2024

	ACTIVE CASH BALANCE	INVESTMENTS	TOTAL
BEGINNING CASH BALANCE	105,861,247.51	-	105,861,247.51
DEPOSITS (RECEIPT AMT.)	12,964,157.41	-	12,964,157.41
NET INVESTMENTS	-	800,000.00	800,000.00
DISBURSEMENTS	(30,964,608.84)		(30,964,608.84)
ENDING LEDGER BALANCE	87,860,796.08	800,000.00	88,660,796.08
BALANCE PER BANK STATEMENTS			
MONEY MARKET - FIRST NATIONAL	11,924,652.34		11,924,652.34
INVESTMENT ACCOUNT - FNB & TRUST		800,000.00	800,000.00
INVESTMENT ACCOUNT - GOLDMAN SACH	8,613,933.83		8,613,933.83
FIRST OKLAHOMA BANK	5,569,225.09	-	5,569,225.09
IBC BANK		-	-
BANK OF OKLAHOMA - ICS	61,752,984.82	-	61,752,984.82
TOTAL BALANCE PER BANKS	87,860,796.08	800,000.00	88,660,796.08
VARIANCE	-	-	-
INTEREST NOT RECORDED	-	-	-
UNRECONCILED DIFFERENCE	-	-	-

PREPARED BY: J. Woodard 7/30/24 9:13 AM

REVIEWED BY: _____

TREASURER'S REPORT

ANALYSIS OF DEPOSITS AND DISBURSEMENTS

JUNE 30, 2024

	General Fund (11)	Co-Op Tech Center Fund (12)	Building Fund (21)	Child Nutrition Fund (22)	Tech Building Fund (23)	Bond Fund of 2018 (35)	Bond Fund of 2020 (36)	Bond Fund of 2023 (37)	Bond Fund of 2018 (39)	Sinking Fund (41)	Insurance Fund (86)	Subtotal (Funds Held Directly by Treasurer)	Activity Fund (64)/(65)/(66)*	Child Nutrition Activity Fund (69)*	Workers' Compensation Fund (83)*	Total All Funds
Balance Forward	33,368,065.50	9,538,588.75	7,939,546.42	4,470,026.78	11,931,062.50	7,103,178.09	3,646,519.70	7,504,677.20	1,025,401.47	18,853,782.22	1,280,398.88	106,661,247.51	3,237,737.91	33,441.65	235,405.58	110,167,832.65
Plus: Deposits	10,388,365.63	587,964.92	1,384,720.43	376,397.15	-	39,584.09	20,368.85	39,904.26	5,735.47	121,116.61	-	12,964,157.41	**	**	**	*
Less: Disbursements	10,851,216.00	557,336.02	272,649.68	665,428.07	150,685.25	45,845.04	9,625.03	847,785.00	-	17,564,038.75	-	30,964,608.84	**	**	**	*
Ending Balance	32,905,215.13	9,569,217.65	9,051,617.17	4,180,995.86	11,780,377.25	7,096,917.14	3,657,263.52	6,696,796.46	1,031,136.94	1,410,860.08	1,280,398.88	88,660,796.08	2,522,741.14	3,733.95	234,619.47	91,421,890.64
Less: Outstanding Warrants	12,559,029.44	382,034.60	57,687.94	349,848.59	-	234,660.40	(0.00)	-	44,999.00	-	-	13,628,259.97	*	**	*	*
Balance Subject to Outstanding Warrants	20,346,185.69	9,187,183.05	8,993,929.23	3,831,147.27	11,780,377.25	6,862,256.74	3,657,263.52	6,696,796.46	986,137.94	1,410,860.08	1,280,398.88	75,032,536.11	*	**	*	*

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* Balance is taken directly from current month bank statements.

TREASURER'S REPORT
SUMMARY OF OPERATING AND INVESTMENT FUNDS
JUNE 30, 2024

DEPOSITORY INSTITUTION	FNB Community	Bank*** of Oklahoma	Sovereign Bank	First*** Oklahoma Bank	IBC MWC	TOTAL
OPERATING FUNDS:						
Operating, MAPS, Bond Funds**	11,924,652.34	-	-	-	-	11,924,652.34
						-
Workers Comp. Fund	-	-			234,619.47	234,619.47
						-
School Activity Funds	1,954,737.21	-	568,003.93			2,522,741.14
						-
Child Nutrition Activity Funds	3,733.95	-			-	3,733.95
Subtotal	13,883,123.50	-	568,003.93	-	234,619.47	14,685,746.90
INVESTMENT FUNDS:						
School District Funds		70,366,918.65	800,000.00	5,569,225.09		76,736,143.74
						-
Workers Comp. Fund						-
						-
School Activity Funds						-
						-
Child Nutrition Activity Fund						-
Subtotal	-	70,366,918.65	800,000.00	5,569,225.09	-	76,736,143.74
GRAND TOTAL	13,883,123.50	70,366,918.65	1,368,003.93	5,569,225.09	234,619.47	91,421,890.64
SECURITIES PLEDGED:						
Original Face Value	189,974,676.00	-	940,000.00		-	190,914,676.00
Current Market Value	41,481,843.48	-	953,202.10		-	42,435,045.58
% PLEDGED:*						
Original Face Value	1370%	FDIC	149%	FDIC	FDIC	910%
Current Market Value	304%	FDIC	173%	FDIC	FDIC	209%

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* Each account is additionally insured for $250,000.00 by the FDIC. This amount is included in this percentage. (First National Bank Midwest City and First National Bank Del City Branch are considered one account.) Board policy requires collateral at 110%.

**Bond funds and MAPS fund accounts have been combined into our main bank account at FNB Community.

***Bank of Oklahoma and First Oklahoma Bank Money Market accounts funds distributed amongst multiple investment funds each fully insured by FDIC.

TREASURER'S REPORT
DISTRIBUTION OF OPERATING AND INVESTMENT FUNDS
JUNE 30, 2024

DEPOSITORY INSTITUTION	TYPE	RATE*	PURCHASE DATE	MATURITY DUE	FNB** Community	Bank of Oklahoma	Sovereign Bank	First Oklahoma Bank	IBC MWC	TOTAL
OPERATING FUNDS:		%								
Operating, MAPS, Bond Funds**	Money Market	1.76%	N/A	N/A	11,924,652.34					11,924,652.34
Workers Comp. Fund	Money Market (Checking)	1.00%	N/A	N/A					234,619.47	234,619.47
School Activity Funds	Money Market	2.53%	N/A	N/A	1,217,942.08					1,217,942.08
Tech Center	Money Market	1.76%	N/A	N/A	736,795.13					736,795.13
	(Checking)	4.00%	N/A	N/A			568,003.93			568,003.93
Child Nutrition Activity Funds	Money Market (Checking)	2.53%	N/A	N/A	3,733.95					3,733.95
TOTAL OPERATING FUNDS					13,883,123.50	-	568,003.93	-	234,619.47	14,685,746.90
INVESTED FUNDS:										
District Funds	CD	4.65%	05/03/24	05/03/25			800,000.00			800,000.00
	Money Market	5.18%	N/A	N/A		8,613,933.83				8,613,933.83
	ICS	5.30%	N/A	N/A		61,752,984.82				61,752,984.82
	ICS	5.20%	N/A	N/A				5,569,225.09		5,569,225.09
										-
Sub Total School District Funds					-	70,366,918.65	800,000.00	5,569,225.09	-	76,736,143.74
Workers Comp. Fund					-	-		-	-	-
Child Nutrition Activity Fund					-	-		-	-	-
School Activity Funds					-	-	-	-	-	-
TOTAL INVESTED FUNDS					-	70,366,918.65	800,000.00	5,569,225.09	-	76,736,143.74
GRAND TOTAL ALL FUNDS					13,883,123.50	70,366,918.65	1,368,003.93	5,569,225.09	234,619.47	91,421,890.64

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*Interest Rate represents monthly rate.
**Bond funds and MAPS fund accounts have been combined into our main bank account at FNB Community.

TREASURER'S REPORT
SECURITIES PLEDGED BY DEPOSITORY INSTITUTIONS*
JUNE 30, 2024

DEPOSITORY INSTITUTION	DISTRICT TREASURER'S NUMBER	MATURITY DATE**	SECURITY DESCRIPTION	ORIGINAL FACE ORIGINAL	CURRENT MARKET VALUE
FNB Community Bank	1426	08/16/24	FEDERAL HOME LOAN BANKS	1,935,000.00	1,923,622.20
FNB Community Bank	1425	12/09/24	FEDERAL HOME LOAN BANKS	1,985,000.00	1,941,032.25
FNB Community Bank	1283	01/01/25	FNMA	2,000,000.00	1,958.61
FNB Community Bank	1297	01/01/25	FNMA	2,000,000.00	2,137.92
FNB Community Bank	1368	04/01/25	Galesville Ettrick Trempealeau	320,000.00	316,851.20
FNB Community Bank	1262	06/01/25	FHLMC GOLD	2,500,000.00	5,485.17
FNB Community Bank	1386	06/01/25	Tulsa Co. OK ISD # 5 Jenks	1,000,000.00	966,820.00
FNB Community Bank	1318	09/01/25	FNMA	3,000,000.00	353.76
FNB Community Bank	1394	10/21/25	FFCB	2,000,000.00	1,882,040.00
FNB Community Bank	1336	12/01/25	FNMA	4,450,000.00	49,595.23
FNB Community Bank	1424	01/26/26	FEDERAL HOME LOAN BANKS	2,100,000.00	1,991,052.00
FNB Community Bank	1251	02/01/26	FNMA	2,240,000.00	24,153.95
FNB Community Bank	1405	03/10/26	FEDERAL HOME LOAN BANKS	1,000,000.00	933,030.00
FNB Community Bank	1235	05/01/26	FHLMC GOLD	2,100,000.00	21,905.84
FNB Community Bank	1281	06/01/26	FNMA	2,850,000.00	50,985.50
FNB Community Bank	1238	07/01/26	FNMA	1,500,000.00	10,139.39
FNB Community Bank	1263	08/01/26	FHLMC GOLD	2,000,000.00	27,633.92
FNB Community Bank	1264	09/01/26	FHLMC GOLD	1,500,000.00	20,248.75
FNB Community Bank	1259	09/01/26	FNMA	1,550,000.00	29,721.21
FNB Community Bank	1361	09/01/26	Montgomery CNTY, TX MUD	360,000.00	360,226.80
FNB Community Bank	1364	11/20/26	GNMA II	1,575,000.00	36,832.01
FNB Community Bank	1298	12/01/26	FNMA	1,650,000.00	47,280.12
FNB Community Bank	1252	12/01/26	FNMA	2,500,000.00	20,973.82
FNB Community Bank	1254	01/01/27	FHLMC GOLD	2,250,000.00	57,393.01
FNB Community Bank	1365	01/01/27	FNMA	1,500,000.00	26,949.46
FNB Community Bank	1253	01/01/27	FNMA	2,000,000.00	41,051.70
FNB Community Bank	1355	01/01/27	FNMA	1,500,000.00	30,788.78
FNB Community Bank	1306	01/01/27	FNMA	2,000,000.00	31,094.53
FNB Community Bank	1373	01/01/27	FNMA	3,000,000.00	171,166.84
FNB Community Bank	1358	03/01/27	FHLMC Gold	1,500,000.00	41,036.17
FNB Community Bank	1249	03/01/27	FNMA	2,000,000.00	56,831.18
FNB Community Bank	1284	03/01/27	FNMA	2,500,000.00	38,431.67
FNB Community Bank	1406	03/25/27	FEDERAL HOME LOAN BANKS	2,000,000.00	1,819,800.00
FNB Community Bank	1319	04/01/27	FHLMC	3,425,000.00	78,315.15
FNB Community Bank	1307	04/01/27	FNMA	2,275,000.00	75,814.35
FNB Community Bank	1308	06/01/27	FNMA	2,000,000.00	61,487.78
FNB Community Bank	1314	07/01/27	FHLMC GOLD	1,500,000.00	41,493.05
FNB Community Bank	1309	08/01/27	FNMA	2,000,000.00	46,878.61
FNB Community Bank	1346	12/01/27	GRANDVIEW TEX ISD	400,000.00	410,176.00
FNB Community Bank	1347	08/15/27	SAN DIEGO TEX ISD	440,000.00	445,108.40
FNB Community Bank	1310	01/01/28	FNMA	2,000,000.00	80,783.69
FNB Community Bank	1418	01/31/28	US Treasury	2,000,000.00	1,760,620.00
FNB Community Bank	1320	02/01/28	FHLMC	2,000,000.00	72,045.19
FNB Community Bank	1285	02/01/28	FHLMC GOLD	2,200,000.00	124,713.02
FNB Community Bank	1311	02/01/28	FNMA	2,000,000.00	74,363.79
FNB Community Bank	1401	02/02/28	FFCB	2,000,000.00	1,760,820.00
FNB Community Bank	1407	03/10/28	FFCB	2,000,000.00	1,793,300.00
FNB Community Bank	1408	03/30/28	FFCB	2,000,000.00	1,799,020.00
FNB Community Bank	1362	04/01/28	REID RD MUN UTIL DIST NO 1 TX	345,000.00	327,018.60
FNB Community Bank	1282	05/01/28	FHLMC GOLD	2,000,000.00	90,991.54
FNB Community Bank	1392	06/29/28	FFCB	2,000,000.00	1,749,460.00
FNB Community Bank	1327	10/01/28	FHLMC	1,500,000.00	47,078.78
FNB Community Bank	1312	11/01/28	FHLMC	2,000,000.00	50,527.94
FNB Community Bank	1395	11/30/28	FNMA	2,000,000.00	1,727,480.00
FNB Community Bank	1335	01/01/29	FHLMC GOLD	4,500,000.00	358,090.07
FNB Community Bank	1369	02/01/29	Devine TX ISD	245,000.00	249,174.80
FNB Community Bank	1328	02/01/29	FNMA	2,000,000.00	144,837.48
FNB Community Bank	1348	02/15/29	ROBSTOWN TEX ISD	430,000.00	437,439.00
FNB Community Bank	1299	03/01/29	FHLMC	2,000,000.00	128,093.60
FNB Community Bank	1321	04/01/29	FHLMC	2,000,000.00	121,077.23
FNB Community Bank	1370	08/01/29	ALCESTER-HUDSON SCHOOL DIST 61	335,000.00	336,105.50
FNB Community Bank	1414	08/24/29	FEDERAL HOME LOAN BANKS	2,000,000.00	1,682,480.00
FNB Community Bank	1342	10/01/29	FNMA PASS-THRU INT 15 YEAR	3,900,000.00	349,888.39
FNB Community Bank	1322	12/01/29	FHLMC	3,000,000.00	160,550.54
FNB Community Bank	1300	12/01/29	FNMA	2,000,000.00	72,771.36
FNB Community Bank	1380	01/01/30	FHLMC	3,000,000.00	315,516.49
FNB Community Bank	1333	04/01/30	FNMA	3,475,000.00	403,485.89
FNB Community Bank	1396	06/24/30	FFCB	2,000,000.00	1,649,840.00
FNB Community Bank	1397	12/23/30	FFCB	2,000,000.00	1,633,640.00
FNB Community Bank	1366	03/01/31	FHLMC GOLD	1,625,000.00	69,887.16
FNB Community Bank	1270	03/01/31	FHLMC GOLD	2,400,000.00	103,217.97
FNB Community Bank	1357	04/01/31	FHLMC GOLD	1,925,000.00	87,500.35
FNB Community Bank	1359	04/01/31	FNMA	1,750,000.00	74,739.12
FNB Community Bank	1356	06/01/31	FNMA	2,000,000.00	83,069.12
FNB Community Bank	1250	10/01/31	FHLMC GOLD	1,500,000.00	95,113.76

TREASURER'S REPORT
SECURITIES PLEDGED BY DEPOSITORY INSTITUTIONS*
JUNE 30, 2024

DEPOSITORY INSTITUTION	DISTRICT TREASURER'S NUMBER	MATURITY DATE**	SECURITY DESCRIPTION	ORIGINAL FACE ORIGINAL	CURRENT MARKET VALUE
FNB Community Bank	1313	10/01/31	FNMA	2,400,000.00	166,289.48
FNB Community Bank	1323	11/01/31	FNMA	4,350,000.00	282,420.48
FNB Community Bank	1286	12/01/31	FNMA	2,750,000.00	195,265.98
FNB Community Bank	1248	12/01/31	GNMA II	2,350,000.00	107,365.07
FNB Community Bank	1374	02/01/32	FNMA	6,664,676.00	496,306.74
FNB Community Bank	1301	04/01/32	FNMA	2,300,000.00	174,837.56
FNB Community Bank	1382	09/01/32	FHLMC GOLD	3,925,000.00	579,413.33
FNB Community Bank	1287	10/01/32	FHLMC GOLD	2,000,000.00	172,910.89
FNB Community Bank	1372	02/15/33	WHARTON TX ISD	315,000.00	292,338.90
FNB Community Bank	1315	03/01/33	FNMA	2,100,000.00	196,504.13
FNB Community Bank	1343	05/01/34	FNMA PASS-THRU INT 20 YEAR	3,075,000.00	595,039.00
FNB Community Bank	1387	08/20/34	GNMA	2,140,000.00	343,361.85
FNB Community Bank	1391	02/01/35	FNMA	2,000,000.00	377,770.51
FNB Community Bank	1349	03/01/36	GREENE CNTY MO REORG SCH DIST	570,000.00	570,068.40
FNB Community Bank	1371	03/01/36	OKLAHOMA CITY, OK	500,000.00	480,940.00
FNB Community Bank	1337	05/01/36	FNMA	3,000,000.00	613,586.58
FNB Community Bank	1398	11/01/40	FHLMC UMBS 20Y FIXED	1,500,000.00	852,593.10
FNB Community Bank	1399	11/01/40	FHLMC UMBS 20Y FIXED	1,500,000.00	832,194.77
TOTALS				189,974,676.00	41,481,843.48
Sovereign Bank	5006	12/01/24	TUKWILA WA 24	275,000.00	274,397.75
Sovereign Bank	5007	02/15/26	OVERTON ISD-A-REF TX 26	315,000.00	318,934.35
Sovereign Bank	5008	02/15/32	LAVON TX 32	350,000.00	359,870.00
TOTALS				940,000.00	953,202.10
GRAND TOTAL				190,914,676.00	42,435,045.58

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* Each account is additionally insured for $250,000 by the FDIC.

**Securities are organized by maturity date.

	Current Market Value	
	All Pledged Securities	Mortgage Backed Securities
First National Bank Amount of Mortgage Backed Securities to Total FNB Current Market Value:	41,481,843.48	12,137,109.12
First National Bank Percentage of Mortgage Backed Securities to Total FNB Current Market Value:		29.26%
Overall percentage of Mortgage Backed Securities to Overall Current Market Value:	42,435,045.58	12,137,109.12
		28.60%

Securities that are shaded are Mortgage Backed Securities. The total and percent of total collateral are reflected above for each bank.

TREASURER'S REPORT
DETAILED INVESTMENT ACTIVITY FOR FY 23-24
June 30, 2024

Fund	Investment Amount	Investment Type	Purchase Date	Maturity Date	Days Invested	Rate	Interest Earned at Maturity	Interest Earned Per Day
School Activity								
					23-24 Interest		**$0.00**	
					(School Activity Only)			
General, Co-op, Building, Sinking, Child Nutrition, MAPS, Gifts & Donations, Insurance & Bonds	$837,316.07	CD	05/03/24	05/03/25	361	4.65%	$39,775.82	$110.18
					23-24 Interest		**$39,775.82**	
					(Excluding School Activity)			

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DESIGNATION OF "OPERATING AND "INVESTMENT" FUNDS

In compliance with the provisions of O.S. 1991 Title 70-5-11 as amended, the amount of cash indicated below are designated for the period June 1, 2024 to June 30, 2024 as:

Operating Accounts	$	14,685,746.90
Investment Accounts	$	76,736,143.74

The School District Treasurer is authorized by the Board of Education to invest District monies in the custody of the Treasurer in those investments permitted by law and authorized per Board Policy D-4, Investment of Funds.

Approved at regular meeting of the Board of Education of Midwest City - Del City Independent School District No. 52 at Midwest City, Oklahoma August 12, 2024.

Clerk _____

SUMMARY OF COLLECTIONS BY FUND

June 30, 2024

	FUND	2023-24 ESTIMATED COLLECTIONS	PRIOR CUMULATIVE COLLECTIONS	CURRENT PERIOD COLLECTIONS	CURRENT CUMULATIVE COLLECTIONS	% COLLECTED	BALANCE TO BE COLLECTED
11	GENERAL FUND	135,193,110.39	108,760,381.08	29,848,728.71	138,609,109.79	102.53%	3,415,999.40
12	CO-OP/TECHNOLOGY CENTER	16,957,586.82	8,191,841.73	9,629,854.25	17,821,695.98	105.10%	864,109.16
21	BUILDING FUND	10,022,391.84	4,975,444.22	7,787,067.67	12,762,511.89	127.34%	2,740,120.05
22	CHILD NUTRITION FUND	9,240,811.88	5,720,974.19	3,866,085.36	9,587,059.55	103.75%	346,247.67
23	TECH BUILDING FUND	12,161,725.01	2,036,066.44	10,291,725.01	12,327,791.45	101.37%	166,066.44
30	BOND FUNDS	0.00	25,122,018.53	5,513,431.44	30,635,449.97	100.00%	30,635,449.97
41	SINKING FUND	22,134,983.30	17,550,172.04	4,580,740.54	22,130,912.58	99.98%	(4,070.72)
86	INSURANCE FUND*	4,476.62	4,476.62	- 1,359,019.17	1,363,495.79	0.00%	1,359,019.17
TOTAL ALL FUNDS		**205,715,085.86**	**172,361,374.85**	**72,876,652.15**	**245,238,027.00**	**119.21%**	**39,522,941.14**

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*This is a cash fund. Estimated Collections will increase as monies are received

Mid-Del School District
Tech Center
Statement of Assets, Liabilities and Fund Balance
June 30, 2024

ASSETS		
Cash in Bank	9,187,183.05	
TOTAL ASSETS		**$9,187,183.05**
LIABILITIES AND FUND BALANCE		
Accounts Payable	$0.00	
Total Liabilities		$0.00
Fund Balance as of June 30, 2023	$9,041,889.33	
Excess Revenue over Expenditures	$145,293.72	
Fund Balance, End of Period		$9,187,183.05
TOTAL LIABILITIES AND FUND BALANCE		**$9,187,183.05**

Mid-Del School District
Tech Center
Statement of Revenue and Expenditures
June 30, 2024

REVENUES	ANNUAL BUDGET	*CURRENT MONTH ACTUAL	YEAR-TO-DATE ACTUAL	REVENUE RECEIVABLE
Local	$446,411.93	$195,855.25	$443,113.96	$3,297.97
Interest	$400,000.00	$0.00	$609,119.58	($209,119.58)
Rose State Contract	$3,537,010.69	$0.00	$3,862,299.49	($325,288.80)
Tinker Contract	$825,000.00	$170,215.79	$1,220,580.81	($395,580.81)
State	$2,494,942.18	$170,614.66	$2,440,694.14	$54,248.04
Federal	$212,332.76	$0.00	$203,998.67	$8,334.09
Other	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUE	**$7,915,697.56**	**$536,685.70**	**$8,779,806.65**	**($867,407.06)**
EXPENSES				
Local	$4,149,413.79	$141,648.83	$3,463,159.49	
State	$5,019,259.21	$743,679.27	$4,882,798.07	
Federal	$396,359.00	$437.65	$288,555.37	
TOTAL EXPENSES	**$9,565,032.00**	**$885,765.75**	**$8,634,512.93**	
EXCESS REVENUE OVER EXPENDITURES	**($1,649,334.44)**		**$145,293.72**	

* This column is for information only and is included in the year-to-date actual amounts.

MONTHLY FINANCIAL REPORT



July 31, 2024

BOE DATE: August 12, 2024

MID-DEL SCHOOLS
BANK RECONCILIATION
FOR THE MONTH ENDED July 31, 2024

	ACTIVE CASH BALANCE	INVESTMENTS	TOTAL
BEGINNING CASH BALANCE	87,860,796.08	-	87,860,796.08
DEPOSITS (RECEIPT AMT.)	19,358,187.27	-	19,358,187.27
NET INVESTMENTS	-	800,000.00	800,000.00
DISBURSEMENTS	(16,258,096.41)		(16,258,096.41)
ENDING LEDGER BALANCE	90,960,886.94	800,000.00	91,760,886.94
BALANCE PER BANK STATEMENTS			
MONEY MARKET - FIRST NATIONAL	14,683,670.16		14,683,670.16
INVESTMENT ACCOUNT - FNB & TRUST		800,000.00	800,000.00
INVESTMENT ACCOUNT - GOLDMAN SACH	8,651,780.05		8,651,780.05
FIRST OKLAHOMA BANK	5,593,873.73	-	5,593,873.73
IBC BANK		-	-
BANK OF OKLAHOMA - ICS	62,031,563.00	-	62,031,563.00
TOTAL BALANCE PER BANKS	90,960,886.94	800,000.00	91,760,886.94
VARIANCE	-	-	-
INTEREST NOT RECORDED	-	-	-
UNRECONCILED DIFFERENCE	-	-	-

PREPARED BY: J. Woodard 8/8/24 11:06 AM

REVIEWED BY: _____

TREASURER'S REPORT

ANALYSIS OF DEPOSITS AND DISBURSEMENTS

JULY 31, 2024

	General Fund (11)	Co-Op Tech Center Fund (12)	Building Fund (21)	Child Nutrition Fund (22)	Tech Building Fund (23)	Bond Fund of 2018 (35)	Bond Fund of 2020 (36)	Bond Fund of 2023 (37)	Bond Fund of 2018 (39)	Sinking Fund (41)	Insurance Fund (86)	Subtotal (Funds Held Directly by Treasurer)	Activity Fund (64)/(65)/(66)*	Child Nutrition Activity Fund (69)*	Workers' Compensation Fund (83)*	Total All Funds
Balance Forward	32,905,215.13	9,569,217.65	9,051,617.17	4,180,995.86	11,780,377.25	7,096,917.14	3,657,263.52	6,696,796.46	1,031,136.94	1,410,860.08	1,280,398.88	88,660,796.08	2,522,741.14	3,733.95	234,619.47	91,421,890.64
Plus: Deposits	3,476,137.41	853,691.06	19,050.30	37,860.66	262,364.78	12,339,198.30	19,063.89	1,033,595.26	908,621.03	407,604.58	1,000.00	19,358,187.27	**	**	**	*
Less: Disbursements	13,749,872.22	768,047.36	321,284.37	260,071.58	30,597.72	754,473.01	-	328,751.15	44,999.00	-	-	16,258,096.41	**	**	**	*
Ending Balance	22,631,480.32	9,654,861.35	8,749,383.10	3,958,784.94	12,012,144.31	18,681,642.43	3,676,327.41	7,401,640.57	1,894,758.97	1,818,464.66	1,281,398.88	91,760,886.94	2,537,273.67	3,758.02	236,723.10	94,538,641.73
Less: Outstanding Warrants	6,547,301.73	202,878.65	55,964.42	192,779.66	-	62,881.82	(0.00)	236,562.00	-	-	-	7,298,368.28	*	**	*	*
Balance Subject to Outstanding Warrants	16,084,178.59	9,451,982.70	8,693,418.68	3,766,005.28	12,012,144.31	18,618,760.61	3,676,327.41	7,165,078.57	1,894,758.97	1,818,464.66	1,281,398.88	84,462,518.66	*	**	*	*

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* Balance is taken directly from current month bank statements.

TREASURER'S REPORT
SUMMARY OF OPERATING AND INVESTMENT FUNDS
JULY 31, 2024

DEPOSITORY INSTITUTION	FNB Community	Bank*** of Oklahoma	Sovereign Bank	First*** Oklahoma Bank	IBC MWC	TOTAL
OPERATING FUNDS:						
Operating, MAPS, Bond Funds**	14,683,670.16	-	-	-	-	14,683,670.16
Workers Comp. Fund	-	-			236,723.10	236,723.10
School Activity Funds	1,967,336.97	-	569,936.70			2,537,273.67
Child Nutrition Activity Funds	3,758.02	-			-	3,758.02
Subtotal	16,654,765.15	-	569,936.70	-	236,723.10	17,461,424.95
INVESTMENT FUNDS:						
School District Funds		70,683,343.05	800,000.00	5,593,873.73		77,077,216.78
Workers Comp. Fund						-
School Activity Funds						-
Child Nutrition Activity Fund						-
Subtotal	-	70,683,343.05	800,000.00	5,593,873.73	-	77,077,216.78
GRAND TOTAL	16,654,765.15	70,683,343.05	1,369,936.70	5,593,873.73	236,723.10	94,538,641.73
SECURITIES PLEDGED:						
Original Face Value	189,974,676.00	-	940,000.00		-	190,914,676.00
Current Market Value	41,408,139.31	-	954,803.20		-	42,362,942.51
% PLEDGED:*						
Original Face Value	1142%	FDIC	149%	FDIC	FDIC	803%
Current Market Value	252%	FDIC	174%	FDIC	FDIC	183%

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* Each account is additionally insured for $250,000.00 by the FDIC. This amount is included in this percentage. (First National Bank Midwest City and First National Bank Del City Branch are considered one account.) Board policy requires collateral at 110%.

**Bond funds and MAPS fund accounts have been combined into our main bank account at FNB Community.

***Bank of Oklahoma and First Oklahoma Bank Money Market accounts funds distributed amongst multiple investment funds each fully insured by FDIC.

TREASURER'S REPORT
DISTRIBUTION OF OPERATING AND INVESTMENT FUNDS
JULY 31, 2024

DEPOSITORY INSTITUTION	TYPE	RATE*	PURCHASE DATE	MATURITY DUE	FNB** Community	Bank of Oklahoma	Sovereign Bank	First Oklahoma Bank	IBC MWC	TOTAL
OPERATING FUNDS:		%								
Operating, MAPS, Bond Funds**	Money Market	1.76%	N/A	N/A	14,683,670.16					14,683,670.16
Workers Comp. Fund	Money Market (Checking)	1.00%	N/A	N/A					236,723.10	236,723.10
School Activity Funds	Money Market	2.53%	N/A	N/A	1,211,414.38					1,211,414.38
Tech Center	Money Market	1.76%	N/A	N/A	755,922.59					755,922.59
	(Checking)	4.00%	N/A	N/A			569,936.70			569,936.70
Child Nutrition Activity Funds	Money Market (Checking)	2.53%	N/A	N/A	3,758.02					3,758.02
TOTAL OPERATING FUNDS					16,654,765.15	-	569,936.70	-	236,723.10	17,461,424.95
INVESTED FUNDS:										
District Funds	CD	4.65%	05/03/24	05/03/25			800,000.00			800,000.00
	Money Market	5.17%	N/A	N/A		8,651,780.05				8,651,780.05
	ICS	5.30%	N/A	N/A		62,031,563.00				62,031,563.00
	ICS	5.20%	N/A	N/A				5,593,873.73		5,593,873.73
										-
Sub Total School District Funds					-	70,683,343.05	800,000.00	5,593,873.73	-	77,077,216.78
Workers Comp. Fund					-	-		-	-	-
Child Nutrition Activity Fund					-	-		-	-	-
School Activity Funds					-	-	-	-	-	-
TOTAL INVESTED FUNDS					-	70,683,343.05	800,000.00	5,593,873.73	-	77,077,216.78
GRAND TOTAL ALL FUNDS					16,654,765.15	70,683,343.05	1,369,936.70	5,593,873.73	236,723.10	94,538,641.73

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*Interest Rate represents monthly rate.
**Bond funds and MAPS fund accounts have been combined into our main bank account at FNB Community.

TREASURER'S REPORT
SECURITIES PLEDGED BY DEPOSITORY INSTITUTIONS*
JULY 31, 2024

DEPOSITORY INSTITUTION	DISTRICT TREASURER'S NUMBER	MATURITY DATE**	SECURITY DESCRIPTION	ORIGINAL FACE ORIGINAL	CURRENT MARKET VALUE
FNB Community Bank	1426	08/16/24	FEDERAL HOME LOAN BANKS	1,935,000.00	1,930,143.15
FNB Community Bank	1425	12/09/24	FEDERAL HOME LOAN BANKS	1,985,000.00	1,950,322.05
FNB Community Bank	1283	01/01/25	FNMA	2,000,000.00	1,520.37
FNB Community Bank	1297	01/01/25	FNMA	2,000,000.00	1,762.75
FNB Community Bank	1368	04/01/25	Galesville Ettrick Trempealeau	320,000.00	317,670.40
FNB Community Bank	1262	06/01/25	FHLMC GOLD	2,500,000.00	4,686.63
FNB Community Bank	1386	06/01/25	Tulsa Co. OK ISD # 5 Jenks	1,000,000.00	970,890.00
FNB Community Bank	1318	09/01/25	FNMA	3,000,000.00	73.02
FNB Community Bank	1394	10/21/25	FFCB	2,000,000.00	1,894,420.00
FNB Community Bank	1336	12/01/25	FNMA	4,450,000.00	44,809.64
FNB Community Bank	1424	01/26/26	FEDERAL HOME LOAN BANKS	2,100,000.00	2,002,665.00
FNB Community Bank	1251	02/01/26	FNMA	2,240,000.00	22,017.28
FNB Community Bank	1405	03/10/26	FEDERAL HOME LOAN BANKS	1,000,000.00	939,230.00
FNB Community Bank	1235	05/01/26	FHLMC GOLD	2,100,000.00	20,164.02
FNB Community Bank	1281	06/01/26	FNMA	2,850,000.00	46,840.70
FNB Community Bank	1238	07/01/26	FNMA	1,500,000.00	9,179.17
FNB Community Bank	1263	08/01/26	FHLMC GOLD	2,000,000.00	26,336.17
FNB Community Bank	1264	09/01/26	FHLMC GOLD	1,500,000.00	19,150.38
FNB Community Bank	1259	09/01/26	FNMA	1,550,000.00	27,740.53
FNB Community Bank	1361	09/01/26	Montgomery CNTY, TX MUD	360,000.00	360,273.60
FNB Community Bank	1364	11/20/26	GNMA II	1,575,000.00	34,851.32
FNB Community Bank	1298	12/01/26	FNMA	1,650,000.00	45,173.19
FNB Community Bank	1252	12/01/26	FNMA	2,500,000.00	19,566.04
FNB Community Bank	1254	01/01/27	FHLMC GOLD	2,250,000.00	54,624.83
FNB Community Bank	1365	01/01/27	FNMA	1,500,000.00	25,824.31
FNB Community Bank	1253	01/01/27	FNMA	2,000,000.00	39,389.58
FNB Community Bank	1355	01/01/27	FNMA	1,500,000.00	29,542.18
FNB Community Bank	1306	01/01/27	FNMA	2,000,000.00	28,864.46
FNB Community Bank	1373	01/01/27	FNMA	3,000,000.00	164,099.98
FNB Community Bank	1358	03/01/27	FHLMC Gold	1,500,000.00	39,390.10
FNB Community Bank	1249	03/01/27	FNMA	2,000,000.00	54,203.44
FNB Community Bank	1284	03/01/27	FNMA	2,500,000.00	36,589.00
FNB Community Bank	1406	03/25/27	FEDERAL HOME LOAN BANKS	2,000,000.00	1,832,280.00
FNB Community Bank	1319	04/01/27	FHLMC	3,425,000.00	74,020.18
FNB Community Bank	1307	04/01/27	FNMA	2,275,000.00	72,570.77
FNB Community Bank	1308	06/01/27	FNMA	2,000,000.00	59,289.05
FNB Community Bank	1314	07/01/27	FHLMC GOLD	1,500,000.00	39,913.53
FNB Community Bank	1309	08/01/27	FNMA	2,000,000.00	44,464.68
FNB Community Bank	1346	12/01/27	GRANDVIEW TEX ISD	400,000.00	411,384.00
FNB Community Bank	1347	08/15/27	SAN DIEGO TEX ISD	440,000.00	445,310.80
FNB Community Bank	1310	01/01/28	FNMA	2,000,000.00	77,102.66
FNB Community Bank	1418	01/31/28	US Treasury	2,000,000.00	1,772,820.00
FNB Community Bank	1320	02/01/28	FHLMC	2,000,000.00	69,763.98
FNB Community Bank	1285	02/01/28	FHLMC GOLD	2,200,000.00	120,975.30
FNB Community Bank	1311	02/01/28	FNMA	2,000,000.00	71,929.01
FNB Community Bank	1401	02/02/28	FFCB	2,000,000.00	1,772,040.00
FNB Community Bank	1407	03/10/28	FFCB	2,000,000.00	1,803,620.00
FNB Community Bank	1408	03/30/28	FFCB	2,000,000.00	1,809,760.00
FNB Community Bank	1362	04/01/28	REID RD MUN UTIL DIST NO 1 TX	345,000.00	328,626.30
FNB Community Bank	1282	05/01/28	FHLMC GOLD	2,000,000.00	87,867.91
FNB Community Bank	1392	06/29/28	FFCB	2,000,000.00	1,759,180.00
FNB Community Bank	1327	10/01/28	FHLMC	1,500,000.00	44,629.15
FNB Community Bank	1312	11/01/28	FHLMC	2,000,000.00	48,100.14
FNB Community Bank	1395	11/30/28	FNMA	2,000,000.00	1,737,200.00
FNB Community Bank	1335	01/01/29	FHLMC GOLD	4,500,000.00	345,997.60
FNB Community Bank	1369	02/01/29	Devine TX ISD	245,000.00	249,549.65
FNB Community Bank	1328	02/01/29	FNMA	2,000,000.00	142,284.40
FNB Community Bank	1348	02/15/29	ROBSTOWN TEX ISD	430,000.00	438,096.90
FNB Community Bank	1299	03/01/29	FHLMC	2,000,000.00	124,112.54
FNB Community Bank	1321	04/01/29	FHLMC	2,000,000.00	116,107.50
FNB Community Bank	1370	08/01/29	ALCESTER-HUDSON SCHOOL DIST 61	335,000.00	336,283.05
FNB Community Bank	1414	08/24/29	FEDERAL HOME LOAN BANKS	2,000,000.00	1,695,440.00
FNB Community Bank	1342	10/01/29	FNMA PASS-THRU INT 15 YEAR	3,900,000.00	339,737.97
FNB Community Bank	1322	12/01/29	FHLMC	3,000,000.00	152,831.27
FNB Community Bank	1300	12/01/29	FNMA	2,000,000.00	69,201.62
FNB Community Bank	1380	01/01/30	FHLMC	3,000,000.00	308,272.17
FNB Community Bank	1333	04/01/30	FNMA	3,475,000.00	389,328.99
FNB Community Bank	1396	06/24/30	FFCB	2,000,000.00	1,657,540.00
FNB Community Bank	1397	12/23/30	FFCB	2,000,000.00	1,640,660.00
FNB Community Bank	1366	03/01/31	FHLMC GOLD	1,625,000.00	101,346.31
FNB Community Bank	1270	03/01/31	FHLMC GOLD	2,400,000.00	68,619.89
FNB Community Bank	1357	04/01/31	FHLMC GOLD	1,925,000.00	85,868.89
FNB Community Bank	1359	04/01/31	FNMA	1,750,000.00	73,627.84
FNB Community Bank	1356	06/01/31	FNMA	2,000,000.00	81,565.78
FNB Community Bank	1250	10/01/31	FHLMC GOLD	1,500,000.00	93,522.91

TREASURER'S REPORT

SECURITIES PLEDGED BY DEPOSITORY INSTITUTIONS*

JULY 31, 2024

DEPOSITORY INSTITUTION	DISTRICT TREASURER'S NUMBER	MATURITY DATE**	SECURITY DESCRIPTION	ORIGINAL FACE ORIGINAL	CURRENT MARKET VALUE
FNB Community Bank	1313	10/01/31	FNMA	2,400,000.00	163,721.14
FNB Community Bank	1323	11/01/31	FNMA	4,350,000.00	277,685.71
FNB Community Bank	1286	12/01/31	FNMA	2,750,000.00	191,526.47
FNB Community Bank	1248	12/01/31	GNMA II	2,350,000.00	104,909.66
FNB Community Bank	1374	02/01/32	FNMA	6,664,676.00	487,967.25
FNB Community Bank	1301	04/01/32	FNMA	2,300,000.00	171,546.20
FNB Community Bank	1382	09/01/32	FHLMC GOLD	3,925,000.00	567,322.70
FNB Community Bank	1287	10/01/32	FHLMC GOLD	2,000,000.00	170,661.29
FNB Community Bank	1372	02/15/33	WHARTON TX ISD	315,000.00	292,994.10
FNB Community Bank	1315	03/01/33	FNMA	2,100,000.00	192,826.74
FNB Community Bank	1343	05/01/34	FNMA PASS-THRU INT 20 YEAR	3,075,000.00	585,531.40
FNB Community Bank	1387	08/20/34	GNMA	2,140,000.00	338,861.53
FNB Community Bank	1391	02/01/35	FNMA	2,000,000.00	376,181.91
FNB Community Bank	1349	03/01/36	GREENE CNTY MO REORG SCH DIST	570,000.00	570,074.10
FNB Community Bank	1371	03/01/36	OKLAHOMA CITY, OK	500,000.00	481,200.00
FNB Community Bank	1337	05/01/36	FNMA	3,000,000.00	604,867.25
FNB Community Bank	1398	11/01/40	FHLMC UMBS 20Y FIXED	1,500,000.00	847,807.59
FNB Community Bank	1399	11/01/40	FHLMC UMBS 20Y FIXED	1,500,000.00	827,598.24
TOTALS				189,974,676.00	41,408,139.31
Sovereign Bank	5006	12/01/24	TUKWILA WA 24	275,000.00	274,771.75
Sovereign Bank	5007	02/15/26	OVERTON ISD-A-REF TX 26	315,000.00	319,671.45
Sovereign Bank	5008	02/15/32	LAVON TX 32	350,000.00	360,360.00
TOTALS				940,000.00	954,803.20
GRAND TOTAL				190,914,676.00	42,362,942.51

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* Each account is additionally insured for $250,000 by the FDIC.

**Securities are organized by maturity date.

	Current Market Value	
	All Pledged Securities	Mortgage Backed Securities
First National Bank Amount of Mortgage Backed Securities to Total FNB Current Market Value:	41,408,139.31	11,932,989.09
First National Bank Percentage of Mortgage Backed Securities to Total FNB Current Market Value:		28.82%
Overall percentage of Mortgage Backed Securities to Overall Current Market Value:	42,362,942.51	11,932,989.09
		28.17%

Securities that are shaded are Mortgage Backed Securities. The total and percent of total collateral are reflected above for each bank.

TREASURER'S REPORT
DETAILED INVESTMENT ACTIVITY FOR FY 23-24
July 31, 2024

Fund	Investment Amount	Investment Type	Purchase Date	Maturity Date	Days Invested	Rate	Interest Earned at Maturity	Interest Earned Per Day
School Activity								
					24-25 Interest		**$0.00**	
					(School Activity Only)			
General, Co-op, Building, Sinking, Child Nutrition, MAPS, Gifts & Donations, Insurance & Bonds	$837,316.07	CD	05/03/24	05/03/25	361	4.65%	$39,775.82	$110.18
					24-25 Interest		**$39,775.82**	
					(Excluding School Activity)			

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DESIGNATION OF "OPERATING AND "INVESTMENT" FUNDS

In compliance with the provisions of O.S. 1991 Title 70-5-11 as amended, the amount of cash indicated below are designated for the period July 1, 2024 to July 31, 2024 as:

Operating Accounts	$	17,461,424.95
Investment Accounts	$	77,077,216.78

The School District Treasurer is authorized by the Board of Education to invest District monies in the custody of the Treasurer in those investments permitted by law and authorized per Board Policy D-4, Investment of Funds.

Approved at regular meeting of the Board of Education of Midwest City - Del City Independent School District No. 52 at Midwest City, Oklahoma August 12, 2024.

Clerk _____

SUMMARY OF COLLECTIONS BY FUND

July 31, 2024

	FUND	2024-25 ESTIMATED COLLECTIONS	PRIOR CUMULATIVE COLLECTIONS	CURRENT PERIOD COLLECTIONS	CURRENT CUMULATIVE COLLECTIONS	% COLLECTED	BALANCE TO BE COLLECTED
11	GENERAL FUND	135,193,110.39	0.00	138,609,109.79	138,609,109.79	102.53%	3,415,999.40
12	CO-OP/TECHNOLOGY CENTER	16,957,586.82	0.00	17,821,695.98	17,821,695.98	105.10%	864,109.16
21	BUILDING FUND	10,022,391.84	0.00	12,762,511.89	12,762,511.89	127.34%	2,740,120.05
22	CHILD NUTRITION FUND	9,240,811.88	0.00	9,587,059.55	9,587,059.55	103.75%	346,247.67
23	TECH BUILDING FUND	12,161,725.01	0.00	12,327,791.45	12,327,791.45	101.37%	166,066.44
30	BOND FUNDS	0.00	0.00	30,635,449.97	30,635,449.97	100.00%	30,635,449.97
41	SINKING FUND	22,134,983.30	0.00	22,130,912.58	22,130,912.58	99.98%	(4,070.72)
86	INSURANCE FUND*	4,476.62	0.00	- 1,363,495.79	1,363,495.79	0.00%	1,359,019.17
TOTAL ALL FUNDS		**205,715,085.86**	**0.00**	**245,238,027.00**	**245,238,027.00**	**119.21%**	**39,522,941.14**

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*This is a cash fund. Estimated Collections will increase as monies are received

Mid-Del School District
Tech Center
Statement of Assets, Liabilities and Fund Balance
July 31, 2024

ASSETS		
Cash in Bank	9,451,982.70	
TOTAL ASSETS		**$9,451,982.70**
LIABILITIES AND FUND BALANCE		
Accounts Payable	$0.00	
Total Liabilities		$0.00
Fund Balance as of July 31, 2024	$9,187,183.05	
Excess Revenue over Expenditures	$264,799.65	
Fund Balance, End of Period		$9,451,982.70
TOTAL LIABILITIES AND FUND BALANCE		**$9,451,982.70**

Mid-Del School District
Tech Center
Statement of Revenue and Expenditures
July 31, 2024

REVENUES	ANNUAL BUDGET	*CURRENT MONTH ACTUAL	YEAR-TO-DATE ACTUAL	REVENUE RECEIVABLE
Local	$385,000.00	$478.00	$478.00	$384,522.00
Interest	$400,000.00	$50,400.60	$50,400.60	$349,599.40
Rose State Contract	$3,600,000.00	$505,558.69	$505,558.69	$3,094,441.31
Tinker Contract	$900,000.00	$108,324.77	$108,324.77	$791,675.23
State	$2,916,435.00	$188,929.00	$188,929.00	$2,727,506.00
Federal	$603,170.00	$0.00	$0.00	$603,170.00
Other	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUE	**$8,804,605.00**	**$853,691.06**	**$853,691.06**	**$7,566,391.94**
EXPENSES				
Local	$3,799,018.58	$385,472.85	$385,472.85	
State	$4,834,738.34	$195,414.69	$195,414.69	
Federal	$364,181.23	$8,003.87	$8,003.87	
TOTAL EXPENSES	**$8,997,938.15**	**$588,891.41**	**$588,891.41**	
EXCESS REVENUE OVER EXPENDITURES	**($193,333.15)**		**$264,799.65**	

* This column is for information only and is included in the year-to-date actual amounts.

Fiscal Year 2023 - 2024

Board of Education Meeting - Monday, August 12, 2024

6/1/2024 thru 6/30/2024

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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	24008889	2024	511	Dedra A Stafford	$4,000.00	2024-06-04	Title I/DCMS/Brown	Registrations	Closed
	24008891	2024	561	Fuzzell's Calculator Corner Inc	$1,960.00	2024-06-04	Indian Ed/Thompson	Scanner	Closed
	24008893	2024	561	Warren Products Inc	$4,999.54	2024-06-04	Indian Ed/Adm/Thompson	General/AV Supplies	Closed
	24008897	2024	052	Johnson Controls Inc	$1,632.82	2024-06-04	Maint/DCHS	Service FY24	Closed
	24008899	2024	052	Happy Playgrounds, LLC	$1,329.75	2024-06-04	Maint/S Creek Playground	Service/Materials FY24	Printed
	24008900	2024	053	Bank of America, N.A.	$2,000.00	2024-06-04	Transportation/Arnold	Bus Decals/Signs FY24	Printed
	24008901	2024	052	Bank of America, N.A.	$100.00	2024-06-04	Maintenance/Allen	Vehicle Tag P-Card Stephen Allen	Closed
	24008902	2024	052	Rez Maz LLC	$18,150.00	2024-06-04	Maintenance/Garage	Chev Truck 2016	Closed
	24008904	2024	044	Apple Computer Education Sales Sup	$495.00	2024-06-04	Tech/Rennick White	Tech Equipment	Closed
	24008922	2024	621	Amazon Capital Services, Inc.	$55.00	2024-06-06	Spec Serv/Wilson	Adaptive Supplies	Closed
	24008924	2024	000	Barlow Education Management	$2,880.00	2024-06-06	Adm/HR/Houston	Negotiations FY24	Closed
	24008925	2024	081	Amazon Capital Services, Inc.	$344.55	2024-06-06	Comm Relations/Boyer	General Supplies	Closed
	24008941	2024	052	Waste Connections of Oklahoma, Inc	$500.00	2024-06-11	Maint/Grounds	Dumpster Service FY24	Closed
	24008945	2024	080	Jacqueline Woodard	$30.00	2024-06-12	Fiscal Services/Woodard	Parking Reimbursement FY24	Closed
	24008954	2024	048	Leslie Pope	$150.00	2024-06-13	Elem Instr/Pope	Parking Reimbursement FY24	Closed
	24008963	2024	081	Amazon Capital Services, Inc.	$84.90	2024-06-17	Comm Relations/Boyer	AV Equipment FY24	Closed
	24008964	2024	000	Apptegy, Inc	$1,500.00	2024-06-17	Adm/Supt/Cobb	Registrations FY24	Closed
	24008965	2024	081	Stacey Boyer	$40.98	2024-06-17	Comm Relations/Boyer	General Supplies FY24	Printed
	24008972	2024	052	James Robinson	$52.00	2024-06-19	Maintenance/License	Online Course Reimb FY24	Closed
	24008973	2024	081	Graphics 4 the People, LLC	$1,075.00	2024-06-19	Comm Relations/Boyer	General Supplies FY24	Closed
	24009005	2024	145	Oklahoma Assoc Of School Business Officials	$150.00	2024-06-27	HR/Huston	Registration FY24	Closed
	24009011	2024	000	Center For Education Law	$1,504.35	2024-06-27	Adm/Finance/Tatum	Legal Fees Supplement FY24	Printed
	24009012	2024	056	Clint Arnold	$351.09	2024-06-27	Operations/Bryan	Lodging Reimbursement FY24	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	24009014	2024	056	John Scott Stephens	$351.09	2024-06-27	Operations/Bryan	Lodging Reimbursement FY24	Printed
				Fund Total	$43,736.07				
12	24008883	2024	032	CCOSA-Cooperative Council Okla School Admin	$75.00	2024-06-03	MDTC/Gallagher	Registration	Closed
	24008884	2024	032	Bank of America, N.A.	$323.08	2024-06-03	MDTC/King	Lodging	Closed
	24008885	2024	032	Scott Ringwald	$1,255.32	2024-06-03	MDTC/Ringwald	Per Diem/Travel Reimbursement	Closed
	24008903	2024	067	Amazon Capital Services, Inc.	$291.14	2024-06-04	MDTC/Gonzales	Mktg Supplies	Closed
	24008905	2024	032	Simon Gallagher	$35.00	2024-06-04	MDTC/Gallagher	Registration Reimbursement	Closed
	24008906	2024	044	SHI International Corp	$1,184.00	2024-06-04	MDTC/Jackson	Laptop	Closed
	24008907	2024	032	Industrial Welding & Tool Supply, LTD	$150.00	2024-06-04	MDTC/Hope	Cylinder Rental FY24	Closed
	24008908	2024	032	Industrial Welding & Tool Supply, LTD	$600.00	2024-06-04	MDTC/Hayes	Cylinder Rental FY24	Closed
	24008909	2024	032	Industrial Welding & Tool Supply, LTD	$100.00	2024-06-04	MDTC/Minard	Cylinder Rental FY24	Closed
	24008910	2024	032	Industrial Welding & Tool Supply, LTD	$30.00	2024-06-04	MDTC/Hudson	Cylinder Rental FY24	Closed
	24008911	2024	052	Mid-Del Schools	$300.00	2024-06-04	MDTC/Foster	Fuel for Vehicles FY24	Closed
	24008912	2024	414	Gaumard Scientific Company Inc	$21,986.00	2024-06-04	MDTC/ARPA Grant/Duley	Adaptive Equipment	Printed
	24008913	2024	414	Pocket Nurse	$12,343.92	2024-06-04	MDTC/ARPA Grant/Duley	Adaptive/Tech Equipment	Printed
	24008931	2024	032	Lauren Holmes	$680.32	2024-06-10	MDTC/Holmes	Per Diem/Travel Reimburse FY24	Closed
	24008940	2024	153	Oklahoma Direct Bore LLC	$1,550.00	2024-06-11	MDTC/Henthorn/McCrabb	Security Serv Labor/Parts FY24	Closed
	24008953	2024	044	Southern Computer Warehouse, Inc.	$290.64	2024-06-13	MDTC/Jackson	Battery Backup FY24	Closed
	24008955	2024	052	James Kanske	$4,000.00	2024-06-13	MDTC/Henthorn	Safety Service FY24	Closed
	24008956	2024	419	EDUStaff LLC	$2,000.00	2024-06-13	MDTC/Foster	Substitute Services FY24	Closed



Fiscal Year 2023 - 2024

Board of Education Meeting - Monday, August 12, 2024

6/1/2024 thru 6/30/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	24008979	2024	032	Career-Tech Conference Account	$100.00	2024-06-25	MDTC/Day	Registration FY24	Printed
	24008980	2024	032	Career-Tech Conference Account	$85.00	2024-06-25	MDTC/Gallagher	Registration FY24	Closed
	24009002	2024	044	Sam's Club Direct Comm. Acct.	$129.96	2024-06-27	MDTC/Jackson	Tech Equipment FY24	Closed
	24009007	2024	052	Mid-Del Schools	$100.00	2024-06-27	MDTC/Foster	Fuel-School Veh Supp FY24	Closed
	24009008	2024	032	Career Tech Administrative Council Inc.	$2,425.00	2024-06-27	MTDC/Foster	Fee FY24	Printed
	24009009	2024	032	Jaime Carter	$1,060.50	2024-06-27	MDTC/Carter	Travel Reim/Per Diem FY24	Printed
	24009010	2024	032	Bank of America, N.A.	$428.00	2024-06-27	MDTC/King	Lodging FY24	Printed
	24009013	2024	032	Jason Stacy	$400.00	2024-06-27	MDTC/Stacy	Per Diem/Travel Reimb FY24	Printed
				Fund Total	$51,922.88				
21	24008971	2024	052	Ice Maker Sales & Service Inc	$146.62	2024-06-19	BLDG/Maint/HVAC	Parts/Supplemental FY24	Closed
	24009003	2024	052	James Kanske	$845.00	2024-06-27	BLDG/Maint/DCHS	Service FY24	Closed
	24009006	2024	052	Bank of America, N.A.	$1,500.00	2024-06-27	BLDG/Maint/HVAC Dept	Supplies/Materials FY24	Closed
				Fund Total	$2,491.62				
22	24008890	2024	763	Emsco Electric Supply Co. Inc	$3,197.80	2024-06-04	Child Nutrition/Johnson	Supplies & Materials FY24	Closed
	24008948	2024	763	SHI International Corp	$3,203.64	2024-06-12	Child Nutrition/Johnson	Tech Equipment	Closed
				Fund Total	$6,401.44				
35	24008896	2024	000	Moody's Investors Service, Inc.	$8,500.00	2024-06-04	35 Bond/Finance/Woodard	Bond Rating Services Supplement	Closed
	24008898	2024	000	IPREO LLC	$250.00	2024-06-04	35 Bond/Adm/Woodard	Printing Services Supplement	Closed
	24008923	2024	000	Moody's Investors Service, Inc.	$17,500.00	2024-06-06	35 Bond/Finance/Woodard	Bond Rating Services Supplement	Closed
	24008946	2024	000	Oklahoma Attorney General	$1,630.00	2024-06-12	35 Bond/Finance/Woodard	Bond Trans Exam Fee FY24 Suppl	Closed
	24008950	2024	044	Chickasaw Telecom, Inc.	$204,694.80	2024-06-12	35 Bond/Tech/Rennick White	Tech Equip FY24	Printed
	24008951	2024	044	Chickasaw Telecom, Inc.	$98,940.91	2024-06-12	35 Bond/Tech/Rennick White	Tech Equipment FY24	Printed
				Fund Total	$331,515.71				



Fiscal Year 2023 - 2024

Board of Education Meeting - Monday, August 12, 2024

6/1/2024 thru 6/30/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
37	24008961	2024	055	Chickasaw Telecom, Inc.	$242,668.75	2024-06-17	37 Bond/Access Control/Bryan	Cisco Switches-Security Equip	Closed
				Fund Total	$242,668.75				
39	24008949	2024	053	Orr Nissan West	$44,999.00	2024-06-12	39 Bond/Trans/Arnold	Vehicle Nissan Pathfinder FY24	Closed
				Fund Total	$44,999.00				
				Grand Total	$723,735.47				

Fiscal Year 2024 - 2025

Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000002	2025	000	Deep River Resources	$3,200.00	2024-07-01	Adm/Finance/Woodard	Programming Services FY25	Printed
	25000003	2025	080	Warren Products Inc	$400.00	2024-07-01	Fiscal Serv Supplies/Cantrell	General/Tech Equip FY25	Closed
	25000004	2025	795	Tyler Technologies, Inc.	$142,822.05	2024-07-01	ARP/Adm/Cantrell	Maint Renewal/Disaster Recov	Closed
	25000005	2025	000	BancFirst	$1,000.00	2024-07-01	Adm/Finance/Tatum	Flat Fee Annual FY25	Closed
	25000006	2025	000	BancFirst	$550.00	2024-07-01	Adm/Finance/Tatum	Flat Fee Annual FY25	Closed
	25000007	2025	000	BancFirst	$140.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Closed
	25000008	2025	000	BancFirst	$140.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Closed
	25000009	2025	000	BancFirst	$275.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Closed
	25000010	2025	000	BancFirst	$275.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Closed
	25000011	2025	000	BancFirst	$300.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Closed
	25000012	2025	000	BancFirst	$300.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Closed
	25000013	2025	048	Merrifield Office and Schools Supply	$1,000.00	2024-07-01	Elem Instr/Pope	General Supplies FY25	Printed
	25000014	2025	080	Fuzzell's Calculator Corner Inc	$500.00	2024-07-01	Fiscal Serv Supplies/Woodard	Toner/Printer Supplies FY25	Printed
	25000015	2025	000	GateHouse Media Oklahoma Holdings, Inc.	$500.00	2024-07-01	Adm/Comm Relations/Boyer	Legal Notices FY25	Printed
	25000016	2025	000	Choctaw Times LLC	$1,000.00	2024-07-01	Adm/Fiscal Serv/Tatum	Publishing FY25	Printed
	25000018	2025	000	Board Of County Commissioners	$290,000.00	2024-07-01	Adm/Finance/Tatum	Revaluation of Property FY25	Printed
	25000019	2025	000	Cleveland County Assessor	$8,500.00	2024-07-01	Adm/Fiscal Serv/Tatum	Property Revaluation FY25	Printed
	25000020	2025	000	Center For Education Law	$20,000.00	2024-07-01	Adm/Finance/Tatum	Legal Fees FY25	Printed
	25000022	2025	080	Warren Products Inc	$500.00	2024-07-01	Fiscal Serv Office/Woodard	General Supplies FY25	Closed
	25000023	2025	000	Claire Powers	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000024	2025	000	New Direction Solutions LLC	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000025	2025	592	CCOSA-Cooperative Council Okla School Admin	$1,500.00	2024-07-01	Spec Serv/Wilson	Legal Assistance Fees FY25	Printed
	25000026	2025	000	Supplemental Health Care	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000027	2025	621	Supplemental Health Care	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000028	2025	621	Ascent Access Solutions LLC	$25,000.00	2024-07-01	Spec Serv/Wilson	Prof Services FY25	Printed
	25000029	2025	541	Sandra Kilgore	$459.00	2024-07-01	Title II/Destiny/Brown	Per Diem/Travel Reimb FY25	Closed
	25000030	2025	541	Lisa Stearman	$459.00	2024-07-01	Title II/Destiny/Brown	Per Diem/Travel Reimb FY25	Closed
	25000031	2025	541	Patrice Watkins	$459.00	2024-07-01	Title II/Destiny/Brown	Per Diem/Travel Reimb FY25	Closed
	25000032	2025	541	Wanda A Force-Miller	$459.00	2024-07-01	Title II/Destiny/Brown	Per Diem/Travel Reimb FY25	Closed
	25000033	2025	541	Shandra M Youell	$459.00	2024-07-01	Title II/Destiny/Brown	Per Diem/Travel Reimb FY25	Closed
	25000034	2025	541	Lori Hamel	$459.00	2024-07-01	Title II/Destiny/Brown	Per Diem/Travel Reimb FY25	Closed
	25000035	2025	000	Sensational Kids Inc	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000036	2025	621	Paulette Pitt PLLC	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000037	2025	621	New Dawn Therapy LLC	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Student Serv FY25	Printed
	25000038	2025	000	Iris Reimann-Phillipp	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000039	2025	621	Soliant Health LLC	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000040	2025	621	Oklahoma Hearing Solutions	$2,400.00	2024-07-01	Spec Serv/Wilson	Service Agreement FY25	Printed
	25000041	2025	621	Transcribing Mariners	$1,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000042	2025	621	Anthony's TV & Appliance, Inc.	$750.00	2024-07-01	Spec Serv/Wilson	Services & Repair FY25	Printed
	25000043	2025	621	Hawk River Investments LLC	$2,000.00	2024-07-01	Spec Serv/Wilson	Shredding Services FY25	Printed
	25000044	2025	621	Choctaw Times LLC	$50.00	2024-07-01	Spec Serv/Wilson	Advertising FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000045	2025	621	OM Parts Inc	$1,000.00	2024-07-01	Spec Serv/Wilson	Ipad Repairs FY25	Printed
	25000046	2025	621	DiAndria Smith	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000047	2025	000	Therapy Link Solutions, LLC	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000048	2025	621	Maria Guzman Lopez	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000049	2025	621	Information & Training International, Inc.	$1,500.00	2024-07-01	Spec Serv/Wilson	Interpreter Services FY25	Printed
	25000050	2025	621	SLRS, Inc.	$4,999.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000057	2025	052	Evans Hardware	$100.00	2024-07-01	Maintenance/Garage	Parts/Materials FY25	Printed
	25000058	2025	052	ODP Business Solutions LLC	$200.00	2024-07-01	Maintenance/Misc	Paper/Cleaning Supplies FY25	Printed
	25000059	2025	052	Fuzzell's Calculator Corner Inc	$1,500.00	2024-07-01	Maintenance/Clark	Toner Cartridges FY25	Printed
	25000060	2025	053	Napa Auto Parts	$25,000.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000061	2025	053	Weldon Parts, Inc.	$4,999.00	2024-07-01	Transportation/Arnold	Parts For Buses FY25	Printed
	25000062	2025	052	Amsoil-Atrium-Aqu Products	$4,995.00	2024-07-01	Maintenance/Garage	Automotive Supplies FY25	Printed
	25000063	2025	052	Barnes Wrecker Service, Inc.	$400.00	2024-07-01	Maintenance/Garage	Wrecker Service FY25	Printed
	25000064	2025	053	Truck Pro	$4,999.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000065	2025	052	Edward Tomlinson	$400.00	2024-07-01	Maintenance/Misc.	First Aid Supplies FY25	Printed
	25000066	2025	541	Basics Plus, Inc.	$2,045.75	2024-07-01	Title II/Adm/Brown	PD Books FY25	Closed
	25000067	2025	795	Follett School Solutions Inc	$25,503.90	2024-07-01	ARP/Various/Brown	Software Renewal/License FY25	Closed
	25000068	2025	052	BFS Retail Operations LLC	$1,500.00	2024-07-01	Maintenance/Garage	Tires FY25	Printed
	25000070	2025	795	Incident IQ, LLC	$18,155.19	2024-07-01	ARP/Tech/Oper/Bryan	Subscription Software FY25	Closed
	25000071	2025	000	Complete Grounds Care	$504,199.00	2024-07-01	BLDG/Redbud/District-wide	District Lawn Care Serv FY25	Printed
	25000072	2025	136	ODP Business Solutions LLC	$500.00	2024-07-01	Student Acct/Newnam	General Supplies FY25	Printed
	25000073	2025	052	ODP Business Solutions LLC	$600.00	2024-07-01	Maintenance/Misc.	General Supplies FY25	Printed



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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000074	2025	511	Pacific Northwest Publishing Inc	$94,800.00	2024-07-01	Title I/Various/Brown	Presenter FY25	Printed
	25000075	2025	052	Oklahoma Corporation Commission	$60.00	2024-07-01	Maintenance/Garage	Permit Fee FY25	Printed
	25000076	2025	572	NKS LLC	$4,685.00	2024-07-01	ESL/Elementary/Brown	License/Virtual PD FY25	Printed
	25000077	2025	052	OSI Environmental, Inc.	$300.00	2024-07-01	Maintenance/Garage	Disposal Services FY25	Printed
	25000078	2025	052	Rush Truck Centers of Oklahoma, Inc	$500.00	2024-07-01	Maintenance/Garage	Auto Parts FY25	Printed
	25000079	2025	052	J & E Supply & Fastener Co. Inc.	$600.00	2024-07-01	Maintenance/Garage	Parts FY25	Printed
	25000080	2025	052	T And W Tire	$2,500.00	2024-07-01	Maintenance/Garage	Tires FY25	Printed
	25000081	2025	052	Hung V. Camp	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000082	2025	053	Midwest Bus Sales, Inc.	$50,000.00	2024-07-01	Transportation/Arnold	Outside Bus Repairs FY25	Printed
	25000083	2025	053	The Goodyear Tire & Rubber Co.	$35,000.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000084	2025	367	Renaissance Learning, Inc.	$81,850.25	2024-07-01	RSA/Various/Brown	Renewal Online License FY25	Closed
	25000085	2025	000	Jenkins and Kemper, CPAs, P.C.	$57,000.00	2024-07-01	Adm/Finance/Woodard	Audit Services FY25	Printed
	25000086	2025	000	Jenkins and Kemper, CPAs, P.C.	$3,350.00	2024-07-01	Adm/Fiscal Services/Woodard	Audit Services FY25	Printed
	25000091	2025	000	Ponca City Public Schools	$3,000.00	2024-07-01	Adm/Supt/Cobb	Legal Expenses FY25	Printed
	25000092	2025	000	Rosenstein Fist & Ringold	$3,000.00	2024-07-01	Adm/Supt/Cobb	Legal Fees FY25	Printed
	25000094	2025	000	BancFirst	$275.00	2024-07-01	Adm/Finance/Tatum	Paying Agent Fees FY25	Printed
	25000095	2025	000	First National Bank	$120.00	2024-07-01	Adm/Finance/C Hill	Deposit Slips FY25	Printed
	25000096	2025	515	Solution Tree Inc	$1,490.00	2024-07-01	School Support/Townsend/Brown	License FY25	Closed
	25000101	2025	000	Oklahoma Assoc Of School Business Officials	$825.00	2024-07-01	Adm/Finance/Tatum	Institutional Memberships FY25	Printed
	25000102	2025	000	County Election Board	$5,000.00	2024-07-01	Adm/Finance/Tatum	Election Costs FY25	Printed
	25000108	2025	052	O'Reilly Auto Parts	$2,200.00	2024-07-01	Maintenance/Garage	Parts FY25	Closed
	25000109	2025	052	Hung V. Camp	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000120	2025	053	SBC RHC C MWC LP	$4,999.00	2024-07-01	Transportation/Arnold	Emergency Vehicle Repairs FY25	Printed
	25000121	2025	053	Bank of America, N.A.	$500.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000122	2025	053	Midwest Bus Sales, Inc.	$15,000.00	2024-07-01	Transportation/Arnold	Parts For Buses FY25	Printed



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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000123	2025	053	MHI Solutions LLC	$1,000.00	2024-07-01	Transportation/Arnold	Drug Testing FY25	Printed
	25000125	2025	053	Edmond Public Schools	$3,000.00	2024-07-01	Transportation/Arnold	New Driver Training FY25	Printed
	25000128	2025	053	Car Cab Wrecker Service Inc	$4,999.00	2024-07-01	Transportation/Arnold	Emergency Towing Serv FY25	Printed
	25000132	2025	053	Cintas Corporation	$4,999.00	2024-07-01	Transportation/Arnold	Uniform/Towel Rental Serv FY25	Printed
	25000133	2025	052	Capitol City Battery LLC	$1,000.00	2024-07-01	Maintenance/Garage	Auto Parts FY25	Printed
	25000134	2025	052	Michael Carter	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000135	2025	052	Michael Carter	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000136	2025	052	Theodore Fracchiolla	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000137	2025	052	Ray Clark	$230.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000138	2025	052	Ray Clark	$200.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000139	2025	053	Oil Field Ignition Parts Co.	$1,000.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000140	2025	049	Print Finishing Systems, Inc.	$2,995.00	2024-07-01	Print Shop/Arnold	General Supplies FY25	Closed
	25000141	2025	049	Merrifield Office and Schools Supply	$2,000.00	2024-07-01	Print Shop/Arnold	General Supplies FY25	Printed
	25000142	2025	053	Warren Products Inc	$2,995.00	2024-07-01	Transportation/Arnold	General Supplies FY25	Printed
	25000143	2025	053	Oklahoma Turnpike Authority	$4,995.00	2024-07-01	Transportation/Arnold	Oklahoma Turnpike Fees FY25	Printed
	25000144	2025	049	Merrifield Office and Schools Supply	$4,999.00	2024-07-01	Print Shop/Arnold	Specialty Paper FY25	Printed
	25000145	2025	053	Thompson Diesel	$2,000.00	2024-07-01	Transportation/Arnold	Parts For Buses FY25	Printed
	25000146	2025	053	Thompson Diesel	$2,995.00	2024-07-01	Transportation/Arnold	Outside Bus Repair FY25	Printed
	25000147	2025	572	Eduskills LLC	$37,840.00	2024-07-01	ESL/Various/Brown	Prof Education Serv FY25	Closed
	25000148	2025	511	5 Star Student Solutions LLC	$2,850.00	2024-07-01	Title I/CAHS/Brown	Subscription FY25	Closed
	25000149	2025	053	Ram Products, Inc.	$2,000.00	2024-07-01	Transportation/Arnold	Cleaning Supplies FY25	Printed
	25000150	2025	053	Ram Products, Inc.	$2,000.00	2024-07-01	Transportation/Arnold	Repair Services FY25	Printed
	25000151	2025	053	Rush Truck Centers of Oklahoma, Inc	$4,999.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000152	2025	053	Penley Oil Company	$20,000.00	2024-07-01	Transportation/Arnold	Oil For Buses FY25	Printed
	25000153	2025	053	Oklahoma Corporation Commission	$100.00	2024-07-01	Transportation/Arnold	Annual Tank Fees FY25	Printed
	25000154	2025	053	O.A.P.T.	$900.00	2024-07-01	Transportation/Arnold	District Membership Fees FY25	Printed



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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000155	2025	053	O.A.P.T.	$500.00	2024-07-01	Transportation/Arnold	In-Service Training Fees FY25	Printed
	25000156	2025	053	Lettering Express OK INC	$500.00	2024-07-01	Transportation/Arnold	Services Vehicle Decals FY25	Printed
	25000157	2025	053	J & E Supply & Fastener Co. Inc.	$1,000.00	2024-07-01	Transportation/Arnold	Bus Parts & Supplies FY25	Printed
	25000158	2025	053	United Laboratories, Inc	$4,999.00	2024-07-01	Transportation/Arnold	Cleaning Chemicals/Buses FY25	Printed
	25000159	2025	053	Shamrock Environmental Corporation	$4,999.00	2024-07-01	Transportation/Arnold	Pit Cleaning Services FY25	Printed
	25000160	2025	053	Buck's Wheel & Equipment Co.	$4,999.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000161	2025	053	USA Fire Extinguisher Co.	$1,488.00	2024-07-01	Transportation/Arnold	Extinguisher Inspection FY25	Printed
	25000162	2025	053	Gipson Trim Supply, Inc.	$1,500.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000163	2025	053	D&H United Fueling Solutions, Inc	$4,995.00	2024-07-01	Transportation/Arnold	Annual Release Det Test FY25	Printed
	25000165	2025	000	Maid in OKC LLC	$616,877.45	2024-07-01	BLDG/Redbud/District/CN/Bryan	Custodial Srvs FY25	Closed
	25000167	2025	511	Krissy Frost	$372.50	2024-07-01	Title I/MCMS/Brown	Per Diem/Travel Reimb FY25	Closed
	25000168	2025	511	Kenyelle Williams	$472.50	2024-07-01	Title I/MCMS/Brown	Per Diem/Travel Reimb FY25	Closed
	25000169	2025	511	Brandon Hawkins	$372.50	2024-07-01	Title I/MCMS/Brown	Per Diem/Travel Reimb FY25	Closed
	25000170	2025	511	Allison Moore	$372.50	2024-07-01	Title I/MCMS/Brown	Per Diem/Travel Reimb FY25	Closed
	25000188	2025	511	Pacific Northwest Publishing Inc	$12,677.90	2024-07-01	Title I/CAMS/DCMS/MCMS/Brown	Books FY25	Closed
	25000189	2025	511	Summit Partner Services, LLC	$6,000.00	2024-07-01	Title I & II/Adm/Brown	Prof Dev FY25	Printed
	25000189	2025	541	Summit Partner Services, LLC	$4,000.00	2024-07-01	Title I & II/Adm/Brown	Prof Dev FY25	Printed
	25000190	2025	511	Discovery Education, Inc	$4,534.00	2024-07-01	Title I/DCHS/Brown	License FY25	Printed
	25000191	2025	511	Ring Publications LLC	$9,500.00	2024-07-01	Title I/DCHS/Brown	License FY25	Printed
	25000192	2025	511	Swivl, Inc	$1,828.75	2024-07-01	Title I/DCHS/Brown	License FY25	Closed
	25000193	2025	511	GraceNotes LLC	$176.25	2024-07-01	Title I/DCHS/Brown	Subscription FY25	Closed
	25000194	2025	511	5 Star Student Solutions LLC	$2,800.00	2024-07-01	Title I/DCHS/Brown	Subscription FY25	Closed
	25000195	2025	053	Holt Truck Centers of Oklahoma LLC	$15,000.00	2024-07-01	Transportation/Arnold	Parts For Buses FY25	Printed
	25000196	2025	052	Theodore Fracchiolla	$25.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000197	2025	052	Randy Harrell	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000198	2025	052	Randy Harrell	$25.00	2024-07-01	Maintenance/License	License FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000199	2025	367	Waterford Research Institute	$5,253.00	2024-07-01	RSA/MWC Elem/Brown	Prof Dev FY25	Closed
	25000200	2025	053	Jeneyco, Inc.	$2,995.00	2024-07-01	Transportation/Arnold	Repair Services FY25	Printed
	25000201	2025	053	Industrial Truck Equipment, Inc.	$3,995.00	2024-07-01	Transportation/Arnold	Bus Repairs FY25	Printed
	25000202	2025	053	Industrial Welding & Tool Supply, LTD	$2,000.00	2024-07-01	Transportation/Arnold	Parts & Supplies FY25	Printed
	25000203	2025	053	Industrial Welding & Tool Supply, LTD	$2,995.00	2024-07-01	Transportation/Arnold	Bottled Gas FY25	Printed
	25000204	2025	053	Hooten Oil Company INC	$4,999.00	2024-07-01	Transportation/Arnold	Oil For Buses FY25	Printed
	25000205	2025	053	Fuzzell's Calculator Corner Inc	$1,000.00	2024-07-01	Transportation/Arnold	Toner & Print Supplies FY25	Printed
	25000206	2025	053	FLEETPRIDE, Inc	$4,999.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000207	2025	053	Evans Hardware	$4,999.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000208	2025	053	Compliance Resource Group Inc	$20,000.00	2024-07-01	Transportation/Arnold	Drug Testing FY25	Printed
	25000210	2025	000	ClassLink	$46,235.00	2024-07-01	ARP/Tech/Rennick White	Software Subscription FY25	Closed
	25000220	2025	026	Follett School Solutions Inc	$3,990.00	2024-07-01	T&L/Broiles	General Supplies FY25	Printed
	25000221	2025	026	Warren Products Inc	$500.00	2024-07-01	T&L/Adm/Broiles	General Supplies FY25	Closed
	25000222	2025	000	Cellco Partnership	$650.00	2024-07-01	Adm/Comm Relations/Boyer	Verizon Phone Service FY25	Printed
	25000223	2025	000	Gina Hatton Standridge	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000224	2025	000	LeRoy Porter	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000225	2025	000	Ed Daniel	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000226	2025	000	Silvya Kirk	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000227	2025	000	Rick Cobb	$200.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000228	2025	412	Oklahoma Department of Career & Technology	$250.00	2024-07-01	Career Tech/MCHS/Hartzell	Registration FY25	Printed
	25000229	2025	412	Oklahoma Department of Career & Technology	$250.00	2024-07-01	Career Tech/MCMS/Underwood	Registration FY25	Closed
	25000231	2025	000	Oklahoma Copier Solutions	$135,000.00	2024-07-01	District-Wide/Woodard/Bryan	Cost Per Copy Agrmnt FY25	Printed
	25000232	2025	000	De Lage Landen Financial Services Inc	$72,966.00	2024-07-01	District-Wide/Woodard/Bryan	Copier Lease Agrmnt FY25	Printed

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000233	2025	318	Goodwill Industries of Central Oklahoma Inc	$80,000.00	2024-07-01	Redbud/Ath/Fine Arts/Oper	Outside Security Srvs FY25	Printed
	25000234	2025	511	Tyler McIntosh	$372.50	2024-07-01	Title I/MCMS/Brown	Per Diem/Travel Reimb FY25	Closed
	25000235	2025	367	Foundations In Learning LLC	$7,995.00	2024-07-01	ARP/Title I/MWC Elem/DCMS/MCMS	FY25 Subscription	Closed
	25000235	2025	511	Foundations In Learning LLC	$15,990.00	2024-07-01	ARP/Title I/MWC Elem/DCMS/MCMS	FY25 Subscription	Closed
	25000236	2025	056	Bank of America, N.A.	$500.00	2024-07-01	Operations/Bryan	Parts & Materials FY25	Printed
	25000244	2025	795	schoolSAFEid, LLC	$13,972.00	2024-07-01	ARP/DW Security/Bryan	Visitor Mgmt Software FY25	Closed
	25000245	2025	055	W.W. Grainger, Inc.	$2,995.00	2024-07-01	Warehouse/Payne	Custodial Supplies FY25	Printed
	25000246	2025	055	Merrifield Office and Schools Supply	$800.00	2024-07-01	Warehouse/Payne	General Supplies FY25	Printed
	25000247	2025	055	Bank of America, N.A.	$450.00	2024-07-01	Warehouse/Payne	US Postal Box Rental FY25	Printed
	25000248	2025	055	Bank of America, N.A.	$50.00	2024-07-01	Warehouse/Payne	Postage Overages FY25	Printed
	25000249	2025	044	Variphy, Inc	$7,200.00	2024-07-01	Technology/Rennick White	Online Subscription Renewal FY25	Closed
	25000291	2025	511	Empirical Resolution Inc	$1,800.00	2024-07-01	Title I/MCHS/Brown	Renewal license FY25	Printed
	25000292	2025	511	5 Star Student Solutions LLC	$2,600.00	2024-07-01	Title I/DCMS/Brown	Subscription FY25	Closed
	25000293	2025	511	5 Star Student Solutions LLC	$2,100.00	2024-07-01	Title I/MCHS/Brown	Subscription FY25	Closed
	25000294	2025	511	IXL Learning, Inc.	$21,845.00	2024-07-01	Title I/DCMS/Brown	License FY25	Closed
	25000295	2025	511	DBQ Company, The	$1,950.00	2024-07-01	Title I/DCMS/Brown	Subscription/PD FY25	Closed
	25000296	2025	563	ADG Blusource, LLC	$20,232.80	2024-07-01	JOM/Adm/Thompson	Co-Curricular Supplies FY25	Printed
	25000297	2025	000	Del City Chamber Of Commerce	$170.00	2024-07-01	Adm/Cobb	Membership FY25	Closed
	25000298	2025	000	Midwest City Chamber Of Commerce	$275.00	2024-07-01	Adm/Supt/Cobb	Membership FY25	Closed
	25000299	2025	081	GateHouse Media Oklahoma Holdings, Inc.	$300.00	2024-07-01	Comm Relations/Boyer	Legal Notices FY25	Printed
	25000300	2025	000	United Suburban Schools Assoc.	$2,200.00	2024-07-01	Adm/Supt/Cobb	Membership Dues FY25	Closed
	25000301	2025	081	Choctaw Times LLC	$100.00	2024-07-01	Communications/Boyer	Legal Notices FY25	Printed
	25000302	2025	000	Oklahoma State School Board Association	$3,000.00	2024-07-01	Adm/Supt/Cobb	Online Subscription FY25	Closed



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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000303	2025	000	Oklahoma State School Board Association	$2,150.00	2024-07-01	Adm/Supt/Cobb	Online Subscription FY25	Closed
	25000304	2025	000	NAFIS	$931.13	2024-07-01	Adm/Supt/Cobb	Membership Dues FY25	Closed
	25000305	2025	000	Oklahoma State School Board Association	$5,571.00	2024-07-01	Adm/Supt/Cobb	Membership FY25	Closed
	25000306	2025	000	Oklahoma State School Board Association	$1,200.00	2024-07-01	Adm/Supt/Cobb	Policy Review FY25	Closed
	25000307	2025	000	Oklahoma State School Board Association	$250.00	2024-07-01	Adm/Supt/Cobb	Prof Services FY25	Closed
	25000308	2025	000	Institute for Education Innovation	$4,250.00	2024-07-01	Adm/Supt/Cobb	Membership FY25	Closed
	25000309	2025	000	Choctaw Times LLC	$35.00	2024-07-01	Adm/Supt/Cobb	Periodical FY25	Closed
	25000310	2025	000	Oklahoma Observer, The	$60.00	2024-07-01	Adm/Supt/Cobb	Periodical FY25	Closed
	25000311	2025	621	April Neichole Keck	$1,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000312	2025	621	Sunwest Rehab Co, LLC	$279.95	2024-07-01	Spec Serv/Wilson	Medical Supplies FY25	Printed
	25000313	2025	621	Tab Products Co., LLC	$342.30	2024-07-01	Spec Serv/Wilson	General Supplies FY25	Closed
	25000314	2025	621	Autism Little Learners	$330.00	2024-07-01	Spec Serv/Wilson	Online Membership FY25	Printed
	25000315	2025	621	NCS Pearson Inc	$12,600.00	2024-07-01	Spec Serv/Wilson	Online Subscription FY25	Closed
	25000316	2025	621	DJC Holdings, LLC	$8,039.84	2024-07-01	Spec Serv/Wilson	Online Subscriptions FY25	Closed
	25000317	2025	621	Riverside Assessments, LLC	$6,373.57	2024-07-01	Spec Serv/WIlson	Testing Materials FY25	Printed
	25000318	2025	044	SHI International Corp	$28,014.00	2024-07-01	Tech/Rennick White	Online Subscription Renewal FY25	Closed
	25000322	2025	044	Sigma Technology Fund LLC	$11,717.83	2024-07-01	Technology/Rennick White	Services/Support E-Rate FY25	Printed
	25000323	2025	044	PDQ.Com Corporation	$1,275.00	2024-07-01	Technology/Rennick White	Online Subscription Renewal FY25	Closed
	25000325	2025	795	Adira LLC	$71,050.00	2024-07-01	ARP/Tech/Rennick White	CSIOAAS Renewal FY25	Closed
	25000326	2025	795	Chickasaw Telecom, Inc.	$42,130.08	2024-07-01	ARP/Tech/Rennick White	Pure Storage Renewal FY25	Closed
	25000327	2025	795	Chickasaw Telecom, Inc.	$186,171.16	2024-07-01	ARP/Tech/Rennick White	Security EA Maint Renewal FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000328	2025	795	Chickasaw Telecom, Inc.	$85,285.00	2024-07-01	ARP/Tech/Rennick White	Cisco Flex/Voip Renewal FY25	Closed
	25000329	2025	795	Chickasaw Telecom, Inc.	$54,695.92	2024-07-01	ARP/Tech/Rennick White	Smartnet Maint Renewal FY25	Closed
	25000330	2025	621	Multi-Health Systems, Inc	$243.75	2024-07-01	Spec Serv/Wilson	Testing Materials FY25	Closed
	25000331	2025	053	CJEBLAKEWELL, LLC	$1,000.00	2024-07-01	Transportation/Arnold	Cleaning Services FY25	Printed
	25000332	2025	053	Bank of America, N.A.	$500.00	2024-07-01	Transportation/Arnold	Locksmith Services FY25	Printed
	25000333	2025	053	Bank of America, N.A.	$500.00	2024-07-01	Transportation/Arnold	Driver Inquiries FY25	Printed
	25000334	2025	053	Alton Troy Parsley	$2,995.00	2024-07-01	Transportation/Arnold	Repair Services FY25	Printed
	25000335	2025	053	Bear Communications Inc	$4,999.00	2024-07-01	Transportation/Arnold	Radio Repairs FY25	Printed
	25000336	2025	053	BG Products, Inc.	$4,999.00	2024-07-01	Transportation/Arnold	Tank Service Fees FY25	Printed
	25000337	2025	053	ATC Freightliner Group LLC	$50,000.00	2024-07-01	Transportation/Arnold	Outside Repairs FY25	Printed
	25000338	2025	053	ATC Freightliner Group LLC	$15,000.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000339	2025	053	Bank of America, N.A.	$500.00	2024-07-01	Transportation/Arnold	Bus Decals/Signs FY25	Printed
	25000340	2025	053	Daniel Borrell	$3,000.00	2024-07-01	Transportation/Arnold	Outside Bus Repairs FY25	Printed
	25000341	2025	053	Orr Nissan West	$4,999.00	2024-07-01	Transportation/Arnold	Emergency Vehicle Repairs FY25	Printed
	25000342	2025	053	Red Rock Distributing Co	$100,000.00	2024-07-01	Transportation/Arnold	Fuel-Buses FY25	Printed
	25000343	2025	000	Global Compliance Network, Inc.	$1,680.00	2024-07-01	HR/Huston	Online Subscription FY25	Closed
	25000344	2025	145	American Association of School Personnel	$650.00	2024-07-01	HR/Huston	Institutional Membership FY25	Closed
	25000345	2025	145	eFMLA, Inc.	$1,795.00	2024-07-01	HR/Huston	Annual Subscription Fee FY25	Closed
	25000346	2025	795	Cordance Operations LLC	$72,393.60	2024-07-01	ARP/Tech/Rennick White	Hapara Online Renewal FY25	Closed
	25000347	2025	145	Severin Intermediate Holdings LLC	$12,222.36	2024-07-01	HR/Huston	Subscription Fee FY25	Closed
	25000348	2025	795	Level Data Inc	$78,440.76	2024-07-01	ARP/Tech/CN/Rennick White	Level Data Online Renewal FY25	Closed
	25000349	2025	563	Gold Star Graphics, Inc.	$3,890.00	2024-07-01	JOM/Adm/Brown	Co-Curricular Supplies FY25	Closed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000350	2025	795	CDW Government LLC	$2,700.00	2024-07-01	ARP/Tech/Rennick White	Gopher Pack License FY25	Printed
	25000351	2025	795	Instructure Inc	$158,112.41	2024-07-01	ARP/HS/Rennick White	Online Subscription FY25	Closed
	25000359	2025	052	Kevin Holmes	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000360	2025	052	Kevin Holmes	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000363	2025	052	Kyle Lankford	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000365	2025	052	Kyle Lankford	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000375	2025	052	Thomas Littlejohn	$275.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000377	2025	052	Thomas Littlejohn	$200.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000378	2025	052	Casey Longley	$25.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000379	2025	052	Casey Longley	$75.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000380	2025	052	Nicholas Miranda	$25.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000381	2025	052	Mike Nail	$25.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000386	2025	052	Mike Nail	$75.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000391	2025	052	Sean Nail	$25.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000392	2025	052	Sean Nail	$75.00	2024-07-01	Maintenance/License	License FY25	Closed
	25000393	2025	052	Eric Orr	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000394	2025	052	Eric Orr	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000401	2025	621	NCS Pearson Inc	$80.90	2024-07-01	Spec Serv/Wilson	Testing Materials FY25	Closed
	25000403	2025	621	NCS Pearson Inc	$6,046.90	2024-07-01	Spec Serv/Wilson	Testing Materials FY25	Closed
	25000404	2025	146	Occucare Corp	$500.00	2024-07-01	Nurses/Jones	Blood Exposure Services FY25	Printed
	25000405	2025	146	Sam's Club Direct Comm. Acct.	$1,000.00	2024-07-01	Nurses/Jones	General/Cleaning/Medical FY25	Printed
	25000406	2025	146	Wal-Mart Allocated	$500.00	2024-07-01	Nurses/Jones	General/First Aid Supplies FY25	Printed
	25000407	2025	053	O'Reilly's Auto Parts	$4,999.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000408	2025	146	School Health Corporation	$2,171.58	2024-07-01	Nurses/Jones	Medical/Health Supplies FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000409	2025	049	Print Finishing Systems, Inc.	$600.00	2024-07-01	Print Shop/Arnold	Repairs Machine FY25	Printed
	25000410	2025	053	OSI Environmental, Inc.	$1,000.00	2024-07-01	Transportation/Arnold	Waste Clean Up FY25	Printed
	25000411	2025	053	D&H United Fueling Solutions, Inc	$4,999.00	2024-07-01	Transportation/Arnold	Diesel Tank Repairs FY25	Printed
	25000412	2025	053	Bank of America, N.A.	$500.00	2024-07-01	Transportation/Arnold	Student Vehicles Tag Fees FY25	Printed
	25000418	2025	052	James Robinson	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000420	2025	056	Fuzzell's Calculator Corner Inc	$1,200.00	2024-07-01	Operations/Bryan	Toner Supplies FY25	Printed
	25000422	2025	052	James Robinson	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000423	2025	052	Kenny Rollings	$25.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000424	2025	052	Kenny Rollings	$75.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000425	2025	052	James Wilkerson	$46.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000428	2025	052	James Wilkerson	$200.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000430	2025	052	James Wilkerson	$230.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000431	2025	052	Tyler Banta	$20.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000437	2025	052	Matthew Williams	$75.00	2024-07-01	Maintenance/Clark	License Reimbursement FY25	Printed
	25000440	2025	052	T And W Tire	$1,000.00	2024-07-01	Maintenance/Garage	Service FY25	Printed
	25000445	2025	052	D&H United Fueling Solutions, Inc	$1,000.00	2024-07-01	Maintenance/Garage	Service FY25	Printed
	25000450	2025	052	D&H United Fueling Solutions, Inc	$1,000.00	2024-07-01	Maintenance/Garage	Parts FY25	Printed
	25000452	2025	786	De Lage Landen Financial Services Inc	$1,438.08	2024-07-01	Consolidated Adm/Brown	Copier Lease Agrmnt FY25	Printed
	25000453	2025	786	Oklahoma Copier Solutions	$1,800.00	2024-07-01	Consolidated Adm/Brown	Cost Per Copy Agrmnt FY25	Printed
	25000454	2025	052	Fuzzell's Calculator Corner Inc	$500.00	2024-07-01	Maintenance/Clark	Toner & Printer Supplies FY25	Printed
	25000455	2025	052	Robert Brodersen	$25.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000456	2025	052	Matthew Williams	$25.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000457	2025	052	Steven Lugrand	$25.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Closed
	25000460	2025	052	Nicholas Miranda	$75.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000463	2025	052	Nicholas Miranda	$25.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000471	2025	052	James E Ticer	$1,000.00	2024-07-01	Maintenance/Garage	Service FY25	Printed



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Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000474	2025	052	Larry Carnell II	$25.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Closed
	25000476	2025	052	Larry Carnell II	$75.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000477	2025	052	Bank of America, N.A.	$1,500.00	2024-07-01	Maintenance/Clark	Parts-P-Card/S Allen FY25	Printed
	25000479	2025	052	Steven Lugrand	$75.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000481	2025	052	Kevin Hartley	$25.00	2024-07-01	Maintenance/Clark	License Reimbursement FY25	Printed
	25000482	2025	052	Jacob Milligan	$25.00	2024-07-01	Maintenance/Clark	License Reimbursement FY25	Printed
	25000490	2025	044	Oklahoma Society for Technology in Education, Inc	$1,000.00	2024-07-01	Tech/Rennick White	Membership Renewal FY25	Closed
	25000495	2025	052	Greystone Environmental Services Inc	$650.00	2024-07-01	Maintenance/Garage	Service FY25	Printed
	25000496	2025	137	ArbiterSports LLC	$1,125.00	2024-07-01	Ath & School Relations/Collier	Online License FY25	Closed
	25000498	2025	052	Hydraulic Outlet LLC	$2,000.00	2024-07-01	Maintenance/Garage	Service FY25	Printed
	25000499	2025	052	Bank of America, N.A.	$1,500.00	2024-07-01	Maintenance/Clark	Parts - P-Card/S Allen FY25	Printed
	25000500	2025	052	SBC RHC C MWC LP	$1,000.00	2024-07-01	Maintenance/Garage	Parts FY25	Printed
	25000501	2025	052	Gabriel Pelzer	$20.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000502	2025	052	Austin Carter	$25.00	2024-07-01	Maintenance/License	License Reimbursement FY25	Printed
	25000503	2025	055	Robert L Hiner	$4,999.00	2024-07-01	Warehouse/Payne	Custodial Supplies FY25	Closed
	25000504	2025	052	Austin Carter	$46.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000505	2025	055	Edward Tomlinson	$100.00	2024-07-01	Warehouse/Payne	First Aid Supplies FY25	Printed
	25000506	2025	055	Eureka Water Co.	$700.00	2024-07-01	Warehouse/Payne	Cooler Rental/Supplies FY25	Printed
	25000507	2025	052	Austin Carter	$46.00	2024-07-01	Maintenance/License	License FY25	Printed
	25000508	2025	055	Pitney Bowes Supply Line	$750.00	2024-07-01	Warehouse/Payne	Postage Machine Supplies FY25	Printed
	25000509	2025	055	Pitney Bowes	$9,128.40	2024-07-01	Warehouse/Payne	Mail Machine Lease FY25	Printed
	25000510	2025	055	The Pitney Bowes Reserve Account	$30,000.00	2024-07-01	Warehouse/Payne	Postage FY25	Printed
	25000511	2025	055	Harbond Holdings, LLC	$200.00	2024-07-01	Warehouse/Payne	Shipping FY25	Printed
	25000513	2025	055	Red Baker Propane	$2,000.00	2024-07-01	Warehoue/Payne	Propane FY25	Printed
	25000514	2025	055	CJEBLAKEWELL, LLC	$300.00	2024-07-01	Warehouse/Payne	Vehicle Cleaning Services FY25	Printed



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Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000515	2025	055	Seminole Chemical Company	$4,999.00	2024-07-01	Warehouse/Payne	Custodial Supplies FY25	Printed
	25000517	2025	055	Central States Thermo King,Inc	$3,500.00	2024-07-01	Warehouse/Payne	Vehicle Repair Services FY25	Printed
	25000518	2025	055	O'Reilly's Auto Parts	$500.00	2024-07-01	Warehouse/Payne	Supplies & Chemicals FY25	Printed
	25000519	2025	055	Voss Lighting	$4,999.00	2024-07-01	Warehouse/Payne	Light Bulbs FY25	Printed
	25000520	2025	055	Waste Connections of Oklahoma, Inc	$4,999.00	2024-07-01	Warehouse/Payne	Surplus Property Disposal FY25	Printed
	25000521	2025	055	Lpm Company	$2,995.00	2024-07-01	Warehouse/Payne	Repair Service FY25	Printed
	25000522	2025	000	Oklahoma School Assurance Group	$618,590.00	2024-07-01	Adm/Payroll/McFarland	OSAG Workers Comp FY25	Printed
	25000523	2025	000	First Point Insurance Agency	$30,368.00	2024-07-01	Adm/Payroll/McFarland	Flood Insurance FY25	Closed
	25000525	2025	128	Emsco Electric Supply Co. Inc	$500.00	2024-07-01	Security/Stephenson	Parts & Supplies FY25	Printed
	25000526	2025	128	Synergy Datacom Supply	$2,800.00	2024-07-01	Security/Stephenson	Parts & Supplies FY25	Printed
	25000527	2025	128	Locke Supply	$500.00	2024-07-01	Security/Stephenson	Parts & Supplies FY25	Printed
	25000528	2025	128	Westlake Ace Hardware	$500.00	2024-07-01	Security/Stephenson	Supplies & Materials FY25	Printed
	25000529	2025	000	Center For Education Law	$1,000.00	2024-07-01	Adm/Supt/Cobb	Legal Serv Program Fee FY25	Closed
	25000530	2025	048	CCOSA-Cooperative Council Okla School Admin	$1,300.00	2024-07-01	Elem Instr/Pope	Registrations FY25	Printed
	25000531	2025	128	City Of Midwest City	$200.00	2024-07-01	Security/Stephenson	Annual fee FY25	Printed
	25000532	2025	128	O'Reilly's Auto Parts	$100.00	2024-07-01	Security/Stephenson	Parts & Supplies FY25	Printed
	25000533	2025	786	Warren Products Inc	$63.18	2024-07-01	Consolidated Adm/Brown	Paper/General Supplies FY25	Closed
	25000534	2025	128	Bolay Mobilecom, Inc.	$500.00	2024-07-01	Security/Stephenson	Radio Repair FY25	Printed
	25000535	2025	000	First Point Insurance Agency	$3,332.00	2024-07-01	Adm/Payroll/CN/Mcfarland	Position Bond FY25	Closed
	25000536	2025	026	College Entrance Examination Board	$1,600.00	2024-07-01	T&L/Adm & HS/Broiles	Membership Dues FY25	Printed
	25000537	2025	128	MSDSonline, Inc.	$3,875.07	2024-07-01	Security/Stephenson	Online Access FY25	Closed
	25000538	2025	128	Top Tier Tactical, Survival and Outdoors, LLC	$200.00	2024-07-01	Security/Stephenson	Security Uniforms FY25	Printed
	25000539	2025	146	Total Wellness LLC	$1,000.00	2024-07-01	Nurses/Jones	Vaccination Services FY25	Printed
	25000540	2025	128	Ademco Inc	$3,500.00	2024-07-01	Security/Stephenson	Parts & Supplies FY25	Printed



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Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000541	2025	146	American National Red Cross &	$7,000.00	2024-07-01	Nurses/Jones	Contract Services FY25	Printed
	25000542	2025	044	1EdTech Consortium, Inc	$4,000.00	2024-07-01	Technology/Rennick White	Institutional Membership FY25	Closed
	25000554	2025	367	Lexia Learning Systems LLC	$160,684.00	2024-07-01	RSA/Various/Brown	Subscription/Prof Dev FY25	Closed
	25000556	2025	621	NCS Pearson Inc	$9,931.35	2024-07-01	Spec Serv/Wilson	Online Subscription Renewal FY25	Printed
	25000557	2025	621	Manson Western Corporation	$1,275.30	2024-07-01	Spec Serv/Wilson	Testing Materials FY25	Printed
	25000558	2025	621	NCS Pearson Inc	$3,016.60	2024-07-01	Spec Serv/Wilson	Online Subscription FY25	Printed
	25000559	2025	795	Incident IQ, LLC	$56,292.98	2024-07-01	ARP/Tech/Shelden	IIQ Subscription Renewal FY25	Closed
	25000560	2025	621	Oklahoma Assistive Technology and	$10,550.00	2024-07-01	Spec Serv/Wilson	Online Subscription FY25	Printed
	25000561	2025	000	Oklahoma State School Board Association	$11,245.00	2024-07-01	HR/Huston	Unemployment Agrmnt FY25	Printed
	25000562	2025	000	Frontline Technologies Group, LLC	$18,138.70	2024-07-01	HR/Huston	Veritime Subscription Renewal	Closed
	25000563	2025	000	Frontline Technologies Group, LLC	$28,710.27	2024-07-01	HR/Huston	Emp Leave System AESOP FY25	Closed
	25000564	2025	795	CDW Government LLC	$1,500.00	2024-07-01	ARP/Tech/Rennick White	Educ Collaborative License FY25	Printed
	25000565	2025	000	Compliance Resource Group Inc	$15,000.00	2024-07-01	HR/Huston	Drug Testing Services FY25	Printed
	25000566	2025	795	CDW Government LLC	$750.00	2024-07-01	ARP/Tech/Rennick White	Event-O-matic Domain Renewal	Printed
	25000567	2025	795	Bark Technologies Inc	$16,500.00	2024-07-01	ARP/Tech/Rennick White	License Subscription FY25	Closed
	25000568	2025	044	Red Sky Technologies, Inc.	$1,254.54	2024-07-01	Technology/Rennick White	Contract Renewal FY25	Closed
	25000569	2025	000	Tyler Technologies, Inc.	$20,552.00	2024-07-01	Adm/Trans/Staff Training	Trans Software Training FY25	Printed
	25000570	2025	000	EDUStaff LLC	$500,000.00	2024-07-01	HR/Huston	Substitute Services FY25	Printed
	25000571	2025	621	Kim Wileman Consulting, LLC	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000572	2025	795	Tangent Computer Inc.	$9,660.00	2024-07-01	ARP/Tech/Rennick White	Annual Renewal FY25	Closed
	25000573	2025	000	schoolSAFEid, LLC	$20,232.00	2024-07-01	ARP/Adm/Safety/Stephenson	Software/App/Tags FY25	Printed
	25000573	2025	795	schoolSAFEid, LLC	$6,487.00	2024-07-01	ARP/Adm/Safety/Stephenson	Software/App/Tags FY25	Printed
	25000574	2025	795	Severin Intermediate Holdings LLC	$50,545.52	2024-07-01	ARP/Tech/Rennick White	Enrollment and Software FY25	Closed
	25000575	2025	795	Severin Intermediate Holdings LLC	$86,345.48	2024-07-01	ARP/Tech/Rennick White	PowerSchool Renewal FY25	Closed
	25000585	2025	052	Red Rock Distributing Co	$15,000.00	2024-07-01	Maintenance/Clark	Diesel FY25	Printed



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Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000589	2025	795	Tyler Technologies, Inc.	$23,856.00	2024-07-01	ARP/Trans Software/Arnold	Traversa Software Renewal FY25	Closed
	25000590	2025	795	Seesaw Learning Inc	$58,715.04	2024-07-01	ARP/Technology/Rennick White	Student Software Renewal FY25	Closed
	25000591	2025	795	Imagine Learning LLC	$97,044.00	2024-07-01	ARP/Virtual Schools/Gilkey	Online Virtual Instruction FY25	Printed
	25000595	2025	052	Red Rock Distributing Co	$40,000.00	2024-07-01	Maintenance/Garage	Fuel FY25	Printed
	25000597	2025	044	SHI International Corp	$7,586.00	2024-07-01	Technology/Rennick White	SolarWinds Online Maint FY25	Closed
	25000600	2025	044	Chickasaw Telecom, Inc.	$2,500.00	2024-07-01	Technology/Rennick White	Technical Support FY25	Printed
	25000601	2025	000	City of Del City	$142,365.00	2024-07-01	Adm/SRO/DCHS-DCMS Safety/Gilke	School Resource Officers FY25	Printed
	25000601	2025	376	City of Del City	$2,635.00	2024-07-01	Adm/SRO/DCHS-DCMS Safety/Gilke	School Resource Officers FY25	Printed
	25000606	2025	145	CCOSA-Cooperative Council Okla School Admin	$7,500.00	2024-07-01	HR/Huston	Registrations FY25	Printed
	25000608	2025	044	Rise Vision Inc	$6,000.00	2024-07-01	Technology/Rennick White	Licenses FY25	Closed
	25000609	2025	376	City Of Midwest City	$89,365.00	2024-07-01	Adm/SRO/CAHS/MCHS/Sec/Gilkey	School Resource Officers FY25	Printed
	25000613	2025	000	First Point Insurance Agency	$46,056.77	2024-07-01	Adm/MDTC/Payroll/McFarland	School Board Legal Liability FY25	Closed
	25000614	2025	000	First Point Insurance Agency	$29,507.63	2024-07-01	MDTC/Payroll/McFarland	Pollution One Beacon FY25	Closed
	25000615	2025	000	Oklahoma Public School Resource Center	$2,500.00	2024-07-01	Adm/Supt/Cobb	Membership Dues FY25	Closed
	25000616	2025	621	NCS Pearson Inc	$906.05	2024-07-01	Spec Serv/Wilson	Testing Materials FY25	Closed
	25000617	2025	615	Payne Education Center	$1,950.00	2024-07-01	Spec Serv/Wilson	Registrations FY25	Printed
	25000618	2025	795	Apptegy, Inc	$22,013.16	2024-07-01	ARP/Comm Relations/Boyer	Online Renewal FY25	Closed
	25000619	2025	795	Apptegy, Inc	$57,575.00	2024-07-01	ARP/Comm Relations/Boyer	Online Subscription FY25	Closed
	25000620	2025	055	Cintas Corporation	$4,999.00	2024-07-01	Warehouse/Payne	Uniform Rental FY25	Printed
	25000621	2025	052	Cintas Corporation	$1,000.00	2024-07-01	Maintenance/Garage	Services FY25	Printed
	25000622	2025	052	Cintas Corporation	$36,000.00	2024-07-01	Maintenance/Clark	Uniform Services FY25	Printed
	25000624	2025	146	Stericycle	$1,600.00	2024-07-01	Nurses/Jones	Disposal Services FY25	Printed
	25000626	2025	000	First Point Insurance Agency	$4,266,760.28	2024-07-01	Adm/BLDG/CN/Payroll/MDTC	Property & Casualty FY25	Closed



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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000628	2025	053	Bank of America, N.A.	$500.00	2024-07-01	Transportation/Arnold	DMV Driving Records FY25	Printed
	25000652	2025	000	Veritiv Operating Company	$125,462.40	2024-07-01	Adm/Paper/Warehouse	Instructional Paper FY25	Closed
	25000653	2025	000	Veritiv Operating Company	$53,711.84	2024-07-01	Adm/Custodial/Warehouse	PPE Custodial FY25	Closed
	25000654	2025	136	Bank of America, N.A.	$252.28	2024-07-01	Student Acct/Newnam	Software License FY25	Printed
	25000656	2025	511	ESGI LLC	$6,524.00	2024-07-01	Ind Ed/Title I/Various/Brown	License FY25	Closed
	25000656	2025	561	ESGI LLC	$466.00	2024-07-01	Ind Ed/Title I/Various/Brown	License FY25	Closed
	25000657	2025	000	Brady Industries of Nevada LLC	$200,595.02	2024-07-01	Adm/Custodial/Warehouse	Custodial Products FY25	Closed
	25000660	2025	511	Houghton Mifflin Harcourt Publishing Company	$9,700.00	2024-07-01	Title I/CAMS/Brown	Prof Dev/License FY25	Closed
	25000661	2025	511	CommonLit Inc	$31,050.00	2024-07-01	Title I/MS/HS/Brown	License FY25	Closed
	25000662	2025	367	NWEA	$7,502.97	2024-07-01	Title I/RSA/Various/Brown	License and PD FY25	Printed
	25000662	2025	511	NWEA	$81,737.03	2024-07-01	Title I/RSA/Various/Brown	License and PD FY25	Printed
	25000664	2025	056	Bank of America, N.A.	$1,000.00	2024-07-01	Operations/Bryan	Business Cards FY25	Printed
	25000666	2025	000	Fuzzell's Calculator Corner Inc	$338.00	2024-07-01	Adm/Finance/Cantrell	Toner Cartridges	Printed
	25000676	2025	128	Bulldog Security	$8,892.00	2024-07-01	Security/Stephenson	Security Alarm System FY25	Printed
	25000677	2025	128	Fortitude Dogs Inc	$4,240.00	2024-07-01	Security/Stephenson	Drug Dog Detection FY25	Printed
	25000678	2025	047	Validate ME LLC	$1,000.00	2024-07-01	Sec Instr/Adm/Gilkey	Professional Services FY25	Printed
	25000679	2025	047	RAS Technology Consultants, Inc	$975.00	2024-07-01	Sec Instr/Gilkey	Subscription FY25	Closed
	25000680	2025	047	Fuzzell's Calculator Corner Inc	$218.00	2024-07-01	Sec Instr/Gilkey	Toner FY25	Printed
	25000681	2025	047	Warren Products Inc	$500.00	2024-07-01	Sec Instr/Gilkey	General Supplies FY25	Closed
	25000682	2025	047	Warren Products Inc	$1,000.00	2024-07-01	Sec Instr/Gilkey	Supplies FY25	Printed
	25000683	2025	048	Amazon Capital Services, Inc.	$419.72	2024-07-01	Elem Instr/Pope	General Supplies FY25	Closed
	25000684	2025	000	Hawk River Investments LLC	$2,000.00	2024-07-01	Adm/Finance/Woodard	Shredding Services FY25	Printed
	25000685	2025	000	Beth Flemmons	$625.00	2024-07-01	Adm/CAHS/Flemmons	Reg/Travel/Per Diem Reimb FY25	Printed
	25000686	2025	000	Michael G. Little	$625.00	2024-07-01	Adm/CAHS/Little	Reg/Travel/Per Diem Reimb FY25	Printed
	25000687	2025	000	Lisa Davis	$625.00	2024-07-01	Adm/DCHS/Davis	Reg/Travel/Per Diem Reimb FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000688	2025	000	Melissa Ritchie	$625.00	2024-07-01	Adm/DCHS/Ritchie	Reg/Travel/Per Diem Reimb FY25	Printed
	25000689	2025	000	Hannah Spencer	$625.00	2024-07-01	Adm/MCHS/Spencer	Reg/Travel/Per Diem Reimb FY25	Printed
	25000690	2025	000	Alexandra Murphy	$625.00	2024-07-01	Adm/MCHS/Staton	Reg/Travel/Per Diem Reimb FY25	Printed
	25000691	2025	000	Andrea Kerr	$625.00	2024-07-01	Adm/MCHS/Kerr	Reg/Travel/Per Diem Reimb FY25	Printed
	25000692	2025	000	Khrista Meyer	$625.00	2024-07-01	Adm/CAMS/Meyer	Reg/Travel/Per Diem Reimb FY25	Printed
	25000693	2025	000	Evamarie Maerten	$625.00	2024-07-01	Adm/DCMS/Maerten	Reg/Travel/Per Diem Reimb FY25	Printed
	25000694	2025	000	Amy Oleinik	$625.00	2024-07-01	Adm/DCMS/Oleinik	Reg/Travel/Per Diem Reimb FY25	Printed
	25000695	2025	000	Philip Belflower	$625.00	2024-07-01	Adm/MCMS/Belflower	Reg/Travel/Per Diem Reimb FY25	Printed
	25000696	2025	000	Alicia Underwood	$625.00	2024-07-01	Adm/MCMS/Underwood	Reg/Travel/Per Diem Reimb FY25	Printed
	25000697	2025	000	Dana Eddy	$625.00	2024-07-01	Adm/CAMS/Eddy	Reg/Travel/Per Diem Reimb FY25	Printed
	25000698	2025	000	Oklahoma Employment Security Commission	$40,000.00	2024-07-01	Adm/HR/Huston	Unemploy Non-Cert Benefits FY25	Printed
	25000699	2025	000	Oklahoma Employment Security Commission	$40,000.00	2024-07-01	Adm/HR/Huston	Unemploy Cert Benefits FY25	Printed
	25000700	2025	000	Accufax Div., Southwest Inc.	$1,000.00	2024-07-01	Adm/HR/Huston	Pre-Employ Backgrounds FY25	Printed
	25000730	2025	621	LessonPix Inc	$648.00	2024-07-01	Spec Serv/Wilson	Online Subscription FY25	Printed
	25000731	2025	621	Lakeshore Equipment Company	$1,023.15	2024-07-01	Spec Serv/Wilson	Furniture FY25	Printed
	25000745	2025	000	Employee Evaluation Systems, Inc	$27,075.00	2024-07-01	HR/Huston	OKTLE Annual License FY25	Printed
	25000748	2025	511	National Association for the Education of Homeless	$3,000.00	2024-07-01	Title I/Homeless/Brown	Registrations FY25	Printed
	25000749	2025	511	National Alternative Education Association Inc	$525.00	2024-07-01	Title I/MDVA/Brown	Registration FY25	Printed
	25000755	2025	000	Ciane Hartzell	$625.00	2024-07-01	Adm/MCHS/Hartzell	Reg/Travel/Per Diem Reimb FY25	Printed
	25000763	2025	079	Amazon Capital Services, Inc.	$21.78	2024-07-01	Supt Office Supplies/Adm/Cobb	General Supplies FY25	Printed
	25000764	2025	000	Shelly Schultz	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000765	2025	000	Gina Hatton Standridge	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed
	25000766	2025	000	LaShonda Broiles	$100.00	2024-07-01	Adm/Cobb	Parking Reimbursement FY25	Printed

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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000767	2025	000	Oklahoma State School Board Association	$1,800.00	2024-07-01	Adm/Cobb	Registrations FY25	Printed
	25000768	2025	000	Oklahoma State School Board Association	$225.00	2024-07-01	Adm/Cobb	Registration FY25	Printed
	25000772	2025	080	Association of School Business Officials Intl	$499.00	2024-07-01	Fiscal Serv Office/Woodard	District Membership FY25	Printed
	25000774	2025	412	Ciane Hartzell	$825.00	2024-07-01	Career Tech/MCHS/Hartzell	Per Diem/Travel Reimb FY25	Printed
	25000775	2025	412	Alicia Underwood	$825.00	2024-07-01	Career Tech/MCMS/Underwood	Per Diem/Travel Reimb FY25	Closed
	25000776	2025	051	Scott Westin	$2,520.00	2024-07-01	PDC/Broiles	Laminating Film FY25	Printed
	25000778	2025	137	Oklahoma Coaches Association	$210.00	2024-07-01	Ath & School Relations/Collier	Registrations FY25	Printed
	25000787	2025	053	Holt Truck Centers of Oklahoma LLC	$25,000.00	2024-07-01	Transportation/Arnold	Outside Bus Repair FY25	Printed
	25000788	2025	053	Billy W Jones	$1,000.00	2024-07-01	Transportation/Arnold	Bus Parts FY25	Printed
	25000789	2025	145	Merrifield Office and Schools Supply	$1,200.00	2024-07-01	Adm/HR/Huston	General/Tech/Cleaning FY25	Printed
	25000790	2025	145	CCOSA-Cooperative Council Okla School Admin	$3,750.00	2024-07-01	HR/Huston	Registrations Supplement FY25	Printed
	25000792	2025	795	ISG Technology LLC	$43,292.48	2024-07-01	ARP/Tech/Rennick White	License Renewal FY25	Printed
	25000793	2025	511	MobyMax Education LLC	$390.00	2024-07-01	Title I/DCHS/Brown	License FY25	Printed
	25000794	2025	055	405 Pro Pallets LLC	$900.00	2024-07-01	Warehouse/Payne	Pallets FY25	Printed
	25000803	2025	621	CPI-Crisis Prevention Institute, Inc.	$1,949.00	2024-07-01	Spec Serv/Wilson	Registration FY25	Printed
	25000809	2025	026	Mid-Del Youth & Family Center	$45,000.00	2024-07-01	T&L/Counseling/Bryant	Counseling Services FY25	Printed
	25000811	2025	000	Oklahoma Association Serving Impacted Schools	$2,250.00	2024-07-01	Adm/Supt/Cobb	District Membership FY25	Printed
	25000812	2025	621	Continued com LLC	$1,157.00	2024-07-01	Spec Serv/Wilson	Online Membership Fees FY25	Printed
	25000821	2025	044	Follett School Solutions Inc	$900.00	2024-07-01	Technology/Rennick White	Technology Services FY25	Printed
	25000881	2025	026	Mid-Del Youth & Family Center	$20,000.00	2024-07-01	T&L/Counseling/Bryant	Employee Assistance FY25	Printed
	25000884	2025	145	Oklahoma State School Board Association	$1,000.00	2024-07-01	HR/Huston	Registration FY25	Printed
	25000898	2025	052	Michael Carter	$50.00	2024-07-01	Maintenance/License	Online Course Reimb FY25	Printed



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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000899	2025	511	Gina Wright	$524.00	2024-07-01	Title I/Career Acad/Brown	Per Diem/Travel Reimb FY25	Printed
	25000900	2025	511	Hyatt Regency Orlando	$1,803.60	2024-07-01	Title I/Homeless/Brown	Lodging FY25	Printed
	25000901	2025	511	The Westin LA Paloma Resort and Spa	$824.40	2024-07-01	Title I/Career Acad/Brown	Lodging FY25	Printed
	25000902	2025	052	Rush Truck Centers of Oklahoma, Inc	$3,088.23	2024-07-01	Maintenance/Garage	Auto Parts FY25	Printed
	25000903	2025	621	ODP Business Solutions LLC	$337.69	2024-07-01	Spec Serv/Wilson	AV/General/Cleaning Supply FY25	Printed
	25000905	2025	079	Amazon Capital Services, Inc.	$129.99	2024-07-01	Adm/Cobb	Furniture FY25	Printed
	25000906	2025	081	Amazon Capital Services, Inc.	$46.55	2024-07-01	Comm Relations/Boyer	General Supplies FY25	Printed
	25000908	2025	128	Ademco Inc	$1,038.99	2024-07-01	Security/Tilley	Tech Equipment FY25	Printed
	25000910	2025	000	Riversport Foundation	$1,050.00	2024-07-01	Adm/Cobb	Facility Rental FY25	Printed
	25000917	2025	511	Heather Self	$541.50	2024-07-01	Title I/Homeless/Brown	Per Diem/Travel Reimb FY25	Printed
	25000926	2025	367	Archway SCM, LLC	$2,743.13	2024-07-01	RSA/C Estates/P Hill/Txtbks	State Adopted Textbooks FY25	Printed
	25000927	2025	080	Merrifield Office and Schools Supply	$500.00	2024-07-01	Payroll Office Supplies/Duckwo	General Supplies FY25	Printed
	25000928	2025	511	Tia Moore	$541.50	2024-07-01	Title I/Homeless/Brown	Per Diem/Travel Reimb FY25	Printed
	25000935	2025	044	SHI International Corp	$100.00	2024-07-01	Tech/Rennick White	Technology Equip FY25	Printed
	25000938	2025	055	Digi Security Systems LLC	$1,164.10	2024-07-01	Warehouse/Payne	AV Equipment FY25	Printed
	25000940	2025	000	Alexandrea W Grigg	$50,000.00	2024-07-01	Spec Serv/Wilson	Contract Services FY25	Printed
	25000942	2025	621	MobyMax Education LLC	$1,546.00	2024-07-01	Spec Serv/Wilson	Online Subscription FY25	Printed
	25000943	2025	051	Warren Products Inc	$3,241.70	2024-07-01	PDC/Broiles	Paper/Toner/General FY25	Closed
	25000957	2025	053	O.A.P.T.	$4,999.00	2024-07-01	Transportation/Arnold	In-Service Training (online)Fees	Printed
	25000959	2025	052	O'Reilly Auto Parts	$3,000.00	2024-07-01	Maintenance/Garage	Parts FY25	Printed
	25000962	2025	052	Thomas Littlejohn	$80.00	2024-07-01	Maintenance/License	Supplemental License FY25	Printed
	25000963	2025	052	Okla School Plant Mgmt. Assoc.	$200.00	2024-07-01	Maintenance/Wilkerson	Institutional Membership FY25	Printed
	25000967	2025	000	James Harding	$625.00	2024-07-01	Adm/CAMS/Harding	Per Diem/Travel/Reg Reimb FY25	Printed
	25000969	2025	052	ODP Business Solutions LLC	$50.00	2024-07-01	Maintenance/Wilkerson	Tech Equipment FY25	Printed
	25000970	2025	056	Oklahoma School Plant Management Association	$520.00	2024-07-01	Oper/Safety/Trans/Tilley	Personnel Safety Prog FY25	Printed



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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25000978	2025	000	First Point Insurance Agency	$50,000.00	2024-07-01	Adm/Payroll/McFarland	Mid-Year Premium Increase FY25	Printed
	25000979	2025	000	Oklahoma Schools Insurance Gr.	$12,000.00	2024-07-01	Adm/Payroll/McFarland	Auto Liability Deductible FY25	Printed
	25000980	2025	128	Pin Depot Network, LLC	$388.00	2024-07-01	Security/Tilley	Lanyards FY25	Printed
	25000987	2025	000	Barlow Education Management	$3,600.00	2024-07-01	Adm/Huston	Negotiations FY25	Printed
	25001016	2025	511	ExploreLearning LLC	$4,578.75	2024-07-01	Title I/DCMS/Brown	License FY25	Printed
	25001017	2025	511	Solution Tree Inc	$66,490.00	2024-07-01	Title I/MWC Elem/Brown	Prof Dev/Site Licenses FY25	Printed
	25001022	2025	511	Southwest Airlines	$395.95	2024-07-01	Title I/Career Acad/Brown	Airfare FY25	Printed
	25001024	2025	044	Amazon Capital Services, Inc.	$1,920.75	2024-07-01	Technology/Rennick-White	Technology Equipment FY25	Printed
	25001025	2025	004	Merrifield Office and Schools Supply	$1,850.00	2024-07-01	DC Elem/Office/Brown	Office Furniture FY25	Printed
	25001098	2025	024	Natl Association of Secondary School Principals	$95.00	2024-07-01	DCHS/Gilliland	Affiliation Membership Dues FY25	Closed
	25001099	2025	145	Fuzzell's Calculator Corner Inc	$1,000.00	2024-07-31	Adm/HR/Huston	Toner FY25	Printed
	25001100	2025	511	Southwest Airlines	$593.92	2024-07-31	Title I/McKinney Vento/Brown	Airfare FY25	Printed
	25001101	2025	170	Allen Sports Floors LLC	$2,760.00	2024-07-31	DCHS/Athletics/Jones	Clean/Coat Gym Floor FY25	Printed
	25001102	2025	170	Allen Sports Floors LLC	$1,847.40	2024-07-31	MCMS/Athletics/Williams	Clean/Coat Gym Floor FY25	Printed
	25001104	2025	044	Synergy Datacom Supply	$4,999.99	2024-07-31	Technology/Rennick White	Tech Equipment FY25	Printed
	25001107	2025	515	Solution Tree Inc	$52,000.00	2024-07-31	School Support/Parkview/Brown	Prof Dev FY25	Printed
	25001108	2025	541	Basics Plus, Inc.	$509.00	2024-07-31	Title II/Adm/Brown	PD Books FY25	Printed
	25001111	2025	000	Oklahoma State School Board Association	$450.00	2024-07-31	Adm/Cobb	Registration FY25	Printed
	25001112	2025	000	Oklahoma State School Board Association	$2,400.00	2024-07-31	Adm/Cobb	Registrations FY25	Printed
	25001125	2025	541	OASCD Ok Assoc for Supervision and Curriculum	$4,500.00	2024-08-01	Title II/Adm/Brown	Registrations FY25	Printed
	25001126	2025	109	Wal-Mart Allocated	$750.00	2024-08-01	Alt Ed/Wright/Gilkey	General Supplies/Paper/Furniture	Printed
	25001127	2025	170	2W International, LLC	$2,000.00	2024-08-01	CAHS/Athletics/Dunn	Online Subscription FY25	Printed
	25001128	2025	000	Bank of America, N.A.	$1,107.45	2024-08-01	Adm/Cobb	Lodging FY25	Printed



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11	25001129	2025	000	Rick Cobb	$306.50	2024-08-01	Adm/Cobb	Per Diem/Travel Reimb FY25	Printed
	25001131	2025	000	LaShonda Broiles	$306.50	2024-08-01	Adm/Cobb	Per Diem/Travel Reimb FY25	Printed
	25001132	2025	000	Stacey Boyer	$306.50	2024-08-01	Adm/Cobb	Per Diem/Travel Reimb FY25	Printed
	25001165	2025	056	schoolSAFEid, LLC	$4,847.60	2024-08-02	Oper/Security/Bryan	ID Touch Screens/Printers FY25	Printed
	25001196	2025	044	SHI International Corp	$80.00	2024-08-05	Tech/Rennick White	Technology Equip FY25	Printed
	25001197	2025	170	All American Sports Corp	$478.60	2024-08-05	CAHS/Athletics/Dunn	Reconditioning Helmets	Printed
	25001200	2025	000	Bank of America, N.A.	$20,410.00	2024-08-05	Adm/HR/Huston	Advertising Recruiting Serv FY25	Printed
	25001223	2025	511	Michael Kuta	$493.00	2024-08-06	Title I/DCHS/Brown	License Renewal FY25	Printed
	25001224	2025	170	Alert Services, Inc.	$4,015.00	2024-08-06	MCHS/Athletics/Hall	Medical Supplies FY25	Printed
	25001225	2025	170	Allen Sports Floors LLC	$2,646.00	2024-08-06	MCHS/Athletics/Hall	Floor Services FY25	Printed
	25001228	2025	511	Basics Plus, Inc.	$345.45	2024-08-06	Title I/Tinker/Brown	Prof Dev Books FY25	Printed
	25001229	2025	052	Apple Computer Education Sales Sup	$1,266.00	2024-08-06	Maint/Wilkerson	Ipad/Tech Equipment FY25	Printed
	25001230	2025	053	O.A.P.T.	$2,500.00	2024-08-06	Transportation/Arnold	In-Service Training Fees FY25	Printed
	25001231	2025	055	Robert L Hiner	$4,999.00	2024-08-06	Warehouse/Payne	Custodial Supplies FY25	Printed
	25001235	2025	515	Solution Tree Inc	$52,000.00	2024-08-06	School Support/C Estates/Brown	Prof Dev FY25	Printed
	25001239	2025	615	Board of Regents of the University	$1,100.00	2024-08-06	Spec Serv/Wilson	Prof Dev FY25	Printed
	25001240	2025	563	American Indian Cultural Center Foundation	$500.00	2024-08-06	JOM/Adm/Thompson/Brown	Entry Fees	Printed
	25001241	2025	128	SHI International Corp	$2,421.16	2024-08-06	Security/Tilley	Tech Equipment	Printed
	25001242	2025	044	Oklahoma Society for Technology in Education, Inc	$700.00	2024-08-06	Tech/Rennick White	Registrations	Printed
	25001243	2025	044	Bank of America, N.A.	$2,539.84	2024-08-06	Technology/Rennick White	Lodging	Printed
	25001244	2025	511	Scholastic Inc	$2,220.69	2024-08-06	Title I/Ridgecrest/Brown	Magazines FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
11	25001268	2025	515	IXL Learning, Inc.	$9,000.00	2024-08-07	School Support/Townsend/Brown	Online License	Printed
	25001270	2025	056	Breeden Enterprises LLC	$4,860.00	2024-08-07	Oper/DCHS Softball/Bryan	Painting Services FY25	Printed
	25001273	2025	080	Merrifield Office and Schools Supply	$500.00	2024-08-07	Fiscal Serv Office/Woodard	General Supplies FY25	Printed
	25001274	2025	511	Merrifield Office and Schools Supply	$1,737.20	2024-08-07	Title I/Ridgecrest/Brown	Paper & Toner	Printed
	25001276	2025	137	ArbiterSports LLC	$120.00	2024-08-07	Ath & School Relations/Collier	Online License Supplement	Printed
	25001297	2025	511	Committee For Children	$21,408.75	2024-08-07	Title I/Various/Brown	License Renewal FY25	Printed
	25001300	2025	053	OKC Auto Glass LLC	$500.00	2024-08-07	Transportation/Arnold	Window Repair Vehicles FY25	Printed
	25001306	2025	004	Merrifield Office and Schools Supply	$398.00	2024-08-07	DC Elem/Office/Brown	Office Furniture	Printed
	25001307	2025	561	Merrifield Office and Schools Supply	$2,350.00	2024-08-07	Indian Ed/Adm/Thompson	AV Supplies	Printed
				Fund Total	$12,523,089.28				
12	25000171	2025	276	Ray Albright Steel Products	$2,500.00	2024-07-01	MDTC/Tarver	Materials FY25	Printed
	25000172	2025	276	Accufax Div., Southwest Inc.	$500.00	2024-07-01	MDTC/Tarver	Fee FY25	Printed
	25000173	2025	276	American Machine Performance LLC	$1,600.00	2024-07-01	MDTC/Tarver	Parts & Labor FY25	Printed
	25000174	2025	276	Michael D. Brown	$1,000.00	2024-07-01	MDTC/Tarver	Tools FY25	Printed
	25000175	2025	276	W.W. Grainger, Inc.	$1,000.00	2024-07-01	MDTC/Tarver	Bldg Maint Supplies FY25	Printed
	25000176	2025	276	W.W. Grainger, Inc.	$1,000.00	2024-07-01	MDTC/Tarver	Instructional Materials FY25	Printed
	25000177	2025	276	BFS Retail Operations LLC	$500.00	2024-07-01	MDTC/Tarver	Vehicle Maintenance FY25	Printed
	25000178	2025	276	Eureka Water Co.	$700.00	2024-07-01	MDTC/Tarver	Supplies FY25	Printed
	25000179	2025	276	CJEBLAKEWELL, LLC	$300.00	2024-07-01	MDTC/Tarver	Vehicle Cleaning Service FY25	Printed
	25000180	2025	276	Red Baker Propane	$100.00	2024-07-01	MDTC/Tarver	Propane for Forklift FY25	Printed
	25000181	2025	276	Snap On Incorporated	$500.00	2024-07-01	MDTC/Tarver	Tools FY25	Printed
	25000182	2025	276	Voss Lighting	$500.00	2024-07-01	MDTC/Tarver	Bldg Maint Supplies FY25	Printed
	25000183	2025	276	Wal-Mart Allocated	$1,000.00	2024-07-01	MDTC/Tarver	Instructional Supplies FY25	Printed
	25000184	2025	276	Wal-Mart Allocated	$500.00	2024-07-01	MDTC/Tarver	Bldg Maint Supplies FY25	Printed



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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000185	2025	276	Merrifield Office and Schools Supply	$1,000.00	2024-07-01	MDTC/Tarver	General Supplies FY25	Printed
	25000186	2025	276	Merrifield Office and Schools Supply	$2,500.00	2024-07-01	MDTC/Tarver	Toner & Paper FY25	Printed
	25000187	2025	276	Westlake Ace Hardware	$1,500.00	2024-07-01	MDTC/Tarver	Building Maint Supplies FY25	Printed
	25000214	2025	032	City Of Del City	$1,600.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Water/Sewer/Sanitation FY25	Printed
	25000215	2025	032	City Of Midwest City	$21,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Water/Sewer/Sanitation FY25	Printed
	25000216	2025	032	Exelon Corporation	$25,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	3rd Party Natural Gas FY25	Printed
	25000217	2025	032	Oklahoma Natural Gas Co.	$20,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Natural Gas Services FY25	Printed
	25000230	2025	032	OG&E	$140,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Electric Services FY25	Printed
	25000240	2025	276	STI Electronics Inc	$2,500.00	2024-07-01	MDTC/Tarver	Tech Equipment FY25	Printed
	25000241	2025	276	TestEquity LLC	$2,500.00	2024-07-01	MDTC/Tarver	Tech Equipment FY25	Printed
	25000494	2025	276	Coxcom LLC	$4,261.56	2024-07-01	MDTC/Tarver	Internet Service FY25	Printed
	25000553	2025	276	Eureka Water Co.	$250.00	2024-07-01	MDTC/Tarver	Rental Service FY25	Printed
	25000599	2025	276	Air Compressor Supply	$831.00	2024-07-01	MDTC/Tarver	Equipment Maint. FY25	Printed
	25000602	2025	433	Merrifield Office and Schools Supply	$1,500.00	2024-07-01	MDTC/McCrabb	General Supplies FY25	Printed
	25000603	2025	433	Merrifield Office and Schools Supply	$500.00	2024-07-01	MDTC/McCrabb	Paper/Toner Supplies FY25	Printed
	25000605	2025	433	W.W. Grainger, Inc.	$1,000.00	2024-07-01	MDTC/McCrabb	Instructional Supplies FY25	Printed
	25000607	2025	433	Locke Supply	$500.00	2024-07-01	MDTC/McCrabb	Instructional Supplies FY25	Printed
	25000610	2025	052	Heritage Lawn & Land Scape, LLC	$4,998.00	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Closed
	25000611	2025	052	Heritage Lawn & Land Scape, LLC	$1,320.96	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Closed
	25000613	2025	032	First Point Insurance Agency	$1,550.23	2024-07-01	Adm/MDTC/Payroll/McFarland	School Board Legal Liability FY25	Closed
	25000614	2025	032	First Point Insurance Agency	$2,950.76	2024-07-01	MDTC/Payroll/McFarland	Pollution One Beacon FY25	Closed
	25000626	2025	032	First Point Insurance Agency	$218,734.99	2024-07-01	Adm/BLDG/CN/Payroll/MDTC	Property & Casualty FY25	Closed
	25000631	2025	032	Del City Chamber Of Commerce	$175.00	2024-07-01	MDTC/Foster	Institutional Membership FY25	Printed
	25000632	2025	032	Greater Oklahoma City Chamber of Commerce	$830.00	2024-07-01	MDTC/Foster	Institutional Membership FY25	Closed



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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000633	2025	032	Midwest City Chamber Of Commerce	$275.00	2024-07-01	MDTC/Foster	Institutional Membership FY25	Closed
	25000634	2025	276	O'Reilly's Auto Parts	$141.60	2024-07-01	MDTC/Tarver	Forklift Battery FY25	Closed
	25000635	2025	032	OKACTE	$5,000.00	2024-07-01	MDTC/Foster	Membership Dues FY25	Printed
	25000636	2025	032	OKACTE	$12,745.00	2024-07-01	MDTC/Foster/Hurst	Membership Fee FY25	Closed
	25000637	2025	032	Meridian Technology Center	$5,526.00	2024-07-01	MDTC/Foster	Cooperative Agreement FY25	Printed
	25000638	2025	032	MTM Recognition Corporation	$500.00	2024-07-01	MDTC/Foster	Supplies FY25	Printed
	25000639	2025	067	4Imprint, Inc	$3,000.00	2024-07-01	MDTC/Gonzales	Mktg/Promotional Items FY25	Printed
	25000640	2025	067	Choctaw Times LLC	$1,500.00	2024-07-01	MDTC/Gonzales	Advertising FY25	Printed
	25000641	2025	067	Bank of America, N.A.	$500.00	2024-07-01	MDTC/Gonzales	Printing Business Cards FY25	Printed
	25000642	2025	067	Bank of America, N.A.	$3,000.00	2024-07-01	MDTC/Gonzales	Mktg/Promotional Items FY25	Printed
	25000643	2025	067	Bank of America, N.A.	$99.00	2024-07-01	MDTC/Gonzales	Online Subscription FY25	Printed
	25000644	2025	032	Oklahoma Association of Minorities	$200.00	2024-07-01	MDTC/Foster	Membership Dues FY25	Printed
	25000645	2025	032	O T Autry Area Vo-Tech School District V-15	$6,875.00	2024-07-01	MDTC/Foster	Marketing Agreement FY25	Printed
	25000646	2025	419	EDUStaff LLC	$15,000.00	2024-07-01	MDTC/Foster	Substitute Services FY25	Printed
	25000647	2025	433	Accufax Div., Southwest Inc.	$168.00	2024-07-01	MDTC/McCrabb	Technical Service FY25	Printed
	25000648	2025	433	Merrifield Office and Schools Supply	$1,000.00	2024-07-01	MDTC/McCrabb	Parts/cleaning Supplies FY25	Printed
	25000649	2025	433	Scott Cline	$500.00	2024-07-01	MDTC/McCrabb	Travel Reimbursement FY25	Printed
	25000655	2025	067	Back40 Design Inc	$930.00	2024-07-01	MDTC/Gonzales	Website Service FY25	Closed
	25000658	2025	032	ASB Classroom LLC	$199.00	2024-07-01	MDTC/Rogers	Online Subscription FY25	Closed
	25000663	2025	052	Brady Industries of Nevada LLC	$2,011.38	2024-07-01	MDTC/Custodial/Foster	Custodial Products FY25	Closed
	25000665	2025	032	Laura Rogers	$1,628.46	2024-07-01	MDTC/Rogers	Per Diem/Travel Reim FY25	Printed
	25000701	2025	069	Bank of America, N.A.	$1,535.00	2024-07-01	MDTC/Schuler	Institutional Membership FY25	Printed
	25000702	2025	044	SHI International Corp	$1,000.00	2024-07-01	MDTC/Jackson	Toner FY25	Printed
	25000703	2025	044	Southern Computer Warehouse, Inc.	$1,000.00	2024-07-01	MDTC/Jackson	Toner FY25	Printed
	25000704	2025	044	CDW Government LLC	$1,000.00	2024-07-01	MDTC/Jackson	Tech Equipment FY25	Printed



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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000705	2025	044	CDW Government LLC	$1,000.00	2024-07-01	MDTC/Jackson	Toner FY25	Printed
	25000706	2025	044	Southern Computer Warehouse, Inc.	$1,000.00	2024-07-01	MDTC/Jackson	Tech Equipment FY25	Printed
	25000707	2025	044	SHI International Corp	$1,000.00	2024-07-01	MDTC/Jackson	Tech Equipment FY25	Printed
	25000708	2025	044	Synergy Datacom Supply	$1,000.00	2024-07-01	MDTC/Jackson	Tech Equipment FY25	Printed
	25000709	2025	044	Synergy Datacom Supply	$500.00	2024-07-01	MDTC/Jackson	Tools FY25	Printed
	25000710	2025	052	M L & S, Inc.	$1,000.00	2024-07-01	MDTC/McCrabb	Equipment Repair/Parts FY25	Printed
	25000711	2025	052	Emsco Electric Supply Co. Inc	$500.00	2024-07-01	MDTC/MCrabb	Bldg Maint FY25	Printed
	25000712	2025	052	Sherwin-Williams	$500.00	2024-07-01	MDTC/McCrabb	Paint/Supplies FY25	Printed
	25000713	2025	052	Napa Auto Parts	$500.00	2024-07-01	MDTC/McCrabb	Auto Parts FY25	Printed
	25000714	2025	052	Voss Lighting	$500.00	2024-07-01	MDTC/McCrabb	Bldg Maint Supplies FY25	Printed
	25000715	2025	052	O'Reilly's Auto Parts	$500.00	2024-07-01	MDTC/McCrabb	Auto Parts FY25	Printed
	25000716	2025	052	Classic Paper Supply, Inc.	$1,000.00	2024-07-01	MDTC/McCrabb	Bldg Maint Supplies FY25	Printed
	25000717	2025	052	Westlake Ace Hardware	$500.00	2024-07-01	MDTC/McCrabb	Bldg Maintenance FY25	Printed
	25000718	2025	052	Westlake Ace Hardware	$500.00	2024-07-01	MDTC/McCrabb	Grounds Maint Supplies FY25	Printed
	25000719	2025	052	Bob Moore Ford, LLC	$1,000.00	2024-07-01	MDTC/McCrabb	Vehicle Maintenance FY25	Printed
	25000720	2025	052	Central Oklahoma Winnelson	$500.00	2024-07-01	MDTC/McCrabb	Supplies FY25	Printed
	25000721	2025	052	Charles Enterprises Inc	$750.00	2024-07-01	MDTC/McCrabb	Vehicle Maintenance FY25	Printed
	25000722	2025	052	Eckroat Seed Company	$500.00	2024-07-01	MDTC/McCrabb	Grounds Maintenance FY25	Printed
	25000723	2025	052	Evans Hardware	$500.00	2024-07-01	MDTC/McCrabb	Bldg Maint Supplies FY25	Printed
	25000724	2025	052	Garage Door Services of Houston, Inc	$1,500.00	2024-07-01	MDTC/McCrabb	Repair Shop Doors FY25	Printed
	25000725	2025	052	W.W. Grainger, Inc.	$500.00	2024-07-01	MDTC/McCrabb	Bldg Maint Supplies FY25	Printed
	25000726	2025	052	Locke Supply	$1,000.00	2024-07-01	MDTC/McCrabb	Bldg Maint FY25	Printed
	25000727	2025	052	Panco, Inc	$1,000.00	2024-07-01	MDTC/McCrabb	Bldg Maint FY25	Printed
	25000728	2025	052	SBC RHC C MWC LP	$1,000.00	2024-07-01	MDTC/McCrabb	Vehicle Repair FY25	Printed
	25000729	2025	052	JABJ Management, LLC	$500.00	2024-07-01	MDTC/McCrabb	Equip Maintenance FY25	Printed
	25000732	2025	069	Bank of America, N.A.	$349.00	2024-07-01	MDTC/Schuler	Registration FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000733	2025	069	Bank of America, N.A.	$299.00	2024-07-01	MDTC/Schuler	Registration FY25	Printed
	25000734	2025	441	Vernon Alonzo Cole	$792.00	2024-07-01	MDTC/ACD/Spaulding	Prof Services FY25	Printed
	25000743	2025	032	Accufax Div., Southwest Inc.	$100.00	2024-07-01	MDTC/Foster	Professional Service FY25	Printed
	25000744	2025	069	Oklahoma Dept Of Career & Technology Education	$1,585.00	2024-07-01	MDTC/Harden	Site License FY25	Printed
	25000746	2025	052	Digi Security Systems LLC	$1,500.00	2024-07-01	MDTC/McCrabb	Service FY25	Printed
	25000750	2025	044	Southern Computer Warehouse, Inc.	$605.44	2024-07-01	MDTC/Jackson	Toner FY25	Printed
	25000751	2025	032	Oklahoma Copier Solutions	$3,700.00	2024-07-01	MDTC/Foster	Cost Per Copy Agrmnt FY25	Printed
	25000751	2025	222	Oklahoma Copier Solutions	$1,500.00	2024-07-01	MDTC/Foster	Cost Per Copy Agrmnt FY25	Printed
	25000751	2025	276	Oklahoma Copier Solutions	$200.00	2024-07-01	MDTC/Foster	Cost Per Copy Agrmnt FY25	Printed
	25000751	2025	433	Oklahoma Copier Solutions	$400.00	2024-07-01	MDTC/Foster	Cost Per Copy Agrmnt FY25	Printed
	25000751	2025	441	Oklahoma Copier Solutions	$400.00	2024-07-01	MDTC/Foster	Cost Per Copy Agrmnt FY25	Printed
	25000751	2025	485	Oklahoma Copier Solutions	$100.00	2024-07-01	MDTC/Foster	Cost Per Copy Agrmnt FY25	Printed
	25000752	2025	032	De Lage Landen Financial Services Inc	$3,701.40	2024-07-01	MDTC/Foster	Copier Lease Agrmnt FY25	Printed
	25000752	2025	222	De Lage Landen Financial Services Inc	$1,438.08	2024-07-01	MDTC/Foster	Copier Lease Agrmnt FY25	Printed
	25000752	2025	276	De Lage Landen Financial Services Inc	$589.32	2024-07-01	MDTC/Foster	Copier Lease Agrmnt FY25	Printed
	25000752	2025	433	De Lage Landen Financial Services Inc	$1,108.08	2024-07-01	MDTC/Foster	Copier Lease Agrmnt FY25	Printed
	25000752	2025	441	De Lage Landen Financial Services Inc	$589.32	2024-07-01	MDTC/Foster	Copier Lease Agrmnt FY25	Printed
	25000752	2025	485	De Lage Landen Financial Services Inc	$282.96	2024-07-01	MDTC/Foster	Copier Lease Agrmnt FY25	Printed
	25000753	2025	069	Instructure Inc	$18,745.50	2024-07-01	MDTC/Harden	Software FY25	Printed
	25000791	2025	032	Robert McKibben	$126.24	2024-07-01	MDTC/McKibben	Travel Reimbursement FY25	Printed
	25000795	2025	222	Pocket Nurse	$3,914.24	2024-07-01	MDTC/Duley	Health Supplies FY25	Printed
	25000796	2025	032	Jaime Carter	$625.00	2024-07-01	MDTC/Carter	Per Diem/Travel Reimb FY25	Printed
	25000797	2025	222	CCOSA-Cooperative Council Okla School Admin	$75.00	2024-07-01	MDTC/Duley	Registration FY25	Printed
	25000798	2025	222	Merrifield Office and Schools Supply	$215.15	2024-07-01	MDTC/Duley	Paper/General Supplies FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000799	2025	032	Brandy Eberle	$625.00	2024-07-01	MDTC/Eberle	Per Diem/Travel Reimb FY25	Printed
	25000800	2025	032	Kaleb Humphrey	$625.00	2024-07-01	MDTC/Humphrey	Per Diem/Travel Reimb FY25	Printed
	25000801	2025	032	Jason Stacy	$625.00	2024-07-01	MDTC/Stacy	Per Diem/Travel Reimb FY25	Printed
	25000802	2025	433	Scott Cline	$625.00	2024-07-01	MDTC/Cline	Per Diem/Travel Reimb FY25	Printed
	25000804	2025	032	Simon Gallagher	$625.00	2024-07-01	MDTC/Gallagher	Per Diem/Travel Reimb FY25	Printed
	25000805	2025	032	Jennifer Davis	$625.00	2024-07-01	MDTC/Davis	Per Diem/Travel Reimb FY25	Printed
	25000806	2025	032	Donna Hudson	$625.00	2024-07-01	MDTC/D Hudson	Per Diem/Travel Reimb FY25	Printed
	25000807	2025	032	Erin Hurst	$625.00	2024-07-01	MDTC/Hurst	Per Diem/Travel Reimb FY25	Printed
	25000808	2025	052	SourceOne Management Services Inc	$176,805.96	2024-07-01	MDTC/Custodial/McCrabb	Custodial Services FY25	Printed
	25000814	2025	032	Curtis Pratt	$625.00	2024-07-01	MDTC/Pratt	Per Diem/Travel Reimb FY25	Printed
	25000815	2025	032	Rebecca Foster	$625.00	2024-07-01	MDTC/Foster	Per Diem/Travel Reimb FY25	Printed
	25000816	2025	069	Jessica Schuler	$625.00	2024-07-01	MDTC/Schuler	Per Diem/Travel Reimb FY25	Printed
	25000817	2025	069	Melissa Poole	$625.00	2024-07-01	MDTC/Poole	Per Diem/Travel Reimb FY25	Printed
	25000818	2025	069	Alyssa Wray	$625.00	2024-07-01	MDTC/Wray	Per Diem/Travel Reimb FY25	Printed
	25000819	2025	044	Steve Jackson	$625.00	2024-07-01	MDTC/Jackson	Per Diem/Travel Reimb FY25	Printed
	25000820	2025	067	Jeffrey Gonzales	$625.00	2024-07-01	MDTC/Gonzales	Per Diem/Travel Reimb FY25	Printed
	25000822	2025	069	Aimee Harden	$625.00	2024-07-01	MDTC/Harden	Per Diem/Travel Reimb FY25	Printed
	25000823	2025	032	Scott Ringwald	$625.00	2024-07-01	MDTC/Ringwald	Per Diem/Travel Reimb FY25	Printed
	25000824	2025	032	Arletha Doolin	$625.00	2024-07-01	MDTC/Doolin	Per Diem/Travel Reimb FY25	Printed
	25000825	2025	032	Jeff Hayes	$625.00	2024-07-01	MDTC/Hayes	Per Diem/Travel Reimb FY25	Printed
	25000826	2025	032	Zachary Hope	$625.00	2024-07-01	MDTC/Hope	Per Diem/Travel Reimb FY25	Printed
	25000827	2025	032	James Hudson	$625.00	2024-07-01	MDTC/Hudson	Per Diem/Travel Reimb FY25	Printed
	25000828	2025	032	Whitney Koons	$625.00	2024-07-01	MDTC/Koons	Per Diem/Travel Reimb FY25	Printed
	25000829	2025	032	Matthew Minard	$625.00	2024-07-01	MDTC/Minard	Per Diem/Travel Reimb FY25	Printed
	25000830	2025	032	Maria Wartchow	$625.00	2024-07-01	MDTC/Wartchow	Per Diem/Travel Reimb FY25	Printed
	25000831	2025	032	John Day	$625.00	2024-07-01	MDTC/Day	Per Diem/Travel Reimb FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000832	2025	222	Kasey Duley	$625.00	2024-07-01	MDTC/Duley	Per Diem/Travel Reimb FY25	Printed
	25000833	2025	222	Suzanne Damon	$625.00	2024-07-01	MDTC/Damon	Per Diem/Travel Reimb FY25	Printed
	25000834	2025	222	Simulation Health Alliance LLC	$473.85	2024-07-01	MDTC/Duley	Health Supplies/Fixtures FY25	Printed
	25000835	2025	067	Jana Morgan	$625.00	2024-07-01	MDTC/Morgan	Per Diem/Travel Reimb FY25	Printed
	25000836	2025	032	Kristen King	$625.00	2024-07-01	MDTC/Foster	Per Diem/Travel Reimb FY25	Printed
	25000837	2025	032	Robert McKibben	$625.00	2024-07-01	MDTC/McKibben	Per Diem/Travel Reimb FY25	Printed
	25000838	2025	433	Blake McCrabb	$625.00	2024-07-01	MDTC/McCrabb	Per Diem/Travel Reimb FY25	Printed
	25000839	2025	222	EBSCO Industries, Inc.	$59.80	2024-07-01	MDTC/Duley	Magazines FY25	Printed
	25000840	2025	032	Sandra Teel	$625.00	2024-07-01	MDTC/Teel	Per Diem/Travel Reimb FY25	Printed
	25000841	2025	052	Wilsons Lawn Care LLC	$500.00	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Printed
	25000842	2025	052	BFS Retail Operations LLC	$1,500.00	2024-07-01	MDTC/McCrabb	Auto Parts FY25	Printed
	25000843	2025	052	Auto Truck Recovery	$250.00	2024-07-01	MDTC/McCrabb	Towing Service FY25	Printed
	25000844	2025	052	Fitzhugh's Termite & Pest Control Co., Inc.	$4,500.00	2024-07-01	MDTC/McCrabb	Pest Control Services FY25	Printed
	25000845	2025	052	Oklahoma Turnpike Authority	$500.00	2024-07-01	MDTC/McCrabb	Pikepass Fees FY25	Printed
	25000846	2025	052	Unifirst Holdings, Inc.	$4,800.00	2024-07-01	MDTC/McCrabb	Uniform Rental/Laundry FY25	Printed
	25000847	2025	032	Bank of America, N.A.	$500.00	2024-07-01	MDTC/Foster	Fees FY25	Printed
	25000848	2025	052	Mid-Del Schools	$3,000.00	2024-07-01	MDTC/McCrabb	Fuel for Vehicles FY25	Printed
	25000849	2025	032	Rebecca Foster	$200.00	2024-07-01	MDTC/King	Parking Reimbursement FY25	Printed
	25000850	2025	032	Bank of America, N.A.	$500.00	2024-07-01	MDTC/Foster	Tag Fees FY25	Printed
	25000851	2025	032	Teachers' Retirement System of Oklahoma	$50.00	2024-07-01	MDTC/Foster	Fees FY25	Printed
	25000852	2025	032	ODP Business Solutions LLC	$500.00	2024-07-01	MDTC/Foster	Paper & Toner FY25	Printed
	25000853	2025	032	Merrifield Office and Schools Supply	$1,000.00	2024-07-01	MDTC/Foster	General Supplies FY25	Printed
	25000854	2025	069	Merrifield Office and Schools Supply	$500.00	2024-07-01	MDTC/Harden	General Supplies/Paper FY25	Printed
	25000855	2025	032	Sam's Club Direct	$600.00	2024-07-01	MDTC/Foster	General Supplies FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000856	2025	032	OKACTE	$1,500.00	2024-07-01	MDTC/Foster	Registrations FY25	Printed
	25000857	2025	032	Merrifield Office and Schools Supply	$1,500.00	2024-07-01	MDTC/Foster	General Supplies FY25	Printed
	25000858	2025	069	Sam's Club Direct	$400.00	2024-07-01	MDTC/Harden	General Supplies FY25	Printed
	25000859	2025	069	Wal-Mart Allocated	$200.00	2024-07-01	MDTC/Harden	General Supplies/Paper FY25	Printed
	25000860	2025	052	James Kanske	$1,000.00	2024-07-01	MDTC/McCrabb	Service FY25	Printed
	25000861	2025	052	Hawk River Investments LLC	$1,000.00	2024-07-01	MDTC/McCrabb	Shredding Services FY25	Printed
	25000862	2025	052	Digi Security Systems LLC	$1,000.00	2024-07-01	MDTC/McCrabb	Service FY25	Printed
	25000863	2025	052	Waste Connections of Oklahoma, Inc	$1,000.00	2024-07-01	MDTC/McCrabb	Disposal Service FY25	Printed
	25000864	2025	032	Industrial Welding & Tool Supply, LTD	$2,000.00	2024-07-01	MDTC/Hayes	Cylinder Rental/Supplies FY25	Printed
	25000865	2025	032	Industrial Welding & Tool Supply, LTD	$500.00	2024-07-01	MDTC/J Hudson	Cylinder Rental/Supplies FY25	Printed
	25000866	2025	032	Industrial Welding & Tool Supply, LTD	$500.00	2024-07-01	MDTC/Minard	Cylinder Rental/Supplies FY25	Printed
	25000867	2025	032	Industrial Welding & Tool Supply, LTD	$95.00	2024-07-01	MDTC/Hope	Cylinder Rental FY25	Printed
	25000868	2025	032	Gateway Education Holdings LLC	$7,311.54	2024-07-01	MDTC/Hayes	Curriculum FY 25	Printed
	25000869	2025	052	SourceOne Management Services Inc	$1,487.50	2024-07-01	MDTC/McCrabb	Floor Service FY25	Printed
	25000870	2025	032	Brian A Myers	$3,046.20	2024-07-01	MDTC/McCrabb/Minard	Bldg Maint FY25	Printed
	25000871	2025	448	Mark Leaman	$6,000.00	2024-07-01	MDTC/McCrabb	Professional Service FY25	Printed
	25000872	2025	032	Jacqueline Woodard	$625.00	2024-07-01	MDTC/Woodard	Per Diem/Travel Reimb FY25	Printed
	25000873	2025	067	Graphics 4 the People, LLC	$2,040.00	2024-07-01	MDTC/McCrabb/Gonzales	Promotional Items FY25	Printed
	25000874	2025	067	Midwest City Chamber Of Commerce	$2,500.00	2024-07-01	MDTC/McCrabb	Advertising FY25	Printed
	25000875	2025	067	Oklahoma Dept Of Career & Technology Education	$600.00	2024-07-01	MDTC/Foster	Advertising FY25	Printed
	25000876	2025	032	Employee Evaluation Systems, Inc	$550.00	2024-07-01	MDTC/Foster	License Renewal FY25	Printed
	25000877	2025	069	Severin Intermediate Holdings LLC	$19,860.75	2024-07-01	MDTC/Harden	Software FY25	Printed
	25000878	2025	414	Pocket Nurse	$2,409.60	2024-07-01	MDTC/ARPA Grant/Duley	Health Supply FY25	Printed
	25000882	2025	032	Zachary Hope	$2,058.09	2024-07-01	MDTC/Hope	Travel Reimbursement FY25	Printed
	25000883	2025	052	Anthony's TV & Appliance, Inc.	$500.00	2024-07-01	MDTC/McCrabb	Building Maintenance FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000896	2025	044	VIG Solutions Inc	$32,753.00	2024-07-01	MDTC/Jackson	Tech Equipment FY25	Printed
	25000904	2025	044	Southern Computer Warehouse, Inc.	$1,707.37	2024-07-01	MDTC/Jackson	Laptop FY25	Printed
	25000907	2025	044	Video Reality	$500.00	2024-07-01	MDTC/Jackson	Tech Services FY25	Printed
	25000913	2025	032	Laura Rogers	$625.00	2024-07-01	MDTC/Rogers	Per Diem/Travel Reimb FY25	Printed
	25000914	2025	032	Burmax	$419.15	2024-07-01	MDTC/Doolin	Testing Materials FY25	Printed
	25000915	2025	032	Burmax	$9,792.97	2024-07-01	MDTC/Koons	Online Curriculum/Wkbks FY25	Printed
	25000918	2025	032	Career Tech Administrative Council Inc.	$100.00	2024-07-01	MDTC/King	Registration FY25	Printed
	25000919	2025	052	Wilsons Lawn Care LLC	$2,728.00	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Printed
	25000920	2025	052	Wilsons Lawn Care LLC	$324.00	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Printed
	25000922	2025	044	PDQ.Com Corporation	$2,820.00	2024-07-01	MDTC/Jackson	License Subscription FY25	Printed
	25000923	2025	052	Amazon Capital Services, Inc.	$144.99	2024-07-01	MDTC/McCrabb/Henthorn	Supply FY25	Printed
	25000924	2025	276	Noel N Malakar	$5,000.00	2024-07-01	MDTC/Tarver	Printing Services FY25	Printed
	25000934	2025	069	Oklahoma Dept Of Career & Technology Education	$1,585.00	2024-07-01	MDTC/Harden	Site License FY25	Printed
	25000941	2025	032	Simon Gallagher	$380.00	2024-07-01	MDTC/Gallagher	Per Diem/Travel Reimb FY25	Printed
	25000956	2025	044	Video Reality	$3,000.00	2024-07-01	MDTC/Jackson	Tech Service FY25	Printed
	25000960	2025	032	Briana English	$625.00	2024-07-01	MDTC/Hudson	Per Diem/Travel Reimb FY25	Printed
	25000968	2025	032	Elizabeth Garnand	$625.00	2024-07-01	MDTC/Gallagher	Per Diem/Travel Reimb FY25	Printed
	25000972	2025	052	Heritage Lawn & Land Scape, LLC	$4,998.00	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Printed
	25000973	2025	052	Heritage Lawn & Land Scape, LLC	$1,320.96	2024-07-01	MDTC/McCrabb	Lawn Care Services FY25	Printed
	25000975	2025	032	Oklahoma Dept Of Career & Technology Education	$1,150.00	2024-07-01	MDTC/Gallagher	Registration FY25	Printed
	25000976	2025	052	Westlake Ace Hardware	$250.00	2024-07-01	MDTC/McCrabb	Maint Supplies-Batteries FY25	Printed
	25000977	2025	052	CJEBLAKEWELL, LLC	$474.00	2024-07-01	MDTC/McCrabb	Vehicle Cleaning Service FY25	Printed
	25000981	2025	052	SourceOne Management Services Inc	$900.00	2024-07-01	MDTC/McCrabb	Chair Cleaning Service FY25	Printed
	25000982	2025	433	Southern Computer Warehouse, Inc.	$650.44	2024-07-01	MDTC/Jackson/McCrabb	Toner FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25000983	2025	044	SHI International Corp	$18,613.26	2024-07-01	MDTC/Jackson/Eberle	Computers FY25	Printed
	25000984	2025	044	VIG Solutions Inc	$10,981.00	2024-07-01	MDTC/Jackson	Laptops FY25	Printed
	25000985	2025	276	Jefferson Tarver	$180.00	2024-07-01	MDTC/Tarver	Cell Phone Reim FY25	Printed
	25000986	2025	276	Teressa Ransom	$180.00	2024-07-01	MDTC/Ransom	Cell Phone Reim FY25	Printed
	25001018	2025	448	HSI Emergency Care Solutions Inc	$1,232.00	2024-07-01	MDTC/McCrabb	Supplies FY25	Printed
	25001019	2025	433	Melissa Overcash	$625.00	2024-07-01	MDTC/Overcash	Per Diem/Travel Reimb FY25	Printed
	25001020	2025	222	Tracie Murnan	$625.00	2024-07-01	MDTC/Gallagher	Per Diem/Travel Reimb FY25	Printed
	25001023	2025	044	Solarwinds, Inc	$75.00	2024-07-01	MDTC/Jackson	Annual Maint License FY25	Printed
	25001026	2025	044	Smart Technologies Inc	$2,000.00	2024-07-01	MDTC/Jackson	Tech Services FY25	Printed
	25001032	2025	032	Greater Oklahoma City Chamber of Commerce	$65.00	2024-07-01	MDTC/King/Foster	Registration FY25	Printed
	25001103	2025	032	Bank of America, N.A.	$350.00	2024-07-31	MDTC/Foster	Lodging FY25	Printed
	25001105	2025	032	Southern Computer Warehouse, Inc.	$9,243.24	2024-07-31	MDTC/Jackson	Computers FY25	Printed
	25001106	2025	069	Jessica Schuler	$250.00	2024-07-31	MDTC/Schuler	Travel Reimbursement FY25	Printed
	25001109	2025	044	VIG Solutions Inc	$1,613.00	2024-07-31	MDTC/Jackson	Computer FY25	Closed
	25001113	2025	069	Bank of America, N.A.	$250.00	2024-07-31	MDTC/Poole	Fee FY25	Printed
	25001130	2025	032	Wal-Mart Allocated	$600.00	2024-08-01	MDTC/Rogers	General Supplies	Printed
	25001133	2025	414	Pocket Nurse	$12,343.92	2024-08-01	MDTC/ARPA Grant/Duley	Adaptive/Tech Equip	Printed
	25001134	2025	414	Gaumard Scientific Company Inc	$21,986.00	2024-08-01	MDTC/ARPA Grant/Duley	Adaptive Equipment	Printed
	25001135	2025	414	Pocket Nurse	$9,288.13	2024-08-01	MDTC/ARPA Grant/Duley	Fixtures, Supplies	Printed
	25001156	2025	448	HSI Emergency Care Solutions Inc	$171.60	2024-08-02	MDTC/McCrabb	Supplies FY25	Closed
	25001190	2025	276	CDW Government LLC	$538.98	2024-08-05	MDTC/Tinker Tech/Tarver	Printers FY25	Printed
	25001252	2025	032	Wal-Mart Allocated	$200.00	2024-08-07	MDTC/Carter	Instructional Supplies	Printed
	25001263	2025	032	Marshalltown Company	$4,720.10	2024-08-07	MDTC/McKibben	Instructional Supplies	Printed
	25001264	2025	276	W.W. Grainger, Inc.	$1,000.00	2024-08-07	MDTC/Tarver	Instructional Materials FY25	Printed

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
12	25001266	2025	032	Westlake Ace Hardware	$500.00	2024-08-07	MDTC/Rogers	Storage Supplies	Printed
	25001267	2025	032	Hobby Lobby	$500.00	2024-08-07	MDTC/Rogers	General Supplies	Printed
	25001271	2025	276	Nicoma Park Lumber	$500.00	2024-08-07	MDTC/Tarver	Supplies/Materials FY25	Printed
	25001275	2025	032	State Beauty Supply	$3,000.00	2024-08-07	MDTC/Doolin	Instr Supplies FY25	Printed
	25001298	2025	032	Merrifield Office and Schools Supply	$267.90	2024-08-07	MDTC/Wartchow	Color Paper	Printed
	25001299	2025	032	American Safety Council, Inc	$399.00	2024-08-07	MDTC/Doolin	Online Subscription FY25	Printed
	25001309	2025	032	Cynthia M Counts	$625.00	2024-08-07	MDTC/Counts	Per Diem/Travel Reimb FY25	Printed
				Fund Total	$1,047,445.97				
21	25000051	2025	000	City Of Oklahoma City	$22,500.00	2024-07-01	BLDG/Oper/Parkview-P Hill	Water/Sewer Services FY25	Printed
	25000052	2025	000	Oklahoma Electric Cooperative	$70,000.00	2024-07-01	BLDG/Oper/Barnes-Schwartz	Electric Services FY25	Printed
	25000053	2025	000	Bank of America, N.A.	$200,000.00	2024-07-01	BLDG/Operations/Bryan	Cox Business FY25	Printed
	25000054	2025	000	Bank of America, N.A.	$38,520.00	2024-07-01	BLDG/Operations/Bryan	Waste Disposal Services FY25	Printed
	25000055	2025	000	DFAS Indy-Disbursing Operations	$6,850.00	2024-07-01	BLDG/Operations/Tinker/Bryan	Water/Sewer Services FY25	Printed
	25000056	2025	000	Pinnacle Solutions LLC	$23,271.36	2024-07-01	BLDG/CN/District-Wide	Pest Control Srvs FY25	Printed
	25000069	2025	056	Oklahoma Copier Solutions	$15,000.00	2024-07-01	BLDG/Oper/Print Shop/Bryan	Software Renewal FY25	Printed
	25000090	2025	000	Oklahoma County Finance Authority	$2,000.00	2024-07-01	BLDG/LR Audit Fees/Tatum	Annual Audit/LR 08 Bonds FY25	Printed
	25000097	2025	000	BancFirst	$3,000.00	2024-07-01	BLDG/LR Bond Rental Fee/FscSrv	Rental Fee LR 08 Bond FY25	Printed
	25000098	2025	000	BancFirst	$3,000.00	2024-07-01	BLDG/LR Bond Rental Fee/FscSrv	Rental Fee LR 09 Bond FY25	Printed
	25000103	2025	000	R Group Inc	$506,153.40	2024-07-01	BLDG/District-Wide Ath Fields	Athletic Fields Lawn Srvs FY25	Printed
	25000110	2025	052	Star Lighting & Supply, LLC	$1,000.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000111	2025	052	Citibank N.A.	$1,500.00	2024-07-01	BLDG/Maint/HVAC Dept	Supplies/Materials FY25	Printed
	25000112	2025	052	Citibank N.A.	$500.00	2024-07-01	BLDG/Maint/Locks/Doors	Supplies/Materials FY25	Printed
	25000113	2025	052	Citibank N.A.	$500.00	2024-07-01	BLDG/Maint/Access Control	Supplies/Materials FY25	Printed
	25000114	2025	052	Citibank N.A.	$1,000.00	2024-07-01	BLDG/Maint/Cabinetry	Supplies/Materials FY25	Printed
	25000115	2025	052	Citibank N.A.	$1,000.00	2024-07-01	BLDG/Maint/Misc.	Supplies/Materials FY25	Printed



Fiscal Year 2024 - 2025

Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
21	25000116	2025	052	Citibank N.A.	$1,500.00	2024-07-01	BLDG/Maint/Carpentry Dept.	Supplies/Materials FY25	Printed
	25000117	2025	052	Citibank N.A.	$1,500.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000118	2025	052	Citibank N.A.	$1,500.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Supplies/Materials FY25	Printed
	25000119	2025	052	Citibank N.A.	$2,000.00	2024-07-01	BLDG/Maint/Paint Dept.	Supplies/Materials FY25	Printed
	25000124	2025	052	Cope Plastics, Inc.	$1,000.00	2024-07-01	BLDG/Maint/Carpentry Dept	Supplies/Materials FY25	Printed
	25000126	2025	052	Cherokee Building Materials Inc	$3,000.00	2024-07-01	BLDG/Maint/Carpentry	Supplies/Materials FY25	Printed
	25000127	2025	052	Enercon Services Inc	$2,000.00	2024-07-01	BLDG/Maint/Misc.	Mold/Allergen Abatement FY25	Printed
	25000129	2025	052	Contractors Supply Co. & Builders Rental Co.	$1,000.00	2024-07-01	BLDG/Maint/Misc.	Supplies/Materials FY25	Printed
	25000130	2025	052	Whitton Supply Company	$300.00	2024-07-01	BLDG/Maint/Misc.	Service FY25	Printed
	25000131	2025	052	Timothy S Keith	$4,000.00	2024-07-01	BLDG/Maint/Plumbing	Service FY25	Printed
	25000164	2025	000	Cenergistic LLC	$372,216.00	2024-07-01	BLDG/District-Wide/Bryan	Utility Analyst Srvs FY25	Printed
	25000165	2025	318	Maid in OKC LLC	$425,729.81	2024-07-01	BLDG/Redbud/District/CN/Bryan	Custodial Srvs FY25	Closed
	25000166	2025	318	Jani-King of Oklahoma, Inc	$1,974,270.19	2024-07-01	BLDG/Redbud/District/CN/Bryan	Custodial Srvs FY25	Printed
	25000214	2025	000	City Of Del City	$135,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Water/Sewer/Sanitation FY25	Printed
	25000215	2025	000	City Of Midwest City	$300,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Water/Sewer/Sanitation FY25	Printed
	25000216	2025	000	Exelon Corporation	$300,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	3rd Party Natural Gas FY25	Printed
	25000217	2025	000	Oklahoma Natural Gas Co.	$250,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Natural Gas Services FY25	Printed
	25000230	2025	000	OG&E	$1,880,000.00	2024-07-01	BLDG/Oper/MDTC/Bryan	Electric Services FY25	Printed
	25000237	2025	056	Complete Grounds Care	$20,000.00	2024-07-01	BLDG/District-wide/Bryan	Snow Plowing Srvs FY25	Printed
	25000238	2025	056	Merrifield Office and Schools Supply	$550.00	2024-07-01	BLDG/Operations/Bryan	General/Tech Supplies FY25	Printed
	25000352	2025	052	IDN H Hoffman Inc	$1,000.00	2024-07-01	BLDG/Maint/Locks/Doors	Parts FY25	Printed
	25000353	2025	052	Ice Maker Sales & Service Inc	$1,000.00	2024-07-01	BLDG/Maint/HVAC	Supplies/Materials/Parts FY25	Printed
	25000354	2025	052	BBM Steel Buildings, Inc.	$4,900.00	2024-07-01	BLDG/Maint/Carpentry	Supplies/Materials FY25	Printed
	25000355	2025	052	Bradford Supply Industrial	$500.00	2024-07-01	BLDG/Maint/HVAC	HVAC Parts FY25	Printed



Fiscal Year 2024 - 2025

Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
21	25000356	2025	052	Breeden Enterprises LLC	$4,999.00	2024-07-01	BLDG/Maint/Misc.	Painting Service FY25	Printed
	25000357	2025	052	Carrier Sales & Distribution	$2,000.00	2024-07-01	BLDG/Maint/HVAC Dept	HVAC Parts FY25	Printed
	25000358	2025	052	Capitol Electric Motor Repair, Inc.	$2,900.00	2024-07-01	BLDG/Maint/Electrical Dept	Repair Services FY25	Printed
	25000361	2025	052	Digi Security Systems LLC	$1,500.00	2024-07-01	BLDG/Maint/Access Ctrl	Service FY25	Printed
	25000362	2025	052	Digi Security Systems LLC	$2,900.00	2024-07-01	BLDG/Maint/Access Ctrl	Supplies/Materials FY25	Printed
	25000364	2025	052	A Weldors Supply	$800.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000366	2025	052	A & D Supply of OKC, Inc	$500.00	2024-07-01	BLDG/Maint/Carpentry Dept	Supplies/Materials FY25	Printed
	25000367	2025	052	ABC Supply Co., Inc.	$1,000.00	2024-07-01	BLDG/Maint/Carpentry Dept.	Supplies/Materials FY25	Printed
	25000368	2025	052	Iris Group Holdings LLC	$2,900.00	2024-07-01	BLDG/Maint/Electrical Dept.	Parts FY25	Printed
	25000369	2025	052	Iris Group Holdings LLC	$1,500.00	2024-07-01	BLDG/Maint/Elect Dept	Services FY25	Printed
	25000370	2025	052	Ademco Inc	$3,000.00	2024-07-01	BLDG/Maint/Access Control	Supplies/Materials FY25	Printed
	25000371	2025	052	Re-Man Shack Inc. IV	$1,000.00	2024-07-01	BLDG/Maint/Elect Dept	Supplies/Materials FY25	Printed
	25000372	2025	052	Re-Man Shack Inc. IV	$400.00	2024-07-01	BLDG/Maint/Misc.	Supplies/Materials FY25	Printed
	25000373	2025	052	Allen Laws	$1,000.00	2024-07-01	BLDG/Maint/Grounds	Parts FY25	Printed
	25000374	2025	052	All Time Crane Inc	$1,000.00	2024-07-01	BLDG/Maint/HVAC	Crane Service FY25	Printed
	25000376	2025	052	All Sheet Metal	$1,000.00	2024-07-01	BLDG/Maint/HVAC Dept	Service FY25	Printed
	25000382	2025	052	Eckroat Seed Company	$1,800.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000383	2025	052	Smith and Loveless Inc	$500.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Parts FY25	Printed
	25000384	2025	052	Edmond Sheet Metal	$1,000.00	2024-07-01	BLDG/Maint/Carpentry Dept.	Supplies/Materials FY25	Printed
	25000385	2025	052	EJ Welch Co Inc	$1,000.00	2024-07-01	BLDG/Maint/Carpentry	Supplies/Materials FY25	Printed
	25000387	2025	052	Emsco Electric Supply Co. Inc	$4,900.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000388	2025	052	Evans Hardware	$500.00	2024-07-01	BLDG/Maint/Misc.	Supplies/Materials FY25	Printed
	25000389	2025	052	Ewing Irrigation	$1,500.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Plumbing Parts FY25	Printed
	25000390	2025	052	Federal Corporation	$1,000.00	2024-07-01	BLDG/Maint/Plumbing	Plumbing Parts FY25	Printed
	25000395	2025	052	General Materials Inc	$1,800.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000396	2025	052	W.W. Grainger, Inc.	$1,000.00	2024-07-01	BLDG/Maint/Elect Dept	Parts FY25	Printed



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21	25000397	2025	052	W.W. Grainger, Inc.	$1,000.00	2024-07-01	BLDG/Maint/Misc.	Parts/Materials FY25	Printed
	25000398	2025	052	Goddard Ready Mix Concrete Co.	$1,000.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000399	2025	052	H-I-S Paint Mfg Co.	$1,000.00	2024-07-01	BLDG/Maint/Paint Dept	Supplies/Materials FY25	Printed
	25000400	2025	052	Hunzicker Brothers Inc	$1,000.00	2024-07-01	BLDG/Maint/Electrical Dept	Electrical Parts FY25	Printed
	25000413	2025	052	Independent Penny	$3,000.00	2024-07-01	BLDG/Maint/Carpentry Dept.	Glass Repair Service FY25	Printed
	25000414	2025	052	Insco Distributing Inc	$500.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000415	2025	052	Irrigation Station LLP	$1,500.00	2024-07-01	BLDG/Maint/Plumbing Dept	Supplies/Materials FY25	Printed
	25000416	2025	052	J & B Pipe Supply, Inc	$2,000.00	2024-07-01	BLDG/Maint/Welding	Supplies/Materials FY25	Printed
	25000417	2025	052	J & E Supply & Fastener Co. Inc.	$800.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000421	2025	052	Johnstone Supply	$2,000.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000426	2025	052	Irwin Septic Tank Cleaning Plumbing & Repair LLC	$4,995.00	2024-07-01	BLDG/Maint/Plumbing	Outside Plumbing Service FY25	Closed
	25000427	2025	052	Lampton Welding Supply Co., Inc.	$1,200.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000429	2025	052	Lampton Welding Supply Co., Inc.	$400.00	2024-07-01	BLDG/Maint/Grounds	Repairs/Rental/Lease FY25	Printed
	25000432	2025	052	Lennox Industries, Inc.	$1,000.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000433	2025	052	Locke Supply	$2,500.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000434	2025	052	Locke Supply	$2,000.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000435	2025	052	Locke Supply	$4,000.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Plumbing Parts FY25	Printed
	25000436	2025	052	Logan County Asphalt Co.	$1,500.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000438	2025	052	MORSCO Supply, LLC	$1,000.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Parts FY25	Printed
	25000439	2025	052	Munch's Supply O'Connor LLC	$2,000.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000441	2025	052	Nicoma Park Lumber	$2,900.00	2024-07-01	BLDG/Maint/Cabinetry	Supplies/Materials FY25	Printed
	25000442	2025	052	Nicoma Park Lumber	$2,900.00	2024-07-01	BLDG/Maint/Carpentry Dept	Supplies/Materials FY25	Printed
	25000443	2025	052	JP Rental LLC	$800.00	2024-07-01	BLDG/Maint/Misc	Equipment Rental FY25	Printed
	25000444	2025	052	Oklahoma Contractors Supply LLC	$1,000.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Plumbing Parts FY25	Printed
	25000446	2025	052	Oklahoma Department Of Labor	$500.00	2024-07-01	BLDG/Maint/HVAC Dept.	Boiler Inspections FY25	Printed



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21	25000447	2025	052	Oklahoma Department Of Labor	$1,000.00	2024-07-01	BLDG/Maint/Elev Inspec	Inspections FY25	Printed
	25000448	2025	052	Oklahoma Department Of Labor	$8,000.00	2024-07-01	BLDG/Maint/Plumbing Dept.	Inspections FY25	Printed
	25000449	2025	052	Olen Williams Sales & Service	$650.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000451	2025	052	Olen Williams Sales & Service	$700.00	2024-07-01	BLDG/Maint/Electrical Dept.	Repair Service FY25	Printed
	25000458	2025	052	Oklahoma C & C Fencing LLC	$2,000.00	2024-07-01	BLDG/Maint/Grounds	Supplies/Materials FY25	Printed
	25000459	2025	052	Oklahoma Security Control Systems Inc	$300.00	2024-07-01	BLDG/Maint/Locks/Doors	Supplies/Materials FY25	Printed
	25000461	2025	052	Panco, Inc	$4,995.00	2024-07-01	BLDG/Maint/Energy Mgmt	EMS Parts FY25	Printed
	25000462	2025	052	Panco, Inc	$1,500.00	2024-07-01	BLDG/Maint/Energy Mgmt	EMS Repair Services FY25	Printed
	25000464	2025	052	Petra	$1,000.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000465	2025	052	Petra	$400.00	2024-07-01	BLDG/Maint/Energy Mgmt	EMS Parts FY25	Printed
	25000466	2025	052	R.L. Williams & Company, Inc	$1,000.00	2024-07-01	BLDG/Maint/HVAC	Parts/Supplies FY25	Printed
	25000467	2025	052	Scovil & Sides Hardware	$1,000.00	2024-07-01	BLDG/Maint/Locks/Doors	Parts FY25	Printed
	25000468	2025	052	Sherwin-Williams	$2,000.00	2024-07-01	BLDG/Maint/Paint Dept.	Paint Supplies/Materials FY25	Printed
	25000469	2025	052	Silsby Media LLC	$500.00	2024-07-01	BLDG/Maint/Misc	Supplies/Materials FY25	Printed
	25000470	2025	052	School & Office Products of Arkansas, Inc.	$2,900.00	2024-07-01	BLDG/Maint/Electrcial Dept.	Bleacher Service FY25	Printed
	25000472	2025	052	Southeast Door & Plywood	$1,000.00	2024-07-01	BLDG/Maint/Cabintry Dept.	Supplies/Materials FY25	Printed
	25000473	2025	052	Southeast Door & Plywood	$1,000.00	2024-07-01	BLDG/Maint/Locks/Doors	Supplies/Materials FY25	Printed
	25000475	2025	052	Spectrum Paint Co.	$1,000.00	2024-07-01	BLDG/Maint/Paint Dept.	Paint Supplies/Materials FY25	Printed
	25000478	2025	052	Standard Roofing Co Inc	$4,950.00	2024-07-01	BLDG/Maint/Misc	Roofing Service FY25	Printed
	25000480	2025	052	Standard Roofing Co Inc	$1,000.00	2024-07-01	BLDG/Maint/Carpentry Dept	Supplies/Materials FY25	Printed
	25000483	2025	052	Standard Steel Co.	$1,500.00	2024-07-01	BLDG/Maint/Welding	Supplies/Materials FY25	Printed
	25000484	2025	052	Stuart C. Irby Company	$500.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000485	2025	052	Synergy Datacom Supply	$1,000.00	2024-07-01	BLDG/Maint/Access Cntrl	Supplies/Materials FY25	Printed
	25000486	2025	052	Synergy Datacom Supply	$1,000.00	2024-07-01	BLDG/Maint/Electrical Dept.	Supplies/Materials FY25	Printed



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21	25000487	2025	052	Rex Playground Equipment	$2,000.00	2024-07-01	BLDG/Maint/Grounds	Parts FY25	Printed
	25000488	2025	052	Tisdells Implements LLC	$1,000.00	2024-07-01	BLDG/Maint/Welding	Supplies/Materials FY25	Printed
	25000489	2025	052	TruProducts, LLC	$1,500.00	2024-07-01	BLDG/Maint/Misc	Parts FY25	Printed
	25000497	2025	052	Central Oklahoma Winnelson	$2,000.00	2024-07-01	BLDG/Maint/Plumbing	Plumbing Parts FY25	Printed
	25000512	2025	052	United Holdings LLC	$8,205.00	2024-07-01	BLDG/Maint/Misc.	Maintenance Agrmnt FY25	Printed
	25000516	2025	052	United Holdings LLC	$1,500.00	2024-07-01	BLDG/Maint/Misc.	Repairs FY25	Printed
	25000576	2025	052	TruProducts, LLC	$1,500.00	2024-07-01	BLDG/Maint/Electrical	Service FY25	Printed
	25000577	2025	052	Toucan Productions	$1,500.00	2024-07-01	BLDG/Maint/Electrical	Parts/Supplies FY25	Printed
	25000578	2025	052	United Refrigeration, Inc.	$2,000.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000579	2025	052	Voss Lighting	$3,500.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000580	2025	052	Waste Connections of Oklahoma, Inc	$5,000.00	2024-07-01	BLDG/Maint/Grounds	Dumpster Service FY25	Printed
	25000581	2025	052	Waste Management Of Oklahoma	$1,000.00	2024-07-01	BLDG/Maint/Grounds	Dumping Service FY25	Printed
	25000582	2025	052	Willard's Wholesale Roofing Co. Inc	$2,000.00	2024-07-01	BLDG/Maint/Roofing	Supplies/Materials FY25	Printed
	25000583	2025	052	Wurth Louis and Company	$1,500.00	2024-07-01	BLDG/Maint/Cabinetry	Supplies/Materials FY25	Printed
	25000584	2025	052	York International Corporation	$800.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000586	2025	052	Bank of America, N.A.	$1,500.00	2024-07-01	BLDG/Maint/Clark	Supplies/Materials/Tools FY25	Printed
	25000587	2025	052	Bank of America, N.A.	$4,900.00	2024-07-01	BLDG/Maint/Clark	Services FY25	Printed
	25000592	2025	052	Kone, Inc.	$4,000.00	2024-07-01	BLDG/Maint/Misc	Maint Service FY25	Printed
	25000593	2025	052	USA Fire Extinguisher Co.	$3,500.00	2024-07-01	BLDG/Maint/Misc	Annual DW Science Labs FY25	Printed
	25000609	2025	318	City Of Midwest City	$280,600.00	2024-07-01	Adm/SRO/CAHS/MCHS/Sec/Gilkey	School Resource Officers FY25	Printed
	25000623	2025	052	Summit Fire & Security LLC	$2,220.00	2024-07-01	BLDG/Maint/Misc.	Fire Alarm Monitoring Serv FY25	Closed
	25000625	2025	052	Kone, Inc.	$55,099.44	2024-07-01	BLDG/Maint/Misc.	Maint Service FY25	Printed
	25000627	2025	052	USA Fire Extinguisher Co.	$9,751.00	2024-07-01	BLDG/Maint/Misc.	Fire Protection FY25	Printed
	25000629	2025	052	James Kanske	$16,987.00	2024-07-01	BLDG/Maint/Misc	Fire Protection Service FY25	Printed
	25000630	2025	052	Tubbesing Solutions LLC	$7,308.75	2024-07-01	BLDG/Maint/Misc	Service FY25	Printed
	25000651	2025	052	James Kanske	$2,500.00	2024-07-01	BLDG/Maint/Misc	Fire Alarm Re-Insp/Serv FY25	Printed



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21	25000747	2025	056	Digi Security Systems LLC	$3,637.31	2024-07-01	BLDG/District-Wide/Bryan	Access Control Badge Printer FY25	Printed
	25000759	2025	052	Bank of America, N.A.	$1,500.00	2024-07-01	BLDG/Maint/Wilkerson	Supplies/Materials/Tools FY25	Printed
	25000760	2025	052	Bank of America, N.A.	$4,900.00	2024-07-01	BLDG/Maint/Wilkerson	Services FY25	Printed
	25000761	2025	052	Titan Audio Visual LLC	$1,500.00	2024-07-01	BLDG/Maint/Electrical	Parts/Supplies FY25	Printed
	25000762	2025	052	W.W. Grainger, Inc.	$1,000.00	2024-07-01	BLDG/Maint/Electrical	Tools FY25	Printed
	25000769	2025	052	Locke Supply	$4,200.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Closed
	25000773	2025	056	Silsby Media LLC	$343.50	2024-07-01	BLDG/MDLSC/Bryan	Signage Installation Serv FY25	Printed
	25000777	2025	318	Jani-King of Oklahoma, Inc	$1,088,700.96	2024-07-01	BLDG/Redbud/District/CN/Bryan	Suppl Custodial Srvs FY25	Printed
	25000779	2025	056	Locke Supply	$3,702.12	2024-07-01	BLDG/C Bailey/Bryan	Plumbing Fixtures/Parts FY25	Printed
	25000810	2025	135	Wal-Mart Allocated	$340.00	2024-07-01	BLDG/Site Imp/MCMS	Paint/Paint Supplies FY25	Printed
	25000897	2025	052	Locke Supply	$1,919.15	2024-07-01	BLDG/Maint/C Bailey	Supplies/Materials FY25	Printed
	25000921	2025	000	Oklahoma Dept. Of Environmental Quality	$18,016.00	2024-07-01	BLDG/Schwartz/Bryan	Water Testing Fees FY25	Printed
	25000929	2025	318	Bank of America, N.A.	$100.00	2024-07-01	BLDG/Redbud/MCHS/Bryan	Emergency Permit Fees MCHS	Printed
	25000936	2025	052	Allied Steel Construction	$1,800.00	2024-07-01	BLDG/Maint/Parkview	Crane Service FY25	Printed
	25000937	2025	052	Emsco Electric Supply Co. Inc	$4,900.00	2024-07-01	BLDG/Maint/Electrical Dept.	Electrical Parts FY25	Printed
	25000961	2025	052	Independent Penny	$3,000.00	2024-07-01	BLDG/Maint/Carpentry Dept.	Glass Repair Service FY25	Printed
	25000964	2025	052	Arborscapes Tree Service, Inc	$2,000.00	2024-07-01	BLDG/Maint/DCHS	Tree Removal Service FY25	Printed
	25000965	2025	052	Locke Supply	$2,000.00	2024-07-01	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed
	25000966	2025	052	H-I-S Paint Mfg Co.	$3,000.00	2024-07-01	BLDG/Maint/Paint Dept	Supplies/Materials FY25	Printed
	25001021	2025	052	Amazon Capital Services, Inc.	$236.10	2024-07-01	BLDG/Maint/Locks/Doors	Key Cabinets FY25	Printed
	25001033	2025	056	Bank of America, N.A.	$250.00	2024-07-01	BLDG/Oper/Bryan	Permit Fees FY25	Printed
	25001164	2025	135	Wal-Mart Allocated	$194.00	2024-08-02	BLDG/Site Imp/Brown	Outdoor Site Imp Materials	Printed
	25001232	2025	052	All Time Crane Inc	$1,000.00	2024-08-06	BLDG/Maint/HVAC	Crane Service FY25	Printed
	25001233	2025	052	Locke Supply	$4,000.00	2024-08-06	BLDG/Maint/HVAC Dept.	HVAC Parts FY25	Printed



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21	25001234	2025	135	Varner Enterprises LLC	$85.00	2024-08-06	BLDG/Site Imp/MWC Elem	Outside Flags FY25	Printed
	25001269	2025	135	Thompson Educational Furnishings LLC	$256.40	2024-08-07	BLDG/Site Imp/CAMS	Building Materials	Printed
	25001272	2025	056	Bank of America, N.A.	$2,675.59	2024-08-07	BLDG/Oper/Adm/Bryan	UPS Generator Services FY25	Printed
	25001301	2025	052	Bank of America, N.A.	$2,500.00	2024-08-07	BLDG/Maint/Wilkerson	Supplies/Materials/Tools FY25	Printed
	25001302	2025	052	Bank of America, N.A.	$2,500.00	2024-08-07	BLDG/Maint/Clark	Supplies/Materials/Tools FY25	Printed
	25001303	2025	052	IDN H Hoffman Inc	$3,000.00	2024-08-07	BLDG/Maint/Locks/Doors	Parts FY25	Printed
	25001304	2025	052	Silsby Media LLC	$2,000.00	2024-08-07	BLDG/Maint/Misc	Supplies/Materials FY25	Printed
	25001305	2025	052	Redmont Sign LLC	$152.88	2024-08-07	BLDG/Maint/MCMS	Parts FY25	Printed
				Fund Total	$8,294,329.96				
22	25000056	2025	763	Pinnacle Solutions LLC	$10,464.00	2024-07-01	BLDG/CN/District-Wide	Pest Control Srvs FY25	Printed
	25000165	2025	763	Maid in OKC LLC	$31,755.38	2024-07-01	BLDG/Redbud/District/CN/Bryan	Custodial Srvs FY25	Closed
	25000166	2025	763	Jani-King of Oklahoma, Inc	$129,027.65	2024-07-01	BLDG/Redbud/District/CN/Bryan	Custodial Srvs FY25	Printed
	25000250	2025	763	Lori Clymer	$2,975.00	2024-07-01	Child Nutrition/Johnson	Change/Cash Fund FY25	Closed
	25000251	2025	763	Oklahoma State Dept of Health	$2,625.00	2024-07-01	Child Nutrition/Johnson	License Fees FY25	Closed
	25000252	2025	763	Baker Distributing Company	$2,500.00	2024-07-01	Child Nutrition/Johnson	Parts & Maintenance FY25	Printed
	25000253	2025	763	Bradford Supply Industrial	$4,995.00	2024-07-01	Child Nutrition/Johnson	Parts & Materials FY25	Printed
	25000254	2025	763	Ice Maker Sales & Service Inc	$1,000.00	2024-07-01	Child Nutrition/Johnson	Outside Repairs FY25	Printed
	25000255	2025	763	Capitol Electric Motor Repair, Inc.	$1,500.00	2024-07-01	Child Nutrition/Johnson	Parts & Supplies FY25	Printed
	25000256	2025	763	Timothy S Keith	$4,995.00	2024-07-01	Child Nutrition/Johnson	Grease Trap Maint FY25	Printed

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Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
22	25000257	2025	763	Costley Enterprises	$4,995.00	2024-07-01	Child Nutrition/Johnson	Prepared Pizza FY25	Printed
	25000258	2025	763	Emsco Electric Supply Co. Inc	$4,995.00	2024-07-01	Child Nutrition/Johnson	Repair Parts FY25	Printed
	25000259	2025	763	Evans Hardware	$1,000.00	2024-07-01	Child Nutrition/Johnson	Supplies/Materials FY25	Printed
	25000260	2025	763	Hagar Restaurant Service, Inc.	$4,995.00	2024-07-01	Child Nutrition/Johnson	Materials/Parts FY25	Printed
	25000261	2025	763	Hagar Restaurant Service, Inc.	$4,995.00	2024-07-01	Child Nutrition/Johnson	Outside Repairs FY25	Printed
	25000262	2025	763	Hagar Restaurant Service, Inc.	$2,000.00	2024-07-01	Child Nutrition/Johnson	Repairs FY25	Printed
	25000263	2025	763	Hiland Dairy Foods Company, LLC	$300,000.00	2024-07-01	Child Nutrition/Johnson	Milk/Juice FY25	Printed
	25000264	2025	763	Cintas Corporation	$50,000.00	2024-07-01	Child Nutrition/Johnson	Rental Services FY25	Printed
	25000265	2025	763	ITW Food Equipment Group LLC	$1,000.00	2024-07-01	Child Nutrition/Johnson	Repair Services FY25	Printed
	25000266	2025	763	J & E Supply & Fastener Co. Inc.	$2,000.00	2024-07-01	Child Nutrition/Johnson	Parts & Materials FY25	Printed
	25000267	2025	763	Johnstone Supply	$4,995.00	2024-07-01	Child Nutrition/Johnson	Repair Parts FY25	Printed
	25000268	2025	763	James Kanske	$7,150.00	2024-07-01	Child Nutrition/Johnson	Annual Hood Inspections FY25	Closed
	25000269	2025	763	Klement Distribution, Inc.	$25,000.00	2024-07-01	Child Nutrition/Johnson	Ice Cream Products FY25	Printed
	25000270	2025	763	Locke Supply	$4,995.00	2024-07-01	Child Nutrition/Johnson	Repair Parts FY25	Printed
	25000271	2025	763	Oklahoma Employment Security Commission	$7,000.00	2024-07-01	Child Nutrition/Johnson	Other Employee Benefits FY25	Printed
	25000272	2025	763	Sam's Club Direct Comm. Acct.	$300.00	2024-07-01	Child Nutrition/Johnson	Furniture & Fixtures FY25	Printed
	25000273	2025	763	Sam's Club Direct Comm. Acct.	$1,000.00	2024-07-01	Child Nutrition/Johnson	General/Kitchen Supplies FY25	Printed



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22	25000274	2025	763	Quality Stainless, LLC	$2,000.00	2024-07-01	Child Nutrition/Johnson	Materials & Supplies FY25	Printed
	25000275	2025	763	United Refrigeration, Inc.	$4,995.00	2024-07-01	Child Nutrition/Johnson	Parts & Materials FY25	Printed
	25000276	2025	763	USA Fire Extinguisher Co.	$1,918.00	2024-07-01	Child Nutrition/Johnson	Annual Inspection FY25	Printed
	25000277	2025	763	US Foodservice-Ok Division	$400,000.00	2024-07-01	Child Nutrition/Johnson	Prime Vendor Food FY25	Printed
	25000278	2025	763	US Foodservice-Ok Division	$200,000.00	2024-07-01	Child Nutrition/Johnson	Food Commodities (Prime) FY25	Printed
	25000279	2025	763	US Foodservice-Ok Division	$100,000.00	2024-07-01	Child Nutrition/Johnson	Paper Products (Prime) FY25	Printed
	25000280	2025	763	US Foodservice-Ok Division	$60,000.00	2024-07-01	Child Nutrition/Johnson	Supplies/Chemicals Prime Vendor	Printed
	25000281	2025	763	US Foodservice-Ok Division	$50,000.00	2024-07-01	Child Nutrition/Johnson	Bread Products (Prime) FY25	Printed
	25000282	2025	763	US Foodservice-Ok Division	$100,000.00	2024-07-01	Child Nutrition/Johnson	Fresh Produce (Prime) FY25	Printed
	25000284	2025	763	US Foodservice-Ok Division	$30,000.00	2024-07-01	Child Nutrition/Johnson	Fruit Drinks & Water (Prime) FY25	Printed
	25000285	2025	763	US Foodservice-Ok Division	$5,000.00	2024-07-01	Child Nutrition/Johnson	Small Kitchen Equip (Prime) FY25	Printed
	25000286	2025	763	Wal-Mart Allocated	$4,000.00	2024-07-01	Child Nutrition/Johnson	Food & Paper Goods FY25	Printed
	25000287	2025	763	Wal-Mart Allocated	$800.00	2024-07-01	Child Nutrition/Johnson	General/Chemicals/Kitchen FY25	Printed
	25000288	2025	763	Wal-Mart Allocated	$300.00	2024-07-01	Child Nutrition/Johnson	Small Kitchen Appliances FY25	Printed
	25000289	2025	763	Warren Products Inc	$3,500.00	2024-07-01	Child Nutrition/Johnson	General/Paper/First Aid FY25	Closed
	25000290	2025	763	Warren Products Inc	$700.00	2024-07-01	Child Nutrition/Johnson	General Supplies FY25	Closed
	25000348	2025	763	Level Data Inc	$13,057.80	2024-07-01	ARP/Tech/CN/Rennick White	Level Data Online Renewal FY25	Closed
	25000491	2025	763	School Nutrition Association of Oklahoma	$3,419.91	2024-07-01	Child Nutrition/Johnson	Registration FY25	Printed
	25000535	2025	763	First Point Insurance Agency	$200.00	2024-07-01	Adm/Payroll/CN/Mcfarland	Position Bond FY25	Closed
	25000555	2025	763	Central Oklahoma Winnelson	$1,500.00	2024-07-01	Child Nutrition/Johnson	Supplies/Materials FY25	Printed
	25000594	2025	763	Bimbo Bakeries USA, LLC	$50,000.00	2024-07-01	Child Nutrition/Johnson	Bread Products FY25	Printed
	25000596	2025	763	Bank of America, N.A.	$636.88	2024-07-01	Child Nutrition/Johnson	ServSafe Books FY25	Printed
	25000612	2025	763	Robin Hoodz LLC The Greasebusters	$8,000.00	2024-07-01	Child Nutrition/Johnson	Vent Hood Maintenance FY25	Printed



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Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
22	25000626	2025	764	First Point Insurance Agency	$511.63	2024-07-01	Adm/BLDG/CN/Payroll/MDTC	Property & Casualty FY25	Closed
	25000650	2025	763	Oklahoma Shirt Company	$5,445.33	2024-07-01	Child Nutrition/Johnson	Uniform Shirts FY25	Closed
	25000777	2025	763	Jani-King of Oklahoma, Inc	$32,485.20	2024-07-01	BLDG/Redbud/District/CN/Bryan	Suppl Custodial Srvs FY25	Printed
	25000813	2025	763	PepsiCo Beverage Sales, LLC	$50,000.00	2024-07-01	Child Nutrition/Johnson	Fruit Drinks & Water FY25	Printed
	25000955	2025	763	Global Payments Inc	$27,337.50	2024-07-01	Child Nutrition/Johnson	Software Maintenance FY25	Printed
	25001191	2025	763	ITW Food Equipment Group LLC	$4,995.00	2024-08-05	Child Nutrition/Johnson	Repair Parts FY25	Printed
	25001192	2025	763	Ice Maker Sales & Service Inc	$2,500.00	2024-08-05	Child Nutrition/Johnson	Materials & Supplies FY25	Printed
	25001193	2025	763	Merrifield Office and Schools Supply	$3,500.00	2024-08-05	Child Nutrition/Johnson	General/Kitchen/First Aid FY25	Printed
	25001194	2025	763	Merrifield Office and Schools Supply	$700.00	2024-08-05	Child Nutrition/Johnson	General Supplies FY25	Printed
	25001277	2025	763	City of Oklahoma City	$200.00	2024-08-07	Child Nutrition/Johnson	Food Service Licenses FY25	Printed
				Fund Total	$1,785,959.28				
23	25000879	2025	032	Willowbrook, Inc.	$552,358.24	2024-07-01	BLDG/MDTC/McCrabb	Construction Services FY25	Printed
	25000880	2025	032	Michael Mccoy Architects, Inc.	$25,819.34	2024-07-01	BLDG/MDTC/McCrabb	Architect Services FY25	Printed
	25000974	2025	032	Exterior Solutions Group, LLC	$4,995.00	2024-07-01	BLDG/MDTC/McCrabb	Building Maint FY25	Printed
				Fund Total	$583,172.58				
35	25000001	2025	000	Bank Of Oklahoma	$290.00	2024-07-01	35 Bond/Finance/Tatum	Paying Agent Fees FY25	Printed
	25000017	2025	000	BOK Financial Securities Inc	$10,500.00	2024-07-01	35 Bond/Finance/Woodard	Financial Advisory Serv FY25	Printed
	25000021	2025	000	IPREO LLC	$1,250.00	2024-07-01	35 Bond/Adm/Woodard	Printing Services FY25	Printed
	25000087	2025	000	Moody's Investors Service, Inc.	$30,000.00	2024-07-01	35 Bond/Finance/Woodard	Bond Rating Services FY25	Printed
	25000088	2025	000	Oklahoma Attorney General	$480.00	2024-07-01	35 Bond/Finance/Woodard	Bond Transcript Exam Fee FY25	Printed
	25000089	2025	000	Oklahoma Attorney General	$5,000.00	2024-07-01	35 Bond/Finance/Woodard	Bond Transcript Exam Fee FY25	Printed
	25000093	2025	000	BancFirst	$1,000.00	2024-07-01	35 Bond/Finance/Woodard	Acceptance Fee FY25	Closed
	25000104	2025	026	Thompson School Bk Depository	$38,162.83	2024-07-01	35 Bond/HS Txtbks/Broiles	State Adopted Textbooks FY25	Closed



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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
35	25000105	2025	026	Thompson School Bk Depository	$10,714.16	2024-07-01	35 Bond/CAHS Txtbks/Broiles	State Adopted Textbooks FY25	Printed
	25000106	2025	026	Thompson School Bk Depository	$4,974.44	2024-07-01	35 Bond/MCHS Txtbks/Broiles	State Adopted Textbooks FY25	Printed
	25000107	2025	026	Thompson School Bk Depository	$7,601.24	2024-07-01	35 Bond/DCHS Txtbks/Broiles	State Adopted Textbooks FY25	Printed
	25000209	2025	044	Mosyle Corporation	$63,288.00	2024-07-01	35 Bond/Tech/Rennick White	Online Subscription FY25	Closed
	25000239	2025	196	Jason Stockton	$7,150.00	2024-07-01	35 Bond/MCHS Ath/Hall	Batting Cage Supplement FY25	Printed
	25000242	2025	044	Cordance Operations LLC	$17,376.80	2024-07-01	35 Bond/Tech/Rennick White	Subscription FY25	Printed
	25000243	2025	044	Apple Inc.	$265,825.00	2024-07-01	35 Bond/Tech/Rennick White	Lease Laptops FY25	Closed
	25000319	2025	044	Seesaw Learning Inc	$19,155.59	2024-07-01	35 Bond/Tech/Rennick White	Software Subscription FY25	Closed
	25000320	2025	044	FileWave (USA) Inc	$22,500.00	2024-07-01	35 Bond/Tech/Rennick White	Desktop License FY25	Closed
	25000321	2025	044	SHI International Corp	$749.20	2024-07-01	35 Bond/Tech/Rennick White	Software Subscription FY25	Closed
	25000324	2025	044	Chickasaw Telecom, Inc.	$19,181.25	2024-07-01	35 Bond/Tech/Rennick White	Tech Support FY25	Closed
	25000493	2025	044	SHI International Corp	$9,984.00	2024-07-01	35 Bond/Tech/Rennick White	License Renewal FY25	Closed
	25000588	2025	099	TruProducts, LLC	$12,800.00	2024-07-01	35 Bond/P Hill/Bryan	Intercom Services FY25	Printed
	25000598	2025	044	Synergy Datacom Supply	$4,999.99	2024-07-01	35 Bond/Tech/Rennick White	Tech Equipment FY25	Closed
	25000604	2025	044	Fireplace Inc	$2,940.00	2024-07-01	35 Bond/Tech/Rennick White	Online Renewal Newsletter FY25	Closed
	25000742	2025	197	Locke Supply	$6,562.25	2024-07-01	35 Bond/CN Parkview/Johnson	Hot Water Tank Emergency FY25	Printed
	25000754	2025	026	QuaverEd Inc	$27,300.00	2024-07-01	35 Bond/Elem/Broiles	Music Online Subscription FY25	Printed
	25000780	2025	026	Thompson School Bk Depository	$110,304.12	2024-07-01	35 Bond/Txtbks/CAHS	State Adopted Textbooks FY25	Printed
	25000781	2025	026	Thompson School Bk Depository	$128,958.01	2024-07-01	35 Bond/Txtbks/DCHS	State Adopted Textbooks FY25	Printed
	25000782	2025	026	Thompson School Bk Depository	$141,005.38	2024-07-01	35 Bond/Txtbks/MCHS	State Adopted Textbooks FY25	Printed
	25000783	2025	026	Thompson School Bk Depository	$115,351.92	2024-07-01	35 Bond/Txtbks/CAMS	State Adopted Textbooks FY25	Printed
	25000784	2025	026	Thompson School Bk Depository	$135,746.09	2024-07-01	35 Bond/Txtbks/DCMS	State Adopted Textbooks FY25	Printed
	25000785	2025	026	Thompson School Bk Depository	$142,753.48	2024-07-01	35 Bond/Txtbks/MCMS	State Adopted Textbooks FY25	Printed
	25000909	2025	099	Locke Supply	$3,702.12	2024-07-01	35 Bond/C Bailey/Bryan	Plumbing Fixtures/Parts FY25	Printed
	25000916	2025	044	Apple Computer Education Sales Sup	$22,155.00	2024-07-01	35 Bond/Tech/Rennick White	Laptops FY25	Printed
	25001155	2025	099	Locke Supply	$2,765.38	2024-08-02	35 Bond/MDLSC/Bryan	HVAC Condensing Unit FY25	Printed



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Board of Education Meeting - Monday, August 12, 2024

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Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
35	25001189	2025	044	Chickasaw Telecom, Inc.	$6,632.80	2024-08-05	35 Bond/Tech/Rennick White	Tech Equipment	Printed
	25001195	2025	196	All American Sports Corp	$5,915.95	2024-08-05	35 Bond/CAHS Ath/Dunn	Football Helmets	Printed
	25001198	2025	099	Locke Supply	$2,578.13	2024-08-05	35 Bond/C Estates/Bryan	Water Bottle Fill Station FY25	Printed
	25001199	2025	099	Locke Supply	$2,337.50	2024-08-05	35 Bond/DCHS/Bryan	Water Bottle Fill Station FY25	Printed
	25001201	2025	099	Fuller Paving	$4,215.00	2024-08-05	35 Bond/CAHS/Bryan	Asphalt Services FY25	Printed
	25001202	2025	099	Oscar Gomez Sebastian	$950.00	2024-08-05	35 Bond/C Bailey/Bryan	Concrete Services FY25	Printed
	25001203	2025	099	Oscar Gomez Sebastian	$2,850.00	2024-08-05	35 Bond/Epperly/Bryan	Concrete Services FY25	Printed
	25001226	2025	196	Varsity Brands Holding Co., Inc.	$987.70	2024-08-06	35 Bond/MCHS Ath/Hall	Football Uniforms FY25	Printed
	25001227	2025	196	Varsity Brands Holding Co., Inc.	$139.50	2024-08-06	35 Bond/MCHS Ath/Hall	Volleyball Uniforms FY25	Printed
	25001253	2025	196	Varsity Brands Holding Co., Inc.	$2,434.89	2024-08-07	35 Bond/DCHS Ath/Jones	Football Equipment	Printed
	25001254	2025	196	Varsity Brands Holding Co., Inc.	$1,292.30	2024-08-07	35 Bond/DCHS Ath/Sanford	Volleyball Equipment	Printed
	25001262	2025	099	Emsco Electric Supply Co. Inc	$4,968.00	2024-08-07	35 Bond/District Wide/Bryan	Bldg Equipment	Printed
	25001265	2025	099	Integrity Flooring LLC	$20,518.20	2024-08-07	35 Bond/MCHS/Bryan	Carpet Tile Install	Printed
	25001296	2025	196	Inventory Trading Company	$1,186.00	2024-08-07	35 Bond/DCMS Ath/Cheer/Styers	Cheer Uniforms/Equip FY25	Printed
				Fund Total	$1,449,532.22				
36	25000925	2025	023	Sweetwater Sound Inc	$900.00	2024-07-01	36 Bond/CAHS Fine Art/Williams	Band Instruments FY25	Printed
	25000939	2025	024	Ada Music Center LLC	$19,720.00	2024-07-01	36 Bond/DCHS Fine Art/Williams	Band Instruments FY25	Printed
				Fund Total	$20,620.00				
37	25000099	2025	000	BancFirst	$500.00	2024-07-01	37 Bond/Finance/Woodard	Acceptance Fee FY25	Printed
	25000100	2025	000	BOK Financial Securities Inc	$19,575.20	2024-07-01	37 Bond/Finance/Woodard	Financial Advisory Serv FY25	Printed
				Fund Total	$20,075.20				



Fiscal Year 2024 - 2025

Board of Education Meeting - Monday, August 12, 2024

7/1/2024 thru 8/7/2024

Purchase Order Listing

Fund	PO #	FY	Proj	Vendor Name	PO Total	PO Date	Requested By	Description	Status
39	25000945	2025	053	Orr Nissan West	$44,999.00	2024-07-01	39 Bond/Trans/Arnold	Vehicle Nissan Pathfinder FY25	Printed
				Fund Total	$44,999.00				
				Grand Total	$25,769,223.49				

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	WT	2125	Teacher Retirement System	2024-06-25	$389,662.39
11	WT	2126	Teacher Retirement System	2024-06-25	$48,402.10
11	WT	2127	Teacher Retirement System	2024-06-25	$592,484.89
11	WT	2128	Teachers' Retirement System	2024-06-25	$11,204.06
11	WT	2129	IRS Payroll Tax Payments-Fed W/H	2024-06-25	$445,837.96
11	WT	2130	IRS Payroll Tax Payments-Fica/Med	2024-06-25	$889,122.06
11	WT	2131	OTC Payroll Tax Payments	2024-06-25	$195,257.22
11	WT	2132	Omni Financial Group, Inc.	2024-06-25	$44,237.64
11	WT	2134	Teacher Retirement System	2024-06-26	$318,126.55
11	WT	2135	Teacher Retirement System	2024-06-26	$36,503.34
11	WT	2136	Teacher Retirement System	2024-06-26	$489,856.09
11	WT	2137	Teachers' Retirement System	2024-06-26	$9,483.92
11	WT	2138	IRS Payroll Tax Payments-Fed W/H	2024-06-26	$346,973.12
11	WT	2139	IRS Payroll Tax Payments-Fica/Med	2024-06-26	$731,970.10
11	WT	2140	OTC Payroll Tax Payments	2024-06-26	$156,848.46
11	WT	2141	Omni Financial Group, Inc.	2024-06-26	$33,242.00
11	WT	2142	IRS Payroll Tax Payments-Fed W/H	2024-06-24	$14.27
11	WT	2143	IRS Payroll Tax Payments-Fica/Med	2024-06-24	$394.12
11	WT	2144	OTC Payroll Tax Payments	2024-06-24	$29.00
11	WT	2145	Teacher Retirement System	2024-06-28	$290,085.40
11	WT	2146	Teacher Retirement System	2024-06-28	$35,548.40
11	WT	2147	Teacher Retirement System	2024-06-28	$448,296.70
11	WT	2148	Teachers' Retirement System	2024-06-28	$9,209.59
11	WT	2149	IRS Payroll Tax Payments-Fed W/H	2024-06-28	$316,575.48
11	WT	2150	IRS Payroll Tax Payments-Fica/Med	2024-06-28	$670,812.90
11	WT	2151	OTC Payroll Tax Payments	2024-06-28	$144,382.32
11	WT	2152	Omni Financial Group, Inc.	2024-06-28	$30,427.00
11	WT	2155	Teacher Retirement System	2024-06-29	$11,107.39
11	WT	2156	Teacher Retirement System	2024-06-29	$11,201.49
11	WT	2157	Teacher Retirement System	2024-06-29	$15,074.58
11	WT	2159	IRS Payroll Tax Payments-Fed W/H	2024-06-29	$61,709.81
11	WT	2160	IRS Payroll Tax Payments-Fica/Med	2024-06-29	$65,637.88
11	WT	2161	OTC Payroll Tax Payments	2024-06-29	$14,719.55
11	EFT	100003	EDUStaff LLC	2024-06-13	$63,981.11
11	EFT	100004	EDUStaff LLC	2024-06-13	$72,675.82
11	EFT	100005	EDUStaff LLC	2024-06-27	$21,120.64
11	EFT	100006	EDUStaff LLC	2024-06-27	$129.00
11	AP	240004668	Anthony's TV & Appliance, Inc.	2024-06-06	$1,800.97
11	AP	240004669	SLRS, Inc.	2024-06-06	$567.39
11	AP	240004670	Solution Tree Inc	2024-06-06	$25,475.00

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240004671	Summit Partner Services, LLC	2024-06-06	$13,000.00
11	AP	240004672	Therapy Link Solutions, LLC	2024-06-06	$6,818.25
11	AP	240004673	Allison Smith	2024-06-06	$147.50
11	AP	240004674	Beth E O'Quinn	2024-06-06	$147.50
11	AP	240004675	Courtney Lopes	2024-06-06	$147.50
11	AP	240004676	Derrick Eslick	2024-06-06	$147.50
11	AP	240004677	Haley Bynum	2024-06-06	$147.50
11	AP	240004678	Hanna Moore	2024-06-06	$147.50
11	AP	240004679	Kayla Wilbanks	2024-06-06	$147.50
11	AP	240004680	Marita Bradley	2024-06-06	$147.50
11	AP	240004681	Samantha Brathwaite	2024-06-06	$147.50
11	AP	240004682	Samantha Kelly	2024-06-06	$180.06
11	AP	240004683	Sara Latham	2024-06-06	$147.50
11	AP	240004684	Sheril Thompson	2024-06-06	$793.18
11	AP	240004685	Stephanie Woodberry	2024-06-06	$147.50
11	AP	240004686	Suzanna Bennett	2024-06-06	$180.06
11	AP	240004699	Amsoil-Atrium-Aqu Products	2024-06-06	$4,941.16
11	AP	240004701	Cintas Corporation	2024-06-06	$690.83
11	AP	240004711	O'Reilly Auto Parts	2024-06-06	$45.27
11	AP	240004713	Rush Truck Centers of Oklahoma, Inc	2024-06-06	$224.00
11	AP	240004717	ABM Industry Groups, LLC	2024-06-06	$241,923.59
11	AP	240004718	Accufax Div., Southwest Inc.	2024-06-06	$199.00
11	AP	240004719	All American Sports Corp	2024-06-06	$4,968.37
11	AP	240004722	Bulldog Security	2024-06-06	$741.00
11	AP	240004723	Cellco Partnership	2024-06-06	$107.42
11	AP	240004725	Cintas Corporation	2024-06-06	$111.34
11	AP	240004733	Jostens, Inc.	2024-06-06	$519.19
11	AP	240004735	Lpm Company	2024-06-06	$834.94
11	AP	240004741	Alisha Rivers	2024-06-06	$147.50
11	AP	240004742	Alyson Slack	2024-06-06	$147.50
11	AP	240004743	Amare Weary	2024-06-06	$147.50
11	AP	240004744	Brian Muller	2024-06-06	$147.50
11	AP	240004745	Chelci Bauer	2024-06-06	$147.50
11	AP	240004746	Delaney Meade	2024-06-06	$147.50
11	AP	240004747	Emilie Walker	2024-06-06	$147.50
11	AP	240004748	Emily Jumper	2024-06-06	$147.50
11	AP	240004749	Erica Johnson	2024-06-06	$147.50
11	AP	240004750	Fuzzell's Calculator Corner Inc	2024-06-06	$218.00
11	AP	240004751	Katy Guerra-Uribe	2024-06-06	$147.50
11	AP	240004752	Kaylee Busenius	2024-06-06	$147.50

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240004753	Kimberly Wyatt	2024-06-06	$147.50
11	AP	240004754	Lorena Aranda	2024-06-06	$147.50
11	AP	240004755	Makensie Fields	2024-06-06	$147.50
11	AP	240004756	Rebecca M Clark	2024-06-06	$147.50
11	AP	240004757	Sara Brewer	2024-06-06	$147.50
11	AP	240004758	School Health Corporation	2024-06-06	$2,967.48
11	AP	240004759	Sherman Bellmyer	2024-06-06	$147.50
11	AP	240004760	Stericycle	2024-06-06	$108.18
11	AP	240004761	Supplemental Health Care	2024-06-06	$2,775.00
11	AP	240004762	Tina Pham	2024-06-06	$147.50
11	AP	240004763	Warren Products Inc	2024-06-06	$1,574.53
11	AP	240004764	America's Car-Mart	2024-06-25	$373.23
11	AP	240004765	American Fidelity Assurance	2024-06-25	$17,269.79
11	AP	240004766	American Fidelity Assurance	2024-06-25	$147,635.28
11	AP	240004767	American Fidelity Health Services Administration	2024-06-25	$4,341.66
11	AP	240004768	AR Child Support Enforcement	2024-06-25	$646.80
11	AP	240004769	Assoc Of Professional Okla Educators	2024-06-25	$716.18
11	AP	240004770	CCOSA-Cooperative Council Okla School Admin	2024-06-25	$477.18
11	AP	240004771	Colonial Life & Accident	2024-06-25	$8.00
11	AP	240004772	DHS, Child Support	2024-06-25	$7,742.31
11	AP	240004773	Eldorado Motors, LLC	2024-06-25	$367.35
11	AP	240004774	Eulberg Law Office PLLC	2024-06-25	$1,039.75
11	AP	240004776	Internal Revenue Service	2024-06-25	$367.28
11	AP	240004777	John Hardeman, Trustee	2024-06-25	$1,742.00
11	AP	240004778	John Hardeman, Trustee	2024-06-25	$521.00
11	AP	240004779	Love Beal & Nixon Pc	2024-06-25	$886.50
11	AP	240004780	Mid-Del Public Schools Foundation	2024-06-25	$1,940.50
11	AP	240004781	Mid-Del Schools	2024-06-25	$12,492.49
11	AP	240004782	Mid-Del Support Employees Association	2024-06-25	$119.89
11	AP	240004783	Morgan & Associates PC	2024-06-25	$100.00
11	AP	240004784	MWC ACT	2024-06-25	$27,402.07
11	AP	240004785	OK Tax Commission	2024-06-25	$1,248.13
11	AP	240004786	Oklahoma Education Association	2024-06-25	$3,158.92
11	AP	240004788	Payment 1 Financial OK, LLC	2024-06-25	$323.35
11	AP	240004789	Philadelphia Life Ins.	2024-06-25	$251.20
11	AP	240004790	Pre-Paid Legal Services	2024-06-25	$30.90
11	AP	240004791	Robinson Hoover & Fudge, PLLC	2024-06-25	$1,521.88
11	AP	240004792	Security Benefit	2024-06-25	$1,200.00
11	AP	240004793	Standard Insurance Company	2024-06-25	$3,066.84

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240004794	Standard Insurance Company	2024-06-25	$11,669.57
11	AP	240004795	State Educ. Employee Insurance	2024-06-25	$819,296.30
11	AP	240004796	State of Louisiana	2024-06-25	$423.41
11	AP	240004797	Total Wellness LLC	2024-06-25	$170.00
11	AP	240004798	TX Child Support SDU	2024-06-25	$1,700.00
11	AP	240004799	United Way	2024-06-25	$308.91
11	AP	240004800	Bank of America, N.A.	2024-06-11	$940.00
11	AP	240004801	National Council for Behavioral Health	2024-06-11	$6,600.00
11	AP	240004802	Tinker Tag Agency	2024-06-11	$52.14
11	AP	240004804	All American Sports Corp	2024-06-12	$2,155.35
11	AP	240004807	Amazon Capital Services, Inc.	2024-06-12	$897.58
11	AP	240004808	CCOSA-Cooperative Council Okla School Admin	2024-06-12	$550.00
11	AP	240004809	Choctaw Times LLC	2024-06-12	$148.40
11	AP	240004810	Compliance Resource Group Inc	2024-06-12	$775.00
11	AP	240004811	Eureka Water Co.	2024-06-12	$7.45
11	AP	240004813	Fortitude Dogs Inc	2024-06-12	$530.00
11	AP	240004814	GateHouse Media Oklahoma Holdings, Inc.	2024-06-12	$238.00
11	AP	240004815	Goodwill Industries of Central Oklahoma Inc	2024-06-12	$3,633.48
11	AP	240004818	McKey Construction LLC	2024-06-12	$6,064.00
11	AP	240004820	Midwest Raquetball & Sporting	2024-06-12	$3,140.00
11	AP	240004823	Oklahoma Copier Solutions	2024-06-12	$9,182.57
11	AP	240004825	Oklahoma Public School Resource Center	2024-06-12	$125.00
11	AP	240004826	Oklahoma State Fair Inc	2024-06-12	$21,141.92
11	AP	240004827	Oklahoma State University-Institute for Teaching	2024-06-12	$30.00
11	AP	240004829	Robert L Hiner	2024-06-12	$4,569.50
11	AP	240004830	Rose State College	2024-06-12	$125.00
11	AP	240004833	W.W. Grainger, Inc.	2024-06-12	$136.35
11	AP	240004834	Warren Products Inc	2024-06-12	$186.57
11	AP	240004835	Waste Connections of Oklahoma, Inc	2024-06-12	$365.00
11	AP	240004836	Alvena Kubiak	2024-06-12	$147.50
11	AP	240004837	Amanda Massey	2024-06-12	$147.50
11	AP	240004838	Amazon Capital Services, Inc.	2024-06-12	$3,879.48
11	AP	240004839	Apple Computer Education Sales Sup	2024-06-12	$3,478.00
11	AP	240004840	Book Publishing Company	2024-06-12	$4,877.91
11	AP	240004841	Brianna Roberts	2024-06-12	$147.50
11	AP	240004842	Brittany McNeely	2024-06-12	$147.50
11	AP	240004844	Darleen Tankersley	2024-06-12	$147.50
11	AP	240004845	Dedra A Stafford	2024-06-12	$4,000.00
11	AP	240004846	Edmond Music	2024-06-12	$3,126.80

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240004847	Fuzzell's Calculator Corner Inc	2024-06-12	$1,960.00
11	AP	240004848	Guitar Center Stores	2024-06-12	$1,218.71
11	AP	240004849	Heather Dunn	2024-06-12	$147.50
11	AP	240004850	Kandy Hooley	2024-06-12	$157.50
11	AP	240004851	Kely Walk	2024-06-12	$147.50
11	AP	240004852	Lakeshore Equipment Company	2024-06-12	$4,919.70
11	AP	240004853	Leander Roland	2024-06-12	$2,500.00
11	AP	240004854	Malisa Venegas	2024-06-12	$147.50
11	AP	240004855	Marcus Middleton	2024-06-12	$147.50
11	AP	240004856	Mary Morris	2024-06-12	$147.50
11	AP	240004857	Nicoma Park Lumber	2024-06-12	$711.52
11	AP	240004858	Niki Rodriguez	2024-06-12	$147.50
11	AP	240004859	No Tears Learning Inc	2024-06-12	$15,341.00
11	AP	240004860	Oklahoma Copier Solutions	2024-06-12	$59.92
11	AP	240004861	Oklahoma State Regents for Higher Education	2024-06-12	$3,240.00
11	AP	240004862	Payne Education Center	2024-06-12	$1,830.00
11	AP	240004863	Right Decisions Productions, LLC	2024-06-12	$2,795.00
11	AP	240004864	School Specialty LLC	2024-06-12	$4,283.34
11	AP	240004865	Supplemental Health Care	2024-06-12	$2,400.00
11	AP	240004866	Teachers Make The Difference, LLC	2024-06-12	$1,436.00
11	AP	240004867	Warren Products Inc	2024-06-12	$13,464.54
11	AP	240004868	Woodburn Press, LTD	2024-06-12	$490.87
11	AP	240004880	O.A.P.T.	2024-06-12	$1,100.00
11	AP	240004881	Cintas Corporation	2024-06-12	$656.47
11	AP	240004882	O'Reilly Auto Parts	2024-06-12	$17.09
11	AP	240004888	Larry Carnell II	2024-06-12	$39.00
11	AP	240004897	Yukon Public Schools District I-27	2024-06-13	$250.00
11	AP	240004898	Rez Maz LLC	2024-06-13	$18,150.00
11	AP	240004900	Deep River Resources	2024-06-13	$405.00
11	AP	240004911	America's Car-Mart	2024-06-26	$373.23
11	AP	240004912	American Fidelity Assurance	2024-06-26	$15,342.04
11	AP	240004913	American Fidelity Assurance	2024-06-26	$128,137.08
11	AP	240004914	American Fidelity Health Services Administration	2024-06-26	$3,616.66
11	AP	240004915	AR Child Support Enforcement	2024-06-26	$646.80
11	AP	240004916	Assoc Of Professional Okla Educators	2024-06-26	$716.18
11	AP	240004917	CCOSA-Cooperative Council Okla School Admin	2024-06-26	$213.68
11	AP	240004918	DHS, Child Support	2024-06-26	$6,369.30
11	AP	240004919	Eldorado Motors, LLC	2024-06-26	$347.20
11	AP	240004920	Eulberg Law Office PLLC	2024-06-26	$1,038.60

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240004922	Internal Revenue Service	2024-06-26	$278.55
11	AP	240004923	John Hardeman, Trustee	2024-06-26	$1,580.00
11	AP	240004924	John Hardeman, Trustee	2024-06-26	$521.00
11	AP	240004925	Love Beal & Nixon Pc	2024-06-26	$1,670.80
11	AP	240004926	Mid-Del Public Schools Foundation	2024-06-26	$1,198.50
11	AP	240004927	Mid-Del Schools	2024-06-26	$12,492.49
11	AP	240004928	Mid-Del Schools Reimbursement	2024-06-26	$10.00
11	AP	240004929	Mid-Del Support Employees Association	2024-06-26	$88.91
11	AP	240004930	Morgan & Associates PC	2024-06-26	$100.00
11	AP	240004931	MWC ACT	2024-06-26	$26,838.28
11	AP	240004932	OK Tax Commission	2024-06-26	$1,232.28
11	AP	240004933	Oklahoma Education Association	2024-06-26	$2,342.70
11	AP	240004935	Philadelphia Life Ins.	2024-06-26	$174.92
11	AP	240004936	Pre-Paid Legal Services	2024-06-26	$30.90
11	AP	240004938	Security Benefit	2024-06-26	$1,200.00
11	AP	240004939	Standard Insurance Company	2024-06-26	$2,603.56
11	AP	240004940	Standard Insurance Company	2024-06-26	$8,850.35
11	AP	240004941	State Educ. Employee Insurance	2024-06-26	$702,697.53
11	AP	240004942	State of Louisiana	2024-06-26	$423.41
11	AP	240004943	Total Wellness LLC	2024-06-26	$130.00
11	AP	240004944	TX Child Support SDU	2024-06-26	$1,700.00
11	AP	240004945	United Way	2024-06-26	$256.91
11	AP	240004946	Amazon Capital Services, Inc.	2024-06-20	$56.99
11	AP	240004947	hand2mind Inc	2024-06-20	$1,066.68
11	AP	240004948	Hawk River Investments LLC	2024-06-20	$910.00
11	AP	240004949	Lexia Learning Systems LLC	2024-06-20	$1,996.00
11	AP	240004950	Maria Guzman Lopez	2024-06-20	$10,795.00
11	AP	240004951	Springall Travel, Inc.	2024-06-20	$4,041.05
11	AP	240004960	Cintas Corporation	2024-06-20	$547.71
11	AP	240004961	Compliance Resource Group Inc	2024-06-20	$2,145.00
11	AP	240004962	Evans Hardware	2024-06-20	$171.75
11	AP	240004963	Industrial Welding & Tool Supply, LTD	2024-06-20	$90.44
11	AP	240004964	Mid-Del Tech Center	2024-06-20	$616.70
11	AP	240004965	Midwest Bus Sales, Inc.	2024-06-20	$7,208.28
11	AP	240004966	Napa Auto Parts	2024-06-20	$5,407.82
11	AP	240004967	O'Reilly's Auto Parts	2024-06-20	$45.95
11	AP	240004968	Oklahoma Turnpike Authority	2024-06-20	$241.95
11	AP	240004969	Penley Oil Company	2024-06-20	$3,951.68
11	AP	240004970	Sun Coast Resources, Inc	2024-06-20	$18,936.52
11	AP	240004971	The Goodyear Tire & Rubber Co.	2024-06-20	$18,568.15

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240004972	Warren Products Inc	2024-06-20	$1,522.63
11	AP	240004994	BFS Retail Operations LLC	2024-06-20	$641.34
11	AP	240004995	Cintas Corporation	2024-06-20	$691.44
11	AP	240004996	O'Reilly Auto Parts	2024-06-20	$577.93
11	AP	240004997	T And W Tire	2024-06-20	$898.28
11	AP	240004999	Center For Education Law	2024-06-20	$1,022.00
11	AP	240005000	Cintas Corporation	2024-06-20	$45.65
11	AP	240005001	Deep River Resources	2024-06-20	$225.00
11	AP	240005002	Eureka Water Co.	2024-06-20	$4.99
11	AP	240005003	Jostens, Inc.	2024-06-20	$5,695.65
11	AP	240005006	Teacher Retirement System	2024-06-24	$193.89
11	AP	240005007	Teacher Retirement System	2024-06-24	$263.14
11	AP	240005009	Cintas Corporation	2024-06-20	$128.45
11	AP	240005010	Red Baker Propane	2024-06-20	$128.00
11	AP	240005011	Amazon Capital Services, Inc.	2024-06-20	$329.54
11	AP	240005012	Ascent Access Solutions LLC	2024-06-20	$350.00
11	AP	240005013	LaShonda Broiles	2024-06-20	$30.00
11	AP	240005014	Leslie Pope	2024-06-20	$150.00
11	AP	240005015	ODP Business Solutions LLC	2024-06-20	$18.82
11	AP	240005016	Oklahoma Copier Solutions	2024-06-20	$88.67
11	AP	240005017	Solution Tree Inc	2024-06-20	$6,500.00
11	AP	240005024	Kyle Lankford	2024-06-20	$25.00
11	AP	240005025	Rick Peacock	2024-06-20	$46.00
11	AP	240005026	Sean Nail	2024-06-20	$39.00
11	AP	240005028	Oklahoma Tax Commission	2024-06-25	$895.15
11	AP	240005029	America's Car-Mart	2024-06-28	$373.23
11	AP	240005030	American Fidelity Assurance	2024-06-28	$12,814.71
11	AP	240005031	American Fidelity Assurance	2024-06-28	$116,720.37
11	AP	240005032	American Fidelity Health Services Administration	2024-06-28	$3,316.66
11	AP	240005033	AR Child Support Enforcement	2024-06-28	$646.80
11	AP	240005034	Assoc Of Professional Okla Educators	2024-06-28	$676.43
11	AP	240005035	DHS, Child Support	2024-06-28	$6,369.30
11	AP	240005036	Eldorado Motors, LLC	2024-06-28	$347.20
11	AP	240005037	Eulberg Law Office PLLC	2024-06-28	$1,038.60
11	AP	240005038	Internal Revenue Service	2024-06-28	$278.56
11	AP	240005039	John Hardeman, Trustee	2024-06-28	$1,939.00
11	AP	240005040	Love Beal & Nixon Pc	2024-06-28	$931.26
11	AP	240005041	Mid-Del Public Schools Foundation	2024-06-28	$901.50
11	AP	240005042	Mid-Del Schools	2024-06-28	$6,793.63

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	AP	240005043	MWC ACT	2024-06-28	$26,438.65
11	AP	240005044	OK Tax Commission	2024-06-28	$1,232.27
11	AP	240005046	Philadelphia Life Ins.	2024-06-28	$174.92
11	AP	240005047	Pre-Paid Legal Services	2024-06-28	$30.90
11	AP	240005049	Security Benefit	2024-06-28	$1,200.00
11	AP	240005050	Standard Insurance Company	2024-06-28	$2,362.60
11	AP	240005051	Standard Insurance Company	2024-06-28	$7,893.25
11	AP	240005052	State Educ. Employee Insurance	2024-06-28	$640,656.20
11	AP	240005053	State of Louisiana	2024-06-28	$423.41
11	AP	240005054	Total Wellness LLC	2024-06-28	$110.00
11	AP	240005055	TX Child Support SDU	2024-06-28	$1,700.00
11	AP	240005056	United Way	2024-06-28	$241.66
11	AP	240005058	De Lage Landen Financial Services Inc	2024-06-27	$6,001.73
11	AP	240005059	Jacqueline Woodard	2024-06-27	$30.00
11	AP	240005063	Oklahoma Copier Solutions	2024-06-27	$1,507.99
11	AP	240005064	City Of Midwest City	2024-06-27	$59,459.40
11	AP	240005065	De Lage Landen Financial Services Inc	2024-06-27	$119.84
11	AP	240005067	Minnesota Historical Society	2024-06-27	$425.00
11	AP	240005068	Wal-Mart Allocated	2024-06-27	$52.60
11	AP	240005092	Bank of America, N.A.	2024-06-27	$614.80
11	AP	240005093	Cintas Corporation	2024-06-27	$657.08
11	AP	240005094	Eric Orr	2024-06-27	$25.00
11	AP	240005095	Kenny Rollings	2024-06-27	$25.00
11	AP	240005096	O'Reilly Auto Parts	2024-06-27	$194.77
11	AP	240005097	Sun Coast Resources, Inc	2024-06-27	$13,976.49
11	AP	240005099	Apple Computer Education Sales Sup	2024-06-27	$495.00
11	AP	240005102	Cintas Corporation	2024-06-27	$125.07
11	AP	250000039	Robinson Hoover & Fudge, PLLC	2024-06-26	$1,236.43
11	AP	250000040	Robinson Hoover & Fudge, PLLC	2024-06-28	$1,236.43
11	AP	250000041	Eldorado Motors, LLC	2024-06-29	$231.85
11	AP	250000042	OK Tax Commission	2024-06-29	$1,840.99
11	AP	250000043	Robinson Hoover & Fudge, PLLC	2024-06-29	$13.97
11	AP	250000133	Amazon Capital Services, Inc.	2024-06-29	$264.51
11			June Payroll Checks	2024-06-24	$2,335.67
11			June Payroll Checks	2024-06-25	$13,909.60
11			June Direct Deposit	2024-06-25	$4,495,649.39
11			July Payroll Checks	2024-06-26	$13,719.25
11			July Direct Deposit	2024-06-26	$3,715,119.96
11			July Supplemental Payroll Checks	2024-06-29	$9,784.32
11			July Supplemental Direct Deposit	2024-06-29	$307,885.51

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11			August Payroll Checks	2024-06-28	**$13,782.59**
11			August Direct Deposit	2024-06-28	**$3,410,450.39**
				Total FY24 Fund 11	**$22,496,260.23**

MID-DEL SCHOOL DISTRICT PAYROLL VOID/REPLACEMENT CHECKS & OTHER VOIDS

FY24
FUND 11

Voided Check#	Replaced by Check#	Check Date	Date Voided	Employee Name / Vendor	Amount	Description
240004558		5/23/2024	6/12/2024	Yukon Public Schools	300.00	invoice correction
					$ 300.00	

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
12	WT	2125	Teacher Retirement System	2024-06-25	$22,170.51
12	WT	2126	Teacher Retirement System	2024-06-25	$560.38
12	WT	2127	Teacher Retirement System	2024-06-25	$31,595.11
12	WT	2128	Teachers' Retirement System	2024-06-25	$763.88
12	WT	2129	IRS Payroll Tax Payments-Fed W/H	2024-06-25	$29,073.43
12	WT	2130	IRS Payroll Tax Payments-Fica/Med	2024-06-25	$49,447.44
12	WT	2131	OTC Payroll Tax Payments	2024-06-25	$11,872.92
12	WT	2132	Omni Financial Group, Inc.	2024-06-25	$1,687.99
12	WT	2134	Teacher Retirement System	2024-06-26	$7,971.02
12	WT	2135	Teacher Retirement System	2024-06-26	$54.33
12	WT	2136	Teacher Retirement System	2024-06-26	$11,857.40
12	WT	2138	IRS Payroll Tax Payments-Fed W/H	2024-06-26	$10,383.43
12	WT	2139	IRS Payroll Tax Payments-Fica/Med	2024-06-26	$17,206.38
12	WT	2140	OTC Payroll Tax Payments	2024-06-26	$4,067.68
12	WT	2141	Omni Financial Group, Inc.	2024-06-26	$785.00
12	WT	2145	Teacher Retirement System	2024-06-28	$5,546.49
12	WT	2146	Teacher Retirement System	2024-06-28	$54.33
12	WT	2147	Teacher Retirement System	2024-06-28	$8,479.92
12	WT	2149	IRS Payroll Tax Payments-Fed W/H	2024-06-28	$7,441.38
12	WT	2150	IRS Payroll Tax Payments-Fica/Med	2024-06-28	$12,156.70
12	WT	2151	OTC Payroll Tax Payments	2024-06-28	$2,858.68
12	WT	2152	Omni Financial Group, Inc.	2024-06-28	$785.00
12	WT	2154	IRS Payroll Tax Payments-Fica/Med	2024-06-26	$53.78
12	WT	2155	Teacher Retirement System	2024-06-29	$2,457.92
12	WT	2157	Teacher Retirement System	2024-06-29	$3,335.73
12	WT	2158	Teachers' Retirement System	2024-06-29	$372.24
12	WT	2159	IRS Payroll Tax Payments-Fed W/H	2024-06-29	$11,815.84
12	WT	2160	IRS Payroll Tax Payments-Fica/Med	2024-06-29	$13,009.62
12	WT	2161	OTC Payroll Tax Payments	2024-06-29	$3,023.45
12	EFT	100003	EDUStaff LLC	2024-06-13	$2,212.35
12	EFT	100004	EDUStaff LLC	2024-06-13	$877.20
12	EFT	100005	EDUStaff LLC	2024-06-27	$493.43
12	AP	240004687	Cintas Corporation	2024-06-06	$37.41
12	AP	240004688	Hawk River Investments LLC	2024-06-06	$147.00
12	AP	240004689	Jessica Schuler	2024-06-06	$103.71
12	AP	240004690	Mid-Del Schools	2024-06-06	$279.92
12	AP	240004691	Noel N Malakar	2024-06-06	$1,206.72
12	AP	240004692	Oklahoma Department of Career & Technology	2024-06-06	$2,044.00
12	AP	240004693	Unifirst Holdings, Inc.	2024-06-06	$148.71
12	AP	240004694	US Foodservice-Ok Division	2024-06-06	$466.07

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
12	AP	240004695	W.W. Grainger, Inc.	2024-06-06	$130.96
12	AP	240004696	Warren Products Inc	2024-06-06	$573.73
12	AP	240004697	Westlake Ace Hardware	2024-06-06	$634.33
12	AP	240004727	City Of Del City	2024-06-06	$103.55
12	AP	240004737	Oklahoma Natural Gas Co.	2024-06-06	$205.21
12	AP	240004765	American Fidelity Assurance	2024-06-25	$1,253.89
12	AP	240004766	American Fidelity Assurance	2024-06-25	$6,231.58
12	AP	240004767	American Fidelity Health Services Administration	2024-06-25	$850.00
12	AP	240004772	DHS, Child Support	2024-06-25	$697.66
12	AP	240004780	Mid-Del Public Schools Foundation	2024-06-25	$40.00
12	AP	240004782	Mid-Del Support Employees Association	2024-06-25	$1.02
12	AP	240004784	MWC ACT	2024-06-25	$745.09
12	AP	240004786	Oklahoma Education Association	2024-06-25	$26.98
12	AP	240004793	Standard Insurance Company	2024-06-25	$130.30
12	AP	240004794	Standard Insurance Company	2024-06-25	$837.31
12	AP	240004795	State Educ. Employee Insurance	2024-06-25	$37,608.29
12	AP	240004797	Total Wellness LLC	2024-06-25	$10.00
12	AP	240004803	Bank of America, N.A.	2024-06-11	$11,268.47
12	AP	240004821	OG&E	2024-06-12	$6,555.69
12	AP	240004869	Career-Tech Conference Account	2024-06-12	$25.00
12	AP	240004870	Erin Hurst	2024-06-12	$147.50
12	AP	240004871	ITW Food Equipment Group LLC	2024-06-12	$1,274.00
12	AP	240004872	Meridian Technology Center	2024-06-12	$1,375.00
12	AP	240004873	ODP Business Solutions LLC	2024-06-12	$41.20
12	AP	240004874	Oklahoma Copier Solutions	2024-06-12	$5.65
12	AP	240004875	Oklahoma Copier Solutions	2024-06-12	$218.17
12	AP	240004876	PACE	2024-06-12	$1,698.00
12	AP	240004877	SourceOne Management Services Inc	2024-06-12	$14,733.83
12	AP	240004878	Video Reality	2024-06-12	$425.00
12	AP	240004879	W.W. Grainger, Inc.	2024-06-12	$964.85
12	AP	240004903	CJEBLAKEWELL, LLC	2024-06-13	$20.00
12	AP	240004904	Coxcom LLC	2024-06-13	$382.13
12	AP	240004905	Eureka Water Co.	2024-06-13	$19.89
12	AP	240004906	James Kanske	2024-06-13	$1,000.00
12	AP	240004907	Oklahoma Department of Career & Technology	2024-06-13	$75.00
12	AP	240004908	Ray Albright Steel Products	2024-06-13	$2,458.56
12	AP	240004909	Waste Connections of Oklahoma, Inc	2024-06-13	$982.20
12	AP	240004910	Westlake Ace Hardware	2024-06-13	$48.00
12	AP	240004912	American Fidelity Assurance	2024-06-26	$337.49

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
12	AP	240004913	American Fidelity Assurance	2024-06-26	$3,001.98
12	AP	240004914	American Fidelity Health Services Administration	2024-06-26	$450.00
12	AP	240004926	Mid-Del Public Schools Foundation	2024-06-26	$30.00
12	AP	240004931	MWC ACT	2024-06-26	$737.98
12	AP	240004939	Standard Insurance Company	2024-06-26	$55.74
12	AP	240004940	Standard Insurance Company	2024-06-26	$435.87
12	AP	240004941	State Educ. Employee Insurance	2024-06-26	$14,590.38
12	AP	240004952	Wal-Mart Allocated	2024-06-20	$207.70
12	AP	240004953	CJEBLAKEWELL, LLC	2024-06-20	$53.00
12	AP	240004954	Evans Hardware	2024-06-20	$20.32
12	AP	240004955	Industrial Welding & Tool Supply, LTD	2024-06-20	$1,438.24
12	AP	240004956	Oklahoma Dept Of Career & Technology Education	2024-06-20	$72.00
12	AP	240004957	Simon Gallagher	2024-06-20	$35.00
12	AP	240004958	Synergy Datacom Supply	2024-06-20	$265.64
12	AP	240004959	Warren Products Inc	2024-06-20	$59.90
12	AP	240005018	Amazon Capital Services, Inc.	2024-06-20	$293.13
12	AP	240005019	CT Safety Team	2024-06-20	$150.00
12	AP	240005020	John Day	2024-06-20	$35.00
12	AP	240005021	Oklahoma Department of Career & Technology	2024-06-20	$89.00
12	AP	240005022	SHI International Corp	2024-06-20	$1,184.00
12	AP	240005023	Warren Products Inc	2024-06-20	$801.98
12	AP	240005030	American Fidelity Assurance	2024-06-28	$337.49
12	AP	240005031	American Fidelity Assurance	2024-06-28	$2,408.12
12	AP	240005032	American Fidelity Health Services Administration	2024-06-28	$450.00
12	AP	240005041	Mid-Del Public Schools Foundation	2024-06-28	$30.00
12	AP	240005043	MWC ACT	2024-06-28	$737.98
12	AP	240005050	Standard Insurance Company	2024-06-28	$46.14
12	AP	240005051	Standard Insurance Company	2024-06-28	$395.67
12	AP	240005052	State Educ. Employee Insurance	2024-06-28	$12,075.94
12	AP	240005066	Education Service Special Populations	2024-06-27	$25.00
12	AP	240005068	Wal-Mart Allocated	2024-06-27	$87.91
12	AP	240005069	Blake McCrabb	2024-06-27	$147.50
12	AP	240005070	CJEBLAKEWELL, LLC	2024-06-27	$31.00
12	AP	240005071	De Lage Landen Financial Services Inc	2024-06-27	$23.58
12	AP	240005072	De Lage Landen Financial Services Inc	2024-06-27	$618.85
12	AP	240005073	Eureka Water Co.	2024-06-27	$14.90
12	AP	240005074	Heritage Lawn & Land Scape, LLC	2024-06-27	$1,053.16
12	AP	240005075	Jessica Schuler	2024-06-27	$2,081.10

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
12	**AP**	240005076	OKACTE	2024-06-27	**$400.00**
12	**AP**	240005077	Oklahoma Copier Solutions	2024-06-27	**$2.47**
12	**AP**	240005078	Oklahoma Copier Solutions	2024-06-27	**$91.28**
12	**AP**	240005079	Oklahoma Direct Bore LLC	2024-06-27	**$1,315.00**
12	**AP**	240005105	Oklahoma Natural Gas Co.	2024-06-27	**$377.82**
12	**AP**	240005106	Bank of America, N.A.	2024-06-27	**$313.42**
12	**AP**	240005107	Bank of America, N.A.	2024-06-27	**$7,509.23**
12			June Direct Deposit	2024-06-25	**$249,206.44**
12			July Payroll Checks	2024-06-26	**$324.61**
12			July Direct Deposit	2024-06-26	**$85,367.64**
12			July Supplemental Payroll Checks	2024-06-29	**$10,082.23**
12			July Supplemental Direct Deposit	2024-06-29	**$53,603.58**
12			August Direct Deposit	2024-06-28	**$59,585.80**
				Total FY24 Fund 12	**$885,790.75**

MID-DEL SCHOOL DISTRICT PAYROLL VOID/REPLACEMENT CHECKS & OTHER VOIDS

FY24
FUND 12

Voided Check#	Replaced by Check#	Check Date	Date Voided	Employee Name / Vendor	Amount	Description
240004570		5/23/2024	6/11/2024	OKACTE-STEM	25.00	wrong vendor
					$ 25.00	

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
21	AP	240004698	All Sheet Metal	2024-06-06	$216.00
21	AP	240004700	Carrier Sales & Distribution	2024-06-06	$1,025.46
21	AP	240004702	Citibank N.A.	2024-06-06	$1,373.39
21	AP	240004703	Emsco Electric Supply Co. Inc	2024-06-06	$55.06
21	AP	240004704	Evans Hardware	2024-06-06	$11.77
21	AP	240004705	Ewing Irrigation	2024-06-06	$294.48
21	AP	240004706	H-I-S Paint Mfg Co.	2024-06-06	$453.17
21	AP	240004707	IDN H Hoffman Inc	2024-06-06	$119.62
21	AP	240004708	Locke Supply	2024-06-06	$3,233.71
21	AP	240004709	Logan County Asphalt Co.	2024-06-06	$783.04
21	AP	240004710	Nicoma Park Lumber	2024-06-06	$448.53
21	AP	240004712	Olen Williams Sales & Service	2024-06-06	$276.36
21	AP	240004714	Sherwin-Williams	2024-06-06	$269.80
21	AP	240004715	Tisdells Implements LLC	2024-06-06	$732.72
21	AP	240004716	Voss Lighting	2024-06-06	$289.25
21	AP	240004727	City Of Del City	2024-06-06	$10,202.38
21	AP	240004728	Emsco Electric Supply Co. Inc	2024-06-06	$1,610.00
21	AP	240004737	Oklahoma Natural Gas Co.	2024-06-06	$3,523.82
21	AP	240004738	R Group Inc	2024-06-06	$42,149.45
21	AP	240004800	Bank of America, N.A.	2024-06-11	$35,334.58
21	AP	240004821	OG&E	2024-06-12	$84,538.77
21	AP	240004824	Oklahoma Electric Cooperative	2024-06-12	$4,688.00
21	AP	240004828	Pinnacle Solutions LLC	2024-06-12	$2,189.28
21	AP	240004883	All Sheet Metal	2024-06-12	$160.00
21	AP	240004884	Citibank N.A.	2024-06-12	$226.06
21	AP	240004885	Emsco Electric Supply Co. Inc	2024-06-12	$329.72
21	AP	240004886	Evans Hardware	2024-06-12	$9.29
21	AP	240004887	Independent Penny	2024-06-12	$490.00
21	AP	240004889	Locke Supply	2024-06-12	$461.59
21	AP	240004890	Panco, Inc	2024-06-12	$2,066.00
21	AP	240004891	Star Lighting & Supply, LLC	2024-06-12	$143.58
21	AP	240004892	Tisdells Implements LLC	2024-06-12	$218.85
21	AP	240004893	United Refrigeration, Inc.	2024-06-12	$44.28
21	AP	240004894	Voss Lighting	2024-06-12	$107.10
21	AP	240004895	Waste Connections of Oklahoma, Inc	2024-06-12	$874.80
21	AP	240004896	Waste Management Of Oklahoma	2024-06-12	$199.79
21	AP	240004952	Wal-Mart Allocated	2024-06-20	$189.64
21	AP	240004973	All Sheet Metal	2024-06-20	$265.00
21	AP	240004974	Bradford Supply Industrial	2024-06-20	$259.18
21	AP	240004975	Carrier Sales & Distribution	2024-06-20	$999.00

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
21	**AP**	240004976	Citibank N.A.	2024-06-20	**$2,261.55**
21	**AP**	240004977	H-I-S Paint Mfg Co.	2024-06-20	**$1,534.11**
21	**AP**	240004978	Ice Maker Sales & Service Inc	2024-06-20	**$662.50**
21	**AP**	240004979	IDN H Hoffman Inc	2024-06-20	**$375.57**
21	**AP**	240004980	Independent Penny	2024-06-20	**$1,175.00**
21	**AP**	240004981	Iris Group Holdings LLC	2024-06-20	**$825.00**
21	**AP**	240004982	Johnstone Supply	2024-06-20	**$740.64**
21	**AP**	240004983	Kone, Inc.	2024-06-20	**$4,307.19**
21	**AP**	240004984	Locke Supply	2024-06-20	**$5,135.83**
21	**AP**	240004985	Munch's Supply O'Connor LLC	2024-06-20	**$1,536.69**
21	**AP**	240004986	Nicoma Park Lumber	2024-06-20	**$2,046.60**
21	**AP**	240004987	Oklahoma Dept. Of Environmental Quality	2024-06-20	**$313.96**
21	**AP**	240004988	Oklahoma Security Control Systems Inc	2024-06-20	**$21.00**
21	**AP**	240004989	Re-Man Shack Inc. IV	2024-06-20	**$203.65**
21	**AP**	240004990	Redmont Sign LLC	2024-06-20	**$977.80**
21	**AP**	240004991	Sherwin-Williams	2024-06-20	**$699.35**
21	**AP**	240004992	Silsby Media LLC	2024-06-20	**$350.00**
21	**AP**	240004993	Voss Lighting	2024-06-20	**$1,686.90**
21	**AP**	240005027	Iris Group Holdings LLC	2024-06-20	**$669.00**
21	**AP**	240005080	Bank of America, N.A.	2024-06-27	**$1,491.98**
21	**AP**	240005081	BBM Steel Buildings, Inc.	2024-06-27	**$1,011.40**
21	**AP**	240005082	Home Depot	2024-06-27	**$1,468.92**
21	**AP**	240005083	Emsco Electric Supply Co. Inc	2024-06-27	**$3,513.89**
21	**AP**	240005084	Evans Hardware	2024-06-27	**$53.11**
21	**AP**	240005085	Ice Maker Sales & Service Inc	2024-06-27	**$146.62**
21	**AP**	240005086	Independent Penny	2024-06-27	**$1,150.00**
21	**AP**	240005087	James Kanske	2024-06-27	**$1,367.00**
21	**AP**	240005088	Sherwin-Williams	2024-06-27	**$386.22**
21	**AP**	240005089	Star Lighting & Supply, LLC	2024-06-27	**$1,226.46**
21	**AP**	240005090	United Refrigeration, Inc.	2024-06-27	**$1,792.39**
21	**AP**	240005091	Winsupply of Oklahoma City Co	2024-06-27	**$76.17**
21	**AP**	240005100	Cenergistic LLC	2024-06-27	**$31,018.00**
21	**AP**	240005103	City Of Oklahoma City	2024-06-27	**$1,457.16**
21	**AP**	240005104	Digi Security Systems LLC	2024-06-27	**$4,233.33**
21	**AP**	240005105	Oklahoma Natural Gas Co.	2024-06-27	**$5,572.90**
				Total FY24 Fund 21	**$282,350.41**

MID-DEL SCHOOL DISTRICT PAYROLL VOID/REPLACEMENT CHECKS & OTHER VOIDS

FY24
FUND 21

Voided Check#	Replaced by Check#	Check Date	Date Voided	Employee Name / Vendor	Amount	Description
240004377		5/17/2024	6/19/2024	The ADT Security Corporation	669.00	Vendor Change
					$ 669.00	

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
22	WT	2125	Teacher Retirement System	2024-06-25	$11,086.01
22	WT	2126	Teacher Retirement System	2024-06-25	$10,868.69
22	WT	2127	Teacher Retirement System	2024-06-25	$15,045.20
22	WT	2129	IRS Payroll Tax Payments-Fed W/H	2024-06-25	$7,093.39
22	WT	2130	IRS Payroll Tax Payments-Fica/Med	2024-06-25	$23,323.28
22	WT	2131	OTC Payroll Tax Payments	2024-06-25	$3,032.86
22	WT	2132	Omni Financial Group, Inc.	2024-06-25	$500.00
22	WT	2134	Teacher Retirement System	2024-06-26	$8,535.92
22	WT	2135	Teacher Retirement System	2024-06-26	$9,397.73
22	WT	2136	Teacher Retirement System	2024-06-26	$11,584.48
22	WT	2138	IRS Payroll Tax Payments-Fed W/H	2024-06-26	$5,040.31
22	WT	2139	IRS Payroll Tax Payments-Fica/Med	2024-06-26	$18,287.16
22	WT	2140	OTC Payroll Tax Payments	2024-06-26	$2,057.86
22	WT	2145	Teacher Retirement System	2024-06-28	$8,517.28
22	WT	2146	Teacher Retirement System	2024-06-28	$9,397.64
22	WT	2147	Teacher Retirement System	2024-06-28	$11,559.18
22	WT	2149	IRS Payroll Tax Payments-Fed W/H	2024-06-28	$5,033.23
22	WT	2150	IRS Payroll Tax Payments-Fica/Med	2024-06-28	$18,257.24
22	WT	2151	OTC Payroll Tax Payments	2024-06-28	$2,056.00
22	WT	2155	Teacher Retirement System	2024-06-29	$165.29
22	WT	2156	Teacher Retirement System	2024-06-29	$99.17
22	WT	2157	Teacher Retirement System	2024-06-29	$224.32
22	WT	2159	IRS Payroll Tax Payments-Fed W/H	2024-06-29	$92.42
22	WT	2160	IRS Payroll Tax Payments-Fica/Med	2024-06-29	$532.52
22	WT	2161	OTC Payroll Tax Payments	2024-06-29	$11.00
22	AP	240004717	ABM Industry Groups, LLC	2024-06-06	$10,052.94
22	AP	240004724	Central Oklahoma Winnelson	2024-06-06	$173.94
22	AP	240004726	Cintas Corporation	2024-06-06	$380.25
22	AP	240004729	Evans Hardware	2024-06-06	$104.04
22	AP	240004730	Hagar Restaurant Service, Inc.	2024-06-06	$964.61
22	AP	240004731	J & E Supply & Fastener Co. Inc.	2024-06-06	$648.55
22	AP	240004734	Locke Supply	2024-06-06	$2,145.04
22	AP	240004740	United Refrigeration, Inc.	2024-06-06	$208.96
22	AP	240004765	American Fidelity Assurance	2024-06-25	$241.67
22	AP	240004766	American Fidelity Assurance	2024-06-25	$3,920.38
22	AP	240004775	Faber & Brand LLC	2024-06-25	$831.89
22	AP	240004782	Mid-Del Support Employees Association	2024-06-25	$27.09
22	AP	240004786	Oklahoma Education Association	2024-06-25	$713.90
22	AP	240004793	Standard Insurance Company	2024-06-25	$213.96
22	AP	240004794	Standard Insurance Company	2024-06-25	$507.76

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
22	**AP**	240004795	State Educ. Employee Insurance	2024-06-25	**$26,299.77**
22	**AP**	240004799	United Way	2024-06-25	**$8.00**
22	**AP**	240004812	Evans Hardware	2024-06-12	**$5.64**
22	**AP**	240004816	Hiland Dairy Foods Company, LLC	2024-06-12	**$76,780.66**
22	**AP**	240004828	Pinnacle Solutions LLC	2024-06-12	**$872.00**
22	**AP**	240004831	Timothy S Keith	2024-06-12	**$1,800.00**
22	**AP**	240004901	Hagar Restaurant Service, Inc.	2024-06-13	**$6,763.35**
22	**AP**	240004902	School Nutrition Association of Oklahoma	2024-06-13	**$105.00**
22	**AP**	240004912	American Fidelity Assurance	2024-06-26	**$25.00**
22	**AP**	240004913	American Fidelity Assurance	2024-06-26	**$2,716.08**
22	**AP**	240004921	Faber & Brand LLC	2024-06-26	**$514.73**
22	**AP**	240004929	Mid-Del Support Employees Association	2024-06-26	**$25.09**
22	**AP**	240004933	Oklahoma Education Association	2024-06-26	**$661.20**
22	**AP**	240004939	Standard Insurance Company	2024-06-26	**$180.12**
22	**AP**	240004940	Standard Insurance Company	2024-06-26	**$381.76**
22	**AP**	240004941	State Educ. Employee Insurance	2024-06-26	**$20,496.85**
22	**AP**	240005004	US Foodservice-Ok Division	2024-06-20	**$190,492.82**
22	**AP**	240005005	Wal-Mart Allocated	2024-06-20	**$13.90**
22	**AP**	240005030	American Fidelity Assurance	2024-06-28	**$25.00**
22	**AP**	240005031	American Fidelity Assurance	2024-06-28	**$2,712.69**
22	**AP**	240005050	Standard Insurance Company	2024-06-28	**$179.00**
22	**AP**	240005051	Standard Insurance Company	2024-06-28	**$381.76**
22	**AP**	240005052	State Educ. Employee Insurance	2024-06-28	**$20,450.20**
22			June Direct Deposit	2024-06-25	**$125,538.86**
22			July Direct Deposit	2024-06-26	**$99,842.97**
22			July Supplemental Payroll Checks	2024-06-29	**$172.38**
22			July Supplemental Direct Deposit	2024-06-29	**$2,938.20**
22			August Direct Deposit	2024-06-28	**$100,871.40**
				Total FY24 Fund 22	**$884,187.59**

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
35	**AP**	240004721	Amundsen Commercial Kitchens Inc	2024-06-06	**$10,207.06**
35	**AP**	240004732	Jason Stockton	2024-06-06	**$7,955.00**
35	**AP**	240004736	Midwest City Municipal Authory, A Public Trust	2024-06-06	**$1,787.50**
35	**AP**	240004739	Synergy Datacom Supply	2024-06-06	**$3,127.22**
35	**AP**	240004806	Allied Steel Construction	2024-06-12	**$900.00**
35	**AP**	240004817	IPREO LLC	2024-06-12	**$750.00**
35	**AP**	240004822	Oklahoma Attorney General	2024-06-12	**$405.00**
35	**AP**	240004832	Varsity Brands Holding Co., Inc.	2024-06-12	**$18,788.27**
35	**AP**	240005060	James Kanske	2024-06-27	**$84,200.00**
35	**AP**	240005061	Moody's Investors Service, Inc.	2024-06-27	**$28,000.00**
35	**AP**	240005062	Oklahoma Attorney General	2024-06-27	**$3,118.00**
35	**AP**	240005101	Chickasaw Telecom, Inc.	2024-06-27	**$119,342.40**
				Total FY24 Fund 35	**$278,580.45**

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
36	**AP**	240004819	Merrifield Office and School Supply	2024-06-12	**$8,054.11**
				Total FY24 Fund 36	**$8,054.11**

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
37	**AP**	240004720	All Hours Locksmith	2024-06-06	**$62,550.00**
37	**AP**	240004805	All Hours Locksmith	2024-06-12	**$388,644.00**
37	**AP**	240004899	All Hours Locksmith	2024-06-13	**$47,955.00**
37	**AP**	240004998	All Hours Locksmith	2024-06-20	**$115,926.00**
37	**AP**	240005008	All Hours Locksmith	2024-06-20	**$87,363.00**
37	**AP**	240005057	All Hours Locksmith	2024-06-27	**$145,347.00**
				Total FY24 Fund 37	**$847,785.00**

Warrant Register by Fund

6/01/24 thru 6/30/24

Fund	type	Check Nbr	Vendor/Employee	Chk Date	Line Amt
39	**AP**	240005098	Orr Nissan West	2024-06-27	**$44,999.00**
				Total FY24 Fund 39	**$44,999.00**
				Grand Total June FY24	**$25,728,007.54**

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	2162	Teacher Retirement System	2024-07-25	$62,280.71
11	2163	Teacher Retirement System	2024-07-25	$9,139.54
11	2164	Teacher Retirement System	2024-07-25	$90,072.38
11	2166	IRS Payroll Tax Payments-Fed W/H	2024-07-25	$89,494.81
11	2167	IRS Payroll Tax Payments-Fica/Med	2024-07-25	$137,230.38
11	2168	OTC Payroll Tax Payments	2024-07-25	$33,954.00
11	2169	Omni Financial Group, Inc.	2024-07-25	$7,073.63
11	250000003	Bank of America, N.A.	2024-07-05	$30.50
11	250000004	Austin Carter	2024-07-05	$92.00
11	250000005	Cintas Corporation	2024-07-05	$691.44
11	250000006	Greystone Environmental Services Inc	2024-07-05	$300.00
11	250000007	James Robinson	2024-07-05	$152.00
11	250000008	O'Reilly Auto Parts	2024-07-05	$828.92
11	250000009	Safety-Kleen Systems Inc	2024-07-05	$182.25
11	250000013	Amazon Capital Services, Inc.	2024-07-05	$79.90
11	250000014	CCOSA-Cooperative Council Okla School Admin	2024-07-05	$2,389.00
11	250000015	Graphics 4 the People, LLC	2024-07-05	$1,075.00
11	250000016	Red River Printing Corp	2024-07-05	$4,110.95
11	250000017	Accufax Div., Southwest Inc.	2024-07-05	$141.50
11	250000018	Apptegy, Inc	2024-07-05	$1,500.00
11	250000020	CCOSA-Cooperative Council Okla School Admin	2024-07-05	$3,850.00
11	250000036	SHI International Corp	2024-07-05	$671.44
11	250000038	BancFirst	2024-07-05	$2,980.00
11	250000044	Bank of America, N.A.	2024-07-09	$2,460.00
11	250000047	1EdTech Consortium, Inc	2024-07-11	$4,000.00
11	250000048	Adira LLC	2024-07-11	$71,050.00
11	250000050	Apptegy, Inc	2024-07-11	$79,588.16
11	250000051	Center For Education Law	2024-07-11	$1,000.00
11	250000052	Chickasaw Telecom, Inc.	2024-07-11	$85,285.00
11	250000053	Cintas Corporation	2024-07-11	$138.24
11	250000054	ClassLink	2024-07-11	$46,235.00
11	250000056	First Point Insurance Agency	2024-07-11	$4,376,024.68
11	250000057	Frontline Technologies Group, LLC	2024-07-11	$46,848.97
11	250000058	Institute for Education Innovation	2024-07-11	$4,250.00
11	250000059	Level Data Inc	2024-07-11	$78,440.76
11	250000061	Midwest City Chamber Of Commerce	2024-07-11	$275.00
11	250000063	NAFIS	2024-07-11	$931.13
11	250000064	Oklahoma School Assurance Group	2024-07-11	$154,647.50
11	250000065	Oklahoma Society for Technology in Education, Inc	2024-07-11	$1,000.00
11	250000067	Oklahoma State School Board Association	2024-07-11	$12,171.00
11	250000068	PDQ.Com Corporation	2024-07-11	$1,275.00
11	250000069	Rise Vision Inc	2024-07-11	$5,400.00
11	250000070	SHI International Corp	2024-07-11	$35,600.00
11	250000071	Tyler Technologies, Inc.	2024-07-11	$142,822.05
11	250000072	United Suburban Schools Assoc.	2024-07-11	$2,200.00
11	250000073	Variphy, Inc	2024-07-11	$7,200.00

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	250000075	Cellco Partnership	2024-07-11	$53.71
11	250000076	Choctaw Times LLC	2024-07-11	$145.60
11	250000078	Compliance Resource Group Inc	2024-07-11	$1,725.00
11	250000079	Eureka Water Co.	2024-07-11	$4.99
11	250000082	Oklahoma Assoc Of School Business Officials	2024-07-11	$150.00
11	250000086	Waste Connections of Oklahoma, Inc	2024-07-11	$365.00
11	250000103	Cable Automotive Equipment Inc	2024-07-11	$15,879.00
11	250000104	Cintas Corporation	2024-07-11	$365.14
11	250000105	Compliance Resource Group Inc	2024-07-11	$460.00
11	250000106	Midwest Bus Sales, Inc.	2024-07-11	$7,281.44
11	250000107	Napa Auto Parts	2024-07-11	$205.80
11	250000108	O.A.P.T.	2024-07-11	$500.00
11	250000110	Bark Technologies Inc	2024-07-11	$16,500.00
11	250000111	Chickasaw Telecom, Inc.	2024-07-11	$96,826.00
11	250000112	Choctaw Times LLC	2024-07-11	$35.00
11	250000113	Del City Chamber Of Commerce	2024-07-11	$170.00
11	250000114	Instructure Inc	2024-07-11	$158,112.41
11	250000115	Oklahoma Observer, The	2024-07-11	$60.00
11	250000116	Oklahoma Public School Resource Center	2024-07-11	$2,500.00
11	250000117	Seesaw Learning Inc	2024-07-11	$58,715.04
11	250000118	Severin Intermediate Holdings LLC	2024-07-11	$136,891.00
11	250000119	Tangent Computer Inc.	2024-07-11	$9,660.00
11	250000120	Apple Computer Education Sales Sup	2024-07-11	$178.00
11	250000122	5 Star Student Solutions LLC	2024-07-11	$10,350.00
11	250000123	Ascent Access Solutions LLC	2024-07-11	$100.00
11	250000124	DJC Holdings, LLC	2024-07-11	$8,039.84
11	250000125	Foundations In Learning LLC	2024-07-11	$23,985.00
11	250000126	GraceNotes LLC	2024-07-11	$176.25
11	250000127	IXL Learning, Inc.	2024-07-11	$21,845.00
11	250000128	Multi-Health Systems, Inc	2024-07-11	$243.75
11	250000129	Stericycle	2024-07-11	$113.59
11	250000130	Supplemental Health Care	2024-07-11	$4,695.00
11	250000131	Tab Products Co., LLC	2024-07-11	$342.30
11	250000132	Warren Products Inc	2024-07-11	$841.48
11	250000149	Cintas Corporation	2024-07-18	$1,317.90
11	250000150	Evans Hardware	2024-07-18	$31.49
11	250000151	Johnson Controls Inc	2024-07-18	$1,632.82
11	250000152	O'Reilly Auto Parts	2024-07-18	$1,333.73
11	250000153	ODP Business Solutions LLC	2024-07-18	$157.24
11	250000154	SBC RHC C MWC LP	2024-07-18	$138.46
11	250000155	Amazon Capital Services, Inc.	2024-07-18	$409.72
11	250000156	Carrie Newnam	2024-07-18	$650.70
11	250000157	CommonLit Inc	2024-07-18	$31,050.00
11	250000158	ESGI LLC	2024-07-18	$6,990.00
11	250000159	Follett School Solutions Inc	2024-07-18	$25,503.90
11	250000160	Lexia Learning Systems LLC	2024-07-18	$160,684.00

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	250000161	Lisa Stearman	2024-07-18	$329.00
11	250000162	Lori Hamel	2024-07-18	$329.00
11	250000163	NCS Pearson Inc	2024-07-18	$18,727.80
11	250000164	Pacific Northwest Publishing Inc	2024-07-18	$12,677.90
11	250000165	Patrice Watkins	2024-07-18	$389.00
11	250000166	Renaissance Learning, Inc.	2024-07-18	$81,850.25
11	250000167	Sandra Kilgore	2024-07-18	$329.00
11	250000168	Shandra M Youell	2024-07-18	$329.00
11	250000169	Solution Tree Inc	2024-07-18	$1,490.00
11	250000170	Swivl, Inc	2024-07-18	$1,828.75
11	250000171	Wanda A Force-Miller	2024-07-18	$329.00
11	250000172	Warren Products Inc	2024-07-18	$704.19
11	250000173	CCOSA-Cooperative Council Okla School Admin	2024-07-18	$499.00
11	250000174	Rick Cobb	2024-07-18	$69.50
11	250000175	Tiffany Wood	2024-07-18	$95.14
11	250000177	Waste Connections of Oklahoma, Inc	2024-07-18	$539.60
11	250000178	Casey Longley	2024-07-18	$25.00
11	250000179	Mike Nail	2024-07-18	$100.00
11	250000180	Steven Lugrand	2024-07-18	$25.00
11	250000181	Thomas Littlejohn	2024-07-18	$180.00
11	250000182	American Fidelity Assurance	2024-07-22	$1,927.49
11	250000183	American Fidelity Assurance	2024-07-22	$18,935.55
11	250000184	American Fidelity Health Services Administration	2024-07-22	$725.00
11	250000185	CCOSA-Cooperative Council Okla School Admin	2024-07-22	$263.50
11	250000186	Colonial Life & Accident	2024-07-22	$8.00
11	250000187	DHS, Child Support	2024-07-22	$1,223.01
11	250000188	Mid-Del Public Schools Foundation	2024-07-22	$737.00
11	250000189	Mid-Del Support Employees Association	2024-07-22	$30.00
11	250000190	MWC ACT	2024-07-22	$570.90
11	250000191	Oklahoma Education Association	2024-07-22	$790.50
11	250000192	Oklahoma Employment Security Commission	2024-07-22	$527.80
11	250000193	Philadelphia Life Ins.	2024-07-22	$76.28
11	250000194	Standard Insurance Company	2024-07-22	$446.92
11	250000195	Standard Insurance Company	2024-07-22	$2,797.96
11	250000196	State Educ. Employee Insurance	2024-07-22	$112,894.82
11	250000197	Total Wellness LLC	2024-07-22	$40.00
11	250000198	United Way	2024-07-22	$52.00
11	250000199	Alicia Underwood	2024-07-26	$709.12
11	250000200	American National Red Cross &	2024-07-26	$34.20
11	250000201	NCS Pearson Inc	2024-07-26	$906.05
11	250000213	Cintas Corporation	2024-07-26	$547.71
11	250000214	D&H United Fueling Solutions, Inc	2024-07-26	$510.55
11	250000215	Industrial Welding & Tool Supply, LTD	2024-07-26	$88.01
11	250000216	Midwest Bus Sales, Inc.	2024-07-26	$1,437.48
11	250000217	Napa Auto Parts	2024-07-26	$17.36
11	250000218	Oklahoma Turnpike Authority	2024-07-26	$201.64

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11	250000219	SBC RHC C MWC LP	2024-07-26	$36.62
11	250000220	Tyler Technologies, Inc.	2024-07-26	$23,856.00
11	250000221	Warren Products Inc	2024-07-26	$314.22
11	250000241	Cintas Corporation	2024-07-26	$641.77
11	250000242	O'Reilly Auto Parts	2024-07-26	$286.60
11	250000243	ODP Business Solutions LLC	2024-07-26	$50.75
11	250000244	Ray Clark	2024-07-26	$200.00
11	250000245	Theodore Fracchiolla	2024-07-26	$25.00
11	250000246	Thomas Littlejohn	2024-07-26	$75.00
11	250000248	Cintas Corporation	2024-07-26	$506.62
11	250000249	Complete Grounds Care	2024-07-26	$42,016.59
11	250000250	Cordance Operations LLC	2024-07-26	$72,393.60
11	250000251	De Lage Landen Financial Services Inc	2024-07-26	$6,764.00
11	250000252	eFMLA, Inc.	2024-07-26	$1,795.00
11	250000253	Fuzzell's Calculator Corner Inc	2024-07-26	$160.00
11	250000254	Global Compliance Network, Inc.	2024-07-26	$1,680.00
11	250000255	Incident IQ, LLC	2024-07-26	$74,448.17
11	250000256	MSDSonline, Inc.	2024-07-26	$3,875.07
11	250000257	schoolSAFEid, LLC	2024-07-26	$13,972.00
11	250000258	Veritiv Operating Company	2024-07-26	$53,174.72
11	250000259	Warren Products Inc	2024-07-26	$223.60
11	250000260	Westlake Ace Hardware	2024-07-26	$50.48
11	250000268	Oklahoma Employment Security Commission	2024-07-26	$1,394.02
11	250000270	Voss Lighting	2024-07-26	$4,983.30
11	250000274	American Association of School Personnel	2024-07-30	$650.00
11	250000277	Oklahoma State School Board Association	2024-07-30	$2,775.50
11	250000278	Red Sky Technologies, Inc.	2024-07-30	$1,254.54
11	250000279	Severin Intermediate Holdings LLC	2024-07-30	$12,222.36
11	250000283	ArbiterSports LLC	2024-07-30	$1,125.00
11	250000284	Basics Plus, Inc.	2024-07-30	$2,045.75
11	250000285	DBQ Company, The	2024-07-30	$1,950.00
11	250000286	Eduskills LLC	2024-07-30	$37,840.00
11	250000287	Gold Star Graphics, Inc.	2024-07-30	$3,875.37
11	250000288	Houghton Mifflin Harcourt Publishing Company	2024-07-30	$9,700.00
11	250000289	Oklahoma Department of Career & Technology	2024-07-30	$250.00
11	250000290	RAS Technology Consultants, Inc	2024-07-30	$975.00
11	250000291	Warren Products Inc	2024-07-30	$3,267.20
11	250000292	Waterford Research Institute	2024-07-30	$5,253.00
11	250000314	Bank of America, N.A.	2024-07-30	$346.95
11	250000315	Cintas Corporation	2024-07-30	$667.58
11	250000316	Evans Hardware	2024-07-30	$20.38
11	250000317	O'Reilly Auto Parts	2024-07-30	$522.35
11	250000318	ODP Business Solutions LLC	2024-07-30	$357.44
11	250000320	Larry Carnell II	2024-07-30	$25.00
11	250000321	Sean Nail	2024-07-30	$100.00
11		July Payroll Checks	2024-07-25	$4,242.44

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
11		July Direct Deposit	2024-07-25	**$677,348.14**
			Total FY25 Fund 11	**$7,751,660.25**

MID-DEL SCHOOL DISTRICT PAYROLL VOID/REPLACEMENT CHECKS & OTHER VOIDS

FY25
FUND 11

Voided Check#	Replaced by Check#	Check Date	Date Voided	Employee Name / Vendor		Amount	Description
924020259		6/28/2024	7/24/2024	Glenn Washington		1,224.89	Deceased
924019026		6/26/2024	7/24/2024	Glenn Washington		1,224.89	Deceased
240005035		6/28/2024	7/24/2024	DHS, Child Support		6,369.30	Fix Amount
924020048		6/28/2024	7/24/2024	Terri Willey		3,917.84	Bank Hacked
924020224		6/28/2024	7/24/2024	Jesse Grant		778.82	Fix Amount

$ 13,515.74

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
12	2162	Teacher Retirement System	2024-07-25	$13,399.99
12	2163	Teacher Retirement System	2024-07-25	$482.79
12	2164	Teacher Retirement System	2024-07-25	$18,522.60
12	2165	Teachers' Retirement System	2024-07-25	$412.76
12	2166	IRS Payroll Tax Payments-Fed W/H	2024-07-25	$17,425.54
12	2167	IRS Payroll Tax Payments-Fica/Med	2024-07-25	$27,134.76
12	2168	OTC Payroll Tax Payments	2024-07-25	$6,929.00
12	2169	Omni Financial Group, Inc.	2024-07-25	$900.00
12	2170	Teacher Retirement System	2024-07-25	$356.08
12	2171	Teacher Retirement System	2024-07-25	$483.25
12	2172	IRS Payroll Tax Payments-Fica/Med	2024-07-25	$730.40
12	2173	OTC Payroll Tax Payments	2024-07-25	$170.00
12	250000001	Lauren Holmes	2024-07-05	$680.32
12	250000002	Scott Ringwald	2024-07-05	$745.72
12	250000022	City Of Midwest City	2024-07-05	$1,118.31
12	250000025	Exelon Corporation	2024-07-05	$51.86
12	250000033	Oklahoma Natural Gas Co.	2024-07-05	$164.17
12	250000056	First Point Insurance Agency	2024-07-11	$223,235.98
12	250000077	City Of Del City	2024-07-11	$94.34
12	250000081	OG&E	2024-07-11	$8,367.10
12	250000087	4Imprint, Inc	2024-07-11	$728.22
12	250000088	CDW Government LLC	2024-07-11	$54.20
12	250000089	Choctaw Times LLC	2024-07-11	$35.00
12	250000090	Eureka Water Co.	2024-07-11	$4.99
12	250000091	Hawk River Investments LLC	2024-07-11	$122.00
12	250000092	Industrial Welding & Tool Supply, LTD	2024-07-11	$368.56
12	250000093	James Kanske	2024-07-11	$2,155.00
12	250000094	John Timothy Hast	2024-07-11	$8,000.00
12	250000095	Oklahoma Turnpike Authority	2024-07-11	$6.15
12	250000096	Rebecca Foster	2024-07-11	$147.50
12	250000097	Reed Consulting Group, LLC	2024-07-11	$3,400.00
12	250000098	Southern Computer Warehouse, Inc.	2024-07-11	$382.33
12	250000099	Stiner Brothers LLC	2024-07-11	$48,450.00
12	250000100	University of Texas at Arlington	2024-07-11	$595.00
12	250000101	Voss Lighting	2024-07-11	$490.00
12	250000102	Warren Products Inc	2024-07-11	$82.45
12	250000134	Choctaw Times LLC	2024-07-18	$289.00
12	250000135	Oklahoma Dept Of Career & Technology Education	2024-07-18	$108.00
12	250000182	American Fidelity Assurance	2024-07-22	$916.66
12	250000183	American Fidelity Assurance	2024-07-22	$3,023.65
12	250000184	American Fidelity Health Services Administration	2024-07-22	$400.00
12	250000187	DHS, Child Support	2024-07-22	$536.68
12	250000188	Mid-Del Public Schools Foundation	2024-07-22	$10.00
12	250000189	Mid-Del Support Employees Association	2024-07-22	$1.00
12	250000191	Oklahoma Education Association	2024-07-22	$26.35
12	250000194	Standard Insurance Company	2024-07-22	$71.36

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
12	250000195	Standard Insurance Company	2024-07-22	$400.10
12	250000196	State Educ. Employee Insurance	2024-07-22	$22,178.52
12	250000197	Total Wellness LLC	2024-07-22	$10.00
12	250000202	Sam's Club Direct Comm. Acct.	2024-07-26	$129.96
12	250000203	ASB Classroom LLC	2024-07-26	$199.00
12	250000204	Back40 Design Inc	2024-07-26	$930.00
12	250000205	Coxcom LLC	2024-07-26	$382.13
12	250000206	Del City Chamber Of Commerce	2024-07-26	$170.00
12	250000207	Eureka Water Co.	2024-07-26	$22.35
12	250000208	Mid-Del Schools	2024-07-26	$393.96
12	250000209	Midwest City Chamber Of Commerce	2024-07-26	$275.00
12	250000210	O'Reilly's Auto Parts	2024-07-26	$121.40
12	250000211	SourceOne Management Services Inc	2024-07-26	$14,733.83
12	250000212	W.W. Grainger, Inc.	2024-07-26	$625.72
12	250000263	City Of Midwest City	2024-07-26	$1,065.46
12	250000266	Exelon Corporation	2024-07-26	$37.16
12	250000269	Oklahoma Natural Gas Co.	2024-07-26	$369.25
12	250000271	American Fidelity Assurance	2024-07-25	$87.80
12	250000272	Standard Insurance Company	2024-07-25	$1.60
12	250000273	State Educ. Employee Insurance	2024-07-25	$635.02
12	250000276	Oklahoma Natural Gas Co.	2024-07-30	$171.52
12	250000293	Career-Tech Conference Account	2024-07-30	$85.00
12	250000294	CCOSA-Cooperative Council Okla School Admin	2024-07-30	$75.00
12	250000295	Greater Oklahoma City Chamber of Commerce	2024-07-30	$870.00
12	250000296	Michael D. Brown	2024-07-30	$288.90
12	250000297	OKACTE	2024-07-30	$13,023.00
12	250000319	Brandy Eberle	2024-07-30	$181.89
12		July Payroll Checks	2024-07-25	$4,150.77
12		July Direct Deposit	2024-07-25	$135,468.00
			Total FY25 Fund 12	**$588,891.41**

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
21	250000010	Citibank N.A.	2024-07-05	$106.58
21	250000011	Digi Security Systems LLC	2024-07-05	$1,119.94
21	250000012	Waste Management Of Oklahoma	2024-07-05	$384.18
21	250000022	City Of Midwest City	2024-07-05	$23,012.25
21	250000025	Exelon Corporation	2024-07-05	$1,155.64
21	250000033	Oklahoma Natural Gas Co.	2024-07-05	$3,219.56
21	250000034	Pinnacle Solutions LLC	2024-07-05	$1,939.28
21	250000035	R Group Inc	2024-07-05	$42,149.45
21	250000044	Bank of America, N.A.	2024-07-09	$36,907.39
21	250000046	Bank of America, N.A.	2024-07-09	$1,468.92
21	250000077	City Of Del City	2024-07-11	$9,682.42
21	250000081	OG&E	2024-07-11	$89,405.62
21	250000083	Oklahoma Electric Cooperative	2024-07-11	$1,742.70
21	250000137	Allen Laws	2024-07-18	$254.93
21	250000138	Cherokee Building Materials Inc	2024-07-18	$1,128.00
21	250000139	Citibank N.A.	2024-07-18	$1,048.88
21	250000140	EJ Welch Co Inc	2024-07-18	$389.11
21	250000141	Evans Hardware	2024-07-18	$29.73
21	250000142	Locke Supply	2024-07-18	$1,331.72
21	250000143	Nicoma Park Lumber	2024-07-18	$105.04
21	250000144	Oklahoma C & C Fencing LLC	2024-07-18	$970.05
21	250000145	Oklahoma Security Control Systems Inc	2024-07-18	$18.00
21	250000146	Sherwin-Williams	2024-07-18	$29.84
21	250000147	Silsby Media LLC	2024-07-18	$90.00
21	250000148	USA Fire Extinguisher Co.	2024-07-18	$6,470.95
21	250000176	Kone, Inc.	2024-07-18	$4,307.19
21	250000222	All Sheet Metal	2024-07-26	$105.00
21	250000223	Cherokee Building Materials Inc	2024-07-26	$1,298.42
21	250000224	Citibank N.A.	2024-07-26	$384.73
21	250000225	Emsco Electric Supply Co. Inc	2024-07-26	$2,917.65
21	250000226	Evans Hardware	2024-07-26	$46.78
21	250000227	Ewing Irrigation	2024-07-26	$1,159.67
21	250000228	H-I-S Paint Mfg Co.	2024-07-26	$659.41
21	250000229	IDN H Hoffman Inc	2024-07-26	$50.51
21	250000230	JP Rental LLC	2024-07-26	$570.00
21	250000231	Kone, Inc.	2024-07-26	$344.12
21	250000232	Locke Supply	2024-07-26	$6,938.55
21	250000233	Nicoma Park Lumber	2024-07-26	$396.69
21	250000234	Re-Man Shack Inc. IV	2024-07-26	$599.82
21	250000235	Sherwin-Williams	2024-07-26	$233.13
21	250000236	Star Lighting & Supply, LLC	2024-07-26	$28.23
21	250000237	Summit Fire & Security LLC	2024-07-26	$2,268.00
21	250000238	Tisdells Implements LLC	2024-07-26	$14.97
21	250000239	Titan Audio Visual LLC	2024-07-26	$115.07
21	250000240	United Refrigeration, Inc.	2024-07-26	$14.12
21	250000263	City Of Midwest City	2024-07-26	$20,636.33

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
21	250000264	City Of Oklahoma City	2024-07-26	**$803.86**
21	250000266	Exelon Corporation	2024-07-26	**$415.83**
21	250000269	Oklahoma Natural Gas Co.	2024-07-26	**$5,272.70**
21	250000275	Cenergistic LLC	2024-07-30	**$31,018.00**
21	250000276	Oklahoma Natural Gas Co.	2024-07-30	**$3,335.49**
21	250000298	Bank of America, N.A.	2024-07-30	**$556.94**
21	250000299	Bradford Supply Industrial	2024-07-30	**$59.33**
21	250000300	Citibank N.A.	2024-07-30	**$120.68**
21	250000301	Emsco Electric Supply Co. Inc	2024-07-30	**$33.11**
21	250000302	Evans Hardware	2024-07-30	**$79.03**
21	250000303	Independent Penny	2024-07-30	**$2,750.00**
21	250000304	Irwin Septic Tank Cleaning Plumbing & Repair LLC	2024-07-30	**$4,865.00**
21	250000305	J & E Supply & Fastener Co. Inc.	2024-07-30	**$706.67**
21	250000306	James Kanske	2024-07-30	**$845.00**
21	250000307	Locke Supply	2024-07-30	**$730.87**
21	250000308	Nicoma Park Lumber	2024-07-30	**$466.08**
21	250000309	Oklahoma Security Control Systems Inc	2024-07-30	**$14.00**
21	250000310	Panco, Inc	2024-07-30	**$607.50**
21	250000311	Sherwin-Williams	2024-07-30	**$595.21**
21	250000312	Toucan Productions	2024-07-30	**$353.00**
21	250000313	W.W. Grainger, Inc.	2024-07-30	**$152.90**
			Total FY25 Fund 21	**$321,029.77**

MID-DEL SCHOOL DISTRICT PAYROLL VOID/REPLACEMENT CHECKS & OTHER VOIDS

FY25
FUND 21

Voided Check#	Replaced by Check#	Check Date	Date Voided	Employee Name / Vendor		Amount	Description
240005082		6/27/2024	7/9/2024	Home Depot		$ 1,468.92	Wrong Vendor

$ 1,468.92

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
22	2162	Teacher Retirement System	2024-07-25	**$2,403.78**
22	2163	Teacher Retirement System	2024-07-25	**$1,245.44**
22	2164	Teacher Retirement System	2024-07-25	**$3,262.25**
22	2166	IRS Payroll Tax Payments-Fed W/H	2024-07-25	**$2,035.94**
22	2167	IRS Payroll Tax Payments-Fica/Med	2024-07-25	**$4,760.14**
22	2168	OTC Payroll Tax Payments	2024-07-25	**$970.00**
22	2169	Omni Financial Group, Inc.	2024-07-25	**$250.00**
22	250000019	Bradford Supply Industrial	2024-07-05	**$3,046.41**
22	250000021	Central Oklahoma Winnelson	2024-07-05	**$1,000.00**
22	250000023	Emsco Electric Supply Co. Inc	2024-07-05	**$7,187.61**
22	250000024	Evans Hardware	2024-07-05	**$63.12**
22	250000026	Hagar Restaurant Service, Inc.	2024-07-05	**$1,071.36**
22	250000027	Hiland Dairy Foods Company, LLC	2024-07-05	**$13,115.79**
22	250000029	ITW Food Equipment Group LLC	2024-07-05	**$2,446.30**
22	250000030	J & E Supply & Fastener Co. Inc.	2024-07-05	**$1,662.51**
22	250000031	Johnstone Supply	2024-07-05	**$1,399.87**
22	250000032	Locke Supply	2024-07-05	**$885.22**
22	250000034	Pinnacle Solutions LLC	2024-07-05	**$872.00**
22	250000037	United Refrigeration, Inc.	2024-07-05	**$1,999.79**
22	250000056	First Point Insurance Agency	2024-07-11	**$711.63**
22	250000059	Level Data Inc	2024-07-11	**$13,057.80**
22	250000060	Lori Clymer	2024-07-11	**$2,975.00**
22	250000066	Oklahoma State Dept of Health	2024-07-11	**$2,625.00**
22	250000085	US Foodservice-Ok Division	2024-07-11	**$2,708.87**
22	250000182	American Fidelity Assurance	2024-07-22	**$216.67**
22	250000183	American Fidelity Assurance	2024-07-22	**$957.19**
22	250000189	Mid-Del Support Employees Association	2024-07-22	**$2.00**
22	250000191	Oklahoma Education Association	2024-07-22	**$52.70**
22	250000194	Standard Insurance Company	2024-07-22	**$27.38**
22	250000195	Standard Insurance Company	2024-07-22	**$63.60**
22	250000196	State Educ. Employee Insurance	2024-07-22	**$5,034.18**
22	250000198	United Way	2024-07-22	**$8.00**
22		July Direct Deposit	2024-07-25	**$24,885.10**
			Total FY25 Fund 22	**$103,002.65**

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
23	250000136	Willowbrook, Inc.	2024-07-18	**$30,597.72**
			Total FY25 Fund 23	**$30,597.72**

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
35	250000028	Imagenet Consulting LLC	2024-07-05	**$52,954.78**
35	250000044	Bank of America, N.A.	2024-07-09	**$799.80**
35	250000049	Apple Inc.	2024-07-11	**$265,825.00**
35	250000055	Fireplace Inc	2024-07-11	**$2,940.00**
35	250000062	Mosyle Corporation	2024-07-11	**$63,288.00**
35	250000070	SHI International Corp	2024-07-11	**$10,733.20**
35	250000084	Synergy Datacom Supply	2024-07-11	**$223.00**
35	250000109	BancFirst	2024-07-11	**$1,000.00**
35	250000121	BOK Financial Securities Inc	2024-07-11	**$28,667.00**
35	250000247	Chickasaw Telecom, Inc.	2024-07-26	**$19,181.25**
35	250000262	Chickasaw Telecom, Inc.	2024-07-26	**$30,400.58**
35	250000267	James Kanske	2024-07-26	**$43,800.00**
35	250000280	Synergy Datacom Supply	2024-07-30	**$4,911.93**
35	250000281	Thompson School Bk Depository	2024-07-30	**$36,730.35**
35	250000282	Varsity Brands Holding Co., Inc.	2024-07-30	**$21,239.54**
			Total FY25 Fund 35	**$582,694.43**

Warrant Register by Fund
7/01/24 thru 7/31/24

Fund	Check Nbr	Vendor/Employee	Chk Date	Line Amt
37	250000074	All Hours Locksmith	2024-07-11	**$12,750.00**
37	250000080	IDN H Hoffman Inc	2024-07-11	**$17,702.40**
37	250000261	All Hours Locksmith	2024-07-26	**$55,630.00**
37	250000262	Chickasaw Telecom, Inc.	2024-07-26	**$242,668.75**
37	250000265	Cook's Fence & Iron Co, Inc	2024-07-26	**$236,562.00**
			Total FY25 Fund 37	**$565,313.15**
			Grand Total July FY25	**$9,943,189.38**

Mid-Del Schools 2024 Lease Revenue Bond Payments Fund 09
Expenses Reported to Mid-Del Schools July 1, 2024 thru July 31, 2024

VENDOR NAME	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
MA & Architecture, L	33,781.85	480	3A(4423E20)	Architectural Srvs FY24	7/5/2024
MA & Architecture, L	29,409.00	481	3B(4223E18)	Architectural Srvs FY24	7/5/2024
Willowbrook, Inc	1,730.88	482	1022A	Constr Mgmt Fees CAHS PAC	7/5/2024
Willowbrook, Inc	1,720.19	483	1022C	Constr Mgmt Fees MCHS PAC	7/5/2024
Willowbrook, Inc	1,735.47	484	1022B	Constr Mgmt Fees DCHS PAC	7/5/2024
Larson Design Group	146,122.02	485	129555 & 130072	Architectural Srvs FY24	7/5/2024
Larson Design Group	44,841.05	486	130074	Architectural Srvs FY24	7/5/2024
Larson Design Group	27,690.61	487	130073	Architectural Srvs FY24	7/5/2024
Smith Roberts Baldis	2,800.00	518	55728	Civil Eng Srvs FY24	7/5/2024
Smith Roberts Baldis	2,500.00	519	55730	Civil Eng Srvs FY24	7/5/2024
Smith Roberts Baldis	1,400.00	520	55734	Civil Eng Srvs FY24	7/5/2024
	293,731.07				

Mid-Del Schools 2024 Lease Revenue Bond Payments Fund 09

Expenses Reported to Mid-Del Schools February 21, 2024 thru July 31, 2024

VENDOR NAME	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
Bancfirst Annual Fee	6,500.00	ACH	Annual Trustee Fee	Annual Trustee Fee	2/21/2024
Bancfirst Acceptance Fee	8,000.00	ACH	Acceptance Fee	Acceptance Fee	2/21/2024
Build American Mutual	1,303,340.67	ACH	Policy # 2024B0143	Cost of Issuance	2/21/2024
Standard & Poor's	135,500.00	ACH	Inv# 11468230	Cost of Issuance	2/21/2024
D A Davidson & Co	30,052.64	ACH	Cost of Issuance	Cost of Issuance	2/21/2024
BOK Financial Securities	583,237.50	ACH	Inv DTD 2/21/2024	Cost of Issuance	2/21/2024
J Kelly Work, Esquire	194,412.42	ACH	Inv DTD 2/21/2024	Professional Servicws	2/21/2024
Floyd & Driver PLLC	586,237.50	ACH	Inv #202403 DTD 2/19/2024	0	2/21/2024
School Legal Services	5,000.00	ACH	Inv DTD 2/21/2024	Professional Servicws	2/21/2024
Moody's Invenstor Service	121,500.00	ACH	Inv# PO457587	bvcx	2/22/2024
Kutak Rock LLP	125,000.00	ACH	Inv# 3352063	Cost of Issuance	2/23/2024
Michael Mccoy Arc	14,325.19	1735	CAHSPAC1	Architectural Srvs FY24	3/25/2024
Michael Mccoy Arc	15,367.00	1736	DCHSPAC1	Architectural Srvs FY24	3/25/2024
Michael Mccoy Arc	14,692.40	1734	MCHSPAC1	Architectural Srvs FY24	3/25/2024
Willowbrook, Inc	11,700.00	594	1010C	Survey Fees FY24	4/4/2024
Willowbrook, Inc	6,900.00	595	1010B	Survey Fees FY24	4/4/2024
Willowbrook, Inc	13,500.00	596	1010A	Survey Fees FY24	4/4/2024
Willowbrook, Inc	10,200.00	593	1010D	Survey Fees FY24	4/4/2024
Willowbrook, Inc	35,450.00	590	1010G	Survey Fees FY24	4/4/2024
Willowbrook, Inc	2,046.46	586	1011A	Constr Mgmt Fees CAHS PAC	4/4/2024
Willowbrook, Inc	2,195.29	585	1011B	Constr Mgmt Fees DCHS PAC	4/4/2024
Willowbrook, Inc	2,091.42	584	1011C	Constr Mgmt Fees MCHS PAC	4/4/2024
Willowbrook, Inc	13,250.00	591	1010F	Survey Fees FY24	4/4/2024
Willowbrook, Inc	7,750.00	592	1010E	Survey Fees FY24	4/4/2024
MA & Architecture, L	21,335.91	583	1A	Architectural Srvs FY24	4/4/2024
MA & Architecture, L	5,581.80	582	1B	Architectural Srvs FY24	4/4/2024
MA & Architecture, L	29,409.00	581	1C	Architectural Srvs FY24	4/4/2024
MA & Architecture, L	10,473.36	578	1F	Architectural Srvs FY24	4/4/2024
Willowbrook, Inc	13,500.00	589	1010H	Survey Fees FY24	4/4/2024
MA & Architecture, L	12,665.32	580	1D	Architectural Srvs FY24	4/4/2024
Willowbrook, Inc	18,500.00	587	1010J	Survey Fees FY24	4/4/2024
MA & Architecture, L	10,473.36	579	1E	Architectural Srvs FY24	4/4/2024
Willowbrook, Inc	13,500.00	588	1010I	Survey Fees FY24	4/4/2024
Larson Design Group	94,148.07	333	127939/128489/128949	Architectural Srvs FY24	5/21/2024

Mid-Del Schools 2024 Lease Revenue Bond Payments Fund 09

Expenses Reported to Mid-Del Schools February 21, 2024 thru July 31, 2024

VENDOR NAME	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
Larson Design Group	87,673.21	332	127851/128491/128948	Architectural Srvs FY24	5/21/2024
Larson Design Group	22,420.53	331	127940/129557	Architectural Srvs FY24	5/21/2024
MA & Architecture, L	113,791.52	329	#2 4423E20	Architectural Srvs FY24	5/21/2024
MA & Architecture, L	29,409.00	330	#2 4423E18	Architectural Srvs FY24	5/21/2024
MA & Architecture, L	33,781.85	480	3A(4423E20)	Architectural Srvs FY24	7/5/2024
MA & Architecture, L	29,409.00	481	3B(4223E18)	Architectural Srvs FY24	7/5/2024
Willowbrook, Inc	1,730.88	482	1022A	Constr Mgmt Fees CAHS PAC	7/5/2024
Willowbrook, Inc	1,720.19	483	1022C	Constr Mgmt Fees MCHS PAC	7/5/2024
Willowbrook, Inc	1,735.47	484	1022B	Constr Mgmt Fees DCHS PAC	7/5/2024
Larson Design Group	146,122.02	485	129555 & 130072	Architectural Srvs FY24	7/5/2024
Larson Design Group	44,841.05	486	130074	Architectural Srvs FY24	7/5/2024
Larson Design Group	27,690.61	487	130073	Architectural Srvs FY24	7/5/2024
Smith Roberts Baldis	2,800.00	518	55728	Civil Eng Srvs FY24	7/5/2024
Smith Roberts Baldis	2,500.00	519	55730	Civil Eng Srvs FY24	7/5/2024
Smith Roberts Baldis	1,400.00	520	55734	Civil Eng Srvs FY24	7/5/2024
	4,024,860.64				

Mid-Del Schools 2024 Lease Revenue Bond Payments Fund 09
Expenses Reported to Mid-Del Schools June 1, 2024 thru June 30, 2024

VENDOR NAME	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
No Activity June 1 through June 30, 2024					

Mid-Del Schools 2024 Lease Revenue Bond Payments Fund 09

Expenses Reported to Mid-Del Schools February 21, 2024 thru June 30, 2024

VENDOR NAME	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
Bancfirst Annual Fee	6,500.00	ACH	Annual Trustee Fee	Annual Trustee Fee	2/21/2024
Bancfirst Acceptance Fee	8,000.00	ACH	Acceptance Fee	Acceptance Fee	2/21/2024
Build American Mutual	1,303,340.67	ACH	Policy # 2024B0143	Cost of Issuance	2/21/2024
Standard & Poor's	135,500.00	ACH	Inv# 11468230	Cost of Issuance	2/21/2024
D A Davidson & Co	30,052.64	ACH	Cost of Issuance	Cost of Issuance	2/21/2024
BOK Financial Securities	583,237.50	ACH	Inv DTD 2/21/2024	Cost of Issuance	2/21/2024
J Kelly Work, Esquire	194,412.42	ACH	Inv DTD 2/21/2024	Professional Servicws	2/21/2024
Floyd & Driver PLLC	586,237.50	ACH	Inv #202403 DTD 2/19/2024	0	2/21/2024
School Legal Services	5,000.00	ACH	Inv DTD 2/21/2024	Professional Servicws	2/21/2024
Moody's Invenstor Service	121,500.00	ACH	Inv# PO457587	bvcx	2/22/2024
Kutak Rock LLP	125,000.00	ACH	Inv# 3352063	Cost of Issuance	2/23/2024
Michael Mccoy Arc	14,325.19	1735	CAHSPAC1	Architectural Srvs FY24	3/25/2024
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Michael Mccoy Arc	14,692.40	1734	MCHSPAC1	Architectural Srvs FY24	3/25/2024
Willowbrook, Inc	11,700.00	594	1010C	Survey Fees FY24	4/4/2024
Willowbrook, Inc	6,900.00	595	1010B	Survey Fees FY24	4/4/2024
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Willowbrook, Inc	10,200.00	593	1010D	Survey Fees FY24	4/4/2024
Willowbrook, Inc	35,450.00	590	1010G	Survey Fees FY24	4/4/2024
Willowbrook, Inc	2,046.46	586	1011A	Constr Mgmt Fees CAHS PAC	4/4/2024
Willowbrook, Inc	2,195.29	585	1011B	Constr Mgmt Fees DCHS PAC	4/4/2024
Willowbrook, Inc	2,091.42	584	1011C	Constr Mgmt Fees MCHS PAC	4/4/2024
Willowbrook, Inc	13,250.00	591	1010F	Survey Fees FY24	4/4/2024
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MA & Architecture, L	21,335.91	583	1A	Architectural Srvs FY24	4/4/2024
MA & Architecture, L	5,581.80	582	1B	Architectural Srvs FY24	4/4/2024
MA & Architecture, L	29,409.00	581	1C	Architectural Srvs FY24	4/4/2024
MA & Architecture, L	10,473.36	578	1F	Architectural Srvs FY24	4/4/2024
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Willowbrook, Inc	13,500.00	588	1010I	Survey Fees FY24	4/4/2024
Larson Design Group	94,148.07	333	127939/128489/128949	Architectural Srvs FY24	5/21/2024

Mid-Del Schools 2024 Lease Revenue Bond Payments Fund 09

Expenses Reported to Mid-Del Schools February 21, 2024 thru June 30, 2024

VENDOR NAME	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
Larson Design Group	87,673.21	332	127851/128491/128948	Architectural Srvs FY24	5/21/2024
Larson Design Group	22,420.53	331	127940/129557	Architectural Srvs FY24	5/21/2024
MA & Architecture, L	113,791.52	329	#2 4423E20	Architectural Srvs FY24	5/21/2024
MA & Architecture, L	29,409.00	330	#2 4423E18	Architectural Srvs FY24	5/21/2024
	3,731,129.57				

Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Jacqueline Woodard
Chief Financial Officer

To: The Board of Education and Dr. Rick Cobb

From: Jacqueline Woodard, Chief Financial Officer JW
Tara Williams, Finance Coordinator TW

Date: August 12, 2024

Subj: School Activity Funds: Transfers within the Bank

In accordance with Oklahoma Statutes, Title 70-5-129, the Board of Education, at the beginning of each fiscal year and as needed during each fiscal year, shall approve all school activity fund sub-accounts, all sub-account fundraising activities, and all purposes for which the monies collected in each sub-account can be expended. Provided, the Board of Education may direct by written resolution that any balance in excess of the amount needed to fulfill the function or purpose of which an account was established may be transferred to another account by the custodian.

To comply with statutory provisions Transfers within the Bank are being presented for your approval. If you have any questions please let me know.

JW/RL

SCHOOL ACTIVITY FUND TRANSFERS
August 12, 2024

SITE	ACTIVITY FUND TRANSFERS	BRIEF ACTIVITY DESCRIPTION	GROSS AMOUNT	DEBIT/CREDIT
Mid-Del Technology (65/015)	FROM: BD&T	EOY TRANSFERS FY 24-25	$11,500.00	D
	TO: GENERAL		$11,500.00	C
	FROM:BD&T	EOY TRANSFERS FY 24-25	$18,900.00	D
	TO: HOSPITALITY		$18,900.00	C

$30,400.00
$15,200.00

Dr. Rick Cobb
Superintendent

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(405) 737-4461

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P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mrs. Jacqueline Woodard
Chief Financial Officer

To: The Board of Education and Dr. Rick Cobb

From: Mrs. Jacqueline Woodard, Chief Financial Officer

Re: Blanket Position Salary Reserves FY 2024-2025

Date: August 12th, 2024

Blanket Position Salary Reserves cover personnel who are not under regular contracts. These include, but are not limited to substitutes, tutors, security guards, crossing guards, and stipends for curriculum development. The positions on the attached list are presented for approval as Blanket Position Salary Reserves for 2024-2025.

The amounts listed on the reserves are based on projections from prior year expenditures and anticipated programs at this time. The reserve amounts will be included in the budget under the appropriate account codes for the various projects.

Please note that some amounts may be (-). This minus represents a reduction in the original reserve amount. The person overseeing this project has requested this reduction.

I request Board approval because I cannot encumber them through payroll individually or pay them through Accounts Payable. This method is the only way I can bring to your attention, for approval, the types of employees whom you would not likely see except as a part of all other total payroll expenditures. Please note that these reserves are not required by law, but as practice for budgeting reasons. By reserving monies for expenditures, district staff who manage budgets will reserve these monies within their budgets and avoid overspending their projects.

If you have any questions, please let me know. Thank you.

MID-DEL SCHOOL DISTRICT
Blanket Position Salary Reserves

Period: **7/01/2024**
7/31/2024

Reserve#		Position Description	Amount ($)	Project
2025	80	Non-Instructional Training School Improvement	1,000.00	515-SCHOOL SUPPORT
2025	81	School Improvement Parent Trainer	7,500.00	515-SCHOOL SUPPORT
2025	82	Class Coverage - School Improvement	2,000.00	515-SCHOOL SUPPORT
2025	83	Instructional Training - School Improvement	15,000.00	515-SCHOOL SUPPORT
2025	84	School Improvement Tutors	15,000.00	515-SCHOOL SUPPORT
2025	85	Title II Classroom Cover	10,000.00	541-TRAINING & RECRUITMENT
2025	86	Title IIA Non-Instructional Training	10,000.00	541-TRAINING & RECRUITMENT
2025	87	Class Coverage - RSA	5,000.00	367-READING SUFFICIENCY
2025	88	Professional Development - RSA	25,000.00	367-READING SUFFICIENCY
2025	89	Title III LEP Tutors	20,000.00	572-LANGUAGE-ACQUIS/ENHACEMENT
2025	90	Title I Non-Instructional Training	5,000.00	511-TITLE I PART-A BASIC PROG
2025	91	Title I Training	50,000.00	511-TITLE I PART-A BASIC PROG
2025	92	Title I Tutors	175,000.00	511-TITLE I PART-A BASIC PROG
2025	93	EL Tutors	32,000.00	031-ESL-BILINGUAL ED
2025	94	EL Interpreter	1,000.00	031-ESL-BILINGUAL ED
2025	95	Title I Classroom Cover for Title I PD	4,000.00	511-TITLE I PART-A BASIC PROG
2025	96	Title IIA Training	150,000.00	541-TRAINING & RECRUITMENT
2025	97	Title I Parent Trainer	7,500.00	511-TITLE I PART-A BASIC PROG
2025	98	Certificate Reimbursement	472.00	616-SUBJECT AREA CERTIFICATE EXAM

Dr. Rick Cobb
Superintendent

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(405) 737-4461

Mailing Address:
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Midwest City, OK 73140
Fax: (405) 739-1615

Mrs. Jacqueline Woodard
Chief Financial Officer

To: The Board of Education and Dr. Rick Cobb

From: Mrs. Jacqueline Woodard, Chief Financial Officer

Re: Blanket Position Salary Reserves FY 2023-2024

Date: August 12th, 2024

Blanket Position Salary Reserves cover personnel who are not under regular contracts. These include, but are not limited to substitutes, tutors, security guards, crossing guards, and stipends for curriculum development. The positions on the attached list are presented for approval as Blanket Position Salary Reserves for 2023-2024.

The amounts listed on the reserves are based on projections from prior year expenditures and anticipated programs at this time. The reserve amounts will be included in the budget under the appropriate account codes for the various projects.

Please note that some amounts may be (-). This minus represents a reduction in the original reserve amount. The person overseeing this project has requested this reduction.

I request Board approval because I cannot encumber them through payroll individually or pay them through Accounts Payable. This method is the only way I can bring to your attention, for approval, the types of employees whom you would not likely see except as a part of all other total payroll expenditures. Please note that these reserves are not required by law, but as practice for budgeting reasons. By reserving monies for expenditures, district staff who manage budgets will reserve these monies within their budgets and avoid overspending their projects.

If you have any questions, please let me know. Thank you.

MID-DEL SCHOOL DISTRICT
Blanket Position Salary Reserves

Period: **7/01/2024**
7/31/2024

Reserve#		Position Description	Amount ($)	Project

MID-DEL SCHOOL DISTRICT
Blanket Position Salary Reserves
Increases/Decreases to Current Reserves

2024	79	MDTC Instructor Travel w/ Student	175.00	419-FORMULA OPERATIONS
2024	81	MDTC Teacher Training	114.00	419-FORMULA OPERATIONS
2024	82	MDTC CNA Supervisor	1,410.00	419-FORMULA OPERATIONS
2024	85	MDTC Security	1,887.50	419-FORMULA OPERATIONS
2024	111	MDTC - ACD Testing	360.00	441-SHORT-TERM ADULT
2024	112	MDTC - ACD RN Testing	661.00	441-SHORT-TERM ADULT
2024	116	MDTC Secretary - Receptionist	2,220.00	419-FORMULA OPERATIONS

Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Jacqueline Woodard
Chief Financial Officer

To: The Board of Education and Dr. Rick Cobb, Superintendent

From: Jacqueline Woodard, Chief Financial Officer
Andra Gilkey, Executive Director Secondary Instruction

Re: 4th year of a 5 Year Proposal from Jostens to furnish Graduation Announcements, Diploma Covers, Inserts, Caps, Gowns, Hoods and Class Rings for the 2024-2025 School Year Mid-Del Project #1612 (extension)

Date: August 12, 2024

After meeting with high school principals, we recommend Midwest Trophies/Jostens to furnish senior graduation announcements, diploma covers, inserts, caps, gowns, hoods, and class rings for the 2024-2025 school year. This will be the 4th year of a 5 year proposal. Attached is a recap of the-five year proposal returned by the vendor.

This 5 year proposal will give the parents and students the best pricing and products while giving back to each high school site. We request approval of this proposal from Midwest Trophies/Jostens for the 2024-2025 school year.

Please let us know if you have any questions.

Senior Announcements, Diploma Covers, Inserts, Caps, Gowns, Hoods, and Class Rings
Midwest City-Del City Schools Bid #1612 (extended)
2024-2025
4th year of a 5 year agreement
August 12, 2024

Item	2024-2025 Jostens
SENIOR ANNOUNCEMENTS	
Announcements Tri fold, 3 Color, 2 Envelopes	**$ .89/Each**
Name Cards (100)	**$ 12.00**
Corrections	**No Charge**
	No late charges for new students **All Valedictorian Medals will be provided as needed** **Free gratis orders for students w/financial needs**
DIPLOMA COVERS, INSERTS:	
High School Diploma Cover, Each	**$ 4.25** **(Shipping non-applicable)**
High School Diploma Insert, Each	**$ 1.95** **(Shipping non-applicable)**
STUDENT CAPS, GOWNS AND HOODS:	
Cap, Gown, Tassel	**$ 29.95** **Shipping Free** **No Deadline – Starting December 16, 2024, the price will increase $10.00 per month plus shipping and handling.** **No Restocking Fee**
FACULTY RENTAL FEES:	
Bachelor Cap & Gown: Hood:	**$ 23.40 w/shipping** **No Deadline (all orders due by December 16, 2024)** **No Late Fees**
Masters Cap & Gown: Hood:	**$ 24.98 w/shipping** **No Deadline (all orders due by December 16, 2024)** **No Late Fees**
Doctors Cap & Gown: Hood:	**$ 33.32 w/shipping** **No Deadline (all orders due by December 16, 2024)** **No Late Fees**
CLASS RINGS:	
Jumbo Boys Traditional	**$ 399.95-10K** **$ 79.95-Alloy** **Pennywt. 9.0 to 13.0**
Standard Boys Traditional	**$ 299.95-10K** **$ 79.95-Alloy** **Pennywt. 7.5 to 10**
Standard Girls Traditional	**$ 279.95-10K** **$ 69.95-Alloy** **Pennywt. 3.5 to 5.0**
Petite Girls Traditional	**$ 199.95-10K** **$ 69.95-Alloy** **Pennywt. 2.0 to 3.5**
Commission to be paid:	
Carl Albert High	**$ 5,000.00**
Del City High	**$ 5,000.00**
Midwest City High	**$ 5,000.00**

TOTAL SERVICE PROGRAM

Jostens and Mid-Del School District, located in the City of Midwest City, with the consent and approval of the Administration agree as follows:

1. Jostens will provide reserved production time for the manufacturing of your school's products.
2. Jostens guarantees all delivered products to be fee from defects in workmanship and materials and to be of the high quality standard described on its orders and on the invoices under which they are sold. Any defective merchandise will be repaired or replaced with no charge.
3. Based on the individual order dates, Jostens. agrees to deliver your school's products in a timely manner.
4. Both parties, to ensure the customer's complete satisfaction, will review this agreement annually. The annual review will include a discussion of products, prices and services. The school and or district office may terminate the contract at the end of any year.
5. Jostens will extend this agreement for products listed below for school years:
   2024 to 2025.

   - Class Rings – Exclusive supplier all classes
   - Announcements and keepsakes
   - Diplomas
   - Caps and Gowns

6. Remarks:
   This is the 4th year of a 5year agreement all pricing will stay the same
7. This agreement is approved by the following school officials who are so delegated by the school and whose signatures appear below:

_____	Mid-Del Public Schools
Signature	School Name
_____	7217 SE 15th St
Printed Name	Street Address
	Midwest City, OK 73110
	City, State, Zip
_____	_____
Date	Rep Signature

Dr. LaShonda Broiles
Deputy Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461 x1225
lbroiles@mid-del.net

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1754

To: Oklahoma State Board of Education
Oklahoma State Superintendent of Public Instruction, Ryan Walters

From: Dr. LaShonda Broiles, Deputy Superintendent L.B.

Date: August 12, 2024

Re: Request a Waiver for Flexibility of Allocated Textbook Funds

We request your approval for a waiver which would allow FY25 state textbook funds to be used for other general fund expenses, specifically certified teachers' salaries. According to 70 O.S. § 16-114a section B, "A school district seeking flexibility in the use of state-appropriated funding allocated pursuant to this section for textbooks shall be required to demonstrate to the State Board of Education that the textbooks and instructional materials used by the district for the subject areas being considered in the current textbook adoption cycle are current and appropriate for student learning." The bullet points below demonstrate that Mid-Del Public Schools has identified alternative resources to purchase and maintain textbooks.

- In the current Bond package which was approved by Mid-Del voters in October 2017, $9,000,000 is designated for textbooks, library books, and instructional materials.
- Money passed in a bond issue must be spent toward the purchases voted upon by the voters.
- In FY19, Mid-Del spent $1,056,871.66 in Bond funds on new Math textbooks in the adoption cycle and on updated AP textbooks.
- In FY20, Mid-Del spent $383,087.58 on Social Studies textbooks for K-12 students and additional textbooks to add to previously purchased classroom sets to enable students to have individual copies of current textbooks.
- In FY21, Mid-Del spent $1,214,548.67 for Science textbooks and materials for K-12 and was able to use ESSER funds instead of bond funds, thereby conserving bond funds for future textbook expenditures.
- In FY22, Mid-Del spent $1,248,021.12 on Elementary ELA curriculum and Computer Science and Education Technology to remain current on the textbook adoption cycle.
- In FY23, Mid-Del spent $858,675.75 on Secondary ELA curriculum and will spend an additional $73,943.11 in FY24 to remain current on the textbook adoption cycle.
- In FY24, Mid-Del spent $800,000 on Math curriculum and will spend an additional $774,144.63 in FY25 to remain current on the textbook adoption cycle.

We appreciate your consideration of this flexibility which allows us to meet both the textbook needs of our students and the salaries needed to meet class size targets.

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

for 20 24 – 20 25 school year

OKLAHOMA
COUNTY

MID-DEL
SCHOOL DISTRICT

7217 SE 15TH STREET, MIDWEST CITY, OK 73110
SCHOOL DISTRICT MAILING ADDRESS

MID-DEL PUBLIC SCHOOLS
NAME OF SITE

PRINCIPAL SIGNATURE* DATE

PRINCIPAL SIGNATURE* DATE

PRINCIPAL SIGNATURE* DATE

DR. RICK COBB
SUPERINTENDENT NAME (PLEASE PRINT)

rcobb@mid-del.net
SUPERINTENDENT E-MAIL ADDRESS

SUPERINTENDENT SIGNATURE* 08/12/2024 DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on August 12 , 2024

BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

NOTARY DATE

COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived:
(specify statute or OAC (deregulation) number: (see instructions)

*Original signatures are required. The attached questionnaire must be answered to process.**

SDE USE ONLY

PROJECT YEARS
_____ of _____

ENROLLMENT

_____ High School
_____ Jr./Middle High
_____ Elementary
_____ **District Total**

DATE RECEIVED

70 O.S. _____

OAC _____

A. **Reason for the waiver/deregulation request (be specific).**

The district will use textbook funds for teachers' salaries. Mid-Del patrons passed a bond in 2017 that allocated $900,000 per year for ten years for the purchase of textbooks.

B. **List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.**

The flexibility of textbook funds allows the district to retain and hire the teaching staff needed to keep class sizes low, which is a significant benefit to our students. Mid-Del is and has been current in the textbook cycle and has most recently purchased Math curriculum to align with the state textbook adoption cycle.

C. **Educational impact to the district: Results of the Statutory Waiver/Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district.**

The waiver would allow the district to continue to use the voter approved bond funds for textbooks and redirect the state-appropriated textbook money toward teachers' salaries, which is a direct benefit to the student and patrons by keeping class sizes as small as possible.

D. Timeline: (Please submit class schedule, calendars, assessment forms and other attachments as necessary. A waiver/deregulation can only be granted for a one school year period)
NOTE: A School District Empowerment Waiver can be for up to 3 years.

August 12, 2024 - local board approval and submit to OSDE
August 22, 2024 - state board approval

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation.

Our students will be positively impacted by having the lowest class sizes possible.

F. Describe method of assessment or evaluation of effectiveness of the plan.

We will continue to assess class size numbers and compare those results with and without the waiver to justify the use of the funds to supplement teacher salaries.

** You will be contacted if more information is needed to process this request.

MIDWEST CITY-DEL CITY PUBLIC SCHOOLS INDEPENDENT SCHOOL DISTRICT NO. 052 PROPOSITION NO. 1 MIDWEST CITY-DEL CITY PUBLIC SCHOOLS

34 of 34 (100.00%)
Election Day
Precincts Reporting

Favorite | View As | Go to Top

Voting by County

County	Details	Precincts Reported	FOR THE PROPOSITION - YES	AGAINST THE PROPOSITION - NO	Total
Cleveland	Precincts	100.00%	69	15	84
Oklahoma	Precincts	100.00%	2,704	899	3,603
Total			**2,773**	**914**	

MIDWEST CITY-DEL CITY PUBLIC SCHOOLS INDEPENDENT SCHOOL DISTRICT NO. 052 PROPOSITION NO. 2 MIDWEST CITY-DEL CITY PUBLIC SCHOOLS

34 of 34 (100.00%)
Election Day
Precincts Reporting

Favorite | View As | Go to Top

Voting by County

County	Details	Precincts Reported	FOR THE PROPOSITION - YES	AGAINST THE PROPOSITION - NO	Total
Cleveland	Precincts	100.00%	64	20	84
Oklahoma	Precincts	100.00%	2,588	900	3,488
Total			**2,652**	**920**	

RECEIVED
JUN 30 2017
OKLA COUNTY
ELECTION BOARD

RESOLUTION AUTHORIZING ELECTION

Pursuant to notice given under the Open Meeting Act, the Board of Education of Independent School District Number 52 of Oklahoma County, State of Oklahoma, met in special session in the Board Room of the Board of Education Center, 7217 Southeast 15th Street, Midwest City, Oklahoma, in said school district on the 28th day of June, 2017, at 7:30 o'clock a.m.

PRESENT:	Jimmie Nolen	President & Member
	Le Roy Porter	Vice President & Member
	David Bibens	Member
	Jim Howell	Member
ABSENT:	Tim Blanton	Clerk & Member

Notice of this special meeting was given in writing to the County Clerk of Oklahoma County, Oklahoma at 8:13 a.m. on the 1st day of June, 2017, forty-eight (48) hours or more prior to this meeting, and public notice of this meeting, setting forth the date, time, place and agenda was posted at the Board of Education Center, in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at 4:30 p.m. on the 22nd day of June, 2017, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto).

Notice of said meeting and agenda have also been posted on the School District's website in accordance with Title 74, Oklahoma Statutes, Section 3106.2.

(OTHER PROCEEDINGS)

Nolen introduced a Resolution by reading the title, and upon motion by Porter, seconded by Howell, was adopted by the following vote:

AYE: Nolen, Porter, Howell, Bibens

NAY: None

And said Resolution was thereupon signed by the President, attested by the Clerk, sealed with the seal of said School District and is as follows:

RESOLUTION

A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF AN ELECTION IN INDEPENDENT SCHOOL DISTRICT NUMBER 52 OF OKLAHOMA COUNTY, OKLAHOMA, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS THEREOF THE QUESTION OF THE ISSUANCE OF THE BONDS OF SAID SCHOOL DISTRICT IN THE SUM OF ONE HUNDRED TWENTY-ONE MILLION THREE HUNDRED THOUSAND DOLLARS ($121,300,000) TO PROVIDE FUNDS FOR THE PURPOSE OF IMPROVING AND ACQUIRING SCHOOL SITES, CONSTRUCTING, REPAIRING, REMODELING AND EQUIPPING SCHOOL BUILDINGS, AND ACQUIRING SCHOOL FURNITURE, FIXTURES AND EQUIPMENT; AND NINE MILLION THREE HUNDRED THOUSAND DOLLARS ($9,300,000) FOR THE PURPOSE OF PURCHASING TRANSPORTATION EQUIPMENT; AND LEVYING AND COLLECTING AN ANNUAL TAX IN SUCH DISTRICT FOR THE PAYMENT OF THE INTEREST AND PRINCIPAL OF SAID BONDS.

WHEREAS, it is deemed advisable by the Board of Education of Independent School District Number 52 of Oklahoma County, Oklahoma, to improve or acquire school sites, construct, repair, remodel and equip school buildings, and acquire school furniture, fixtures and equipment; and,

WHEREAS, it is deemed advisable by the Board of Education of Independent School District Number 52 of Oklahoma County, Oklahoma, to purchase transportation equipment; and,

WHEREAS, there are no funds in the treasury for such purposes, and power is granted said Board by Section 26, Article 10 of the Constitution and Title 70, Article XV of the Oklahoma Statutes, 2011 and laws supplementary and amendatory thereto, to issue bonds to provide funds for such purpose provided the same be authorized by the registered qualified electors thereof, voting at an election held for that purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 52 OF OKLAHOMA COUNTY, OKLAHOMA:

SECTION 1.

That a special election is hereby called in said School District to be held on the 10th day of October, 2017, for the purpose of submitting to the registered qualified electors of such School District the following propositions:

PROPOSITION NO.1

"Shall Independent School District Number 52 of Oklahoma County, Oklahoma, incur an indebtedness by issuing its bonds in the sum of One Hundred Twenty-One Million Three Hundred Thousand Dollars ($121,300,000) to be issued in series to provide funds for the purpose of improving or acquiring school sites, constructing, repairing, remodeling and equipping school buildings, and acquiring school furniture, fixtures and equipment; and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in such District sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest not to exceed the rate of ten (10%) percentum per annum, payable semi-annually and to become due serially within five (5) years from their date?"

PROPOSITION NO.2

"Shall Independent School District Number 52 of Oklahoma County, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Nine Million Three Hundred Thousand Dollars ($9,300,000) to be issued in series to provide funds for the purpose of purchasing transportation equipment and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in such District sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest not to exceed the rate of ten (10%) percentum per annum, payable semi-annually and to become due serially within five (5) years from their date?"

SECTION 2.

That such call for said election shall be by proclamation and notice signed by the President and attested by the Clerk setting forth the propositions to be voted upon, the number and location of the polling places, the hours of opening and closing of the polls, the names of the officers who shall conduct said

election, and the substance of Section 4 hereof; that the ballots shall set forth the propositions to be voted upon substantially as set out in Section 1 hereof and that the returns of said election shall be made to and canvassed by the County Election Board.

SECTION 3.

That the number and location of the polling places for said election shall be the same as the regular precinct polling places designated for statewide and local elections by the County Election Board; or combined as authorized by statute Title 26 O.S., Section 13A-101. The persons who shall conduct said election shall be those precinct officers designated by the County Election Board, which officers shall also act as counters and certify the election results as required by law.

SECTION 4.

That the specific projects for which at least seventy (70) percent of the proceeds of the aforesaid Bonds shall be expended and the dollar amounts for each project shall be as follows:

PROPOSITION #1

SERIES I

Reoccurring District-Wide Projects	
Acquire technology equipment and technology related items	$740,000
Acquire textbooks, library books, and instructional materials	$600,000
Acquire athletic and fine arts equipment and uniforms	$200,000
Acquire child nutrition equipment	$100,000
Total (Series I)	$1,640,000

SERIES II

Reoccurring District-Wide Projects	
Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District-Wide Projects	
Acquire electronic marquees district-wide as needed and as funds will allow	$765,000
Acquire energy management improvements district-wide as needed and as funds will allow	$660,000

District Site Projects

Construct, furnish, equip, and/or acquire improvements at Del Crest Middle School to include, but not be limited to: • Renovations to the existing school site to allow for repurposing of the site to accommodate certain District functions including but not limited to Career Academy, Central Enrollment, Child Nutrition, Nursing Services, and Print Shop	$200,000
Construct, furnish, equip, and/or acquire improvements at Cleveland Bailey Elementary to include, but not be limited to: • Site work and certain drainage improvements • HVAC improvements to the Gym	$515,000
Construct, furnish, equip, and/or acquire improvements at Barnes Elementary to include, but not be limited to: • HVAC improvements to the Gym	$260,000
Construct, furnish, equip, and/or acquire improvements at Country Estates Elementary to include, but not be limited to: • HVAC improvements to the Gym	$260,000
Construct, furnish, equip, and/or acquire improvements at Highland Park Elementary to include, but not be limited to: • HVAC improvements to the Gym	$240,000
Construct, furnish, equip, and/or acquire improvements at Ridgecrest Elementary to include, but not be limited to: • HVAC improvements to the Gym	$240,000
Construct, furnish, equip, and/or acquire improvements at Schwartz Elementary to include, but not be limited to: • HVAC improvements to the Gym	$155,000
Construct, furnish, equip, and/or acquire improvements at Steed Elementary to include, but not be limited to: • HVAC improvements to the Gym	$240,000
Construct, furnish, equip, and/or acquire improvements at Tinker Elementary to include, but not be limited to: • HVAC improvements to the Gym	$260,000
Construct, furnish, equip, and/or acquire improvements at Townsend Elementary to include, but not be limited to: • HVAC improvements to the Gym	$260,000
Construct, furnish, equip, and/or acquire improvements at Carl Albert Middle School to include, but not be limited to: • HVAC improvements to the Gym/Activity Room	$340,000

Construct, furnish, equip, and/or acquire improvements at Kerr Middle School to include, but not be limited to: • HVAC improvements to the Gym/Activity Room • Roofing improvements	$1,100,000
Construct, furnish, equip, and/or acquire improvements at Monroney Middle School to include, but not be limited to: • HVAC improvements to the Gym/Activity Room	$405,000
Total (Series II)	$8,100,000

SERIES III

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Carl Albert Harris Stadium to include, but not be limited to: • New restroom and concession building on the home side • Renovations to the existing restroom and concession building on the visitor side • Expansion of the bleachers on the home side • New sidewalks on the home side • Expansion of the existing locker room building • New fencing on the home side • Additional paving • Upgrades to the press box	$4,475,000
Construct, furnish, equip, and/or acquire improvements at Del City Kalsu Stadium to include, but not be limited to: • New bleachers on the home side • New restroom and concession building on the home side • New band ramp • New ramp for home locker room • Expansion of the track • Upgrades to the press box	$4,685,000
Total (Series III)	$11,360,000

SERIES IV

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District-Wide Projects Acquire maintenance vehicles and maintenance related improvements to include, but not be limited to constructing space for paint spray, paint mixing, and paint storage	$605,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Midwest City Darnell Stadium at Rose Field include, but not be limited to: • New bleachers on the home and visitor sides • New locker rooms and restrooms located near the East end zone • New restroom and concession building on the home and visitor sides • New ticket booth • Expansion of the track • Upgrades to the press box	$8,875,000
Total (Series IV)	$11,680,000

SERIES V

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District-Wide Projects Acquire roofing improvements district-wide as needed and as funds will allow	$3,350,000
Acquire flooring improvements district-wide as needed and as funds will allow	$1,570,000

Acquire lighting improvements district-wide as needed and as funds will allow	$725,000
District Site Projects Construct, furnish, equip, and/or acquire improvements to the Performing Arts Center at Carl Albert High School to include, but not be limited to: • Upgrades to the sound and lighting systems • Renovations to the lobby, ticket booth, and certain restrooms • Expansion of the lobby and ticket area • Installation of a fire suppression system in existing auditorium • New corridor from the Performing Arts Center to the High School • Renovation and expansion of the Band/Orchestra & Drama/Fine Arts classrooms • Upgrades to the boiler and chiller systems • Stage curtain upgrades	$5,775,000
Total (Series V)	$13,620,000

SERIES VI

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District-Wide Projects Acquire paving improvements district-wide as needed and as funds will allow	$1,240,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Kerr Middle School to include, but not be limited to: • Additional classrooms to include a storm shelter and administrative space	$14,460,000
Total (Series VI)	$17,900,000

SERIES VII

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Carl Albert Harris Stadium to include, but not be limited to: • Installation of new turf	$1,245,000
Construct, furnish, equip, and/or acquire improvements at Del City Kalsu Stadium to include, but not be limited to: • Installation of new turf	$690,000
Construct, furnish, equip, and/or acquire improvements at Midwest City Darnell Stadium at Rose Field to include, but not be limited to: • Installation of new turf	$1,245,000
Construct, furnish, equip, and/or acquire improvements to the Performing Arts Center at Del City High School to include, but not be limited to: • Upgrades to the sound and lighting systems • Renovations to the lobby, ticket booth, and certain restrooms • Expansion of the lobby and ticket area • Installation of a fire suppression system in existing auditorium • Stage curtain upgrades	$3,650,000
Construct, furnish, equip, and/or acquire improvements to the Performing Arts Center at Midwest City High School to include, but not be limited to: • Upgrades to the sound and lighting systems • Renovations to the lobby, ticket booth, and certain restrooms • Expansion of the lobby and ticket area • Installation of a fire suppression system in existing auditorium • Stage curtain upgrades	$3,770,000
Total (Series VII)	$12,800,000

SERIES VIII

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Parkview Elementary to include, but not be limited to: • Expansion of the existing cafeteria • Upgrades to the fire suppression system	$1,240,000
Construct, furnish, equip, and/or acquire improvements at Carl Albert Middle School to include, but not be limited to: • Additional classrooms • New music room to include a storm shelter • New tennis courts	$9,100,000
Total (Series VIII)	$12,540,000

SERIES IX

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District-Wide Projects Acquire bleacher improvements district-wide as needed and as funds will allow	$540,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Schwartz Elementary to include, but not be limited to: • Additional classrooms • New storm shelter • New gymnasium • New music room • New administrative suite • Additional parking	$8,990,000

Construct, furnish, equip, and/or acquire improvements at Townsend Elementary to include, but not be limited to: • Building accessibility improvements	$690,000
Construct, furnish, equip, and/or acquire improvements at Midwest City High School to include, but not be limited to: • HVAC improvements to the Field House	$830,000
Construct, furnish, equip, and/or acquire improvements at Del City High School to include, but not be limited to: • HVAC improvements to the Field House	$830,000
Total (Series IX)	$14,080,000

SERIES X

Reoccurring District-Wide Projects Acquire technology equipment and technology related items	$900,000
Acquire textbooks, library books, and instructional materials	$900,000
Acquire athletic and fine arts equipment and uniforms	$300,000
Acquire child nutrition equipment	$100,000
District Site Projects Construct, furnish, equip, and/or acquire improvements at Pleasant Hill Elementary to include, but not be limited to: • New storm shelter	$920,000
Construct, furnish, equip, and/or acquire improvements at Monroney Middle School to include, but not be limited to: • Additional classrooms to include a storm shelter and administrative space	$14,460,000
Total (Series X)	$17,580,000
Total Proposition #1	**$121,300,000**

PROPOSITION #2

SERIES I Acquire transportation equipment		$1,200,000
SERIES II Acquire transportation equipment		$900,000
SERIES III Acquire transportation equipment		$900,000
SERIES IV Acquire transportation equipment		$900,000
SERIES V Acquire transportation equipment		$900,000
SERIES VI Acquire transportation equipment		$900,000
SERIES VII Acquire transportation equipment		$900,000
SERIES VIII Acquire transportation equipment		$900,000
SERIES IX Acquire transportation equipment		$900,000
SERIES X Acquire transportation equipment		$900,000
	Total Proposition #2	**$9,300,000**

SECTION 5.

That a copy of this Resolution shall be personally delivered to the office of the County Election Board of Oklahoma County, State of Oklahoma, at least sixty days prior to the date of said election.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2017.

President, Board of Education

(SEAL)

ATTEST:

Clerk, Board of Education

State of Oklahoma)
)SS.
County of Oklahoma)

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 52 of Oklahoma County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the calling and holding of an election for the purpose therein set out adopted by said Board and transcript of proceedings of said Board had at a special meeting thereof duly held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

WITNESS my hand and official seal this 28th day of June, 2017.

Clerk, Board of Education

(SEAL)

Dr. Rick Cobb

Superintendent

Devyn Johnson

Director of Child Nutrition

4731 Judy Dr.
Del City, OK 73115
(405)739-1611

Mailing Address:
4731 Judy Dr
Del City, OK 73115
Fax: (405) 582-7092

To: The Board of Education
Dr. Rick Cobb, Superintendent

August 12, 2024

From: Pamela Huston, Assistant Superintendent
Devyn Johnson, Child Nutrition Director

Date: August 12, 2024

Re: Board Request for Child Nutrition to renew Annual Support and Subscription Services with Heartland Payment Systems.

We are requesting board approval to renew our Annual Support and Subscription Services with Heartland Payment Systems. Heartland Payment Systems is the sole source provider for our Child Nutrition software including:

Mosaic Point of Sale
Mosaic Free and Reduced Application Processing
MySchoolApps Online Application and Scanning
MySchoolBucks Meals and Store products including but not limited to MSBAnywhere, Activities, Accounting Greenlight, Invoicing, Ticket
POS Credit Card Payments
Mosaic Cloud Menu Planning and Nutrient Analysis
Mosaic Cloud Ordering and Inventory
Mosaic: VendNovation Vending Interface
MealViewer Digital Signage and Suite Mobile App
HSS Pin Pad/Optical Scanner and Extended Warranty
Any and all Updated related to the Mosaic Product Line
Any and all Training for Mosaic Product Line

The total cost for this renewal will be $27, 337.50 and is to be paid from Child Nutrition Fund 22.

Thank you for your consideration.

Heartland

Heartland Payment Systems
dba Heartland School Solutions
PO Box 936565
Atlanta, GA 31193-6565

THIS IS NOT AN INVOICE. *Please complete this form & return it by Email or mail to confirm your annual support services for the 2024-2025 school year.*
If mailing, send to:
765 Jefferson Road #400 , Rochester NY 14623

Annual Support Quote	07/03/2024

Bill To:

MIDWEST CITY-DEL CITY SD
HSS-Midwest City
PO Box 10630 Accounts Payable
Midwest City, OK 73140-1630

Billing Contact Information:

First: _____ Last: _____
Email Address:_____
Phone Number:_____
Job Title: _____

If address information is incorrect, please make corrections above. Please write in the Billing contact information above.

Customer #	Contract #	Location (if applicable)	Terms	Invoice Date
6439378-110680	MOS_00001495	Midwest City OK	Net 30	07/01/2024

☐ Line Items Are Accurate
☐ Changes Needed to Line Items

Use this space to indicate changes:

Coverage Start Date	Coverage End Date	Product Code	Item Description	Quantity	Annual Unit Price	Extended Price
08/01/2024	07/31/2025	HSS1080	SUB: Mosaic Cloud Front of the House	21	990.00	20,790.00
08/01/2024	07/31/2025	HSS1082	SUB: Mosaic Cloud Back of the House Multi-Site	22	455.00	10,010.00
08/01/2024	07/31/2025	HSS1083	SUB: Discount Mosaic Cloud Front of the House	21	-76.50	-1,606.50
08/01/2024	07/31/2025	HSS1084	SUB: Discount Mosaic Cloud Back of the House	22	-102.50	-2,255.00
08/01/2024	07/31/2025	HSS1471A	SUB: Data Privacy & Security Fee	1	399.00	399.00

Pre-Invoice Order Quote Total 27,337.50

Heartland

Heartland School Solutions
765 Jefferson Rd. #400
Rochester, NY 14623

heartlandschoolsolutions.com

May 1, 2021

To Whom It May Concern:

Please be advised that Heartland School Solutions (HSS) is the sole source supplier of the family of products for Mosaic software on premise, software as a service, maintenance, support, updates and training, including but not limited to products listed below. HSS does not have authorized resellers.

- Mosaic Point of Sale
- Mosaic Free and Reduced Application Processing
- MySchoolApps Online Application and Scanning
- MySchoolBucks Meals and Store products including but not limited to MSBAnywhere, Activities, Accounting, Greenlight, Invoicing, Tickets
- POS Credit Card Payments
- Mosaic Cloud Menu Planning & Nutrient Analysis
- Mosaic Cloud Ordering & Inventory
- Mosaic: VendNovation Vending Interface
- MealViewer Digital Signage and Suite Mobile App
- HSS Pin Pad/Optical Scanner and Extended Warranty
- Any and all Updates related to the Mosaic Product line
- Any and all Training (remote, onsite, WebEx) for the Mosaic Product line

The Mosaic POS Serving Line Installer comes preloaded on the following POS units when ordered from Heartland School Solutions: Pioneer X5, Pioneer Cyprus, Pioneer ST3, UTC 2190, UTC 3190, UTC 2600, UTC T6100, Flex Tablet and T3 Tablet. The HSS Pin Pad and Hyperion 1300g Handheld Scanner come pre-programed to work with Mosaic POS software. The terminals, pin pad and scanner are not available through other sources with the Mosaic POS Serving Line Installer.

The Mosaic software platform has been tested and approved to work with the following POS Units and Input Devices when ordered from Heartland School Solutions: Pioneer X5, Pioneer Cyprus, Pioneer ST3, UTC 2190, UTC 3190, UTC 2600, UTC T6100, Flex Tablet, T3 Tablet, HSS Pin Pad, and Hyperion 1300g Handheld Scanner. The Honeywell 1202g Wireless Handheld Scanner and Omni Directional Scanner have been tested and approved to work with the Mosaic software platform.

The vending interface is only available through VendNovation and the machines can only be purchased through Venducation. Please consult with your HSS representative prior to purchasing your vending solution to ensure compatibility.

Sincerely,

Susan Brady

Susan Brady/Director, Sales Operations
Heartland Schools Solutions
Susan.Brady@-e-hps.com

Dr. Rick Cobb

Superintendent

Devyn Johnson

Director of Child Nutrition

4731 Judy Dr.
Del City, OK 73115
(405)739-1611

Mailing Address:
4731 Judy Dr
Del City, OK 73115
Fax: (405) 582-7092

To: The Board of Education
Dr. Rick Cobb, Superintendent

August 12, 2024

From: Pamela Huston, Assistant Superintendent
Devyn Johnson, Child Nutrition Director

Date: August 12, 2024

Re: Recommendation to approve a renewal Food Service Contract with Mid-Del Learning Center Day Care operating at Mid-Del Technology Center.

We are requesting board approval for a renewal contract agreement with Mid-Del Learning Center Day Care, operating at Mid-Del Technology Center, to provide meals to enrolled daycare children. The meals provided will meet DHS meal pattern guidelines provided by the daycare Director.

Please see Food Service Contract SY 24-25 attached.

Thank you for your consideration.

AGREEMENT TO FURNISH FOOD SERVICE

The **Mid-Del Public Schools** and **Mid-Del Learning Center at Mid-Del Technology Center** enter into this agreement for the Mid-Del Child Nutrition Department to provide meals as defined in this agreement.

The site preparing the meals agrees to:

1. Furnish meals as ordered during the period of August 8, 2024 to May 21, 2025. Meals shall be served **5** day(s) a week. Meals will be provided in conjunction with the teacher contract days of Mid-Del Schools only.

2. Provide meals that meet or exceed United States Department of Agriculture (USDA) requirements as set forth in program regulations.

3. Prepare meals in accordance with Oklahoma State Department of Health guidelines.

4. Meals provided to the receiving site in Breakfast and Lunch only.

5. Meals will be will be portioned in bulk containers. Site preparing the food will provide portioning utensils.

6. Provide a food production record (Contract Meal Service Delivery Receipt) for the recipient that documents each meal service, including the following information: complete menu and food items, quantities delivered, number of meals ordered/delivered, crediting information (Child Nutrition [CN] label and/or product formulation statement and/or recipe information, when applicable), and a signature indicating delivery of meals.
The Preparer will also retain a copy of these food production records and make additional supporting documents available upon request (copy of CN label and/or product formulation statement or recipe information, when applicable). ***The preparer is obligated to relay daily the correct portion size required for each bulk item (if applicable) along with the quantity of each bulk item that is delivered to the recipient.***

7. Provide meals to the recipient site based on the number of meals ordered, with adjustments made as needed.

8. Deliver meals for each meal service prepared within contractual agreements.

9. To not claim reimbursement for all or part of the meals provided to the receiving site under any other program administered by the SDE.

10. Charge/invoice the recipient site, itemizing the number of child/adult meals provided and the total amount owed for each month that meals are provided.

The site receiving the meals agrees to:

1. Inform the preparing site of the number of meals needed by the receiving site for each meal service. The preparation site will be notified of any adjustments in meals ordered by the predetermined time frame of 9:00am of the day of service.

2. Notify the preparing site of any children who may require special dietary considerations to fulfill their nutritional needs.

3. Serve meals to children in accordance with Oklahoma State Department of Health guidelines.

4. **Reimburse the preparing site for meals at the following rates:**

$2.50 for each child's breakfast
$4.50 for each child's lunch
$2.50 for each adult's breakfast
$4.50 for each adult's lunch

Per USDA regulations, meal prices must be, at a minimum:

5. Lunch charge equals free reimbursement rate for lunch plus additional incentive payment plus the value of USDA Foods.

6. Breakfast charge equals free reimbursement rate for regular breakfast.

I agree with all provisions of this contract.

_____
(Signature of Preparing Site) Mid-Del Schools

_____
(Signature of Receiving Site) Mid-Del Learning Center

_____
(Date)

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

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

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

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

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

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

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

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

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

Approved:

President, Board of Education **Date**

Superintendent of Schools **Date**

Mid-Del School System
District Name (please print)

Brent Haken, State Director **Date**

The Midwest City-Del City Public Schools I-52
Oklahoma County

"Statement of Actual Income/Expenditures of the District for the fiscal year ending

*June 30, 2024"**

Pursuant to the provisions Outlined in O.S. Title 70-5-135.2 …C. No later than September 1 each year, every district board of education shall prepare a statement of actual income and expenditures of the district for the fiscal year that ended on the preceding June 30. The statement of expenditures shall include functional categories as defined in rules adopted by the State Board of Education to implement the Oklahoma Cost Accounting System pursuant to Section 5-135 of this title.

***Statements of actual income and expenditures are unaudited and are subject to change after audit.**

Board Approved: August 12, 2024

MID-DEL SCHOOLS
FINANCIAL STATEMENT FOR THE 2023-24 FISCAL YEAR
BOE APPROVED AUGUST 12, 2024

8/1/2024

SOURCE/CODE	GENERAL FUND	CO-OP FUND	BUILDING FUND	CHILD NUTRITION	TECH BUILDING	SINKING FUND	INSURANCE FUND	TOTAL
COLLECTIONS								
LOCAL								
1100 Ad Valorem	$ 23,596,672.89		3,367,795.18		2,025,120.18	17,015,450.71		46,005,038.96
1200 Tuition and Fees	8,890.00	3,862,299.49						3,871,189.49
1300 Earning on Investments and Bond Sales	1,750,508.21	609,119.58		240,543.66		39,500.00		2,639,671.45
1400 Rental, Disposals and Commissions	41,115.59	-	-					41,115.59
1500 Reimbursements	30,714.72	3,547.13	350.00		10,946.26		4,476.62	50,034.73
1600 Other Local Sources of Revenue	227,873.26	1,660,147.64	193.01		-			1,888,213.91
1700 Child Nutrition Programs				680,394.93				680,394.93
SUBTOTAL LOCAL	25,655,774.67	6,135,113.84	3,368,338.19	920,938.59	2,036,066.44	17,054,950.71	4,476.62	55,175,659.06
INTERMEDIATE								
2100 County 4 Mill Tax	4,076,251.02							4,076,251.02
2200 County Mortgage Tax	580,569.81							580,569.81
2300 Resale County Apportionment	155,186.55							155,186.55
SUBTOTAL INTERMEDIATE	4,812,007.38	0.00	0.00	0.00	0.00	0.00	0.00	4,812,007.38
STATE								
3110 Gross Production Tax	114,917.22							114,917.22
3120 Motor Vehicle Tax	5,149,458.94							5,149,458.94
3130 R.E.A. Tax	72,729.91							72,729.91
3140 State School Land	2,037,311.72							2,037,311.72
3150 Vehicle Tax Stamps	39,858.16							39,858.16
3190 Other Dedicated Revenue	1,912.77		273.10			1,380.33		3,566.20
3210 State Aid	53,343,754.95							53,343,754.95
3250 Flexible Benefit Allowance	9,113,720.78	413,940.84		367,002.34				9,894,663.96
3300 State Aid - Competitive Grants - Categorical	177,749.81							177,749.81
3400 State - Categorical	1,259,186.13		2,735,461.26					3,994,647.39
3600 Other State Sources of Revenue	76,420.59							76,420.59
3700 Child Nutrition Program				49,148.78				49,148.78
3800 State Vocational Programs	236,518.91	2,026,753.30						2,263,272.21
SUBTOTAL STATE	71,623,539.89	2,440,694.14	2,735,734.36	416,151.12	0.00	1380.33	0.00	77,217,499.84
FEDERAL								
4100 Grants-in-Aid from Federal Government	427,430.34		256,092.10					683,522.44
4200 Disadvantaged Students	5,924,542.29							5,924,542.29
4300 Individuals with Disabilities	3,719,010.26							3,719,010.26
4400 Minority	377,044.21							377,044.21
4500 Operations	2,768.00							2,768.00
4600 Other Federal Sources of Revenue	6,204,291.06							6,204,291.06
4700 Child Nutrition Programs				4,757,306.63				4,757,306.63
4800 Federal Vocational Education	98,926.33	203,998.67						302,925.00
SUBTOTAL FEDERAL	16,754,012.49	203,998.67	256,092.10	4,757,306.63	0.00	0.00	0.00	21,971,409.89
TOTAL REVENUES	118,845,334.43	8,779,806.65	6,360,164.65	6,094,396.34	2,036,066.44	17,056,331.04	4,476.62	159,176,576.17
OTHER FINANCING SOURCES (NON-REVENUE RECEIPTS)								
5000 Non-Revenue Receipts	303,412.28	0.00	-	2,975.00		614,957.61	-	921,344.89
SUBTOTAL OTHER FINANCING SOURCES	303,412.28	-	-	2,975.00		614,957.61	-	921,344.89
GRAND TOTAL COLLECTIONS	119,148,746.71	8,779,806.65	6,360,164.65	6,097,371.34	2,036,066.44	17,671,288.65	4,476.62	160,097,921.06
EXPENDITURES								
1000 Instruction	$ 66,750,719.31	305,073.71	-				664.00	67,056,457.02
1500 Client Based Programs		3,217,786.50			-			3,217,786.50
2100 Student Support Services	10,999,582.06	429,582.22					46,823.96	11,475,988.24
2200 Instructional Staff Support Services	7,114,887.88	242,033.29						7,356,921.17
2300 General Administration Support Services	1,777,147.20	555,582.32						2,332,729.52
2400 School Administration Support Services	8,554,071.38	1,711,115.14						10,265,186.52
2500 Business Support Services	5,331,303.27	402,176.38	18,705.00					5,752,184.65
2600 Operation and Maintenance of Plant Svc	12,917,932.17	1,082,846.23	3,736,877.66		78,951.58		35,608.95	17,852,216.59
2700 Student Transportation Services	4,219,145.02	14,976.48						4,234,121.50
3100 Child Nutrition Programs Operations	4,391.38			5,752,937.28				5,757,328.66
3300 Community Service Operations	234,781.63							234,781.63
4400 Architecture and Engineering Services		69,300.00	-		12,753.86			82,053.86
4600 Building Acquisition & Improvement		107,730.76						107,730.76
4700 Building Improvement Services		496,306.43	13,000.00		455,708.76			965,015.19
5000 Other Outlays	80,521.84	3.47	-	2,975.00		20,720,052.50		20,803,552.81
7000 Other Uses of Funds								-
8000 Restricted Funds	278,440.96							278,440.96
GRAND TOTAL EXPENDITURES	$ 118,262,924.10	8,634,512.93	3,768,582.66	5,755,912.28	547,414.20	20,720,052.50	83,096.91	157,772,495.58
FUND BALANCE, JULY 1, 2022	$ 19,460,363.08	9,041,889.33	6,402,347.24	3,489,688.21	10,291,725.01	4,459,623.93	1,359,019.17	54,504,655.97
NET COLLECTIONS/EXPENDITURES	$ 885,822.61	145,293.72	2,591,581.99	341,459.06	1,488,652.24	(3,048,763.85)	(78,620.29)	2,325,425.48
PROJECTED FUND BALANCE, JUNE 30, 2023	$ 20,346,185.69	9,187,183.05	8,993,929.23	3,831,147.27	11,780,377.25	1,410,860.08	1,280,398.88	56,830,081.45

SUMMARY OF COLLECTIONS BY SOURCE
GENERAL FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
LOCAL	
1110 Current Year Ad Valorem	22,993,872.28
1120 Ad Valorem Tax (Prior Year)	592,993.08
1130 Revenue in Lieu of Taxes	9,807.53
1245 Transfer Fees - Special Students	8,890.00
1310 Interest Earnings	1,750,508.21
1410 Rental of School Facilities	16,200.00
1420 Rental of Property Other School	8,985.84
1440 Sale of Equipment	15,929.75
1590 Refunds & Reimbursements	30,714.72
1650 District Contracts	0.00
1660 Mineral Royal/Lease Reven	323.82
1680 Refund - Prior Year Expenditures	2,758.56
1690 Miscellaneous Local Revenue	224,790.88
SUBTOTAL LOCAL	25,655,774.67
INTERMEDIATE	
2100 County 4 Mill Tax	4,076,251.02
2200 County Mortgage Tax	580,569.81
2300 Resale County Apportionment	155,186.55
SUBTOTAL INTERMEDIATE	4,812,007.38
STATE	
3110 Gross Production Tax	114,917.22
3120 Motor Vehicle Tax	5,149,458.94
3130 R.E.A. Tax	72,729.91
3140 State School Land	2,037,311.72
3150 Vehicle Tax Stamps	39,858.16
3190 Other Dedicated Revenue	1,912.77
3210 State Aid	53,343,754.95
3250 Flexible Benefits Allowance	9,113,720.78
3310 Alternative Education	177,749.81
3412 Natl Cert Teacher Stipend	70,000.00
3413 Inspired to Teach	8,000.00
3415 Reading Sufficiency Act	293,145.60
3420 State Textbook	784,439.52
3436 Resource Officer	84,750.00
3470 Advanced Placement Incentives	18,851.01
3690 Other Miscellaneous Sources of State Revenue	76,420.59
3811 Vocational Salaries Reimbursement	41,320.00
3812 Vocational Programs Asst. Grants	151,000.00
3892 OK Education Lottery Fund	44,198.91
SUBTOTAL STATE	71,623,539.89

SUMMARY OF COLLECTIONS BY SOURCE
GENERAL FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
FEDERAL	
4130 Impact Aid	14,860.90
4140 Indian Education	224,847.05
4150 ROTC	187,722.39
4210 Title I Act of 1994	5,093,349.32
4271 Training and Recruitment	783,323.84
4281 Language Acquisition	47,869.13
4310 IDEA-B Flow Through	3,647,193.15
4340 CSPD Preschool	71,817.11
4442 Student Support and Academic Enrichment Program	326,323.76
4480 Homeless	50,720.45
4550 Johnson O'Malley	2,768.00
4617 Family Lit. Instr. Srvc	8,165.34
4689 Other Miscellaneous Sources of Federal Revenue	6,196,125.72
4821 Carl D. Perkins Vocational and Applied Technology	98,926.33
SUBTOTAL FEDERAL	16,754,012.49
TOTAL REVENUE	118,845,334.43
OTHER FINANCING SOURCES	
5160 Activity Fund Reimbursement	262,823.57
5600 Correcting Entry	40,588.71
6110 Cash Forward	19,460,363.08
SUBTOTAL OTHER FINANCING SOURCES	19,763,775.36
GRAND TOTAL COLLECTIONS	**138,609,109.79**

MID-DEL SCHOOLS
SUMMARY OF COLLECTIONS BY SOURCE
CO-OP FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE		TOTAL COLLECTIONS
LOCAL		
1130	In Lieu of Taxes	3,862,299.49
1310	Interest Earnings	609,119.58
1410	Rental of School Facilities	0.00
1440	Sale of Equipment	0.00
1590	Refunds & Reimbursements	3,547.13
1610	Contr/Donations Private Sources	0.00
1650	District Contracts	1,220,580.81
1680	Refund-Prior Year Expenditures	1,022.00
1690	Miscellaneous Local Revenue	438,544.83
SUBTOTAL LOCAL		6,135,113.84
STATE		
3250	Flexible Benefit Allowance	413,940.84
3819	AVTS Formula Operations	1,546,789.00
3833	Existing Industries Initiative	40,422.00
3834	TIPS	186,786.21
3856	Dropout Recovery	142,971.72
3864	Teacher/Mentor Staff Development	1,200.00
3892	OK Education Lottery Fund	108,584.37
SUBTOTAL STATE		2,440,694.14
FEDERAL		
4816	HEERF-2	0.00
4817	HEERF-3	0.00
4821	Carl Perkins	145,187.15
4852	TANF (Federal)	58,811.52
SUBTOTAL FEDERAL		203,998.67
TOTAL REVENUE		**8,779,806.65**
OTHER FINANCING SOURCES		
5600	Correcting Entry	0.00
6110	Cash Forward	9,041,889.33
SUBTOTAL OTHER FINANCING SOURCES		9,041,889.33
GRAND TOTAL COLLECTIONS		**17,821,695.98**

MID-DEL SCHOOLS
SUMMARY OF COLLECTIONS BY SOURCE
BUILDING FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
LOCAL	
1110 Current Year Ad Valorem	3,282,888.55
1120 Prior Years Ad Valorem	84,663.54
1130 Revenue in lieu of taxes	243.09
1430 Sale of Equipment	0.00
1590 Refunds & Reimbursements	350.00
1650 District Contracts	0.00
1680 Refund-Prior Year Expend	0.00
1690 Misc Revenues-Dist Sources	193.01
SUBTOTAL LOCAL	3,368,338.19
STATE	
3190 Other Dedicated Revenue	273.10
3435 Redbud School Funding Act	2,735,461.26
SUBTOTAL STATE	2,735,734.36
FEDERAL	
4130 Impact Aid	256,092.10
SUBTOTAL FEDERAL	256,092.10
TOTAL REVENUE	6,360,164.65
OTHER FINANCING SOURCES	
6110 Cash Forward	6,402,347.24
SUBTOTAL OTHER FINANCING SOURCES	6,402,347.24
GRAND TOTAL COLLECTIONS	**12,762,511.89**

MID-DEL SCHOOLS
SUMMARY OF COLLECTIONS BY SOURCE
CHILD NUTRITION FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
LOCAL	
1310 Interest Earnings	240,543.66
1710 Student Lunches & Breakfasts/Milk/Ala Carte	604,178.00
1720 Ala Carte Food/Beverage only	15,680.15
1730 Adult Lunch/Breakfast	27,131.23
1790 Miscellaneous Revenue	33,405.55
SUBTOTAL LOCAL	920,938.59
STATE	
3250 Flexible Benefit Allowance	367,002.34
3720 State Matching	49,148.78
SUBTOTAL STATE	416,151.12
FEDERAL	
4705 Emer Operational Costs Reimb	297,302.68
4706 P-EBT Emergency Funding	4,713.90
4710 Lunches	3,377,954.84
4720 Breakfasts	1,033,811.09
4740 Summer Food Service Program	43,524.12
SUBTOTAL FEDERAL	4,757,306.63
TOTAL REVENUE	6,094,396.34
OTHER FINANCING SOURCES	
5120 Cash or Change	2,975.00
6110 Cash Forward	3,489,688.21
SUBTOTAL OTHER FINANCING SOURCES	3,492,663.21
GRAND TOTAL COLLECTIONS	**9,587,059.55**

MID-DEL SCHOOLS
SUMMARY OF COLLECTIONS BY SOURCE
TECH BUILDING FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
LOCAL	
1110 Current Year Ad Valorem	0.00
1120 Prior Years Ad Valorem	0.00
1130 Revenue in lieu of taxes	2,025,120.18
1310 Interest Earnings	0.00
1351 Interest on Taxes	0.00
1430 Sale of Equipment	0.00
1510 Insurance Loss Recovery	10,946.26
1590 Refunds & Reimbursements	0.00
1650 District Contracts	0.00
1690 Misc Revenues-Dist Sources	0.00
SUBTOTAL LOCAL	2,036,066.44
TOTAL REVENUE	2,036,066.44
OTHER FINANCING SOURCES	
6110 Cash Forward	10,291,725.01
SUBTOTAL OTHER FINANCING SOURCES	10,291,725.01
GRAND TOTAL COLLECTIONS	**12,327,791.45**

MID-DEL SCHOOLS
SUMMARY OF COLLECTIONS BY SOURCE
SINKING FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
LOCAL	
1110 Ad valorem Tax - Current	16,594,929.36
1120 Ad Valorem Tax Levy	419,378.02
1130 Revenue In Lieu of Taxes	1,143.33
1340 Accrued Interest on Bond Sales	39,500.00
SUBTOTAL LOCAL	17,054,950.71
STATE	
3190 Other Dedicated Revenue	1,380.33
SUBTOTAL STATE	1,380.33
TOTAL REVENUE	17,056,331.04
OTHER FINANCING SOURCES	
5111 Premium on Bonds Sold	614,957.61
6110 Cash Forward	4,459,623.93
SUBTOTAL OTHER FINANCING SOURCES	5,074,581.54
GRAND TOTAL COLLECTIONS	**22,130,912.58**

MID-DEL SCHOOLS
SUMMARY OF COLLECTIONS BY SOURCE
INSURANCE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SOURCE/CODE	TOTAL COLLECTIONS
LOCAL	
1510 Insurance Loss Recovery	0.00
1530 Damages to School Property	0.00
1590 Refunds & Reimbursements	4,476.62
1680 Refund of Prior Year Expenditures	0.00
SUBTOTAL LOCAL	4,476.62
TOTAL REVENUE	4,476.62
OTHER FINANCING SOURCES	
5190 Miscellaneous Revenue	0.00
5600 Correcting Entry	0.00
6110 Cash Forward	1,359,019.17
SUBTOTAL OTHER FINANCING SOURCES	1,359,019.17
GRAND TOTAL COLLECTIONS	**1,363,495.79**

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
GENERAL FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
1000 Instruction	66,750,719.31
2100 Student Support Services	10,999,582.06
2200 Instructional Staff Support Services	7,114,887.88
2300 General Administration Support Services	1,777,147.20
2400 School Administration Support Services	8,554,071.38
2500 Business Support Services	5,331,303.27
2600 Operation and Maintenance of Plant Services	12,917,932.17
2700 Student Transportation Services	4,219,145.02
3100 Child Nutrition Programs	4,391.38
3300 Other Community Service Operations	234,781.63
5300 Clearing Account	0.00
5500 Private NonProfit Schools	40,993.18
5600 Correcting Entry	39,528.66
8100 Restricted Funds (State/Federal)	278,440.96
TOTAL	**118,262,924.10**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
CO-OP FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
1000 Instruction	305,073.71
1500 Client-Based Programs	3,217,786.50
2100 Student Support Services	429,582.22
2200 Instructional Staff Support Services	242,033.29
2300 General Administration Support Services	555,582.32
2400 School Administration Support Services	1,711,115.14
2500 Business Support Services	402,176.38
2600 Operation and Maintenance of Plant Services	1,082,846.23
2700 Student Transportation Services	14,976.48
2800 Central Support Services	-
3200 Other Enterprise Serv Op	
3300 Community Services Operations	-
4400 Architecture/Engineering	69,300.00
4600 Building Acquisition and Construction Services	107,730.76
4700 Building Improvement Services	496,306.43
5200 Fund Transfers/Reimbursements	
5600 Correcting Entry	3.47
7900 Other - Contingency	
TOTAL	**8,634,512.93**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
BUILDING FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
2500 Support Services-Business	18,705.00
2600 Operation and Maintenance of Plant Services	3,736,877.66
4400 Architecture/Engineering	-
4700 Building Improvement Services	13,000.00
TOTAL	**3,768,582.66**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
CHILD NUTRITION FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
3110 Food and Milk Purchases for A LA Carte	-
3120 Food Preparation and Dispensing Services	2,253,295.69
3130 Food and Supplies Delivery Services	50,623.08
3140 Other Direct/Related Services	837,778.75
3150 Food and Milk Purchases	2,065,636.48
3155 Food and Milk-Adult/Contract Meals	-
3160 Non-Reimbursable Services	1,114.00
3180 Nutrition Education and Staff Development	1,547.00
3190 Other Child Nutrition Program Operations	542,942.28
5200 Other Outlays	2,975.00
TOTAL	**5,755,912.28**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
TECH BUILDING FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
2600 Operation and Maintenance of Plant Services	78,951.58
4400 Architecture/Engineering	12,753.86
4700 Building Improvement Services	455,708.76
TOTAL	**547,414.20**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
SINKING FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
5100 Debt Service	20,720,052.50
TOTAL	**20,720,052.50**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

MID-DEL SCHOOLS
SUMMARY OF EXPENDITURES BY FUNCTION
INSURANCE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUNCTION/DESCRIPTION	TOTAL EXPENDITURES
1000 Instruction	664.00
1500 Client Based Instruction	-
2100 Student Support Services	46,823.96
2200 Support Services-Instructional Staff	-
2300 General Administration Support Services	-
2400 Support Services - School Administration	-
2500 Support Services - Business	-
2600 Operation and Maintenance of Plant Services	35,608.95
2700 Student Transportation Services	
3160 Non-Reimbursable Services	-
TOTAL	**83,096.91**

☐ Budget by Function presented pursuant to O.S. Title 70 § 5-134.1.

ADDENDUM TO EXCLUSIVE RIGHT TO SELL

Original Listing Date:	July 14, 2020
Amended/Extended:	July 21, 2022 and August 15, 2023
Property Address:	5 McArthur Drive & 701 E. Lockheed Drive
City / State:	Midwest City, OK 73110
Owner:	MidDel Board of Education (Independent School District #52)
Broker (Company):	Fleske Holding Company, LLC
Broker/Associate:	Eric C. Fleske

This addendum shall serve to extend the above described listing agreement between the above referenced parties. This agreement shall be extended for twelve (12) months, beginning July 14, 2024 and shall expire July 13, 2025.

All other terms of the agreement not outlined herein shall remain in full force and effect.

Owner: _____

Broker: _____

OKLAHOMA REAL ESTATE COMMISSION

This is a legally binding Contract; if not understood, seek advice from an attorney.

LISTING AGREEMENT - EXCLUSIVE RIGHT TO SELL

In consideration of the services to be rendered by the undersigned licensed Broker ("Broker"), the undersigned ("Seller") hereby exclusively lists with Broker the Property described as:

Property Address 5 McArthur Dr., Midwest City, OK 73110; 701 E Lockheed Dr., Midwest City, OK 73110

Legal Description Atkinson Heights Addition Block 16 Lot 0; Speckman Heights Addition Block 27 Lot 0

_____,

together with all fixtures and improvements, and all appurtenances, subject to existing zoning ordinances, plat or deed restrictions, utility easements serving the Property, including all mineral rights owned by Seller, if any, all of which may be described in any property data form attached to and by this reference made a part of this Agreement (collectively referred to as "the Property"), and grants to Broker the exclusive right to sell the Property, within the term of this listing, at a price of $TBD _____ and on the terms herein stated, or at such other price and terms as shall be acceptable to Seller. This listing shall be subject to the following:

1. By appointing Broker as exclusive Broker, Seller agrees to work through Broker for the sale, option or exchange (collectively "Sale") of the Property and to refer to Broker all inquiries received in any form from other real estate Brokers, agents, associated broker associates, sales associates, or provisional sales associates, sales persons, prospective buyers or tenants, or any other source during the time this Listing Agreement is in effect. In addition, any compensation, which is conditioned upon the Sale of Property, shall be earned by Broker as set forth herein without any discount or allowance for any efforts made by Seller or by any representative of Seller in connection with the sale of the Property.

2. This Agreement begins on July 14, 2020 _____, and terminates (except for the provisions of Paragraph 3) at midnight on TBD _____.

3. Seller agrees to pay a commission equal to the greater of 4.5 _____% (0% if left blank) of the total sales price of the property plus $ _____ ($0 if left blank); OR $_____ ($0 if left blank). upon occurrence of any of the following:

   a. The sale or exchange of the Property during the term of this Agreement, whether procured by Broker, Seller, or a third person.

   b. The sale or exchange of the Property within 180 _____ days after the termination of this Agreement, if with anyone to whom Broker has shown the Property, or with whom the Broker has negotiated concerning the Property prior to the termination of this Agreement; provided that this clause shall not apply if Seller re-lists the Property at the termination of this Agreement with another licensed real estate Broker.

   c. If Broker procures a Buyer who is ready, willing, and able to purchase the Property, at the price and on the terms set forth herein, or at another price and terms as shall be acceptable to Seller.

   d. The sale or exchange of the Property during, or after, the term of this Agreement to any party to whom the Property is rented or leased during the term of this Agreement, or within 180 _____ days thereafter.

4. In the event a Contract for Sale or Exchange (a "Contract") is entered into with a Buyer, Seller agrees that:

   a. Unless the Contract provides otherwise, Broker shall receive and hold any earnest money deposit, which may be in the form of the Buyer's personal check endorsed for deposit without recourse, in Broker's trust or escrow account in accordance with the terms of the Contract, applicable law, rules, and regulations governing those funds;

   b. Prior to the "Closing Date," Seller, at Seller's expense, agrees to furnish Buyer or Buyer's lender a current Uniform Commercial Code Search Certificate (and, if the Property is a condominium, to furnish a copy of the Declaration of Unit Ownership Estates of the Project, Bylaws of the Project's Owners Association). Seller, at Seller's expense shall also furnish an abstract of title certified to date showing marketable title in Seller, subject only to utility easements serving the Property and building restrictions of record, and other exceptions specified in the Contract and, if Property is a condominium, subject to all terms, provisions, restrictions, and covenants contained in the Declaration of Unit Ownership Estates and Bylaws of the Owner's Association of the "Project," and, if required by lender, a "Mortgage Inspection Report" prepared by a licensed surveyor, certified to a date at least within 180 days of the "Closing Date";

   c. Seller has sole ownership, full authority to sell property, and will cause any conveyance to be executed and joined by all necessary parties to convey marketable title by General Warranty Deed to Buyer, free and clear of all liens and encumbrances, except those specifically reserved in the Contract.

d. Unless otherwise provided in the Contract, all ad valorem taxes, interest, rents, and other continuing items shall be prorated through the date of closing, except personal property taxes for the entire year, if any, shall be paid by Seller;

e. If Property is single family, condominium or multi-family, to pay the closing costs and miscellaneous fees in excess of what Buyer is allowed by FHA or VA to pay;

f. If Property is single family, condominium, or multi-family, and if the Contract, lender, or government agency requires fixtures and equipment relating to plumbing, heating and cooling, including ducts, electrical systems, built-in appliances, swimming pool, spa, sprinkler, and security systems will be in normal working order at the closing, ordinary wear and tear excepted. If the Property is a condominium, this provision is applicable only to those items that are the Seller's responsibility and not the responsibility of the Owner's Association. Seller shall pay the cost of repairs necessary to meet the foregoing standard; the cost shall not exceed an amount agreed to by Seller in the contract of sale.

5. In accordance with the Oklahoma Residential Property Condition Disclosure Act:

a. Seller shall complete the **Oklahoma Residential Property Disclosure Statement ("Disclosure Statement")** or, if the Seller has never lived in the Property **AND has NO knowledge of any defect concerning the Property, the Oklahoma Residential Property Disclaimer Statement ("Disclaimer Statement") if applicable, a copy of which is attached to and by this reference made a part of this Agreement.**

b. Broker shall provide a copy of the Seller's **Disclosure Statement** or **Disclaimer Statement** (whichever is applicable) to potential Buyers or their Brokers.

c. Broker shall disclose to a potential purchaser any defects in the Property actually known to the Broker, which are not included in the Seller's **Disclosure Statement** or Seller's **Disclaimer Statement.**

6. In accordance with the HUD/EPA Lead-Based Paint Regulations, if the Property was built before 1978:

a. Seller shall complete a **Disclosure and Acknowledgment of Lead-Based Paint.**

b. Broker shall provide a copy of the Seller's **Disclosure and Acknowledgment of Lead-Based Paint** to potential **Buyers or their Brokers along with a copy of the pamphlet Protect Your Family from Lead in Your Home.**

7. All of the information provided herewith, or which may be provided to Broker, shall be true and Seller agrees to hold Broker, Broker's sales associates, employees, and agents harmless from any cost, expense, or damage due to any information which is withheld by Seller from Broker, or which is incorrect.

8. In connection with this Listing Agreement, Seller authorizes Broker:

a. To place a "For Sale" sign on the Property and to remove all other similar signs;

b. To enter Property information on the Internet, and advertise the Property by any means and methods as Broker determines in its sole judgment and discretion, including the making and using of photographs or other electronic images of the Property;

c. At Seller's expense, to turn on, or leave on, all utilities, and to authorize service technicians to do so, in order to show the Property to its best advantage or to permit inspection thereof. Seller further agrees to pay any necessary cost for uncovering and limited operation of any swimming pool/spa, sprinkler system, and security system, if applicable. Except that, if the Property is a condominium this provision shall only apply to those items which are Seller's responsibility and not the responsibility of the Owner's Association;

d. To obtain all information pertaining to any present mortgage on the Property from any mortgage or mortgage service company and to furnish information pertaining to the Property to any prospective lender;

e. To obtain a key to the Property and furnish keys to others necessary to show the Property or to carry out the objectives of this Agreement;

f. To have access to the Property for the purpose of showing it to prospects at any reasonable hour;

g. Unless the Contract provides otherwise, Broker and Seller agree that Broker shall be authorized to accept delivery of Contract documents, title evidence documents, inspection reports, and other notices provided in the Contract on behalf of the Seller and to accept a similar appointment by Buyers and prospective Buyers.

9. Broker duties and responsibilities.

A. A broker shall have the following duties to all parties in a transaction, which are mandatory and may not be abrogated or waived by a broker:

1. Treat all parties with honesty and exercise reasonable skill and care;
2. Unless specifically waived in writing by a party to the transaction:
   a) receive all written offers and counteroffers
   b) reduce offers or counteroffers to a written form upon request of any party to a transaction, and
   c) present timely such written offers and counteroffers;
3. Timely account for all money and property received by the broker;
4. Keep confidential information received from a party or prospective party confidential. The confidential information shall not be disclosed by a firm without the consent of the party disclosing the information unless consent to the disclosure is granted in writing by the party or prospective party disclosing the information, the disclosure is required by law, or the information is made public or becomes public as the result of actions from a source other than the firm. The following information shall be considered confidential and shall be the only information considered confidential in a transaction:
   a) that a party or prospective party is willing to pay more or accept less than what is being offered;
   b) that a party or prospective party is willing to agree to financing terms that are different from those offered;
   c) the motivating factors of the party or prospective party purchasing, selling, leasing, optioning, or exchanging the property; and
   d) information specifically designated as confidential by a party unless such information is public.
5. Disclose information pertaining to the property as required by the Residential Property Condition Disclosure Act; and
6. Comply with all requirements of The Oklahoma Real Estate License Code and all applicable statutes and rules.

B. A broker shall have the following duties and responsibilities only to a party for whom the broker is providing brokerage services in a transaction which are mandatory and may not be abrogated or waived by a broker:
   1. Inform the party in writing when an offer is made that the party will be expected to pay certain costs, brokerage service costs and approximate amount of costs; and
   2. Keep the party informed regarding the transaction.

C. When working with both parties to a transaction, the duties and responsibilities set forth in this section shall remain in place for both parties.

10. Neither the Buyer nor the Seller may be held liable for the actions or words of the Broker or licensees affiliated with the Broker's firm.

11. Broker shall use Broker's best efforts to effect a sale of the Property during the term of this Agreement.
    a. Broker shall not be charged with the custody of the Property, its management, maintenance, or repair.

12. Forfeited earnest money, if any, shall be divided equally between Seller and Broker , except that Broker's portion shall, in no event, exceed the agreed commission; provided, however, that no release of a Buyer or waiver of a forfeiture of earnest money after a Contract is executed shall relieve Seller of any obligation to pay a commission.

13. The term "Broker" herein shall include any sales associate whose signature appears on this Agreement.

14. This Property is offered without regard to race, color, religion, sex, handicap, familial status, or national origin.

15. Seller and Broker agree to the terms herein set forth and understand that this is a binding agreement and that it cannot be canceled or terminated except upon their mutual written consent.

16. Seller acknowledges that Seller has read and received a copy of this Agreement and that a copy of the Oklahoma Real Estate Commission Uniform Contract of Sale Information Booklet has been made available to the Seller in print, or at www.orec.ok.gov.

17. If the Broker is a member of a Multiple Listing Service (MLS), the parties hereto understand and agree that the Broker is hereby authorized to **(i)** enter this listing in the MLS as a blanket unilateral offer of cooperation and compensation to other Participants of this Service; regardless of their brokerage relationship, payment of compensation shall be as stated in the property data form; **(ii)** file timely notice of all changes in the above information as approved by the Seller; **(iii)** upon the closing of a sale, file sales information, including sale price, with the MLS for processing and dissemination to the MLS Participants and other members of the MLS; and **(iv)** that the property information, once transmitted to MLS, shall be owned by it and subject to its copyright and may be used and disseminated by it.

18. Upon the execution of an earnest money contract (Contract) by both Seller and Buyer, the Broker shall have no duty thereafter to submit subsequent offers for the purchase of the Property, unless the Contract specifically provides otherwise or this sale does not close.

19. To facilitate the showing of said Property, Seller grants the Broker permission to place on Seller's Property a "Lock Box" containing a key that gives access to Seller's Property at times when the Broker is not present. Seller understands that access to the "Lock Box" may be in the possession of unauthorized persons who are not members of the Broker's Multiple Listing Service, as well as members thereof. Further, Seller acknowledges that said Broker has recommended that all valuables such as coins, jewelry, furs, silver, guns, cameras, paintings, antiques, and the like, be removed from the Property for safekeeping during the period of the listing. In addition, Seller has been fully advised that neither the Broker, the MLS nor any Association to which Broker may belong, assume any responsibility for the acts of any other persons for any loss that may be sustained by Seller through entry by use of the key deposited in the "Lock Box" or in any other manner. Seller hereby assumes the risk of loss.

Broker **(check one)** ☑ is ☐ is not authorized to place a "Lock Box" on the Property.

20. The Seller and Broker agree that Broker, in response to inquiries from Buyers or cooperating brokers shall disclose, with the Sellers' approval, the existence of offers on the property. Where disclosure is authorized, Brokers shall also disclose whether offers were obtained by the listing licensee, another licensee in the listing firm, or by a cooperating Broker.

Seller **(check one)** ☑ does ☐ does not authorize Broker to disclose the existence of offers on the property.

21. By signing this Agreement, Seller acknowledges and gives the Listing Broker the right to utilize the services of a title escrow company for the closing process subsequent to a Contract of Sale on this Property. Fees to a Seller for these type services are estimated to be $ TBD. Seller agrees to pay this amount to a closing escrow company or directly to the Listing Broker. Seller understands said fee is in addition the agreed commission amount and that no fee for closing escrow is due until the actual closing is conducted.

22. Seller is aware that a Residential Service Agreement (RSA) can be purchased for Seller's Property that would be transferable to the Buyer. The cost of an RSA is approximately $n/a and can be withheld from Seller's funds at closing.

It is Seller's decision **(check one)** ☐ to Purchase ☑ Not to purchase an **RSA** at this time

23. Has the Seller been notified by any city or county governmental agency, or is the Seller aware, that the Property is in a flood hazard area?

☐ Yes ☑ No

24. OTHER CONDITIONS: See Exhibt A attached hereto.

ACCEPTED THIS 14th **day of** July 2020,

Equity Commercial Realty II, LLC
BROKER (Company)

by Sign here
BROKER/ASSOCIATE (Signature)

Mid-Del Board of Education (Independent School District
SELLER (Printed)

Sign here
SELLER (Signature)

SELLER (Printed)

Sign here
SELLER (Signature)

Phone

Fax

Mail (Mailing Address of Seller-Owner)

Email

ADDENDUM

This Addendum ("Addendum") to that certain Listing Agreement – Exclusive Right to Sell of even date herewith ("Listing Agreement") is made and entered into on this 14th day of July, 2020, by and between Equity Commercial Realty II, LLC ("Broker"), and Mid-Del Board of Education (Independent School District #52) ("Seller").

This Addendum amends and modifies that certain Listing Agreement as follows:

1. Seller hereby authorizes Broker to engage third-party consultants to assist Broker with its duties under the Listing Agreement, including but not limited to (a) a surveying company or surveyor, (b) a title/escrow company and escrow agent, (c) attorneys, (d) engineers, (e) architects, and (f) environmental specialists. Seller further authorizes Broker to expend an estimated Fifteen Thousand and 00/100ths ($15,000.00), more or less, on said consultants prior to the sale, exchange or leasing of the Property. Seller agrees, at Seller's next regularly held board meeting, to authorize a reimbursement of the funds to Broker that Broker expended on said consultants to engage their services to assist Broker with its duties under the Listing Agreement. Broker shall be reimbursed for any additional funds (above and beyond the estimated $15,000.00) expended on consultants within a reasonable time by Seller, but no later than the next regularly scheduled board meeting after the funds were expended.

2. Under paragraph 1 of the Listing Agreement, the definition of "Sale" shall be modified to include leasing of the Property, and Broker shall be entitled to 4.5% of the proceeds of any leasing of the Property during the term of the Listing Agreement or within 180 days of its termination.

3. All other provisions of the Listing Agreement remain in full force and effect, other than any provision that conflicts with the terms and spirit of this Addendum, which shall be deemed to be amended appropriately to be consistent with this Addendum.

4. If any provision of this Addendum or the Listing Agreement shall be found to be contrary to law, such provision shall be severed from the Addendum or Listing Agreement, and all other provisions and application of the Addendum and Listing Agreement shall continue in full force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

"BROKER"

EQUITY COMMERCIAL REALTY II, LLC

By: _____
Eric Fleske, Manager

"SELLER"

MID-DEL BOARD OF EDUCATION
(INDEPENDENT SCHOOL DISTRICT #52)

By: _____

Name:_____

Title:_____

Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Jacqueline Woodard
Chief Financial Officer

To: The Board of Education and Dr. Rick Cobb

From: Jacqueline Woodard, Chief Financial Officer JW

Date: August 12th, 2024

Subj: Sanctioning from School Activity Funds for 2024-2025

Attached is a list of the student achievement programs and parent-teacher associations requesting approval to be sanctioned for the 2024-2025 fiscal year. All meet the Board of Education requirements as per policy D-9.

The principals have recommended approval of these organizations to operate outside of the school activity fund. The organizations appear to be functioning as required by law of Board of Education policy.

If you have any questions, please let me know.

Mid-Del Schools Sanctioning
2024-2025

Site	Group	Sanctioning Pending
Barnes	PTA	8/12/2024
Cleveland Bailey	PTA	8/12/2024
Soldier Creek	PTA	8/12/2024
Schwartz	PTA	8/12/2024
Carl Albert Middle School	Cheer	8/12/2024
Carl Albert High School	Golf	8/12/2024
Carl Albert High School	Orchestra	8/12/2024
Carl Albert High School	Softball	8/12/2024
Carl Albert High School	Swim	8/12/2024

Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mrs. Jacqueline Woodard
Chief Financial Officer

To: The Board of Education and Dr. Rick Cobb

From: Mrs. Jacqueline Woodard, Chief Financial Officer
Mrs. Kellie Duckworth, Payroll Coordinator

Re: Section 125 Plan Administration by American Fidelity Assurance Company for CY 2025

Date: August 12th, 2024

District Employees have the opportunity to participate in a Section 125 Cafeteria Plan that allows employees to deduct certain eligible premiums on a before tax basis according to IRS regulations. The Board of Education approved American Fidelity Assurance Company as the administrator for our current plan that will expire December 31, 2024.

American Fidelity provides a valuable service to the district as the administrator of this plan and provides the services at no cost to the employee or the district. As administrator of the Section 125 Plan, American Fidelity has the opportunity to inform district employees of various products offered by them as part of the annual process.

We recommend that the Board of Education approve American Fidelity Assurance Company as the Section 125 Administrator for the plan year January 1, 2025 through December 31, 2025.

Thank you.

MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☑ Employee Travel without Students

Employee: Dannielle Taylor Site: DCHS

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): Conference on 5 Star Program we use at DCHS

Dates for Travel: September 8-10, 2024

Transportation: From Del City, Oklahoma on 9/8/2024

To Las Vegas, Nevada return date 9/10/2024

School Days Missed: 3

☑ Release Time

☐ Personal Leave

Funding Source:
FUND: Personal AMOUNT: $_____(TOTAL)

Breakdown of Amount:
FLIGHT: $_____ MILEAGE: $_____ HOTEL: $_____
SHUTTLE/CAB: $_____ MEALS: $_____ INCIDENTALS: $_____

Will leave require a substitute? No Project Code _____

Funding source for expenses other than sub:

Project Name Personal Funds - Conference paying for hotel/fees Project Code _____

Project Name _____ Project Code _____

Site Principal: Steven A Lloyd /per attached email

Executive Director: Andra Dilley 7/10/24

(please attach information justifying the need for the trip.)

Asst. Superintendent: LaShunda Bowles

Superintendent: _____

Approval for the trip does not yield approval of Release Time. Submit the Request for Release Time on the yellow form and attach to this request.

Susan Toombs <stoombs@mid-del.net>

Danielle Taylor and Kristy Cooper

2 messages

Susan Toombs <stoombs@mid-del.net> Wed, Jul 10, 2024 at 3:19 PM
To: Steve Gilliland <sgillland@mid-del.net>

Steve,
Danielle and Kristy did an out of state travel request to go to Las Vegas. They did it on the wrong form. I retyped them on the correct form.

Can you e-mail me back to approve and I will attach the e-mail to the form.

Thank you
Susie

--
Susan Toombs
Executive Assistant of Secondary Instruction
Mid-Del Schools
7217 SE 15th
Midwest City, OK 73110
405-737-4461 ext. 1228

Steven Gilliland <sgillland@mid-del.net> Wed, Jul 10, 2024 at 4:07 PM
To: Susan Toombs <stoombs@mid-del.net>

I approve of their overnight request to attend conference in Las Vegas.

Steve

Sent from my iPhone

> On Jul 10, 2024, at 3:20 PM, Susan Toombs <stoombs@mid-del.net> wrote:
>
> [Quoted text hidden]
> *This is a staff email account managed by Mid-Del Public Schools. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.*

This is a staff email account managed by Mid-Del Public Schools. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.

MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☑ Employee Travel without Students

Employee: Kristy Cooper Site: DCHS

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): Conference on 5 Star Program we use at DCHS

Dates for Travel: September 8-10, 2024

Transportation: From Del City, Oklahoma on 9/8/2024

To Las Vegas, Nevada return date 9/10/2024

School Days Missed: 3

☑ Release Time

☐ Personal Leave

Funding Source:
FUND: Personal AMOUNT: $_____(TOTAL)

Breakdown of Amount:
FLIGHT: $_____ MILEAGE: $_____ HOTEL: $_____
SHUTTLE/CAB: $_____ MEALS: $_____ INCIDENTALS: $_____

Will leave require a substitute? Yes Project Code 826

Funding source for expenses other than sub:

Project Name Personal Funds - Conference paying for hotel/fees Project Code _____

Project Name _____ Project Code _____

Site Principal: Steven A Dillard / per attached email

Executive Director: Andra Wilkey 9/10/24

(please attach information justifying the need for the trip.)

Asst. Superintendent: LaShunda Bowles

Superintendent: _____

Approval for the trip does not yield approval of Release Time. Submit the Request for Release Time on the yellow form and attach to this request.

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Danielle Taylor and Kristy Cooper

2 messages

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> *This is a staff email account managed by Mid-Del Public Schools. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.*

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5-Star Students

5-Star Students > General > User Conferences

Search

Articles in this section

2024 User Conference

4 months ago · Updated

Follow

We are excited to host our annual User Conference in Las Vegas, NV this fall!

Join us **September 9-10** at The Orleans Hotel and Casino where you'll hear from 5-Star representatives and experts using it everyday at their school site.

Register Now

Prices increase 8/9/24

Help


5-Star Students presents:
2024 USER CONFERENCE
Learn how to use 5-Star Students to its fullest potential. Hear from 5-Star reps and experts from across the country.
Full Conference Pass: $399
Day 1 only: $250
Day 2 only: $200
PT 9-10
S VEGAS

2024 User Conference Sessions

FUNDAMENTALS

DAY 1 — 5-STAR 101
This course is designed for any new users to 5-Star. It will cover topics addressed in the onboarding training provided to each school.

DAY 1 — CLUBS
Learn how to use 5-Star to keep track of your club participation and how your advisors can use reporting to their benefit..

DAY 1 — INTERVENTIONS
Learn how you can use Interventions for a Flex period, enrichment period, or advisory. Staff/students sign up beforehand, check them in, view no shows.

DAY 1 — ITEM SALES
Use 5-Star to sell items during registration and throughout the year. Schools can sell in person or online.

DAY 1 — RUNNING A DANCE
Practice makes perfect! Learn how to set up an event, sell tickets (in person and online), and check students in to a dance using 5-Star.

DAY 1 — HALL PASSES
This course will take you step by step in the Hall Pass tool. Create different hall pass types, assign them using multiple options, setup blackout schedules, and more.

DAY 1 — STUDENT ACCESS
Set up your school's student app and webpage for students to sign in and view their points, event calendar, and more!

DAY 1 — SURVEYS AND VOTING
Learn how to set up and run upcoming elections and feedback surveys.

GUEST PRESENTERS

DAY 2 — BALANCING ACT
INTEGRATING WELLNESS WITH STUDENT ACTIVITIES
Explore strategies for fostering an environment that equally prioritizes health, engagement, and academic success.

DAY 1+2 — DIGITAL IDS
Transform your campus with digital IDs and digital badges to help monitor student access to fields, events, lunch passes, etc.

DAY 1+2 — FLEX SCHEDULE
Del City HS goes above and beyond, running 2 tutorial periods per day! Learn about daily process of signing students up and tracking attendance for a flex period.

DAY 1+2 — HALL PASSES
Learn about best practices for the use of hall passes, including QR codes, Kiosk mode and more.

DAY 2 — INCENTIVES, RECOGNITION, AND REWARDS
Learn how to recognize and incentivize academic achievements through 5-Star.

DAY 1+2 — HOUSES
Build a house system to improve your student culture, incentivize competition, and increase student participation using 5-Star.

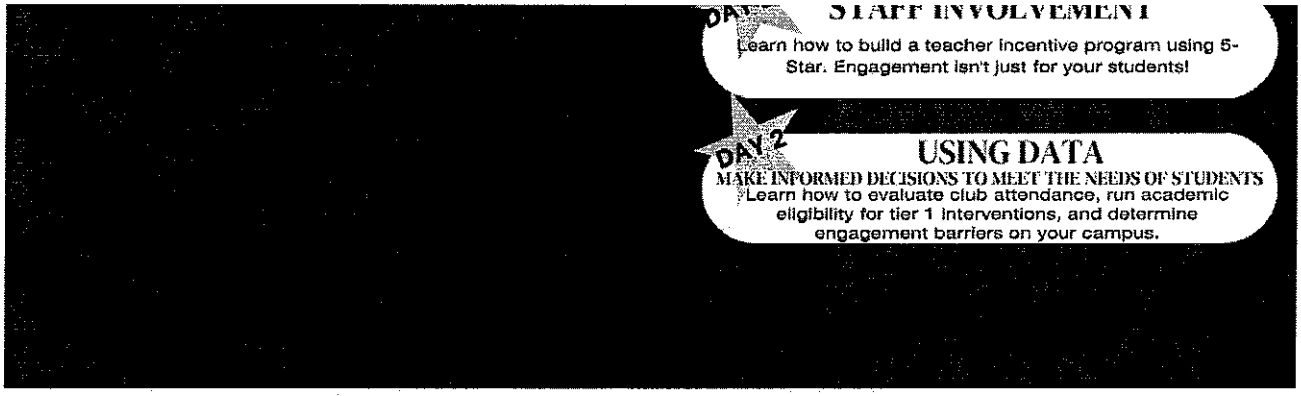
DAY 1+2 — PBIS REWARDS PROGRAM
Learn different ways Don Juan Avila MS uses 5 Star Rewards to support their Platinum PBIS program.

DAY 1 — SANDBOX SESSION
Dive into using 5-Star on the ground level. Time to practice adding events, managing your point system, and utilizing 5-Star on a daily basis.

DAY 1+2 — SCHOOLWIDE APPROACH
Be ready to roll out your 5-Star program on Day 1! Set up your teachers and students for success.

DAY 1+2 — STAFF BUY-IN
Learn the dos and don'ts of introducing 5-Star to your staff.

DAY 1+2 — STAFF INVOLVEMENT



Conference Flyer 2024 (1).pdf

500 KB · Download

Was this article helpful?

Yes No

0 out of 0 found this helpful

Have more questions? Submit a request

Return to top ^

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MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☑ Employee Travel without Students

Employee: Rose Benas/Tracy Hunt Site: St. Philip Neri/Admin

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): Attending Heart, Hope Humanity 2024 NCTE (Nat. Council for Teachers of English) Conf. Nov. 20-24,2024 in Boston, MA.

Dates for Travel: Nov. 20-24, 2024

Transportation: From OKC, OK on November 20, 2024

To Boston, MA return date November 24, 2024

School Days Missed: NA

☑ Release Time

☐ Personal Leave

Funding Source:
FUND: 541 AMOUNT: $5097.00 (TOTAL)

Breakdown of Amount:
FLIGHT: $1200.00 MILEAGE: $NA HOTEL: $1864.00
SHUTTLE/CAB: $ 200.00 MEALS: $753.00 INCIDENTALS: $ Registration $1080.00

Will leave require a substitute? NA Project Code NA

Funding source for expenses other than sub:

Project Name Title II Project Code 541

Project Name _____ Project Code _____

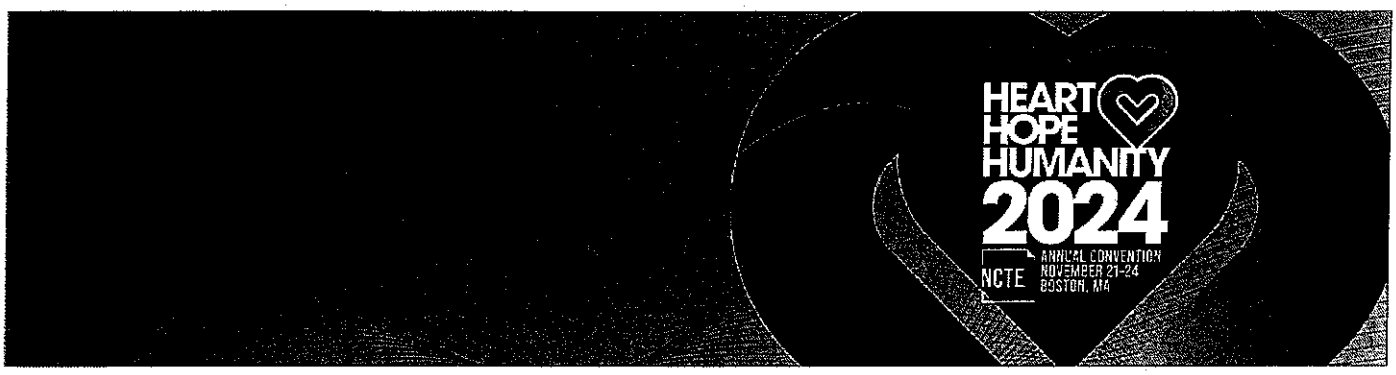
Site Principal: _____

Executive Director: _____
(please attach information justifying the need for the trip.)

Asst. Superintendent: _____

Superintendent: _____

Approval for the trip does not yield approval of Release Time. Submit the Request for Release Time on the yellow form and attach to this request.



Session Details

Click on your session title below to review details for accuracy. Please confirm the title, annotation, and speakers listed are correct for each of your sessions. If any changes are needed please email NCTEevents@ncte.org. All changes after October 1 will be shown only in the Convention mobile app and the online listing of sessions.

Combined Sessions: If your individual proposal was combined with others, you will see the new session title with *Combined Panel Presentation* as the session type. The session chair and your co-presenters will all be listed under Speaker(s) at the bottom of your session page. To see the titles of all individual sessions under the new combined session, please search the Combined Panel Presentation title in the session listing.

To decline participation in a session after November 1, please email NCTEevents@ncte.org. Otherwise, it is assumed that you will be in attendance at the 2024 NCTE Annual Convention.

Date	Time	Session Title	Room	Session Type
11/21/2024	8:00 AM - 12:00 PM EST	With Eyes of Appreciation: Looking at Student Work to Understand Children's Language and Literacy Learning **Speaker(s)** Crag Hill, University of Oklahoma Tracy Hunt, Mid-Del Schools Brianne Johnson, University of Oklahoma Shelly K. Unsicker-Durham, PhD Candidate, University of Oklahoma Michelle Boyd Waters, University of Oklahoma	Room 153 B	Half-Day Workshop
11/22/2024	12:30 PM - 1:45 PM EST	Identifying and Describing the Theories That Inform Current Adolescent Literacy Research (Poster Session) **Speaker(s)** Tracy Hunt, Mid-Del Schools Brianne Johnson, University of Oklahoma	Exhibit Hall A	Poster Session
11/23/2024	2:45 PM - 4:00 PM EST	Harnessing Poetic Power: Using Poetry to Inspire Heart, Hope, and Change in the ELA Classroom **Speaker(s)** Bonner Slayton, Moore Norman Technology Center Crag Hill, University of Oklahoma Meg Davis Roberts, SUNY New Paltz Julianna Kershen, Assistant Professor, English/Literacy education, University of Oklahoma Ambyr Rios, Kansas State University Danny Wade, Professor, English Education, Washburn University Tracy Hunt, Mid-Del Schools Shelly K. Unsicker-Durham, PhD Candidate, University of Oklahoma Guin Nalewajk, University of Oklahoma Alison Sterba, Edmond North High School Jackie Rasnic, Edmond Public Schools/University of Oklahoma Kerry Friesen, Norman High School Maddie Diring, Norman Public Schools, Norman High School Brianne Johnson, University of Oklahoma Michelle Waters, University of Oklahoma	Room 102 A	Roundtable Session

☰ Menu

Schedule

SCHEDULE

See what the 2024 NCTE Annual Convention has to offer on this list of concurrent sessions, posters, and workshops! Days, times, and rooms are subject to change and will be updated as new information is available.

NOVEMBER

20

WEDNESDAY

5:00 - 7:00 p.m.	Registration & NCTE Central

21

THURSDA

Y

7:00 a.m. - 06:30 p.m.	Registration & NCTE Central
8:00 a.m. - 12:00 p.m.	Workshops (additional registration required)
11:30 a.m. - 12:45 p.m.	A Sessions
1:00 - 2:15 p.m.	B Sessions
2:30 - 3:00 p.m.	C Sessions
3:15 - 3:45 p.m.	D Sessions
4:00 - 5:15 p.m.	Opening General Session
5:30 - 7:00 p.m.	Section Get-Togethers

22

FRIDAY

6:30 a.m. - 6:00 p.m.	Registration & NCTE Central
7:15 - 8:00 a.m.	First-Timers' Welcome Breakfast (no charge, Registration required to RSVP)
8:15 - 9:15 a.m.	Friday General Session
9:30 - 10:45 a.m.	E Sessions
10:00 a.m. - 6:30 p.m.	Exhibits Open
11:00 a.m. - 12:15 p.m.	F Sessions
11:30 a.m. - 1:30 p.m.	ELATE Luncheon
11:30 a.m. - 1:30 p.m.	Middle Level Section Luncheon
12:30 - 1:45 p.m.	G Sessions
2:00 - 2:30 p.m.	H Sessions
2:45 - 3:15 p.m.	I Sessions
3:30 - 4:45 p.m.	J Sessions
7:30 - 9:30 p.m.	Cultural Celebration

23
SATURDAY

6:30 a.m. – 5:00 p.m	Registration & NCTE Central
7:00 – 9:15 a.m.	ALAN Breakfast
8:15 – 9:30 a.m.	K Sessions
9:45 – 10:45 a.m.	Saturday General Session
11:00 – 11:30 a.m.	L Sessions
11:00 a.m. – 6:00 p.m.	Exhibits Open
11:45 a.m. – 12:15 p.m.	M Sessions
12:30 – 2:30 p.m.	Secondary Section Luncheon
12:30 – 2:30 p.m.	Children's Book Awards Luncheon
1:15 a.m. – 2:30 p.m.	N Sessions
2:45 – 4:00 p.m.	O Sessions
4:15 – 5:30 p.m.	P Sessions
5:45 – 7:00 p.m.	Special Interest Group Sessions

24
SUNDAY

8:00 a.m. – 12:00 p.m.	Registration & NCTE Central
7:00 – 8:45 a.m.	Children's Literature Assembly Breakfast
7:00 – 8:45 a.m.	Affiliate Breakfast
8:00 – 11:30 a.m.	Exhibits Open
8:15 – 8:45 a.m.	Q Sessions
9:00 – 10:15 a.m.	R Sessions
10:30 – 11:45 a.m.	S Sessions

10:30 a.m. – 12:00 p.m.	National Writing Project Brunch
12:00 – 1:15 p.m.	Closing General Session
1:30 – 5:30 p.m.	CEL Annual Convention

25

MONDAY

7:00 – 10:00 a.m.	Registration
8:00 a.m. – 5:00 p.m.	CEL Annual Convention
8:00 a.m. – 5:00 p.m.	ALAN Workshop

26

TUESDAY

8:00 a.m. – 2:00 p.m.	CEL Annual Convention
8:00 a.m. – 2:00 p.m.	ALAN Workshop

Graduate Credit

You can earn graduate credit for attending the 2024 NCTE Annual Convention through the University of San Diego. The link to learn more and to register will be added closer to the Convention.

All times are Eastern Time

Hours are subject to change; more information will be added as the schedule is finalized.

Events

NCTE offers opportunities to connect and learn with members all throughout the year.



#NCTE24

November 21-24 in Boston, Massachusetts

"When we teach our students, it is far more than teaching for that moment and far more than teaching a particular skill in isolation.

When we teach our students, the larger, more far-reaching purpose is for our scholars to learn to use the lessons from the classroom to transform their own lives and the lives of others."

Tonya B. Perry - 2024 Program Chair | NCTE President-Elect

Learn More

NCTE Member	$350	$450
Nonmember	$480	$540
Student	$155	$175
Emeritus	$175	$200
Group Rate (10 or more, per person)	$360	$475

ALAN Workshop

Registration Type	**Preregistration**	**After Oct. 16**
NCTE Member	$280	$320
Nonmember	$310	$350
Student	$135	$145

CEL Rates

Important booking info: *All hotel reservations in NCTE blocks must be booked through links on NCTE's Annual Convention website through the official housing vendor. Please ignore any unsolicited housing outreach because it undermines our ability to offer you the best rates now and in the future.*

The 2024 Annual Convention headquarters hotels are the Westin Boston Seaport and the Omni Boston at the Seaport. The room rates for these and our other properties are:

Westin Boston Seaport: $257

Omni Boston at the Seaport: $239–$259

Renaissance Boston Waterfront: $259

Aloft Boston Seaport District: $239

Element Boston Seaport District: $249

Yotel Boston: $175

Hampton Inn Boston Seaport: $185

Homewood Suites Boston Seaport: $205

Booking in this room block helps ensure rates like this can be offered to teachers in future years! It's a collective effort.

St. Philip Neri

GSA U.S. General Services Administration

FY 2024 Per Diem Rates for Boston, Massachusetts

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Boston / Cambridge	Suffolk, city of Cambridge	$79	$18	$20	$36	$5	$59.25

11/21 $59.25

11/22 $79

11/23 $79

11/24 $59.25

$276.50

Baggage $100.00

OKC Airport $100.00

Ground trans. $100.00

(Est.) $576.50

Google Travel Explore Flights Hotels Vacation rentals

Round trip 1 Economy

Oklahoma City OKC | Boston | Thu, Nov 21 | Sun, Nov 24

All filters | Stops | Airlines | Bags | Price | Times | Emissions | Connecting airports | Duration

Date grid | Price graph

Best departing flights

Ranked based on price and convenience Prices include required taxes + fees for 1 adult. Optional charges and bag fees may apply. Passenger assistance info.

Sort by:

7:15 AM – 2:00 PM United · Operated by SkyWest DBA United Expr...	5 hr 45 min OKC–BOS	1 stop 1 hr 3 min ORD	274 kg CO2e Avg emissions	$513 round trip	
7:40 AM – 2:19 PM Delta · Operated by SkyWest DBA Delta Connec...	5 hr 39 min OKC–BOS	1 stop 56 min LGA	302 kg CO2e Avg emissions	$548 round trip	
5:35 AM – 11:25 AM Southwest **Avoids** as much CO2e as **2,131 trees absorb in a day**	4 hr 50 min OKC–BOS	1 stop 50 min STL	253 kg CO2e -12% emissions	$568 round trip	

MID-DEL SCHOOLS
OUT-OF-STATE/OVERNIGHT TRAVEL REQUEST

I. IDENTIFYING INFORMATION

1. Name of School Del City High School

2. Name of Group DCHS NJROTC Unit

3. Name of Mid-Del Sponsor(s) Captain John Keilty/Senior Chief Danny Moreau

4. Destination Witchita Kansas for the Frontiers of Flight Airshow

5. Dates of Trip from ** Fri 23 Aug 2024 to ** Fri 23 Aug 2024

6. Time and Location of Departure 8:00 am, Del City High School

7. Time and Location of Arrival 11:00 am Witchita Airport/McConnell AFB Ks

8. Will students miss class time for this trip? ✔ Yes No If yes, how much class time?

9. Is this trip during the Oklahoma Core Curriculum Testing window? Yes ✔ No

If yes, attach a detailed plan of how many students will be affected and the dates/times the tests will be made up.

10. Purpose of Trip: AN emerging purpose and mission of the NJROTC prograr is to expose cadets to STEM related activities like an Airshow.

11. Mode of Transportation: BUS

II. ITINERARY – Please attach a detailed trip itinerary.

III. PARTICIPATION (If applicable)

1. Number of students: 13-52 Number of adult sponsors/chaperones: 1small-3 big

2. If primary sponsor will be carrying a cell phone, please give number. 405-820-9542

IV. OVERNIGHT ACCOMMODATIONS

1. How will nighttime supervision be done?

_____Scheduled supervision (Please attach chaperone assignments with times.)

_____One adult assigned to each student's room. (Prior to departure, a list of room assignments for chaperones is to be submitted to the building principal.)

2. Name of hotel where group/teacher will stay_____

3. Address of hotel:

_____

Street Address City State Zip

4. Telephone of hotel:_____ (Include area code.)

5. Alternate phone number in case of emergency:_____

6. Has hotel agreed to assign rooms in consecutive or adjacent blocks? _____Yes _____No
If approved, verification and room assignment numbers will be required prior to departure.

V. FINANCIAL INFORMATION

1. How will trip expenses be paid?

A. Please check which one applies:

_✔_ All expenses from School Activity Funds (SAF). Activity
Project #947 Project Name: NAVY ~~ALLOCATED~~

_ _ Some expenses from SAF. If some, please complete #2 below to clarify other funding sources.

_ _ No expenses from SAF. If no, please complete #2 below to clarify other funding sources.

B. If expenses are to be paid **all or part** from School Activity Funds, are the income and expenditures for this trip approved by the Board of Education prior to this trip? If no, the trip cannot be authorized to be paid from School Activity Funds.

✔ Yes ____ No

2. Clarify other funding sources if all expenses are not paid or if some expenses are paid by School Activity Funds. Check what other sources apply:

_ _ Sanctioned Organization funds
_____ School District Allocated funds

✔ Other: Personal funds, donations, civic-club etc. as examples

Explain other sources:
The Navy League and Navy Enlisted Reserve Association have donated

VI. JUSTIFICATION

1. Please describe the educational benefits of this trip. (Omit if the activity is the result of OSSAA sanctioned competition.)

A mission of the NJROTC Program is to promote STEM activities

What better way than to go to an Airshow

2. Why was an out-of-state location chosen for this activity as opposed to an in-state location?

Airshow is scheduled out of state/No Airshows in State with Blue Angels

VII. RECOMMENDATIONS AND ASSURANCES

1. As the primary sponsor of this out-of-state trip, I assure the school district that I will enforce the board policy regarding out-of-state trips, uphold and enforce all school rules and submit all required paperwork prior to departure time.

John Leuty — 25 July 2024
Signature of Primary Sponsor **Date**

2. I X recommend ____ do not recommend approval of this trip.

[signature] — 7/26/24
Signature of Building Principal **Date**

3. I ✓ recommend ____ do not recommend approval of this trip.

Andra Dilkey — 7/30/24
Signature of Director Elementary/Secondary Teaching & Learning **Date**

4. I ✓ recommend ____ do not recommend approval of this trip.

LaShonda Brents — 7-30-2024
Signature of Assistant Superintendent **Date**

VIII. BOARD OF EDUCATION ACTION

This request for an out-of-state/overnight trip was _____approved_____denied at the regular meeting of the Mid-Del Board of Education on _____.

TENTATIVE ITINERARY FOR CADET TRIP TO WICHITA KANSAS FOR FRONTIER OF FLIGHT AIRSHOW FEATURING NAVY BLUE ANGELS

Depart DCHS @8am on Friday 23 August
(Donuts provided), /2 Stops enroute -students need money for snacks/-----/sack lunch/dinner provided
Arrive Wichita Airport (McConnell AFB) @1130 AM/
Static Displays 1130am-1pm
Blue Angels 3pm
Autographs on crowd line @4pm
Pictures with Blue Angels @4:30pm
Depart Wichita @5 pm,,/Dinner @ Cici's Pizza in Wichita(Unit Funds)
Arrive DCHS @10pm../2 STOPS enroute-students need money for snacks
Captain Keilty (405-820-9542) will drive either small or big bus. (13-52 students)

Reason for Trip

1. There will be no Air Show at Tinker this year. Airshows always generate enthusiasm and serve well to inspire kids to chose the aviation profession.
2. DCHS NJROTC wants our Eagles to experience this Air Show as the Navy Blue Angels are flying and LCDR Jack Keilty is a Pilot.
3. Bus Field Trips allow bonding by the Cadets and they are fun.

10 July 2024

Dear Mid-Del School Board,

This request for out- of- state travel is late because over the summer I decided that it would be of great educational benefit to take a small or big bus load of NJROTC Cadets up to Wichita Kansas to watch the Blue Angels Air Show. The Air Show is Friday 23 August and would require 1 missed day of school. One of our focus points this year in NJROTC is to promote STEM related activities and professions. Thank you for your consideration.

Very Respectfully,
John Heidy
Captain, United States Navy (Ret)
Senior NJROTC Instructor, Del City High School

Principal,

This is a LATE ASK! If I am OK if you decide to NOT forward as I can look for another opportunity later on this year or next.

Very Respectfully
Captain

Dublin

Manuscript

Dated in the late 18th c.

Some Old Irish Melody to the

Irish word [illegible] some [illegible]

[illegible] [illegible] [illegible]

[illegible].

Irish Manuscript

Dublin

MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☑ Employee Travel without Students

Employee: Rick Cobb & Erin Rennick-White Site: Admin

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): To attend AASA National Conference on Education March 6-8, 2025

Dates for Travel: March 5, 2025 and March 9, 2025

Transportation: From OKC on March 5, 2025

To New Orleans, LA return date March 9, 2025

School Days Missed: 3

☑ Release Time

☐ Personal Leave

Funding Source:
FUND: 000 AMOUNT: $5956.00 (TOTAL)

Registration: $1590.00

Breakdown of Amount:
FLIGHT: $1000 MILEAGE: $ HOTEL: $2400
SHUTTLE/CAB: $ MEALS: $666.00 INCIDENTALS: $ 300.00

Will leave require a substitute? Project Code

Funding source for expenses other than sub:

Project Name General Project Code 000

Project Name Project Code

Site Principal:

Executive Director:
(please attach information justifying the need for the trip.)

Asst. Superintendent:

Superintendent:

Approval for the trip does not yield approval of Release Time. Submit the Request for Release Time on the yellow form and attach to this request.

AASA
THE SCHOOL SUPERINTENDENTS ASSOCIATION

National Conference on Education



Don't Miss *THE* Event for Educational Leaders

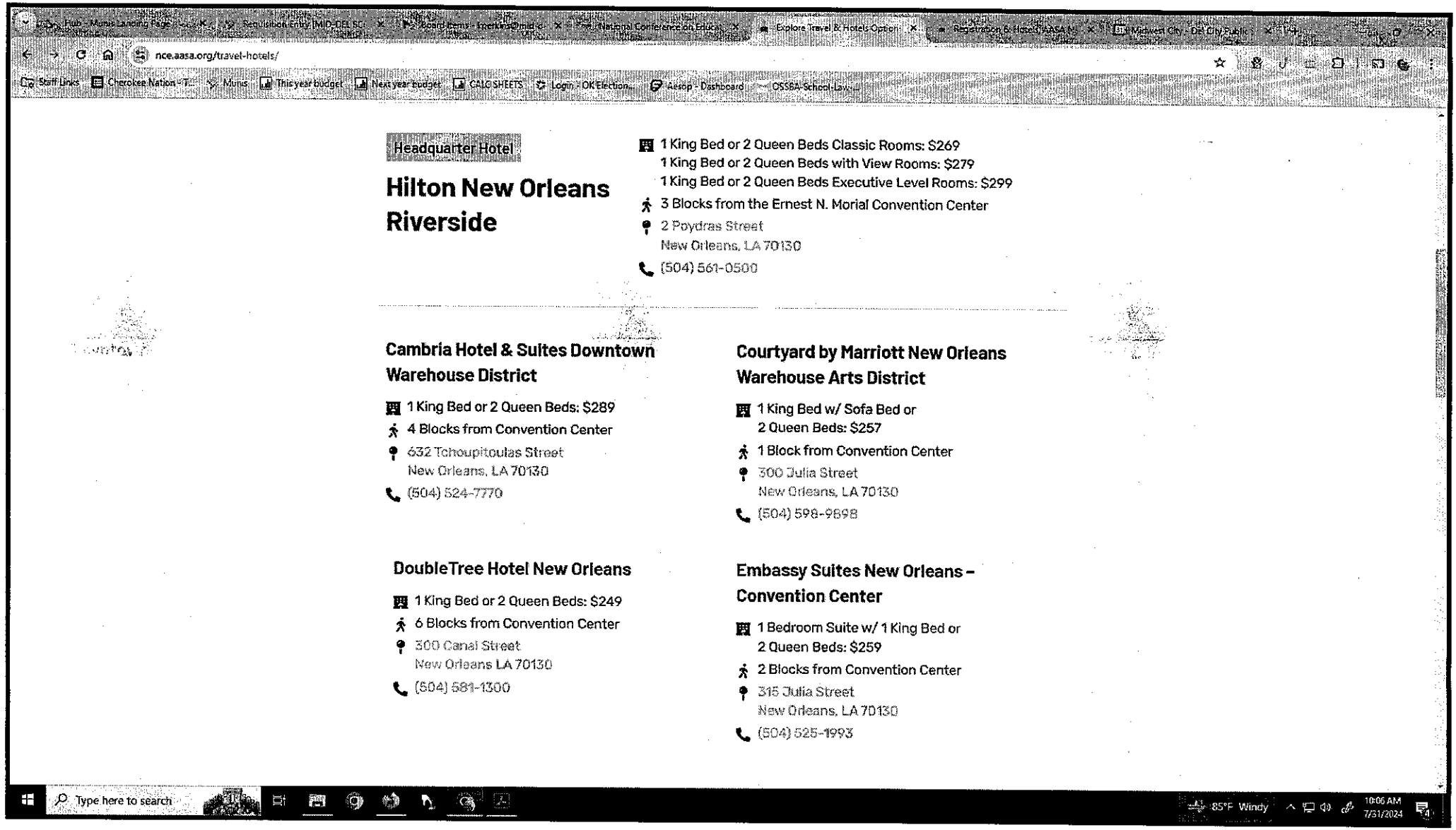
The National Conference on Education, presented by AASA, The School Superintendents Association, is the premier professional development and networking event for school superintendents and administrators.

Hear from education thought leaders who are championing our nation's school systems and take home new ideas and approaches to invigorate your own district.

With more than 4,000 superintendents attending, you're bound to form an industry network you can leverage for improving equity, student outcomes, district performance and so much more.

Registration Now Open!

Register Now (https://nce.aasa.org/)



Headquarter Hotel

Hilton New Orleans Riverside

1 King Bed or 2 Queen Beds Classic Rooms: $269
1 King Bed or 2 Queen Beds with View Rooms: $279
1 King Bed or 2 Queen Beds Executive Level Rooms: $299
3 Blocks from the Ernest N. Morial Convention Center
2 Poydras Street
New Orleans, LA 70130
(504) 561-0500

Cambria Hotel & Suites Downtown Warehouse District

1 King Bed or 2 Queen Beds: $289
4 Blocks from Convention Center
632 Tchoupitoulas Street
New Orleans, LA 70130
(504) 524-7770

Courtyard by Marriott New Orleans Warehouse Arts District

1 King Bed w/ Sofa Bed or
2 Queen Beds: $257
1 Block from Convention Center
300 Julia Street
New Orleans, LA 70130
(504) 598-9898

DoubleTree Hotel New Orleans

1 King Bed or 2 Queen Beds: $249
6 Blocks from Convention Center
300 Canal Street
New Orleans LA 70130
(504) 581-1300

Embassy Suites New Orleans – Convention Center

1 Bedroom Suite w/ 1 King Bed or
2 Queen Beds: $259
2 Blocks from Convention Center
315 Julia Street
New Orleans, LA 70130
(504) 525-1993

GSA U.S. General Services Administration

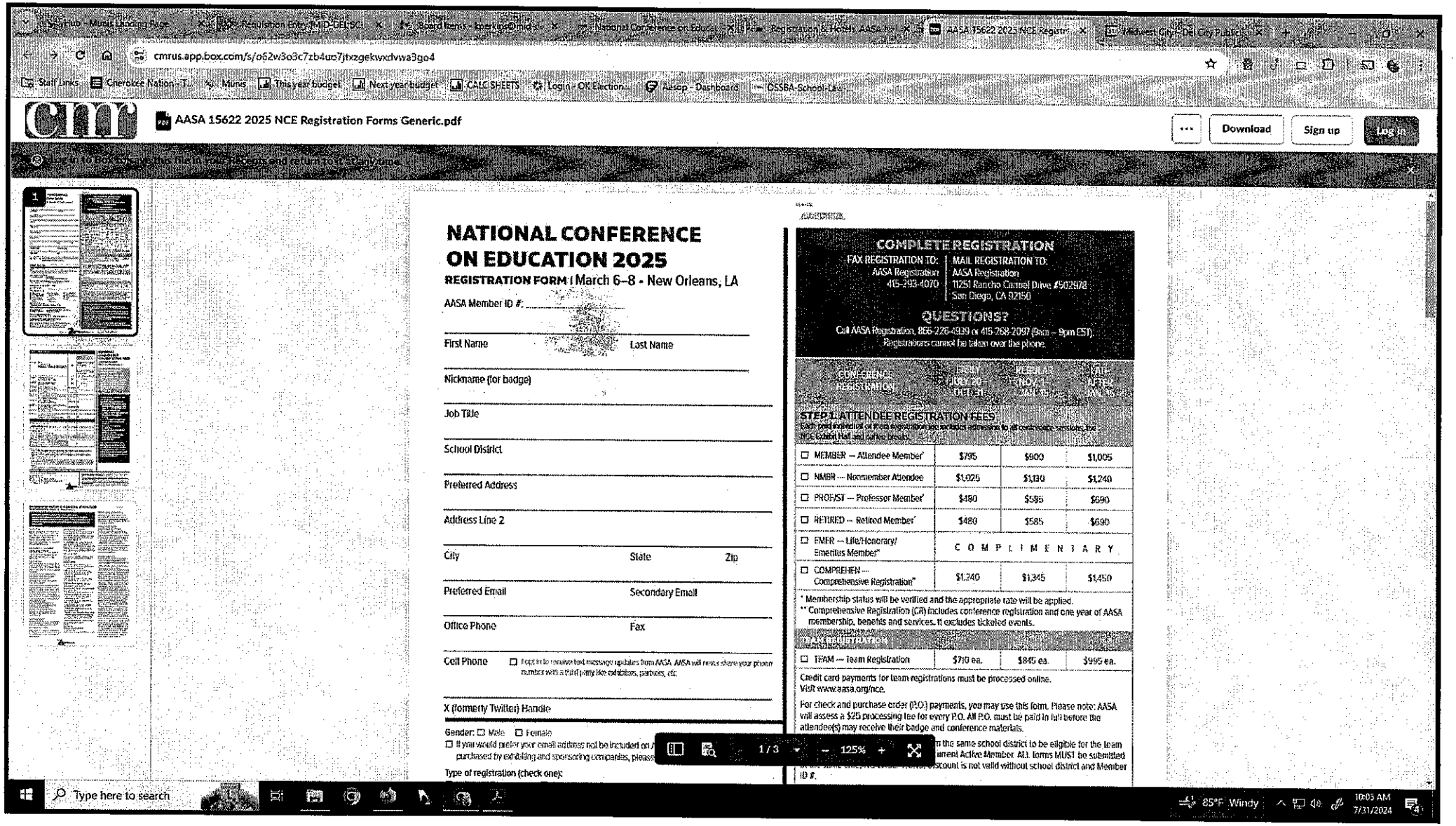
FY 2024 Per Diem Rates for new orleans, Louisiana

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
New Orleans	Orleans / Jefferson Parishes	$74	$17	$18	$34	$5	$55.50

march 5 = $55.50
march 6 = $74.00
march 7 = $74.00
march 8 = $74.00
march 9 = $55.50

$333.00
+$150.00 - uber, luggage etc
$483.00



Wednesday, Jul 31, 2024 10:05 AM

MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☑ Employee Travel without Students

Employee: Melissa Dalton Site: Admin

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): Melissa has been invited (all expenses paid) to the Waterford 2024 Fall Partner Summit in Snowbird, Utah Sept. 29-Oct. 1, 2024

Dates for Travel: Sept. 29-October 1, 2024

Transportation: From OKC, OK on September 29, 2024

To Snowbird, Utah return date October 1, 2024

School Days Missed: 2

☒ Release Time

☐ Personal Leave

Funding Source:
FUND: NA AMOUNT: $NA (TOTAL)

Breakdown of Amount:
FLIGHT: $NA MILEAGE: $NA HOTEL: $NA
SHUTTLE/CAB: $ NA MEALS: $NA INCIDENTALS: $ NA

Will leave require a substitute? NA Project Code NA

Funding source for expenses other than sub:

Project Name NA Project Code NA

Project Name _____ Project Code _____

Site Principal: _____

Executive Director: _____

(please attach information justifying the need for the trip.)

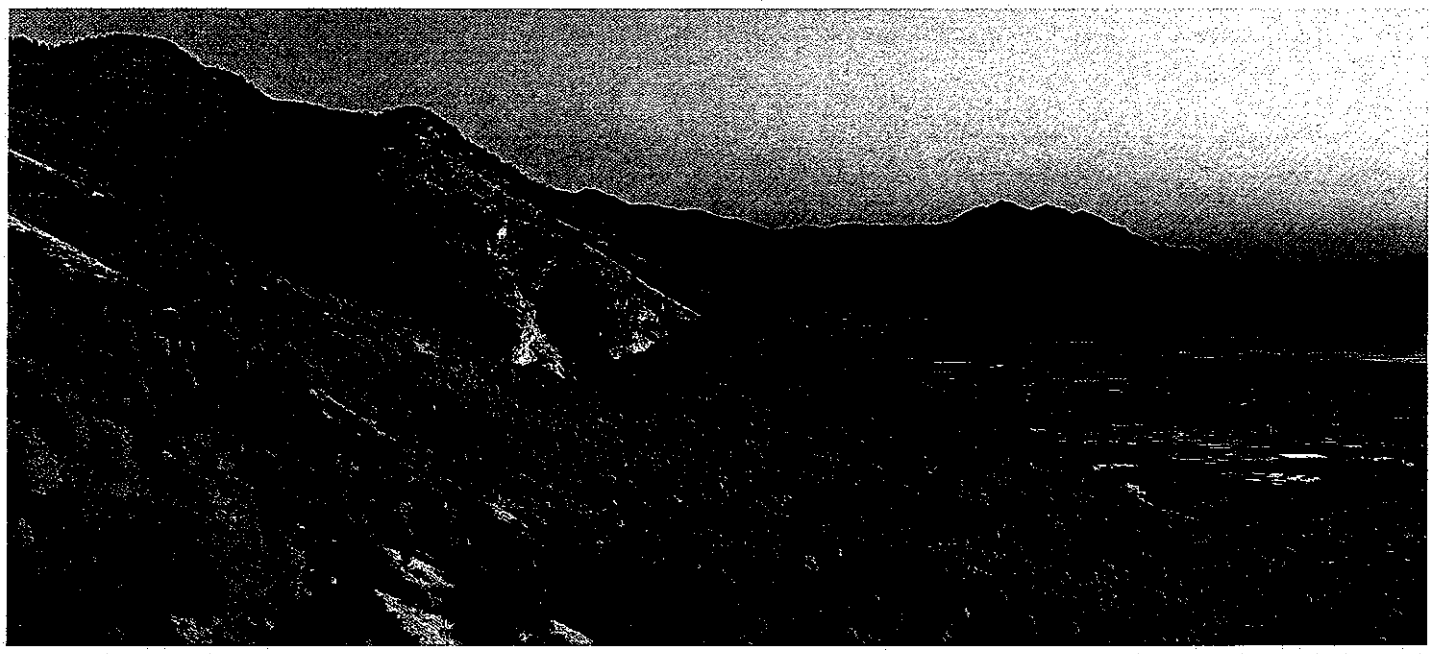
Asst. Superintendent: La Shonda Bowles

Superintendent: _____

Approval for the trip does not yield approval of Release Time. Submit the Request for Release Time on the yellow form and attach to this request.

Waterford 2024 Fall Partner Summit

Together We Thrive: Building a Village for Early Learning



Register Now

Join Waterford.org and education leaders for

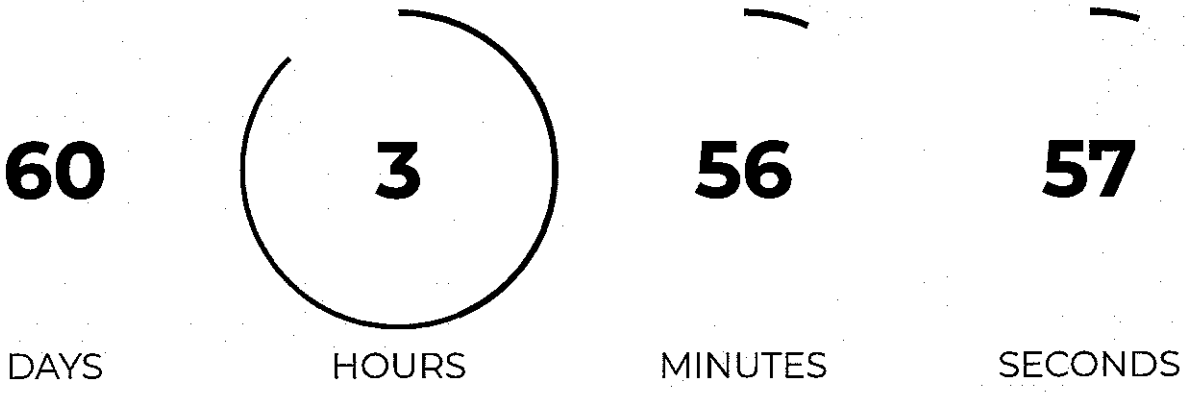
a two-day Summit in Snowbird, Utah!

Hear from and network with district leaders and education experts while enjoying amazing mountain views.

September 29, 2024 – October 1, 2024
11:00 AM-11:00 AM

Snowbird Resort
9320 S Cliff Lodge Dr
Snowbird, UT 84092

Countdown to the Event



Register Now

Already registered?

Contact Us

Snowbird Resort

9320 S Cliff Lodge Dr
Snowbird, UT 84092
USA

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Donna McKnight <dmcknight@mid-del.net>

Fwd: [**EXTERNAL**] Waterford Partner Summit ~ Snowbird, Utah

Lacey Brown <ljbrown@mid-del.net> Wed, Jul 31, 2024 at 8:00 AM
To: Donna McKnight <dmcknight@mid-del.net>

Will you do an out of state travel form for this please. It's just Melissa and the company is paying. I know we will need it on this board agenda. You can complete the form and then share it with her to preview before we take it over to Dr. Broiles.



Executive Director of Teaching and Learning
405-737-4461, ext. 1308
ljbrown@mid-del.net
www.mid-del.net

---------- Forwarded message ---------
From: **Melissa Dalton** <mdalton@mid-del.net>
Date: Tue, Jul 30, 2024 at 4:44 PM
Subject: Fwd: [**EXTERNAL**] Waterford Partner Summit ~ Snowbird, Utah
To: Lacey Brown <Ljbrown@mid-del.net>

Wahoo! I'm pumped!!



MELISSA DALTON
INSTRUCTIONAL FACILITATOR
ELEMENTARY ELA & RSA
405-737-4461 x1281
mdalton@mid-del.net
NBCT
LETRS Facilitator

---------- Forwarded message ---------
From: **Jodi Sohrt** <jodisohrt@waterford.org>
Date: Tue, Jul 16, 2024 at 12:30 PM
Subject: [**EXTERNAL**] Waterford Partner Summit ~ Snowbird, Utah
To: Melissa Dalton <mdalton@mid-del.net>

Hi Melissa!
I'm thrilled to extend an invitation to you for Waterford's 2024 Fall Partner Summit, taking place at Snowbird, Utah from September 29th to October 1st. This event

promises opportunities to engage with district leaders and education experts nationwide against the backdrop of stunning mountain vistas. Waterford is pleased to cover your flight and hotel/food accommodation. Please find the tentative agenda in the registration link. I eagerly await your response and hope to welcome you to Utah soon! Space is limited, so your prompt RSVP would greatly assist us in organizing and maximizing attendance.

Waterford.org

Fall Partner Summit 2024

Join Waterford.org and education leaders for a two-day Summit in Snowbird, Utah!

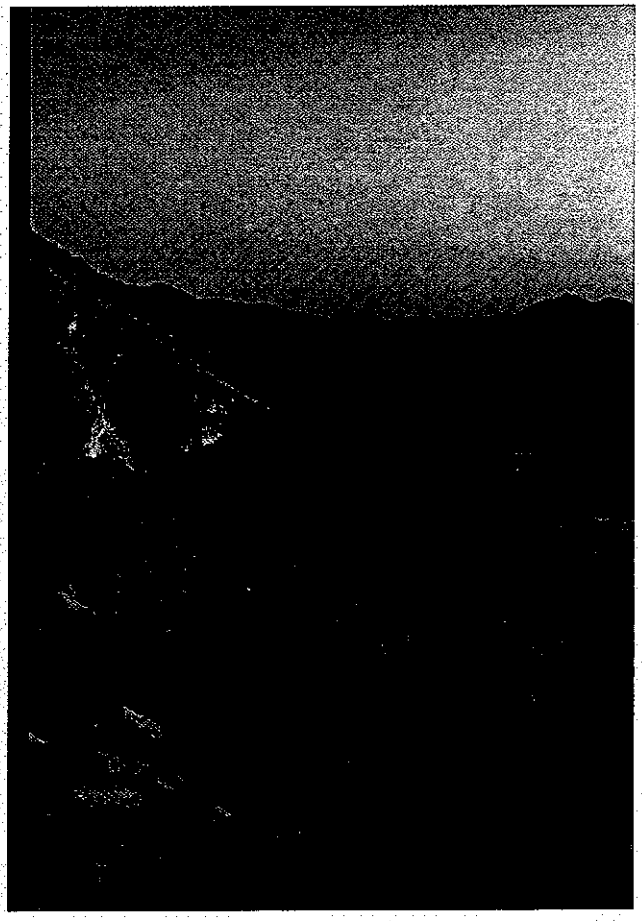
Hear from and network with district leaders and education experts while enjoying the breathtaking Utah mountains.

Snowbird, Utah
September 29—October 1

- **Mingle with education leaders**
- **Hear the latest from the education industry**
- **Learn more about Waterford programs**

Space is limited. Register now.

http://tinyurl.com/fall-summit-24



Jodi Sohrt
Director of School Relations
Waterford.org
P: 281.804.2101
Schedule a meeting:
https://calendly.com/jodisohrt



When you educate one person you can change a life, when you educate many you can change the world. ~Shai Reshef

Waterford Early Learning~ Inspiring a Great Start for EVERY Child!

www.waterford.org

POLICY J-14 R-2

MID-DEL SCHOOLS
OUT-OF-STATE/OVERNIGHT TRAVEL REQUEST

I. IDENTIFYING INFORMATION

1. Name of School Del City High School
2. Name of Group Student Council
3. Name of Mid-Del Sponsor(s) Kristy Cooper and Amanda Shatswell
4. Destination Bartlesville High School
5. Dates of Trip from/to Nov 2-4, 2024
6. Time and Location of Departure Nov 2 7am, DCHS
7. Time and Location of Arrival Nov 2 9:30am BHS
8. Will students miss class time for this trip? X Yes ___ No If yes, how much class time?

   One Day
9. Is this trip during the Oklahoma Core Curriculum Testing window? ___ Yes X No

   If yes, attach a detailed plan of how many students will be affected and the dates/times the tests will be made up.
10. Purpose of Trip: Student Council State Convention
11. Mode of Transportation: Bus

II. ITINERARY - Please attach a detailed trip itinerary.

III. PARTICIPATION (If applicable)

1. Number of students: 24 Number of adult sponsors/chaperones: 2
2. If primary sponsor will be carrying a cell phone, please give number. Kristy Cooper 405229982(

IV. OVERNIGHT ACCOMMODATIONS

1. How will nighttime supervision be done?

   X Scheduled supervision (Please attach chaperone assignments with times.)

   ___ One adult assigned to each student's room. (Prior to departure, a list of room assignments for chaperones is to be submitted to the building principal.)
2. Name of hotel where group/teacher will stay Hampton Inn Bartleville
3. Address of hotel:

   130 SE Washington Blvd, Bartlesville 74006

Street Address City State Zip

4. Telephone of hotel: 1-918-333-4051 (Include area code.)

5. Alternate phone number in case of emergency: 405-229-9826

6. Has hotel agreed to assign rooms in consecutive or adjacent blocks? ___ Yes ___ No If approved, verification and room assignment numbers will be required prior to departure.

V. FINANCIAL INFORMATION

1. How will trip expenses be paid?

A. Please check which one applies:

____ All expenses from School Activity Funds (SAF).

Project # _____ Project Name: _____

____ Some expenses from SAF. If some, please complete #2 below to clarify other funding sources.

____ No expenses from SAF. If no, please complete #2 below to clarify other funding sources.

X Personal funds through Activity Account

B. If expenses are to be paid **all or part** from School Activity Funds, are the income and expenditures for this trip approved by the Board of Education prior to this trip? If no, the trip cannot be authorized to be paid from School Activity Funds.

X Yes ____No

2. Clarify other funding sources if all expenses are not paid or if some expenses are paid by School Activity Funds. Check what other sources apply:

____ Sanctioned Organization funds

____ School District Allocated funds

X Other: Personal funds, donations, civic-club etc. as examples

Explain other sources: Most of the funds are being paid by students

VI. JUSTIFICATION

1. Please describe the educational benefits of this trip. (Omit if the activity is the result of OSSAA sanctioned competition.)

Del City Students will receive officer training and learn to work together for a successful year.

2. Why was an out-of-state location chosen for this activity as opposed to an in-state location?
Location of Conference,
Not out of state

VII. RECOMMENDATIONS AND ASSURANCES

1. As the primary sponsor of this out-of-state trip, I assure the school district that I will enforce the board policy regarding out-of-state trips, uphold and enforce all school rules and submit all required paperwork prior to departure time.

K. J. Cooper — 7/30/24

Signature of Primary Sponsor — Date

2. I X recommend ___ do not recommend approval of this trip.

[signature] — 7/30/24

Signature of Building Principal — Date

3. I X recommend ___ do not recommend approval of this trip.

[signature] — 7/30/24

Signature of Director Elementary/Secondary Teaching & Learning — Date

4. I ✓ recommend ___ do not recommend approval of this trip.

Andra Bilkey — 8/1/24

Signature of Executive Director of Teaching & Learning — Date

LaAnda Burks — 8-1-2024

Signature of Assistant Superintendent — Date

VIII. BOARD OF EDUCATION ACTION

This request for an out-of-state/overnight trip was ____ approved ____ denied at the regular meeting of the Mid-Del Board of Education on _____

MID-DEL PUBLIC SCHOOLS
BEHAVIOR, RELEASE AND NON-LIABILITY AGREEMENT
AND EMERGENCYMEDICAL TREATMENT AUTHORIZATION

Before students may participate in the out-of-state/overnight trip, each student and or parent or guardian must agree to

POLICY J-14 R-2

MID-DEL SCHOOLS
OUT-OF-STATE/OVERNIGHT TRAVEL REQUEST

I. IDENTIFYING INFORMATION

1. Name of School Del City High School
2. Name of Group Student Council and Leadership
3. Name of Mid-Del Sponsor(s) Kristy Cooper, Danielle Taylor, Steve Gilliland plus one more
4. Destination Allen High School, TX
5. Dates of Trip from/to October 23, 2024
6. Time and Location of Departure October 23 5:30am
7. Time and Location of Arrival October 23 9am
8. Will students miss class time for this trip? X Yes ____ No If yes, how much class time?

   One Day
9. Is this trip during the Oklahoma Core Curriculum Testing window? ____ Yes X No

If yes, attach a detailed plan of how many students will be affected and the dates/times the tests will be made up.

10. Purpose of Trip: Jostens Better than Good Conference
11. Mode of Transportation: Bus

II. ITINERARY - Please attach a detailed trip itinerary.

III. PARTICIPATION (If applicable)

1. Number of students: 40 max Number of adult sponsors/chaperones: 4
2. If primary sponsor will be carrying a cell phone, please give number. Kristy Cooper 405229982(

IV. OVERNIGHT ACCOMMODATIONS

1. How will nighttime supervision be done?

   ___ Scheduled supervision (Please attach chaperone assignments with times.)

   ___ One adult assigned to each student's room. (Prior to departure, a list of room assignments for chaperones is to be submitted to the building principal.)

2. Name of hotel where group/teacher will stay No Hotel
3. Address of hotel:

Street Address City State Zip

4. Telephone of hotel: _____ (Include area code.)

5. Alternate phone number in case of emergency: 405-229-9826

6. Has hotel agreed to assign rooms in consecutive or adjacent blocks? ___ Yes ___ No If approved, verification and room assignment numbers will be required prior to departure.

V. FINANCIAL INFORMATION

1. How will trip expenses be paid?

A. Please check which one applies:

____ All expenses from School Activity Funds (SAF).

Project # _____ Project Name: _____

____ Some expenses from SAF. If some, please complete #2 below to clarify other funding sources.

____ No expenses from SAF. If no, please complete #2 below to clarify other funding sources.

X Personal funds through Activity Account

B. If expenses are to be paid **all or part** from School Activity Funds, are the income and expenditures for this trip approved by the Board of Education prior to this trip? If no, the trip cannot be authorized to be paid from School Activity Funds.

X Yes ____No

2. Clarify other funding sources if all expenses are not paid or if some expenses are paid by School Activity Funds. Check what other sources apply:

____ Sanctioned Organization funds

____ School District Allocated funds

X Other: Personal funds, donations, civic-club etc. as examples

Explain other sources: _____

Conference is Free and going to use Mid-Del Transportation

VI. JUSTIFICATION

1. Please describe the educational benefits of this trip. (Omit if the activity is the result of OSSAA sanctioned competition.)

Del City Students will receive officer training and learn to work together for a successful year.

2. Why was an out-of-state location chosen for this activity as opposed to an in-state location?

Location of Conference, out of state

VII. RECOMMENDATIONS AND ASSURANCES

1. As the primary sponsor of this out-of-state trip, I assure the school district that I will enforce the board policy regarding out-of-state trips, uphold and enforce all school rules and submit all required paperwork prior to departure time.

K J Cooper — 7/30/24

Signature of Primary Sponsor — Date

2. I X recommend ___ do not recommend approval of this trip.

[signature] — 7/30/24

Signature of Building Principal — Date

3. I X recommend ___ do not recommend approval of this trip.

[signature] — 7/30/24

Signature of Director Elementary/Secondary Teaching & Learning — Date

4. I ✓ recommend ___ do not recommend approval of this trip.

Andra Wilkey — 8/1/24

Signature of Executive Director of Teaching & Learning — Date

[signature] — 8-1-2024

Signature of Assistant Superintendent — Date

VIII. BOARD OF EDUCATION ACTION

This request for an out-of-state/overnight trip was ____ approved ____ denied at the regular meeting of the Mid-Del Board of Education on _____

MID-DEL PUBLIC SCHOOLS
BEHAVIOR, RELEASE AND NON-LIABILITY AGREEMENT
AND EMERGENCYMEDICAL TREATMENT AUTHORIZATION

Before students may participate in the out-of-state/overnight trip, each student and or parent or guardian must agree to

MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☑ Employee Travel without Students

Employee: Krissy Johnson Site: Admin

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): Krissy will be presenting at (NSTA) National Science Teaching Assocation Conf. in New Orleans Nov. 6-9, 2024

Dates for Travel: November 6-9, 2024

Transportation: From OKC, OK on Nov. 6, 2024

To New Orleans, LA return date Nov. 9, 2024

School Days Missed: 3

☑ Release Time

☐ Personal Leave

Funding Source:
FUND: 511/541 AMOUNT: $2687.00 (TOTAL)

Breakdown of Amount:
FLIGHT: $400.00 MILEAGE: $NA HOTEL: $1,173.00
SHUTTLE/CAB: $ 200.00 MEALS: $439.00 INCIDENTALS: $ Registration 475.00

Will leave require a substitute? NA Project Code NA

Funding source for expenses other than sub:

Project Name Title I Project Code 511

Project Name Title II Project Code 541

Site Principal: _____

Executive Director: _____
(please attach information justifying the need for the trip.)

Asst. Superintendent: _____ 8-6-2024

Superintendent: _____

Approval for the trip does not yield approval of Release Time. Submit the Request for Release Time on the yellow form and attach to this request.

2024 New Orleans National Conference



New Orleans Ernest N. Morial Convention Center | 900 Convention Center Blvd., New Orleans, LA

Wed Nov 06, 2024 - Sat Nov 09, 2024

To register, Log in or Create a Free Account

Download registration form

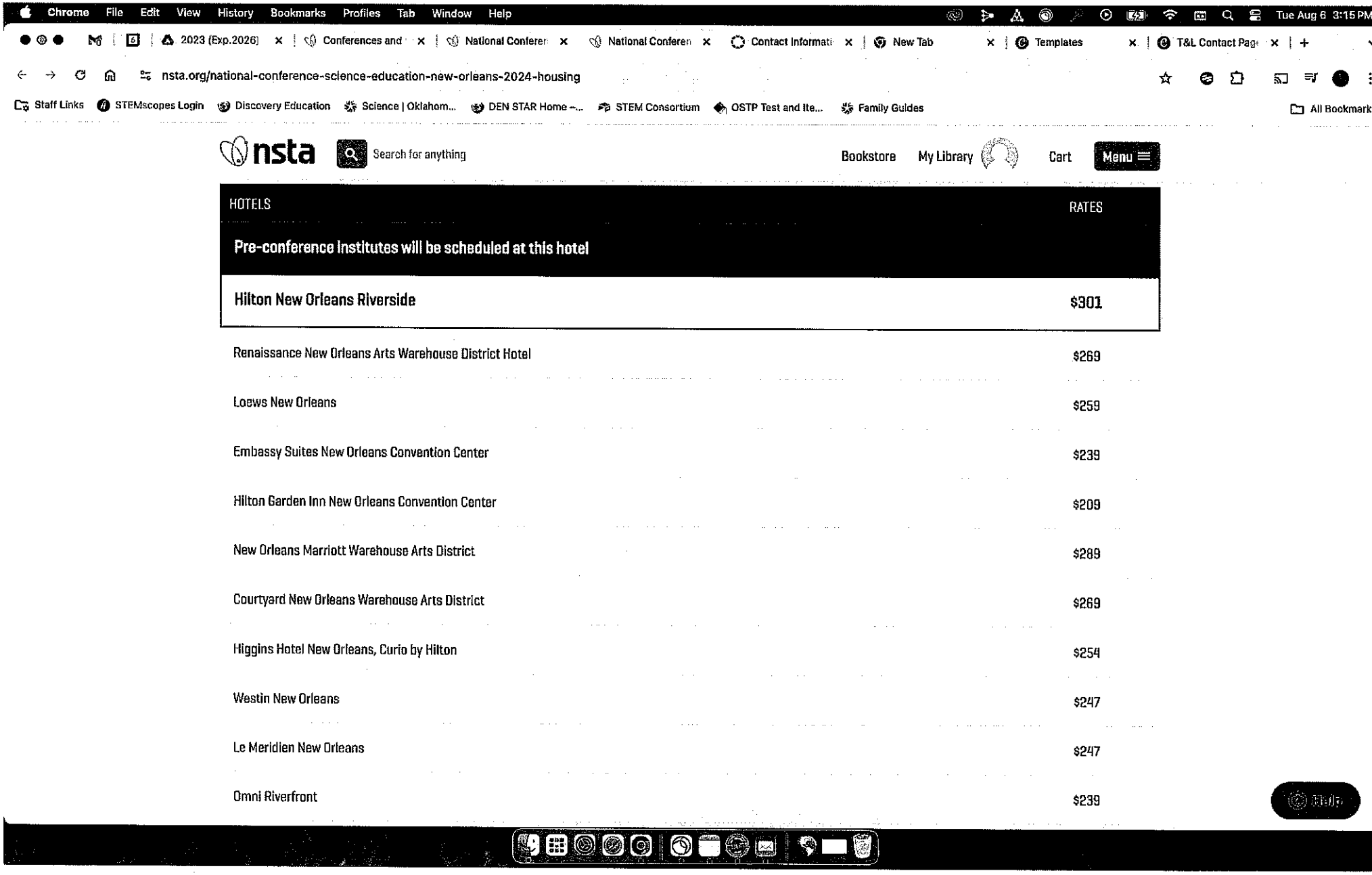
Rate Details Below

Rates

	Earlybird	Advance
Full Registration		
NSTA or LSTA Member	$375	$400
Nonmember*	$475	$500
**Nonmembers automatically receive a one-year digital membership.*		
Retired NSTA Member	$255	$280
Full-time Student	$155	$180
One Day Only (Thu, Fri, or Sat)		
NSTA or LSTA Member	$270	$290
Nonmember	$320	$340
Full-time Student	$115	$125
Nonteaching Spouse/Guest		
All	$195	$215

Save on your registration fees by taking advantage of special discounted rates. To receive discounted rates, your registration must be received online or postmarked/faxed by these deadlines.

Earlybird deadline:
September 27, 2024



HOTELS	RATES
Pre-conference institutes will be scheduled at this hotel	
Hilton New Orleans Riverside	**$301**
Renaissance New Orleans Arts Warehouse District Hotel	$269
Loews New Orleans	$259
Embassy Suites New Orleans Convention Center	$239
Hilton Garden Inn New Orleans Convention Center	$209
New Orleans Marriott Warehouse Arts District	$289
Courtyard New Orleans Warehouse Arts District	$269
Higgins Hotel New Orleans, Curio by Hilton	$254
Westin New Orleans	$247
Le Meridien New Orleans	$247
Omni Riverfront	$239

GSA U.S. General Services Administration

FY 2024 Per Diem Rates for New Orleans, Louisiana

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
New Orleans	Orleans / Jefferson Parishes	$74	$17	$18	$34	$5	$55.50

11/6 $55.50

11/7 $74-

11/8 $74-

11/9 $55.50

Baggage $100
OKC Airport $80
Ground Trans. in New Orleans to the hotel & airport round-trip $200

Est. $639.00

Southwest

NOV 6 - 9
OKC → MSY

Trip & Price Details

Price | Payment | Confirmation

Flight Modify

Wed 11/6	# 224 / 2975	OKC 6:50 AM	→	MSY 10:15 AM	3 hr 25 min	1 stop	Wanna Get Away Plus
Sat 11/9	# 3349 / 2442	MSY 3:40 PM	→	OKC 9:40 PM	6 hr 0 min	1 stop	Wanna Get Away Plus Only 5 left!

Price per Passenger	$290.94
Taxes and fees per Passenger	$71.02
Total per Passenger	$361.96
Passenger(s)	x1
Flight total	$361.96

or from $36/mo* with uplift Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List Preferred status, or Companion Pass qualifying points.

Flight Extras

MID-DEL PUBLIC SCHOOLS
OUT-OF-STATE TRAVEL REQUEST WITHOUT STUDENTS

All requests must be received two months prior to the Board Meeting preceding the travel.

☐ Teacher Travel without Students + Georgina Goodew

Teacher: Sheri Thompson Site: Admin

Purpose of Travel (Please attach a copy of the agenda for the meeting/ conference): NIEA Convention

Dates for Travel: Oct 8-13, 2024

Transportation: From OKC on Oct 8, 2024

To Palm Springs, CA return date Oct 13, 2024

School Days Missed: 4

☒ Release Time

☐ Personal Leave

Funding Source:

Will leave require a substitute? no Project Code _____

Funding source for expenses other than sub:

Project Name Title IV Indian ed Project Code 561

Project Name _____ Project Code _____

Site Principal: _____

Executive Director: L. Brown

(please attach information justifying the need for the trip.)

Asst. Superintendent: LaShunda Burley 8-7-2024

Superintendent: _____

Approval for the trip does not yield approval of Release Time.
Submit the Request for Release Time on the yellow form and attach to this request.

NIEA 2024
OCT. 9-12
55th Annual CONVENTION & TRADE SHOW
Palm Springs, CA

Draft Agenda

Subject to Change

Tuesday
October 7 & 8

Native Language Summit 2024
Pre-Convening Sessions

Wednesday
October 9

Educator Day
Convention Registration
Trade Show Exhibitor Move-in

Thursday
October 10

Convention Registration
Opening General Assembly
Research Symposium
Awards Luncheon
Student Day
Trade Show

Friday
October 11

Student Day
Research Symposium
Powwow
Trade Show

Saturday
October 12

Closing General Assembly
Trade Show & Breakdown

2024-2025

MID-DEL PUBLIC SCHOOLS

STUDENT/PARENT CALENDAR

IMPORTANT DATES

- First Day of Classes - August 14
- Last Day of Classes - May 21
- Graduation Day - TBD
- ◯ **Beginning of the Quarter**
- ☐ **End of Quarter**
- ✓ **Evening Parent/Teacher Conf**
- ▲ **Admin Building Closing**

- Professional Development/Work Days - No School
- Vacation/Holiday - No School
- Administration Bldg Closed - Summer Hours
- Virtual Day-No in-person instruction

NO SCHOOL DATES

- Labor Day - September 2
- Professional Development - September 16
- Virtual Day-September 27
- Fall Break - October 18-21
- Veterans Day- November 11
- Thanksgiving - November 25-29
- Winter Break - December 23-January 3
- Professional Development - January 6
- Martin Luther King, Jr Day - January 20
- Virtual Day-February 7
- Professional Development - February 17
- Spring Break - March 17-21
- No School-April 18, May 2

JULY 2024

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

AUGUST 2024

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

SEPTEMBER 2024

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	✓ 24	25	✓ 26	27	28
29	30					

OCTOBER 2024

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

NOVEMBER 2024

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

DECEMBER 2024

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

JANUARY 2025

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

FEBRUARY 2025

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	✓ 18	19	✓ 20	21	22
23	24	25	26	27	28	

MARCH 2025

S	M	T	W	TH	F	S
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Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
405.737.4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: 405.739-1615

Stacey Boyer
Director of
Community Relations

To: Board of Education and Dr. Rick Cobb

From: Mrs. Stacey Boyer, Director of Community Relations

Date: August 8, 2024

Re: Board of Education Policy G-51

We have worked with OSSBA to develop a Board Policy that is required by law pertaining to House Bill 3958 regarding Staff Members and Electronic Digital Communications. Please see the attached Board Policy as well as a copy of the training provided to staff from the Oklahoma State Department of Education. We request your approval of this policy to meet the requirement of 74 O.S. § 840-8.1, 70 O.S. § 6-401.

Thank you for your consideration of this request.

STAFF MEMBERS AND ELECTRONIC OR DIGITAL COMMUNICATIONS

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

1. Improper fraternization with students using electronic or digital communication.
a. Teachers may not list current students as "friends" on networking sites.
b. All e-contacts with students should be through the district's school-approved platform. Improper private contact via electronic or digital communication e-mail or phone is prohibited.

2. Inappropriateness of posting items with sexual content.

3. Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol.

4. Monitoring and penalties for improper use of district computers and technology.

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

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

"Electronic or digital communication" includes, but is not limited to, emails, text messages, instant messages, direct messages, social media messages, messages sent through software applications, and any other electronic or digital means of communication.

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

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

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

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

The approved platforms will include:
- Canvas
- ClassDojo
- Google for Education Suite
- Thrillshare (Rooms, Website, Automated Messaging)
- Seesaw

STAFF MEMBERS AND ELECTRONIC OR DIGITAL COMMUNICATIONS (Cont.)

- PowerSchool Communicate
- Edgenuity
- Hudl
- Rank One
- Hapara
- Peachjar
- 5 Star
- District and School Social Media Accounts including Facebook, Twitter/X, Instagram, YouTube and LinkedIn,
- Smores

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

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

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

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

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

Student Communication

Enhancing Student Safety:

Understanding and Implementing HB 3958

Effective July 1, 2024

For all Staff and Faculty in Oklahoma Schools

OKLAHOMA Education

Purpose

- Regulate electronic communication between school personnel and students and ensuring parental involvement and student safety.

OKLAHOMA Education

Objectives

- Educate school personnel on the scope and definitions outlined in HB 3958, Title 70 O.S. Sec. 6-401, including what constitutes electronic communication and who qualifies as school personnel.



OKLAHOMA Education

Objectives Continued

- Clarify the communication requirements mandated by the law, emphasizing the inclusion of parents/guardians in electronic communications with students, except in emergency situations
- Prepare school personnel to effectively implement the statutory provisions by providing guidance and ensuring they understand the consequences of non-compliance

Definitions

- "'Electronic or digital communication includes, but is not limited to, emails, text messages, instant messages, direct messages, social media messages, messages sent through software applications, and any other electronic digital means of communication."

  See Title 70 O.S. Sec. 6-401(A)(1).

Definitions Continued

- "'School personnel' includes teachers, coaches, administrators, school bus drivers, or any other persons employed full-time or part-time by a public school or charter school."

See Title 70 O.S. Sec. 6-401(A)(2).



OKLAHOMA Education

Requirements

- School personnel MUST include parent/guardian in electronic communications with students.
  - School personnel SHALL make reasonable efforts to use school-approved platforms, systems, or applications that allow automatic inclusion of parents or guardians in communications with students.
- Exceptions for emergencies, with subsequent parental notification.
- School SHALL provide training to school personnel.

Enforcements/Investigations

- Schools MUST develop a process for reporting violations and an investigative protocol to include a thorough documentation process
- Personnel REPORTED to be in violation MUST be put on administrative leave while the school district investigates AND the school board WILL be notified



OKLAHOMA Education

Enforcements/Investigations Continued

- Potential Outcomes
  - If the investigation finds that no misconduct occurred, the school personnel SHALL be re-instated, and the incident SHALL be noted in the school personnel's employee file.



OKLAHOMA Education

Enforcements/Investigations Continued

- Potential Outcomes
  - If the investigation finds misconduct occurred, the school personnel SHALL be disciplined according to the school district board of education's policy, up to and including termination of employment, and the incident SHALL be reported to law enforcement pursuant to Section 1210.163 of Title 70 of the Oklahoma Statutes. Also be aware of mandatory reporting under Title 10A O.S. Sec. 1-2-101(B)(2)(a)-(b).

Notes

- School faculty members MUST inform and require students to include a parent/guardian when the student sends any text or messages to school employees and inform and require the students to use only school-approved platforms and that messages be related only to school and academic communications.
- School faculty members MUST add a parent/guardian in any response to a student where the student initiated the communication and did not include a parent/guardian.

Notes Continued

- If school faculty members have a familial relationship with the student but are not the parent/guardian, communication MUST include a parent/guardian.
- The bill/law is not written to extend to communications between college instructors and students. However, if the instructor is employed by a public school (charters are a public school) then the statute covers the communication even if the communications is for a class for college credit.

Conclusion

- Ensures parental involvement in electronic communications, keeping parents informed about ongoing activities and interactions.
- Enhances student safety through regulated communication practices.
- Safe-guards school personnel with clear guidelines and protections.



OKLAHOMA Education

Questions

Contact School Safety & Security okcares@sde.ok.gov

OKLAHOMA Education

TRANSFERS FOR SPECIAL EDUCATION STUDENTS

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

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

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

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

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

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

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

The appeal to the Board of Education shall be submitted to the office of the Superintendent. The appeal shall include the following:

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

Appeal process choice 1: During the appeal, the Board will review the action of the administration and the appeal paperwork submitted by the parent of the student to make sure that the district policy was followed with regard to the denial of the transfer. The Board of Education will meet in an Executive Session to review the educational records of the student. If the policy was not followed, the Board of Education shall return to Open Session to vote to overturn the denial and the transfer will be granted. This will be a paper appeal and will include the written documentation utilized by the school district as well as a written response from the parent or legal guardian which explains why the policy was not followed.

Appeal process choice 2: During the appeal, the Board of Education will meet with the administration and parent or legal guardian of the student in Executive Session. While in Executive Session the administration will explain why the transfer was denied, and the members of the Board will be able to ask questions of the administration. The Board will then hear from the parent or legal guardian as to why the transfer should have been approved. The members of the Board will be able to ask questions of the parent or legal guardian. The parent or legal guardian will be excused from the Executive Session while the Board deliberates on the appeal. The Board will return to Open Session and will vote to approve the denial or overturn the denial of the transfer.

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

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

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

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

REFERENCE: 70 O.S. §13-103

Dr. Rick Cobb
Superintendent

Andra Gilkey
Executive Director of
Secondary

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461 x1332

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

TO: Board of Education and Dr. Rick Cobb

FROM: Andra Gilkey, Executive Director of Secondary

DATE: August 12, 2024

RE: Policy Revisions

We would like to request your approval of the revised policies listed below, due to the recommendation of the Student Discipline Committee.

E-2 - Student Transportation
C-22 - Grievance Procedures For Filing, Processing, and Resolving Alleged Discrimination Complaints
J-17 - Personal Wireless Devices
J-29 - Student Discipline Philosophy
J-33 - Cult/Gang Behavior
J-35 - Shadowing
J-39 - Student Dress Code

Thank you for your consideration of this request.

Mission Statement
When the young people of Mid-Del enter our schools, they will be **safe**.
When they enter our classrooms, they will be **challenged**.
When they leave our schools, they will be **ready**.

GRIEVANCE PROCEDURES FOR FILING, PROCESSING, AND RESOLVING ALLEGED DISCRIMINATION COMPLAINTS (Students and Employees)

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: phuston@mid-del.net

504 Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

I. Definitions

A. Compliance Officer: An employee designated by the Superintendent to coordinate compliance efforts with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975 and to investigate complaints.

B. Complaint: A written complaint alleging any policy, procedure, or practice of the District which discriminates on the basis of race, color, national origin, religion, sex, disability, veteran status or age.

C. Grievant: A student or employee of the Midwest City-Del City School District or any other person who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, disability, veteran status or age.

D. Respondent: The person alleged to be responsible for the violation alleged in the 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.

E. Day: Day means a working date; the calculation of days in processing the complaint shall exclude Saturdays, Sundays, and holidays.

II. Pre-Filing Procedures

A. Prior to the filing of a written complaint, the Grievant is encouraged to visit with his/her immediate supervisor or the site principal, and reasonable efforts should be made to resolve the problem or complaint.

B. The following procedure is outlined as an Early Complaint Resolution (ECR) process which can be addressed when a parent/guardian feels that a conflict exists between their child and the school, school personnel or school policy and such conflict is based on feelings related to race, national origin, disability, age, or gender.

Step 1 -- Conference conducted between appropriate parties. Parent/Guardian/Teacher Conference. If Parent/Guardian/Teacher conference does not resolve the situation, then proceed to Parent/Guardian/Site Administrator Conference.

Step 2 -- Appeal is made to the appropriate Executive Directors for Early Complaint Resolution. If the Executive Director deems that the situation warrants ECR, then the process will be instituted.

Step 3 -- Process
A committee of three people consisting of an administrator, teacher, and independent party shall convene to hear the complaint.
After hearing from the affected parties, the committee shall make a recommendation to the Executive Director as to what the resolution should be in terms of staying or modifying decisions related to the situation.
The Executive Director will render a decision based on the committee recommendation~~, *but in no way is the committee recommendation binding.*~~

Note: For students identified as "disabled" under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, the Mid-Del District will follow state and federal laws and regulations.

III. Filing and Processing Discrimination Complaints

A. If the Grievant desires to proceed with a complaint within thirty (30) days of an alleged violation, the Grievant shall submit a written complaint to the Compliance Officer. The complaint shall state the Grievant's name, the nature of the alleged violation, the date of the alleged violation, the name of the person(s) responsible, and the requested action.

B. Within ten (10) days of receiving the complaint, the Compliance Officer shall notify the Respondent of the complaint.

C. Within ten (l0) days of notification, the Respondent shall submit to the Compliance Officer an answer which shall:

1. Confirm or deny facts;
2. Indicate acceptance or rejection of Grievant's requested action; and/or
3. Outline alternatives

D. Within ten (10) days after receiving Respondent's answer, the Compliance Officer shall schedule a hearing with the Grievant and the Respondent.

E. Within ten (10) days of the hearing, the Compliance Officer shall render a written decision and shall provide a copy of the written decision to both the Grievant and the Respondent.

F. Within ten (10) days of receipt of the Compliance Officer's decision, if either the Grievant or the Respondent is not satisfied with the decision of the Compliance Officer, either may submit a written request to the Compliance Officer for a hearing before the Superintendent.

G. Within ten (10) days of receiving a request for a hearing before the Superintendent, the Compliance Officer shall notify the Superintendent of the request and schedule a hearing. Such hearing shall be conducted within thirty (30) days of the date on which the Compliance Officer received notification of the request for a hearing.

H. Within ten (10) days of conducting the hearing, the Superintendent shall render a written decision on the complaint.

I. Within ten (10) days of receipt of the Superintendent's decision, if either the Grievant or Respondent is not satisfied with the decision of the Superintendent, either may submit a written request to the Compliance Officer for a hearing before the Board.

J. Within ten (10) days of receiving a request for a hearing before the Board, the Compliance Officer shall schedule a hearing conducted by the Board. Such hearing shall be conducted within thirty (30) days of the date on which the Compliance Officer receives notification of the request for a hearing.

K. Within ten (10) days of conducting the hearing, the Board shall render a written decision on the complaint; the decision of the Board shall be final.

IV. General Provisions

A. Extension of time: Any time limits set by those procedures may be extended by mutual consent of parties involved. The total number of days from date that complaint is filed, until complaint is resolved, shall be no more than 180 days.

B. Confidentiality of Records: All records, complaints, notes, documents, and statements made during or related to allegations of discrimination shall be maintained on a confidential basis by the Compliance Officer, and no information concerning any complaint shall be documented in an employee's personnel file; however, in the event official proceedings relating to such allegations are initiated by a party or the District, such records may become public in accordance with law. Information pertaining to complaints shall be maintained on file for three years after resolution of the complaint.

C. Non-Retaliation Provision: No person filing a complaint nor anyone participating in the complaint process under this policy will be subjected to any form of reprisal, retaliation, intimidation, or harassment because he/she has utilized this complaint procedure in good faith or because he/she has in any way participated in any investigation or hearing involving or related to any complaint filed under this policy. The School District will discipline or take appropriate action against any employee, agent, or representative of the District who is determined to have engaged in such retaliatory behavior.

STUDENT TRANSPORTATION

The Midwest City-Del City School District recognizes that in Oklahoma, student transportation is a service that may be provided for its students by the school district. The school district wishes to assure its citizens that any transportation services provided by the district are to accomplish three goals:

1. To ensure that children of our district schools are transported in the safest manner possible;
2. To ensure that the transportation services provided are cost-effective to our district's taxpayers;
3. To ensure that all transportation services are rendered in an equitable manner.

The school district will accomplish these goals through strict enforcement of its school transportation policies.

Definitions: For the purposes of clarification, the following terms are defined:
1. Director of Transportation – The person appointed by the Board of Education responsible for the operation of student transportation services.
2. School bus driver – Any person who operates a vehicle transporting students under the direct auspices of the district.
3. School bus – Any vehicle owned or leased by the district and used to transport students to and from school and related events as defined by the Oklahoma State Department of Education (OSDE).

School Bus Routing

1. School transportation is a privilege provided for the convenience and safety of the students.
2. Generally, Mid-Del School District will transport eligible middle school and high school students who live a distance greater than one and one-half (1-1/2) miles and eligible elementary students who live a distance greater than one (1) mile from the school within their attendance boundary unless otherwise determined by the Superintendent of Mid-Del Schools.
   a. An exception will be made for schools and families that will be addressed with the Director of Transportation, principals, or Assistant Superintendent designee.
   b. Students living within the attendance boundaries of these sites must reside a distance greater than one-half (1/2) mile to be eligible for transportation services.
   c. All in-district and out-of-district transfer students must provide their own transportation to and from school.

Transportation for Special Services

1. All students requiring transportation services that are specific to the student or beyond the scope of regular transportation services shall be provided such transportation only after an Individual Education Plan (IEP) is completed, which specifically describes the transportation needs of the student.
2. The local school district is responsible for providing transportation for an eligible special education student when transportation has been identified as a related service necessary to enable the student to receive the educational services outlined in his/her individualized education program (IEP).
3. The IEP team makes determinations regarding the need for special transportation. The building administrator or Teacher of Record completes the "Individual Transportation Plan" (ITP) form and sends the form to the Executive Director of Special Services or his/her designee for review. After reviewing the form, the Director of Special Services or his/her designee will forward the request to the transportation office, and transportation will be arranged.
4. Students with disabilities are subject to disciplinary action for behavior while being transported. Mid-Del Public Schools will utilize a continuum of disciplinary options available under state and federal law to ensure the safety of all students and staff on the bus.

Student Discipline

1. Due to the serious nature of student transportation, disruptive behavior on any school bus that might endanger the well-being of transported students will not be tolerated. The same level of behavior in the classroom is expected on the bus. Behavior that is specific to bus safety is also expected.
2. The Transportation Department will establish disciplinary procedures for bus drivers to follow when dealing with disruptive students. Bus rules, expectations, and disciplinary procedures will be available to all students each year through handbooks and/or flyers. In addition, rules and expectations will be posted on the bus.
3. Students are subject to the same disciplinary measures for behavior on the bus as for behavior in the classroom or on school grounds. In addition, students are subject to denial of bus privileges for a specified length of time at the discretion of the administrator imposing the discipline.
4. Bus drivers are authorized to assign any and/or all seating in the school bus.
5. School bus behavior rules and discipline shall apply to both school bus routes and activity trips.

School Bus Accidents and Emergencies

1. All students transported in school buses shall receive instructions concerning safe riding practices and participate in emergency evacuation drills within the first two weeks of each semester. All students riding on activity trips shall also receive instruction on emergency procedures. These drills shall be conducted on school grounds, and documentation of these drills shall be kept on file in the transportation office.
2. All bus drivers shall receive instruction in emergency and evacuation procedures at least once per year.
3. The Director of Transportation shall develop specific accident procedures for reporting and investigating accidents. All school bus accidents shall be investigated, and the proper reports shall be submitted to the State Department of Public Safety and the OSDE per state law and regulations.
4. In case of an accident, the bus driver will notify the Director of Transportation Department or designee, who will call the police and inform the school principal.
    a. The Director of Transportation will notify the Executive Director of Operations. The Executive Director of Operations will notify the Superintendent's office and the insurance office.
    b. Another bus will be sent to complete the route, if necessary.
    c. If injury is involved, the principal should go to the scene.
    d. The driver shall not allow a student to walk from the scene of the accident without the Principal, parent/guardian, or Director of Transportation's approval.
    e. A school official should notify the parents/guardians of any injured student. If parents/guardians cannot be located, the ambulance will be directed to take the student to the nearest hospital, accompanied by a Mid-Del employee.
    f. A school official should notify the parents/guardians of any nonemergencies in a timely manner.

School Bus Drivers

1. Any person employed as a school bus driver, whether full or part time, shall hold the appropriate driver's license and endorsements required by the Department of Public Safety for the operation of a school bus.
2. Any person employed as a school bus driver, whether full or part time, shall hold a school bus driver's certificate as required by the OSDE.
3. The driving records of all school bus drivers shall be checked annually, and all drivers must meet the requirements of the OSDE for school bus driver's records. All new drivers shall have a felony check as required for other district personnel.
4. All school bus drivers shall have on file in the transportation office, an annual health certificate signed by a physician licensed by the state. The certificate shall attest that such physician has examined the applicant and/or bus driver and that the applicant and/or bus driver has no sign or symptoms of ill health and is

otherwise, from the observation of such physician, physically and mentally capable of safely operating a school bus.

5. The use of tobacco by a school bus driver is not permitted during the operation of the bus while transporting students, and use of tobacco in any form is prohibited while on any district property, including district vehicles. The use of any intoxicating alcoholic beverage by the driver eight hours prior to or during the operation of a school bus is strictly prohibited. The use of any controlled, dangerous substance 72 hours prior to or during the operation of a school bus is strictly prohibited. Possessing any controlled, dangerous substance on a school bus is strictly prohibited.
6. The district will follow, at a minimum, the OSDE guidelines on accidents involving school buses. The district may require tests on any accident.
7. All school bus drivers shall be evaluated annually for job performance purposes as prescribed by district personnel policies. Any school bus driver may be suspended with pay pending the outcome of an investigation into any charge of recklessly endangering the safety of persons or property while operating a school bus or any charge of moral turpitude involving children.
8. All school bus drivers shall comply with the requirements of the Director of Transportation regarding attendance and participation in periodic in-service safety meetings for the purpose of increasing student safety. Non-attendance at such scheduled meetings shall be subject to district employee leave policies and chargeable to the employee's accumulated leave.
9. Substitute and activity school bus drivers shall meet all the requirements prescribed for regular bus drivers.
10. Drivers of all school transportation equipment will abide by state laws, rules, and regulations and shall make appropriate reports as required.

Auxiliary or Activity Transportation

1. School transportation is recommended for school activities whenever possible.
2. Principals and sponsors may require school transportation to school activities in school vehicles.
3. The Board specifically forbids any employee to transport students for school purposes without prior authorization by the principal or designee.
4. Any person operating a school bus for auxiliary transportation purposes shall adhere to all school transportation policies regarding driver qualifications and operational procedures.
5. The parents or legal guardians of all students riding activity buses are responsible for having their students at the designated site for the departure and arrival of all activity trips.
6. All adults transported in connection with activity trips must be designated school sponsors. Any additional outside sponsors may ride on a "space available" basis.
7. Adult groups wishing to utilize school buses or student groups wishing to utilize buses in non-school activities must be approved by the building administrator prior to bus use. Buses will only be operated by bus drivers employed by the district and in good standing as bus drivers. Transportation costs for all activities of this nature must be reimbursed at a standard rate.
8. All requests for auxiliary transportation must be received by the Director of Transportation or his/her designee five (5) days prior to the activity. Requests received less than five days prior to the activity may be denied.
9. The primary purpose for which the district maintains a school bus fleet is to transport students to and from school classes. Auxiliary transportation shall not interfere with the safe operation of these bus routes; therefore, activity trips are subject to denial or cancellation based on the availability of buses and/or drivers.

Refer to School Bus Procedures – A Guide For Students and Families. Mid-Del.net under Transportation

Legal Reference: O.S. 70 § 9-101
47 O.S. § 11-705

PERSONAL WIRELESS DEVICES

The Board of Education promotes an environment for instructional learning that is safe and secure. We recognize the benefits of communications during emergencies; however, the use of wireless telecommunications or multi-media devices during instruction time disrupts and interferes with the educational process and will not be tolerated. Therefore, the District establishes the following policy for the use of wireless telecommunication devices or multi-media devices.

Students are strictly prohibited from using wireless telecommunication and multi-media devices during school hours. Such devices should not be visible and are not to be activated during school hours. Text messaging, "sexting," and use of camera phones are strictly prohibited during school hours. However, for safety reasons, students may possess wireless devices for before and after school activities and under the direction of a classroom teacher during class for academic purposes, and with the approval of the site Principal.

Exceptions may be granted for medical necessity with the prior written consent of a parent/guardian and the Principal or Principal's designee. Such consent will be granted only upon a showing of medical necessity or other compelling reasons as determined by the Principal.

Students in violation of any part of this policy will be subject to discipline procedures. When it becomes necessary to confiscate such devices, the return of the device shall be subject to the site Principal according to District and/or applicable legal procedures.

Any student who knowingly takes, reproduces, or publishes an inappropriate picture/video of another student, teacher, or administrator will be subject to suspension and/or referral for prosecution.

Wireless telecommunication and multi-media devices are strictly prohibited from any and all testing environments including, but not limited to, state-mandated tests, advanced placement tests, ACT, PSAT, and SAT tests.

If a student videos or takes pictures of an altercation they will receive the same consequences as the students involved in the altercation.

The District or School is not responsible for lost or stolen wireless telecommunication devices.

STUDENT DISCIPLINE PHILOSOPHY

The Midwest City-Del City Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child when the child is in attendance, in transit to or from the school, or participating in any authorized school function. Further, it is the policy of the district that students may be disciplined for any misconduct related to the programs or activities of the District. No teacher or administrator will administer formal discipline to his or her own child on behalf of the school except in cases of disruption in the classroom or common areas. Disciplinary matters concerning children of school employees will be handled by the appropriate Principal or the Superintendent or the Superintendent's designee.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

The seriousness of the offense;
The effect of the offense on other students;
Whether the offense is physically or mentally injurious to other people;
Whether the incident is isolated or habitual behavior;
The manifestation of a disability; and
Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken:

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing After School Detention/In School Restriction
6. Use of tobacco products, smoking, vaping, Juuling
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal (Sudden, Violent Physical, or Verbal Attack)
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Possession and/or distribution of obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, religion, or country of origin and directed toward another student, an employee, or a visitor

STUDENT DISCIPLINE PHILOSOPHY (Cont.)

17. Sexual Harassment, Harassment, Intimidation, Bullying
18. Hazing
19. Gang related activity or action
20. Cheating
21. Loitering
22. Plagiarism
23. **Disrupting the Learning Environment**
24. **Threats (verbal, physical or written).**

In considering corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The Board of Education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parent/guardian
3. In-school Restriction
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment, class assignment, change to virtual placement or building assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Revocation of or change to bus riding privilege
15. Community Service
16. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities, as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and /or class trips.

The Student Expectations Policies, Procedures, & Safety Guidelines are reviewed with each student at the beginning of each school year and to new students upon enrollment. In addition, the Student Expectations Policies, Procedures, and Safety Guidelines Handbook is available to review or download on each site's home webpage and on the district's home page under the Families tab.

Parents/guardians and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time. Student property may be searched with reasonable suspicion.

It is important to note that in many instances a range of possible administrative actions may be taken in response to discipline concerns. It shall be the site administrator's responsibility to determine the appropriate sequence of actions, with every effort made to be fair and equitable. Individual circumstances and student needs shall be considered in such decisions.

CULT/GANG BEHAVIOR

It is the policy of the school district that membership in secret fraternities or sororities or in other clubs or gangs not sponsored by establishing agencies or organization is prohibited.
Reference: O. S. 70 § 494, O. S. 70 §24-105, O. S. 70 § 111.01 A

Cult/Gangs which initiate, advocate, or promote activities which threaten the safety or well being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti (including graffiti on personal or school items), or the presence of any apparel, jewelry, accessory, body art, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with a **cult**/gang, presents a significant risk of danger to the school environment and educational objectives of the community is forbidden.

Incidents involving initiations, hazing, intimidations, and/or related activities which may cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

Any student wearing, carrying, or displaying **cult**/gang paraphernalia or exhibiting behavior or gestures which symbolize **cult**/gang membership or causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action.

Action for non-compliance - Contact parent/guardian
In-school restriction
Suspension

STUDENT DRESS CODE

All students are expected to be neatly groomed. Shoes must be worn. Clothing, jewelry, or skin illustrations should not display pictures, lettering or numerical figures that are profane, obscene or that advertise or promote weapons, tobacco or alcohol, low-point beer, drugs, drug-related items or drug paraphernalia. Any display of nudity or any manner of dress or grooming which violates this policy shall be corrected immediately. Clothing and/or athletic uniforms worn in a manner which is revealing, disruptive, or inappropriate for the school setting is prohibited. Due to issues of decorum and student safety, the principal may require that shirts and blouses be tucked inside the jeans, pants, slacks, etc. Students may be required to remove coats, hats and similar apparel during the school day.

Extremes in wearing apparel or personal appearance which would disrupt classrooms and/or interfere with the intended function of the school will not be considered as acceptable school dress. The wearing of any apparel associated with "**cult**/gang" membership will not be allowed at school, on school vehicles or at or going to or from school-sponsored or authorized functions.

1. Skirt and short apparel should be an appropriate length to assure that no undergarments are visible at any time.
2. Leggings and tights must be covered by a top that covers the essential hip/pelvis area of the student.
3. Students must wear shoes. Cleats, house shoes, roller shoes, or shoes that limit physical activity or safety should not be worn.
4. Biker or animal chains/collars/spikes may not be worn. Jewelry or personal items or manner of dress which could cause harm to self or others may not be worn.
5. Clothing normally worn when participating in a school sponsored extracurricular activity or sports activity may be worn to school when approved by the school administration.
6. Headgear (examples: hats, caps, bandanas, sunglasses, stocking caps) is not to be worn in the building. Any headgear brought to school should be kept in the student's locker during regular school hours. This prohibition does not apply to headgear worn for medical or religious reasons. Exceptions may be made by the principal for spirit days or special activities.
7. Halter tops, off-the shoulder tops, bare midriffs, tube tops, spaghetti straps, (muscle shirts, mesh shirts or fishnet (unless a t-shirt is underneath), backless or partial backless garments, or outer garments with the appearance of underwear are not permitted to be worn by students.
8. Apparel that is too tight or too loose is not to be worn by students. Clothing which does not completely cover undergarments may not be worn.
9. Face covering should only be worn on mouth and nose. Full face masks are not permitted.
10. Rips or tears in clothing should be below the pocket.
11. **Clothing must not violate federal laws regarding hate speech or support content encroaching on basic human rights based on; race, ethnicity, religion, gender, gender identity, sexual orientation, or any other protected classification.**
12. **Clear backpacks are required for all Mid-Del middle and high school students grades 6-12. The safety of our students and staff is our top priority and the District has taken several steps to ensure schools are a safe learning environment. Students will be able to carry the following in their backpacks; a pouch and a small clutch bag no larger than 5.5 inches x 8.5 inches to hold personal items such as cell phones, money and personal hygiene products.**

Exceptions to this policy are at the discretion of the building principal as there may be clothing, or accessories not specifically addressed herein that are so disruptive to the educational process that the principal may need to take immediate corrective action.

SHADOWING

~~The Mid-Del District encourages parent/guardians to get involved with their student's education. If a parent/guardian desires to "shadow" their son or daughter's class schedule they should contact the site principal and schedule a time to visit. A minimum of 24 hours notice is required in order to not have another student in a situation to be observed in a way that violates any FERPA guidelines. Final decision of the scheduled time and/or visit will be made by the site principal.~~

Parent Visiting School Classrooms

Parent involvement in our schools is a wonderful concept. In fact, when parents are involved, a school district's success multiplies. However, unfettered access to classrooms by parents creates a myriad of legal issues for school district personnel.

From a legal standpoint, there are many reasons to avoid allowing parents to visit their children in classrooms on a regular basis. The primary reason is to limit parent access to classrooms is to endure that confidentiality exists with regard to individual student records. Federal and state laws protect educational records. Allowing parent access to the child's classroom would allow a parent to wander around the room and peruse education records of children that are not subject to public view. This could create potential federal financial penalties for the school district. A second issue associated with allowing parents unfettered access to the child's classroom is that it creates discipline problems for the classroom teacher when a parent sends mixed messages to their child regarding the teachers' disciplinary rules if the parent argues with the teacher in front of the students. An additional issue involves the fact that when a parent is present, some children act in appropriately or interact with the parent during instructional time.

Neither Oklahoma law, nor federal law provides a parent with the "right" to enter a public school classroom. School districts are political subdivisions of the state. However, public school classrooms are not "public forums" which would require the public to be entitles to access those classrooms. For Safety reasons, it is a good idea to require all visitors report directly to the office. If parents or others are allowed to access classrooms at any time without prior approval, the district will not be able to control who is in the school buildings.

Dr. Rick Cobb
Superintendent

Andra Gilkey
Executive Director of
Secondary

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461 x1332

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

TO: Board of Education and Dr. Rick Cobb

FROM: Andra Gilkey, Executive Director of Secondary

DATE: August 12, 2024

RE: 2024-2025 Student Expectations Policies, Procedures and Safety Guidelines

We would like to request your approval of the updated 2024-2025 Student Expectations Policies, Procedures, and Safety Guidelines. For the 2024-2025 school year copies of the updated handbook will be available online from each site's homepage and the distinct homepage. In addition, a limited number of handbooks will be available at each site's main office. Students and parents will be made aware of the Student Expectations Policies, Procedures, and Safety Guidelines at orientation meetings early in the school year.

Thank you for your consideration of the request for approval of the Student Expectations Policies, Procedures, and Safety Guidelines.

Mission Statement
When the young people of Mid-Del enter our schools, they will be **safe**.
When they enter our classrooms, they will be **challenged**.
When they leave our schools, they will be **ready**.

Student Expectations Policies, Procedures, and Safety Guidelines

The mission of Mid-Del Public Schools:
"When the young people of Mid-Del enter our schools, they will be safe.
When they enter our classrooms, they will be challenged.
When they leave our schools, they will be ready."

Dr. Rick Cobb
Superintendent

Board Approved
~~August 14, 2023~~ August 12, 2024

This handbook was revised through the cooperative efforts of administrators, teachers and parents, and received Board of Education approval. ~~August 14, 2023~~
August 12, 2024
Mid-Del School Policy J-18 R-2A

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Policy: C-18

Adopted: 2-2-76
Revised*: *10-10-22

NOTICE OF NONDISCRIMINATION

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461 X1215
Email Address: phuston@mid-del.net

504 Title IX Coordinator
Address: 7217 SE 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

****

The Midwest City-Del City School District is committed to the goal of identifying, evaluating and locating every child with a disability who resides within the boundaries of the district, and who is not receiving Special Education services, including children who are homeless, wards of the state or attending private schools. Some students may be eligible for services as early as age three (3).

If you have knowledge of any individuals with a disability between the ages of three (3) through twenty-one (21) years of age, who may be in need of Special Education services, please refer their parents/legal guardian to Mid-Del Special Services at (405) 739-1696.

Mid-Del Schools Board of Education Members

Dr. Ed Daniel ~~Dr. Silvya Kirk~~…..…..…. President
Mr. Le Roy Porter ~~Dr. Ed Daniel~~.....……..…Vice-President
Ms. Gina Standridge Ed.S. ~~Mr. Le Roy Porter~~..……..Clerk
Dr. Silvya Kirk ~~Mr. Julian Biggers~~……..……....Member
Ms. Shelly Schultz ~~Ms. Gina Standridge~~.…….....……..Member

Independent School District No. 52
7217 S.E. 15th Street
Midwest City, Oklahoma 73110
Telephone: 405-737-4461

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Foreword

One very important category of critical performance in excellent schools is a safe and orderly climate for teaching and learning. We know from research that students have a greater opportunity to reach their academic potential for success in school and future life experiences when this focus is clear and well communicated. This Handbook, with the contributions of parents and staff from the Midwest City-Del City Public Schools, along with the approval of the Board of Education, is designed to provide detailed expectations, policies and procedures to govern a safe and orderly school climate for all school sites and school activities.

Our staff and Board of Education are dedicated to ensuring a safe and orderly teaching and learning environment for every student. We wish you a successful and safe school year.

Rick Cobb, Ph.D.
Superintendent
Midwest City-Del City Schools

• References to applicable state laws are included. In the event that an existing Board Policy as printed in this handbook is changed, the new policy will be applied effective with the date of adoption.

****

Policy: J-29

Adopted: 8-13-12
Revised: 6/12/23

STUDENT DISCIPLINE PHILOSOPHY

The Midwest City-Del City Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child when the child is in attendance, in transit to or from the school, or participating in any authorized school function. Further, it is the policy of the district that students may be disciplined for any misconduct related to the programs or activities of the District. No teacher or administrator will administer formal discipline to his or her own child on behalf of the school except in cases of disruption in the classroom or common areas. Disciplinary matters concerning children of school employees will be handled by the appropriate Principal or the Superintendent or the Superintendent's designee.

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2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing After School Detention/In School Restriction
6. Use of tobacco products, smoking, vaping, Juuling
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
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13. Possession of weapons or other items with the potential to cause harm

14. Possession and/or distribution of obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, religion, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment, Harassment, Intimidation, Bullying
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22. Plagiarism.
23. Disrupting the Learning Environment
24. Threats (verbal, physical or written)

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7. Changing student's seat assignment**,** class assignment, change to virtual placement or building assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
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11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Revocation of or change to bus riding privilege
15. Community Service
16. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities, as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and /or class trips.

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Parents/guardians and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School

personnel shall have access to school lockers, desks, and other school property at any time. Student property may be searched with reasonable suspicion.

It is important to note that in many instances a range of possible administrative actions may be taken in response to discipline concerns. It shall be the site administrator's responsibility to determine the appropriate sequence of actions, with every effort made to be fair and equitable. Individual circumstances and student needs shall be considered in such decisions.

****

Policy: J-28 ***Adopted: 8-13-12***
Revised: 7-12-21

STUDENT AND ACADEMIC EXPECTATIONS

Expectations for Students:
Expectations for students focus on the need for a positive and productive climate for learning. Behaviors which impede a student's learning or the learning of others will be dealt with in a fair and consistent manner, with the goal of insuring maximum learning opportunities for all students. At times, students' off-campus behavior can have a direct and immediate effect on the discipline and general welfare of the school. In such instances, students may be subject to school imposed discipline or suspension for such actions.

Academic Expectations:
Students are expected to consistently work to their potentials, and every effort will be made to assist students and parents/guardians in reaching academic goals. Reporting progress to parents/guardians is done in a variety of ways at regular times as well as on an "as needed" basis. Every effort should be made to communicate directly with a parent/guardian when there is a significant change in student performance or when there exists a risk of failure. The following grading scales are used in Mid-Del Schools.

Academic Performance Scales:
4: EXCEEDS – Your child extends and applies the standard.
3: MEETS – Your child consistently demonstrates the standard.
2: PROGRESSING – Your child partially meets the standard.
1: BEGINNING – Your child needs ongoing support for the standard.

(K-2) Social Skills/P.E.
\+ = Mastered/Excellent
✓ = In Progress/Working towards Mastery
\- = Does not know or do/Needs Improvement.

In grades 3 through 5, there is agreement that it is sometimes appropriate to utilize a D or F in grading. Careful consideration will be given prior to applying these grades.

Grades 3-5

A = 90-100	D = 60-69
B = 80-89	F = 59 and below
C = 70-79	I = Insufficient Progress.

An "I" is interpreted to mean a student's performance is not commensurate with his/her ability level. It is intended to be a temporary grade until the student's best effort is given or until other problems affecting learning performance are addressed.
For grades 6 through 12, scholastic eligibility will be checked after the third week (during the fourth week) of the first and second semesters and each succeeding week thereafter. Schools may choose to run eligibility checks on any day of the week. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked. (Ref. Board Policy J-6)

Secondary
A = 90-100
B = 80-89
C = 70-79
D = 60-69
F = 59 and below

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Valedictorian
Class rank and GPA for the purpose of designating valedictorian are calculated at the end of the first semester of the senior year. All students with a weighted 4.0 GPA or better, with no grade lower than a "D", weighted or unweighted, will be designated as valedictorian. Students will also need to adhere to the attendance policy for all eight (8) semesters and be in good standings with the school.

Academic Letter
A senior who has fulfilled or is enrolled in the college preparatory curricular requirements and whose cumulative weighted GPA is at lease 4.0 at the end of junior year with no grade lower than a "D" may be eligible for an academic letter. Site counselors will publish a list of seniors at the start of each year who meet the criteria and academic letter jackets may be awarded. Students must have completed the sixth (6) semester with Mid-Del Public Schools to be a letter jacket recipient.

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Policy: J-6 ***Adopted: 3-6-89***
Revised: 7-11-16

SCHOLASTIC ELIGIBILITY FOR SECONDARY SCHOOL ACTIVITIES

A student must be in compliance with the following eligibility guidelines in order to represent any Mid-Del secondary school in any activity during or outside of the regular school day. These guidelines apply to all students engaged in competition or participation in athletics, music, drama, speech, debate, student council, school clubs, vocational programs, school organizations, cheerleading, pom pon, and any other school-sponsored organization. However, the participation of students in activities which satisfy a demonstration or performance criterion for assessment relative to approved instructional programs will be allowed. Audition or try-out situations which would permit involvement at a future date of eligibility will be allowed.

In cases where the application of this policy needs interpretation, the building principal will make the final determination.

Semester (Term) Eligibility: A student must have received a passing grade in any five (5) subjects to be counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days. (This requirement would also be five (5) school subjects for the 7th and 8th grade students).

If a student does not meet the scholastic standard stated above, he/she will not be eligible to participate during the first six (6) weeks of the next semester he/she attends.
A student who does not meet the minimum scholastic standard stated above may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six-week period.

One summer school unit earned in an Oklahoma State Department of Education accredited program may be used to meet requirements for the end of the spring term.

Weekly Eligibility: Weekly eligibility for students will be checked after three weeks (during the fourth week) of a semester and each succeeding week thereafter.

A student must be passing in all subjects in which he/she is enrolled. If a student is not passing all subjects enrolled in at the end of a week, he/she will be placed on probation for the next one week period. If a student is still failing one or more courses at the end of his/her probationary one week period, he/she will be ineligible during the next one week period. Failure is based on the student's cumulative grade. The ineligible period will begin on Monday and end on Sunday.

A student who has lost eligibility under this provision must be passing all courses in order to regain eligibility. A student regains eligibility after having attended one full class of the new one week period (Monday through Sunday).

Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. The school principal is authorized to make an exception to this provision if the incomplete grade was caused by an unavoidable hardship. (Examples would be illness, injury, death in family and natural disaster.) Exception shall not exceed any two-week period.

A school may choose to run eligibility checks on any day of the week. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked.

Attendance: A student who has not attended classes ninety percent of the time for the semester becomes ineligible. If he/she is ineligible because of late enrollment, he/she must attend the number of days he/she was late in enrolling to regain eligibility; otherwise, he/she must attend a period of time equal to the number of days absent in excess of twenty percent for the semester. In the event of late enrollment due to illness, injury or death in the immediate family during the first ten days of a semester, the principal shall determine if a student should be charged with late enrollment for eligibility purposes. Time of additional absences while regaining eligibility will be added to time required to become eligible. After a student regains eligibility and then is absent, his/her eligibility is determined by percentage of attendance from the beginning of the semester except that percentage of attendance for late enrollees, after becoming eligible, shall be calculated from the date on which eligibility is regained.

Conduct of Student: A student whose conduct or behavior within or outside the school is such as to reflect discredit upon the school shall be ineligible until reinstated by the school principal.
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Policy J-4 ***Adopted: 11-7-88***
Revised: 7-12-21

STUDENT ATTENDANCE RATIONALE

Student Attendance Rationale - *Believing there is a proven correlation between good attendance and academic performance; and believing good attendance is the responsibility of the student and the*

parent/guardian; and knowing the state mandates daily attendance for all school age children; therefore, be it known that the Mid-Del Schools expect every student to be in attendance at school every day.
Some absences are unavoidable, but every effort should be made to keep absences to a minimum. There are two kinds of absences - excused and unexcused. Excused absences are those due to illness or personal injury, medical and dental appointments, court appearances, religious holidays, and family emergencies. Work and tests missed due to an excused absence can be completed for credit within a reasonable length of time as determined by individual site policy which is contained in the site's teacher handbook. It is the sole responsibility of the student to make arrangements with each teacher for completing the work missed. If an absence is unexcused, the student may be required to make up missed assignments for partial credit. It is the parents'/guardians' responsibility to inform the school about the circumstances surrounding their student's absence. It is the principal's responsibility to determine if an absence is excused or unexcused using parental input and teacher input as part of the criteria in this determination.

If an absence is excused, it is the responsibility of the student and/or parent/guardian to make arrangements for completing the work missed. If a student is absent the day of a school activity, he/she will not be allowed to participant in the activity unless approved by the principal (i.e. wedding, funeral, etc.).

Tardiness:
Students are expected to be punctual in arriving to assigned areas. Each site will develop procedures to appropriately alleviate and/or monitor tardiness.

Principals make the final determination as to whether or not an absence/tardy is excused or unexcused.
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It shall be the duty of the principal or head teacher to notify the parent, guardian or responsible person of the absence of the child for any part of the school day, unless the parent, guardian or other responsible person notifies the principal or head teacher of such absence.

O.S. 70§10-106, Section-387, School Laws of Oklahoma

If a child is absent without valid excuse four (4) or more days or parts of days within a four-week period or is absent without valid excuse for ten (10) or more days or parts of days within a semester, the attendance officer shall notify the parent, guardian, or custodian of the child and immediately report such absences to the District Attorney in the county wherein the school is located for juvenile proceedings pursuant to Title 10 of the Oklahoma Statutes.

Please be aware the Mid-Del School District will comply with the Oklahoma Statute stated previously.
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Policy J-4 R-1 ***Adopted: 8-12-13***
Reactivated 9-27-23

ATTENDANCE ADMINISTRATIVE REGULATIONS

Absences:
In order to implement Board policy and encourage attendance in school, the following procedures and guidelines shall be used:

A student who is absent ten days or parts of days within a semester will not receive a passing grade for that semester. For credit bearing courses, on the tenth (10th) absence, a student will receive a "no credit"

on his/her transcript for the semester. If a student is passing at the end of the semester, he/she will receive a No Credit (NC) for the class in which the absence limit has been exceeded. If he/she is failing, the failing grade will be recorded.

It is understood that a semester for attendance purposes is that period of time from the first day of class in August until the last day of class in December for the first semester, and from the first day of class in January until the last day of class in May for the second semester. In case of extenuating circumstances, the principal or his/her designee may intervene.

No student shall receive an excused absence without proper documentation. Written or verbal communication from the parent/guardian may be considered acceptable by the principal. The principal may ask for medical documentation at any point during a period of absence for any student.

This documentation must be submitted within five school days of the absence.

Excused absences are those due to illness or personal injury, medical and dental appointments, court appearances, religious holidays and family emergencies. Additional documentation which may be requested may include: Doctor's statements, obituaries, legal papers/court documents, etc.

If proper documentation for an excused absence is presented, the absence will not count for purposes of passing or
failing.

If an absence is excused, it is the responsibility of the student and/or parent/guardian to make arrangements for completing the work missed. If a student is absent the day of a school activity, he/she will not be allowed to participate in the activity unless approved by the principal (i.e. wedding, funeral, etc.).

Tardiness:
Students are expected to be punctual in arriving to assigned areas. Each site will develop procedures to appropriately alleviate and/or monitor tardiness.

For all elementary and secondary students, three (3) unexcused tardies per grading period equal one (1) unexcused absence.

Principals make the final determination as to whether or not an absence/tardy is excused or unexcused.

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TRUANCY

Assigned areas for students during the school day are established by the schedule and other directives of the principal or teacher. Failure to report to the assigned area or being located out of it constitutes truancy. Procedures controlling students entering and exiting from the school grounds are established at each building except that no elementary or middle school student may leave the premises unless he/she has first acquired written permission from the school principal or designee.

Action: To be determined by site principal.

O.S. 70§10-105, 10-106, Sections 382 and 382.1, School Laws of Oklahoma

Policy: C-15

Adopted: 6-28-91
Revised: 06/24/24

INTRA-DISTRICT TRANSFERS

The school district will not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude, or athletic ability. The school district will begin accepting applications for the next school year starting July 1st. Receipt of applications will be documented by the district so that the district may review those applications in the order submitted for purposes of capacity limitations. The administration will not approve or deny transfers received for the next school year until after the July 1st capacity data is determined for each grade level and site within the school district. Under certain circumstances, Oklahoma law allows students that reside in a school district to transfer from their assigned site to any site within the district, also known as an intra-district transfer. By the first day of January, April, July and October of each year, the board of education shall establish the number of intra-district transfer students the district has the capacity to accept in each grade level for each school site within the district. Once established, the intra-district capacity numbers will be posted in a prominent place on the school district website and shall be reported to the State Department of Education.

An intra-district transfer may be requested at any time in the school year, unless the grade level of the receiving school site has reached capacity. If the capacity at a grade level is insufficient to enroll all eligible students, the school district shall select intra-district transfer students based on the following preferences and then in the order in which the intra-district applications were received:
This policy applies to students who reside within the school district and creates an enrollment preference and reserve capacity for:

1. Students who reside in the school site boundary;

2. Students who attended the school site the prior school year;
3. Siblings of students who are already enrolled at the school site;
4. Children of school district employees who wish to attend a different school site within the school district; and
5. Students who change residence within a school district and who wish to attend the same school site.

State law does limit the ability of a student to transfer to other school sites within the school district where the student resides to no more than two (2) times per school year. Exceptions to this limit will exist for students in foster care. A student is legally entitled to re-enroll at any time in their school district's site of residence.

Any sibling of a student who transfers may attend the school district to which their sibling transferred as long as the school district has capacity in the grade level and the sibling does not meet a basis for denial as listed below. A separate application must be filed for each student so that the district can timely consider requests in the order applications are received.
The child of a school district employee who resides in the school district but wishes to attend a different school site within the school district where the student resides may be granted an intra-district transfer if the student does not meet a basis for denial as listed below.

It is the policy of the board of education that any legally transferring student shall be accepted by the district under the following circumstances:

1. The district has the capacity to accept the student at the grade level at the school site;
2. The transferring student has not been disciplined for:

    a. violation of a school regulation,

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

    c. possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances Act.

3. The transferring student does not have a history of absences. "History of absences" means 10 or more absences in one semester that are not excused for the reasons provided in 70 O.S. § 10-105 or due to illness.

The district will approve or deny the application and notify the parent of the student of the determination in writing within thirty (30) days of receiving an application. The school district shall enroll transfer students based on the preferences outlined above and then in the order in which they submit their applications. If the number of student transfer applications exceeds the capacity of the district, the district shall select transfer students based on the preferences outlined above and then in the order in which the district received the application.

If accepted, a student transfer is granted for the existing school year and may continue to attend in future years. At the end of the school year, the district may deny continued transfer of the student due to capacity or for disciplinary reasons or a history of absences. Transportation will not be provided for any student attending based on approval of an intra-district transfer.

All requests for transfer within this District initiated by or on behalf of a resident student shall be approved or denied in accordance with this policy. The Board of Education delegates to the Superintendent or the Superintendent's
designee authority to approve or deny all intra-district transfer applications pursuant to the criteria listed in this policy. The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110

504 Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110

Phone: 405-737-4461
Email Address: phuston@mid-del.net

Phone: 405-737-4461
Email Address: twilson@mid-del.net

Legal Reference: 70 O.S. Section 8-114.

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Policy: C-13

Adopted: 9-8-86
Revised: 7-13-15

STUDENT RESIDENCY

The Mid-Del School District has been established for the purpose of serving the educational interests of resident students. State law provides that a child's residence for school purposes is "the school district in which the parents, guardian, or person having legal custody holds legal residence". The student must be living with the parent(s), court appointed legal guardian, or person having legal, full-time custody, as a permanent resident.

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

No child shall be permitted to attend any Mid-Del School District school whose parents, guardian, persons or institution holding legal custody or care and custody of such child are not legal residents of Independent School District No. 52, unless they conform to the Student Transfer Policy (C-14) or, at the request of a foster parent, the child has been previously enrolled as a district resident and then is placed in or moved to a foster family home that is located in another school district. Residency is defined as living exclusively within the boundaries of the Mid-Del School District. Parents, legal guardians, or students eighteen (18) years or older who cannot provide the necessary documentation to prove legal residence because they are residing with a Mid-Del School District resident on a temporary or permanent basis shall be required to complete a "Residence Affidavit" form and provide all required documentation according to District procedure. The parent, guardian, or student must physically reside full-time with the Mid-Del School District resident. The living arrangement must be of necessity and not to avoid school attendance within the district where the student would otherwise be required to attend. The student shall not be enrolled until all necessary documentation has been provided and verified. The "Residence Affidavit" will be valid for the current school year only. The Mid-Del School District may bill the legal resident for the cost of educational services if falsification of the "Resident Affidavit" is found to have occurred. **Pursuant to Oklahoma State Law, any person who knowingly files a false affidavit of residency, upon conviction, is guilty of a misdemeanor punishable by imprisonment in the county jail for not more than one (1) year, or a fine of not more than five hundred dollars ($500.00), or both. The Mid-Del School District reserves the right to conduct home inspections to verify affidavit statements.**

Homeless students, in accordance with the federal McKinney-Vento Education Assistance Improvement Act, shall have access to the same free and appropriate public education as provided to other children. The Mid-Del School District shall make reasonable efforts to identify homeless students within the district, encourage their enrollment, and eliminate existing barriers to their education that may exist in District policies or procedures. No child or youth shall be discriminated against because of homelessness. Any

student meeting or suspected of meeting the criteria established in the McKinney-Vento Education Assistance Improvement Act must be referred to the District's Homeless Liaison for assistance in completing enrollment per established procedures.

Oklahoma State Law provides that transitioning military children placed in the care of a noncustodial parent or other person standing in loco parentis, may attend school in the school district in which the noncustodial parent or person standing in loco parentis to the transitioning military child holds legal residence. Similarly, transitioning military children placed in the care of a noncustodial parent or other person standing in loco parentis may continue to attend the school in which the student was enrolled while residing with the custodial parent. A special power of attorney relating to the guardianship of a military child and executed under applicable law shall be sufficient for the purpose of enrollment and all other actions requiring parental participation and consent. The District's Residency Review Committee will determine whether a student is a transitioning military student for purposes of establishing residency.

Once approved for enrollment, the District will accept unofficial or "hand-carried" educational records and transcripts in lieu of official education records and transcripts for transitioning military children. Upon receipt of such records, the District will promptly enroll the transitioning military child. However, upon enrollment, the District will request official educational records and transcripts from the school in the sending state. Transitioning military children, including children entering kindergarten, shall be able to enroll in the same grade level in which they were enrolled in the sending state, regardless of age, time of transfer or age requirements of the receiving state. When appropriate, the District will provide transitioning military children the opportunity to participate in extracurricular activities, regardless of application deadlines.

The District recognizes that there may be occasions where there is a dispute regarding residency. If initially denied enrollment, the parent, guardian or person having legal custody of the student may request a review of the decision of the school administrator. If during the course of the school year, a dispute arises as to the residence of a student who is enrolled and attending school, the student shall be allowed to continue in that school until the dispute procedures have been exhausted. If at any time a school administrator has a reasonable belief that the reported residence may not be the residence of the child, for purposes of school attendance, the administrator shall notify the parent, guardian, or person having legal custody, in writing, that the student shall be withdrawn five (5) school days from the date of the written notification. The parent, guardian, or person having legal custody of the student must notify the Director of Student Accounting in writing of the review request, along with any pertinent information in accordance with the District's criteria and the statutory provisions regarding residency, within three (3) school days from the denial of enrollment or receipt of the withdrawal notification. The Director of Student Accounting must render a decision and notify the parent, guardian, or person having legal custody of the student within three (3) school days of the receipt of the request for review. In the event the parent, guardian or person having legal custody of the student disagrees with the decision, the parent, guardian, or person having legal custody of the student shall notify the Director of Student Accounting, within three (3) school days of receipt of the Director of Student Accounting's decision, who will submit his/her findings and all documents reviewed to the Residency Review Committee. The Residency Review Committee will review the decision and the documents submitted on behalf of the District and the student and render a decision, within three (3) school days, in writing to the parent, guardian, or person having legal custody of the student. If no written request for review is received by the Director of Student Accounting within the established timelines, the decision of the school administrator is final and the child or children shall be deemed withdrawn from school on the first day following the expiration of the time designated in the procedures referenced above. In an effort to place students in school as quickly as possible, timelines shall be adhered to, unless due to emergency circumstances both parties agree to an

extension of timelines. For any period during which a student is enrolled in the Mid-Del School District but is not a legal resident of the District, the District may charge tuition if it is established that the parent, guardian, or person having legal custody of the student knew or should have known that the child or children who are the subject of the residency dispute were not residents of the District. The tuition shall be based on the per capita cost of educating a student in the district during the preceding year.

Miscellaneous Policy Provisions

1. Reviews involving more than one student where students are related or residing in the same household may, at the discretion of the Residency Review Committee, be consolidated for the purposes of convenience.

2. The policy's reference to days refers to school days.

3. Any reference to the parent is, for the purposes of this policy, construed to include the parent, guardian, or person having legal custody of the student that holds the legal residence.

4. In the event the residency dispute involves an eighteen (18) years old or older student, all notices will be delivered to the student as the student ceases to be a minor at age eighteen (18).

5. A student or students involved in a dispute related to the student's residence may remain in school until all reviews are exhausted, and a parent or student has filed a request for review in the manner and within the time permitted by this policy.

6. The Student Accounting Department shall be in charge of maintaining the files related to a residency dispute, ensuring that principals or others directly involved in such a dispute forward their records of the dispute following their involvement, and otherwise keeping all communications involving the dispute intact.

7. It should be noted that these required timelines may be extended if it is determined that an extension serves the interest of the student and promotes appropriate resolution to the residency dispute.

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Policy: C-14 ***Adopted: 8-1-88***
Revised: 1-8-24

STUDENT TRANSFERS

All requests for transfer into this District initiated by or on behalf of a nonresident student shall be approved or denied in accordance with this policy. The Board of Education delegates to the Superintendent or the Superintendent's designee authority to approve or deny all transfer applications pursuant to the criteria listed in this policy.

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age or genetic information in its programs and activities and provides equal access to the Boy

Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: phuston@mid-del.net

504 Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

The school district will not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude, or athletic ability. The school district will begin accepting applications for the next school year starting July 1st. Receipt of applications will be documented by the district so that the district may review those applications in the order submitted for purposes of capacity limitations. The administration will not approve or deny transfers received for the next school year until after the July 1st capacity data is determined for each grade level and site within the school district.

Transfers that have previously been approved by the school district will remain in effect for future school years unless the district provides notification to the parent or legal guardian that the transfer is not going to be continued for an upcoming school year due to capacity, disciplinary action, or attendance issues. The district will not require parents resubmit a new application each school year and will advance the previous application of an enrolled student amending only the grade placement of the student.

A transfer may be requested at any time in the school year. State law does limit the ability of a student to transfer no more than two (2) times per school year to one or more school districts in which the student does not reside. Exceptions to this limit will exist for students in foster care. Students are legally entitled to reenroll at any time in his or her school district of residence. Sibling transfer requests for kindergarten through twelfth grade will be considered with only discipline and attendance records reviewed in the determination of the request if there is capacity. Sibling transfer requests for pre-kindergarten aged students will not receive preferential treatment. A separate application must be filed for each student so that the district can in a timely manner consider requests in the order applications are received.

Any student that has attended in the district for three or more consecutive years prior to moving out of the district will be allowed to transfer regardless of grade level or site capacity provided any required special program space exists and the student does not meet the basis for denial below.

It is the policy of the Board of Education that any legally transferring student shall be accepted by the district under the following circumstances:

1. The district has the capacity to accept the student at the grade level at the school site.
2. The transferring student has not been disciplined for:
    a. Violation of a school regulation.
    b. Possession of an intoxicating beverage, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or

c. Possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances Act.

3. The transferring student does not have a history of absences. "History of absences" means ten or more absences in one semester that are not excused for the reasons provided in 70 O.S. § 10-105 or due to illness.

By the first day of January, April, July, and October, the Board of Education shall establish the number of transfer students the district has the capacity to accept in each grade level for each school site within the district. The number of transfer students for each grade level at each site that the district has the capacity to accept will be posted in a prominent place on the school district's website. The district shall report to the State Department of Education the number of transfer student for each grade level for each school site which the district has the capacity to accept.

In making the decision to determine capacity, the Board of Education shall review class size limits specified in 70 O.S. § 18-113.1 and multiply those limits times the number of classroom teachers employed by the school district at each level. If classroom space is not sufficient to accommodate that number of student's due to a classroom being disproportionately sized, the district's capacity numbers will reflect a lesser amount based upon that classroom size.

A student shall be provided preferential treatment and approved regardless of capacity with only discipline and attendance records reviewed in the determination of the request whose parent is employed by the school district.

Transfer requests into the district's full-time virtual program will not be accepted nor considered except for approved transfers from Crutcho Public Schools in grades 9-12.

The school district shall enroll transfer students in the order in which they submit their applications. If the number of student transfer applications exceeds the capacity of the district, the district shall select transfer students in the order in which the district received the application. Students who are the dependent children of a member of the active uniformed military services of the United States on a full-time active-duty status and students who are the dependent children of the military reserve on active duty orders shall be eligible for admission to the school district regardless of capacity at the district. Students shall be eligible for military transfer if:

1. At least one parent of the student has a Department of Defense issued identification card; and
2. At least one parent can provide evidence that he or she will be on active-duty status or active-duty orders, meaning the parent will be temporarily transferred in compliance with official orders to another location in support of combat, contingency operation or a national disaster requiring the use of orders for more than thirty (30) consecutive days.

If accepted, a student transfer is granted for the existing school year and may continue to attend in future years. At the end of the school year, the district may deny continued transfer of the student due to capacity or for disciplinary reasons or a history of absences. Transportation will not be provided for any student attending based on approval of an out-of-district transfer.

Students currently enrolled in a private school not accredited by a state agency or in a home school are not guaranteed enrollment in the grade, courses and/or program(s) in which they desire to enroll. Students

desiring to transfer from private schools not accredited by a state agency or from a home school will be required to take all placement tests required of resident students enrolling in this district after attendance in private schools not accredited by a state agency or home schools, and the administration will determine the appropriate placement primarily upon placement test results per district policy. Accordingly, students applying for a transfer from such schools will be granted a provisional transfer until test results are reviewed to determine the appropriate grade, courses and/or program(s) and the criteria of this policy is then applied to determine if the student is eligible for transfer approval. An applicant who does not agree to accept placement based upon such test results and criteria review will be deemed ineligible for an approved transfer and the provisional transfer will be of no effect.

If a transfer request is denied by the administration, the parent or legal guardian of the student may appeal the denial within ten (10) days of notification of denial to the Board of Education. The Board of Education shall consider the appeal at its next regularly scheduled board meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. If notice is after the deadline for posting, the board shall consider the appeal at a special meeting of the Board of Education.

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

If the Board of Education votes to uphold the denial of the transfer, the parent or legal guardian may appeal the denial within ten (10) days of the notification of the appeal denial to the State Board of Education. The parent or legal guardian shall submit to the State Board of Education and to the Superintendent of the district, a notice of appeal on the form prescribed by the State Board of Education.

A student who enrolls in a school district in which the student is not a resident shall not be eligible to participate in school-related extramural athletic competition governed by the Oklahoma Secondary School Activities Association for a period of one (1) year from the first day of attendance at the receiving school unless the transfer is from a school district which does not offer the grade the student is entitled to pursue as per 70 O.S. § 8-103.2.

REFERENCE: 70 O.S. § 1.114
70 O.S. § 1.113
70 O.S. § 5-117.1
70 O.S. § 8-101, et seq.
70 O.S. § 8-101.2
70 O.S. § 24-101.3
70 O.S. § 24-101, et seq; §24-102
Family Education Rights and Privacy Act
Atty. Gen. Op. No. 87-134, April 1, 1988

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Policy: J-37 ***Adopted: 8-13-12***
Revised: 7-11-16

ATTENDANCE, ENROLLMENT, TRANSFER AND PLACEMENT OF STUDENTS SUSPENDED OR REMOVED FROM ANOTHER SCHOOL DISTRICT

The Board of Education of the Mid-Del School District, in the interest of maintaining a suitable educational environment, student discipline and the safety and well-being of all students and employees, adopts the following policy prohibiting the enrollment or the approval of a transfer of any student who is under suspension from another school (public or private) and excluding certain students from the regular school setting after the suspension term.

Students Suspended by Another School

The Mid-Del School District will prohibit any student who is under suspension from another school (public or private) from enrolling in the Mid-Del School District (hereafter the "Prohibition Term"). This prohibition includes students who establish or attempt to establish a bona-fide residency within the Mid-Del School District either before or during their suspension from another school.

Any student subjected to a Prohibition Term may appeal that decision to the Superintendent or his/her designee by requesting such an appeal within five (5) working days (excluding weekends) of the student's notice of the decision. Any student dissatisfied with the decision of the Superintendent or his/her designee may appeal that decision to the Board of Education by requesting such an appeal within five (5) working days (excluding weekends) of the student's notice of the decision. Student appeal requests to the Superintendent and to the Board must be made in writing to the Superintendent. Failure to timely appeal a decision imposing a Prohibition Term waives all rights to further challenge such decision. On appeal, both the Superintendent or his/her designee and the Board of Education will consider the following issues: (1) whether the student is under suspension from another school, and (2) the reason for the suspension.

If the student was suspended from another school for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students, then the Prohibition Term will be upheld. The student will be eligible to enroll following the expiration of the Prohibition Term.

If the student was suspended from another school for <u>other</u> than a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students, then the Superintendent or his/her designee will also consider (3) whether the length of the suspension and any conditions imposed pursuant to the suspension are consistent with the Mid-Del School District's suspension policy for the same or similar offenses. If the answer to (3) is in the affirmative, the Prohibition Term will be upheld. The student will be eligible to enroll following the expiration of the Prohibition Term. If the suspension imposed upon the student is found to be inconsistent with the Mid-Del School District's student suspension policy or practices for similar offenses, then the Superintendent or his/her designee may consider modifications to the Prohibition Term and/or the conditions associated with that Prohibition Term to make the Prohibition Term consistent with the Mid-Del School District's suspension policy or practices. Any student dissatisfied with the decision of the Superintendent or his/her designee may appeal that decision to the Board of Education by requesting in writing such an appeal within five (5) working days (excluding weekends) of the student's notice of the decision. The student will be eligible to enroll following the expiration of the Prohibition Term, as modified.

Students Removed from School by Administrative or Judicial Process

The Mid-Del School District will not provide educational services in the regular school setting to any student who has been adjudicated as a delinquent or convicted as an adult of an offense defined by Oklahoma law as an exception to a nonviolent offense or who has been removed from a school (public or private) by administrative or judicial process for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students, until the Mid-Del School District determines that the student no longer poses a threat to him/herself, other students or faculty. Until the Mid-Del School

District determines that the student no longer poses a threat to him/herself, other students or faculty, the Mid-Del School District will provide educational services to the student through an alternative school setting, home-based instruction or other appropriate setting.

Any student excluded from the regular school setting pursuant to this policy may appeal that decision to the Executive Directors by requesting an appeal within five (5) working days (excluding weekends) of the student's notice of the decision. Appeal requests to the Executive Directors must be made in writing. Failure to timely appeal a decision excluding a student from the regular school setting waives all rights to further challenge such decision.

Note: In changing the placement of students identified as "disabled" under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973, the Mid-Del School District will follow state and federal laws and regulations.

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Policy: E-2 ***Adopted: 8-6-90***
Revised: 6-12-23

STUDENT TRANSPORTATION

The Midwest City-Del City School District recognizes that in Oklahoma, student transportation is a service that may be provided for its students by the school district. The school district wishes to assure its citizens that any transportation services provided by the district are to accomplish three goals:

1. To ensure that children of our district schools are transported in the safest manner possible;
2. To ensure that the transportation services provided are cost-effective to our district's taxpayers;
3. To ensure that all transportation services are rendered in an equitable manner.

The school district will accomplish these goals through strict enforcement of its school transportation policies. Definitions: For the purposes of clarification, the following terms are defined:

1. Director of Transportation – The person appointed by the Board of Education responsible for the operation of student transportation services.
2. School bus driver – Any person who operates a vehicle transporting students under the direct auspices of the district.
3. School bus – Any vehicle owned or leased by the district and used to transport students to and from school and related events as defined by the Oklahoma State Department of Education (OSDE).

School Bus Routing

1. School transportation is a privilege provided for the convenience and safety of the students.
2. Generally, Mid-Del School District will transport eligible middle school and high school students who live a distance greater than one and one-half (1-1/2) miles and eligible elementary students who live a distance greater than one (1) mile from the school within their attendance boundary unless otherwise determined by the Superintendent of Mid-Del Schools.
   a. An exception will be made for schools and families that will be addressed with the Director of Transportation, principals, or Assistant Superintendent designee.
   b. Students living within the attendance boundaries of these sites must reside a distance greater than one-half (1/2) mile to be eligible for transportation services.

c. All in-district and out-of-district transfer students must provide their own transportation to and from school.

Transportation for Special Services

1. All students requiring transportation services that are specific to the student or beyond the scope of regular transportation services shall be provided such transportation only after an Individual Education Plan (IEP) is completed, which specifically describes the transportation needs of the student.
2. The local school district is responsible for providing transportation for an eligible special education student when transportation has been identified as a related service necessary to enable the student to receive the educational services outlined in his/her individualized education program (IEP).
3. The IEP team makes determinations regarding the need for special transportation. The building administrator or Teacher of Record completes the "Individual Transportation Plan" (ITP) form and sends the form to the Executive Director of Special Services or his/her designee for review. After reviewing the form, the Director of Special Services or his/her designee will forward the request to the transportation office, and transportation will be arranged.
4. Students with disabilities are subject to disciplinary action for behavior while being transported. Mid-Del Public Schools will utilize a continuum of disciplinary options available under state and federal law to ensure the safety of all students and staff on the bus.

Student Discipline

1. Due to the serious nature of student transportation, disruptive behavior on any school bus that might endanger the well-being of transported students will not be tolerated. The same level of behavior in the classroom is expected on the bus. Behavior that is specific to bus safety is also expected.
2. The Transportation Department will establish disciplinary procedures for bus drivers to follow when dealing with disruptive students. Bus rules, expectations, and disciplinary procedures will be available to all students each year through handbooks and/or flyers. In addition, rules and expectations will be posted on the bus.
3. Students are subject to the same disciplinary measures for behavior on the bus as for behavior in the classroom or on school grounds. In addition, students are subject to denial of bus privileges for a specified length of time at the discretion of the administrator imposing the discipline.
4. Bus drivers are authorized to assign any and/or all seating in the school bus.
5. School bus behavior rules and discipline shall apply to both school bus routes and activity trips.

School Bus Accidents and Emergencies

1. All students transported in school buses shall receive instructions concerning safe riding practices and participate in emergency evacuation drills within the first two weeks of each semester. All students riding on activity trips shall also receive instruction on emergency procedures. These drills shall be conducted on school grounds, and documentation of these drills shall be kept on file in the transportation office.
2. All bus drivers shall receive instruction in emergency and evacuation procedures at least once per year.
3. The Director of Transportation shall develop specific accident procedures for reporting and

investigating accidents. All school bus accidents shall be investigated, and the proper reports shall be submitted to the State Department of Public Safety and the OSDE per state law and regulations.

4. In case of an accident, the bus driver will notify the Director of Transportation Department or designee, who will call the police and inform the school principal.
   a. The Director of Transportation will notify the Executive Director of Operations. The Executive Director of Operations will notify the Superintendent's office and the insurance office.
   b. Another bus will be sent to complete the route, if necessary.
   c. If injury is involved, the principal should go to the scene.
   d. The driver shall not allow a student to walk from the scene of the accident without the Principal, parent/guardian, or Director of Transportation's approval.
   e. A school official should notify the parents/guardians of any injured student. If parents/guardians cannot be located, the ambulance will be directed to take the student to the nearest hospital, accompanied by a Mid-Del employee.
   f. A school official should notify the parents/guardians of any non-emergencies in a timely manner.

School Bus Drivers

1. Any person employed as a school bus driver, whether full or part time, shall hold the appropriate driver's license and endorsements required by the Department of Public Safety for the operation of a school bus.
2. Any person employed as a school bus driver, whether full or part time, shall hold a school bus driver's certificate as required by the OSDE.
3. The driving records of all school bus drivers shall be checked annually, and all drivers must meet the requirements of the OSDE for school bus driver's records. All new drivers shall have a felony check as required for other district personnel.
4. All school bus drivers shall have on file in the transportation office, an annual health certificate signed by a physician licensed by the state. The certificate shall attest that such physician has examined the applicant and/or bus driver and that the applicant and/or bus driver has no sign or symptoms of ill health and is otherwise, from the observation of such physician, physically and mentally capable of safely operating a school bus.
5. The use of tobacco by a school bus driver is not permitted during the operation of the bus while transporting students, and use of tobacco in any form is prohibited while on any district property, including district vehicles. The use of any intoxicating alcoholic beverage by the driver eight hours prior to or during the operation of a school bus is strictly prohibited. The use of any controlled, dangerous substance 72 hours prior to or during the operation of a school bus is strictly prohibited. Possessing any controlled, dangerous substance on a school bus is strictly prohibited.
6. The district will follow, at a minimum, the OSDE guidelines on accidents involving school buses. The district may require tests on any accident.
7. All school bus drivers shall be evaluated annually for job performance purposes as prescribed by district personnel policies. Any school bus driver may be suspended with pay pending the outcome of an investigation into any charge of recklessly endangering the safety of persons or property while operating a school bus or any charge of moral turpitude involving children.
8. All school bus drivers shall comply with the requirements of the Director of Transportation regarding attendance and participation in periodic in-service safety meetings for the purpose of increasing student safety. Non-attendance at such scheduled meetings shall be subject to district employee leave policies and chargeable to the employee's accumulated leave.
9. Substitute and activity school bus drivers shall meet all the requirements prescribed for regular

bus drivers.

10. Drivers of all school transportation equipment will abide by state laws, rules, and regulations and shall make appropriate reports as required.

Auxiliary or Activity Transportation

1. School transportation is recommended for school activities whenever possible.
2. Principals and sponsors may require school transportation to school activities in school vehicles.
3. The Board specifically forbids any employee to transport students for school purposes without prior authorization by the principal or designee.
4. Any person operating a school bus for auxiliary transportation purposes shall adhere to all school transportation policies regarding driver qualifications and operational procedures.
5. The parents or legal guardians of all students riding activity buses are responsible for having their students at the designated site for the departure and arrival of all activity trips.
6. All adults transported in connection with activity trips must be designated school sponsors. Any additional outside sponsors may ride on a "space available" basis.
7. Adult groups wishing to utilize school buses or student groups wishing to utilize buses in non-school activities must be approved by the building administrator prior to bus use. Buses will only be operated by bus drivers employed by the district and in good standing as bus drivers. Transportation costs for all activities of this nature must be reimbursed at a standard rate.
8. All requests for auxiliary transportation must be received by the Director of Transportation or his/her designee five (5) days prior to the activity. Requests received less than five days prior to the activity may be denied.
9. The primary purpose for which the district maintains a school bus fleet is to transport students to and from school classes. Auxiliary transportation shall not interfere with the safe operation of these bus routes; therefore, activity trips are subject to denial or cancellation based on the availability of buses and/or drivers.

Refer to School Bus Procedures – A Guide For Students and Families. Mid-Del.net under Transportation

Legal Reference: O.S. 70 § 9-101
47 O.S. § 11-705

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Regulation: E-2 R-1A ***Adopted: 3-9-92***
Revised: 8-13-12

TRANSPORTATION OF DISABLED STUDENTS

Our goal is to provide the safest and least disruptive ride to and from school for our children. The guidelines listed below are needed to help parents/guardians and then schools to work toward that goal as well as provide for a smooth and consistent operation.

A. Parents/Guardians should have their student ready for school each morning when the bus arrives at their home.

   1. When parents/guardians are notified of their student's pick up time, they should allow fifteen (15) minutes before and fifteen (15) minutes after the time they have been given. (For example: if their pick up time is 7:55 a.m., they should have their student ready by 7:40 a.m. and be

prepared to wait until 8:10 a.m. before calling to check on the bus.) This time may be necessary to compensate for traffic, students who don't need service on a particular day which may cause a bus to be a little early, loading students in wheelchairs, or some other unforeseen problem that may cause a slight delay.

2. Parents/Guardians should allow the same time variations in the afternoon when their student is being brought home (or the designated drop off) for the same reasons stated in the above paragraph.

B. Parents/Guardians should bring the student to the bus immediately upon the arrival of the bus.

C. If the parent/guardian is unavailable to bring the student to the bus, they should see that some other responsible person performs this duty.

D. Special Instructions

1. A parent/guardian, or someone they designate, needs to be at home and ready to come to the bus to receive the student when he/she is returned from school. In order to maintain the bus schedule, the bus cannot wait more than three (3) minutes for someone to appear to receive the student from the bus.

   a. If a student is returned home and no one is there to receive him/her or no one comes to the bus to receive the student, the bus driver may try to return if the driver is in the same area or the Transportation Office may try to contact the parent/guardian. If this fails, the student will be delivered back to school and the parent/guardian will have to pick up the student there.

   b. On days when there is no one to receive the student and school personnel have already departed the school, it may become necessary for the Transportation Office to notify the proper authorities.

2. The pick-up and delivery location of the student needs to remain constant. It causes a general disruption for the other students when we change a route, both for their delivery schedule and their personal daily routine. Changes must be restricted to:

   a. Residence changes within the school district or

   b. Babysitter or child care center changes

3. Both for their own personal safety and that of the other students, students cannot be permitted to board the bus while eating, not fully clothed, when ill, or when bodily functions need attention.

4. If a student does not ride the bus for three (3) consecutive school days, we will temporarily suspend bus service until parent/guardian notifies the Transportation Department asking to begin service again.

If parents/guardians should have any questions in regard to these guidelines, please call the Transportation Department at (405) 739-1790.
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SCHOOL DECORUM
DISRESPECT/INSUBORDINATION

Obscene language, profanity or defiance of school personnel is not permitted nor shall any student use insulting or abusive language to other students. A student will be removed from a classroom and supervised elsewhere when, in the judgment of the teacher, the student is interfering with the teaching/learning situation. At the time of removal, the teacher may request a conference to be held between the teacher, the parent/guardian, and the principal. **O.S.21§650.7, O.S.70§24-100.4, O.S. 21§844, O.S. 21§643, and O.S. 21§1363**

Action - (Appropriate initial action, including, but not limited to):
Student being removed from class
Parental/Guardian contact
Detention
Restriction of privileges
In-school restriction
Suspension

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Policy: J-30 ***Adopted: 8-13-12***
Revised: 7-12-21

DISRUPT THE LEARNING ENVIRONMENT

All students have the right to pursue learning without the disruptions which may occur when another student chooses to be inattentive, overtly disruptive, or otherwise hinder the learning process. Any student who impedes the learning of others and/or exhibits a continued disregard for his/her personal learning opportunities will be subject to the following actions:

Action - Student being removed from class
Contact parent/guardian
Detention
In-school restriction
Suspension
Other appropriate action

Any student or students who prevent the teacher from teaching or the class from learning will not be tolerated and will be immediately dealt with in an appropriate manner.

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DISTRACTING ITEMS AND DANGEROUS WEAPONS

The use, display, threat or possession of any kind of weapon, on the campus, parking lots, premises, or property of the Mid-Del School District or during or going to or from school-sponsored or authorized activities, functions, or events may result in the immediate suspension of students involved for a period of not less than one year under the jurisdiction of the Principal except that the Superintendent or his/her designee may modify such expulsion requirement for a student on a case-by-case basis. This includes, but is not limited to, any guns, knives, or any other lethal instruments or any item which might be used as a lethal instrument. No one may use any article as a weapon to threaten or injure another person. A student found to be in possession of a weapon on school premises before, during, or after school, on a school vehicle or at or going to and from any school-sponsored or authorized activity is subject to

administrative and/or legal action. The principal and/or teacher may prohibit students bringing any item to school considered dangerous or disruptive. Students are instructed to bring to school only articles which they need to use in school. Students are not to bring articles to school, however innocuous, that might distract them or others from their schoolwork. Toys distract, create arguments, and sometimes cause bad feelings; therefore, they may be prohibited. **Students may be required to leave book bags, briefcases, satchels, etc. in a controlled location (locker, homeroom, etc.) during the school day. Principals will make the final determination as to whether an object is distracting.** *Items confiscated under this policy may be given to the police officer on campus, who will then file an official police report. Such items may be secured at the police department and, in applicable cases, may be returned only to parents who seek their return from the police department. Elementary school administrators may provide such items directly to their local police department.*
Sec. 742, School Laws of Oklahoma

Administrative Procedures for Distracting Items and Dangerous Weapons

A. For the purposes of this irregular behavior, the term "School" includes all School District property--the entire School campus, parking lots, athletic fields, and District transportation. The term "School" shall also include off-District property when the student is on the property for the purpose of participating in a School or District-sponsored event or is participating in an event in which the student is representing the District. The term "School" therefore covers, but is not limited to, all transportation, lodging and meal locations, event sites, and other locations where a student is present participating in or attending an off-duty sponsored event.

B. The term "School Event" includes attendance at or participation in any School-sponsored or District-sponsored activity, function, or event, or any other event in which a School or District-sponsored teams or District students are participating as representatives of the District, regardless of whether the event is on District property or off District property.

C. A student may also be subjected to discipline when the student's behavior is in violation of the District's Student Expectations Policies, Procedures and Safety Guidelines, Administrative Regulations, or directives received from school authorities and the behavior occurs while the student is not on District property but the student's actions:

1. are a continuation of activity that was initiated at School, at a School authorized or sponsored event, in transit to or from school, or to or from any function authorized or sponsored by the School or on any property subject to the control and authority of the District,
2. adversely affect or pose a threat to the physical or emotional safety and well-being of other students, employees, or District property,
3. are any form of communication specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school, or
4. disrupt school operations.

D. A student may be subjected to discipline, including being placed on a long-term suspension, when the student:

1. Possesses, displays, uses, threatens to use, or conceals any kind of weapon while the student is on School Property, at a School Event.

2. A student "possesses" a weapon when:

a. The weapon is on the person of the student;
b. The weapon is in any item which the student is carrying or has carried and left at school or at a school event. Examples include any item in which a weapon can be placed, including, but not limited to, duffle bags, book bags, briefcases, satchels, bags, sacks, etc.
c. The weapon is in the student's desk, locker, vehicle, or clothing. This prohibition applies whether the weapon can be seen or is concealed from view. This applies to any part of a student's vehicle, regardless of whether the weapon is in plain sight or concealed from view in any manner, such as in a glove compartment, trunk, under a seat, under a floor mat, etc.
d. The weapon is anywhere on school property because the weapon was placed there by a student.
e. The student knows where a weapon is and thereby has access to use of the weapon that is on school property or at a school event. A student "possesses" a weapon when the weapon is in any location readily available. Such possession is a threat to the safety and well-being of students, staff, and school operations just as much as if a student was carrying a concealed weapon.

E. A student at school or a school event threatens to use a weapon to harm another individual or an individual's property or school property is in violation of this policy even though the student does not in fact actually possess a weapon. The threat of the use of a weapon is a disruption to school operations and/or harmful to the expectations of students and parents/guardians that students will not be threatened with harm by a weapon while at school.

F. A "weapon" includes:

1. Any item commonly used or designed to inflict bodily harm and/or to threaten or intimidate others. Examples include, but are not limited to, firearms, ammunition, explosives, bombs, switch blade knives, butterfly knives, large hunting knives with a strong-edged blade typically 10 to 15 inches long with a back straight for most of its length and then curving concavely and sometimes sharpened to a point, a long, straight-bladed knife or short sword, spring-type knives having blades that open automatically by pressure applied to a button, spring, or other device in the handle of the knife, loaded canes, swords, billy clubs, hand chains, metal knuckles, clubs, stars, etc.

2. Any item not commonly used or designed to inflict bodily harm, but is designed in a similar manner to an item commonly used or designed to inflict bodily harm, and which can be used to inflict bodily harm. Examples include, but are not limited to, pepper spray, box cutters, razor blades, penknives, or any form of a knife.

3. Any poison or any other chemical or biological agent of whatever nature; any controlled substance, or any prescription or nonprescription medication that is used or planned to be used to harm another person at school.

4. Items not commonly used or designed to inflict harm and/or threaten or intimidate others but are used by a student to inflict bodily harm on another, inflict damage on the property of another, or are displayed in a threatening, aggressive, belligerent or intimidating manner toward another or the property of another. Items include, but are not limited to, belts, combs, pencils, files, compasses, scissors, rocks, thrown objects, etc. Laser pointers and similar devices are in themselves deemed to be items that can be displayed to threaten or intimidate others and thus are not to be possessed, displayed, or used at school.

5. Firearms, which includes any device which will, or is designed to, or may be readily converted to, expel a projectile (including, but not limited to, objects, bullets, and shells) by the action of an explosive, the frame or receiver of any such device, a firearm muffler or silencer, or any "destructive device." A "destructive device" is:

   a. Any explosive, incendiary, or poison gas, including a bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or any similar device.

   b. Any device, by whatever name known which will, or which can be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter.

   c. Any combination of parts either designed or intended for use in converting any device into any destructive device described in (1) or (2) above and from which device may be readily assembled.

   d. Examples of a firearm include, but are not limited to, pistols, toy pistols, revolvers, shotguns of any caliber and rifles.

G. Devices that can otherwise propel an object, such as a BB-gun, pellet gun, air pistols, potato throwers or launchers, dart guns, blow guns and/or any other device whether in working condition or not that is designed to propel, throw, discharge, or fire objects that could hit another person.

H. Fake or facsimiles of any items included in the above-prohibited items, even though such fake items cannot actually cause bodily harm or harm to property of others but have the appearance of a weapon. These items are deemed in themselves to be a disruption to school operations and a source that can cause fear or intimidation of others. Examples include toys that look like a weapon.

~~**Action** - Distracting Item:~~
~~Refer to site policy.~~

Action - Weapons:
When a violation of this policy occurs, these procedures will be followed:

1) Parent/guardian, as well as the police and Central Office, will be notified.
2) The student will be suspended up to five (5) days pending a hearing to decide the total length of the suspension.

Suspension **O.S. 70§24-101.3**
Maximum penalty allowed by law

Note: Students identified as "disabled" under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, the Mid-Del School District will follow state and federal laws and regulations.

Stealing, Destroying, Defacing Property

No person may steal, deface, or destroy another person's property or public property during or going to or from school, school-sponsored, or authorized activities, functions, or events during or after school

hours, weekends, or holidays.

A. Stealing/Possession of Stolen Property

Action - Appropriate action including, but not limited to:

Student being removed from class	In-school restriction
Detention	Suspension
Restriction of privileges	Restitution
Law enforcement may be notified	

B. Destruction or Vandalism

Action - Appropriate actions included in A:

Every effort will be made to work with parents/guardians to have those responsible make restitution to the school or person either in cash payment to the district treasurer or person or by work arrangement with the site principal. **O.S. 23§10, Section 1037, School Laws of Oklahoma**

Appropriate action is as listed above.

Law enforcement may be notified.

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Policy: J-18 ***Adopted: 8-13-12***

Revised: **02-13-23**

BULLYING PREVENTION

Mid-Del Public Schools supports a positive school climate, conducive to teaching and learning that is free from threat, harassment, and all types of bullying. It is the policy of this school district to prohibit all bullying of any person at school. Prohibited conduct includes incidents of bullying instigated by the use of electronic communication specifically directed at students and/or school personnel. This policy shall extend to all schools in the Mid-Del School District.

I. Definition and Scope

As used in the School Safety and Bullying Prevention Act, "bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause physical or emotional harm for the targeted individual or group. Such behavior is specifically prohibited. The following words and terms used in this policy shall have the following meaning:

"At school" means on school grounds, in school vehicles, at school-sponsored activities, or at school-sanctioned events.

"Electronic communication" means the communication of any written, verbal, pictorial information or video content by means of an electronic device, including but not limited to, a telephone, a mobile or cellular telephone or other wireless communication device, or a computer.

"Threatening behavior" means any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel, or school property.

II. Prevention and Intervention

Every school site in this district shall ensure compliance with the following strategies for bullying prevention and appropriate intervention when incidents of bullying occur at school.

A. All school administrators and school employees at each school site shall be required to complete annual professional development training in school bullying prevention, identification, response, and reporting. The district's bullying coordinator and site principals will receive additional training regarding appropriate consequences and remedial action for perpetrators, helping targets of bullying, and the district's strategy for counseling and referral for all those affected by bullying.

B. Mid-Del Public Schools is committed to providing annual education regarding behavioral expectations, understanding bullying and its negative effects, disciplinary consequences for infractions, and reporting methods. Students will receive training on identifying, preventing, addressing, and reporting incidents of bullying. Such educational programs may include, but are not limited to classroom discussion, assemblies, multimedia and presentations. The purpose of educational programs is to assist students in the identification of bullying behaviors, reporting procedures, and the consequences for violation of school policy.

    1) Students will also receive education on the consequences for those who knowingly make false reports of bullying. Any person who knowingly makes false accusations against another person will be appropriately disciplined pursuant to district policy. Any accusations confirmed to be false will be removed from the falsely accused student's file. Parents and guardians may participate in a parent-education component.

C. Every school site in this district shall establish a Safe School Committee. At least one of the members of the Committee shall be a principal or designee who participates in the investigation of reports of bullying as required by subsection A of section 24-100.4 of the School Safety and Bullying Prevention Act. The duties of the committee include but not limited to:

    1) Promoting positive social behaviors.
    2) Raising awareness in schools about the dangers of bullying.

D. In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The Board of Education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance. Alternatives to punitive measures include but are not limited to these below:

    1) Conference with student
    2) Conference with parents
    3) Referral to counselor
    4) Behavioral contract
    5) Changing student's seat assignment or class assignment
    6) Referring student to appropriate school agency or to a prevention and diversion program
    7) Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but not limited to removal from eligibility to participate or attend

extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

E. To prevent further incidents of bullying and intimidation, targets of bullying should not be impacted directly or indirectly by the consequences assigned to the perpetrator, i.e., moving the target/victim out of a particular class or activity.

III. Reporting and Documenting

A. Bullying Preventing Officers – The principal (or principal's administrative designee) of each school site shall be the primary point of contact to receive reports of incidents of bullying. The duties of the principal/administrative designee shall be as follows:

1) To receive, promptly review, and track reports of incidents of bullying
2) To establish and maintain the confidentiality of reports of incidents of bullying as appropriate
3) To establish a method for receiving anonymous reports of incidents of bullying
4) To publicize the procedures for reporting set forth in this policy to all students, parents/legal guardians of students, and school employees
5) To assist in educating the school and community about bullying prevention measures and
6) To review, monitor, and suggest strategies for improvement of the school climate in order to facilitate prevention and intervention of bullying incidents in the school site and promote a school culture of intolerance of bullying behaviors

7) To report the number of documented and verified incidents of bullying to the district and/or the State Department of Education in accordance with the requirements of 70 O.S. section 24-100.4(F) and accompanying regulations at 210:10-1-20To serve on the Safe School Committee and make recommendations for bullying prevention education, professional development, and/or policies and procedures pertaining to bullying prevention, and
8) Any other duties deemed necessary by school administrators to facilitate bullying prevention at the school site

B. If any person is aware of or sees a victim of bullying as defined in this Policy, such person must immediately report to the principal. Reports may be made anonymously or self-identified if the person wishes to be named as the reporter. Incidents of bullying at each school site may be reported by any student, parent, school employee, or member of the community. Any school employee who has reliable information that would lead a reasonable person to suspect that an individual at the school is currently or has been the target of bullying shall be required to report that information to the school's principal. Failure by school employees to report incidents of bullying in accordance with the requirements of this policy may result in disciplinary action.

C. Reports may be made anonymously. However, no formal disciplinary action shall be taken solely on the basis of an anonymous report. Reports shall be made immediately to the building principal by any school employee that has reliable information that would lead a reasonable person to suspect that a person is a target of bullying.

IV. Safeguards and Supports

In conjunction with its disciplinary and investigatory measures, Mid-Del Public Schools shall work to provide appropriate safeguards and multi-tiered support for students and staff involved in bullying situations. Such resources shall include, but are not limited to:

A. Consequences and remedial action for a person who commits an act of bullying
B. Consequences and remedial action for a student found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying
C. A strategy for providing counseling and referral to appropriate services, including guidance, academic intervention, and other protection for students, targets, perpetrators, and witnesses and family members affected by bullying. This strategy could include, but not limited to:
    1) Referral to community mental health
    2) Community out-of-school programs
    3) Educational programs – to assist with identification of bullying behaviors, reporting procedures, and the consequences for violation of school rules and policies

V. Annual Notice of School Prevention Policy

Every school site shall implement a strategy for publicizing and distribution of this policy and procedures for reporting and investigation of incidents of school bullying. Publication and distribution shall at a minimum meet all of the following requirements:

A. An annual written notice of the bullying policy shall be provided to parents, guardians, staff, volunteers, and students at each school. Notice of the policy shall be posted at various locations within each school site, including but not limited to school cafeterias, bulletin boards, and administration offices. The written notice provided to students shall be written in age appropriate language to ensure accessibility to students with disabilities.

B. A copy of this policy shall be posted on the Mid-Del Public Schools website. In addition, each school site that has its own separate website shall post a copy of this policy and procedures on its website.
C. Each school site shall include a copy of this policy in its student handbook.

REFERENCE: 21 O.S. § 850.0
70 O.S. § 24-100.2
70 O.S. § 24-100.4 and Reg 210:10-1-20
70 O.S. § 24-100.5
70 O.S. § 24-100

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Any student who has been previously disciplined for threatening behavior is subject to alternative placement or suspension if the offense is repeated. The alternative placement or suspension shall not exceed the remainder of the current semester and the succeeding semester.

Counseling opportunities suitable to address these issues are available for students who are victims or offenders in incidents of such nature.

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Policy: J-26 ***Adopted: 8-13-12***
Revised: 8-13-18

HAZING

It is the policy of this School District that no student or employee of the District shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. For purpose of this policy, terms "secret fraternity" or "secret organization" include but are not limited to any group of individuals organized around and/or acting on a common purpose. These terms also include gangs. No student organization or any person associated with any organization sanctioned or authorized by the Board of Education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity that recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the Board of Education. Hazing also includes activity committed by a person affiliated with the organization that recklessly or intentionally endangers the mental or physical health of persons who are not affiliated with the organization.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

"Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the Board of Education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action that may include expulsion for students and employment termination for employees.

A copy of this policy will be furnished to each student and teacher in this school district.
Reference: O.S. 21§1190

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Policy: J-31 ***Adopted: 8-13-12***
Revised:7-12-21

SEXUAL MISCONDUCT

Any sexually related activity is prohibited on school property, in school vehicles, or at or going to or from

school sponsored or authorized functions. Overt public display of affection is not acceptable school behavior.

The site principal will have the responsibility for making judgments in this regard.

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DISCRIMINATION

Please be advised that the Mid-Del School District has specific procedures for resolving complaints regarding discrimination on the basis of race, color, national origin, religion, sex, pregnancy, age, gender, gender expression or identity, veteran status, sexual orientation, genetic information, or disability which may arise in any program or activity operated by the school district. These procedures are publicly posted within each school site and are available in the office of each school principal. (See first page of this document for contact persons regarding inquiries or complaints and Mid-Del Policy C-22, for grievance procedures for filing, processing, and resolving alleged discrimination complaints.) Any student who interferes with, intimidates, harasses, threatens, or injures another student while at school or while traveling to and from school or intimidates, harasses, threatens, or injures an employee of the Midwest City-Del City Schools at any time will, at the discretion of the principal, be suspended from school. Such person will be charged with violating applicable school regulations, municipal, state and federal laws. **O.S. 21§641, O.S. 21§642, O.S 21§650.1, and 42USC§2000d**

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Policy: C-22 ***Adopted: 9-90***
Revised: 10-10-22

GRIEVANCE PROCEDURES FOR FILING, PROCESSING AND RESOLVING ALLEGED DISCRIMINATION COMPLAINTS
(Students and Employees)

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: phuston@mid-del.net

504 Title IX Coordinator
Address: 7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

I. Definitions

A. of the Education Compliance Officer: An employee designated by the Superintendent to coordinate compliance efforts with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX Amendments of 1972, and the Age Discrimination Act of 1975 and to investigate complaints.

B. Complaint: A written complaint alleging any policy, procedure, or practice of the District which discriminates on the basis of race, color, national origin, religion, sex, disability, veteran status or age.

C. Grievant: A student or employee of the Midwest City-Del City School District or any other person who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, disability, veteran status or age.

D. Respondent: The person alleged to be responsible for the violation alleged in the 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.

E. Day: Day means a working date; the calculation of days in processing the complaint shall exclude Saturdays, Sundays, and holidays.

II. Pre-Filing Procedures

A. Prior to the filing of a written complaint, the Grievant is encouraged to visit with his/her immediate supervisor or the site principal, and reasonable efforts should be made to resolve the problem or complaint.

B. The following procedure is outlined as an Early Complaint Resolution (ECR) process which can be addressed when a parent/guardian feels that a conflict exists between their child and the school, school personnel or school policy and such conflict is based on feelings related to race, national origin, disability, age, or gender.

Step 1 -- Conference conducted between appropriate parties.

Parent/Guardian/Teacher Conference.

If Parent/Guardian/Teacher conference does not resolve the situation, then proceed to Parent/Guardian/Site Administrator Conference.

Step 2 -- Appeal is made to the appropriate Executive Directors for Early Complaint Resolution. If the Executive Director deems that the situation warrants ECR, then the process will be instituted.

Step 3 -- Process
A committee of three people consisting of an administrator, teacher, and independent party shall convene to hear the complaint.

After hearing from the affected parties, the committee shall make a recommendation to the Executive Director as to what the resolution should be in terms of staying or modifying decisions related to the situation.

The Executive Director will render a decision based on the committee recommendation, ~~but in no way is the committee recommendation binding~~.

Note: For students identified as "disabled" under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, the Mid-Del District will follow state and federal laws and regulations.

III. Filing and Processing Discrimination Complaints

A. If the Grievant desires to proceed with a complaint within thirty (30) days of an alleged violation, the Grievant shall submit a written complaint to the Compliance Officer. The complaint shall state the Grievant's name, the nature of the alleged violation, the date of the alleged violation, the name of the person(s) responsible, and the requested action.

B. Within ten (10) days of receiving the complaint, the Compliance Officer shall notify the Respondent of the complaint.

C. Within ten (l0) days of notification, the Respondent shall submit to the Compliance Officer an answer which shall:
   1. Confirm or deny facts;
   2. Indicate acceptance or rejection of Grievant's requested action; and/or
   3. Outline alternatives

D. Within ten (10) days after receiving Respondent's answer, the Compliance Officer shall schedule a hearing with the Grievant and the Respondent.

E. Within ten (10) days of the hearing, the Compliance Officer shall render a written decision and shall provide a copy of the written decision to both the Grievant and the Respondent.

F. Within ten (10) days of receipt of the Compliance Officer's decision, if either the Grievant or the Respondent is not satisfied with the decision of the Compliance Officer, either may submit a written request to the Compliance Officer for a hearing before the Superintendent.

G. Within ten (10) days of receiving a request for a hearing before the Superintendent, the Compliance Officer shall notify the Superintendent of the request and schedule a hearing. Such hearing shall be conducted within thirty (30) days of the date on which the Compliance Officer received notification of the request for a hearing.

H. Within ten (10) days of conducting the hearing, the Superintendent shall render a written decision on the complaint.

I. Within ten (10) days of receipt of the Superintendent's decision, if either the Grievant or Respondent is not satisfied with the decision of the Superintendent, either may submit a written request to the Compliance Officer for a hearing before the Board.

J. Within ten (10) days of receiving a request for a hearing before the Board, the Compliance Officer shall schedule a hearing conducted by the Board. Such hearing shall be conducted within thirty (30) days of the date on which the Compliance Officer receives notification of the request for a hearing.

K. Within ten (10) days of conducting the hearing, the Board shall render a written decision on the complaint; the decision of the Board shall be final.

IV. General Provisions

A. Extension of time: Any time limits set by those procedures may be extended by mutual consent of parties involved. The total number of days from date that complaint is filed, until complaint is resolved, shall be no more than 180 days.

B. Confidentiality of Records: All records, complaints, notes, documents, and statements made during or related to allegations of discrimination shall be maintained on a confidential basis by the Compliance Officer, and no information concerning any complaint shall be documented in an employee's personnel file; however, in the event official proceedings relating to such allegations are initiated by a party or the District, such records may become public in accordance with law. Information pertaining to complaints shall be maintained on file for three years after resolution of the complaint.

C. Non-Retaliation Provision: No person filing a complaint nor anyone participating in the complaint process under this policy will be subjected to any form of reprisal, retaliation, intimidation, or harassment because he/she has utilized this complaint procedure in good faith or because he/she has in any way participated in any investigation or hearing involving or related to any complaint filed under this policy. The School District will discipline or take appropriate action against any employee, agent, or representative of the District who is determined to have engaged in such retaliatory behavior.

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ARSON

Fire is a threat to the lives and property of everyone whether caused purposely or inadvertently. All due caution must be taken to prevent fires and to apprehend and prosecute to the fullest extent those responsible. Any arson offense is a major offense and shall be treated as such. Included in such prohibitions are firecrackers, any exploding device, smoke/stink bombs.
O.S. 21§1401 and 1402

Action - Contact the Fire Marshall's office
Contact parent/guardian
Suspension
Prosecution
Restitution

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TELEPHONE/BOMB THREAT

The installation of equipment on telephones has enabled the telephone company to trace and identify individuals who phone threats of bombs and other potential dangers to school sites and students. The Mid-Del Board of Education has adopted a policy to deal with this situation. (Board Policy C-5) Students who violate Oklahoma Laws shall be prosecuted. **O.S. 21§1767.1**

Action - Notify police
Contact parent/guardian

Suspension

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THREAT

A school threat occurs where a student uses words or actions to place students, staff, or school property guest in apprehension of harm, or to interfere with or disrupt an educational institution.

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Policy: J-33 ***Adopted: 8-13-12***
Revised: 7-11-16

CULT/GANG BEHAVIOR

It is the policy of the school district that membership in secret fraternities or sororities or in other clubs or gangs not sponsored by establishing agencies or organization is prohibited.
Reference: O. S. 70 §24-105, O.S.21§650.7 and O.S.70§5-146.1

Cult/Gangs which initiate, advocate, or promote activities which threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti (including graffiti on personal or school items), or the presence of any apparel, jewelry, accessory, body art, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with a cult/gang, presents a significant risk of danger to the school environment and educational objectives of the community is forbidden.

Incidents involving initiations, hazing, intimidations, and/or related activities which may cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

Any student wearing, carrying, or displaying cult/gang paraphernalia or exhibiting behavior or gestures which symbolize cult/gang membership or causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action.

Action for non-compliance -Contact parent/guardian
In-school restriction
Suspension

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GAMBLING

No gambling is permitted on school property, in school vehicles, or at or going to or from any school-sponsored or authorized function. **O.S. 21§941**

Action for non-compliance -Contact parent/guardian
Suspension

Demonstrations or Meetings on School Premises (non-school sponsored)

Any student who wishes to promote, organize, or participate in a demonstration or meeting on school

premises other than those activities sponsored by the school, must obtain prior approval from the principal at least three (3) days prior to the requested activity, exclusive of the day of the request and the day of the activity. Before approving such a request, the principal must first determine that the activity will not interfere with the rights of others or substantially and materially disrupt the educational process. **O.S. 21§1314**

Action for non-compliance -Contact parents/guardians
Suspension
Notify police

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Regulation: D-O R-4 ***Adopted: 8-13-12***
Revised: 6-29-21

COLLECTION OF FUNDS SALES OR DISTRIBUTION

No person may display, distribute, solicit contributions, collect funds, offer to sell, or sell any item to students or school district personnel at school, on school vehicles or at or going to or from school-sponsored or authorized functions, unless he/she has the written permission of the school Principal or the Superintendent of Schools. The written permission must be carried on their person.

Action of non-compliance - Contact parent/guardian
Suspension
Refer to police at any appropriate point

Policy: J-17 ***Adopted: 8-7-89***
Revised: 7-12-2021

PERSONAL WIRELESS DEVICE

The Board of Education promotes an environment for instructional learning that is safe and secure. We recognize the benefits of communications during emergencies; however, the use of wireless telecommunications or multi-media devices during instruction time disrupts and interferes with the educational process and will not be tolerated. Therefore, the District establishes the following policy for the use of wireless telecommunication devices or multi-media devices.

Students are strictly prohibited from using wireless telecommunication and multi-media devices during school hours. Such devices should not be visible and are not to be activated during school hours. Text messaging, "sexting," and use of camera phones are strictly prohibited during school hours. However, for safety reasons, students may possess wireless devices for before and after school activities and under the direction of a classroom teacher during class for academic purposes, and with the approval of the site Principal.

Exceptions may be granted for medical necessity with the prior written consent of a parent/guardian and the Principal or Principal's designee. Such consent will be granted only upon a showing of medical necessity or other compelling reasons as determined by the Principal.

Students in violation of any part of this policy will be subject to discipline procedures. When it becomes necessary to confiscate such devices, the return of the device shall be subject to the site Principal according to District and/or applicable legal procedures.

Any student who knowingly takes, reproduces, or publishes an inappropriate picture/video of another student, teacher, or administrator will be subject to suspension and/or referral for prosecution.

Wireless telecommunication and multi-media devices are strictly prohibited from any and all testing environments including, but not limited to, state-mandated tests, advanced placement tests, ACT, PSAT, and SAT tests.

If a student videos or takes pictures of an altercation they will receive the same consequences as the students involved in the altercation.

The District or School is not responsible for lost or stolen wireless telecommunication devices.

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Policy: J-15 ***Adopted: 12-2-85***
Revised: 6-12-23

TOBACCO AND TOBACCO PARAPHERNALIA

Smoking, distribution, and the use or possession of tobacco or tobacco products or paraphernalia used with tobacco and tobacco products (including cigarette lighters, etc.), on school property, in school vehicles, or at or going to or from any school-sponsored or authorized function is prohibited.

It is specifically directed that this ban on the use of tobacco products will be in effect 24 hours a day, seven days a week, and will apply to all students, employees, visitors, and anyone providing service to the schools with the exception of training provided by Mid-Del Technology Center as required by government contract. When required by a government contract, the designated smoking area must be away from general traffic areas and completely out of sight of children under twenty-one (21) years of age and can be used only by adults attending those training sessions.

Additionally, students are prohibited from possessing or distributing tobacco products or simulated tobacco products in school buildings, on school grounds, in school-owned vehicles, and at all school affiliated functions on or off school campus.

Definitions:

A. "School Property" is defined as all property owned, leased, rented or otherwise used by any school in this district, including but not limited to the following:
    1. All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
    2. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas.
    3. All vehicles used by the district for transporting students, staff, visitors, or other persons.
B. "Tobacco" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such manner to be suitable for chewing, smoking, or both.
C. "Simulated Tobacco Products" are defined as products that imitate or mimic tobacco products, including, but not limited to cloves, bidis, kreteks, turkey dope, sage, skunkweed, electronic smoking devices and vapor smoking with/without nicotine.
D. "Use" is defined as lighting, chewing, dipping, inhaling, or smoking any tobacco as defined within this policy.

Advertising of tobacco products on school property, school publications, and video-TV productions is prohibited. This prohibition also includes gear, paraphernalia, clothing, etc. that display and/or promote tobacco products.

Signs will be posted in prominent places on school property to notify the public that smoking or other use of tobacco products is prohibited. The success of this policy will depend on the cooperation and consideration of smokers/tobacco users and non-smokers/tobacco users. All individuals on school property share in the responsibility for adhering to and enforcing this policy. Those found in violation will be informed that they are in violation of board policy, and in the case of tobacco and/or tobacco products, state law. Any individual who observes a violation on school property may report it in accordance with the procedures listed below:

Students – Any violation of this policy by students will be referred to the site administrator. Site administrators shall inform both students and parents that failure to comply with the policy may result in confiscation of tobacco and tobacco paraphernalia and/or suspension from classes and school activities.

Action of non-compliance – Appropriate initial action as determined by site administrator Suspension

Visitors and General Public – Visitors who are observed smoking or using tobacco products on school district property will be asked to refrain from smoking or using tobacco on school property. If the individual fails to comply with the request, such violation of policy may be referred to the site administrator or other school district supervisory personnel responsible for the area or program during which the violation occurred. The site administrator or supervisor shall make a decision on further action that may include a directive to leave school property. Repeated violations may result in a recommendation to the Superintendent to prohibit the individual from entering school district property for a specified period of time. If deemed necessary by the school administration, local law enforcement officials may be called upon to assist with enforcement of this policy with regard to removal of violators of this policy.

O.S. 63 § 1-1523
City of Del City Ordinance #13-32C
City of Midwest City Ordinance #2615, Chapter 28, Section 28-127
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Policy: J-16

Adopted: 7-3-89
Revised: 12-11-23

DRUG AND ALCOHOL ABUSE POLICY

The Mid-Del Board of Education adopts the following policy to further strengthen and define the School District's position relative to the use of drugs/alcohol or any emotional or behavioral problem that disrupts educational progress or appropriate social adjustment by our young people.

The purpose of this policy is to provide a clear message to students, parents, and the citizens of this community that possession, use, distribution, sale or being illegally under the influence of alcoholic beverages, beer, non-narcotic intoxicants or items presented as prohibited beverages, drugs, or controlled dangerous substances will not be tolerated on school buses, in school buildings, on school property, or at or going to or from school-sponsored or authorized events. Likewise, the district is equally concerned regarding emotional and behavioral problems.

The Board recognizes that the illegal and/or inappropriate use of the referenced items in this policy constitutes a hazard to the physical and emotional development of students. In reaffirming its position, the Board is concerned about the best interest and well-being of students at all times. Therefore, this School District will:

1. Be concerned with education and prevention in all areas of drug/alcohol use.
2. Establish and maintain a realistic, meaningful drug/alcohol education program.
3. Cooperate with governmental and private agencies offering services related to drug/alcohol problems.
4. Create a climate whereby students can seek and receive counseling about drugs/alcohol without fear of reprisal through a Student Assistance Program.
5. Cooperate with parents and support agencies in exploring opportunities for assistance in dealing with emotional and behavioral problems.

Policy

1. The Board prohibits the possession of any type of drug paraphernalia to include vapor products as well as the possession, use, transmission, distribution, sale or being illegally under the influence of a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, counterfeit drugs, nonintoxicating beverage, controlled dangerous substance, uncontrolled dangerous substance, illegal steroids, any chemical or natural substance or dietary supplement capable of producing a significant reaction in the body, including all supplements which have been banned by the FDA, or any other material specified in, but not limited to, the above mentioned laws of the State of Oklahoma by any student on school groups during, immediately after school hours, on school grounds on school grounds at any other time when the school is being used by any school group, or off the school grounds at any school sanctioned activity, function, or during transportation in district vehicles or by district personnel for any of the above activities or events.
    - "Vapor product" is defined as noncombustible products that may or may not contain nicotine, that employ a mechanical heating element, battery, electronic circuit or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. Vapor product shall also include any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or similar product or device and any vapor cartridge or other container of a solution that may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo or electronic device.
2. Use of a drug or prescribed medicine authorized by a registered physician shall not be considered a violation.
3. In the general classroom situation, teachers should not attempt to diagnose symptoms of drug or alcohol abuse. If it appears that a student may be in violation of any portion of the policy stated in item 1 above, that individual shall immediately report to a school principal.
4. The Principal shall remove or have the student removed from the classroom or point of infraction to a neutral area pending investigation. District administration and law enforcement officers may also be notified.
5. When a staff member comes into possession of alcohol or suspected drug, the material will be placed in a suitable container labeled with the date, time, how obtained, and then given to the principal who will contact the Superintendent or Superintendent's designee, and the appropriate law enforcement agency for guidance on removal.

6. No employee of the school district or member of the school board shall be responsible for any treatment costs incurred by a student as a result of any assistance or referral for medical treatment, social service agency or facility, or substance abuse prevention and treatment program.

In the event of a drug/alcohol policy violation, the following procedures will be followed for **secondary students**: **Drugs/Alcohol/THC Vapes**

Level 1: Intentional Single Use Possession & Illegally Under the Influence *single joint, single bag of weed, etc.	**Level 2: Intent to Distribute** *Possible elements: Baggies packaged for possible redistribution, large bag of weed, digital scales, possession of unreasonable amounts of money with a large sum of drugs, etc.
1st Offense: 45 Day Suspension *Reduction option: If the student completes the district required drug and alcohol educational program, the suspension can be reduced to 15 days.	**1st Offense: 365 Day Suspension**
2nd Offense: 45 Day Suspension *No reduction offered, but additional resources provided with alternative educational plan.	**2nd Offense: Virtual/Alternative Educational Plan**
3rd Offense or more: Remainder of the current semester plus following semester suspension	[redacted]

Non THC Vapes/Tobacco

1st Offense: 10 Day Suspension
2nd Offense: 15 Day Suspension
3rd Offense: 45 Day Suspension
4th Offense: 90 Day Suspension

A school principal or the principal's designee may devise an appropriate disciplinary plan for an individual student relating to the substance abuse in question and may submit that plan to the Superintendent or Superintendent's designee and it may be implemented for the student in question.

In the event of a drug/alcohol policy violation, the following procedures will be followed for

elementary students: Drugs/Alcohol/THC Vapes

Level 1: Intentional Single Use Possession & Illegally Under the Influence *single joint, single bag of weed, etc.	**Level 2: Intent to Distribute** *Possible elements: Baggies packaged for possible redistribution, large bag of weed, digital scales, possession of unreasonable amounts of money with a large sum of drugs, etc.
1st Offense: 30 Day Suspension *Reduction option: If the student completes the district required drug and alcohol educational program, the suspension can be reduced to 10 days.	**1st Offense: 90 Day Suspension** *Reduction option: If the student completes the district required drug and alcohol educational program, the suspension can be reduced to 30 days. The student will be provided with an alternative educational plan.
2nd Offense: 30 Day Suspension *No reduction offered, but additional resources provided with alternative educational plan.	**2nd Offense: 365 Day Suspension** *No reduction offered, but additional resources provided with alternative educational plan.

Non THC Vapes/Tobacco

1st Offense: 5 Day Suspension
2nd Offense: 10 Day Suspension
3rd Offense: 15 Day Suspension
4th Offense: **Move to Level 1 – 1st Offense*

A school principal or the principal's designee may devise an appropriate disciplinary plan for an individual student relating to the substance abuse in question and may submit that plan to the Superintendent or Superintendent's designee and it may be implemented for the student in question.

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Policy: J-42 **Adopted 10/8/18**
Revised 5/13/19

MEDICAL MARIJUANA AND MARIJUANA-RELATED PRODUCTS POLICY FOR STUDENTS

Students are not allowed to possess medical marijuana or marijuana-related products during the school day, on school grounds, in school vehicles or buses, or at school-related activities.

At no time will marijuana be grown or stored on school premises. School employees will not under any circumstances:

a. Assist students in obtaining or using Schedule 1 medical marijuana or marijuana-related products not prescribed by a physician;
b. Store Schedule 1 medical marijuana or marijuana-related products not prescribed by a physician for students;
c. Take and/or use a student's medical marijuana or marijuana-related products;
d. Serve as a student's designated legal guardian or caregiver, unless the student is the child or in the legal custody of the employee.

The district reserves the right to discipline students who fail to adhere to Oklahoma law and/or the requirements of this policy. Such disciplinary action will be addressed in accordance with the student discipline code.

If a student has specific procedures regarding medical marijuana or marijuana-related products that are written into the student's Individualized Education Program (IEP) and such procedures are consistent with state and federal law, those provisions will take precedent over this policy. Situations involving students on IEPs will be handled on a case-by-case basis, consistent with state and federal law.

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Policy: J-39 **Adopted:**
Revised: 6-12-23

STUDENT DRESS CODE

All students are expected to be neatly groomed. Shoes must be worn. Clothing, jewelry, or skin illustrations should not display pictures, lettering or numerical figures that are profane, obscene or that advertise or promote weapons, tobacco or alcohol, low-point beer, drugs, drug-related items or drug paraphernalia. Any display of nudity or any manner of dress or grooming which violates this policy shall

be corrected immediately. Clothing and/or athletic uniforms worn in a manner which is revealing, disruptive, or inappropriate for the school setting is prohibited. Due to issues of decorum and student safety, the principal may require that shirts and blouses be tucked inside the jeans, pants, slacks, etc. Students may be required to remove coats, hats and similar apparel during the school day.

Extremes in wearing apparel or personal appearance which would disrupt classrooms and/or interfere with the intended function of the school will not be considered as acceptable school dress. The wearing of any apparel associated with "cult/gang" membership will not be allowed at school, on school vehicles or at or going to or from school-sponsored or authorized functions.

1. Skirt and short apparel should be an appropriate length to assure that no undergarments are visible at any time.
2. Leggings and tights must be covered by a top that covers the essential hip/pelvis area of the student.
3. Students must wear shoes. Cleats, house shoes, roller shoes, or shoes that limit physical activity or safety should not be worn.
4. Biker or animal chains/collars/spikes may not be worn. Jewelry or personal items or manner of dress which could cause harm to self or others may not be worn.
5. Clothing normally worn when participating in a school sponsored extracurricular activity or sports activity may be worn to school when approved by the school administration.
6. Headgear (examples: hats, caps, bandanas, sunglasses, stocking caps) is not to be worn in the building. Any headgear brought to school should be kept in the student's locker during regular school hours. This prohibition does not apply to headgear worn for medical or religious reasons. Exceptions may be made by the principal for spirit days or special activities.
7. Halter tops, off-the shoulder tops, bare midriffs, tube tops, spaghetti straps, (muscle shirts, mesh shirts or fishnet (unless a t-shirt is underneath), backless or partial backless garments, or outer garments with the appearance of underwear are not permitted to be worn by students.
8. Apparel that is too tight or too loose is not to be worn by students. Clothing which does not completely cover undergarments may not be worn.
9. Face covering should only be worn on mouth and nose. Full face masks are not permitted.
10. Rips or tears in clothing should be below the pocket.
11. Clothing must not violate federal laws regarding hate speech or support content encroaching on basic human rights based on; race, ethnicity, religion, gender, gender identity, sexual orientation, or any other protected classification.
12. Clear backpacks are required for all Mid-Del middle and high school students grades 6-12. The safety of our students and staff is our top priority and the District has taken several steps to ensure schools are a safe learning environment. Students will be able to carry the following in their backpacks; a pouch and a small clutch bag no larger than 5.5 inches x 8.5 inches to hold personal items such as cell phones, money and personal hygiene products.

Exceptions to this policy are at the discretion of the building principal as there may be clothing, or accessories not specifically addressed herein that are so disruptive to the educational process that the principal may need to take immediate corrective action.

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Policy: J-35 ***Adopted: 8-13-12***
Revised:

SHADOWING

~~The Mid-Del District encourages parents/guardians to get involved with their student's education. If a parent/guardian desires to "shadow" their son or daughter's class schedule they should contact the site principal and schedule a time to visit. A minimum of 24 hours notice is required in order to not have another student in a situation to be observed in a way that violates any FERPA guidelines. Final decision of the scheduled time and/or visit will be made by the site principal.~~

Parent Visiting School Classrooms

Parent involvement in our schools is a wonderful concept. In fact, when parents are involved, a school district's success multiplies. However, unfettered access to classrooms by parents creates a myriad of legal issues for school district personnel.

From a legal standpoint, there are many reasons to avoid allowing parents to visit their children in classrooms on a regular basis. The primary reason is to limit parent access to classrooms is to endure that confidentiality exists with regard to individual student records. Federal and state laws protect educational records. Allowing parent access to the child's classroom would allow a parent to wander around the room and peruse education records of children who are not subject to public view. This could create potential federal financial penalties for the school district. A second issue associated with allowing parents unfettered access to the child's classroom is that it creates discipline problems for the classroom teacher when a parent sends mixed messages to their child regarding the teachers' disciplinary rules if the parent argues with the teacher in front of the students. An additional issue involves the fact that when a parent is present, some children act in appropriately or interact with the parent during instructional time.

Neither Oklahoma law, nor federal law provides a parent with the "right" to enter a public school classroom. School districts are political subdivisions of the state. However, public school classrooms are not "public forums" which would require the public to be entitles to access those classrooms. For Safety reasons, it is a good idea to require all visitors report directly to the office. If parents or others are allowed to access classrooms at any time without prior approval, the district will not be able to control who is in the school buildings.

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Policy: I-18 ***Adopted:***
Revised: 8-8-22

STUDENT PUBLICATIONS/ORAL PRESENTATIONS

The Board believes that the expression of ideas and awareness of a multitude of varying opinions are vital to the educational process. Students in the Mid-Del Schools shall have the right to make oral presentations and distribute printed materials, including pamphlets, posters, leaflets, newspapers, brochures, and circulars. Students who edit, publish, post, distribute, or make oral presentations on school property, are responsible for the content of such publications and presentations. All student publications must identify the author, and/or editor and publisher, and shall be submitted to the principal for his/her approval three (3) days prior to distribution.

The distribution of written materials shall not be restricted or denied solely because of the political, religious or philosophical content of the material. However, students must realize that rights go hand-in-hand with responsibilities and that students have a responsibility to refrain from the distribution of written material which is:

A. Obscene to students, meaning (a) material which, taken as a whole, lacks serious literary, artistic, political or scientific value for students and,
(b) when an average person, applying contemporary community standards, would find the written material, taken as a whole, appeals to an obsessive interest in sex by students.

B. Libelous, meaning a false and unprivileged statement about a specific individual which tends to harm an individual's reputation.

C. Vulgar, Lewd or Indecent, meaning material which, taken as a whole, an average person would deem improper for presentation to students because of sexual connotations or profane language.

D. A Display or Promotion of Unlawful Products or Services, meaning material which advertises or advocates the use of products or services prohibited by law from being sold or provided to students.

E. Group Defamation, meaning material which disparages a group or a member of a group on the basis of race, religious affiliation, color, sex, pregnancy, veteran status, sexual orientation, ethnic or national origin, gender, gender expression or identity or preference, age, genetic information or disability. This includes racial and religious epithets, "slurs", insults and abuse.

F. A Disruption of School Operations, meaning material which, on the basis of past experience or based on specific instances of actual or threatened disruptions relating to the written material in question, is likely to cause a material and substantial disruption of the proper and orderly operation of school activities or school discipline.

Clean-up

Students who distribute written materials will be responsible for removing discarded and leftover materials from the school facility and grounds before the students leave the school premises after distributing the material.

Certain Definitions

A. *"Distribution"* means the circulation of written materials by handing out copies, selling or offering copies for sale and accepting donations for copies.

B. *"Written Material"* includes, but is not limited to, leaflets, magazines, books, brochures, flyers, petitions, newspapers, buttons, badges or other insignia.

Miscellaneous

All schools within the Mid-Del School District shall provide a notice on school bulletin boards and in material distributed generally to students and parents/guardians stating that by permitting the on-campus distribution of non-curriculum related written materials by students under this policy, the school, the Mid-Del School District and the Board of Education are not approving any non-curriculum related written material distributed by students or endorsing, supporting or advocating the content of the material. A copy of this policy will be posted conspicuously in each school building. Any student shall be entitled to a free copy of this policy upon request.

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Policy: J-36 ***Adopted: 8-13-12***
Revised: 10-10-22

MOTOR VEHICLES ON SCHOOL GROUNDS

Each school principal shall have the responsibility of establishing motor vehicle regulations in accordance with the needs of the school and existing local and state laws. No middle school student will be allowed

to drive a motorized vehicle and park said motorized vehicle on or off school grounds, as a primary mode of transportation to school. This includes but not limited to an automobile, motorcycle, a Segway, a hoverboard, etc. Further, no senior high school students shall be permitted to drive any type of vehicle onto middle school grounds during the school day without approval of site principal unless students are picking up or dropping off a sibling.

Action - Possible suspension of parking or driving privileges at school (for senior-high students)
Parent/guardian conference when appropriate
Punitive action to include, but not limited to, being held out of class, detention, or restriction of privileges
Suspension
Referral to police at any appropriate point

Student Responsibility for Contents of Vehicles on School Property

The district imposes a strict governance against the possession of weapons as defined by school law, uncontrolled substances, or alcoholic beverages on school property to protect students from harm or the threat of violent acts. A student who drives or parks on school property a vehicle containing weapons, uncontrolled substances, or alcoholic beverages creates a potential risk to the safety of students because the presence of this contraband on school property makes the contraband readily available for student use. A weapon in a vehicle on school property, for example, provides an easily accessible means for a student to seriously injure another student. Students and parents/guardians desire assurance the school has taken appropriate measure to warn students that their fellow students and their parents/guardians expect students to come to a campus free of weapons, controlled substances, and alcoholic beverages.

For the safety of students and the maintenance of a campus climate appropriate for the academic pursuit of learning, no student will drive or park a vehicle on school property that contains a weapon, a controlled substance, or an alcoholic beverage. A student who drives or parks a vehicle on school property has a mandatory obligation to conduct a thorough inspection of the contents of the vehicle prior to the time the vehicle is driven onto district property to ensure the vehicle while on school property does not contain weapons, controlled substances, or alcoholic beverages. Each student who parks a vehicle on school property must lock the vehicle. This responsibility to inspect the vehicle and remove any contraband is not excused because individuals other than the student drive the vehicle, because passengers ride in the vehicle while the student or others drive the vehicle, or because the vehicle is not owned by the student. The fact others besides the student are in the vehicle increases the possibility that contraband may have been left in the vehicle and increases the responsibility placed upon the student-driver to perform the necessary thorough inspection to discover and remove any contraband from the vehicle prior to driving or parking the vehicle on school property. Each student is responsible for knowing the contents of the vehicle the student drives or parks on school property and will be held accountable for the contents. Each student who is a passenger in a vehicle driven or parked on school property is responsible for the contents of the vehicle if the passenger owns the vehicle or is the child or sibling of the owner of the vehicle and permits another student to drive the vehicle on school property or park on school property.
A student found to have known a vehicle on school property contained a weapon, controlled substance, or alcoholic beverage and did not promptly inform an administrator or teacher of the presence of these items on school property may be subjected to discipline.

School personnel, or those authorized by appropriate District personnel, will conduct routine patrols of student parking lots. A vehicle on school property may be searched by the administration when there is reasonable suspicion the vehicle contains weapons, controlled substance, or alcoholic beverages. If

reasonable suspicion exists, the student will be asked to unlock the vehicle for a search. If no consent is given by a student under 18 years of age, the parent/guardian will be asked to come to school to open the car. If the car is not opened by a parent/guardian, or a parent/guardian cannot be located or is unable to promptly arrive at school, the administration may contact law enforcement authorities. Attempts to contact parents/guardians to open vehicles driven by students over 18 years of age will be made if a parent/guardian is the owner of the vehicle. **Section 1031, School Laws of Oklahoma**

- Off-Campus Events -

Students at school-sponsored or authorized off-campus events shall be governed by school district rules and regulations and are subject to the authority of school district officials. **O.S. 21§643, O.S. 21§650 and 650.1, O.S. 21§844, O.S. 21§1363, O.S. 70§24-101.3**

Action - Appropriate initial action as determined by site administrator
Parent/Guardian conference when appropriate
Punitive action to include, but not limited to, being held out of class, detention, or restriction of privileges
Suspension
Referral to police at any appropriate point

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Policy: J-32 ***Adopted: 8-13-12***
Revised:

CONDUCT FOR SPECTATORS/PARENTS

The following policy regarding the code of conduct for spectators/parents should serve as a model for fans at all school-sponsored extra-curricular events:

BELIEVING THAT sportsmanship is a by-product of a spirit of tolerance and good will and the centering of attention of the good qualities involved, and

BELIEVING THAT conduct is an important part of the school's extra-curricular program, and acting in accordance with these principles, the spectator/parent will:

1. Exemplify the highest moral character, behavior, and leadership so as to be a worthy example.
2. Maintain and exhibit poise, self-discipline during and after the contest.
3. Conduct his/her self in such a manner that attention is drawn not to him/her, but to the activity participants.
4. Regulate actions at all times so that he/she will be a credit to the team support, knowing the school gets the praise or blame for his/her conduct since he/she represents the school the same as does the participant.
5. Support all reasonable moves to improve good sportsmanship.
6. Treat visitors and spectators as guests, being courteous and fair.
7. Avoid actions that will offend the individual participants.
8. Accept the judgment of the coach/sponsor.

9. Honor the rights of visitors in a manner in which he/she would expect to be treated.

10. Respect the property of the school.

11. Display good sportsmanship by being modest in victory and gracious in defeat.

12. Pay respect to both teams as they enter for competition.

13. Appreciate the good plays by both teams.

14. Show sympathy for an injured participant.

15. Regard the officials/judges as guests and treat them as such.
16. Direct energy to encouraging the team rather than booing the officials/judges.

17. Believe that the officials/judges are fair and accept their decisions as final.

18. Learn the rules of the game/contest in order to be a more knowledgeable fan.

19. Consider it a privilege and duty to encourage everyone to live up to the spirit of the rules of fair play and sportsmanship.

20. Realize that obscene cheers, littering, throwing of objects, and verbal indignities directed toward participants, spectators, officials, or judges have no place in schools.

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Policy: C-27 ***Adopted: 7-09-01***
Revised: 6-12-23

SCHOOL VISITORS, UNAUTHORIZED VISITORS, ORDER TO LEAVE SCHOOL GROUNDS, GRIEVANCES/APPEALS PROCESS

It is the policy of the Mid-Del Board of Education that all visitors to any school facility obtain a visitor's pass. Parents/guardians are requested not to send or allow siblings to visit students in the classroom. Staff members are not normally expected to have personal visitors during the school day.

Vendor Solicitation

Solicitations by vendors such as, but not limited to, insurance representatives, and annuity representatives will only be allowed on the premises either before or after school hours. He/she may be at the school only upon the request of an employee and with the approval of the site administrator. Board of Education sponsored programs such as 403(b) or 457 Retirement Plan and Section 125 Plan Administrators will be allowed to conduct seminars and/or enrollment as needed. Other agents or persons shall not visit teachers during school hours for the purpose of selling books or other articles without written consent from the Superintendent.

By law, the Superintendent or Principal of any school shall have the authority to order any person(s) to leave the school building and property when it appears that the presence of such person(s) is a threat to the peaceful conduct of school business, school activities, and/ or school classes. This authority shall extend to the removal of any individual attending an official school activity or field trip where students are present, including an activity or field trip not on school property, when the Superintendent or Principal

determines that a threat to the peaceful conduct of students exists. Any person who refuses to leave the school building or grounds after being ordered to do so by the Superintendent or Principal, shall be guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than $500 or by imprisonment in the county jail for not more than (90) ninety days, or by both such fine and imprisonment.

Any person who is directed to leave the premises shall be unable to return to the premises without the written permission of the administration for a period of (6) six months. A second offense can be banned for (1) one full calendar year.

Any person who is removed from the school for "interfering with the peaceful conduct" shall be given written notice of the procedures for requesting a hearing and filing a grievance or appeal.

Any person who has been removed from this institution shall be given written notice of the procedures for requesting a hearing and filing a grievance or appeal with the Board of Education by their receipt of a copy of this policy.

Filing a Grievance or Appeal

Within (5) five working days of being directed to leave premises, the individual ("complainant") may request a hearing before the Executive Director regarding their removal from school premises. The request shall be submitted in writing to the Superintendent or Designee. Such request shall be mailed certified mail, return receipt requested. If the complainant fails to request a hearing within (5) five working days of being directed to leave the premises, the right to a hearing shall be deemed to be waived. Final decision will be made by the Executive Director - no further appeal.

LEGAL REFERENCE: O.S. 21 § 1375, § 1376

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Anonymity (Refusal to Identify Self)

School personnel have the right to know the identity of all persons on the school premises. Students and adults must identify themselves upon request of school personnel or duly assigned and identified monitors on school premises, to and from school, during school hours, or during the time of school-sponsored or authorized functions. Upon entering any school premises, visitors must immediately report to the office. The principal or any faculty member, after establishing that a person is 1) not a student or employee of the school or 2) has no proper business at the school, will direct such person to leave immediately.
O.S. 21§1376 and O.S. 70§24-131

Action - Person will be directed to leave the premises immediately and not return. A note of the incident will be kept on file. If this person does not comply, the police will be contacted and appropriate charges filed.

Secondary School Identification

Secondary students and all staff must wear their school issued ID's with their current picture to school and all school sponsored events. Mid-Del employees must wear their Mid-Del school issued lanyard and ID's. Student must wear their school lanyard issued for the current school year. If a student gives their ID to someone else to wear or a student is wearing an ID other then their own there will be disciplinary actions.

General Procedures/Alternatives

Parent/Guardian Contact

A. School personnel shall make every reasonable effort to make immediate contact with parents/guardians regarding violations as noted in this handbook.

B. Parent/Guardian support for the school and its corrective measures is essential for student success. Parents/Guardians should notify the school of any unusual behavior pattern on the part of the child that might lead to serious difficulties.

C. Both the teacher and principal have various options in imposing disciplinary measures for student misconduct and violation of school rules. The teacher or principal may consult with parents/guardians on disciplinary measures that might prove most effective in particular instances~~. Parental/Guardian "shadowing" of students experiencing discipline difficulties may be particularly effective.~~

D. In an emergency situation, when the student is endangering himself or others, the school has the authority to remove the child from school immediately.

Detention

Detention is time assigned in a supervised environment before school, during the lunch period, during recess, or after school. Students will have access to regular child nutrition programs during assigned detention.

In-School Restriction

In-school restriction is an alternative to home suspension when deemed advisable by the principal. In-school restriction is assignment during part of or all of a student's schedule, where said student spends the time in a monitored, structured study environment. Students will have access to regular child nutrition programs during assigned restriction. **PLACEMENT IN AN IN-SCHOOL RESTRICTION (I.S.R.) PROGRAM IS DECIDED BY THE SITE PRINCIPAL AND IS NOT APPEALABLE**.

Suspension

Suspension is the temporary denial by the school administration of the right to attend class, school, or school-sponsored or authorized functions: a) for the rest of the day; b) for a specified time up to one calendar year.

A short-term at-home suspension is for one (1) to ten (10) school days. The length of the suspension shall be commensurate with the severity of the violation.
A long-term at-home suspension is any suspension which is eleven (11) school days or more. Although it is not mandatory, a long-term suspension may extend for the duration of the current semester and the succeeding semester or, for one calendar year. For discipline purposes, a semester will be defined as approximately 90 days of instruction or a similar number of days as established by the school calendar.

Suspension from school is to be used only in extreme cases of misconduct, nonconformity to school regulations, destruction of public property, actions occurring away from school that may disrupt the school environment or actions endangering the welfare of others. After consideration of alternative in school options, if suspension is an appropriate consequence, the following general procedures are to be followed:

1. When high school students are sent home, every reasonable attempt will be made to notify the parents/guardians.

2. Middle school and elementary students will not be dismissed before the end of the school day without advance notice to parents/guardians.

3. Written notice of suspension will be sent to parents/guardians and copies mailed to designated offices at the Board of Education.

Reinstatement after a suspension results when the suspension term has been served. However, the student may be advised that the suspension will be terminated at an earlier date if some remedial act (i.e., a parent/guardian conference) occurs. If the act occurs, reinstatement may result before the designated end of the suspension term. A student who has been suspended for a violent offense which is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher.

Severe Behavior/Administrative Responses

The behaviors listed in the first column below are those which are considered severe and intolerable at school, on school vehicles and at or going to or from school-sponsored or authorized activities. Any student determined to be guilty of any of these behaviors will be subject to the administrative responses as listed in the second and third columns. As many offenses are situational and of varying degree, a range of suggested discipline steps has been provided for consideration. **The site principal will have the responsibility of establishing the appropriate level of discipline based upon his/her judgment of each situation.**

Please note that restitution and prosecution are included within the sanctions.

ISR = In-School Restriction
STS = Short Term Suspension (1-10 days)
LTS = Long Term Suspension (11+ days)

The following columns list possible discipline steps for severe behavior infractions. They are meant to be used as a guide. Final discipline actions for severe behavior will be determined by the site principal.

Severe Behavior	**First Offense**	**Second Offense**
Firearms	LTS – 1 (one) full year unless modified by Superintendent.	LTS – 1 (one) full year unless modified by Superintendent.
~~Possession of Controlled Dangerous Substance (CDS)/ or~~ Weapons	STS – LTS (Maximum penalty allowed by law)	LTS – (Maximum penalty allowed by law)
~~Use~~ Possession and or use of Controlled Dangerous Substance	LTS (45 Day-May be reduced to 10 Days with Counseling)	LTS (45 Day – May be reduced to 15 Days with Counseling) THIRD OFFENSE (MAXIMUM PENALTY ALLOWED BY LAW)

Sale or Distribution of CDS	LTS + Prosecution	LTS + Prosecution
Assault (Sudden, Violent Physical or Verbal Attack)	LTS	LTS
Fighting	STS – LTS	STS – LTS
Destruction of Property	ISR - LTS (Restitution + Prosecution)	STS - LTS (Restitution + Prosecution)
Disruptive Behavior	ISR - LTS	STS – LTS
Cult/Gang Behavior	STS - LTS	LTS + Prosecution
Bomb Threat	LTS + Prosecution	LTS + Prosecution
Arson	LTS + Prosecution	
Extortion	STS - LTS	LTS
Theft/Possession of Stolen Property	STS (Restitution+Prosecution)	LTS (Restitution+Prosecution)
Defiance of Staff	STS - LTS	LTS
Verbal Assault/Threat to Staff (at any time)	STS - LTS	LTS
Physical Assault of Staff (at any time)	LTS+ Prosecution (Prosecution is the responsibility of the person assaulted)	
Hazing/Initiations	ISR - STS	STS- LTS
Sexual Misconduct	STS – LTS	LTS
Tobacco and Tobacco Paraphernalia	STS – LTS	LTS
Threat (Student, School Property)	STS – LTS – Prosecution	LTS+Prosecution

Fighting/Assault

Students are not allowed to engage in a fight or assault on school grounds, school busses, or school activities. Pushing, shoving, wrestling, shouting, screaming, etc. will be considered as fighting regardless of the intent. Additionally, students who act as "look-outs" for students who are engaged in fighting/assaultive behavior, and who can warn students of the approach of staff members may be disciplined the same as students engaged in the fight/assault. Further, students who record a fight/assault on school grounds, school busses or on school activities are in violation of school policy and may receive disciplinary action to include suspension. Posting or sharing video recordings of fights/assaults on social media may be violations of school policy and procedure if the post establishes a substantial disruption to the school environment. Such actions could subject the students(s) responsible for the post to disciplinary measures to include the possibility of suspension. Students who are present during a fight or assault should immediately find an adult and ask for assistance. Failure to follow this expectation could also result in disciplinary action to include suspension from school.

Principal Report to Law Enforcement Authority

Firearms, Possession of Controlled Dangerous Substance, Weapons, Use of Controlled Dangerous Substance and Sale or Distribution of Controlled and Dangerous Substance will be reported to the local Law Enforcement Authority.

Corporal Punishment

Corporal punishment will not be used as a discipline alternative by the Mid-Del school district employees or on school property.

Verbal or Written Counseling

Verbal counseling means to orally address an inappropriate behavior. Written counseling means to send written notice to parents/guardians outlining an inappropriate behavior.

Restricted Privileges

Restricted privileges are the denial of such privileges as participation in student activities or extracurricular events or use of common areas or other parts of the school.

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Policy: J-27

Adopted: 8-13-12
Revised: 7-12-21

LOCKERS

It is the policy of this District that school lockers may be assigned to students on the first day of school or as soon as possible thereafter.

They are to be kept locked at all times. They are to be kept clean and never defaced in any manner. This applies to the inside as well as the outside. Locker mates are not changed without the principal's permission.

Any locker malfunction should be reported to the office. Students are cautioned not to keep money or other valuables in their lockers.

Students have no expectation of privacy concerning lockers, desks, or other school property. All student lockers, desks, and other school property are subject to periodic inspection. When such inspections are announced, each student shall open his or her locker and remain present during the inspection.

The District or School is not responsible for items in lockers.

The Superintendent will develop, or cause to be developed, rules and regulations for the issuance, use, and maintenance of the lockers.

LEGAL REFERENCE: O.S. 70 §24-102

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Policy: J-11

Adopted: 8-13-12
Revised: 7-11-16

SEARCH AND SEIZURE

A. The Superintendent, Principal, Teacher, or Security Personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any student or property (including personal vehicles) in the possession of the student when said student is on any school premises or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, electronic devices or for missing or stolen property if said property is reasonably suspected to have been taken from a student, a school employee or the school during school activities. The search of a person shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable.

B. The Superintendent, Principal, Teacher, or Security Personnel searching or authorizing the search shall have authority to detain the student to be searched and to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, electronic devices or missing or stolen property that might be in their possession including the authority to authorize any other persons they deem necessary to restrain such student or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, electronic devices or missing or stolen property.

C. Students shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property and upon reasonable suspicion as set forth above, backpacks, purses or personal property. School personnel shall have access to school lockers, desks, and other school property and upon reasonable suspicion as set forth above, backpacks, purses or personal property in order to properly supervise the welfare of students. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search. Schools shall inform students in the student discipline code that they have no reasonable expectation of privacy rights toward school officials in school lockers, desks, or other school property O.S. 70 § 24-102.

D. No student shall be strip-searched.

E. Mid-Del Schools maintain cooperative agreements with local, county, and state law enforcement agencies. Periodically and/or upon request, these agencies may provide the services of a canine officer to assist in the search of property or persons on school premises or while under the authority of the school or while attending any function sponsored or authorized by the school for items as defined in A and B of this section.

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Policy: J-25 ***Adopted: 6-13-11***
Revised: 8-13-12

STUDENT RECORDS

It is the policy of the Mid-Del Board of Education that the principal of each school will be the legal custodian of all student records for that school.

Students and parents will have access to their school records. The school will notify parents and adult students annually of the following:

V. The type of records kept;

VI. The procedure for inspecting and copying these records;

3. The right for interpretation;
4. The right to challenge data thought to be erroneous, the procedures for correcting or expunging erroneous data or inserting a rebuttal statement;

VII. The right to lodge a complaint with the U.S. Department of Education if mandates are not adequately implemented.

Additionally, the District will notify parents annually of the District's policy on the collection or use of personal information collected from students for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose, including arrangements to protect student privacy that are provided by the agency in the event of such collection, disclosure, or use.

The educational records or school records include all materials directly related to a student that a school maintains. Records and notes maintained by a teacher, administrator, school physician, or school psychologist for his or her own use, and which are not available to others are exempted from this definition.

The school will require a prior written consent before information other than directory information may be divulged to third parties. An exception to this rule exists for school district employees who have legitimate interests in viewing the records, as well as officials in other schools in which the student seeks to enroll. A school district in which a student is enrolled or is in the process of enrolling in may request the student's education records from any district in which the student was formerly enrolled to ascertain safety issues with incoming students and ensure full disclosure. The records, including the student's disciplinary records, will be forwarded to the requesting district within three (3) business days. Disciplinary records shall include but not be limited to all information that relates to a student assaulting, carrying weapons, possessing illegal drugs, including alcohol, and any incident that poses a potential dangerous threat to students or school personnel.

When schools transfer records to new educational institutions, the schools must notify parents of the transfer, and of their right to review and contest the material. An exemption exists for material under court order. Parents must be notified of such order prior to release.

The District will release individual student records from the current or previous school year to a school district where the student was previously enrolled if the release of such records is for the purposes of evaluating educational programs and school effectiveness.

The District may disclose, without the consent or knowledge of the eligible student or parent, personally identifiable information in the educational records of a student to the Attorney General of the United States or his or her designee in response to an ex parte order in connection with the investigation or prosecution of terrorism crimes.

The School District limits directory information to only those parties and purposes specified in Regulation J-25 R-1.

The District is not required to record such disclosure of information and is protected from liability for disclosing such information in good faith.

The Superintendent is directed to establish procedures to ensure compliance with the Family Educational and Privacy Act and other applicable acts and regulations.

Student Recruitment – Access to Students and Directory Information
The Mid-Del Public School District may disclose any of the items listed as directory information without prior written consent, unless notified in writing to the contrary. The parent, legal guardian of the student, or the student age 18 or over may also provide written notification to the school administration requesting directory information not be released to military service recruiters.

Subject to the provisions of state and federal laws, this District shall provide the same directory information and on-campus recruiting opportunities to representatives of the armed forces of the United States of America and state armed services as are offered to nonmilitary recruiters, recruiters for commercial concerns, and recruiters representing institutions of higher education.

The school administrator may make the determination of when the recruitment meetings are to take place and reserves the right to deny such meeting where the holding of such meeting will materially and substantially interfere with the proper and orderly operation of the school. Organizations wishing to recruit at the high school must make arrangements with the principal or designee who will determine the schedule for the recruitment meeting. Scheduled visits by recruiters will be made known to the student body. On-campus follow-up meetings with individual students will be permitted only upon the request of the student(s) and with the approval of the building principal or designee.

Any person or organization denied the rights accorded under this policy shall have the right to request a review of the decision by the Board of Education by filing a written request with the Superintendent of Schools.

This District will notify parents of the types of student directory information released. The notice will include:

1. An explanation of the parent's right to request that information not be disclosed without prior written consent;
2. Notice that the school routinely discloses names, addresses, and telephone numbers to military recruiters upon request, subject to a parent's request not to disclose such information without written consent; and

3. Notification on how the parent may opt out of the public, nonconsensual disclosure of directory information and the method and timeline within which to do so.

The notice will be provided to parents on an annual basis.

LEGAL REFERENCE: **34 CFR 99.1**
18 USC §§2331 and 2332(g)(5)(B)
20 USC 1232
P. L. 107-110, No Child Left Behind Act of 2001
O.S. 51 §24A.16
O.S. 70 §6-115
O.S. 70 §24-101.4
O.S. 70 §24-114

REFERENCE: **10 U.S.C. §503 as amended by The National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107)**

20 U.S.C. §7908 (§9528 of the ESEA) as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)

Policy: J-25 R-1 ***Adopted: 8-8-11***
Revised: 8-11-14

FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

In accordance with the policy of the Board of Education, the following regulation shall govern the release of student records to students and members of the student's family, legal custodian, or legal guardian.

DEFINITIONS

For the purpose of this regulation, the school district has used the following definitions of terms:

Student

Any person who attends or has attended a program of instruction sponsored by the Board of Education of this school district.

Eligible Student

A student or former student who has reached age 18 or is attending a post-secondary school, and who is no longer a dependent of the parent for federal tax purposes.

Parent

Either natural parent of a student unless his or her rights under the Family Education Rights and Privacy Act (FERPA) have been removed by a court order; an adopted parent; a guardian; or an individual acting as a parent or guardian in the absence of the student's parent or guardian.

Education Records

Any item of information or record (in handwriting, print, computer media, video or audio tape, film, microfilm, microfiche, or other medium) maintained by the school district, an employee of the district, or an agent of the district which is directly related to an identifiable student except:

A. A personal record, including informal notes, kept by a school staff member, which meets the following tests:

1. It was made as a personal memory aid;
2. It is in the sole possession of the individual who made it; or
3. Information contained in it has never been revealed or made available to any other person except the maker's temporary substitute;

B. An employment record which is used only in relation to a student's employment by the school district (employment for this purpose does not include activities for which a student receives a grade or credit in a course); or

C. Alumni records that relate to the student after the student no longer attends classes provided by the school district and the records do not relate to the person as a student.

Personal Identifier

Any data or information that makes the subject of a record known. This includes the student's name, the student's parents or other family member's name, the student's address, the student's social security number, a student number, a list of personal characteristics, or any other information that would make the student's identity known.

Annual Notification

Within the first three weeks of each school year, the school district will publish a notice to parents and eligible students of their rights under the FERPA and this policy. The district will also send home with each student a bulletin listing these rights and the bulletin will be included with a packet of material provided parents or an eligible student when the student enrolls during the school year.

The notice will include the following:

A. The right of a student's parent or eligible student to inspect and review the student's education records;

B. The intent of the school district is to limit the disclosure of information contained in a student's education records except: (1) by the prior written consent of the student's parent or the eligible student, (2) as directory information, or, (3) under certain limited circumstances, as permitted by the FERPA;

C. The right of a student's parent or an eligible student to seek to correct parts of the student's education records which he or she believes to be inaccurate, misleading, or in violation of
student rights (this right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent's or eligible student's request and the right to insert in the student's permanent records an explanatory statement giving reasons for disagreeing with the decision);

D. The right of any person to file a complaint with the Department of Education if the school district violates the FERPA; and

E. The procedure that a student's parent or an eligible student should follow to obtain copies of this policy and the locations where copies may be obtained.

The district will arrange to provide translations of this notice to non-English speaking parents in their native language.

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act and this policy:

A. The right to inspect and review the student's education record;

B. The right to exercise a limited control over other people's access to the student's education record;
C. The right to seek to correct the student's education record, in a hearing, if necessary;
D. The right to report violations of the FERPA to the Department of Education; and
E. The right to be informed about FERPA rights.

All rights and protections given parents under the FERPA and this policy transfer to the student when the student reaches 18 or enrolls in a post-secondary school.

LOCATIONS OF EDUCATION RECORDS

TYPES	LOCATION	CUSTODIAN
Cumulative School Records	All Schools	Principal
Cumulative School Records (Former Students)	All Schools	Principal
Health Records	All Schools	Principal (maintained in the principal's secretary's office) School Nurses/Director
School Transportation Records	Transportation Office	Director of Transportation
Speech Therapy Records	Special Services Office	Director of Special Services
Psychological Records	Special Services Office	Director of Special Services
Confidential Folders (maintained in Teaching & Learning)	All Schools & Learning Service Center	Principal or designee
Transcripts	School student is currently attending or last attended	Principal (maintained in Teaching & Learning/Administration Building

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below.

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The parent or eligible student should submit to the student's school principal a written request that identifies, as precisely as possible, the record or records he or she wishes to inspect.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged (copies, at the exact location, or records brought to a single site).

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. See below for information regarding fees for copies of records.

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

FEES FOR COPIES OF RECORDS

The school district will not deny parents or eligible students any rights to copies of records because of the following published fees. Where the fee represents an unusual hardship, it may be waived in part, or in whole, by the record custodian. However, the District reserves the right to charge for copies, such as transcripts, it forwards to potential employers or to colleges and universities for employment or admission purposes. The school district may deny copies of records to third parties (not parents or students) in the following situations:

A. The student has an unpaid financial obligation to the school.
B. There is an unresolved disciplinary action against the student that warrants the denial of copies.

The FERPA requires the school district to provide copies of records:

A. When the refusal to provide copies effectively denies access to the records by a parent or eligible student;
B. At the request of the parent or eligible student, when the school district has provided the records to third parties by the prior consent of the parent or eligible student; or
C. At the request of the parent or eligible student when the school district has forwarded the records to another school where the student seeks or intends to enroll.

The fee for copies provided under the FERPA may not include the costs for search and retrieval. The fee will be from no cost to twenty five cents per page. (Actual copying cost, less hardship factor.) The fee for all other copies, such as copies of records forwarded to third parties with prior consent or those provided to parents as a convenience, will be twenty five cents per page (actual search, retrieval, and copying cost) plus postage, if incurred.

DIRECTORY INFORMATION

The Mid-Del School District proposes to designate the following personal identifiable information contained in a student's education records as directory information. Parents have the right to request this information not be released. Such requests must be made in writing to the principal at the school site. Unless such notice is received, the following directory information may be disclosed:

A. The student's name;

B. The student's class designation (i.e., first grade, tenth grade, etc.);
C. The student's extracurricular participation;
D. The student's achievement awards or honors;
E. The student's weight and height if a member of an athletic team;
F. The student's photograph

Within the first three weeks of each school year, the school district will publish the above list, or a revised list, of items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment.

After the parent or eligible student has been notified, he or she will have two weeks to advise the school district in writing (a letter to the school principal's office) of any or all of the items they refuse to permit the district to designate as directory information about the student.

At the end of the two-week period, each student's record will be appropriately marked by the record custodian to indicate the items the District will designate as directory information about the student. This designation will remain in effect until it is modified by the written direction of the student's parent or the eligible student.

USE AND RELEASE OF CONFIDENTIAL INFORMATION

Confidential records will be kept in a separate folder and not in the student's regular school cumulative folder. These records will be kept secured in a locked area. The principal will select one person to be responsible for these records. Confidential records include the following information:

A. Individual evaluations:
   1. All specialized records of professionals who have screened, assessed, and/or evaluated the students, (i.e., psychologists, psychometrists, social workers, diagnosticians), physician's medical assessment, or any individual evaluation as it pertains to placement in a school program.
   2. Specialized reports from outside agencies or specialists, i.e., private schools, social service agencies, vocational rehabilitation hospitals.

B. The following persons may have access to the confidential records without parent's or eligible student's consent:
   Special education teacher
   Regular education teacher
   Administrator
   Counselor
   State Department of Education personnel
   Parents/guardian
   Student (if over 18 years old)
   School nurse
   Speech Therapist
   Psychometrist/Psychologist
   Vocational Rehabilitation counselor
   School attorney

Persons not included on this list, desiring to see confidential records, must have parental or eligible student's permission to see the records. A form will be kept in each confidential folder to record who saw the records, on what date, and the purpose of examination.

Confidential records will be released only through the student services division and only with a written consent from the parent or eligible student.

C. Special attention must be given to the following:

1. When records or data include information on more than one student, the parents of any student shall be entitled to receive, or be informed of, that part of the record or data that pertains to their child;
2. Where parents are separated or divorced, a written parental consent may be obtained from either parent, unless the district has been provided with evidence that there is a legally binding instrument that provides to the contrary.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who school officials are. An official is:

A. A person duly elected to the school board;
B. A person certified by the state and appointed by the school board to an administrative or supervisory position;
C. A person certified by the state and under contract to the school board as an instructor;
D. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
E. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

A. Perform an administrative task required in the school employee's position description approved by the school board;
B. Perform a supervisory or instructional task directly related to the student's education; or
C. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

The school district will only release information from, or permit access to, student's education record with a parent's or eligible students prior written consent except that the school superintendent, or a person designated in writing by the Superintendent, may permit disclosure:

A. When a student seeks or intends to enroll in another school district or a post-secondary school (the district will not further notify the parent or eligible student prior to such a transfer of records; the parent or eligible student has a right to obtain copies of records transferred under this provision);
B. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally supported education programs in the district;

C. The parties who provide or may provide financial aid to a student to:
    1. Establish the student's eligibility for the aid,
    2. Determine the amount of financial aid,
    3. Establish the conditions for the receipt of the financial aid, or
    4. Enforce the agreement between the provider and the receiver of financial aid;
D. When the school district has entered into a written agreement or contract for an organization to conduct studies on the school district's behalf to develop tests, administer student aid, or improve instruction;
E. To accrediting organizations to carry out their accrediting functions;
F. To comply with a judicial order or lawfully issued subpoena (the district will make a reasonable effort to notify the student's parent or the eligible student before making a disclosure under this provision);
G. If the disclosure is an item of directory information, and the student's parent or eligible student has not refused to allow the district to designate that item as directory information for the student; or
H. In response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

The school district will permit any of its officials to make the needed disclosure from student education records in a health or safety emergency if:

A. He or she deems it is warranted by the seriousness of the threat to the health or safety of the student or other persons;
B. The information is necessary and needed to meet the emergency;
C. The persons to whom the information is to be disclosed are qualified and in a position to deal with the emergency; or
D. Time is an important and limiting factor in dealing with the emergency.

The school district officials may release information from a student's education record if the student's parent or the eligible student gives prior written consent for disclosure. The written consent must include at least:

A. A specification of the records to be released;
B. The reasons for the disclosure;
C. The person, organization, or the class or organizations to whom the disclosure is to be made;
D. The parent's or eligible student's signature; and
E. The date of the consent and, if appropriate, a date when the consent is to be terminated.

The student's parent or the eligible student may obtain a copy of any records disclosed under this provision.

The school district will not release information contained in a student's education records, except directory information, to any third parties except its own officials, unless those parties agree that the information will not be re-disclosed without the parent's or eligible student's prior written consent.

RECORDS OF REQUESTS FOR ACCESS AND DISCLOSURES MADE FROM EDUCATION RECORDS

The school district will maintain an accurate record of all requests for it to disclose information from, or to permit access to, a student's education records and of information it discloses and access it permits with some exceptions listed below. This record will be kept with, but will not be a part of, the student's cumulative school records. It will be available only to the record custodian, the eligible student, the

parent of the student, or to federal, state, and local officials for the purpose of auditing or enforcing federally supported educational programs.

The record will include at least:

A. The name of the person or agency that made the request;
B. The interest the person or agency had in the information;
C. The date the person or agency made the request; and
D. Whether the request was granted and, if it was, the date access was permitted or the disclosure was made.

The district will maintain this record as long as it maintains the student's education record.

The record will not include:

A. Requests for access or access granted to the parent of the student or to an eligible student;
B. Request for access granted to officials of the school district who have a legitimate educational interest in the student;
C. Requests for, or disclosures of, information contained in the student's education record if the request is accompanied by the prior written consent of a parent of the student or the eligible student or if the disclosure is authorized by such prior consent;
D. Requests for, or disclosure of, directory information designated for that student; or for
E. Requests for, or disclosure of, information contained in the student's education record if the request is in response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the District may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the District may make a decision to comply with the request for change at several levels in the procedure.

First Level Decision

When a parent of a student or an eligible student finds an item in the student's education record that he or she believes is inaccurate, misleading, or in violation of student rights, he or she should immediately ask the record custodian to correct it. If the record is incorrect because of an obvious error and it is a simple matter to make the record change at this level, the record custodian will make the correction. However, if the record is changed at this level, the method and result must satisfy the requester.

If the record custodian cannot change the record to the requester's satisfaction, or if the record does not appear to be obviously incorrect, the record custodian will:

A. Provide the requester a copy of the questioned record at no cost;
B. Ask the requester to initiate a written request for the change; and
C. Follow the procedure for a second level decision.

Second Level Decision

The written request to correct a student's education record through the procedure at this level should specify the correction the requester wishes the District to make. It should at least identify the item the requester believes is incorrect and state whether he or she believes the item:

A. Is inaccurate and why;
B. Is misleading and why; and/or
C. Violates student rights and why.

The request will be dated and signed by the requester.

Within two weeks after the record custodian receives a written request, he or she will: study the request, discuss it with other school officials (the person who made the record or those who may have a professional concern about the district's response to the request), make a decision to comply or decline to comply with the request, and complete the appropriate steps to notify the requester or move the request to the next level for a decision.

If, as a result of this review and discussion, the record custodian decides the record should be corrected, he or she will affect the change and notify the requester in writing that the change has been made. Each such notice will include an invitation for the requester to inspect and review the student's education record to make certain the record is in order and the correction is satisfactory.

If the record custodian decides the record is correct, he or she will make a written summary of any discussions with other officials and of the findings in the matter. The record custodian will transmit this summary and a copy of the written request to the school superintendent.

Third Level Decision

The school superintendent will review the material provided by the record custodian and, if necessary, discuss the matter with other officials such as the school attorney, or the school board (in executive session). The Superintendent will then make a decision concerning the request and complete the steps at this decision level. Ordinarily, this level of the procedure should be completed within two weeks. If it takes longer, the Superintendent will notify the requester, in writing, of the reasons for the delay and a date when the decision will be made.

If the Superintendent decides the record is incorrect and should be changed, he or she will advise the record custodian to make the changes. The record custodian will advise the requester of the change as at the second level.

If the Superintendent decides the record is correct, he or she will prepare a letter to the requester, which will include a basis for the final finding.

PARENT NOTIFICATION

Model Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the [Name of school ("School")] receives a request for access.

   Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

   Parents or eligible students who wish to ask the [School] to amend a record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

   [Optional] Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

[NOTE: In addition, a school may want to include its directory information public notice, as required by §99.37 of the regulations, with its annual notification of rights under FERPA.]

[Optional] See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(*1*) – (a)(1)(i)(B)(*2*) are met. (§99.31(a)(1))

- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))

- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))

- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))

- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))

- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))

- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))

- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))

- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10)

- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))

Policy: J-38 ***Adopted: 8-13-12***
Revised: 7-10-17

SUSPENSION OR DISCIPLINARY REMOVAL OF STUDENTS

This policy applies to the out-of-school suspension or other disciplinary removal of a child from a classroom. "Disciplinary removal" refers to reassignment of a child to an Educational Plan provided by the School District, for a prescribed course of education.

Short-Term Disciplinary Removal
A student may be removed from the student's current placement if he/she violates the District's code of student conduct. This removal can occur for not more than 10 consecutive school days.

Long-Term Disciplinary Removal
A student may be removed from the student's current placement if he/she violates the District's code of student conduct. This removal can occur for not less than 11 consecutive school days.

Suspension or Disciplinary Removal of Students with Disabilities

Students identified as disabled under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 and who are suspended out-of-school or receive disciplinary removal from the classroom require additional procedural considerations.
This policy applies to the out-of-school suspension or other disciplinary removal of a child with a disability from the classroom. "Disciplinary removal" refers to reassignment of a child to an interim alternative educational setting or another setting, designated by the School District, for a prescribed course of education.

Definitions
The following definitions apply:

VIII. "Controlled substance" means a drug or other substance identified under schedules I, II, III,
IV or V in section 202I of the Controlled Substances Act, 21 U.S.C. § 812I.

(b) "Illegal drug" means a controlled substance, but does not include such a substance that is legally possessed or used under the supervision of a licensed health care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.

I "Weapon" means a dangerous weapon as defined by 18 U.S.C. § 930(g)(2), specifically, a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury.

(d) "Serious bodily injury" means 'serious bodily injury' as defined by 18 U.S.C. § 1365(h) (3)

Short-Term Disciplinary Removal

A student may be removed from the student's current placement to an appropriate interim alternative educational setting placement if he/she violates the District's code of student conduct. This removal can occur for not more than 10 consecutive school days or be a series of removal that total 10 school days in a school year and that constitutes a change of placement.

A change of placement occurs if:

- The removal is for eleven days or more; or
- The child has been subjected to a series of removals that constitute a pattern.

School personnel determine whether a pattern exists by considering the following factors:

- The series of removal total eleven school days or more in a school year;
- The child's behavior is substantially similar to the child's behavior in the incidents that resulted in the series of removals, taken cumulatively, is determined to have been a manifestation of the child's disability; and
- Such additional factors as the length of each removal, the total amount of time the child has been removed and the proximity of the removal to one another.

However, short-term removals that exceed 10 school days over the course of the year should be treated as a long-term removal.

Educational Services during a Short-Term Disciplinary Removal:

The same level of educational services provided to students without disabilities will be provided a student with a disability during removals for 10 school days or less during the school year. If a subsequent removal is imposed for not more than 10 school days AND is not a change of placement, district personnel in consultation with at least one of the child's teachers will determine the extent to which services are needed and the location in which services will be provided.

Long-Term Disciplinary Removal

In instances where disciplinary changes in placement would exceed 10 consecutive school days in which a student has violated the school code and is determined not to be a manifestation of the child's disability, personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to children without disabilities.

Educational Services during a Long-Term Disciplinary Removal:

A student with a disability who is removed from his/her current placement will continue to receive education services so as to enable the child to continue to participate in general education curriculum, although in another setting and to progress toward meeting the goals set out in the student's IEP; and receive, as appropriate, a functional behavioral assessment and behavior intervention services and modifications that are designed to address the behavior violation so that it does not recur.

If the removal is for eleven or more consecutive school days or is a change of placement, the child's IEP team will determine appropriate services and the location in which services will be provided. These services may be provided in an interim alternative education setting determined by the IEP team.

Removal for Weapons, Drugs, or Serious Bodily Injury

A student may also be removed to an interim alternative education setting for not more than 45 school days without regard to whether the behavior is determined to be a manifestation of the student's disability, if the child:

- Carries a weapon to or possesses a weapon at school, on school premises, or to or at a school function;
- Knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises or at a school function; or
- Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function.

<u>Educational Services during a Removal for Weapons, Drugs, or Serious Bodily Injury</u>

A student with a disability who is removed from his/her current placement will:

(a) continue to receive education services so as to enable the child to continue to participate in general education curriculum, although in another setting and to progress toward meeting the goals set out in the student's IEP; and

(b) receive, as appropriate, a functional behavioral assessment and behavior intervention services and modifications that are designed to address the behavior violation so that it does not recur.

Manifestation Determination

Within 10 school days of any decision to change the placement of a child with a disability, because of a violation of the code of student conduct, district personnel, the parent/guardian, and relevant members of the student's IEP team will review all relevant information, including the IEP, any teacher observations, and any relevant information provided by the parents/guardians to determine:

- If the conduct in question was caused by, or had a direct and substantial relationship to, the student's disability; or
- If the conduct in question was the direct result of the school's failure to implement the IEP.

If the conduct was a manifestation of the child's disability the IEP team will either:

- conduct a functional behavioral assessment, unless this has already been completed, and implement a behavior intervention plan; or
- If a behavior intervention plan already has been developed, review the plan and modify it, as necessary, to address the behavior.

The IEP team will return the student to the placement from which the child was removed unless the parent/guardian and the school agree to a change of placement as part of the modification of the behavior intervention plan.

Notification to Parent/Guardian

No later than the date on which the decision to take disciplinary action is made, the school will notify the student's parents/guardians of the decision and provide the parents/guardians a copy of the Parents Rights.

Removal of a Student through a Hearing Officer or Court Order
If the school personnel believe that maintaining the current placement of the student is substantially likely to result in injury to the student or others, the School District may request an expedited impartial due process hearing. When a hearing is requested, the child will remain in the interim alternative education setting pending the decision of the hearing officer or until the expiration of the time of the suspension, whichever occurs first, unless the parent/guardian and School District agree otherwise. The school could also seek a court order to remove a child with a disability from school or change the child's current education placement for the same reasons.

Appeal
The parent/guardian of the child with a disability, who disagrees with any decision regarding placement or the manifestation determination, may request a hearing. When an appeal is requested, the child shall remain in the interim alternative education setting pending the decision of the hearing officer or until the expiration of the time of the suspension, whichever occurs first, unless the parent/guardian and School District agree otherwise.

Suspension from Transportation
Upon their release, legal interpretations of the IDEA Reauthorization Act and subsequent amendments or revisions may require deviation from this printed procedure. The School District may suspend a child with a disability from transportation as a disciplinary measure.

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Athletic Appeal (i.e. Sports, Cheer, Pom, Fine Arts)
Extra-Curricular Activities Appeal (i.e. Graduation, Clubs, Organizations)

Students have the right to an education, but do not have a right to participate in extra-curricular activities. In the event a disagreement occurs regarding a student's participation in an extra-curricular activity, the following format will be followed:

IX. Coach/Sponsor-Student-Parent/Guardian meeting;

X. Coach/Sponsor-Student-Parent/Guardian-Athletic Director meeting;

3) Coach/Sponsor-Student-Parent/Guardian-Athletic Director-Principal meeting;
4) Site Athletic Council meeting;

5) Coach/Sponsor-Student-Parent/Guardian-Athletic Director-Principal-Mid-Del District Athletic Director meeting;

XI. Committee selected by the superintendent or designee to review the situation. The committee's decision will be final. No appeal.

Due Process for Out-of-School Suspensions
Pre-Suspension Conferences

XII. When a student violates board policy or a school rule or regulation or has been adjudicated as a delinquent for an offense that is not a violent offense, the principal will conduct an informal conference with the student.

XIII. At the conference with the student, the principal will read the policy, rule or regulation which the student is charged with having violated and will discuss the conduct of the student which is a violation of the policy, rule or regulation.

XIV. The student will be asked whether he/she understands the policy, rule or regulation and be given a full opportunity to explain and discuss his/her conduct.

XV. If it is concluded that an out-of-school suspension is appropriate, the student will be advised that he/she is being suspended and the length of the suspension.

5. The principal will immediately notify the parent/guardian by phone and in writing that the student is being suspended out-of-school and that alternative in-school placement or other available options have been considered and rejected. Elementary and middle school students will not be dismissed before the end of the school day without advance notice to the parent/guardian.

Immediate Suspension Without a Pre-Suspension Conference

XVI. A student may be suspended without the above pre-suspension conference with the student only in situations where the conduct of the student reasonably indicates to the principal that the continued presence of the student in the building will constitute a danger to the health or safety of the students, staff, or to school property, or a continued substantial disruption of the educational process.

XVII. In such cases, a suspension conference with the student and the parent/guardian will be scheduled as soon as possible after the student has been removed from the building.

Conferences With Parents/Guardians

XVIII. The principal or his/her designee will seek to hold a conference with the parent/guardian as quickly as possible after the suspension has been imposed. The parent/guardian should be advised of his/her right to a conference with the principal at the time he/she is notified that a suspension has been imposed. The conference will be held during the regular school hours, Monday through Friday, with consideration given whenever possible to the hours of working parents/guardians.

2. At the conference, the principal will read the policy, rule or regulation which the student is charged with having violated and will briefly outline the conduct on the part of the student. The principal will provide information as to the basis for an out-of-school suspension rather than the use of alternative options. The parent/guardian should be asked by the principal if he/she understands the rule and the charges against the student.

XIX. At the conclusion of the conference the principal will state whether he/she will uphold**,** modify or terminate the suspension. In all cases the parent/guardian will be advised of his/her right to appeal the decision of the principal.

Right of Appeal – Short-Term Suspension (ten or fewer days)

A student who has been given a short-term out-of-school suspension and that student's parent/guardian have a right to appeal an out-of-school suspension decision to a committee composed of administrators and/or teachers. A student with a short-term out-of-school suspension and his/her parent/guardian shall be informed by the principal of this right and the method of submitting an appeal. The decision of this local committee will be final and non-appealable.

Method of Appeal to a Committee

XX. An appeal must be requested by letter to the Superintendent of Schools.

XXI. If no appeal is received within (5) school working days after the principal's decision is received by the parent/guardian or student, the principal's decision will be final and non-appealable.

XXII. The Superintendent or his/her designee shall convene a review committee composed of not less than three certified administrators or teachers or a combination of administrators and teachers and shall designate a chairperson. No administrator or teacher is eligible to serve on the committee who was a witness to the student's conduct, nor is any teacher eligible to serve who has the student in his/her class for the current school term.

~~XXIII.~~ The Superintendent of Schools or his/her designee shall schedule the committee hearing as soon as possible during regular school hours, Monday through Friday. Reasonable consideration will be given to accommodate the schedule of the parent/guardian whenever possible. If possible, the student and his/her parent/guardian will be notified in writing of the date, time and place of the hearing. The principal who issued the suspension decision shall attend the committee hearing.

XXIV. The committee will conduct a full investigation of the student's suspension in an informal manner. The principal will briefly outline the student's conduct, read the policy, rule or regulation which the student's conduct violated, and present any evidence and witnesses that support the principal's decision to suspend the student. The principal may or may not share witness statements with the other parents/guardians. The rationale is if the principal believes a student may be retaliated against for the telling of his/her side of the story. A statement may be read with written permission from the injured party. The student and his/her parent/guardian will be asked by the committee if they understand the rule and charges against the student. The student and his/her parent/guardian will briefly explain the student's conduct and present any evidence and witnesses that support the student's position.

6. At the conclusion of the presentation of the evidence, the committee shall retire to render a decision by a majority vote as to the guilt or innocence of the student. The committee shall also determine the reasonableness of the term of the out-of-school suspension. The suspension committee may uphold the suspension, modify the terms of suspension, or terminate the suspension. The Committee's decision shall be rendered in writing within three (3) school working days of the hearing to the parent/guardian of the student, the principal, members of the committee**,** and the Superintendent of Schools.
7. The decision of this committee will be final and non-appealable.

Right of Appeal – Long-Term Suspension (11 days or more)

A parent/guardian or the student may appeal the out-of-school suspension decision of the principal to (1) the district administration and (2) the Board of Education.

Method of Appeal to the Superintendent or Designee

XXV. An appeal must be represented by letter to the Superintendent of Schools.

XXVI. If no appeal is received within five (5) school working days after the principal's decision is received by the parent/guardian or student, the principal's suspension decision will be final and non-appealable.

XXVII. The Superintendent of Schools or his/her designee should hold a conference with the parent or guardian as quickly as possible after receipt of the appeal. The conference will be held during the regular school hours, Monday through Friday, with consideration given to the hours of working parents/guardians whenever possible.

XXVIII. At the conference, the Superintendent of Schools or his/her designee will read the policy, rule or regulation which the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent/guardian should be asked by the Superintendent of Schools or his/her designee if he/she understands the rule and the charges against the student.

XXIX. The student and his/her parent/guardian will briefly explain the student's conduct and present any evidence and witnesses that support the student's position.

6. Within three (3) school working days of the conclusion of the conference the Superintendent of Schools or his/her designee will notify the student and parent/guardian in writing whether he/she will uphold, modify, or terminate the suspension. In all cases the parent/guardian will be advised of his/her right to have the suspension reviewed by the Board of Education.

Method of Appeal to the Board of Education

XXX. An appeal to the Board must be requested by letter to the Superintendent of Schools or to the Clerk of the Board of Education within (5) school working days of receipt of the administration's decision.

XXXI. If no appeal is received within five (5) school working days after the decision of the Superintendent of Schools or his/her designee is received by the parent/guardian or student, the Superintendent's decision will be final and non-appealable.

Hearing the Appeal

XXXII. The Board will hear the appeal as soon as possible.

2. The parent/guardian and student will be notified in writing of the date, time and place of the hearing.
3. The parent/guardian and student will have the right to an "open" or "closed" hearing, at their option.

4. Reasonable efforts will be made to accommodate the work schedule of parents/guardians.
5. The Board may uphold, terminate or modify the suspension.

XXXIII. The Board's decision is final and non-appealable.

XXXIV. The administration will present its evidence and witnesses first and that after each witness the parents or their legal counsel will be given an opportunity to cross-examine.

XXXV. The parents/child will be given an opportunity to call any relevant witnesses and present any relevant evidence they may wish, subject to cross-examination by legal counsel or the administration.

XXXVI. After each witness is presented, Board members may ask the witness any questions.

XXXVII. Both the parent/child and administration will be given an opportunity for final statements.

XXXVIII. At the conclusion of the evidence, the administration and the students/parents will be excused from the executive session.

XXXIX. That the Board will consider the evidence and documents and reach a decision. After deliberation, the Board will vote to come back regular session and the vote will be recorded in open session.

Attendance at School Pending Appeal Hearing

Pending the appeal hearing before the Board, the student will have the right to attend school under such "in-house" restrictions as the principal, Superintendent or Superintendent's designee deems proper, except that at the discretion of the principal, Superintendent or Superintendent's designee the student may be prohibited from attending school pending the appeal hearing if in the judgment of the principal, Superintendent or Superintendent's designee:

XL. The conduct for which the student was suspended reasonably indicates that continued attendance by the student pending the appeal hearing would be dangerous to other students or school property; or

b. The conduct for which the student was suspended reasonably indicates that the continued presence of the student at the school pending the appeal hearing would substantially interfere with the educational process at the school.

Student Privileges While Under Suspension

When a student's behavior justifies suspension, the student forfeits the privilege of participating in the social and academic life at school. In addition, during the term of the suspension, the student will not be permitted to participate in or be in attendance at any extracurricular activities including practice and games in which district schools participate.

"Extracurricular activities" include, but are not limited to, all school sponsored teams, and organizations,

and ceremonies, student government, and band, athletics, and all other school sponsored activities and organizations.

Student Privileges While Under ISR

When a student's behavior justifies ISR, the student forfeits the privilege of participating in the social and academic life at school. In addition, during the term of the ISR the student will not be permitted to participate in or be in attendance at any extracurricular activities in which schools participate. Students may participate in practice but not participate in games.

"Extracurricular activities" include, but are not limited to, all school sponsored teams, and organizations, and ceremonies, student government, and band, athletics, and all other school sponsored activities and organizations.

Education Plan for Suspended Students

With the exception of weapon or drug-related infractions, those students suspended will be provided a written education plan designed for the eventual reintegration of the student into school. This plan will provide only for the core curriculum units in which the student is enrolled. Core units will consist of the English, mathematics, science, social studies, and art units required for grade completion or high school graduation. The parent/guardian will be responsible for providing a supervised, structured environment and bear responsibility for monitoring the student's educational progress until the student is readmitted into school. The parent/guardian will be provided a copy of the educational plan of the suspended student.

Students will be allowed to make up work or test in any of their classes while suspended. The plan may designate time frames for completion, concentration of assignments, conditions of assignments, completion characteristics, and evaluation criteria.

Records and Reports

The principal will keep written records of each out-of-school suspension conference containing the date of the conference, the names of the persons present, the time duration of the conference, and the basis for rejection of alternative disciplinary options. Also, the principal shall maintain records related to the Education Plan and the student and/or parent's/guardian's compliance or noncompliance with the Plan.

Be advised that the presence of a suspended student on any public school campus is prohibited.

Note: Due Process for students identified as "disabled" under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, the Mid-Del School District will follow state and federal laws and regulations.

Policy: J-19 ***Adopted: 9-11-06***
Revised: 8-13-12

VISION SCREENING OF STUDENTS

During enrollment, parents or guardians of students who enroll in kindergarten, first, or third grade shall receive notification of state law via a copy of this policy regarding vision screening which is located in the Mid-Del Student Expectations Policies, Procedures, and Safety Guidelines.

The parent or guardian of each student enrolled in kindergarten, first or third grade shall provide certification to school personnel that the student passed a vision screening within the previous twelve months or during the school year. The screening shall be conducted by personnel listed on the statewide registry maintained by the State Health Department.

No student shall be prohibited from attending school for a parent's/guardian's failure to furnish a report of the student's vision screening.

Reference: O.S. 70 § 1210.284

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PARENT NOTIFICATION
Meningitis Immunization Information for Parents

Meningococcal disease, commonly known as meningitis, is a potentially fatal bacterial infection that can strike teenagers and college students. The disease can come on quickly and may cause death or permanent disability within hours of the first symptoms.

Meningitis is very rare, but may be prevented through vaccination. The U.S. Centers for Disease Control and Prevention (CDC) now recommends routine meningococcal disease immunization at the preadolescent doctor's visit (11 to 12 years old). For those teenagers who have not been previously vaccinated, immunization is recommended for high school students and for all incoming college freshmen. Teenagers and college students have an increased rate of meningococcal infection compared to the general population, accounting for nearly 30 percent of all U.S. cases annually. Of those who survive, up to 20 percent suffer long-term disabilities, including brain damage, loss of hearing, organ failure and limb amputations.

Meningococcal disease can be misdiagnosed as something less serious, because early symptoms are similar to those of influenza or other common viral illnesses, including high fever, headache, nausea and stiff neck. That is why immunization is so important. A conjugate meningococcal vaccine is now available which public health officials anticipate will provide longer protection against four of the five strains of bacteria that cause meningococcal disease. Although teenagers and college students are at increased risk for contracting the disease, up to 83 percent of cases in that population may be prevented through immunization.

The Meningitis Vaccine is safe; however, there are risks with any vaccine. About half of the people who get the vaccine will have pain and redness where the shot was given, but because the vaccine is not made from the whole bacteria, it cannot cause bloodstream infections or meningitis. A small percentage of people who get the vaccine develop a fever. Vaccines, like all medicines, carry a risk of an allergic reaction, but this risk is very small.

This vaccine is not required to attend public school in Oklahoma, but may be required by colleges and universities. For more information contact your healthcare provider or the City County Health Department of Oklahoma or visit the CDC Web site at www.cdc.gov.

Reference: O.S. 70§1210.195

HEALTH SCREENINGS

Each year various health screenings may be done at school. While each school is different in the screenings they conduct, the following health screenings may include but not limited to: height, weight, BMI, blood pressure, pulse, vision, hearing, dental, and/or other health specific evaluations or assessments. At times outside entities may assist with the screenings such as Vizavance, Lions Club, or the Masonic Temple. If you do not want your child screened or assessed for any or all of the above, please contact the District Health Coordinator to complete the opt-out form.

TOILETING INCIDENT/PROTOCOLS

It is an expectation that school-age students can independently use the toilet and change their clothes if an accident occurs, for non-related disabled students. Students are reminded to go to the restroom several times throughout the day. Periodically younger students may experience accidents from time to time. All students have the right to healthy, safe hygiene and environment at school. Toileting accidents will not be a barrier to attending Mid-Del Schools per the Oklahoma Statute 70 O.S. 1-114.

Any toileting assistance provided by the district is to accomplish these goals:

1. Maintain the health of our students by ensuring their hygiene is taken care of.
2. Maintain the dignity of the student.
3. Allow the student to continue their academic studies promptly.

In the event of a toileting accident (for non-related disability students), the following protocol will be followed: **LEVEL 1**

1. The student will go to the office
2. Contact the parent/guardian to notify them of toileting incident
3. Parent/Guardian will be allowed to come to school to take care of the student within 30 minutes *Students will not sit in soiled clothing for a period exceeding 30 minutes.*
4. If a parent/guardian is not able to come to school, the student will be prompted to change independently, with verbal direction from the staff member
    a. The door can be slightly cracked with an adult outside the door or stall
    b. Any staff member can assist since privacy for the student is maintained and physical contact is absent or very minimal
    c. Discard materials used for cleaning and changing
    d. The adult will place the soiled clothes in a closed bag to be sent home
    e. Both the student and the staff member will wash their hands
    f. Complete the toileting log and notify parents/guardians
    g. Example: The student may need verbal prompting to complete cleaning up and changing clothes. If the child cannot independently change, move to LEVEL 2 procedures.

If a student is unable to change independently and needs physical assistance: **LEVEL 2**

1. The student will go to the office
2. Contact the parent/guardian to notify them of toileting incident
3. Parent/Guardian will be allowed to come to school to take care of the student within 30 minutes *Students will not sit in soiled clothing for a period exceeding 30 minutes.*

4. Two staff members will participate. The primary person provides physical assistance to the student. The secondary person is within proximity of the student, listening, observing, and intervening only if necessary.
5. Each school site administrator will determine the best restroom for these situations.
6. Discard materials used for cleaning and changing
7. An adult will place students soiled clothes in a closed bag to be sent home
8. Student and staff members will wash their hands
9. Complete the toileting log and notify parents/guardians

In the event a student has repeated or consistent issues with toileting, a parent/guardian meeting with the site administrator, school nurse, counselor and teacher(s) will be scheduled to discuss ways to support the student so that independent toileting can be mastered. Students may be asked to bring a change of clothes to school in case an accident does occur. Each student's situation will be carefully considered and handled with the utmost care.

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Policy: J-20

Adopted: 12-11-06
Revised: 8-13-12

SCHOOL-BASED RANDOM SUBSTANCE ABUSE TESTING POLICY FOR STUDENTS IN COMPETITIVE ATHLETICS AND EXTRA-CURRICULAR ACTIVITIES

The Mid-Del Board of Education, in an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance enhancement drug use and abuse, thereby setting an example for all other students of the Mid-Del Public School District, proposes to adopt the following policy for substance abuse testing of activity students.

Statement of Purpose and Intent

Drug use of any kind is incompatible with participation in interscholastic athletics/extra-curricular activities in the Mid-Del Public School District. For the safety, welfare, and best interests of the students of Mid-Del Schools, and to promote drug-free lives both during and after high school, the Mid-Del Public School District has adopted a substance abuse testing program for use by all students participating in Oklahoma Secondary School Activities Association (OSSAA) competitive, interscholastic athletics/extra-curricular activities. Participation in school sponsored extra-curricular competitive activities is a privilege, and standards of conduct and behavior are placed upon the student participants. As representatives of the Mid-Del School District, students involved in athletics or extra-curricular activities carry a responsibility to themselves, their fellow students, their parents/guardians, and their school to set the highest possible examples of conduct, which includes avoiding the use of illegal drugs and performance enhancing drugs.

The Mid-Del School Board recognizes that all students have certain personal rights of privacy guaranteed by the Constitution of the United States of America and by the Constitution of Oklahoma. The Substance Abuse Testing Policy governs the use of illegal drugs as a condition of participation in extra-curricular activities, and its policies and procedures protect the student's rights of privacy. In addition, this policy is intended to supplement and complement the Mid-Del School District Policy on Student Possession, Use of Alcohol, Tobacco, Illegal Drugs, and all other policies, rules and regulations regarding possession or use of illegal drugs.

The purpose of the Substance Abuse Testing Policy is to prevent drug use and to educate students involved in athletics or extra-curricular activities about the serious physical, mental, and emotional harm caused by drug use and to offer a drug-free environment for training, practicing, and competing in athletics or extra-curricular activities. This Policy is not intended to be disciplinary or punitive in nature. The sanctions of the Policy relate solely to limiting the opportunity of any students involved in OSSAA-sanctioned athletics or extra-curricular activities found to be in violation of the Policy to participate in interscholastic competitive athletics or extra-curricular activities. There will be no academic sanction for violation of this Policy.

XLI. Definitions

"Activity Student" means any student that represents Mid-Del Public Schools in any extra-curricular activity in interscholastic competition (OSSAA), such as, but not limited to Competitive Speech and Drama, Academic Team, Band, Vocal Music, Cheerleading, and Athletics.

"Substance Abuse Test" means a scientifically substantiated method to test for the presence of illegal drugs, or the metabolites thereof.

"Random Selection Basis" means a mechanism for selecting activity students for drug testing that:

a. results in an equal probability that any activity student from a group of grade-level activity students subject to the selection mechanism will be selected, and
b. does not give the School District discretion to waive the selection of any student selected under the mechanism.

"Illegal Drugs" means any substance which an individual may not sell, possess, use, distribute, or purchase under either Federal or Oklahoma law. "Illegal drugs" includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. "Illegal drugs" shall also include, but is not limited to, alcohol and anabolic steroids.

"Positive" when referring to a substance abuse test administered under this policy means a specimen that initial screening testing has indicated the possible presence of an illegal drug, or the metabolite thereof, and has been confirmed by a second test using gas chromatography/mass spectrometry, or an equivalent scientifically accepted method of equal or greater accuracy.

"Reasonable Suspicion" means a suspicion of illegal drug use based on specific observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an activity student, the reasonable inferences that are drawn from those observations, and/or information of illegal drug use by an activity student supplied to school officials by other students, staff members, and patrons.

"Performance Enhancing Drugs" includes anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term "performance enhancing drugs" does not include dietary or nutritional supplements such as vitamins, minerals, and proteins, which can be lawfully purchased in over-the-counter transactions.

"Interscholastic Activities" means competition, sanctioned by OSSAA, between schools.

"Extracurricular Activities" means activities outside the regular curriculum of a school.

"Medical Review Officer" (MRO) is a doctor trained and authorized to receive and interpret drug test results. The MRO is the person who will make contact in the event of a positive test result. The MRO will ask questions to determine whether or not the drug use is legal (prescription) or illegal. If legal drug use is determined, a negative result would be forwarded to the School District's designated substance-abuse result contact.

"Oklahoma Secondary School Activities Association" (OSSAA) provides:

XLII. effective coordination, leadership, supervision, and the regulation for secondary school activities including the program of interscholastic activities and contests in which its member schools may participate; (b) leadership in the development, supervision, and conduct of co-curricular activities which enrich the educational experiences of high school students.

XLIII. Procedures

Each activity student shall be provided with a copy of the "Student Drug Testing Consent Form" which shall be read, signed, and dated by the student, parent or custodial guardian, and coach/sponsor before such student shall be eligible to practice or participate in any extra-curricular activities. The consent requires the activity student to provide an oral fluid swab whenever the activity student is selected by the random selection mechanism and at any time when there is reasonable suspicion to test for illegal drugs. No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Substance Abuse Testing Consent Form." A student who moves into the district after the school year begins will be required to sign a "Student Substance Abuse Testing Consent Form" before they will be eligible for participation.

Prior to the commencement of substance abuse testing, coaches and sponsors will conduct a meeting, with students an orientation session will be held with each Activity Student to educate them of the sample collection process, drug testing procedures, and other areas that may help to reassure the activity students about the drug testing process. In addition, each Activity Student shall receive a copy of the School-Based Random Substance Abuse Testing Policy. The head coach, sponsor, or other designated school official shall be responsible for explaining the policy to all prospective activity students.

Activity students will be chosen for substance abuse testing on a random selection basis from a list of all Activity Students who are involved in in-season activities. The Mid-Del Public School District will determine the percentage of student names to be drawn at random to provide an oral fluid swab for substance abuse testing.

In addition to the random substance abuse test required above, any activity student may be required at any time to submit to a test for illegal drugs, or the metabolites thereof, when an administrator, coach, or sponsor has reasonable suspicion of illegal or performance-enhancing drug use by that particular student.

Each activity student who delivers a properly signed consent form to participate in random substance abuse testing will be assigned an identifying number. In selecting students at

random for alcohol or drug testing, all students participating in in-season activities will be equally subject to being selected each time the Mid-Del School District conducts random substance abuse testing, and the Mid-Del Public School District will not have the discretion to waive the selection of any student. In the event that a student is unavailable for random substance abuse testing due to unforeseen circumstances such as an illness, the Mid-Del Public School District shall test instead a randomly selected alternate student.

A student involved in athletics or extra-curricular activities who has voluntarily consented to random substance abuse testing may withdraw such consent by submitting a written revocation of consent, signed by the student and, if the student is under the age of eighteen, also signed by student's parent/custodial guardian.

If a student or parent/guardian withdraws the consent for a student involved in athletics or extra-curricular activities, the student becomes ineligible to participate in interscholastic competitive athletic events or extra-curricular activities immediately and must take the next season's random substance abuse test before being allowed to again participate.

Any substance abuse test will be administered by a professional laboratory chosen by the Mid-Del Public School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, to have detailed written specifications to assure chain-of-custody of the specimens, and to have proper laboratory control and scientific testing.

All aspects of the substance abuse testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. All drug testing employees will be required to have a criminal background and sex offender registry check conducted by the OSBI and on file with the school district. If at any time during the testing procedure the collector or monitor has reason to believe or suspect that a student is tampering with the specimen, recollection will follow.

The Oral Fluid (Saliva) Drug Test is an FDA cleared, laboratory-based, oral fluid testing system that enables accurate testing for drugs of abuse, including marijuana, cocaine, amphetamines, methamphetamines, opiates, benzodiazepines and barbiturates. This process offers a non-invasive collection that can be administered in 5 to 10 minutes per student.

The collection process is as follows:

1. The donor inserts the oral fluid collection pod between the lower cheek and gum.
2. When the indicator window on the handle turns blue, the collector is removed.

XLIV. Confidentiality

The Medical Review Officer (MRO) will notify the designated authorized school district contact to keep the test results confidential. The designated authorized school district contact will notify the parent/ or custodial guardian**.** The designated authorized school district contact will schedule a conference with the student and the parent/custodial guardian to explain the student's opportunity to submit additional information to the Medical Review Officer. The Mid-Del Public School District will rely on the determination of the Medical Review Officer whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug. Test results will be kept in files separate from the student's other educational records, will be disclosed only to school personnel who have a

need to know, and will not be turned over to any law enforcement authorities. The Board of Education will be presented a summary report at the conclusion of each nine weeks period of school. This report shall include the number of students tested by grade level, the number of positive tests, and the types of illegal substances.

XLV. Appeal

An Activity Student who has been determined to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee(s). Such request for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any OSSAA extra-curricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified within 48 hours of the request for an appeal. No further review of the Superintendent's decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent that shall be final and not open to appeal. The Superintendent shall report to the Board of Education all appeals and the Superintendent's decision.

XLVI. Consequences

Any Activity Student who tests positive or does not provide a specimen in a substance abuse test under this policy shall be subject to the following restrictions:

A. For the First Offense:
The parent/guardian will be contacted immediately and a private conference will be scheduled with the student, parent/guardian, athletic director/designee, activity sponsor, and/or principal/designee within 24 to 48 hours to discuss the positive test result. In order for the student to remain eligible to participate in the activity/sport, the student and his/her family must provide, within 5 school days, a written documentation of a scheduled drug treatment program, including "first offender" programming and/or substance abuse assessment services as deemed appropriate, from a qualified agency or counseling entity. The cost of the student's treatment program will be paid by the student's family. Additionally, the student will be tested for the remainder of the school year. The time and date will be unknown to the student and determined by school personnel. These requirements and restrictions shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test. Should the parent/student not agree to these provisions, the consequences listed in this policy for the third offense will be imposed.

B. For the Second Offense:
The student will be suspended from participation in all activities covered under this policy for 10 school days. After this 10-day period the student may resume participation once the family has again provided proof to the school that they are actively participating in a program of substance abuse education/counseling from a qualified drug treatment program or counseling entity, the cost of which will be paid for by the parent/guardian. Additionally, the student will be tested for the remainder of the school year. The time and date will be unknown to the student and determined by school personnel. These requirements and restrictions shall begin immediately, consecutive in nature, unless a

review appeal is filed following receipt of a positive test. Should the parent/student not agree to these provisions, the consequences listed in this policy for the third offense will be imposed.

XLVII. For the Third Offense (within a 1-year period or 365 days of first offense): Complete suspension from participation in all extra-curricular activities, including all meetings, practices, performances, and competition for the remainder of the school year, or eighty-eight school days (1 semester) whichever is the longer.

XLVIII. Refusal to Submit to Substance Abuse Test

A participating student who refuses to submit to a substance abuse test authorized under this policy or who does not report for testing in a time frame gleaned reasonable by the Mid-Del School District, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances, and competitions for the remainder of the school year or eighty-eight school days whichever is the longer. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school.

Mid-Del Public Schools is committed to cooperating with parents/guardians in an effort to help students avoid illegal drug use. The Mid-Del Public School District believes accountability is a powerful tool to help some students avoid using drugs, and that early detection and intervention can save lives.

Mid-Del Public School District

School-Based Random Substance Abuse Testing Policy

Statement of Purpose and Intent

Participation in school sponsored extra-curricular activities at the Mid-Del School District is a privilege. Activity students carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of illegal drugs.

Drug use of any kind is incompatible with participation in extra-curricular activities on behalf of the Mid-Del School District. For the safety, health, and well-being of the students of the Mid-Del Public School District, the Mid-Del Public School District has adopted the attached Activity Student Substance Abuse Testing Policy and the Student Substance Abuse Testing Consent for use by high school students participating in OSSAA interscholastic, competitive activities.

Each OSSAA Activity Student shall be provided with a copy of the Activity Student Substance Abuse Testing Policy and Student Substance Abuse Testing Consent Form which shall be read, signed, and dated by the student, parent/custodial guardian, and coach/sponsor before such student shall be eligible to practice or participate in any OSSAA interscholastic activities. The consent shall be **"**to provide an oral fluid/saliva sample when chosen by the random selection mechanism and at any time requested, based on reasonable suspicion, to be tested for illegal drugs." No student shall be allowed to practice or participate

in any activity governed by the policy unless the student has returned the properly signed Student Substance Abuse Testing Consent Form.

Mid-Del Public School District

School-Based Random Substance Abuse Testing Policy

Consent Form

Student's Last Name **First Name** **MI**

Current grade_____ **High School _____**

I understand after having read the "Student Substance Abuse Testing Policy" and "Student Substance Abuse Testing Consent Form" that, out of care for my safety and health, the Mid-Del Public School District enforces the rules applying to the consumption or possession of illegal drugs. As a member of a Mid-Del OSSAA extra-curricular interscholastic activity, I realize that the personal decision that I make daily in regard to the consumption or possession of drugs may affect my health and well-being as well as the possible endangerment of those around me and reflect upon any organization with which I am associated. If I choose to violate school policy regarding the use or possession of illegal drugs any time while I am involved in an in-season activity, I understand upon determination of that violation, I will be subject to the restrictions on my participation outlined in the Policy. To promote a drug-free environment for the students participating in interscholastic, competitive activities, I will uphold the policies and procedures outlined in the Activity Student Substance Abuse Testing Policy.

Signature of Student **Date**

We have read and understood the Mid-Del Public School District "Activity Student Substance Abuse Testing Policy" and "Student Substance Abuse Testing Consent Form." We desire that the student named above participates in the OSSAA extra-curricular interscholastic programs of the Mid-Del Public School District, and we hereby voluntarily agree to be subject to its terms. We accept the method of obtaining an oral fluid/saliva sample, testing and analysis of such specimens, and all other aspects of the program. We further agree and consent to the disclosure of the sampling, testing, and results as provided in this program.

Signature of Parent or Custodial Guardian **Date**

Student(s) will need to submit only ONE consent form. This form will be placed on file until the student graduates or drops activity. The School-Based Random Substance Abuse Testing Policy and consent form are also available online at mid-del.net.

(USDA regulations requires the meal charge policy be given to all parents. Please include the charge policy in your student handbook to meet this requirement.) 6/26/18

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Child Nutrition Charge Policy

It is the goal of the Mid-Del Schools Child Nutrition Program to make available to every student a nutritious, well-prepared breakfast and/or lunch every day. A soft-ware program is used in the cafeterias and a personal account has been created for each student. Students will be issued a personal identification number to access their account. You may pre-pay into this account with cash, personal checks and/or My School Bucks online program (fee applied) at ww.myschoolbucks.com. We encourage all parents/guardians to use our free My School Bucks online software to monitor your student's purchases and meal account activity.

It is the responsibility of each student's parent/guardian to maintain sufficient funds in his/her account. If a student has a zero balance in his/her account, they will be expected to pay at the cash register. A student who does not have money to purchase a lunch may receive a cheese sandwich, fruit, and milk paid for by the Child Nutrition Program for no more than three (3) consecutive days. The alternative meal for breakfast will be toast, milk, and a fruit. Students cannot charge Ala Carte food items.

Parents are encouraged to have a plan with their child regarding what to do if lunch money is forgotten, i.e. pay online, or call a relative to bring money, etc. If you have any questions, please feel free to contact the Child Nutrition Department at 739-1611.

Monitor Your Student's Meal Account

Mid-Del Schools offers a free online service that provides a quick and easy way to view recent purchases, check balances, set-up low balance alerts and add money to your student's meal account using a credit/debit card or electronic check.
MySchoolBucks provides:

Convenience - Available 24/7 on the web or with the Mobile App for your iPhone, Android or Windows phone!

Efficiency - Make payments for all your students, even if they attend different schools within the district. Eliminate the need for your student to take money to school. (Fee applies)

Control - Set low balance alerts, view account activity, recurring/automatic payments & more!

To enroll: go to www.MySchoolBucks.com and register for a free account. You will receive a confirmation email with a link to activate your account. Add your students using their school name and student ID. Online payment to your students' accounts will incur a processing fee. You will have the opportunity to review any fees and cancel if you choose, before you are charged. If you have any questions, contact MySchoolBucks directly: parentsupport@myschoolbucks.com or phone 1-855-832-5226 or myschoolbucks.com and click on Help/ FAQ's.

Child Nutrition
(405)-739-1611

Mid-Del Child Nutrition's mission is to support the essential link between nutrition and education for students.

Mid-Del School District participates in both the National School Lunch Program and the School Breakfast Program. If you would like more information on the nutrient guidelines for each of these programs please visit:
https://www.fns.usda.gov/cn/nutrition-standards-school-meals

Mid-Del Child Nutrition implements the Community Eligibility Provision (CEP) Program. With CEP, families are not required to submit a free and reduced meal application form and all students will receive one free breakfast meal and one free lunch meal every school day.

A la carte items will be available for purchase for all Middle School and High School students. These items may be purchased using cash or a MySchoolBucks account.

MySchoolBucks

Mid-Del Schools offers a free online service that provides a quick and easy way to view recent purchases, check balances, set-up low balance alerts, and add money to your student's meal account using a credit/debit card or electronic check.

Convenience - Available 24/7 on the web or with the Mobile App for your iPhone, Android or Windows phone!

Efficiency - Make payments for all your students, even if they attend different schools within the district. Eliminate the need for your student to take money to school. (Fee applies)

Control - Set low balance alerts, view account activity, recurring/automatic payments & more! School Bucks provides:

To Enroll: go to www.MySchoolBucks.com and register for a free account. You will receive a confirmation email with a link to activate your account. Add your students using their school name and student ID. Online payment to your students' accounts will incur a processing fee. You will have the opportunity to review any fees and cancel if you choose, before you are charged.

If you have any questions, contact MySchoolBucks directly at parentsupport@myschoolbucks.com, (1-855-832-5226), or myschoolbucks.com and click on Help/ FAQs

Dr. Rick Cobb
Superintendent

Mrs. Lacey Brown
Executive Director of
Teaching & Learning

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461 x1308
ljbrown@mid-del.net

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1754

To: Board of Education and Dr. Rick Cobb

From: Mrs. Lacey Brown, Executive Director of Teaching and Learning

Date: August 12, 2024

Re: Renewal of McKinney-Vento Transportation Agreement

The McKinney-Vento Act regarding homeless students requires that school districts provide "equal access to a free, appropriate public education." If a student has moved into another school district's boundaries because of their "homeless" situation, the law requires districts to provide transportation back to the student's school of origin if requested by the parent, and if deemed necessary to maintain the student's regular attendance and success in public education.

To establish a fair and equitable process for sending and receiving districts to bear the transportation costs of the McKinney-Vento requirements, seven neighboring school districts have formed an agreement outlining a standard procedure for the transportation requests. The seven districts are: Mid-Del Public Schools, Moore Public Schools, Putnam City Public Schools, Millwood Public Schools, Mustang Public Schools, Crooked Oak Public Schools, and Oklahoma City Public Schools.

Your approval is requested. Thank you for your consideration of the attached Transportation Agreement.

MCKINNEY VENTO- F O S T E R C A RE
TRANSPORTATION AGREEMENT

June 28, 2024
Dr. Rick Cobb-Superintendent
Midwest City-Del City Public Schools
7217 SE 15
Midwest City, OK 73110

Dear Superintendent:

The McKinney-Vento Act is a federal law that protects homeless children. Under the Act, a school district must provide transportation to an enrolled homeless student, even though the student may be physically located in a different school district. Oklahoma law however prohibits school buses from crossing the transportation boundaries of another district, with a few exceptions.
The enclosed Transportation Agreement is designed to comply with both the legal requirements if a participating school district must provide transportation services to a homeless child who is physically located in another participating school district.
If your district wishes to participate in the Agreement, it must be signed by the school's Superintendent. If approved, please provide me with a signed copy of the Agreement and I will then give each of the participating parties an executed copy.

Respectfully,
Bryan Coleman- Homeless Education Administrator
PO Box
Oklahoma City, OK 73136

TRANSPORTATION AGREEMENT

This Agreement is entered into by and between the following school districts, referred to collectively as "the Districts":

- * *Independent School District No. 52 of Oklahoma County, Oklahoma, a/k/a Midwest City-Del City Public Schools;*

1. **Purpose:** The Districts desire to enter into this Agreement to provide transportation services to homeless children so that they may have equal access to a free, appropriate public education.
2. **Definition:** For this Agreement, "homeless children" are defined as individuals who lack a fixed, regular, and adequate nighttime residence. It includes children who are sharing housing with other persons due to loss of housing, economic hardship, or a similar reason. It includes children who are living in hotels, motels, trailer parks, or camping grounds due to the Lack of alternative accommodations. It includes children who are living in emergency or transitional shelters, or who are abandoned in hospitals. It includes children who have a primary nighttime residence that is a public or private place that is not designed for or ordinarily used as a regular sleeping accommodation for

human beings. It includes children who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings. It includes migratory children who qualify as homeless children because they are living in circumstances described in this definition.

3. **Term:** The term of this agreement shall be for one year commencing on July 2024 and ending no later than June 30, 2025, unless terminated earlier as provided in this Agreement. After the initial term, this Agreement may be renewed for additional periods of one year if each agreed party is in writing on or shortly after July 1st of each year.

4. **Termination:** Any party may terminate its rights and obligations under this Agreement without cause upon thirty (30) days' written notice to the other parties. Such written notice shall be directed to the attention of the Superintendent of each of the Districts.

5. **Transportation Services for Homeless Students:** The District in which a homeless child is enrolled and attending ("Attending District") shall provide transportation services for the child. To provide transportation services to a homeless child who is not residing or living within the transportation boundaries of the Attending District, the Attending District may find it reasonably necessary to cross the transportation boundaries of one of the other Districts. Before crossing any transportation boundaries to transport a homeless child, the Attending District shall obtain written permission from the school district(s) whose transportation boundaries is/are affected. The Attending District must obtain permission for each child to whom transportation services will be provided. An Attending District that has been granted permission by another District may cross transportation boundaries only to the extent necessary to provide transportation services for the homeless child. The Districts agree that it is not necessary to obtain permission from the parties to this Agreement whose transportation boundaries are not affected by the transportation to the Attending District. The Districts shall use the attached form for seeking and approving the transportation of homeless children across transportation boundaries. The Transportation Director of each school district is authorized to request to cross the transportation boundaries of another school district and is authorized to approve or deny requests to cross transportation boundaries from other school districts that are parties to this Agreement.

6. **Payment:** The Districts agree that the Attending District shall bear the costs incurred in providing transportation services for homeless children enrolled and attending school in the Attending District.

7. **Amendment and Assignability:** This Agreement may not be modified, changed, or varied except by a written instrument signed by the parties. This Agreement shall not be assigned by any party unless the other parties agree to the assignment in writing.

8. **Construction:** This Agreement shall be interpreted and construed according to the laws of the State of Oklahoma.

MCKINNEY VENTO- F O S T E R C A RE
TRANSPORTATION AGREEMENT

Approved as to form and legality:
MIDWEST CITY-DEL CITY PUBLIC SCHOOL:

Dr. Rick Cobb
Midwest City-Del City Public Schools Superintendent

Signature: Rick **Date:** 7/26/24

~~READING SUFFICIENCY~~ STRONG READERS ACT

~~Reading sufficiency~~ **Strong readers** testing and appropriate reading interventions will be conducted in this school district to ensure that ~~each student has attained the necessary reading skills upon completion of the third grade~~. **progression from one grade to another is determined, in part, upon proficiency in reading, that school district board of education policies facilitate reading instruction and intervention services to address student reading needs, and that each student and his or her parent or legal guardian be informed of that student's reading progress.**

Every student enrolled in kindergarten, first, second, and third grades shall be ~~assessed by multiple, on-going, state-approved reading assessments~~ **screened at the beginning, middle, and end of each school year** ~~to determine the acquisition of~~ **fo**r reading skills **appropriate to** ~~for~~ the grade level in which the student is enrolled. Any student found not to be reading at the appropriate grade level shall be provided a ~~program of reading instruction~~ **student literacy intervention plan.** The plan shall be designed to enable the student to acquire the appropriate grade level of reading skills. The plan shall also include, but not be limited to:

1. Sufficient additional in-school instructional time for the acquisition of phonological awareness, ~~phonics, spelling~~ **decoding**, ~~reading~~ fluency, vocabulary and comprehension.

2. If necessary**, and if funding is available** tutorial instruction after regular school hours, on Saturdays, and during the summer; however, such instruction may not be counted toward the 180 day school year required by law;

3. Assessments **identified for diagnostic purposes and periodic monitoring to measure the acquisition** of the essential elements of reading instruction: phonological awareness, ~~phonics~~ **decoding**, ~~spelling, reading~~ fluency **vocabulary** and comprehension.

4. **High-quality instructional materials grounded in scientifically based reading research, and**

5. **Access to free online evidence-based literacy instruction resources to support the student's literacy development at home for students grades pre-K through 3rd**

The program will be continued until the student is determined by the results of approved reading assessments to be reading on grade level.

The district ~~reading sufficiency~~ **Strong Readings** plan shall be adopted and annually updated, with input from school administrators, teachers, students, parents, and reading specialists, and shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site that includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized.

A committee will be established at each school site to determine the ~~reading sufficiency~~ **Strong Readers** plan for each student for whom a plan is necessary. The committee shall be composed of educators and, if possible, shall include a certified reading specialist. A student's parent or guardian shall be included in the development of a plan for that student.

~~A new reading assessment plan shall be developed and implemented for any third grade student in need of remediation as determined by multiple ongoing assessments and reading assessments administered in the Oklahoma School Testing Program. If possible, a fourth grade teacher shall be involved in the development of the reading assessment plan. In addition to the above referenced requirements, the new plan shall include specialized tutoring and will include a recommendation as to whether the student should be retained in the third grade at the close of the year based on assessment data and the Student Reading Proficiency Teams.~~

The Team consists of:

1. The Parent(s) and or Guardian(s) of the student.
2. The Teacher assigned to the student who had responsibility for reading instruction in that academic year.
3. A teacher in reading who teaches in the subsequent grade level.
4. The School Principal.
5. A certified Reading Specialist, if one is available.

Copies of the results of reading assessments shall be made a part of the permanent record of each student.

REFERENCE: **70 O.S. §1210.508A, et seq.**

SUMMER ACADEMY READING PROGRAMS

The Mid-Del Board of Education has established a summer academy reading program for students. If funds are available, the summer academy reading program shall:

1. provide at least four (4) weeks of tutoring a half (1/2) day each day for four days;

2. incorporate the content of a reading program that meets the criteria set forth in the ~~Reading Sufficiency Act~~ **Stong Readers Act;**

3. be taught by teachers who have successfully completed a professional development institute or program in reading as prescribed by the statutory provisions for the ~~Reading Sufficiency Act~~ **Strong Readers Act**; and

4. include only eligible students not reading at grade level based on results from an assessment approved by the State Board of Education.

REFERENCE: 70 O.S. § 1210.508E

PROMOTION-RETENTION
K-5

Retention of Students in Grade K-5 for Development and Academic Growth

A pupil who has made unsatisfactory academic achievement in light of the pupil's potential shall be carefully evaluated before being moved to the next grade or level of instruction. The age, physical development, emotional maturity, social adjustment, and attitude of the child shall be considered in each case.

The parents of the child shall receive a minimum of two notifications that the child's progress in class has not been adequate to meet with success at the next grade level. The final notice should come within a reasonable time frame to allow the parents and teacher to attend to the retained child's needs and preparation.

For any pupil who enrolls after the beginning of the second semester, all notifications shall be issued within a reasonable time period prior to the recommendation for retention.

The parents of the child shall be presented the opinion and recommendations of the teacher and principal in the conference in which the best interests of the child shall be the topic for discussion.

If, in the opinion of the teacher and principal, additional time is deemed necessary for the best development of the child, the principal shall notify the parent/guardian no later than May 1st of his/her recommendation to retain the student. Parents may appeal to the Board of Education if they disagree with the site recommendation. A written appeal needs to be on file in the Superintendent's Office by June 1st of the school year. The decision by the Board of Education shall be final.

The parent may prepare a written statement to be placed in and become a part of the permanent record of the student stating the reason(s) for disagreeing with the decision of the Board of Education.

~~**Retention of Students in Grade 3 pursuant to 70 O.S. § 1210.508C (Reading Sufficiency Act)**~~

~~In compliance with the State Laws of Oklahoma, 70 O.S. § 1210.508C and 210:15-27-1, Reading Sufficiency Act rules, the following criteria for the selection of 3rd grade students to be promoted to the next grade level or retained in their current grade level will be used in the Midwest City-Del City Public School District.~~

~~A. Any student who demonstrates proficiency in reading at the third-grade level through a screening instrument which meets the acquisition of reading skills criteria shall not be subject to retention. Upon demonstrating proficiency through screening, the district shall provide notification to the parent(s) and/or guardian(s) of the student that they have satisfied the requirements of the Reading Sufficiency Act and will not be subject to retention pursuant to this section.~~

~~B. If a third-grade student is identified at any point of the academic year as having a significant reading deficiency, which shall be defined as scoring below proficient on a screening instrument which meets the acquisition of reading skills criteria, the district shall immediately begin a student reading portfolio and shall provide notice to the parent of the deficiency.~~

~~1. Students who do not meet the grade-level criteria as established by the Office of Educational Quality and Accountability (OEQA) on reading foundations/processes and vocabulary portions of the third grade assessment may be promoted to fourth grade if the student qualifies for a good cause exemption as authorized by 70 O.S. § 1210.508C.~~

2. Prior to promotion, however, the district shall provide notice to the student's parent(s) and/or guardian(s) that the child is not yet reading at grade level and provide the parent(s) and/or guardian(s) of the child the option for retention should they so desire. The notice shall contain, at a minimum, the most recently identifiable grade level on which the student is actually proficient, the opportunities for summer reading programs, school and/or community based reading tutoring, vendors which provide reading tutoring and the rights to the continuing intensive remediation pursuant to this paragraph.

3. A student so promoted shall be entitled to intensive remediation in reading until the student is able to demonstrate proficiency in reading at the grade level in which the student is enrolled. An intensive remediation plan shall be developed by a "Student Reading Proficiency Team" composed of:

(a) The parent(s) and/or guardian(s) of the student;

(b) The teacher assigned to the student who had responsibility for reading instruction in that academic year;

(c) A teacher in reading who teaches in the subsequent grade level;

(d) The school principal, and

(e) A certified reading specialist, if one is available.

C. If a student has not yet satisfied the proficiency requirements of this section prior to the completion of third grade and still has a significant reading deficiency, as identified based on assessments administered that meet the acquisition of reading skills criteria, has not accumulated evidence of third-grade proficiency through a student portfolio, or is not subject to a good cause exemption, then the student shall not be eligible for automatic promotion to fourth grade.

D. A student not qualified for automatic promotion under paragraph 4 of this subsection may be evaluated for "probationary promotion" by a "Student Reading Proficiency Team" composed of:

1. The parent(s) and/or guardian(s) of the student,

2. The teacher assigned to the student who had responsibility for reading instruction in that academic year,

3. A teacher in reading who teaches in the subsequent grade level,

4. The school principal, and

5. A certified reading specialist.

The student shall be promoted to the fourth grade if the team members unanimously recommend "probationary promotion" to the school district superintendent and the superintendent approves the recommendation that promotion is the best option for the student. If a student is allowed a "probationary promotion", the team shall continue to review the reading performance of the student and repeat the requirements of this paragraph each academic year until the student demonstrates grade-level reading proficiency, as identified through a screening instrument which meets the acquisition of reading skills criteria, for the corresponding grade level in which the student is enrolled or transitions to the requirements set forth by the Achieving Classroom Excellence Act.

E. ~~Students who do not meet the grade-level criteria as established by the Office of Educational Quality and Accountability (OEQA) on reading foundations/processes and vocabulary portions of the third grade assessment and who are not subject to a good cause exemption as provided in subsection K of this section shall be retained in the third grade and provided intensive instructional services and supports.~~

F. ~~The school district shall annually report to the State Department of Education the number of students to the fourth grade as required by law.~~

~~A third grade student may be promoted for "good cause" if the student meets one of the following statutory exemptions:~~

1. ~~Limited English proficient students who have had less than two years of instruction in an English language learner program;~~

2. ~~Students with disabilities whose individualized education plans, consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternate Assessment Program (OAAP);~~

3. ~~Students who demonstrate an acceptable level of performance on an alternative standardized reading assessment approved by the State Board of Education;~~

4. ~~Students who demonstrate through a student portfolio, that the student is reading on grade level as evidenced by demonstration of mastery of the state standards beyond the retention level;~~

5. ~~Students with disabilities who participate in the statewide assessments and who have an Individualized Education Plan (IEP) that reflects that the student has received intensive remediation and has made adequate progress in reading pursuant to the student's IEP.~~

6. ~~Students who have received intensive remediation in reading through a program of reading instruction for two or more years but still demonstrate a deficiency in reading and who were previously retained in prekindergarten for academic reasons, kindergarten, first grade, second grade, or third grade.~~

7. ~~Students who have been granted an exemption for medical emergencies by the State Department of Education may qualify for a good cause exemption. The student must have been granted a medical emergency under 70 O.S. § 1210.508-2 and 210:120-13-23, applicable to the testing window during which the reading foundations/processes and vocabulary portions of the third grade assessment were administered to the student's class.~~

F. ~~Requests to exempt students from the mandatory retention requirements based on one of the good-cause exemptions shall be made using the following process:~~

1. ~~Documentation submitted from the teacher of the student to the school principal that indicates the student meets one of the good-cause exemptions and promotion of the student is appropriate. Documentation shall be limited to the alternative assessment results or student portfolio work and the individual education plan (IEP), as applicable;~~

2. ~~The principal of the school shall review and discuss the documentation with the teacher. If the principal determines that the student meets one of the good-cause exemptions and should be promoted based on the documentation provided, the principal shall make a recommendation in writing to the school district superintendent; and~~

~~3. After review, the school district superintendent shall accept or reject the recommendation of the principal in writing.~~

In the elementary and middle schools, a placement committee consisting of the principal, counselor, and teacher(s) shall determine if a student is to be assigned to the next higher grade. The committee shall consider standardized test scores and the student's age.

Whenever a teacher or a placement committee recommends that a student be retained at the present grade level or not passed in a course, the parent(s) or guardian, if dissatisfied with the recommendation, may appeal the decision by complying with the district's appeal process. The decision of the Board of Education shall be final. The parent(s) or guardian may prepare a written statement to be placed in and become a part of the permanent record of the student stating the parent(s)'s or guardian's reason(s) for disagreeing with the decision of the Board.

~~MID-YEAR PROMOTION POLICY~~
~~Students who have been retained in the third grade due to a reading deficiency may qualify for mid-year promotion. To qualify for a mid-year promotion, a student must demonstrate that they are:~~
~~(1) A successful and independent reader as demonstrated by reading at or above grade level;~~
~~(2) Have progressed sufficiently to master appropriate fourth grade reading skills; and~~
~~(3) Have met any additional requirements, such as satisfactory achievement in other curriculum areas as determined by the policies of the school board.~~
~~Such mid-year promotions must occur during the first semester of the academic year and shall occur prior to November 1 of that academic year.~~

REFERENCE: 70 O.S. §24-114.1
70 O.S. §1210.508C

Dr. Rick Cobb
Superintendent

Erin Rennick White
Executive Director of
Technology

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461 x1282
erennick@mid-del.net

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1754

To: The Board of Education and Dr. Rick Cobb

From: Erin Rennick White, Executive Director of Technology

Date: August 12, 2024

Re: CISCO Security EA Amendment

The attached letter is from the June 10th board meeting and I've highlighted the portion that is needing to be amended. I am requesting an amendment to the pricing of our **EA Cisco Security** product from that meeting because the overall price has decreased, but the first year's payment has increased. The 5 year agreement will be as follows based on the attached quote:

Year 1: $188,379.16
Year 2: $183,459.16
Year 3: $183,459.16
Year 4: $183,459.16
Year 5: $183,459.16

Thank you for your consideration.

Dr. Rick Cobb
Superintendent

Erin Rennick White
Executive Director of
Technology

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Midwest City, OK 73110
(405) 737-4461 x1282
erennick@mid-del.net

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1754

To: The Board of Education and Dr. Rick Cobb

From: Erin Rennick White, Executive Director of Technology

Date: June 10, 2024

Re: CISCO Security EA
CISCO VOIP Renewal
CISCO Smartnet Maintenance Renewal

I am recommending the renewal of **Smartnet Maintenance** for the FY 2024-2025 which provides an agreement to provide continued support and version upgrade protection for critical infrastructure hardware. This is to be paid for from fund 11 project 795 and the total cost of renewal is $54,695.62.

I am recommending the renewal of **CISCO Collaboration Flex Plan for C+Voice Over IP (VoIP)** for the FY 2024-2025 to support the district's phone services. This is a 5 year annually renewable contract (this will be year 4 of 5). This is to be paid for from fund 11 project 795, and the total cost of renewal is $85,695.00.

I am recommending the renewal of **CISCO EA Maintenance Agreements** for FY 2024-2025 to provide continued support and version upgrade protection for our Security NextGen Firewall (NGFW) Threat Defense, web filtering, and Advance Malware Protection (AMP) and Umbrella. This is to be paid for from fund 11 project 795, and the total cost of the renewal is $186,171.15.

Thank you for your consideration.

Chickasaw TELECOM, INC.
www.chickasawtel.com

Quotation

Date May 14, 2024
Quotation # 1
Customer # 1

622 SW 7th Street
Okc, Ok 73109
Telephone (405)945-9582 Fax (405)945-9599

Quotation valid until: July 15, 2024
Prepared by: Brent Nelson
Payment Terms: Due upon receipt of goods

Bill To Information:

Customer Name Mid-Del Schools
Contact Name Alley Hood
Street Address 7217 SE 15th Street
City, State & Zip Code Midwest City, OK 73110
Telephone Number 405-737-4461
Fax Number
E-mail Address ahood@mid-del.net

Special Comments: **State Contract # ITSW1006**

Product #	Product Description	Qty.	Unit List Price	*Lead Time*	Customer Discount	Customer Unit Price	Customer Extended Price
	Subscription				**60%**		
					-	-	-
EA3-M	Cisco EA 3.0 BUNDLE	1	-		-	-	-
E3-SEC-EP-ESS	Security EA 3.0 Cisco Secure Endpoint Essentials	1	-		-	-	-
E3S-EP-ESS	Security EA 3.0 AMP Endpoints Essentials	1600	192.90		115.74	77.16	123,456.00
SVS-E3S-SECEP-B	Basic Software Support for Secure Endpoint	1	-		-	-	-
E3-SEC-SFW	Security EA 3.0 Cisco Secure Firewall	1	-		-	-	-
SVS-E3S-SFW-B	Basic Software Support for Cisco Secure Firewall	1	-		-	-	-
E3S-SFW-FPR4215T	Security EA 3.0 FPR4215 Threat Defense Threat, Malware,URL	2	469,800.00		281,880.00	187,920.00	375,840.00
E3-SFW-SVS2	Cisco Services Portfolio: Secure Firewall T2	1	-		-	-	-
E3-CX-SFW-T2NC	SVCS Portfolio T2 8x7xNCD Secure Firewall Support	1	71,779.20		43,067.52	28,711.68	28,711.68
E3-CX-SFW-T2SWE	SVCS Portfolio T2 Secure FW SWSS Enhance	1	140,940.00		84,564.00	56,376.00	56,376.00
E3-CX-EAMSC	SVCS Portfolio EA Management Service Cisco	1	-		-	-	-
E3-SEC-ES-ADV	Cisco Secure Email Advantage	1	-		-	-	-
E3S-ES-ADV-CES	Security EA 3.0 Cisco Secure Email Cloud	3100	155.30		93.18	62.12	192,572.00
SVS-E3-EMAIL-B	Basic Software Support for Secure Email	1	-		-	-	-
E3-SEC-UMBSIGE	Security EA 3.0 Umbrella Secure Internet Gateway Essentials	1	-		-	-	-
E3S-UMB-SIGE	Security EA 3.0 Umbrella Secure Internet	1300	245.35		147.21	98.14	127,582.00
E3-UMBSIGE-SVS1	Cisco Services Portfolio: Umbrella SIG Essentials T1	1	-		-	-	-
E3-CX-SIGE-T1SSA	SVCS Portfolio T1 Umbrella SIG ESS SW So	1	31,895.40		19,137.24	12,758.16	12,758.16
E3-CX-EAMSC	SVCS Portfolio EA Management Service Cisco	1	-		-	-	-
					-	-	-
					-	-	-
					-	-	-
				Sub Total Equipment	**$ 429,004.89**	**$ 286,003.26**	**$ 917,295.84**
	Annual Payments YR 1-5				**0%**		
					-	-	-
Year 1 Payment	**$188,379.16**				-	-	-
Year 2 Payment	**$183,459.16**				-	-	-
Year 3 Payment	**$183,459.16**				-	-	-
Year 4 Payment	**$183,459.16**				-	-	-
Year 5 Payment	**$183,459.16**				-	-	-
					-	-	-
					-	-	-
					-	-	-
				Sub Total Smartnet	**$ -**	**$ -**	**$ -**
	Misc.				**0%**		
					-	-	-
					-	-	-
					-	-	-
					-	-	-
					-	-	-
				Sub Total Peripherals	**$ -**	**$ -**	**$ -**
	Freight and Shipping				$ -	$ -	$ -
CTI-INST-LBR	Installation, Configuration and Training	1	4,920.00			$ 4,920.00	4,920.00
	THANK YOU FOR YOUR BUSINESS					**TOTAL**	**$ 922,215.84**

Ship To Information:

Customer Name Mid-Del Schools
Contact Name Alley Hood
Street Address 7217 SE 15th Street
City, State & Zip Code Midwest City, OK 73110
Telephone Number 405-737-4461
Fax Number
E-mail Address ahood@mid-del.net

** Lead time is a Cisco estimate in business days plus shipping.*
All Sales are final. No returns without Manufacturer's approval.

If you have a project deadline please let us know when you place the order.

Account Manager: Brent Nelson
Direct Telephone # : 405.945.9582
Cell # 405.315.7229
Federal Identification # : 73-1354410
Service Provider ID (**SPIN**) # : 143028698

Important Confidentiality Notice

This document is proprietary to Chickasaw Telecom and contains Chickasaw Telecom confidential information. It may not be disclosed in whole or in part without the express written authorization of Chickasaw Telecom. No portion of this document may be duplicated or used for any purposes other than to receive product, services or deliverables from Chickasaw Telecom, described herein.

PURCHASE ORDER
Midwest City-Del City I.S.D. No. 52
P.O. BOX 10630
MIDWEST CITY, OKLAHOMA 73140
405-737-4461

Purchase Order

Fiscal Year 2025 | Page: 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **25000327 - 00**

Delivery must be made within doors of specified destination.

NO OKLAHOMA SALES TAX SHOULD BE BILLED.
THE DISTRICT TAX NUMBER IS 73-6033476

BILL TO
Board of Education
Administration Bldg
7217 SE 15th St.
Midwest City, OK 73110

VENDOR
Chickasaw Telecom, Inc.
622 SW 7th Street
Oklahoma City, OK 73109

SHIP TO
Board of Education
Administration Bldg
7217 SE 15th St.
Midwest City, OK 73110
Phone: 405-737-4461

Vendor Affidavit:

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	REQUISITION NUMBER	DELIVERY REFERENCE
405-946-1200	405-945-9599	12500411	ARP/Tech/Rennick White

DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	CUSTOMER ACCOUNT NUMBER	DEPARTMENT/LOCATION
07/01/2024	1135			Administration

NOTES

Security EA Maint Renewal FY25

Return Vendor Copy Connie Drake

ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	Cisco Security EA Bundle Maint Renewal (see attached specifications) 5 year annually renewable contract. This would begin year 4 of 5, to include Next Gen Firewall (NGFW) Threat Defense, Support for NGFW, Web Filtering, Advvanced Malware Protection (AMP), and Umbrella July 1, 2024 - June 30, 2025 State Contract #ITSW 1006 Board Approved June 10, 2024 Customer #1 Per Attached Quote #1	186171.2	EACH	$1.000	$186,171.16

GL SUMMARY

11.795.52580.0653.934.0000.000.900	***$186,171.16***

Encumbrance Clerk

VENDOR COPY

Purchase Order Total **$186,171.16**

Notice to Vendors

Certification Regarding Debarment and Suspension: This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 7 CFR I 3017, Subpart C, Responsibilities of Participants Regarding Transactions. The regulations were published as Part IV of the January 30, 1989. Federal Register (pages 4722-4733) and Part II of the November 26, 2003, Federal Register (pages 66533-66646). Before filling this purchase order (1) The lower-tier participant certifies, by filling this order, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. (2) Where the lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall contact 405-737-4461 ext. 1249.

1. Please Include purchase order number on all invoices and correspondence.
2. Back orders are not permitted without prior approval.
3. No Price increase allowed without prior approval.
4. Submit original invoices, immediately on shipment of merchandise or completion of service.
5. Enclose packing slips with shipment.
6. Prepay all shipping or delivery costs.
7. No payment to be made until order is complete.
8. Request MSDS as required.

Dr. Rick Cobb

Superintendent

Devyn Johnson

Director of Child Nutrition

4731 Judy Dr.
Del City, OK 73115
(405)739-1611

Mailing Address:
4731 Judy Dr
Del City, OK 73115
Fax: (405) 582-7092

To: The Board of Education
Dr. Rick Cobb, Superintendent

From: Pamela Huston, Chief Human Resources Officer
Devyn Johnson, Child Nutrition Director

Date: August 12, 2024

RE: Board Approval Request for Adult Meal Price Increase

We are requesting board approval to increase adult meal lunch pricing from $4.70 to $5.00.

Each year, the minimum charge amount for adult meals served through the School Breakfast Program (SBP) and National School Lunch Program (NSLP) is set by the USDA. This year, the minimum charge amount was raised from $4.70 to $4.97. It is stated in the OSDE Child Nutrition Manual that, “Revenue from the NSLP and SBP CANNOT be used to subsidize adult meals. If adults are charged less than the minimum amount required, the General Fund must cover the difference.” In order to preserve a healthy General Fund balance, we are asking for this increase.

Thank you for your consideration.

K. Adult Meals, Teachers on Duty, and Pricing (Reference FNS Instruction 782-5 [6/6/98])

1. Any location in the school used only for adult meal preparation and/or meal service where the foods prepared/served are only for adult consumption and ***NOT*** student consumption is unallowable. Records must reflect that all foods are purchased without the procurement power of the cafeteria. USDA Foods must not be used for these meals. CNP funds may be used to purchase the food; however, the total cost of the meal must be recovered. A separate project reporting code must be used to track expenditures and revenues

2. Revenue from the NSLP and SBP ***CANNOT*** be used to subsidize adult meals. If adults are charged less than the minimum amount required, the General Fund must cover the difference. SFAs report their adult meal prices during the renewal application process. If all school employees are served free, this is a fringe benefit and should be reflected as such through payroll. Contact OCAS for information on correct procedures to do this. Refer to **page C-45** to determine how much of the General Fund must be used to subsidize adult meals if the SFA is not charging what is required. If the LEA is absorbing the cost, food for these adult meals should be coded to Project Reporting Code 000/Function Code 3155.

   State agency and federal regulations state that the adult must be charged:
   - Adult lunch charge equals free reimbursement rate for lunch plus the additional incentive payment plus the value of USDA Foods *Note: Adult prices can be found every year in CARS in SCHEDULE B - MEAL PRICES at the top of the page. (Prices change every year)*
   - Adult breakfast charge equals free reimbursement rate for regular breakfast.
   - Adult snack charge equals free reimbursement rate for snack.
   - The size of the adult meal or snack should be no larger than the largest portions allotted to the students at that site.

3. Adult meals other than CNP employee meals cannot be served free of charge. CNP employees are adults who are directly involved in the operation and administration of the school nutrition programs. Child Nutrition must be stated in their contract with the district, and these employees must obtain the required professional development hours as required by USDA.

   Teachers on Duty: Teachers who are on duty at the school do not qualify for free meals using CNP funds. Teachers are not considered Child Nutrition employees as it is not stated in their teacher's contract they are support staff, and they are not obtaining the required number of Child Nutrition professional development hours. If the district would like teachers to receive a free meal, it can be paid for out of General Fund and needs to be included as a fringe benefit in their contract. It is also required for the Adult Cost vs Charge form be maintained to ensure Child Nutrition is properly subsidized. This form is located on **page C-45**.

   If the LEA is absorbing the cost, food for these adult meals should be coded to Project Reporting Code 11 (or 22)/Function Code 3155. General Fund is not required to subsidize the cost of CNP employee meals. This is an allowable use of CNP funds.

4. **Adult cafeterias:** The definition of an adult cafeteria is any location in the school used only for adult meal preparation and/or meal service where the foods prepared/served are only for adult consumption and ***NOT*** student consumption. ***Feeding adults only should be set up as a catering account.*** Records must reflect that all foods are purchased without the procurement power of the cafeteria. USDA Foods must not be used for these meals. CNP funds may be used to purchase the food; however, the total cost of the meal must be recovered. A separate project reporting code must be used to track expenditures and revenues.

5. Meals served to any adults may ***NOT*** be claimed for reimbursement or counted toward the donated foods (USDA Foods) entitlement. The determination of individuals, positions involved, and the degree to which their services are attributed to the nonprofit food service program operations are left to local officials.

6. The Nonprogram Food Expenditures/Revenues Report will indicate if an SFA is charging enough to cover its cost for adult meals.

Dr. Rick Cobb

Superintendent

Devyn Johnson

Director of Child Nutrition

4731 Judy Dr.
Del City, OK 73115
(405)739-1611

Mailing Address:
4731 Judy Dr
Del City, OK 73115
Fax: (405) 582-7092

To: The Board of Education
Dr. Rick Cobb, Superintendent

From: Pamela Huston, Chief Human Resources Officer
Devyn Johnson, Child Nutrition Director

Date: August 12, 2024

RE: Board Approval Request for Acceptance of USDA Local Food for Schools Grant

We are requesting board approval to accept a $25,000 grant awarded to Child Nutrition by the Local Food for Schools (LFS) program.

The Local Food for Schools (LFS) program is a cooperative agreement between the U.S. Department of Agriculture's (USDA) Agricultural Marketing Service (AMS) and ODAFF. The LFS is authorized by the American Rescue Plan to maintain and improve food and agricultural supply chain resiliency, with funding made available through USDA's Commodity Credit Corporation.

With the acceptance of this grant, Child Nutrition will work with the OKC Food Hub, a non-profit Central Oklahoma fresh produce delivery company connecting local producers with schools, to place weekly produce orders from local farmers that will be delivered directly to our school sites.

Initial charges for these orders are to be paid by Child Nutrition Fund 22. Proper documentation will be provided to USDA for reimbursement up to $25,000.

Thank you for your consideration.

AGREEMENT

BY AND BETWEEN

THE OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, AND FORESTRY

AND

MID-DEL SCHOOLS

This Agreement by and between the Oklahoma Department of Agriculture, Food, and Forestry (Department), P.O. Box 528804, Oklahoma City, Oklahoma 73152-8804 and Mid-Del Schools, 4731 Judy Drive, Del City, OK 73115, is accepted by both the Department and Mid-Del Schools for the purpose of fulfilling the objectives and provisions of the U.S. Department of Agriculture, Agricultural Marketing Service's Local Food for Schools Program (LFS) and pursuant to the LFS terms and conditions.

NAME OF PROJECT

Local Food for Schools (LFS) Cooperative

PURPOSE

The Local Food for Schools Program is a cooperative agreement between the U.S. Department of Agriculture's (USDA) Agricultural Marketing Service (AMS) and ODAFF. Both programs are authorized by the American Rescue Plan to maintain and improve food and agricultural supply chain resiliency. Mid-Del Schools will utilize the grant money to purchase unprocessed or minimally processed food in accordance with the LFS Grant application submitted to and held on file by the Department.

AGREEMENT TERMS

This Agreement shall not exceed Twenty Five Thousand Dollars ($25,000.00) in federal funds. Total funds available for this Agreement shall be disbursed in increments based upon compliance with the LFS program, and payable on a cost reimbursable basis pursuant to paid invoice/receipts submitted to ODAFF by Mid-Del Schools. No expenditures shall be made pursuant to the Agreement until after receiving a copy of the purchase order. All invoices for monies pursuant to this Agreement shall contain only expenditures that occurred during the term of the Agreement. All reports, invoices, and correspondence regarding this Agreement shall include the purchase order number for the benefit of all parties.

DURATION

This Agreement shall be valid and in effect only after it is signed, dated, and a purchase order issued (Effective Date) and shall conclude on October 31, 2024. This Agreement shall remain in effect until the expiration date, or until thirty (30) days after written notice has been given by either party of their intent and desire to terminate the Agreement.

TERMINATION AND AMENDMENTS

This Agreement may be modified by mutually acceptable written amendments, and an addendum shall be duly executed by authorized officials of the Department and Mid-Del Schools. Either party may request termination of this Agreement upon thirty (30) days written notice to the other party. Early termination of this Agreement shall require an amendment to this Agreement and may require reimbursement up to the Agreement amount. During the effective term of the Agreement should funding be increased, reduced or limited, the Department may increase, reduce or limit the monies available pursuant to this Agreement via issuance of a change order.

MID-DEL SCHOOLS AGREES

1. To purchase food that is unprocessed or minimally processed and is grown or raised within 400 miles of the school

2. To purchase food from the approved vendor list at www.ag.ok.gov or submit a request to ODAFF before purchasing to purchase from a local vendor not on the approved list.

3. To submit invoices and proof of expenditure documentation not to exceed Twenty Five Thousand Dollars ($25,000.00) upon issuance of the purchase order by October 31, 2024. After October 31, 2024, funds will be released from the existing purchase order.

4. To provide the Department any information needed or requested to demonstrate the effectiveness of the program.

5. That a failure to comply with all of the terms and provisions of this Agreement shall result in a suspension of eligibility for all other Department loan or grant programs and participation in any Department promotional program until such time that all terms and provisions of this Agreement are completed.

6. To retain all necessary records, books, and any other reasonably necessary documentation relating to the nature, time, and scope of the Agreement, regardless of form, for a period of seven (7) years following completion or termination of the Agreement. If an audit, litigation, or other action involving the records is commenced before the end of the seven (7) year retention period, the records shall be maintained for two (2) years from the date that all issues arising out of the action are resolved.

7. To allow the State Auditor or any other auditor specified by the Department to conduct an examination of any and all pertinent records, including books, documents, papers, records, accounting

procedures and practices, claims, and other data regardless of type whether in written form, computer data, or any other form filed or produced relating to Mid-Del Schools's performance under this Agreement or any of its subcontractors engaged in the performance of or involving any transactions related to this Agreement.

8. And certifies that the school and all proposed subcontractors, whether known or unknown at the time this Agreement is executed or awarded, are in compliance with 25 O.S. § 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the Free Employee Verification Program (E-Verify) available at www.dhs.gov/E-Verify.

DEPARTMENT AGREES

1. To reimburse Mid-Del Schools upon receipt of properly submitted paid invoices or receipts, an amount not to exceed Twenty Five Thousand Dollars ($25,000.00) of LFS funds to support the designated Project.

2. To provide payment to Mid-Del Schools within forty-five (45) days upon receiving a proper invoice.

3. To assign a purchase order to initiate the Project work to Mid-Del Schools.

COMPLIANCE

This Agreement is made expressly subject to, and the parties expressly agree to comply with and abide by, all of the laws of the United States and of the State of Oklahoma and any political subdivision where any portion of the Agreement is to be performed, including all rules and regulations now existing or that may be promulgated in accordance with all laws applicable in any way to the performance of this Agreement including, but not limited to, the Occupational Safety and Health Act and the Fair Labor Standards Act. The parties shall comply with all local, state, and federal laws regulating employment practices, including those prohibiting discrimination based on sex, race, religion, creed, color, ethnic background, age, and disabilities. Acceptance of this Agreement constitutes awareness of and compliance with the requirements of the aforementioned laws and the Americans with Disabilities Act.

SEVERABILITY

If any provision of this Agreement is found illegal, invalid, or unenforceable under present or future laws effective during the term of this Agreement or any renewal or extension of this Agreement, then it is the intention of the undersigned parties that the remainder of this Agreement shall not be affected. Additionally, for each provision of this Agreement found illegal, invalid, or unenforceable the parties shall add as an amendment to this Agreement a valid and enforceable provision as similar as possible to the terms contained in the unenforceable provision.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last date written below.

For: **MID-DEL SCHOOLS**

By: _____

(Signature)

Rick Cobb Superintendent

(Printed Name and Title)

Date: 5/16/24

For: **OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, AND FORESTRY**

By: Daniel C. Ridings, Director of Administrative Services

Digitally signed by Daniel C. Ridings, Director of Administrative Services
Date: 2024.06.13 17:58:43 -05'00'

(Signature)

(Printed Name and Title)

Date: _____

RFA - Revised (06/22)

Requisition or PO# 0409019471

OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, and FORESTRY
Request for Acquisition Approval Form (RFA)

Requesting Division Section

Division: Market Development

Board Approval: $25,000.00 *(Only if over 5000 00)*

Date of pre-approval: Dec-22 *Board Approval Date*

Acquisition description: Contract between ODAFF and Mid-Del Schools

Justification for Acquisition: Local Food for Schools Program

All contracts, agreements, and MOU's must be reviewed by Office of General Counsel

TWR Initials — 05/14/2024 Date

All Sole Source Affidavits must be reviewed by Office of General Counsel

Initials — Date

Please check the following as they apply to this acquisition:

_____ Verified vendor registered through OMES Vendor Registration
_____ Verify vendor registered through Secretary of State if award is more than $25 000 00
_____ Verify vendor has not been debarred by DCS OTC or Fed Gov't
_____ CP Form 004 for acquisitions more than $5000 00
_____ CP Form 021 for service contracts of any amount

local/state educational institution

Signatures below this box are only required if acquisition is over $5000.00

I request consideration of this acquisition and certify that funds are available

Authorized Division Signature — Date 5/14/24

Certified Procurement Officer Section

I have reviewed the contents of this acquisition request and find them to be complete.

Comments (optional):

Ashley Bender — **Authorized Signature** — Date 6/3/24

Department Approval Section

Request for acquisition is approved.

Comments (optional)

Daniel C. Ridings, Director of Administrative Services — Digitally signed by Daniel C. Ridings, Director of Administrative Services Date: 2024.06.13 17:58:27 -05'00'

Authorized Dept. Signature — Date

Route to Agency Primary Certified Procurement Officer

Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mike Bryan
Executive Director of Operations

TO: The Board of Education and Dr. Rick Cobb, Superintendent

FROM: Mike Bryan, Executive Director of Operations

RE: Tennis Courts Resurfacing & Chain Link Perimeter Fencing, Bond 37

DATE: August 12, 2024

Recommend approval of Merritt Tennis & Track Systems to provide equipment, labor, and materials to resurface tennis courts and install chain link perimeter fencing at Carl Albert High School, Del City High School, and Midwest City High School. Total cost of project is $383,067.00, with a cost breakdown, by site, as follows:

Carl Albert High School "Tennis Courts Improvement" project
$114,000.00 (Merritt/Construction Fees) + $950.00 (Willowbrook/Pre-con Fees)
Grand Total = **$114,950.00**

Del City High School "Tennis Courts Improvement" project
$114,000.00 (Merritt/Construction Fees) + $950.00 (Willowbrook/Pre-con Fees)
Grand Total = **$114,950.00**

Midwest City High School "Tennis Courts Improvement" project
$152,215.00 (Merritt/Construction Fees) + $952.00 (Willowbrook/Pre-con Fees)
Grand Total = **$153,167.00**

Expenditures to be paid from Bond 37 (LR09).

Thank you for your consideration.

Attachments

Mid-Del School District
Resurfacing Tennis Courts
Bid Recommendations

July 17, 2024

RECOMMENDATIONS

Sealed Proposals were opened and read aloud in accordance with the Advertisement for Bids at 2:00 PM, on July 17, 2024 for the following:

Tennis Court Resurfacing	**Bid Item A: Carl Albert High**	**Bid Item B: Del City High**	**Bid Item C: Midwest City High**	**Total Bid**
Merritt Tennis & Track Systems	$ 114,000.00	$ 114,000.00	$ 152,215.00	**$ 380,215.00**
Hellas Construction, Inc.	$ 305,250.00	$ 354,100.00	$ 450,450.00	**$ 1,109,800.00**
Sports King of Texas	$ 75,147.80	$ 77,959.80	$ 83,694.02	**$ 236,801.62**
Trans Tel Tennis				**$ -**

RECOMMENDATION: The apparent low bid did not provide a complete scope of work, therefore considered a non-responsible bid. See attached letter. Award the bid to Merritt Tennis & Track Systems for a total contract amount of $380,215.00

Action taken by Owner:

☐ Approved ☐ Disapproved

Owner Date

3,936 L.F.
132 Rolls

To: Mid-Del School District
7217 SE 15th Street
Midwest City, OK 73110

Project: Resurfacing Tennis Courts at CAHS, DCHS, MCHS

Bid Item A: **Carl Albert High School, 6 courts**

Total Bid: Ehundred fourteen Thousand 00/100 $ 114,000.00

Bid Item B: **Del City High School, 6 courts**

Total Bid: One hundred fourteen Thousand 00/100 $ 114,000.00

Bid Item C: **Midwest City High School, 8 courts**

Total Bid: Ohundred fifty two Thousand two hundred fifteen 00/100 $ 152,215.00

Total Combined (Bid A, B, C):

Total Bid: Three hundred eighty Thousand two hundred fifteen 00/100 $ 380,215.00

The undersigned agrees that I will not withdraw my base price(s) for a period of forty-five (45) days.

Respectfully submitted:

Company Name: Merritt Tennis & Track Systems

Contact Person regarding this bid: Paul Merritt
Print Name

Phone Numbers: (office) 405-947-7918 (cell) 405-850-0720

Email: paul@merritt.com pmerritt.net

Fed I.D. Number: 73-1147715

Business Address: P.O. Box 75728, OKC. OK 73147

By: Paul Merritt
Print Name

Title: President
Print Title

Signature:

Date: 07-10-24

Subject: Sports King of Texas - Bid Error

Dena McCray <dena@sportskingtx.com>
to Hilary Peters

Wed, Jul 17, 7:49 PM (5 day

You are viewing an attached message. Midwest City - Del City Public Schools Mail can't verify the authenticity of attached messages.

Hello Hilary,

I discovered a few minutes ago that I made a calculation error on our overall bid amount. I failed to include the fenc costs with the original submission.

I included the amended bid sheet with the correct total.

My sincere apologies for the error. I don't have Kristy's email address. Can you please forward to her?

Kind regards,
Dena

One attachment • Scanned by Gmail

PDF **Amended Bid Pr..**

To: Mid-Del School District
7217 SE 15th Street
Midwest City, OK 73110

Error

Project: Resurfacing Tennis Courts at CAHS, DCHS, MCHS

Bid Item A: **Carl Albert High School, 6 courts**

Total Bid: 75,147.80 $ 75,147.80

Bid Item B: **Del City High School, 6 courts**

Total Bid: 77,959.80 $ 77,959.80

Bid Item C: **Midwest City High School, 8 courts**

Total Bid: 83,694.02 $ 83,694.02

Total Combined (Bid A, B, C):

Total Bid: 236,801.62 $ 236,801.62

The undersigned agrees that I will not withdraw my base price(s) for a period of forty-five (45) days.

Respectfully submitted:

Company Name: Sports King of Texas, LLC

Contact Person regarding this bid: Deanna McCray
Print Name

Phone Numbers: (office) 214-785-2342 (cell) 972-672-2452

Email: dena@sportsking TX.com

Fed I.D. Number: 88-3079932

Business Address: 3831 FM 2181
Ste 102 Corinth, TX 76210

By: Deanna McCray
Print Name

Title: Owner
Print Title

Signature: Deanna McC

Date: 7/17/24

★ CORRECTED ★

To: Mid-Del School District
7217 SE 15th Street
Midwest City, OK 73110

Project: Resurfacing Tennis Courts at CAHS, DCHS, MCHS

Bid Item A: **Carl Albert High School, 6 courts**

Total Bid: 131,813.00 $ 131,813.00

Bid Item B: **Del City High School, 6 courts**

Total Bid: 135,902.00 $ 135,902.00

Bid Item C: **Midwest City High School, 8 courts**

Total Bid: 148,826.00 $ 148,826.00

Total Combined (Bid A, B, C):

Total Bid: 416,541.00 $ 416,541.00

The undersigned agrees that I will not withdraw my base price(s) for a period of forty-five (45) days.

Respectfully submitted:

Company Name: Sports King of Texas

Contact Person regarding this bid: Deanna McCray
Print Name

Phone Numbers: (office) 214-785-2342 (cell) 972-672-2452

Email: deana@sportskingtx.com

Fed I.D. Number: 88-3079932

Business Address: 3831 FM 2181 Ste 102
Corinth Tx 76210

By: Deanna McCray
Print Name

Title: owner
Print Title

Signature: Deanna M

Date: 7/17/24

Rick Cobb, Ph.D.
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mike Bryan
Executive Director of Operations

To: The Board of Education and Dr. Rick Cobb, Superintendent

From: Mike Bryan, Executive Director of Operations

Re: Surplus of Old CAHS PAC Theater Seating, FY25

Date: August 12, 2024

Recommend approval to declare one thousand two hundred eighty-nine (1,289) old theater seats, from Carl Albert High School (Performing Arts Center), surplus property.

Thank you for your consideration.

Dr. Rick Cobb
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mike Bryan
Executive Director of Operations

TO: The Board of Education and Dr. Rick Cobb, Superintendent

FROM: Mike Bryan, Executive Director of Operations

RE: GMP Amendments 7- 9 (High School PAC Lighting, Rigging & Sound)
Bond 37 (LR09)

DATE: August 12, 2024

Recommend approval of GMP Amendments 7, 8, & 9 to the Willowbrook, Inc. construction management contract, as well as architect/engineer fees, on the following Bond Fund 37/(LR09) construction projects:

Amendment No. 7 – "PAC Lighting/Rigging/Sound at Carl Albert High School" project
Willowbrook = (GMP Amount) **$471,770.77** + (Pre-con Fee Total) $**3,538.28** = (GT) **$475,309.05**
Michael McCoy Architects = (GMP x 7%) **$33,023.95**
GMP + Pre-con + Architect Fees = (GT) **$508,333.00**

Amendment No. 8 – "PAC Lighting/Rigging/Sound at Del City High School" project
Willowbrook = (GMP Amount) **$442,099.10** + (Pre-con Fee Total) $**3,315.74** = (GT) $**445,414.84**
Michael McCoy Architects = (GMP x 7%) **$ 30,946.94**
GMP + Pre-con + Architect Fees = (GT) **$476,361.78**

Amendment No. 9 – "PAC Lighting/Rigging/Sound at Midwest City High School" project
Willowbrook = (GMP Amount) **$441,466.30** + (Pre-con Fee Total) $**3,311.00** = (GT) $**444,777.30**
Michael McCoy Architects = (GMP x 7%) **$30,902.64**
GMP + Pre-con + Architect Fees = (GT) **$475,679.94**

Expenditures to be paid from Bond 37 and/or Lease Revenue 09.

Thank you for your consideration.

Attachment

Mid-Del Schools
PAC Lighting/Rigging/Sound

BIDDER NAME	Base Bid	TOTAL	Breakdown		
5 Lighting/Controls/Dimming			CAHS	DCHS	MCHS
Toucan Productions, Inc.	$ 535,000.00		$ 175,000.00	$ 185,000.00	$ 175,000.00
6 Stage Rigging			CAHS	DCHS	MCHS
Performance Stage Inc	$ 155,128.20		$ 51,709.40	$ 51,709.40	$ 51,709.40
7 Audio/Video Systems			CAHS	DCHS	MCHS
Techsico Enterprise Solutions, LLC	$ 215,916.10		$ 74,274.03	$ 68,103.04	$ 73,539.03
Performance Stage Inc	$ 315,788.50		$ 105,262.83	$ 105,262.83	$ 105,262.83

AIA® Document A133® – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the 12th day of August in the year 2024 is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 13th day of June in the year 2022 (the "Agreement")

for the following **PROJECT:**

Amendment No. 7 - Base Bid

Mid-Del Schools
PAC Lighting/Rigging/Sound – Carl Albert High School
Midwest City, Oklahoma. 73130

THE OWNER:
Mid-Del Schools
7217 SE 15th St
Midwest City, Oklahoma. 73110

THE CONSTRUCTION MANAGER:
Willowbrook, Inc.
620 NE 36th St
Oklahoma City, Oklahoma. 73105

TABLE OF ARTICLES

A.1 GUARANTEED MAXIMUM PRICE

A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Hundred Seventy-one Thousand Seven Hundred Seventy dollars and Seventy-seven cents ($471,770.77), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories,

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

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

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init. /

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User Notes: (1130770797)

including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

See Exhibit A, Attachment No. 1 – Detail of Clarifications, Assumptions, Allowances

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
N/A	

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.

Item	Price	Conditions for Acceptance
N/A		

§ A.1.1.6 Unit prices, if any:

Item	Units and Limitations	Price per Unit ($0.00)

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

[X] The date of execution of this Amendment.

[ ] Established as follows:

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

[ ] Not later than ( ) calendar days from the date of commencement of the Work.

[X] By the following date: March 31, 2025

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

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Portion of Work	Substantial Completion Date

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Specification Book	Project Manual	July 1, 2024	All
Addendum	No. 1	July 10, 2024	All
Addendum	No. 2	July 17, 2024	All

§ A.3.1.2 The following Specifications:

See Attachment No. 2 – Index of Documents and Drawings

§ A.3.1.3 The following Drawings:

See Attachment No. 2 – Index of Documents and Drawings

§ A.3.1.4 The Sustainability Plan, if any:
Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

Item	Price
Electrical	$36,000.00
Balcony Sconce Lights	$9,000.00
Stage Booms	$4,500.00
Ticket Booth	$5,000.00
Move Chairs	$20,000.00

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
See Attachment No. 4 – Clarifications and Assumptions

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
See Attachment No. 3 – Recommendation of Bids

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONSTRUCTION MANAGER** *(Signature)*
Dr. Ed Daniel, President (or designee) Mid-Del Schools Board of Education	Weston DeHart, President Willowbrook, Inc.
(Printed name and title)	*(Printed name and title)*

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User Notes: (1130770797)

Mid-Del Public School
PAC Lighting, Rigging, Sound - CAHS

Exhibit A
Attachment No. 1
Detail of Clarifications, Assumptions, Allowances

August 12, 2024
Willowbrook

BID PACKAGE	DESCRIPTION	Base Bid	TOTAL	CONTRACTOR	NOTES
	General Requirements	$ 20,600.00	$ 20,600.00		
	General Conditions	$ 24,400.00	$ 24,400.00		
5	Lighting/Controls/Dimming	$ 175,000.00	$ 175,000.00	Toucan Productions, Inc.	
6	Stage Rigging	$ 51,709.40	$ 51,709.40	Performance Stage, Inc.	
7	Audio/Video Systems	$ 74,274.03	$ 74,274.03	Techsico Enterprise Solutions, LLC	
	Allowance - Electrical	$ 36,000.00	$ 36,000.00		#1
	Allowance - Balcony Sconce Lights	$ 9,000.00	$ 9,000.00		#1
	Allowance - Stage Booms	$ 4,500.00	$ 4,500.00		#1
	Allowance - Ticket Booth	$ 5,000.00	$ 5,000.00		#1
	Allowance - Move Chairs	$ 20,000.00	$ 20,000.00		#1
		$ -	$ -		
				Bid Recommendations	#2
	Subtotal	$ 420,483.43	$ 420,483.43		
	CM Contingency	$ 21,024.17	$ 21,024.17		
	Bonds	$ 4,061.87	$ 4,061.87		
	Builders Risk Insurance	$ 3,831.90	$ 3,831.90		
	General Liability Insurance	$ 4,224.37	$ 4,224.37		
	Subtotal	$ 453,625.74	$ 453,625.74		
	CM Fee	$ 18,145.03	$ 18,145.03		
	TOTAL ESTIMATED CONSTRUCTION COST	$ 471,770.77	$ 471,770.77	**<<<<<< GMP**	#3
	Pre-Construction Fee (Not included in GMP)	$ 3,538.28	$ 3,538.28		

Note #1: Final costs that are under/over this allowance will increase/decrease the CM's contingency amount. Any remaining portion of the CM's contingency will be returned to the Owner by a deduct change order at the end of the project.

Note #2: The bids have been solicited on the basis of award within 30 days.

Note #3: The following items are NOT INCLUDED in the Guaranteed Maximum Price: A/E fees, CM Pre-Construction Fee, Owner contingency, sales tax, items provided by Owner, and requirements by the Authority Having Jurisdiction that are not specifically depicted or indicated on the Contract Documents, permanent utility costs during construction start-up, testing and occupying the building.

Mid-Del Schools

Bond Issue 2023

Exhibit "A"

SUMMARY OF FUNDS AS ISSUED TO CMSWILLOWBROOK

(Includes all approved change orders)

	DATE		AMOUNT		EXTENDED AMOUNT
Pre-Construction Fee	3/11/2024	$	2,046.46	$	2,046.46
Amendment No. 1 - PAC Seating at Carl Albert High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	249,357.28		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,349.29		
Builders Risk Insurance		$	2,216.28		
General Liability Insurance		$	2,443.27		
CM Fee		$	10,494.64		
		$	272,860.76	$	274,907.22
Pre-Construction Fee	3/11/2024	$	2,195.29	$	277,102.51
Amendment No. 2 - PAC Seating at Del City High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	267,928.50		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,520.14		
Builders Risk Insurance		$	2,377.46		
General Liability Insurance		$	2,620.97		
CM Fee		$	11,257.88		
		$	292,704.95	$	569,807.45
Pre-Construction Fee	3/11/2024	$	2,091.42	$	571,898.87
Amendment No. 3 - PAC Seating at Midwest City High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	254,967.33		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,400.90		
Builders Risk Insurance		$	2,264.97		
General Liability Insurance		$	2,496.95		
CM Fee		$	10,725.21		
		$	278,855.35	$	850,754.22
Pre-Construction Fee	5/13/2024	$	1,730.88	$	852,485.10
Amendment No. 4 - PAC Flooring at Carl Albert High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	49,033.00		
Bid Package 3 Flooring - Bryan's Flooring		$	16,212.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,500.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,284.75		
Bonds		$	1,987.01		
Builders Risk Insurance		$	1,874.51		
General Liability Insurance		$	2,066.51		
CM Fee		$	8,876.31		
		$	230,784.10	$	1,083,269.20

Pre-Construction Fee	5/13/2024	$	1,735.47	$	1,085,004.67
Amendment No. 5 - PAC Flooring at Del City High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	49,275.00		
Bid Package 3 Flooring - Bryan's Flooring		$	17,015.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,000.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,312.00		
Bonds		$	1,992.28		
Builders Risk Insurance		$	1,879.48		
General Liability Insurance		$	2,071.98		
CM Fee		$	8,899.83		
		$	231,395.57	$	1,316,400.24
Pre-Construction Fee	5/13/2024	$	1,720.19	$	1,318,120.43
Amendment No. 6 - PAC Flooring at Midwest City High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	48,926.00		
Bid Package 3 Flooring - Bryan's Flooring		$	15,549.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,000.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,221.25		
Bonds		$	1,974.75		
Builders Risk Insurance		$	1,862.94		
General Liability Insurance		$	2,053.75		
CM Fee		$	8,821.51		
		$	229,359.19	$	1,547,479.63
Pre-Construction Fee	8/12/2024	$	3,538.28	$	1,551,017.91
Amendment No. 7 - PAC Lighting/Rigging/Sound at Carl Albert High School (Base Bid)	8/12/2024				
GENERAL REQUIREMENTS		$	20,600.00		
GENERAL CONDITIONS		$	24,400.00		
Bid Package 5 Lighting/Controls/Dimming - Toucan Productions, Inc.		$	175,000.00		
Bid Package 6 Stage Rigging - Performance Stage, Inc.		$	51,709.40		
Bid Package 7 Audio Video - Techsico Enterprise Solutions, LLC		$	74,274.03		
Allowance - Electrical		$	36,000.00		
Allowance - Balcony Sconce Lights		$	9,000.00		
Allowance - Stage Booms		$	4,500.00		
Allowance - Ticket Booth		$	5,000.00		
Allowance - Move Chairs		$	20,000.00		
CM Contingency		$	21,024.17		
Bonds		$	4,061.87		
Builders Risk Insurance		$	3,831.90		
General Liability Insurance		$	4,224.37		
CM Fee		$	18,145.03		
		$	471,770.77	$	2,022,788.68

INDEX OF DOCUMENTS AND DRAWINGS

SPECIFICATIONS, dated July 1, 2024, consisting of:

Table of Contents (TOC)

Construction Manager TOC consisting of: Division 0 – Contract and Bidding Documents
Architectural TOC consisting of: Division 1

PLANS, dated July 1, 2024, consisting of:

SHEET INDEX

A1	CARL ALBERT (CAHS) HIGH SCHOOL PAC FLOOR PLAN
A2	DEL CITY (DCHS) HIGH SCHOOL PAC FLOOR PLAN
A3	MIDWEST CITY (MCHS) HIGH SCHOOL PAC FLOOR PLAN
A4	CAHS STAGE RIGGING PLAN
A5	DCHS STAGE RIGGING PLAN
A6	MCHS STAGE RIGGING PLAN
A7	CAHS LIGHTING/CONTROL PLAN
A8	DCHS LIGHTING/CONTROL PLAN
A9	MCHS LIGHTING/CONTROL PLAN
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SOUND SYSTEM

AV102	DEL CITY WIRELESS
AV103	DEL CITY VIDEO AND DOWSER
AV104	MIDWEST CITY WIRELESS
AV105	MIDWEST CITY VIDEO AND DOWSER
AV106	CARL ALBERT WIRELESS
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AV108	CARL ALBERT SPEAKER CLUSTER RELOCATION
AV109	CARL ALBERT SPEAKER CLUSTER RELOCATION

ADDENDA

Addendum No 1, dated July 10, 2024

Addendum No 2, dated July 17, 2024
Sheets: AV102, AV103, AV104, AV105, AV106, AV107, AV108, AV109

END OF SECTION

Mid-Del Schools
PAC Lighting/Rigging/Sound

Bid Recommendations

Sealed Bids were opened and read aloud in accordance with the advertisement for bids on July 23, 2024 for the following bid packages:		
BIDDER NAME		**Base Bid**
5 Lighting/Controls/Dimming		
Toucan Productions, Inc.		$ 175,000.00
Recommendation: Award the Base Bid to the low responible bidder, Toucan Producations, Inc. for a total amount of $175,000.00.		
6 Stage Rigging		
Performance Stage Inc		$ 51,709.40
Recommendation: Award the Base Bid to the low responible bidder, Performance Stage, Inc. for a total amount of $51,709.40.		
7 Audio/Video Systems		
Techsico Enterprise Solutions, LLC		$ 74,274.03
Performance Stage Inc		$ 105,262.83
Recommendation: Award the Base Bid to the low responible bidder, Techsico Enterprises Solutions, LLC for a total amount of $74,274.03.		

Clarification and Assumptions

We have listed below the assumptions and clarifications that we have considered so that we both fully understand what is and what is not included in the Guaranteed Maximum Price (GMP). Where actual events on the project differ from the assumptions and clarifications listed below, the GMP will require adjustments for the resulting additional costs and expenses. These assumptions and clarifications are specifically used to establish the basis of the GMP and as such are intended to clarify and take precedence over details or items shown on Contract Documents, in the event there is a discrepancy between or among any of them.

General Assumptions

1. This GMP is based on the 100% Final Bid Documents for the Mid-Del Schools, PAC Lighting/Rigging/Sound, as prepared by Michael McCoy Architects, dated July 1, 2024, and the following Assumptions and Clarifications.
2. The bids have been solicited on the basis of award within 30 days.
3. The GMP is based on an assumed construction start in August 2024.
4. All off-site permits are not included and shall be paid by the Owner.
5. Any requirements by Mid-Del Public Schools, City of Oklahoma City, City of Del City, City of Midwest City, the State Fire Marshal or any other Authority Having Jurisdiction that are not specifically depicted or indicated in the Contract Documents have not been included in the GMP.
6. This GMP assumes that Owner furnished items will be on-site in accordance with the Construction Manager's schedule.
7. The costs of construction testing and inspection services are not included in this GMP proposal.
8. It is assumed that the Contract Documents are in compliance with all required codes, including, local, state and federal requirements, so no monies are included for changes to the Contract Documents necessary to comply with the aforementioned codes and requirements.
9. The schedule format to be used is Smartsheet.
10. This GMP is based on CM utilizing the Construction Managers cloud based management software for project administration including the processing of submittals, RFIs, emails, etc.
11. This GMP is based on all awarded low bidders entering and executing a contract with CM upon GMP approval.
12. This GMP is based on Design team will provide necessary CAD files to CM for various shop drawings and submittals at no additional costs.
13. A Construction Manager's construction contingency is not included in the GMP.
14. An Owner or Design contingency is not included in the GMP.
15. The order of precedence of the documents in the event that there is a conflict between documents is:
    a. Future change orders.
    b. These Assumptions and Clarifications dated August 12, 2024.
    c. Agreement between Owner and Construction Manager.
    d. Addenda as issued by the Architect.
    e. Contract drawings and specifications, as prepared by the Architect.

16. General Conditions and Requirements amount is a lump sum and shall be billed on an equivalent monthly basis throughout project duration.
17. The following items are **NOT INCLUDED** in the GMP: A/E fees, CM PreConstruction Fee, Building Permit, Sales Tax, Items provided by Owner, and requirements by the Authority Having Jurisdiction that are not specifically depicted or indicated on the Contract Documents, permanent utility cost during construction start-up, test and occupy the building.
18. Preconstruction services are not part of the GMP and will be billed separately.
19. The Owner will provide temporary and permanent utility cost during construction for start-up, test and occupy the new building.
20. The GMP includes allowances for costs not fully determined at time of GMP issue. These costs are listed on the cost report.

AIA® Document A133® – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the 12th day of August in the year 2024 is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 13th day of June in the year 2022 (the "Agreement")

for the following **PROJECT:**

Amendment No. 8 - Base Bid

Mid-Del Schools
PAC Lighting/Rigging/Sound – Del City High School
Del City, Oklahoma. 73115

THE OWNER:
Mid-Del Schools
7217 SE 15th St
Midwest City, Oklahoma. 73110

THE CONSTRUCTION MANAGER:
Willowbrook, Inc.
620 NE 36th St
Oklahoma City, Oklahoma. 73105

TABLE OF ARTICLES

A.1 GUARANTEED MAXIMUM PRICE

A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

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

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

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Hundred Forty-two Thousand Ninety-nine dollars and Ten cents ($442,099.10), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the

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User Notes: (1412649541)

Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

See Exhibit A, Attachment No. 1 – Detail of Clarifications, Assumptions, Allowances

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
N/A	

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.

Item	Price	Conditions for Acceptance
N/A		

§ A.1.1.6 Unit prices, if any:

Item	Units and Limitations	Price per Unit ($0.00)

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

[X] The date of execution of this Amendment.

[ ] Established as follows:

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

[ ] Not later than ( ) calendar days from the date of commencement of the Work.

[X] By the following date: March 31, 2025

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

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User Notes: (1412649541)

Portion of Work	Substantial Completion Date

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Specification Book	Project Manual	July 1, 2024	All
Addendum	No. 1	July 10, 2024	All
Addendum	No. 2	July 17, 2024	All

§ A.3.1.2 The following Specifications:

See Attachment No. 2 – Index of Documents and Drawings

§ A.3.1.3 The following Drawings:

See Attachment No. 2 – Index of Documents and Drawings

§ A.3.1.4 The Sustainability Plan, if any:

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

Item	Price
Electrical	$43,000.00
Stage Booms	$4,500.00
Attic Access Ladders	$2,500.00

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
See Attachment No. 4 – Clarifications and Assumptions

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
See Attachment No. 3 – Recommendation of Bids

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONSTRUCTION MANAGER** *(Signature)*
Dr. Ed Daniel, President (or designee) Mid-Del Schools Board of Education	Weston DeHart, President Willowbrook, Inc.
(Printed name and title)	*(Printed name and title)*

Init.
/
AIA Document A133 – 2019 Exhibit A. Copyright © 1991, 2003, 2009, and 2019. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 17:06:52 ET on 07/29/2024 under Order No.4104244461 which expires on 08/10/2024, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (1412649541)

BID PACKAGE	DESCRIPTION	Base Bid	TOTAL	CONTRACTOR	NOTES
	General Requirements	$ 15,325.00	$ 15,325.00		
	General Conditions	$ 23,900.00	$ 23,900.00		
5	Lighting/Controls/Dimming	$ 185,000.00	$ 185,000.00	Toucan Productions, Inc.	
6	Stage Rigging	$ 51,709.40	$ 51,709.40	Performance Stage, Inc.	
7	Audio/Video Systems	$ 68,103.04	$ 68,103.04	Techsico Enterprise Solutions, LLC	
	Allowance - Electrical	$ 43,000.00	$ 43,000.00		#1
	Allowance - Stage Booms	$ 4,500.00	$ 4,500.00		#1
	Allowance - Attic Access Ladders	$ 2,500.00	$ 2,500.00		#1
		$ -	$ -		
				Bid Recommendations	#2
	Subtotal	$ 394,037.44	$ 394,037.44		
	CM Contingency	$ 19,701.87	$ 19,701.87		
	Bonds	$ 3,806.40	$ 3,806.40		
	Builders Risk Insurance	$ 3,590.89	$ 3,590.89		
	General Liability Insurance	$ 3,958.68	$ 3,958.68		
	Subtotal	$ 425,095.29	$ 425,095.29		
	CM Fee	$ 17,003.81	$ 17,003.81		
	TOTAL ESTIMATED CONSTRUCTION COST	$ 442,099.10	$ 442,099.10	**<<<<<< GMP**	#3
	Pre-Construction Fee (Not included in GMP)	$ 3,315.74	$ 3,315.74		

Note #1: Final costs that are under/over this allowance will increase/decrease the CM's contingency amount. Any remaining portion of the CM's contingency will be returned to the Owner by a deduct change order at the end of the project.

Note #2: The bids have been solicited on the basis of award within 30 days.

Note #3: The following items are NOT INCLUDED in the Guaranteed Maximum Price: A/E fees, CM Pre-Construction Fee, Owner contingency, sales tax, items provided by Owner, and requirements by the Authority Having Jurisdiction that are not specifically depicted or indicated on the Contract Documents, permanent utility costs during construction start-up, testing and occupying the building.

Mid-Del Schools

Bond Issue 2023

Exhibit "A"

SUMMARY OF FUNDS AS ISSUED TO CMSWILLOWBROOK

(Includes all approved change orders)

	DATE		AMOUNT		EXTENDED AMOUNT
Pre-Construction Fee	3/11/2024	$	2,046.46	$	2,046.46
Amendment No. 1 - PAC Seating at Carl Albert High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	249,357.28		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,349.29		
Builders Risk Insurance		$	2,216.28		
General Liability Insurance		$	2,443.27		
CM Fee		$	10,494.64		
		$	272,860.76	$	274,907.22
Pre-Construction Fee	3/11/2024	$	2,195.29	$	277,102.51
Amendment No. 2 - PAC Seating at Del City High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	267,928.50		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,520.14		
Builders Risk Insurance		$	2,377.46		
General Liability Insurance		$	2,620.97		
CM Fee		$	11,257.88		
		$	292,704.95	$	569,807.45
Pre-Construction Fee	3/11/2024	$	2,091.42	$	571,898.87
Amendment No. 3 - PAC Seating at Midwest City High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	254,967.33		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,400.90		
Builders Risk Insurance		$	2,264.97		
General Liability Insurance		$	2,496.95		
CM Fee		$	10,725.21		
		$	278,855.35	$	850,754.22
Pre-Construction Fee	5/13/2024	$	1,730.88	$	852,485.10
Amendment No. 4 - PAC Flooring at Carl Albert High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	49,033.00		
Bid Package 3 Flooring - Bryan's Flooring		$	16,212.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,500.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,284.75		
Bonds		$	1,987.01		
Builders Risk Insurance		$	1,874.51		
General Liability Insurance		$	2,066.51		
CM Fee		$	8,876.31		
		$	230,784.10	$	1,083,269.20

Pre-Construction Fee	5/13/2024	$	1,735.47	$	1,085,004.67
Amendment No. 5 - PAC Flooring at Del City High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	49,275.00		
Bid Package 3 Flooring - Bryan's Flooring		$	17,015.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,000.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,312.00		
Bonds		$	1,992.28		
Builders Risk Insurance		$	1,879.48		
General Liability Insurance		$	2,071.98		
CM Fee		$	8,899.83		
		$	231,395.57	$	1,316,400.24
Pre-Construction Fee	5/13/2024	$	1,720.19	$	1,318,120.43
Amendment No. 6 - PAC Flooring at Midwest City High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	48,926.00		
Bid Package 3 Flooring - Bryan's Flooring		$	15,549.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,000.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,221.25		
Bonds		$	1,974.75		
Builders Risk Insurance		$	1,862.94		
General Liability Insurance		$	2,053.75		
CM Fee		$	8,821.51		
		$	229,359.19	$	1,547,479.63
Pre-Construction Fee	8/12/2024	$	3,538.28	$	1,551,017.91
Amendment No. 7 - PAC Lighting/Rigging/Sound at Carl Albert High School (Base Bid)	8/12/2024				
GENERAL REQUIREMENTS		$	20,600.00		
GENERAL CONDITIONS		$	24,400.00		
Bid Package 5 Lighting/Controls/Dimming - Toucan Productions, Inc.		$	175,000.00		
Bid Package 6 Stage Rigging - Performance Stage, Inc.		$	51,709.40		
Bid Package 7 Audio Video - Techsico Enterprise Solutions, LLC		$	74,274.03		
Allowance - Electrical		$	36,000.00		
Allowance - Balcony Sconce Lights		$	9,000.00		
Allowance - Stage Booms		$	4,500.00		
Allowance - Ticket Booth		$	5,000.00		
Allowance - Move Chairs		$	20,000.00		
CM Contingency		$	21,024.17		
Bonds		$	4,061.67		
Builders Risk Insurance		$	3,831.90		
General Liability Insurance		$	4,224.37		
CM Fee		$	18,145.03		
		$	471,770.77	$	2,022,788.68
Pre-Construction Fee	8/12/2024	$	3,315.74	$	2,026,104.42
Amendment No. 8 - PAC Lighting/Rigging/Sound at Del City High School (Base Bid)	8/12/2024				
GENERAL REQUIREMENTS		$	15,325.00		
GENERAL CONDITIONS		$	23,900.00		
Bid Package 5 Lighting/Controls/Dimming - Toucan Productions, Inc.		$	185,000.00		
Bid Package 6 Stage Rigging - Performance Stage, Inc.		$	51,709.40		
Bid Package 7 Audio Video - Techsico Enterprise Solutions, LLC		$	68,103.04		
Allowance - Electrical		$	43,000.00		
Allowance - Stage Booms		$	4,500.00		
Allowance - Attic Access Ladders		$	2,500.00		
CM Contingency		$	19,701.87		
Bonds		$	3,806.40		
Builders Risk Insurance		$	3,590.69		
General Liability Insurance		$	3,958.68		
CM Fee		$	17,003.81		
		$	442,099.10	$	2,468,203.53

INDEX OF DOCUMENTS AND DRAWINGS

SPECIFICATIONS, dated July 1, 2024, consisting of:

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Construction Manager TOC consisting of: Division 0 – Contract and Bidding Documents
Architectural TOC consisting of: Division 1

PLANS, dated July 1, 2024, consisting of:

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A2	DEL CITY (DCHS) HIGH SCHOOL PAC FLOOR PLAN
A3	MIDWEST CITY (MCHS) HIGH SCHOOL PAC FLOOR PLAN
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ADDENDA

Addendum No 1, dated July 10, 2024

Addendum No 2, dated July 17, 2024
Sheets: AV102, AV103, AV104, AV105, AV106, AV107, AV108, AV109

END OF SECTION

Mid-Del Schools
PAC Lighting/Rigging/Sound

Bid Recommendations

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Recommendation: Award the Base Bid to the low responible bidder, Toucan Producations, Inc. for a total amount of $185,000.00.		
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Performance Stage Inc		$ 51,709.40
Recommendation: Award the Base Bid to the low responible bidder, Performance Stage, Inc. for a total amount of $51,709.40.		
7 Audio/Video Systems		
Techsico Enterprise Solutions, LLC		$ 68,103.04
Performance Stage Inc		$ 105,262.83
Recommendation: Award the Base Bid to the low responible bidder, Techsico Enterprises Solutions, LLC for a total amount of $68,103.04.		

Attachment No 3

Clarification and Assumptions

We have listed below the assumptions and clarifications that we have considered so that we both fully understand what is and what is not included in the Guaranteed Maximum Price (GMP). Where actual events on the project differ from the assumptions and clarifications listed below, the GMP will require adjustments for the resulting additional costs and expenses. These assumptions and clarifications are specifically used to establish the basis of the GMP and as such are intended to clarify and take precedence over details or items shown on Contract Documents, in the event there is a discrepancy between or among any of them.

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1. This GMP is based on the 100% Final Bid Documents for the Mid-Del Schools, PAC Lighting/Rigging/Sound, as prepared by Michael McCoy Architects, dated July 1, 2024, and the following Assumptions and Clarifications.
2. The bids have been solicited on the basis of award within 30 days.
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    d. Addenda as issued by the Architect.
    e. Contract drawings and specifications, as prepared by the Architect.

16. General Conditions and Requirements amount is a lump sum and shall be billed on an equivalent monthly basis throughout project duration.
17. The following items are **NOT INCLUDED** in the GMP: A/E fees, CM PreConstruction Fee, Building Permit, Sales Tax, Items provided by Owner, and requirements by the Authority Having Jurisdiction that are not specifically depicted or indicated on the Contract Documents, permanent utility cost during construction start-up, test and occupy the building.
18. Preconstruction services are not part of the GMP and will be billed separately.
19. The Owner will provide temporary and permanent utility cost during construction for start-up, test and occupy the new building.
20. The GMP includes allowances for costs not fully determined at time of GMP issue. These costs are listed on the cost report.

AIA® Document A133® – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the 12th day of August in the year 2024 is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 13th day of June in the year 2022 (the "Agreement")

for the following **PROJECT:**

Amendment No. 9 - Base Bid

Mid-Del Schools
PAC Lighting/Rigging/Sound – Midwest City High School
Midwest City, Oklahoma. 73110

THE OWNER:
Mid-Del Schools
7217 SE 15th St
Midwest City, Oklahoma. 73110

THE CONSTRUCTION MANAGER:
Willowbrook, Inc.
620 NE 36th St
Oklahoma City, Oklahoma. 73105

TABLE OF ARTICLES

A.1 GUARANTEED MAXIMUM PRICE

A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

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

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

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Hundred Forty-one Thousand Four Hundred Sixty-six dollars and Thirty cents ($441,466.30), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories,

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User Notes: (1970286713)

including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

See Exhibit A, Attachment No. 1 – Detail of Clarifications, Assumptions, Allowances

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
N/A	

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.

Item	Price	Conditions for Acceptance
N/A		

§ A.1.1.6 Unit prices, if any:

Item	Units and Limitations	Price per Unit ($0.00)

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

[X] The date of execution of this Amendment.

[ ] Established as follows:

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

[ ] Not later than ( ) calendar days from the date of commencement of the Work.

[X] By the following date: March 31, 2025

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

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Portion of Work	Substantial Completion Date

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Specification Book	Project Manual	July 1, 2024	All
Addendum	No. 1	July 10, 2024	All
Addendum	No. 2	July 17, 2024	All

§ A.3.1.2 The following Specifications:

See Attachment No. 2 – Index of Documents and Drawings

§ A.3.1.3 The following Drawings:

See Attachment No. 2 – Index of Documents and Drawings

§ A.3.1.4 The Sustainability Plan, if any:

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

Item	Price
Electrical	$47,000.00
Stage Booms	$4,500.00
Attic Access Ladders	$2,500.00

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
See Attachment No. 4 – Clarifications and Assumptions

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
See Attachment No. 3 – Recommendation of Bids

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONSTRUCTION MANAGER** *(Signature)*
Dr. Ed Daniel, President (or designee) Mid-Del Schools Board of Education *(Printed name and title)*	Weston DeHart, President Willowbrook, Inc. *(Printed name and title)*

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User Notes: (1970286713)

Mid-Del Public School
PAC Lighting, Rigging, Sound - MCHS

Exhibit A
Attachment No. 1
Detail of Clarifications, Assumptions, Allowances

August 12, 2024
Willowbrook

BID PACKAGE	DESCRIPTION	Base Bid	TOTAL	CONTRACTOR	NOTES
	General Requirements	$ 15,325.00	$ 15,325.00		
	General Conditions	$ 23,900.00	$ 23,900.00		
5	Lighting/Controls/Dimming	$ 175,000.00	$ 175,000.00	Toucan Productions, Inc.	
6	Stage Rigging	$ 51,709.40	$ 51,709.40	Performance Stage, Inc.	
7	Audio/Video Systems	$ 73,539.03	$ 73,539.03	Techsico Enterprise Solutions, LLC	
	Allowance - Electrical	$ 47,000.00	$ 47,000.00		#1
	Allowance - Stage Booms	$ 4,500.00	$ 4,500.00		#1
	Allowance - Attic Access Ladders	$ 2,500.00	$ 2,500.00		#1
		$ -	$ -		
				Bid Recommendations	#2
	Subtotal	$ 393,473.43	$ 393,473.43		
	CM Contingency	$ 19,673.67	$ 19,673.67		
	Bonds	$ 3,800.95	$ 3,800.95		
	Builders Risk Insurance	$ 3,585.75	$ 3,585.75		
	General Liability Insurance	$ 3,953.02	$ 3,953.02		
	Subtotal	$ 424,486.83	$ 424,486.83		
	CM Fee	$ 16,979.47	$ 16,979.47		
	TOTAL ESTIMATED CONSTRUCTION COST	$ 441,466.30	$ 441,466.30	**<<<<<< GMP**	#3
	Pre-Construction Fee (Not included in GMP)	$ 3,311.00	$ 3,311.00		

Note #1: Final costs that are under/over this allowance will increase/decrease the CM's contingency amount. Any remaining portion of the CM's contingency will be returned to the Owner by a deduct change order at the end of the project.

Note #2: The bids have been solicited on the basis of award within 30 days.

Note #3: The following items are NOT INCLUDED in the Guaranteed Maximum Price: A/E fees, CM Pre-Construction Fee, Owner contingency, sales tax, items provided by Owner, and requirements by the Authority Having Jurisdiction that are not specifically depicted or indicated on the Contract Documents, permanent utility costs during construction start-up, testing and occupying the building.

Mid-Del Schools

Bond Issue 2023

Exhibit "A"

SUMMARY OF FUNDS AS ISSUED TO CMSWILLOWBROOK

(Includes all approved change orders)

	DATE		AMOUNT		EXTENDED AMOUNT
Pre-Construction Fee	3/11/2024	$	2,046.46	$	2,046.46
Amendment No. 1 - PAC Seating at Carl Albert High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	249,357.28		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,349.29		
Builders Risk Insurance		$	2,216.28		
General Liability Insurance		$	2,443.27		
CM Fee		$	10,494.64		
		$	272,860.76	$	274,907.22
Pre-Construction Fee	3/11/2024	$	2,195.29	$	277,102.51
Amendment No. 2 - PAC Seating at Del City High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	267,928.50		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,520.14		
Builders Risk Insurance		$	2,377.46		
General Liability Insurance		$	2,620.97		
CM Fee		$	11,257.88		
		$	292,704.95	$	569,807.45
Pre-Construction Fee	3/11/2024	$	2,091.42	$	571,898.87
Amendment No. 3 - PAC Seating at Midwest City High School (Base Bid B + Unit Price 1)	3/11/2024				
GENERAL REQUIREMENTS		$	-		
GENERAL CONDITIONS		$	-		
Bid Package 1 Fixed Audience Seating - Irwin Seating Company		$	254,967.33		
Allowance - Seating Upgrades		$	6,000.00		
CM Contingency		$	-		
Bonds		$	2,400.90		
Builders Risk Insurance		$	2,264.97		
General Liability Insurance		$	2,496.95		
CM Fee		$	10,725.21		
		$	278,855.35	$	850,754.22
Pre-Construction Fee	5/13/2024	$	1,730.88	$	852,485.10
Amendment No. 4 - PAC Flooring at Carl Albert High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	49,033.00		
Bid Package 3 Flooring - Bryan's Flooring		$	16,212.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,500.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,284.75		
Bonds		$	1,987.01		
Builders Risk Insurance		$	1,874.51		
General Liability Insurance		$	2,066.51		
CM Fee		$	8,876.31		
		$	230,784.10	$	1,083,269.20

Pre-Construction Fee	5/13/2024	$	1,735.47	$	1,085,004.67
Amendment No. 5 - PAC Flooring at Del City High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	49,275.00		
Bid Package 3 Flooring - Bryan's Flooring		$	17,015.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,000.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,312.00		
Bonds		$	1,992.28		
Builders Risk Insurance		$	1,879.48		
General Liability Insurance		$	2,071.98		
CM Fee		$	8,899.83		
		$	231,395.57	$	1,316,400.24
Pre-Construction Fee	5/13/2024	$	1,720.19	$	1,318,120.43
Amendment No. 6 - PAC Flooring at Midwest City High School (Base Bid + Alternate 1)	5/13/2024				
GENERAL REQUIREMENTS		$	30,650.00		
GENERAL CONDITIONS		$	47,800.00		
Bid Package 2 Demolition - Native Wrecking & Demolition		$	48,926.00		
Bid Package 3 Flooring - Bryan's Flooring		$	15,549.00		
Bid Package 4 Aisle Lighting - Advanced Quality Electric		$	49,000.00		
Allowance - Floor Prep		$	5,000.00		
Allowance - Sealed Concrete		$	7,500.00		
CM Contingency		$	10,221.25		
Bonds		$	1,974.75		
Builders Risk Insurance		$	1,862.94		
General Liability Insurance		$	2,053.75		
CM Fee		$	8,821.51		
		$	229,359.19	$	1,547,479.63
Pre-Construction Fee	8/12/2024	$	3,538.28	$	1,551,017.91
Amendment No. 7 - PAC Lighting/Rigging/Sound at Carl Albert High School (Base Bid)	8/12/2024				
GENERAL REQUIREMENTS		$	20,600.00		
GENERAL CONDITIONS		$	24,400.00		
Bid Package 5 Lighting/Controls/Dimming - Toucan Productions, Inc.		$	175,000.00		
Bid Package 6 Stage Rigging - Performance Stage, Inc.		$	51,709.40		
Bid Package 7 Audio Video - Techsico Enterprise Solutions, LLC		$	74,274.03		
Allowance - Electrical		$	36,000.00		
Allowance - Balcony Sconce Lights		$	9,000.00		
Allowance - Stage Booms		$	4,500.00		
Allowance - Ticket Booth		$	5,000.00		
Allowance - Move Chairs		$	20,000.00		
CM Contingency		$	21,024.17		
Bonds		$	4,061.87		
Builders Risk Insurance		$	3,831.90		
General Liability Insurance		$	4,224.37		
CM Fee		$	18,145.03		
		$	471,770.77	$	2,022,788.68
Pre-Construction Fee	8/12/2024	$	3,315.74	$	2,026,104.42
Amendment No. 8 - PAC Lighting/Rigging/Sound at Del City High School (Base Bid)	8/12/2024				
GENERAL REQUIREMENTS		$	15,325.00		
GENERAL CONDITIONS		$	23,900.00		
Bid Package 5 Lighting/Controls/Dimming - Toucan Productions, Inc.		$	185,000.00		
Bid Package 6 Stage Rigging - Performance Stage, Inc.		$	51,709.40		
Bid Package 7 Audio Video - Techsico Enterprise Solutions, LLC		$	68,103.04		
Allowance - Electrical		$	43,000.00		
Allowance - Stage Booms		$	4,500.00		
Allowance - Attic Access Ladders		$	2,500.00		
CM Contingency		$	19,701.87		
Bonds		$	3,606.40		
Builders Risk Insurance		$	3,590.89		
General Liability Insurance		$	3,958.68		
CM Fee		$	17,003.81		
		$	442,099.10	$	2,468,203.53

Pre-Construction Fee	8/12/2024	$	3,311.00	$	2,471,514.52
Amendment No. 9 - PAC Lighting/Rigging/Sound at Midwest City High School (Base Bid)	8/12/2024				
GENERAL REQUIREMENTS		$	15,325.00		
GENERAL CONDITIONS		$	23,900.00		
Bid Package 5 Lighting/Controls/Dimming - Toucan Productions, Inc.		$	175,000.00		
Bid Package 6 Stage Rigging - Perfomance Stage, Inc.		$	51,709.40		
Bid Package 7 Audio Video - Techsico Enterprise Solutions, LLC		$	73,539.03		
Allowance - Electrical		$	47,000.00		
Allowance - Stage Booms		$	4,500.00		
Allowance - Attic Access Ladders		$	2,500.00		
CM Contingency		$	19,673.67		
Bonds		$	3,800.95		
Builders Risk Insurance		$	3,585.75		
General Liability Insurance		$	3,953.02		
CM Fee		$	16,979.47		
		$	441,466.30	$	2,912,980.82

INDEX OF DOCUMENTS AND DRAWINGS

SPECIFICATIONS, dated July 1, 2024, consisting of:

Table of Contents (TOC)

Construction Manager TOC consisting of: Division 0 – Contract and Bidding Documents
Architectural TOC consisting of: Division 1

PLANS, dated July 1, 2024, consisting of:

SHEET INDEX

A1	CARL ALBERT (CAHS) HIGH SCHOOL PAC FLOOR PLAN
A2	DEL CITY (DCHS) HIGH SCHOOL PAC FLOOR PLAN
A3	MIDWEST CITY (MCHS) HIGH SCHOOL PAC FLOOR PLAN
A4	CAHS STAGE RIGGING PLAN
A5	DCHS STAGE RIGGING PLAN
A6	MCHS STAGE RIGGING PLAN
A7	CAHS LIGHTING/CONTROL PLAN
A8	DCHS LIGHTING/CONTROL PLAN
A9	MCHS LIGHTING/CONTROL PLAN
A10	DCHS/MCHS CONTROLS ONE LINE DRAWING

SOUND SYSTEM

AV102	DEL CITY WIRELESS
AV103	DEL CITY VIDEO AND DOWSER
AV104	MIDWEST CITY WIRELESS
AV105	MIDWEST CITY VIDEO AND DOWSER
AV106	CARL ALBERT WIRELESS
AV107	CARL ALBERT VIDEO AND DOWSER
AV108	CARL ALBERT SPEAKER CLUSTER RELOCATION
AV109	CARL ALBERT SPEAKER CLUSTER RELOCATION

ADDENDA
Addendum No 1, dated July 10, 2024

Addendum No 2, dated July 17, 2024
Sheets: AV102, AV103, AV104, AV105, AV106, AV107, AV108, AV109

END OF SECTION

Mid-Del Schools
PAC Lighting/Rigging/Sound

Bid Recommendations

Sealed Bids were opened and read aloud in accordance with the advertisement for bids on July 23, 2024 for the following bid packages:		
BIDDER NAME		**Base Bid**
5 Lighting/Controls/Dimming		
Toucan Productions, Inc.		$ 175,000.00
Recommendation: Award the Base Bid to the low responible bidder, Toucan Producations, Inc. for a total amount of $175,000.00.		
6 Stage Rigging		
Performance Stage Inc		$ 51,709.40
Recommendation: Award the Base Bid to the low responible bidder, Performance Stage, Inc. for a total amount of $51,709.40.		
7 Audio/Video Systems		
Techsico Enterprise Solutions, LLC		$ 73,539.03
Performance Stage Inc		$ 105,262.83
Recommendation: Award the Base Bid to the low responible bidder, Techsico Enterprises Solutions, LLC for a total amount of $73,539.03.		

Attachment No 3

Clarification and Assumptions

We have listed below the assumptions and clarifications that we have considered so that we both fully understand what is and what is not included in the Guaranteed Maximum Price (GMP). Where actual events on the project differ from the assumptions and clarifications listed below, the GMP will require adjustments for the resulting additional costs and expenses. These assumptions and clarifications are specifically used to establish the basis of the GMP and as such are intended to clarify and take precedence over details or items shown on Contract Documents, in the event there is a discrepancy between or among any of them.

General Assumptions

1. This GMP is based on the 100% Final Bid Documents for the Mid-Del Schools, PAC Lighting/Rigging/Sound, as prepared by Michael McCoy Architects, dated July 1, 2024, and the following Assumptions and Clarifications.
2. The bids have been solicited on the basis of award within 30 days.
3. The GMP is based on an assumed construction start in August 2024.
4. All off-site permits are not included and shall be paid by the Owner.
5. Any requirements by Mid-Del Public Schools, City of Oklahoma City, City of Del City, City of Midwest City, the State Fire Marshal or any other Authority Having Jurisdiction that are not specifically depicted or indicated in the Contract Documents have not been included in the GMP.
6. This GMP assumes that Owner furnished items will be on-site in accordance with the Construction Manager's schedule.
7. The costs of construction testing and inspection services are not included in this GMP proposal.
8. It is assumed that the Contract Documents are in compliance with all required codes, including, local, state and federal requirements, so no monies are included for changes to the Contract Documents necessary to comply with the aforementioned codes and requirements.
9. The schedule format to be used is Smartsheet.
10. This GMP is based on CM utilizing the Construction Managers cloud based management software for project administration including the processing of submittals, RFIs, emails, etc.
11. This GMP is based on all awarded low bidders entering and executing a contract with CM upon GMP approval.
12. This GMP is based on Design team will provide necessary CAD files to CM for various shop drawings and submittals at no additional costs.
13. A Construction Manager's construction contingency is not included in the GMP.
14. An Owner or Design contingency is not included in the GMP.
15. The order of precedence of the documents in the event that there is a conflict between documents is:
    a. Future change orders.
    b. These Assumptions and Clarifications dated August 12, 2024.
    c. Agreement between Owner and Construction Manager.
    d. Addenda as issued by the Architect.
    e. Contract drawings and specifications, as prepared by the Architect.

16. General Conditions and Requirements amount is a lump sum and shall be billed on an equivalent monthly basis throughout project duration.
17. The following items are **NOT INCLUDED** in the GMP: A/E fees, CM PreConstruction Fee, Building Permit, Sales Tax, Items provided by Owner, and requirements by the Authority Having Jurisdiction that are not specifically depicted or indicated on the Contract Documents, permanent utility cost during construction start-up, test and occupy the building.
18. Preconstruction services are not part of the GMP and will be billed separately.
19. The Owner will provide temporary and permanent utility cost during construction for start-up, test and occupy the new building.
20. The GMP includes allowances for costs not fully determined at time of GMP issue. These costs are listed on the cost report.

Rick Cobb, Ph.D.
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mike Bryan
Executive Director of Operations

To: The Board of Education and Dr. Rick Cobb, Superintendent

From: Mike Bryan, Executive Director of Operations MK
Chris Wilkerson, Director of Maintenance & Construction

Re: Surplus of Old Service Vehicles for Auction, FY25

Date: August 12, 2024

Recommend approval to declare six (6) old Maintenance Dept. service vehicles surplus property. Vehicles will be sold, by auction, by the Mid-Del Central Warehouse.

Year	Make/Description	Vin#	Mileage	Motor
1986	Chevrolet - 2 1/2 Ton Dump	1GBG7D1B5GV101828	60,505	Gasoline
1985	Chevrolet - 3/4 Ton Pickup	1GCGC24MXFF421454	130,915	Gasoline
1980	Ford - Box Truck	F60HVHA0706	71,553	Gasoline
1986	Chevrolet - 2 1/2 Ton Dump	1GBG7D1B1GV101826	42,379	Gasoline
1995	Chevrolet - 3/4 Ton Van	1GCEG25K0SF136099	160,416	Gasoline
2000	GMC - Jimmy SUV	1GKDT13W4Y2285773	125,161	Gasoline

Thank you for your consideration.

Rick Cobb, Ph.D.
Superintendent

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1615

Mike Bryan
Executive Director of Operations

To: The Board of Education and Dr. Rick Cobb, Superintendent

From: Mike Bryan, Executive Director of Operations
Clint Arnold, Director of Transportation

Re: Surplus of Old School Buses for Auction, FY25

Date: August 12, 2024

Recommend approval to decommission nine (9) old Transportation Dept. school buses. Vehicles will be declared surplus property and sold, by auction, by the Mid-Del Central Warehouse.

Year	Make/Model	Vin#	Mileage	Motor
2006	Freightliner/Thomas	1T7YU4C2361165493	86773	Diesel
2006	Freightliner/Thomas	1T7YU4C2161165492	83033	Diesel
2006	Freightliner/Thomas	1T7YU4C2561165494	80751	Diesel
2012	International	4DRBUAANXCB607332	77593	Diesel
2012	International	4DRBUAANICB607333	68876	Diesel
2010	Freightliner/Thomas	4UZABRDT0ACAR2006	70990	Diesel
2010	Freightliner/Thomas	4UZABRDT7ACAR2004	68484	Diesel
2012	International	4DRBUAAN3CB607334	76156	Diesel
2013	Freightliner/Thomas	4UZABRDT5DCFB8191	119544	Diesel

Thank you for your consideration.

MDTC
MID-DEL TECH CENTER

1621 Maple Drive
Midwest City, OK 73110
middeltech.com

Dr. Rick Cobb
Superintendent

Rebecca Foster
Assistant Superintendent
rfoster@mid-del.net

To: Mid-Del Board of Education and Dr. Rick Cobb

From: Becki Foster, MDTC Assistant Superintendent BF

Date: August 12, 2024

Re: Career Technology Education Programs at Mid-Del Secondary Schools

I am asking for your approval of the Career and Technology Education Programs at our three Mid-Del High Schools and three Mid-Del Middle Schools. The programs on the three high school campuses and three middle school campuses qualifying for Career Technology funding, Project Codes 411 and 412, during the 2024-2025 school year are as follows.

The programs on the three high school campuses are:

1 Agriculture Education Program
6 Family and Consumer Sciences Programs
1 Marketing Education Programs

The programs on the three middle school campuses are:

4 Science, Technology, Engineering, and Math Programs

3 Family and Consumer Sciences Programs

Thank you for your approval and support of these Career and Technology Education programs located at our middle and high school campuses.

1621 MAPLE DRIVE - MIDWEST CITY, OK
WWW.MIDDELTECH.COM

MDTC

MID-DEL TECH CENTER

2023 - 2024 STUDENT HANDBOOK

MDTC
MID-DEL TECH CENTER

Welcome to Mid-Del Technology Center!



We are thrilled to welcome you to Mid-Del Technology Center (MDTC). Whether you are returning or joining us for the first time, we are excited to have you as part of our community. Your journey with us will be filled with opportunities for learning, growth, and success.

Your decision to attend MDTC indicates you have committed to dedicate your time, energy, and talents to learn and grown with us. Our mission is to provide the Mid-Del community with a skilled workforce through dynamic education, relevant training, and lasting support.

At Mid-Del Technology Center, we are committed to providing you with exceptional educational experiences that will prepare you for a successful future. Our dedicated faculty and staff are here to support you every step of the way. We encourage you to take full advantage of the resources and opportunities available to you.

This year promises to be an exciting one, full of new challenges and achievements. We look forward to seeing the positive contributions you will make and are eager to support you in reaching your goals.

Your commitment is also needed. MDTC asks that each student be an active learner, attend class daily, and participate in CareerTech Student Organizations and work-based learning opportunities.

The 2024-2025 Mid-Del Technology Center Student Handbook offers an overview of pertinent information and serves as a resource tool for our students. We wish you a highly successful year. Again, thank you for choosing Mid-Del Technology Center.

Welcome, and let's make this a fantastic year!~~look forward to assisting you in achieving your educational goals. Your decision to attend Mid-Del Technology Center (MDTC) indicates you have made a commitment to dedicate your time, energy, and talents to learn and grow with us. Our mission is to provide the Mid-Del community with a skilled workforce through dynamic education, relevant training, and lasting support.~~

~~Our faculty and staff are committed to offering high-quality instruction and are ready to support our students in their educational journey. Through our full-time programs, MDTC offers a variety of career options for students to choose from. From the first day of class, we provide students with vibrant high-wage, high-skill, and in-demand programs.~~

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~~Your commitment is also needed. MDTC asks that each student be an active learner, attend class daily, and participate in CareerTech Student Organizations and work-based learning opportunities.~~

~~The 2023-2024 Mid-Del Technology Center Student Handbook offers an overview of pertinent information and serves as a resource tool for our students. We wish you a highly successful year. Again, thank you for choosing Mid-Del Technology Center.~~

Sincerely,



Mrs. Becki Foster
Assistant Superintendent of Mid-Del Technology Center

MDTC
MID-DEL TECH CENTER

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Contact MDTC's Student Services office for a paper copy of the student handbook.

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator
7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: phuston@mid-del.net

504 Title IX Coordinator
7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

Updated ~~08~~12/~~07~~15/~~2023~~8/5/2024

BOARD OF EDUCATION

~~Dr. Silvya Kirk, President~~
Dr. Ed Daniel, ~~Vice~~ President
Mr. Le Roy Porter, Vice President~~Clerk~~
~~Mr. Julian Biggers, Member~~
Ms. Gina Standridge, Ed.S, Clerk~~Member~~
Dr. Silvya Kirk, ~~President~~Member
Ms. Shelly Schultz, Member

MID-DEL ADMINISTRATION

Dr. Rick Cobb, Superintendent

MID-DEL SCHOOLS MISSION:

"When the young people of Mid-Del enter our schools, they will be safe. When they enter our classrooms, they will be challenged. When they leave our schools, they will be ready."

MID-DEL TECHNOLOGY CENTER ADMINISTRATION

Becki Foster, Assistant Superintendent MDTC

~~Cindi Stearns, Executive Director of Operations~~

Blake McCrabb, Executive Director of Workforce Development

Aimee Harden, Director of Student Services

Simon Gallagher, Director of Instruction – STEM, IT, & Health

John Day, Director of Instruction – Trade & Industry

Melissa Overcash – Director of Workforce and Economic Development

Jefferson Tarver, Director of Tinker Tech Center

Kasey Duley, Director of Licensed Practical Nursing

OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION

Mr. Brent Haken, Director/CEO

About Mid-Del Technology Center

Mid-Del Technology Center (MDTC) receives its funding from the Oklahoma Department of Career and Technology Education, local millage, and federal funds. MDTC is the only technology center in Oklahoma to operate under a public school board of education and is operated in cooperation with the Oklahoma Department of Career and Technical Education.

Our programs serve juniors and seniors from three high schools: Del City, Midwest City, Carl Albert, as well as students who are home-schooled or attend charter or private schools within the Mid-Del District. We also offer both full-time and part-time occupational programs for adult students as well as training developed specifically to meet the needs of business and industry. Our Tinker Training Campus offers training customized to current personnel requirements at Tinker AFB.

CAMPUS SITES

Main Campus
1621 Maple Drive, Midwest City, OK 73110
Main Office (405) 739-1707
WED: Adult Career Development (405) 739-1712
Practical Nursing (405) 739-1751

Workforce & Economic Development
3921 SE 29th Street, Del City, OK 73115
(405) 672-6665

Tinker Tech Center
3420 D Avenue, Building 1, Suite 9 Tinker AFB
(405) 734-7266

ACCREDITATION

MDTC is accredited by the U.S. Department of Education, the Oklahoma State Department of Education, and the Oklahoma Board of Career and Technology Education. The Oklahoma Department of Veteran Affairs State Approving Agency has approved a list of MDTC programs for Veteran's Benefits.
In addition to the above listed entities, the following MDTC programs are additionally accredited:

- Automotive Service Technology – Automotive Service Excellence (ASE)
- Cosmetology - State Board of Cosmetology
- Practical Nursing - Oklahoma Board of Nursing

Current or prospective students wishing to review documents described in the institution's accreditation, approval, or licensing should submit a written request to the Assistant Superintendent of MDTC. Within 10 business days of receipt of request documents will be made available to the student for inspection.

MDTC
MID-DEL TECH CENTER

FACULTY

PROGRAM	INSTRUCTOR	CERTIFICATION
Aircraft Command Experience	Jason Stacy	Career & Technology Business
Aircraft Structures & Heavy Maintenance	Kaleb Humphrey	Trade & Industrial
~~Automotive Service Technology~~	~~Phillip Bueno~~	~~Trade & Industrial~~
Automotive Service Technology	Zack Hope	Trade & Industrial
Cosmetology – Adult/Master Instructor	Arletha Doolin	Trade & Industrial
Cosmetology – Secondary/Master Instructor	Whitney Koons	Trade & Industrial
Collision Repair Technology	Matt Minard	Trade & Industrial
Cyber Security Professional	~~Virginia Dewey~~Sandi Teel	~~Career & Technology Business~~Career & Technology Business*
HVAC Apprentice Technology	Jim Hudson	Trade & Industrial
Health Careers Certification	Jaime Carter	Biological Science Licensed Practical Nurse
Health Careers Certification	Elizabeth Garnand	Biological Science Registered Nurse
Health Information Management	Brandy Eberle	Career & Technology Business
Interactive Media Specialist	Laura Rogers	Career & Technology Business
Masonry	~~Eric Winkle~~Robert McKibben	~~Trade &~~ Industrial
Math	Maria Wartchow	Secondary Math
Plumbing Apprentice Technology	Scott Ringwald	Trade & Industrial
Practical Nursing	~~Lacy Brewer~~Tracie Murnan	Registered Nurse
Practical Nursing	Suzanne Damon	Registered Nurse
RISE	~~Cindy Counts~~Briana English	~~Special Education~~Secondary English
Structural Welding Technology	Jeff Hayes	Trade & Industrial

*Pending at time of Student Handbook approval.

STUDENT SERVICES

Financial Aid Coordinator	Jessica Schuler~~Tina Murphy~~
Career Counselor	Curtis Pratt

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MID-DEL TECH CENTER

Career Advisor	Melissa Poole
~~Employment & Transition Specialist~~	~~Jennifer Davis~~
Testing & Assessment	Alyssa Wray
~~Secretary/Pell Clerk~~Administrative Assistant – Student Services	~~Jana Morgan~~Rio Goodman
Administrative Assistant – Student Services	Tayler Humphrey
Special Needs/Special Populations	Cindy Counts
Activity Funds/Student Payments	Tracy Jordan
Training Navigator	Jennifer Davis
~~Secretary/Activity Funds Clerk~~	~~Rina Keefover~~
~~Receptionist~~	~~Rio Goodman~~

MDTC
MID-DEL TECH CENTER

FACULTY CREDENTIALS

~~Phillip Bueno~~
~~B.S. in CTE & Workforce Development; Certifications: ASE G1, ASE Master Certified~~

Jaime Carter
B.A. in Science Education, ~~Practical Nursing license~~Licensed Practical Nurse

Cindy Counts
B.S in Special Education, M.S. in Education – School Counseling; Licensed Professional Counselor (LPC)

Suzanne Damon
B.S. in Nursing, Registered Nurse

~~Virginia Dewey~~
~~A.A.S. in Cyber Security, A.A.S. in Networking, B.A.T. in Information Assurance & Forensics, M.A. Computer Resource & Information Technology Management; Certifications: ITIL Foundations, CompTIA A+, CompTIA Network +, CNSS 4011 Information System Security Professional, CNSS 4012 Senior Systems Manager, CNSS 4014 Information Systems Security Office, CNSS 4015 System Certifier, CNSS 4016 Risk Analyst, Security+, CNSS4013~~

Arletha Doolin
B.S. in Biology, M.S. in Education; Master Cosmetology ~~license~~License

Brandy Eberle
B.S. Health Information Management

Briana English
B.S. in Language Arts Education

Elizabeth Garnand
B.S. in Nursing

Jeff Hayes
~~Some college coursework~~ Associates in Applied Science

Zack Hope
A.A.S. in Automotive Service, B.S. in Field Service Operations; M.S. in Public Administration; ASE Certification

Jim Hudson
Some college coursework, Oklahoma Mechanical Contractor ~~license~~License

Kaleb Humphrey
FAA Airframe & Powerplant License, Some college coursework completed

Whitney Koons
A.S. in History, B.A. in Liberal Studies; Master Cosmetology ~~license~~License

Robert McKibben
Some college coursework completed, NOCTI Masonry Teacher Competency, NCCR Certified Instructor

Matt Minard
Some college coursework completed, ASE Certifications in B2, B3, B4, and B5

Tracie Murnan
B.S. in Nursing

Scott Ringwald
Some college coursework, Oklahoma Plumbing Contractor ~~license~~License, Oklahoma HVAC Apprentice ~~license~~License; Certifications: Competent Person in Excavation, Forklift, Gastight Installer, Uponor, Navien Level 3

Laura Rogers
B.A. in Communications, M.S. in Curriculum & Instruction

Jason Stacy
B.A. in Mass Communications, M.B.A. in Marketing, Certifications: PLTW, Part 107 L~~l~~icense

MID-DEL TECH CENTER Sandi Teel

B.S. in Elementary Education and Middle School Mathematics

Maria Wartchow

A.S. in Mathematics; B.S. in Mathematics Education

~~Eric Winkle~~

~~Some college coursework, Certifications: NCCER Core; NCCER Carpentry Level I & II; NCCER Masonry I, II, and III; OSHA 10~~

MDTC
MID-DEL TECH CENTER

School Calendar

2023-2024

2024-2025

MID-DEL PUBLIC SCHOOLS

STUDENT/PARENT CALENDAR

IMPORTANT DATES

- First Day of Classes - August 14
- Last Day of Classes - May 21
- Graduation Day - TBD
- **Beginning of the Quarter**
- **End of Quarter**
- **Evening Parent/Teacher Conf**
- **Admin Building Closing**

- Professional Development/Work Days - No School
- Vacation/Holiday - No School
- Administration Bldg Closed - Summer Hours
- Virtual Day-No in-person instruction

NO SCHOOL DATES

- Labor Day - September 2
- Professional Development - September 16
- Virtual Day-September 27
- Fall Break - October 18-21
- Veterans Day- November 11
- Thanksgiving - November 25-29
- Winter Break - December 23-January 3
- Professional Development - January 6
- Martin Luther King, Jr Day - January 20
- Virtual Day-February 7
- Professional Development - February 17
- Spring Break - March 17-21
- No School-April 18, May 2

JULY 2024

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

AUGUST 2024

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

SEPTEMBER 2024

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	✓ 24	25	✓ 26	27	28
29	30					

OCTOBER 2024

S	M	T	W	TH	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024

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

DECEMBER 2024

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

JANUARY 2025

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

FEBRUARY 2025

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	✓ 18	19	✓ 20	21	22
23	24	25	26	27	28	

MARCH 2025

S	M	T	W	TH	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2025

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

MAY 2025

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

June 2025

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

3rd Quarter- 46 days
4th Quarter- 42 days

Updated and Board approved 6/28/2023

MDTC
MID-DEL TECH CENTER

General Information

The faculty and staff at Mid-Del Technology Center (MDTC) would like to welcome you to one of the finest technical training schools in the state. We are glad to have you here and hope that your time with us will be educationally profitable for you.

We hope that you will participate in our varied activities and thus find those things within our school that will prepare you to live a better life and take your place in this complex society. Remember that your success in this school will be directly proportional to your efforts. In order that we may maintain quality training, it is necessary to establish certain regulations to guide you. The following regulations will help all students become better school citizens.

Class Schedule

FULL-TIME PROGRAM SCHEDULE (excluding ~~excluding Adult Cosmetology &~~ Practical Nursing):
Morning session: 7:~~45~~ 40 AM - 10:~~30~~ 40 AM
Afternoon session: 11:~~15~~ 10 AM – ~~1~~2:~~50~~ 10 PM ~~for high school/2:00 PM for adults~~

Adults may be enrolled as a part-time student for the AM session (3 hours~~2 hours 45 minutes~~) or the PM session (3 hours~~2 hours 45 minutes~~), or as a full-time student in both (6~~5~~ hours~~ 30 minutes~~).

~~COSMETOLOGY – ADULTS & MASTER INSTRUCTOR SCHEDULE:~~
~~Morning Session: 7:45 am – 10:30 am~~
~~Afternoon Schedule: 11:15 am – 2:30 pm~~

PRACTICAL NURSING SCHEDULE:
Classroom Instruction: 8:00 am - 3:00 pm
Clinical Instruction: 6:30 am - ~~3~~2:~~00~~ 30 pm

Students are given a scheduled 10 minute break each class session to eat or use the restroom. Students are to remain in the building during this time. For cosmetic and safety reasons, food and/or drinks will not be permitted in any of the shop areas during class time. Break time is a privilege and abuse of it may result in disciplinary action.

INCLEMENT WEATHER CANCELLATIONS

If classes are going to be canceled due to bad weather, a decision will be made as early as possible. A cancellation notice will be sent to Oklahoma City television and radio stations. You may also access our web site at www.middeltech.com. MDTC is a part of the Mid-Del Public Schools (MDPS) System; therefore, if the MDPS district is closed, MDTC will also be closed.

MDTC programs are not approved for distance learning at the state or federal level. Therefore, if MDPS moves to remote learning due to an inclement weather closure, MDTC students will not work remotely. See Attendance Policy & Procedures section for more information.

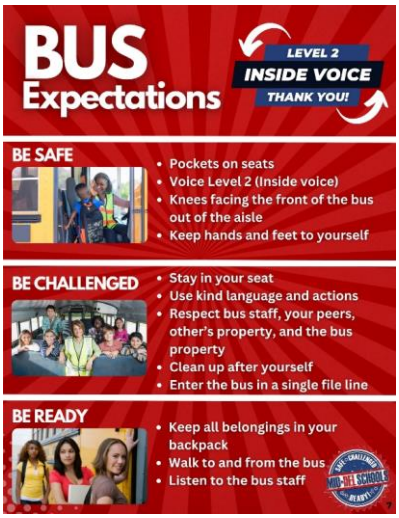
High School Credit

High School students may earn 1.5 units on their high school transcript for each semester successfully completed.

MDTC
MID-DEL TECH CENTER

TRANSPORTATION

MDPS provides bus transportation to each of the three district high schools for MDTC high school students or for some MDTC field trips. School transportation is a privilege provided for the convenience and safety of the students. A student suspended at the sending high school, but has been approved to continue to attend MDTC, may be unable to utilize the district transportation. Students utilizing school transportation of any sort agree to abide by the MDPS School Bus Procedure Guide which can be found on the Mid-Del Public Schools website. Misbehavior on a bus may result in a child being denied the privilege of riding the bus.



Students who miss the bus may have to remain at the high school if an MDTC staff member is not available to pick them up. The transportation decision will be at administrator discretion.

MDTC students who do not attend one of the 3 MDPS high schools must provide their own transportation to campus.

Students who do not utilize the bus transportation may drive their personal vehicles. Under no circumstances are students allowed to sit in their vehicles during class hours or loiter in the parking lot before or after school. Students that need to go to their vehicle during class time must obtain a pass from their instructor and check in with the receptionist prior to leaving the building.



While on the MDTC campus, students must drive ~~5~~10 MPH through the parking lot at all times. Pedestrians walking in the parking lot and MDPS busses have the right-of-way at all times. Students must keep their music to a level that is not disruptive to the environment around them. The map to the right identifies student parking locations in green.

Students violating the driving policies may have their driving privileges revoked and

be required to find other means of transportation. Other discipline may also be administered. Security personnel in the parking lots have the same authority as the instructor.

CLEAR BACKPACK POLICY

Mid-Del Public Schools has implemented a clear backpack policy for all 6-12 grade level students. Mid-Del Technology Center will follow the same policy for all **secondary Mid-Del Technology Center students.** Required program equipment bags will be treated the same as athletic/spirit bags and allowed with certain qualifications.

LOCKERS

A student may be assigned a locker by their instructor. They are to be kept locked at all times. They are to be kept clean and never defaced in any manner. This applies to the inside as well as the outside. Locker mates are not changed without the instructor's permission.

Any locker malfunction should be reported to the instructor. Students are cautioned not to keep money or other valuables in their lockers. Students have no expectation of privacy concerning lockers, desks, or other school property. All student lockers, desks, and other school property are subject to periodic inspection. When such inspections are announced, each student shall open his or her locker and remain present during the inspection. The District or MDTC is not responsible for items in lockers.

MEDICATION

If it becomes necessary for a secondary student to take any form of medication at school, a "Parental Authority for Medication Administration" must be obtained, completed, signed, and on file in the Student Services office. All medication will be kept in and dispensed through the Student Services office.

VISITORS

Visitors wishing to tour MDTC facilities must have prior approval by administration. Students are not allowed to bring visitors, including children, to the school for the entire class period unless prior permission has been obtained from the instructor and appropriate administration.

Visitors must have a photo ID and check-in at the security kiosk. A visitors badge will be assigned and must be worn at all times in the building.

VOTER REGISTRATION

Students are eligible to register to vote in elections once they reach the age of 18. To register to vote, students must fill out a voter registration application form. Voter registration applications are available in the Adult Career Development office and in the Student Services office. Applications are also available at your County Election Board, post offices, tag agencies, libraries, and many other public locations. Students will also be offered a voter registration application when they get their driver's license and when they apply for assistance at some government agencies. www.ok.gov/elections

MDTC
MID-DEL TECH CENTER

STUDENT EXPECTATIONS

GRADING SCALE

MDTC programs will follow the grading scale listed below~~.~~ (exception Licensed Practical Nursing)~~-~~.

A = 90-100
B = 80-89
C = 70-79
D= 60-69
F = 59 and below
NC= No Credit

CAREER MAJOR RECORDS

Career major records are a transcript of all courses and hours earned in a particular career major. Career major records will be issued to students at the end of each semester. Due to educational privacy laws, should an adult student request MDTC to release a copy of their grades to a third party, a Records Release form (available in the Student Services office) and a copy of their driver's license must be provided as verification of their identity.

Career major records will not be released if a student fails to:

- Return all school-owned books, tools and equipment, or pay for the same
- Pay any outstanding bills for tuition, live work, parts, etc.

SATISFACTORY ACADEMIC PROGRESS

All students are expected to make progress toward satisfactorily completing the course of study in order to be eligible to continue. Satisfactory progress is considered to be an overall program grade of at least a "C" and proceeding satisfactorily in accordance with the percentage of clock hours and attempted work completed. If a student repeats a course, the highest grade will be used in the calculation. A student who fails to comply with the attendance policy and/or does not make satisfactory progress in his/her course of study may be subject to disciplinary action. Please see the Discipline section for more information. ~~terminated from the training program. The student may apply for reinstatement at the beginning of the next school year.~~

CERTIFICATES ~~AND~~ & PROGRAM COMPLETION

High school and adult students will be awarded certificates based on the amount of coursework they complete within a program at the time they complete, withdraw, or are ~~dropped~~ dismissed from a program. This document also indicates the performance level attained for each specific course in the career major.

A student will earn a Career Program Completer certificate if they have ~~The following are the types of certificates that a student may earn:~~
~~Career **Program Completer:** a student who~~ successfully completed~~s~~ all clock hours and courses within a program with an overall program grade of a "C" or better.

Program ~~C~~certificates will not be released if a student fails to:

- Complete academic requirements
- Meet attendance requirements
- Return all school-owned books, tools and equipment, or pay for the same
- Pay any outstanding bills for tuition, live work, parts, etc.

ATTENDANCE POLICY & PROCEDURES

Punctual and regular attendance is of tremendous value to the ~~students'~~ total learning process and a major expectation in the workplace. MDTC's attendance policy is modeled after Mid-Del School's expectations and policies, as well as those of industry~~the workplace~~. Students are expected to be in class and on time every day of school. Mid-Del Technology Center's school calendar will resemble~~follow~~ the Mid-Del Schools District calendar, with the exception that if MDPS holds classes virtually MDTC students will not have class at the technology center or virtually. ~~and weather closings. As a student you are expected to be in class every day of school and take care of personal business on your own time. The importance of attendance is represented in the calculation of the student's grade.~~

- ~~Absences - A student must be in class at least one-half of the session to receive credit for that day's attendance. The following times are halfway through a session and will be used to determine attendance:~~
  - ~~AM Session: 9:00 AM~~
  - ~~PM Session: 12:30 PM~~
- Tardies: Students who report to class after the tardy bell must obtain a tardy slip from the Student Services office. The white copy is ~~will be~~ left in student services and the yellow copy is ~~will be~~ taken to their instructor. Any student leaving school early must be given a hall pass to check out through the Student Services office. Failure to do either will result in an unexcused absence.
  - Tardy – A student will be counted tardy if they arrive less than one hour late to class. ~~up until the time listed above, at which point they will be considered absent.~~
  - Leave Early Tardy – A student will be given a Leave Early Tardy if they leave less than one hour before the end of class. ~~If a student checks out after the time listed above, attendance will be noted with a leave early tardy. Otherwise they will be considered absent.~~
  - Three tardies (regardless of type) will equal one absence.
- Absences - A student must be in class at least two hours of the session to receive credit for that day's attendance.
  - High school students are allowed ~~no more than~~ ten (10) unexcused absences per semester grading period.
    - For attendance calculation purposes, full-time RISE program students will have their attendance calculated like full-time adult students.
  - Adult students are allowed no more than nine (9) excused or unexcused absences per semester grading period.

HIGH SCHOOL STUDENTS

High school attendance will be calculated as above with the following exceptions:

- If a student wishes to leave early, parental permission will be secured before a student is released to leave campus.

- If a student is absent the day of a school activity, he/she will not be allowed to participate in the activity unless approved by an administrator (i.e. wedding, funeral, etc.)

Excused Absences – Excused absences are those due to illness or personal injury, medical and dental appointments, court appearances, religious holidays and family emergencies. ~~{Regulation: J-4 R-1}~~ No high school student shall receive an excused absence without proper documentation. ~~Written or verbal communication from the parent/guardian may be considered acceptable by an administrator. The administrator may ask for medical documentation at any point during a period of absence for any student. This documentation must be submitted prior to the end of each academic quarter.~~

~~Excused absences are those due to illness or personal injury, medical and dental appointments, court appearances, religious holidays and family emergencies. Additional documentation which may be requested may include:~~ This may include: ~~D~~doctor's notes, obituaries, legal papers/court documents, etc. This documentation must be submitted prior to the end of each academic quarter. An administrator will make the final determination as to whether or not an absence/tardy is excused or unexcused.

~~o~~

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~~Unexcused Absences – Unexcused absences are defined as no parental contact, left campus without permission, oversleeping, etc.~~

Activity Absences – The maximum number of absences for school-sponsored activities which remove the student from the classroom shall be (10) for any one class period of each school year. After the tenth excused school-sponsored activity, sponsors will submit in writing to the Director of Instruction the reason why they feel that a student has earned the right to attend the activity.

Any absence from a class for a school activity in excess of ten days and not approved by the committee/Director of Instruction shall be treated as an unexcused absence.

All students who are members of school activity groups are limited to no more than ten (10) activity absences per year per class period. Absences for the following reasons will not be charged against the ten absence limit:

- Participation in school-sponsored state/national level contests in which the student has earned the right to compete.
- Activities held on campus and sanctioned by the Director of Instruction.
- College entrance exams and college-sponsored scholastic meets.
- Field trips in conjunction with a unit being taught in an academic class.
- Appearances before local civic groups and other schools in the district.

NOTE: These activity absences should not be counted as an absence at the end of the grading period and do not count against any perfect attendance credits that may exist.

MID-DEL TECH CENTER High school students with excessive tardies and/or absences are subject to the following consequences:

- A high school student who has unexcused absences exceeding ten (10) days or parts of days within a semester will not receive a passing grade for that semester. For credit bearing courses, on the eleventh (11th) absence, a student will receive a "No Credit" on his/her transcript for the semester. If a student is passing at the end of the semester, he/she will receive a "No Credit" for the class in which the absence limit has been exceeded. If he/she is failing, the failing grade will be recorded.
- A high school student who has unexcused absences exceeding ten days or parts of days within a semester may be:
    - Ineligible to participate in any CTSO or program activities, events, field trips, etc.
    - Ineligible to receive funds from MDTC to cover any certification/licensure testing fees. Tests may still be taken at student's expense.
    - Removed from the program immediately or at the start of the following semester.

Students with excessive tardies and/or absences may be placed on an attendance contract prior to reaching 10 unexcused absences. Failure to adhere to the terms of the contract may result in ~~removal~~ any of the above consequences~~from the program~~.

ADULT STUDENTS

Adult attendance will be calculated as above with the following exceptions:

- Adult attendance will be calculated in whole day increments. Therefore, an absence from both AM and PM session will result in 1 absence toward the 9 allowed or no more than 10% per payment period; an absence from either the AM or PM session only will be counted as a .5 absence toward the 9 allowed.
- Both excused and unexcused absences count toward the 9 allowed absences for adults.
- Excused Absences – Excused absences are those due to illness or personal injury, medical and dental appointments, court appearances, religious holidays and family emergencies. No adult student shall receive an excused absence without proper documentation. This may include: doctor's notes, obituaries, legal papers/court documents, etc. This documentation must be submitted prior to the end of each academic quarter. An administrator will make the final determination as to whether or not an absence/tardy is excused or unexcused.

- An adult student who misses more than 5 consecutive days without making contact with the instructor ~~prior arrangements with the instructor~~ will be automatically dropped from MDTC on the 6th day of absence. An attendance appeal will not apply to this rule.
- ~~Excused Absences – No adult student shall receive an excused absence without proper documentation. Written or verbal communication may be considered acceptable by an administrator. The administrator may ask for medical documentation at any point during a period of absence for any student. This documentation must be submitted within five (5) school days of the absence.~~

  ~~Excused absences are those due to illness or personal injury, medical and dental appointments, court appearances, religious holidays and family emergencies. Additional documentation which may be requested may include: Doctor's notes, obituaries, legal papers/court documents, etc.~~

  ~~If proper documentation for an excused absence is presented, the absence will not count for~~

 ~~purposes of passing or failing. An administrator will make the final determination as to whether or not an absence/tardy is excused or unexcused.~~

*See PN Handbook for nursing attendance policy.

- ***Attendance Policy Appeal Process*** - Adult students, including those receiving veteran benefits, may make a written appeal to determine if special circumstances warrant ~~adjustment~~ an exception to policy. The appeal form is available from ~~in~~ the Director of Instruction~~Student Services office~~ and must be filed ~~with an administrator~~ within 2 class days from the date the student was notified that they were in violation of the attendance policy. Adult students are encouraged to keep documentation ~~from~~ of ~~the~~ absences in the event the attendance policy is exceeded and an appeal must be filed. The appeal will be reviewed by a committee that may be comprised of (but not limited to) an Administrator, Financial Aid Coordinator, ~~Career Advisor/Counselor,~~ and ~~instructor~~Instructor. Students will continue to attend classes until notified of the committee's decision. Any absences that occur after the appeal meeting, but before notification is able to be given will count towards any approved appeal stipulations.

  ~~If the appeal is approved, t~~The student will be notified of the committee's decision in writing within 2 school days following the appeal meeting. If an exception is granted, ~~The~~ the notification will include any conditions that must be met to continue enrollment in the program. If an exception is denied, the student will be dropped from the program immediately. A student that is denied an exception and wishes to reapply will follow the Re-Enrollment After A Dismissal policy. ~~Only one appeal may be filed per school year. A student that was denied the appeal is welcome to reapply for the following school year, but is not guaranteed re-enrollment.~~

  A student is allowed to file only one appeal per program.

- ***Leave of Absence Policy*** - Adult students may request a leave of absence (LOA) for reasons including ~~-~~jury duty, military leave, medical leave~~, or~~, maternity leave, or death of an immediate family member. Immediate family members are defined as spouse, child, stepchild, grandchild, grandparent, stepparent, or parent. ~~To request a leave of absence students must:~~
  1. To request a leave of absence students must ~~O~~obtain and submit a Leave of Absence form from the Career Counselor's ~~Student Services~~ office.
  2. Students may take a LOA for a minimum of five (5) ~~calendar~~ school days and a maximum of sixty (60) calendar days.
  3. A student may be granted ~~O~~only one LOA ~~can be granted~~ per ~~academic year enrolled~~program.
  4. While on LOA, all Title IV federal financial aid and/or veterans' benefits will be interrupted until the student returns to school. Students are expected to complete all program hours so a LOA will extend the students expected completion date, which may necessitate returning the following school year to obtain hours needed to complete.~~-~~
  5. Should the student fail to return to school at the end of the LOA, the student's withdrawal date will be the date of the first day of absence.
  6. This LOA also applies to those called to active military duty.
  7. Approval must be obtained BEFORE leave is taken unless unforeseen circumstances prevent a student from doing so.

MAKE-UP POLICY FOR MISSED WORK

- Students have the privilege to make up missed work. However, it is the student's responsibility to get the assignments from the instructor.
- Students shall be allowed one day plus the number of days absent to complete the assignments.
- All make-up work must be done before school, at break, after school, or at home. Any shop/lab work must be done under the supervision of the instructor.
- Some shop work may not be able to be made up.

MAKE-UP POLICY FOR MISSED HOURS

A student's progress towards completion is based in part on clock hours attended. While the MDTC schedule allows for extra hours built-in to the schedule to account for unexpected school closures, should school closures exceed the additional hours scheduled students will be required to attend make up hours. The dates and times of make-up hours will be determined by the teacher and/or administration and may require attendance outside of the original school calendar.

Student Conduct

Both high school and adult students are expected to act in a manner like that expected of an employee in a work setting. Mid-Del Technology Center has developed a list of expected behaviors for each area of the building that can be found in Addendum A of the Student Handbook. You should show respect for the property, rights, and privileges of others. Actions including hazing, bullying or harassment will not be tolerated. You are responsible for your conduct while you are here.

Violations of school regulations or local, state, and federal laws will not be permitted and will result in disciplinary action. Refer to the Mid-Del Schools Student Expectations Policy and Procedures and Safety Guidelines handbook for further information on Conduct.

Dress Code

For the safety of the student and the professional nature of the MDTC environment, clothing should be appropriate for the career and technical education program in which the student is enrolled. Inappropriate clothing as determined by the program instructor or administration will not be permitted. Students must comply with each program's safety standards. In many programs protective eyeglasses, protective footwear, and hard hats will be required. All high school and adult students attending MDTC will follow the same dress code policy as stated in the Mid-Del Schools "Student Expectations" handbook. Policies regarding piercings will follow industry standards for safety reasons.

Caps and/or hats may be worn in the classroom and/or lab area at the discretion of the instructor. Any type of apparel that distracts from the classroom atmosphere is considered inappropriate. The administrator will be the final judge of what is appropriate dress for school.

Discipline

MDTC is an extension of the three area high schools in the Mid-Del School System and is under the same policy and procedures set forth by the Mid-Del Board of Education. (See "Student Expectations" handbook)

Students are expected to abide by the rules and regulations set forth by administration, teachers, and the Mid-Del Board of Education while in attendance at school, school-sponsored activities, or being transported to or from school or school-sponsored activities in district-owned equipment. Any student who is found to be guilty of disobeying the rules or showing disrespect for any ~~teacher~~ MDTC/MDPS employee and/or school property will be subject to disciplinary action. The disciplinary action to be taken will depend on the severity of the violation and the number of times the student has broken regulations.

- Break Time Suspension - Time assigned in a supervised classroom or office during their program's scheduled break time.
- ~~o~~ Work Detail/Restorative Practices – Students spend time working to improve classroom/shop conditions or to restore any damage done during the misbehavior.
-
- In-school Restriction - An alternative to home suspension when deemed advisable by the principal or administrator. In-school restriction is assigned during part of or all of a student's schedule, where said student spends the time in a monitored, structured study environment at the student's home high school. Placement in an in-school restriction program at the home high school is non-appealable.
- Suspension - Disciplinary action may involve suspension from MDTC. Suspensions for high school students, regardless if initiated at the high school or at Mid-Del Technology Center, may result in suspension from both the technology center and the high school and will be left up to administrative discretion. Suspended students may not have access to district transportation during the suspension.~~.~~
- Contract (Attendance, Academic, and/or Behavioral) – Students violating the school rules/policies for attendance, academic, or behavioral issues may be placed on a contract. This contract allows the student to continue attending while on probation contingent upon adherence to the terms of the probation contract. Failure to adhere to the terms of the contract may result in removal from the program.
- Dismissal – Disciplinary action may result in dismissal of a student from an MDTC program.

RE-~~ENROLLMENT~~ ENROLLMENT FOLLOWING A DISMISSAL

Any student, including those receiving veteran's benefits, who have been dismissed because of poor attendance, unsatisfactory progress, or unsatisfactory conduct are ineligible to reapply for at least one full semester. All outstanding debts to MDTC must be cleared prior to re-enrollment. Upon reapplying, the application will be placed at the bottom of the waitlist until all enrollment has been finalized in August at which time placement will be determined based upon availability. Readmission is not guaranteed. If more than 12 months have passed since dismissal, the applicant will be treated as a new student for enrollment purposes.~~Any student, including those receiving veteran benefits, who has been dismissed because of poor attendance, unsatisfactory progress, or unsatisfactory conduct may reapply for the following school year, but is not guaranteed re-admission.~~

If a student has been dismissed from MDTC twice, they will no longer be considered for readmission/enrollment for any full time program.

TOBACCO USAGE

MID-DEL TECH CENTER In accordance with school board policy and state law, the use, distribution, or possession of tobacco or tobacco products or paraphernalia used with tobacco and tobacco products (including cigarette lighters, etc.) by any student, regardless of age is prohibited on campus, in any building, in school vehicles, or while attending any school sponsored or authorized activity, including instructional trips. Simulated tobacco products and electronic smoking devices are also prohibited. (Policy: J-15)

MEDICAL MARIJUANA

Students are not allowed to possess medical marijuana or marijuana-related products during the school day, on school grounds, in school vehicles or buses, or at school-related activities. The district reserves the right to discipline students who fail to adhere to Oklahoma law and/or the requirements of board policy J-42. Such disciplinary action will be addressed in accordance with the student discipline code.

Due to federal regulations, some industries prohibit licensure/employment of individuals who use medical marijuana. Students should be aware that employment outcomes may be limited in certain industries for those utilizing medical marijuana.

DRUG FREE SCHOOL

It is the policy of Mid-Del Public Schools that all students and employees of the district be aware of the district's program to maintain a drug-free environment. Students who manufacture, distribute, dispense, possess, or use controlled substances, including anabolic steroids or alcohol, shall be subject to disciplinary action. Such disciplinary action may include long-term suspension or expulsion for student. Students are subject to referral for prosecution under applicable laws.

A drug dog may be used on the campus at any time without prior notification to the students. The drug dog is an agent of the school district and provides school officials with reasonable suspicion to search a vehicle if a positive hit is made on a vehicle.

Please see the Drug Free School & Workplace section~~page 42 under the Health & Safety section~~ for more information.

TECHNOLOGY ~~AND~~ & THE INTERNET

The District is responsible for protecting its network in a reasonable manner against unauthorized access and/or abuse, while making them accessible for authorized and legitimate users. This responsibility includes informing users of expected standards of conduct and the punitive measures for violating them.

For students to remain eligible as users, students use must be in support of and consistent with the educational objectives of the district. Access requires responsibility. Students and all other users of the district's networks and other technological resources are responsible for respecting and adhering to local, state, federal, and international laws and guidelines governing use of information and the available technologies. Any attempt to violate the guidelines, terms and conditions for use of technology, the network or the Internet may result in revocation of user privileges, other disciplinary actions consistent with Board of Education policy and existing practice regarding inappropriate language or behavior,

including, but not limited to, suspension from school, termination of employment and/or appropriate legal action. (Policy: I-22)

Student Communication Policy

School personnel engaging in electronic or digital communication with an individual student shall include the student's parent or guardian in any electronic or digital communication, unless such communication is on a school-approved platform and related to school and academic communications. Examples of school-approved platforms MDTC uses include PowerSchool, Canvas, School Messenger, and Thillshare.

Wireless Communication Devices

Students are prohibited from using wireless telecommunications and multi-media devices during school hours. Such devices should not be visible and are not to be activated during school hours. Text messaging, "sexting", and use of camera phones are strictly prohibited during school hours. However, for safety reasons, students may possess wireless devices for before and after school activities and under the direction of a classroom teacher during class for academic purposes, and with the approval of the site administrator.

Students in violation of any part of district policy will be subject to discipline procedures. When it becomes necessary to confiscate such devices, the return of the device shall be subject to the site administrator.

Any student who knowingly takes, reproduces, or publishes an inappropriate picture of another student, teacher, or administrator will be subject to suspension and/or referral for prosecution. (Policy: J-17)

If it is absolutely necessary for anyone to contact a student while in class, that person may notify the Student Services office at 405-739-1707 and the message will be relayed to the student. Mid-Del Technology Center is not responsible for lost or stolen wireless telecommunication devices.

Live Work

Live work is performed by students in a laboratory, classroom, shop, or in a field setting under written contract and under the direction of the program instructor. Live work projects should be chosen on the basis of merit in relation to the instructional objectives of the individual program as well as the determined value of the project to allow students to achieve a desired level of competency.

Projects are not to replace other learning activities, nor to compete with other organizations within the district, but are to complement the program learning activities. These projects will allow students to experience situations not easily duplicated in a lab or classroom, and at little or no cost to the school.

Mandatory live work procedures for approval and completion of projects are listed in the Mid-Del Technology Center School Activity Fund Guidelines & Procedures quick guide. (Policy: D-15)

Student Organizations

MID-DEL TECH CENTER All students enrolled at MDTC are encouraged to participate in one of several student organizations, which offers leadership development activities as well as skills and leadership competition at the local, district, state and national levels. The organizations are: Business Professionals of America (BPA), Health Occupations Students of America (HOSA), SkillsUSA Oklahoma, and Technology Student Association (TSA).

National Technical Honor Society (NTHS)

Membership in the MDTC Chapter of the National Technical Honor Society is extended to students who have distinguished themselves through leadership, academic scholarship, service, honesty, career development, and skilled workmanship. Through the Honor Society students participate in service projects, leadership development, and social activities affiliated with both the school and community, and receive special recognition. Nominations for this honor are submitted by the student's instructor.

Student of the Month

Each month a student who exhibits exemplary performance, attendance, attitude, and diligence will be eligible for selection as Student of the Month. Applications for this honor are submitted by the instructor.

College Credit

Students enrolled in MDTC programs may earn college credit via one of the following ways:

1. Contractual Agreements – Students gain college credit for successfully completing their technical coursework in an MDTC program. The agreement allows students to co-enroll in approved technology center programs and receive college credit that typically applies to an Associates of Applied Science Degree and is awarded immediately upon successful program completion.
2. Prior Learning Assessments – Students gain college credit for obtaining an industry recognized credential or passing a college learning assessment over material covered in an MDTC program.

MDTC and Rose State have a partnership that allows students enrolled in a Full Time program to earn credit through either Contractual Agreements or Prior Learning Assessments. MDTC also has an agreement with OSU-OKC for college credit through the Masonry program. See the Career Counselor for more details on earning college credit at MDTC.

MDTC
MID-DEL TECH CENTER

STUDENT SERVICES

Student services are available for every student attending Mid-Del Technology Center. These services include assistance with educational planning, enrollment, interpretation of test scores, occupational information, career information, personal counseling, school and/or social concerns, IEPs, special needs/special populations services, or ~~any~~ other questions that you would like to discuss with a counselor.

ENTRANCE

High school and adult applicants may apply online at www.middeltech.com. Students are admitted based on their interest, indicators of ability, and their aptitude and performance in past school work.

All adult applicants will be assessed through the use of an Assessment Exam. A $20.00 assessment fee is required, this includes one free retake. ~~Applicants arriving more than 5 minutes after their scheduled assessment time will not be admitted to take the test and will need to reschedule. Students must cancel before 12:00 pm on the day before the scheduled test for a full refund minus a $10 processing fee. There is no refund on or after the day of the test. Full refunds will be given IF MDTC cancels the test. Due to unforeseen circumstances, some test dates may be rescheduled without payment penalty.~~ See Assessment Center section for more information, including late arrival and cancellation policies.

A high school diploma is not required for entry, with the exception of Practical Nursing applicants. However, students must have either a high school diploma or high school equivalency test, such as the GED, to receive federal financial aid.

Adults with previous experience in the Plumbing and HVAC industries who need to earn apprenticeship hours for the Construction Industry Board are considered Skill Enhancement students, and are not eligible for the daytime program. Please contact the WED: Adult Career Development office at (405) 739-1712 to explore evening skill enhancement courses.

~~ADULT~~ ADULT ~~BASIC~~ BASIC ~~EDUCATION~~ EDUCATION ~~AND~~ & ~~MDTC~~MDTC

Adult students with or without a high school diploma may enroll in courses at MDTC. During the application process, all adult students will take the ACCUPLACER exam and receive career advisement based on their results to ensure proper placement. In order to be eligible for a Pell Grant, students must have a high school diploma or its equivalent. Students seeking GED services should contact OCCC at 405-682-7873 or visit occc.edu/acs/gedclasses/ or students may contact the Oklahoma Department of Career and Technology Education and ask for Lifelong Learning at 405-377-2000 or visit https://oklahoma.gov/careertech/educators/adult-education-and-family-literacy/students/testing.html

~~ADVANCED~~ ADVANCED ~~STANDING~~ STANDING ~~CREDIT~~CREDIT

All previous education and/or training will be evaluated and credit given when and where appropriate. Students with advanced standing credit may be accepted provided they meet all required enrollment criteria. The student must provide proof of participation in an accredited program to include courses taken, grades received, possible clinical experience, and attendance. All eligible transcripts, including military education will be evaluated. Credit will be granted if appropriate and the student's career major/ program will be shortened accordingly.

Note: The Oklahoma State Board of Cosmetology may grant applicants for Master Instructor prior credit for industry experience. It is MDTC's policy that only 500 hours of advanced standing will be granted to students in the Cosmetology – Master Instructor program. Students will either attend 500 hours (with an additional 500 hours of advanced standing) or 1,000 hours of class time.

VETERAN CREDIT ALLOWANCE

A military transcript submitted for a veteran, reservist, service-person, or other eligible person initially enrolling in a training program or pursuing a program different from that previously pursued must reflect the amount of credit allowed for previous education, training or experience, including military experience. Credit for prior training will shorten the program accordingly. The amount of credit allowed, if any, will be shown in clock hours.

ADULT ENROLLMENT PROCEDURES FOR THE 2025-2026 SCHOOL YEAR ~~FOR THE 2024-2025 SCHOOL YEAR~~

1. Adults complete an application, take an assessment exam, and meet with the Career Advisor.
2. Students must either secure financial aid (Pell Grant, Tribal, Vocational Rehabilitation, etc.) or pay a one-time $50.00 deposit to become pre-enrolled. The deposit is non-refundable. The deposit will be applied toward the first semester's supply fee as indicated on the enrollment document and account statement.
3. Enrollment will become official when the adult student has completed all necessary enrollment papers, paid $50.00 deposit or secured financial aid, and has received written notice of acceptance into the desired MDTC program.

NOTE: The Practical Nursing program's policies, procedures, and costs may be different and can be found in Addendum A.

ADMISSIONS REVIEW – ~~FELONS~~ FELONY ~~CONVICTIONS~~CONVICTIONS

Although the technology center exists to provide educational opportunities for all members of the community, certain circumstances require careful review and consideration prior to student enrollment at the center. No person seeking admission will be unilaterally excluded solely on the basis of a felony conviction, but those with felony convictions are subject to administrative review. This review will seek to determine whether the individual poses a threat to other students, staff, facilities and/or equipment and it will educate the candidate regarding limited employment opportunities in certain fields due to the felony conviction.

Failure to disclose a felony during the admission process may result in dismissal from the program. Any currently enrolled student who is charged with a felony must promptly disclose the charges to the Director of Instruction for their program. ~~full time program administration.~~

All situations will be evaluated on a case-by-case basis. This policy will apply to all career majors, programs, and/or courses that require an application for enrollment.

ADMINISTRATIVE REVIEW PROCESS

Upon learning that an individual with a felony conviction has applied for enrollment in a full-time program at the technology center, information will be collected to~~an administrator will~~ determine the nature of the crime, the applicant's version of the events, the amount of time which has passed since the crime was committed, rehabilitation which has occurred since the crime, the applicant's current status with the court system and any other factor deemed to be relevant to the specific circumstances. After gathering all of the applicant's documentation, it is given to the Admission Review ~~Chairperson~~Committee.

~~The Chair coordinates the Admission Review Committee.~~ This committee will ~~meet and~~ make a decision on the applicant's admission within 10 business days of the receipt of the completed documentation ~~given to the administration~~. The review committee reviews the documentation and makes a recommendation to continue with the application process or not. If the applicant is given the

recommendation to continue the application process, ~~the full-time program administrator will~~ MDTC will make contact the applicant to continue with the application process. The A If the applicant is denied entry, the applicant will be notified ~~by the full-time program administrator~~ of the denial and the appeal process. The applicant will also be sent a letter explaining the decision and appeal process.

If the applicant chooses to appeal, they need to contact the Assistant Superintendent of MDTC in writing within 5 days. The Assistant Superintendent of MDTC will meet with the applicant and discuss the appeal. The applicant will be notified of the decision by the Assistant Superintendent of MDTC within 5 days of the meeting. This decision is final and non-appealable. If the decision by the Assistant Superintendent of MDTC is to continue with enrollment, he/she will notify the ~~full-time administrator. The full-time administrator will notify the~~ career advisor to continue with the enrollment process.

Denied applicants are welcome to reapply the following school year.

FELON GAINFUL EMPLOYMENT NOTIFICATION~~CAREER COUNSELING~~

Certain careers, especially health related careers, often prohibit licensure/employment of individuals who have been convicted of:

- Violent crimes (e.g., murder, assault, armed robbery)
- Sex crimes of any nature or kind
- Manufacture, sale or possession of drugs with intent to distribute
- Child or elder abuse

Because many clinical sites will not permit a convicted felon from participating in clinicals, enrollment in such a program will not be permitted due to a student's inability to complete the program requirements or obtain licensure/certification. Any applicant denied enrollment based on this policy may seek a review of the denial if he/she believes extenuating circumstances exist which would allow him/her to complete the program requirements.

MID-DEL TECH CENTER This policy is not intended to prevent enrollment, but is designed to protect students from investing in an education which cannot be completed due to circumstances beyond the technology center's control and to give careful consideration to the safety and security of other students and staff.

REGISTERED SEX OFFENDERS~~REGISTERED SEX OFFENDERS~~

Individuals seeking admission to the technology center must disclose their status as a registered sex offender. A failure to make this disclosure will result in removal from the technology center. Applications for admission by registered sex offenders will be reviewed for the purpose of determining whether admission is in the best interest of other students and the center. In any instance involving the admission of a registered sex offender, the student will be subject to specific guidelines, provided by the Assistant Superintendent of MDTC. These guidelines will govern the student's school enrollment, attendance, and participation in school activities. Violation of administrative guidelines issued to the student will result in the student's removal.

CONTINUING STUDENT RE-ENROLLMENT PROCESS~~CONTINUING STUDENT RE-ENROLLMENT PROCESS~~

Continuing students are eligible for re-enrollment for the following school year if they are making satisfactory academic progress (as previously defined in the Student Handbook) and meet the attendance policy requirements. Continuing students making satisfactory academic progress will be pre-enrolled for the following school year in May.

High school seniors who are returning the following year to complete their program as an adult are eligible to apply for the MDTC Next Step Scholarship at this time. All high school seniors returning as adults must have proof of financial aid or a $50 deposit toward the semester supply fee is required to be considered re-enrolled.

PROGRAM COSTS

TUITION

The tuition rate for adult students is $3.00 per clock hour. Tuition may be paid in monthly installments as agreed upon by an Administrator and the Financial Secretary.

BOOKS & FEES

Each program also requires additional fees, including but not limited to personal protective equipment, background checks, textbooks, and lab fees. These fees vary by program. Exact amounts are available upon request from the Career Advisor, the Financial Secretary, or online at www.middeltech.com. Textbooks and classroom fees may require pre-payment and are non-refundable.

High school students are provided textbooks or e-books which will remain the property of MDTC.

Supplies used by a student on a student-owned project must be paid before the project is removed from the program.

MID-DEL TECH CENTER

DAMAGED TOOLS/EQUIPMENT

Programs may provide all needed tooling and equipment a student will need while in the program. Each program has a tool control policy on checking tools in and out for classroom/shop use. If a school owned tool or piece of equipment is damaged due to negligence or intentional misuse ~~or lost~~, a student may need to pay restitution costs to replace the item. Amount owed will be based on replacement costs.

REFUND POLICIES

Legal Reference: Public Law 102-325

REFUND POLICY

- If a student withdraws within the first 5 days of classes or PRIOR to the first day of class they will receive a refund of all tuition, less $25 processing fee.
- If a student withdraws within the first three weeks of class, they will receive a refund of one-half of any tuition paid for the current semester.
- After the third week of classes, no refund will be given.
- If student has pre-paid for the following semester, they will receive a full refund for that semester.
- Non-refundable fees include: testing fee, program deposit, background checks, and textbooks.

Students who receive a Federal Pell Grant from MDTC and who withdraw (officially or unofficially) will be subject to the "Return of Title IV" regulations. For those students who have been officially or unofficially withdrawn, the student's last date of attendance will be used for Return of Title IV purposes as determined by MDTC's attendance records. Generally, the student and/or school will have to return any amount of the Pell Grant that is defined as "unearned" per Return of Unearned Funds Policy section ~~on page 34~~.

NOTE: all financial aid students should contact the Financial Aid Coordinator to discuss their Return of Title IV funds calculation before withdrawing.

*See PN Handbook for nursing refund policy.

VETERANS REFUND POLICY

Mid-Del Technology Center has, and maintains, a refund policy for veterans and other eligible persons enrolled under the provisions of Title 38 that provides a refund for the unused portion of tuition in the event the veteran or eligible person fails to enter the course or withdraws, or is discontinued at any time prior to completion. The student who discontinues will receive a pro-rated refund of the total tuition and fees paid, but not used, minus the cost of material used, except that $10 of the initial registration fee is not subject to pro-ration.

PAYMENT POLICIES

MID-DEL TECH CENTER If a student is not on a form of Financial Aid (IE: Pell Grant, VA, etc.), all program costs are due the first day of classes or a payment plan contract must be in place and the initial payment made by the first day of classes. These rules apply to ALL MDTC programs.

Semester supply fees are due prior to or on the first day of the semester. Any student relying on a 3rd party (excluding Pell Grants) to pay their costs must provide proof of expected payment, otherwise a monthly payment will be expected and handled as follows.

Next Step students will be required to pay the semester supply fee prior to or on the first day of each semester or a payment plan must be in place.~~.~~

Due to educational privacy laws, should an adult student have a third party making payments on their account MDTC may take a payment, but will not be able to release any information about a student's financial records (including amount owed, monthly payment amount, etc.) unless the student has provided written release to MDTC on a Records Release form. A copy of the Records Release form can be obtained from and returned to the Student Services office and a copy of their driver's license must be provided as verification of their identity if the request is not made in person.~~y.~~

PAYMENT PLAN

For payment plans, costs will be totaled and divided into 8~~9~~ monthly payments (4 payments per semester~~August – April~~) for all 10 month programs. Programs longer than 10 months may have extended payment plans. This includes books, online curriculum costs, semester supply fees, and other mandatory supplies/kit costs. Optional expenses, such as CTSO dues/fees, are not included in this calculation and must be paid separately.

- The first payment is due by the end of the first week of school.
- A statement will be emailed to the student on the 1st of each month.
- Payments are due the 15~~0~~th of each month.
    - If payment is not received by the 15~~0~~th, a $25.00 late fee will be applied.
      Exception: Veterans administration beneficiaries will not be assessed the $25 late fee because of slow payment processing from the Department of Veteran Affairs.
    - Accounts 5 days past due – Reminder notice will be given to student.
    - Accounts 30 days past due – Administrator will counsel with student.
    - Accounts 60 days past due – Student may be dropped from the program.

FINANCIAL AID

Federal financial aid is available to qualifying adult students attending an approved 600 hour or more career major at MDTC. The career majors eligible to participate in Student Financial Aid (SFA) funds are approved and accredited by the Oklahoma Department of Career and Technology Education (ODCTE). For a complete list of career majors, contact the MDTC Student Services Office, located in the main office of MDTC.

MID-DEL TECH CENTER No financial aid shall be disbursed to an adult student until the student has completed all necessary and required paperwork.

FINANCIAL AID PROGRAMS

The following programs of assistance are available at Mid-Del Technology Center:

Pell Grant
Oklahoma Tuition Aid Grant (OTAG)
Oklahoma's Promise
Vocational Rehabilitation
Workforce Innovation & Opportunity Act (WIOA)
Tribal Agencies/ Bureau of Indian Affairs (BIA)
Otha Grimes Foundation Scholarship
Mid-Del Technology Center Tuition Waiver (Next Step)
Veterans Educational Benefits

- TITLE IV PROGRAM ELIGIBILITY – PELL GRANT

  All applicants for enrollment as post-secondary students in eligible programs may apply for a Pell grant by filling out a Free Application for Federal Student Aid (FAFSA). Applicants and students may make an appointment with the financial aid coordinator to help in filling out the FAFSA. Applications are sent to the federal processor ~~by mail or via internet~~electronically, or by mail (paper FAFSA). In determining the extent of a student's financial need, the federal processor will consider the family's income (taxed and untaxed) from the prior-prior year, family assets (in some cases) and other resources available to the student.

  For the 2024-25 award year, a student is considered "Independent" if they are able to answer "yes" to one of the following: born before Jan. 1, 2001, married (and not separated), a ~~gradute~~graduate or professional student, a veteran, a member of the U.S. armed forces, an orphan, a ward of the court, a current or former foster youth, in a legal guardianship (now or in the past), someone with legal dependents other than a spouse, an emancipated minor, or an unaccompanied and homeless or at risk of becoming homeless. Independent~~S~~ students ~~who are 24 years old, married, have dependents other than a spouse, are a veteran, are an orphan or ward of the court, and/ or haven't yet earned a bachelor's degree,~~ will have their eligibility based on their own (and spouse, if married) income. Those who do not meet these independent categories must have their eligibility based on theirs and their parents taxed and untaxed income from prior-prior year, even if the student does not live with his/ her parents and the parents did not claim the student on their income taxes.

  Other factors affecting eligibility include: U.S. Citizenship or eligible non-citizen; not being in default on a student loan or owing a repayment on a grant; not having ability to benefit from training (i.e. having a high school diploma or GED); being enrolled either full-time or half-time as a

  regular post-secondary student in an eligible program (high school students are not eligible for Title IV aid); continuing to make satisfactory academic progress in the course.

Once the FAFSA is submitted to the federal processor, prospective students will receive a FAFSA Submission Summary ~~Student Aid Report (SAR)~~ and the school will receive an Institutional Student Information Record (ISIR), each of which contains the~~an~~ Student Aid Index (SAI) ~~Expected Family Contribution (EFC) index number~~. The ~~EFC~~ SAI number will be used by the financial aid coordinator to determine the amount of Title IV aid for which the student is eligible. If a student's FAFSA is selected for verification, students will be asked to supply certain signed documents to the financial aid coordinator. Aid cannot be awarded or paid prior to completion of the verification process. Students should provide requested documentation to the financial aid office within 30 days of the request. Failure to provide requested documents may cause the student to become ineligible for Title IV aid. In addition to those who were selected by the federal processor for verification, the financial aid coordinator may verify an application to resolve discrepancies.

Pell grant eligibility is based on financial need and pre-determined criteria by the U.S. Department of Education. The amount for the ~~2023~~2024 ~~2024~~ 2025 award year can be up to $7,395. These grants do not have to be repaid as long as a student doesn't withdraw "too early" according to federal regulations. This is an award to help undergraduates or those who have not earned a Bachelor's Degree.

- Oklahoma Tuition Aid Grant (OTAG)

  The Oklahoma Tuition Aid Grant (OTAG) is a need-based grant program for Oklahoma residents who attend eligible colleges, universities, and career technology centers in Oklahoma. Awards are approved for full-time or part-time undergraduate students.

  The OTAG is typically disbursed in two equal disbursements (fall and spring). OTAG checks are mailed to MDTC for disbursements. If a student owes tuition, that amount will be deducted from their OTAG check. If all tuition has been paid, the OTAG will be disbursed to the student to be used for school related expenses. Students must maintain academic progress in their area of study.

  The maximum ~~EFC~~ SAI eligible to receive OTAG may vary from year to year based on volume of eligible applications received and available state funding. OTAG receives many more eligible applications than can be awarded, and the FAFSA date is used to prioritize which students will receive an award. ~~Currently, the maximum award is the lesser of 75 percent of enrollment costs or $1,500.~~

- Oklahoma's Promise

  Only students certified by the Oklahoma State Regents for Higher Education (OSRHE) as having completed the high school requirements for Oklahoma's Promise are eligible for the Oklahoma's Promise award. This award may be used for tuition expenses for certain courses offered at MDTC.

MID-DEL TECH CENTER All students using Oklahoma's Promise must submit a FAFSA and complete verification, if selected. ~~For more information about programs that are eligible for this award see the Financial Aid Coordinator in the Student Services office.~~

- Vocational Rehabilitation
  This is a program of assistance for individuals with documented disabilities. In some cases, vocational rehabilitation pays tuition, fees, books, and supply costs. For more information visit the Department of Rehabilitative Services at http://www.oklahoma.gov/okdrs/job-seekers/dvr.html .

- Workforce Innovation and Opportunity Act (WIOA)
  Oklahoma Works has programs that assist individuals who are economically disadvantaged, facing employment problems and/or qualify as a Dislocated Worker in need of training to obtain productive employment. Assistance, along with method and frequency of benefit could vary with each student depending on his or her needs. Applicants must meet WIOA economic, employment, and geographical guidelines, which are determined by a WIOA counselor. Criteria for continued eligibility are re-establishing eligibility along with satisfactory academic progress standards for this program are administered by the local WIOA office. Students who believe they may qualify for this program can contact Oklahoma Works at www.oklahomaworks.gov. East Metro OKC offices are located at 7401 NE 23rd Street. Phone number is 405-713-1890.

- Tribal Agency Grants/Bureau of Indian Affairs
  The Bureau of Indian Affairs awards educational grants to students who meet their eligibility requirements. Assistance may vary with each student depending on his or her needs. Students listed on a tribal roll who believe they may qualify should contact their tribal agency educational office for application information, criteria for continued eligibility, re-establishing eligibility, method and frequency benefits, along with satisfactory academic progress standards. For additional information contact United Urban Indian Council at 405-778-6805.

- Otha Grimes Foundation Scholarship
  Mid-Del Technology Center also offers the Otha Grimes memorial scholarship awarded by the Oklahoma Career Tech Foundation. This scholarship is based on need. Applications are available to students through the Financial Aid Coordinator's office. The Foundation accepts a maximum of 10 applications from each technology center in both the Fall and Spring. Students may use this scholarship for school-related expenses, such as tuition, fees, books, certification tests, etc. Examples of expenses not covered by this scholarship are rent, food, and clothing.

- Mid-Del Technology Center Next Step Tuition Waiver

MID-DEL TECH CENTER

The Next-Step Tuition Scholarship provides qualifying post-secondary students with a full or partial tuition scholarship for most MDTC full-time training programs. Students enrolled in an MDTC full-time program as a high school senior who still need to finish that same program, may qualify for a full tuition scholarship. Students not attending MDTC while in high school, may qualify for a 50% tuition scholarship. The scholarship applies to tuition only and cannot be used for books, supplies, uniforms, or other fees. The number of tuition scholarships awarded each year is limited based on the availability of funding.~~The Next-Step Tuition Scholarship provides qualifying post-secondary students with a full or partial tuition scholarship for most MDTC full-time training programs. Students enrolled in an MDTC full-time program as a high school senior who still need to finish that same program, may qualify for a full tuition scholarship. Students not attending MDTC while in high school, may qualify for a 50% tuition scholarship. The scholarship applies to tuition only and cannot be used for books, supplies, uniforms, or other fees. The number of tuition scholarships awarded each year is limited based on the availability of funding.~~

- All applicants must have a diploma from a MDPS high school or have lived in the MDPS district at the time of their high school graduation OR have had an agreement of reciprocity with their residing technology center district and MDTC to attend their senior year.

- New students must currently live in the Mid-Del Public Schools (MDPS) district.
- Current MDTC students finishing a full-time program are eligible for a full tuition scholarship only during the school year immediately following high school graduation and must be continuing in their current program.
- Current MDTC students must have a program grade of C or better and be in compliance with the attendance guidelines as per MDTC policies.
- New MDTC students applying for a 50% tuition scholarship must be accepted into a full-time program by August of the year following their high school graduation (e.g., 2024~~3~~ HS graduates, must start a program by August of 202~~4~~5).
- New students are subject to all application and admission requirements. Enrollment is based on space availability.
- Tuition scholarships are not available for the Practical Nursing program. Cosmetology students who started their senior year are eligible. However, scholarships are not available for those starting a Cosmetology program after high school graduation.
- ~~All applicants must have a diploma from a MDPS high school or have lived in the MDPS district at the time of their high school graduation.~~
- ~~New students must currently live in the Mid-Del Public Schools (MDPS) district.~~
- ~~Current MDTC students finishing a full-time program are eligible for a full tuition scholarship only during the school year immediately following high school graduation and must be continuing in their current program.~~
- ~~Current MDTC students must have a program grade of C or better and be in compliance with the attendance guidelines as per MDTC policies.~~
- ~~New MDTC students applying for a 50% tuition scholarship must be accepted into a full-time program by August of the year following their high school graduation (e.g., 2023 HS graduates, must start a program by August of 2024).~~
- ~~New students are subject to all application and admission requirements.~~

~~● Tuition scholarships are not available for the Practical Nursing program. Cosmetology students who started their senior year are eligible. However, scholarships are not available for those starting a Cosmetology program after high school graduation.~~

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Veteran Education Benefits

Veteran Affairs/ GI Bill® (Chapters 30, 35, 1606), Post 9/11 GI Bill® (Chapter 33)

Many full-time career majors are eligible for the following VA Education Benefit Programs:

- GI Bill®: Active Duty — Chapter 30
- Post 9/11 GI Bill® — Chapter 33
- Dependents Educational Assistance — Chapter 35
- GI Bill®: Selected Reserve — Chapter 1606

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA and is available at the official U.S. government website at www.benefits.va.gov/gibill

Eligibility for these programs is determined by Veterans Administration through the Regional Process Office (RPO) in Muskogee, OK. The veteran student who hasn't received VA education benefits before needs to complete the application for benefits online at www.ebenefits.va.gov. All VA forms may be located and printed at www.vets.gov.

Veteran Readiness and Employment (Chapter 31)

This program is for veterans who have a service-connected disability that has impacted their ability to work or prevents the ability to work altogether. This program will help veterans explore employment opportunities and/or training needs. To apply or for more information go to www.va.gov/careers-employment/vocational-rehabilitation/ .

Veteran Information Needed

Forms that need to be provided to the MDTC VA Certifying Official include but are not limited to:

- Copies of DD-214(s) (if applicable)
- Copy of college transcripts
- Copy of Certificate of ~~Basic~~ Eligibility Letter
- Copy of documentation for other sources of financial assistance (other than Pell), such as tribal assistance

- Important note for Chapter 33 Veterans: Be sure to inform the VA Certifying Official if you expect to receive any other financial aid or scholarships (other than the Pell grant).

MID-DEL TECH CENTER Omission of such information could adversely affect the processing of benefits resulting in an overpayment of benefits.

Special Conditions for veteran students receiving VA benefits are as follows:

- All previous education and training are evaluated for credit toward completion of current training program. Students need to provide copies of all college and military transcripts.
- The MDTC attendance policy allows for 9 absences per semester. Veteran students exceeding 9 absences per semester shall be withdrawn for unsatisfactory attendance. The Veterans Administration Office will be notified and benefits will cease.
- Veteran students are encouraged to use all services available at MDTC including career counseling and student organizations.
- Veteran students having general questions concerning benefits may contact the VA Regional Office in Muskogee at 888-442-4551 or go to www.vets.gov.
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- A military transcript submitted for a veteran, reservist, service-person, or eligible person initially enrolling in a school or training facility or initiating pursuit of a program or education or training different from that previously pursued, must reflect the amount of credit allowed for previous education, training or experience — including military experience. Credit for prior training that is applied to the program of education being pursued shortens the program accordingly. The amount of credit allowed, if any, will be shown in clock hours.

STUDENT RIGHTS AND RESPONSIBILITIES

Right to Know

- The institution's accrediting and licensing organizations
- All programs offered and detailed information regarding each program of interest
- Information about the school
- Information about the school's admission policy
- Cost of attendance
- Information on financial aid, including criteria for eligibility and methods of disbursement
- Information on a consistent needs analysis system to evaluate families in an equitable manner
- A student's rights under FERPA
- How Satisfactory Academic Progress is determined, including eligibility and appeals
- Refund policy and Return to Title IV policy
- Campus Security Report
- Retention rates and completion/ graduation rates
- Drug and alcohol policies
- Net price calculator
- Grievance procedures
- Constitution day, voter registration, and vaccination policies

 Responsibilities

- Complete the required paperwork requested by the Financial Aid Office
- Use financial aid funds for school related expenses
- Report all outside aid to the Financial Aid office
- Students, as well as parents, have a responsibility to help pay for their education
- Maintain satisfactory academic progress
- Report changes in enrollment to the Financial Aid office
- Notify the Financial Aid office before withdrawing
- Return to Title IV any received funds the student is determined ineligible
- Read directions thoroughly, complete all applications accurately, and comply with all deadlines
- Students receiving financial student aid should review the Satisfactory Academic Progress Policies
- If you do not understand the financial aid process, ask questions!

ABILITY TO BENEFIT

To receive aid from the Student Financial Aid program a student must be academically qualified for study at the post-secondary level. A student with a high school diploma or its recognized equivalent (GED) is considered academically qualified for financial aid purposes.

STUDENT EXPENSE BUDGET

For purposes of awarding Title IV need-based assistance MDTC estimates reasonable expenses over a nine-month period for the following categories of students:

Dependent Students ..... $~~10,470~~9,756
Independent Students ..... $~~22,195~~20,575

METHOD ~~AND &~~ FREQUENCY OF DISBURSEMENT

- Payment is made via check from Mid-Del Technology Center. For each student, checks are usually disbursed two to three times during the academic year depending on program enrollment.
- Eligible students will receive their first Pell grant disbursement within ~~eight~~ 6-8 weeks after the start of class. Eligible students will not be expected to pay tuition before receipt of the Pell grant. The remaining disbursement(s) will be made upon satisfactory completion of the designated clock hours and weeks of instruction in the payment period. Payment is approximately 4-6~~four to six~~ weeks following the beginning date of the second pay period.
- Pell grants will be disbursed in equal payments and are calculated by multiplying the number of hours the student is expected to complete in the school year by the scheduled award, divided by the number of clock hours in the academic year.
- The student must complete the hours and weeks in each payment period before the subsequent payment will be disbursed.
- Students eligible for Pell grant will have tuition and fees deducted from the grant if they have not paid tuition and fees or provided a letter of authorization form to the school prior to receiving the grant.
- The balance of Pell money left after tuition and fees are deducted will be disbursed to the student in the form of a check made out to the student.
- The Finance Secretary/Administration Office~~ Student Services Office/Financial Aid Office~~ will disburse the Pell checks. The student will be notified of the date and times of disbursement.

ACADEMIC YEAR ~~AND PAYMENT PERIOD~~

~~Career Major~~	~~Academic Year~~	~~Weeks~~	~~Payment Period~~
~~All 900 hours~~	~~900 hours~~	~~26~~	~~Full-time 450 hours~~
~~1500 hours (& 1207 hours)~~	~~900 hours~~	~~26~~	~~Half-time 450 hours~~

MDTC defines its "Academic Year" for the purposes of the Pell grant as 900 clock hours and 26 weeks of instruction. This applies to all programs except full-time Adult Cosmetology and Cosmetology Master Instructor, which ~~is~~are defined as 1000 clock hours and 36 weeks of instruction, and the HVAC Apprentice Technology and Plumbing Apprentice Technology programs, which are defined as 1000 hours and 30 weeks of instruction. ~~-~~

TITLE IV RETURN OF UNEARNED FUNDS POLICY

Federal law now specifies how a school must determine the amount of federal aid* a student earns if he/she withdraws, drops out, is dismissed, or takes a leave of absence prior to completing more than 60% of the payment period. The amount of federal financial aid assistance that a student earns is determined on a pro-rata basis.

Percent Earned = number of clock hours completed up to the withdrawal date divided by total clock hours in the payment period of enrollment**
Percent Unearned = 100% minus percent earned

- When a student receives federal financial aid in excess of earned aid:
  - The school returns the lesser of:
    Institutional charges multiplied by the unearned percentage
    OR
    Title IV federal financial aid disbursed multiplied by the unearned percentage
  - The student returns:
    Any remaining unearned aid not covered by the school;
    Any grant amount the student has to return is a grant overpayment, and arrangements must be made with the school or Department of Education to return the funds.

The student can be billed for funds the institution is required to repay.

*Federal financial aid includes the Federal Pell Grant at MDTC
** Withdrawal date is defined as the student's last date of attendance as determined by the institution from its attendance records. This also includes students who do not return from an approved leave of absence~~s~~.

VERIFICATION POLICY

The Financial Aid office requires verification of FAFSA information for those applicants who have been selected for verification by the U.S. State Department of Education or who have discrepancies arise in their data on the FAFSA. Students to be verified will be notified of documents they need to submit to the

MID-DEL TECH CENTER Financial Aid Office. All student financial aid records are confidential. The following may be required, but is not limited to:

- Proof of income reported on the FAFSA (copy of federal income tax transcripts, tax returns, and W-2's or proof on non-tax filing status)
- Completed and appropriately signed (independent and dependent) verification worksheets
- Other documentation may be required to verify discrepancies
- Household size
- ~~Number in college~~
- Valid government issued photo I.D./Statement of Educational Purpose
- Proof of high school completion status, GED, home school transcript or college transcript.

Failure to comply with verification requirements may result in forfeit of aid. Verification materials should be submitted to the financial aid office within 30 days of student notification.

If the school and the student cannot resolve conflicts that may occur regarding verification, the case will be referred to the U.S. Department of Education, Student Validation Branch. Cases of suspected fraud will be referred to the Regional Office of the Inspector General if they cannot be resolved locally. Based on verification completion, the grant is determined according to the guidelines set by the U.S. Department of Education. No financial aid disbursements will be made until verification is complete.

SATIFACTORY ACADEMIC PROGRESS FOR TITLE IV STUDENTS (PELL)

Satisfactory Academic Progress (SAP) means that a student is proceeding in a positive manner toward the completion requirements of their program (career major) in the expected length of time. If those conditions are not met, the student is at risk of losing their financial aid. This policy applies to the Federal Pell Grant, Oklahoma Tuition Aid Grant, and Oklahoma's Promise.

To be considered eligible for the next disbursement, a student needs to have at least a "C". All of the hours and the weeks of instruction have to be completed. **Students receiving federal aid must attend 90% of their payment period.** When absences are greater than the allowed 10% excused absences, payments will be delayed until those hours are completed/attended.

SAP will be evaluated at the point when the student's scheduled clock hours and weeks of instruction for the payment period have elapsed. A Satisfactory Academic Progress report will be sent to the instructor, who will be asked to complete the student's academic progress. No progress report is required for an otherwise eligible student to receive their first payment.

QUALITATIVE MEASURE (GRADES)

The student must have a cumulative grade of "C" at the end of the payment period.

MAXIMUM TIMEFRAME: 150 PERCENT OF PUBLISHED TIME

Students must successfully complete their program (career major) within 150% of the published time frame. Students will NOT be eligible for aid for hours beyond those in the program. The maximum time frame applies to the amount of calendar time it takes the student to complete those hours. (*Example: 600-hour program has 23 weeks. The maximum time frame of 150% would be 900 hours 34.5 weeks)*

If at the end of a Pell payment period, it is not mathematically possible for the student to complete within the 150% timeframe, the student will be placed on Financial Aid Suspension. There is no opportunity to appeal this suspension.

Course incompletes, withdrawals, and LOA do not affect the cumulative grade. If a student repeats a course, the highest grade may be used in the calculation. However, course incompletes, withdrawals, LOA, and repetitions may all affect maximum timeframe. Any transfer hours that are accepted towards program completion are counted as both attempted and earned hours. The total program hours will be reduced by the hours accepted. In the case of a LOA the hours will be extended.

DISBURSEMENT CRITERIA

If a student meets the SAP requirements, the next Pell disbursement is processed and issued to the student. This process will be repeated at the end of each payment period. If a student does not meet these requirements, the student will be notified via a letter and will receive an official Financial Aid Warning informing the student that he/she did not meet one or more of the SAP requirements and his or her financial aid eligibility is in jeopardy.

HOW PROGRESS IS MEASURED IF A STUDENT CHANGES LOCAL PROGRAMS/CAREER MAJORS

Students should contact a Student Services advisor to discuss the changes that are being requested. The advisor will make sure that there is space available in the desired career major and if so, will grant approval accordingly. The advisor will then notify the student, instructor, and financial aid coordinator or other persons involved, of the start date of the new career major. For students receiving a Pell grant or VA, this will require a new calculation and could affect the amount of Pell or VA a student is eligible for.

Any courses duplicated in the new career major will result in the student receiving advance standing. Neither Pell nor VA will pay for coursework that has already been successfully completed. The remaining courses in the new career major will be used to prorate the new Pell disbursements for the new career major and a new ~~Award~~Financial Aid Notification letter will be given to the student outlining these changes. The GAP of the completed coursework in the original career program will be used to determine academic progress status.

FINANCIAL AID WARNING

If a student receives an unfavorable progress report that is not in compliance with the SAP requirements above, the student will be issued a Financial Aid Warning and informed by letter. The student will still be eligible for the next Pell disbursement, but this will happen only once, i.e. there cannot be two consecutive Financial Aid Warning periods.

APPEALS PROCESS AND FINANCIAL AID PROBATION

If the student is not in compliance with the SAP requirements at the end of the payment period following a period in which the student received a Financial Aid warning, the student's Pell eligibility will be terminated. Students who wish to appeal the termination of financial aid may do so by submitting a written appeal to MDTC's Financial Aid Coordinator detailing the reasons why he or she feels aid should not have been terminated, explain what prevented him or her from complying with the SAP requirements, AND what has changed that will allow him or her to meet SAP requirements when evaluated at the end of the next payment period.

MID-DEL TECH CENTER The written appeal should reach the Financial Aid office no later than three working days after the student receives notification that aid has been terminated. The appeal will be reviewed by a committee that may be comprised of (but not limited to) an Administrator, Financial Aid Coordinator, Career Advisor/Counselor, and instructor. The student will be notified of the results of his or her appeal by mail within 10 working days of the date of the appeal. The committee will have the authority to uphold or override the aid termination and take into account any mitigating circumstances when making that decision.

If the Appeal Committee determines that the student will be able to meet the SAP requirements by the end of the next payment period based on the changes the student has made OR if the student is placed

on an academic plan that will ensure the student is able to meet the SAP requirements, the Appeal will be approved and the student will be placed on Financial Aid Probation for the next payment period. The student will continue to receive financial aid.

REQUIREMENT FOR REINSTATEMENT OF FINANCIAL AID

A student whose financial aid has been terminated may apply for aid to be reinstated, provide 1) he or she has completed one semester of training in an approved program with a semester grade of a C or better, and 2) it is still mathematically possible to complete their program within 150% of the published time. If a student loses eligibility due to maximum timeframe, the student would have to change programs in order to regain eligibility. Students whose aid has been terminated will be responsible for paying tuition in full no later than the first day of the semester unless other arrangements have been made with the Finance Secretary.

SUSPENSION, WITHDRAWAL, AND LEAVE OF ABSENCE

- Any student receiving Title IX aid that is suspended for the semester, unless reinstated under contract, will be terminated from financial aid for at least one semester.
- If a student withdraws from MDTC for personal reasons he or she may owe an overpayment to the Federal Pell Grant program and may have to repay MDTC if the school was required to repay a portion of the student's tuition to the Federal Pell Grant program. Students who do not owe a repayment may reapply for financial aid if they return to school at a later date.
- Students attending MDTC may only receive Title IV aid for a limited time. As of July 1, 2012 students can receive the Federal Pell Grant for no more than 12 semesters or the equivalent (roughly six years). You will receive a notice if you are getting close to your limit.
- The Veterans Administration will be notified if a student receiving VA educational benefits drops or loses eligibility for benefits due to not making satisfactory academic progress or loses eligibility by electing to perform ~~OJT~~Work Based Learning (WBL) rather than remain in the classroom.

ASSESSMENT CENTER

The MDTC Assessment Center provides proctored exams for MDTC students and external testers. MDTC strives to provide a quiet and calm testing environment for students to achieve maximum potential on exams. The Assessment Center is a secure, proctored facility. No persons are to be present in the Assessment Center without the Testing Assessment Specialist present.

MID-DEL TECH CENTER

SCHEDULING

External testers can schedule and pay for testing at www.middeltech.com . MDTC students are given the opportunity to obtain competency and industry certifications through their programs, several of these exams are proctored through the Assessment Center. The instructor will coordinate scheduling these exams with the Testing Assessment Specialist at least 2 weeks in advance of the test date.

If an external tester needs accommodations they must complete and return the Testing Accommodation Request form at least 48 hours in advance. The Instructor must notify the Testing Assessment Specialist of any needed accommodations for MDTC students at the time of scheduling.

CHECK IN/TESTING PROCEDURES

Testers should arrive at least 15 minutes early to complete the check in process. Photo identification will be required at check in. No phones, watches, ear buds, other electronic devices, or study materials (notes, cards, cheat sheets) will be allowed in the testing center. Lockers will be provided to securely store personal items in during the exam. Ear muffs and ear plugs will be provided. If the test allows, scratch paper, a writing utensil, and/or a calculator will be provided.

LATE ARRIVAL & CANCELLATION

Testers arriving more than 5 minutes after their scheduled assessment time will not be admitted to take the test and will need to reschedule at their cost. Students must cancel before 12:00 pm on the day before the scheduled test for a full refund minus a $10 processing fee. There is no refund on or after the day of the test. Full refunds will be given if MDTC cancels the test. Due to unforeseen circumstances, some test dates may be rescheduled without payment penalty.

CHEATING POLICY

MDTC does not condone cheating. If a student is caught cheating on an exam through the Assessment Center they will be reported to their Instructor and the Director of Instruction for disciplinary action. If an external tester is caught cheating, they will not be allowed to utilize the MDTC Assessment Center again.

The first MDTC student who reads this statement and emails aharden@mid-del.net will receive a reward for their efforts in reviewing the student handbook policies. ~~Students will be evaluated at the end of each payment period as shown in the student's Award Letter. A Satisfactory Academic Progress Report will be sent to the instructor who will be asked to complete the student's academic status. At the end of each payment period students will be evaluated to determine if they are meeting the following SAP requirements:~~

~~1. Qualitative Requirement (Grades): Once a payment period has been completed the student must have maintained at least a cumulative GPA of 2.0 for all past coursework.~~

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~~2. Quantitative Requirement (Pace of Progression): The maximum time frame for completing a program is no more than 150% of the program's stated length in accordance with the student's enrollment status (full-time or part-time). The increment for measuring a student's progress will be each payment period. A student must be proceeding in a positive manner toward fulfilling certificate requirements in a normal length of time. At MDTC this means the student must have completed a~~

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minimum of at least 67% of the scheduled learning objectives/ course work for the payment period. The pace of progression is calculated by taking the number of cumulative clock hours completed and dividing it by the cumulative number of clock hours attempted/ scheduled to be completed. If a student is not progressing at a pace which will fall within the 150% time frame, the student is NOT considered to be making satisfactory progress and will be placed on Financial Aid warning status.

If a student meets the SAP requirements the next Pell disbursement is processed and issued to the student. This process will be repeated at the end of each payment period. If a student does not meet these requirements the student will be notified via a letter and will receive an official Financial Aid Warning informing the student that he/she did not meet one or more of the SAP requirements and his or her financial aid eligibility is in jeopardy.

How Progress is Measured if a Student Changes Local Programs/Career Majors
Students should contact a Student Services advisor to discuss the changes that are being requested. The advisor will make sure that there is space available in the desired career major and if so, will grant approval accordingly. The advisor will then notify the student, instructor, and financial aid coordinator or other persons involved, of the start date of the new career major. For students receiving a Pell grant or VA, this will require a new calculation and could affect the amount of Pell or VA a student is eligible for.

Any courses duplicated in the new career major will result in the student receiving advance standing. Neither Pell nor VA will pay for coursework that has already been successfully completed. The remaining courses in the new career major will be used to prorate the new Pell disbursements for the new career major and a new Award letter will be given to the student outlining these changes. The GPA of the completed coursework in the original career program will be used to determine academic progress status.

Financial Aid Warning
If a student receives an unfavorable progress report that is not in compliance with the SAP requirements above, the student will be issued a Financial Aid Warning and informed by letter. The student will still be eligible for Pell disbursement, but this will happen only once, i.e. there cannot be two consecutive Financial Aid Warning periods.

Appeals Process and Financial Aid Probation
If the student is not in compliance with the SAP requirements at the end of the payment period following a period in which the student received a Financial Aid warning the student's Pell eligibility is suspended. Students who wish to appeal the termination of financial aid may do so by submitting a written appeal to MDTC's Financial Aid Coordinator detailing the reasons why he or she feels aid should not have been terminated, explain what prevented him or her from complying with the SAP requirements, AND what has changed that will allow him or her to meet the SAP requirements when evaluated at the end of the next payment period.

The written appeal should reach the Financial Aid office no later than three working days after the student receives notification that aid has been terminated. The appeal will be reviewed by a committee that may be comprised of (but not limited to) an Administrator, Financial Aid Coordinator, Career Advisor/Counselor, and instructor. The student will be notified of the results of his or her appeal by mail

~~within 10 working days of the date of the appeal. The committee will have the authority to uphold or override the aid termination and take into account any mitigating circumstances when making that decision.~~

~~If the Appeal Committee determines that the student will be able to meet the SAP requirements by the end of the next payment period based on the changes the student has made OR if the student is placed on an academic plan that will ensure the student is able to meet the SAP requirements, the Appeal will be approved and the student will be placed on Financial Aid Probation for the next payment period. The student will continue to receive financial aid.~~

~~MAXIMUM TIME FRAME~~

~~The maximum time frame for completion is 150% of the hours required to complete the certificate program, e.g. a 900 hour program with 37 weeks of instruction would have a maximum time frame of 1,350 hours and 55.5 weeks of instruction.~~

~~Suspension, Withdrawal, and Leave of Absence~~

- ~~Any student receiving Title IV aid that is suspended for the semester, unless reinstated under contract, will be terminated from financial aid for at least one semester.~~
- ~~If a student withdraws from MDTC for personal reasons he or she may owe an overpayment to the Federal Pell Grant program and may have to repay MDTC if the school was required to repay a portion of the student's tuition to the Federal Pell Grant program. Students who do not owe a repayment may reapply for financial aid if they return to school at a later date.~~
- ~~Students attending MDTC may only receive Title IV aid for a limited time. As of July 1, 2012 students can receive the Federal Pell Grant for no more than 12 semesters or the equivalent (roughly six years). You will receive a notice if you're getting close to your limit.~~
- ~~The Veterans Administration will be notified if a student receiving VA educational benefits drops or loses eligibility for benefits due to not making satisfactory academic progress or loses eligibility by electing to perform OJT rather than remain in the classroom.~~

~~Requirement for Reinstatement of Financial Aid~~

~~A student whose financial aid has been terminated may apply for aid to be reinstated once he or she has completed one semester of training in an approved program with a semester grade of a C or better. A student whose financial aid has been terminated is responsible for paying tuition in full no later than the first day of the semester unless other arrangements have been made with the Financial Secretary.~~

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DISABILITY STATEMENT

If any student has a documented disability and requires special accommodations it is the responsibility of the student to inform Student Services staff. The student must provide appropriate documentation such as:

- Previous IEP or 504
- Assessment results
- Psychological evaluations
- Any other professional documentation that displays the nature of the disability

MDTC will provide appropriate and reasonable accommodations to ensure equitable access to career and technical training. The special services department of Mid-Del Public Schools is committed to the goal of identifying and locating every single student with a disability who resides within the boundaries of the district, and who is not receiving Special Education services. If you have knowledge of any individual with a disability between the ages of 3 to 21 years, who may be in need of special education services please refer them or their parents to Special Services at 405-737-4461.

Withdrawal Procedures

OFFICIAL WITHDRAWAL

Students choosing to terminate their enrollment prior to program completion must take the following steps:

1. Meet with the Career Counselor who will initiate a Student Change of Status form. The form will indicate the student's last date of attendance and the date of withdrawal.
2. Return all school-owned books/ equipment/ unused supplies and pay any outstanding balances.

UNOFFICIAL WITHDRAWAL

Unofficial withdrawal is defined as: A student fails to attend or ceases to attend his/her program without making contact with the Career Counselor or completing the official withdrawal process.

Work Based Learning (WBL) Training

Some MDTC programs offer WBL Training for eligible students. WBL is an off-campus portion of the technical program designed to provide additional live work that will add to the student's occupational experience and is coordinated with industry employers.

WBL is a privilege for students who qualify. It is not a required part of most training programs. Students must obtain approval from their instructor, meet with the Financial Aid Coordinator (if applicable), and must have all WBL forms completed and approved ***before*** reporting to the WBL work station.

WBL students are required to submit weekly time sheets and monthly performance reports to MDTC as verification of the work performed. Should a student fail to submit the required documentation within the expected time frame, MDTC reserves the right to remove a student from the WBL site and return them to the classroom environment.

Students receiving financial aid from Veteran's Educational Benefits can elect to attend WBL experiences, however due to federal regulations all benefits will be suspended during the WBL timeframe.

~~Students may be eligible for WBL Training. WBL is an off-campus portion of the technical program designed to provide additional live work that will add to the student's occupational experience. WBL is a privilege for students who qualify. It is not a required part of most training programs, except for in HVAC Apprentice Technology and Plumbing Apprentice Technology. Students must obtain approval from their instructor and must have all WBL forms completed and returned to the Student Services office ***before*** reporting to the WBL work station.~~

~~Note: For students enrolled in the Plumbing Apprentice Technology and HVAC Apprentice Technology programs to earn up to 2 years credit towards an Oklahoma journeyman's license, they must complete at least 100 hours of WBL as part of their program.~~

JOB PLACEMENT

Information regarding job openings is available to students through the help of the ~~Employment and Transition Specialist~~ir instructor. MDTC instructors work with ~~with the Employment and Transition Specialist and~~ local businesses to place students. MDTC also encourages students to take advantage of the many online employability resources. ~~The~~ MDTC ~~Employment and Transition Specialist~~ also assists students with employability skills, resume writing, job applications and interview skills.

STUDENT RECORDS

Permanent records, such as grades, attendance, work experience, and competencies are maintained by the school for 5 years.

TRANSCRIPT REQUESTS

If a student wishes to obtain a copy of their MDTC transcript, they must complete a Records Release form (available from Student Services) & provide a copy of their driver's license before a transcript may be released.

PERMISSION TO ACCESS STUDENT RECORDS

Due to educational privacy laws, should an adult student request MDTC to release a copy of their records to a third party, a Records Release form (available in the Student Services office) and a copy of their driver's license must be provided as verification of their identity. This form gives permission for a parent or other designated individual(s) to access the student's attendance records, grades, or financial records. The designated individual may not conference with the teacher on behalf of the student without the student's request and attendance.

MDTC
MID-DEL TECH CENTER

HEALTH & SAFETY

CAMPUS SECURITY ~~AND~~ & STUDENT RIGHT TO KNOW

Plan of Operation

Mid-Del Technology Center, in compliance with Public Law 101-542, otherwise known as The Student Right-to-Know and Campus Security Act, will make available to current and prospective students information described within Public Law 101-542. MDCT~~id-Del~~ will prepare, publish and distribute this information annually to all current students and employees, and to any prospective applicant for enrollment or employment upon request, prior to the prospective applicant's enrolling or entering into any financial obligation. MDTC~~Mid-Del~~ will conduct biannual review of the procedures and statistics to determine effectiveness and availability of up-to-date information.

Provisions

- Previous academic year completion and graduation rates of certificate seeking, full-time students;
- Previous academic year rate at which individuals who complete a program at MDTC~~id-Del~~ pass applicable licensure or certification examinations required for employment in a particular professional skill;
- Previous academic year rate at which individuals who complete or graduate from an occupationally specific program, and who enter the labor market following completion of such a program, obtain employment in the occupation for which they are trained.
- Current campus policies regarding procedures for students and others to report criminal actions or other emergencies occurring on campus —
    - Notify Appropriate administration:
        Director of Instruction at 405-739-1707
        Any administrator
    - In event of serious injury, an ambulance will be called unless the victim, in a rational state, requests to be transported by private car to a hospital. Any faculty member of MDTC is authorized to call an ambulance.
    - In case of accidental or criminal activities call:

Midwest City Police	405-739-1306
SSM Health St. Anthony Hospital – Midwest City	405-610-4411
Midwest City Fire Department	405-739-1340
Midwest City Ambulance	405-733-1414

    Dial 911 for any emergency
- Current policies concerning security and access to campus facilities and security consideration used in the maintenance of facilities:
    - Evacuation Route/Procedure - Every room has a fire evacuation route and tornado procedure posted. Instructors discuss evacuation procedures with each class.
    - Fire and Disaster Crisis Plan - Fire and disaster evacuation will be indicated by a loud beeping and visual light alerts~~steady tone from the alarm system for at least two minutes~~.
    - School Closures - When weather conditions make driving unsafe, school administration will make the decision regarding the operation or closing of Mid-Del Technology Center. A calling network will take effect if the decision to close is made. When conditions such as power line failure, water main break, etc., create an environment which may be unsafe

 or constitute a health hazard, the same procedures indicated above will be used.

- A security guard/ maintenance person is on duty daily to secure the facilities during school hours. All security personnel have ready access to local city police authorities. Local police authorities regularly patrol the campus area at different times during the day and night.

- Description of programs, designed to inform students and employees about prevention of crimes.
  - Staff development designed to inform students and employees about the prevention of crimes.
  - Student orientation at the beginning of the school year will address campus policies and procedures concerning crime prevention and safety on campus. A visiting law enforcement official will conduct a program to students concerning crime prevention and safety on campus.
- Statistics of criminal offenses reported to campus security authorities or local police agencies during the most recent school year and during the two preceding school years for which dates are available, are as follows:

Murder	None	~~2019~~2022-2024 ~~2021~~
Sex Offense- Forcible	None	2022-2024~~2019-2021~~
Non-Forcible	None	2022-2024~~2019-2021~~
Robbery	None	2022-2024~~2019-2021~~
Aggravated Assault	~~None~~1	2022-2024~~2019-2021~~
Burglary	None	2022-2024~~2019-2021~~
Motor Vehicle Theft	None	2022-2024~~2019-2021~~

- Off-campus student organizations are not recognized by MDTC and no need exists to monitor such organizations.
- Statistics concerning the number of arrests for the following crimes occurring on campus:

Liquor law violations	None	2022-2024~~2019-2021~~
Drug abuse violations	None	2022-2024~~2019-2021~~
Weapon possessions	None	2022-2024~~2019-2021~~

CAMPUS CRIME STATISTICS
Students may review a report of campus crime at MDTC for the past three calendar years at the following U.S. Department of ~~education~~ Education website: http://ope.ed.gov/security.

CONSTITUTION DAY/CITIZENSHIP DAY

In 2004, Senator Robert Byrd (D-WV), inserted language into the Consolidated Appropriations Act of 2005, requiring an annual educational program related to the United States Constitution beginning on September 17, 2005. September 17th is the date which commemorates the 1787 signing of the Constitution. However, during the years when September 17th occurs on a Saturday, Sunday, or holiday, the program must be held during either the preceding or following week according to Federal Register Volume 70 No. 99.

Copyright Policies

Mid-Del Technology Center requires that all students and employees adhere to current copyright laws and congressional guidelines to avoid plagiarism (using another person's ideas or concrete work without giving credit to that person). The copyright law of the United States makes it illegal for anyone to duplicate copyrighted materials (the work of another person) without written permission. Serious penalties are provided for unauthorized copy of copyrighted materials or the act of plagiarism.

SUMMARY OF CIVIL AND CRIMINAL PENALTIES FOR VIOLATION OF FEDERAL COPYRIGHT LAWS

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than $750 and not more than $30,000 per work infringed. For "willful" infringement, a court may award up to $150,000 per work infringed. A court can, at its discretion, also assess costs and attorney's fees. For details, see Title 17, United States Code, Section 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment up to five years and fines up to $250,000 per offense. For more information, please visit the website of the U.S. Copyright Office at www.copyright.gov

Drug Free School & Workplace

It is the policy of Mid-Del Public Schools that all students and employees of the district be aware of the district's program to maintain a drug-free environment.

The purpose of MDPS's Drug and Alcohol Abuse policy is to provide a clear message to students, parents, and the citizens of this community that possession, use, distribution, sale or being illegally under the influence of alcoholic beverages, beer, non-narcotic intoxicants or items presented as prohibited beverages, drugs, or controlled dangerous substances will not be tolerated on school buses, in school buildings, on school property, or at or going to or from school-sponsored or authorized events. ~~Students who manufacture, distribute, dispense, possess, or use controlled substances, including anabolic steroids or alcohol, shall be subject to disciplinary action. Such disciplinary action may include long-term suspension or expulsion for student. Students are subject to referral for prosecution under applicable laws. (See board policy~~ Policy: J-16~~) for more information.~~

MDTC shall be designated as a drug free workplace and campus. Any location~~,~~ at which MDTC conducts school~~,~~ is included in this policy, as are all school-related activities both on and off campus. Students are hereby notified that the possession, use or distribution of illicit drugs, counterfeit drugs, prescription drugs, and/or alcohol shall be considered a safety violation to all concerned as well as a health risk for the user. Applicable sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and/or alcohol will be enforced. Sanctions imposed by MDTC will be consistent with local, state, and federal laws and will be in addition to legal prosecution.

MID-DEL TECH CENTER In instances of reasonable suspicion, MDTC may perform rapid eye tests and drug tests. Flag behaviors for determination of reasonable suspicion might be odor, abnormal behavior, sleepiness, listlessness, and lack of concentration or attendance problems.

Students are not allowed to possess medical marijuana or marijuana-related products during the school day, on school grounds, in school vehicles or buses, or at school-related activities. The district reserves the right to discipline students who fail to adhere to Oklahoma law and/or the requirements of district policy ~~J-42~~. Such disciplinary action will be addressed in accordance with the student discipline code. (Policy: J-42)

Various state and federal laws impose severe penalties for the use, possession or sale of controlled substances. The Federal Controlled Substance Act, 21 United States Code Annotated and the Comprehensive Drug Abuse and Control Act of 1970, 21 U.S.C.A., Section 848, provides federal sanctions and the Uniform Controlled Dangerous Substance Act, Oklahoma Statutes, Title 63, Section 2-101, and others, plus various criminal statutes provide state sanctions.

Chemical dependence is a progressive disease that does not disappear of its own accord. Because drugs have a destructive impact on the brain, regular users lose control over their behavior, and most of them find it extremely difficult to stop using drugs without outside intervention. Using a drug just "one time" predisposes a person to try it again because that person has apparently violated a taboo without impunity. Any student in this school district who believes he or she may have a problem with drug abuse may be referred to appropriate local agencies for counseling, treatment, or rehabilitation. For additional information concerning assistance available for the district's plan of operation, please refer to the school counselor/ career advisor.

Legal References:
O.S. 70-1210-221 et seq.
Public Law 101-226

PLAN OF OPERATION

In recognition of the devastating effects that the unlawful use of drugs, alcohol, and other controlled substances has on individuals, families, and society in general; and in compliance with Public Law 101-226 and Public Law 100-690 establishes the following provisions and information to implement a Drug-Free School and Workplace:

In total commitment to the Position stated below; and in conjunction with Public Laws 101-226 and 100-690, MDTC will publish and distribute annually to all students and employees the provisions of its drug awareness and prevention program. This publication will include:

1. The Position Statement
2. Provisions and information associated with unlawful alcohol, drug, and controlled substance abuse, describing:
    - The legal sanctions
    - The disciplinary sanctions by ~~Mid-Del~~MDTC
    - The health risks

- Available counseling and treatment programs
- Employee responsibilities for reporting criminal drug conviction.

~~Mid-Del~~MDTC will conduct a biannual review of the program to determine its effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently and fairly enforced and will submit all required reports, certifications, and copies of its Anti-Drug program to the specified and appropriate entities.

POSITION

MDTC~~Mid-Del~~ exists for the primary function and purpose of enhancing the lives and career opportunities of those served, through vocational-technical training and other self-improvement aspects of the curriculum. Therefore, philosophically, all negative behaviors would have to be discouraged. However, in the case of the unlawful possession, use, manufacture, or distribution of illicit drugs, alcohol, or other controlled substances, Mid-Del Technology Center as a matter of policy, strictly prohibits and will not tolerate these activities by students and/or employees while on district property, including grounds, buildings, parking lots, and vehicles; or while participating in district activities or business while off campus.

PROVISIONS

MDTC~~Mid-Del~~'s Drug-Free School and Workplace Program will operate under the following provisions:

- ~~Mid-Del~~MDTC retains control over all district property, including buildings, grounds, parking lots, and vehicles. Lockers/ desks or any other property assigned to a student/ employee will be on a joint control basis, with the right to inspect at any time retained by MDTC~~id-Del~~.
- Students/ employees who are under the influence of drugs, alcohol, or other controlled substances (excluding medication prescribed by a doctor for their treatment) while on district property or involved with district activities will be in violation of ~~Mid-Del~~MDTC's Drug-Free School and Workplace Policy prohibiting the use of such substances, regardless of where the substances were actually consumed or used.
- The unlawful possession, use, manufacture, or distribution of illicit drugs, alcohol, or controlled substances is prohibited by state and federal criminal law that contains the appropriate law enforcement authorities, including the Oklahoma County Sheriff's department.
- Violation of ~~Mid-Del~~MDTC's Drug Free School and Workplace policy by adult students will result in notification of the appropriate law enforcement authorities.
- Disciplinary actions by ~~Mid-Del~~MDTC will be administered fairly in compliance with state and federal statutes, and in compliance with ~~Mid-Del~~MDTC's commitment to non-discrimination, as established in the non-discrimination policy. Disciplinary actions may include any or all of the following:
    - Suspension (in the case of employees, without pay)
    - Probation, pending proof of satisfactory participation in an appropriate drug/alcohol abuse treatment program, at the student's/ employee's expense
    - Expulsion for students
    - Termination for employees

- Referral for prosecution
  - Employees of MDTC~~Mid-Del~~ are required as a condition of employment and by Public Law 100-690 to report to their supervisor, any criminal convictions for drug-related actions.
    - Any employee convicted of violating a criminal drug statute in this workplace must inform the school of such conviction (including pleas of guilty and nolo contendere) within 5 days of the conviction occurring. Failure to inform the school subjects the employee to disciplinary action up to and including termination for the first offense.
    - MDTC~~Mid-Del Technology Center~~ must notify federal funding sources within 10 days after receiving notice from the employee or otherwise receives actual notice of such a conviction.
    - The school reserves the right to offer employees convicted of violating a criminal statute in the workplace participation in an approved rehabilitation or drug abuse assistance program. If such a program is offered and accepted by the employee, then the employee must satisfactorily participate in the program as a condition of continued employment.

Individuals who desire a referral from another source should contact the Oklahoma Department of Mental Health at the following phone numbers:

Oklahoma City Reach-Out 405-271-2444
Teen-line (Noon~~12noon~~ – ~~midnight~~Midnight) 405-271-TEEN
Mental Health & Substance Abuse Reach-~~o~~Out 800-522-9054

This agency provides referral, education and advocacy services at no cost on a statewide basis.

GENERAL CATEGORIES OF DRUGS & THEIR EFFECTS

The following information is about specific types of drugs, how to recognize and avoid them and the immediate and long-term effects. This information should be considered general in nature, and although accurate, may not apply to specific individuals due to physiological differences.

- *Alcohol* - Short-term effects include behavior changes, impairment of judgment and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long-term effects of alcohol abuse include damage to the liver, heart and brain, ulcers, gastritis, malnutrition, delirium tremors, and cancer. Alcohol combined with other barbiturates/ depressants can prove to be a deadly mixture.
  Amphetamines/ Stimulants (speed, uppers, crank, caffeine, etc.) - Amphetamines speed up the nervous system which can cause increased heart and breathing rates, higher blood pressure, decreased appetite, headaches, blurred vision, dizziness, sleepiness, and death due to stroke or heart failure.
- *Anabolic Steroids* - Steroids affect the liver, cardiovascular, and reproductive systems. They can cause sterility in males and females, as well as impotency in males.

- *Barbiturates/ Depressants (downers, Quaaludes, valium, etc.)* - Depressants slow down the central nervous system which can cause decreased heart and breathing rates, lower blood pressure, slowed reactions, confusion, and distortion of reality, convulsions, respiratory depression, coma and death. Depressants combined with alcohol can be lethal.
- *Cocaine/ Crack* - Cocaine stimulates the central nervous system and is extremely addictive, both psychologically and physically. Effects include dilated pupils, increased heart rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia, seizures, and death due to cardiac arrest or respiratory failure.
- *Hallucinogens (PCP, LSD, etc.)* - Hallucinogens interrupt the functions of the part of the brain, which controls the intellect and instinct. Such use may result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depression, anxiety, violent behavior, paranoia, hallucinations, increased heart rate and blood pressure, convulsions, coma, and heart and lung failure.

- *Inhalants (aerosol sprays, glue solvents, etc.)* - The immediate negative effects of inhalants include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination, and loss of appetite. Solvents and aerosol sprays also decrease the heart and respiratory rates and impair judgment. Long-term use may result in hepatitis or brain damage. High concentration of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops.
- *Cannabis (marijuana, hashish, hash, etc.)* - Cannabis impairs short-term memory, comprehension, concentration, coordination, motivation and may also cause paranoia and psychosis. Marijuana smoke contains more cancer causing agents than tobacco smoke. The way in which marijuana is smoked, deeply inhaled, and held in the lungs for a long period, enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.
- *Narcotics (smack, horse, Demerol, Percodan, etc.):* Narcotics initially produce feelings of euphoria often followed by drowsiness, nausea, and vomiting. An overdose may result in convulsions, coma, and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in HIV.
- *Tobacco/ Nicotine:* Tobacco causes some 170,000 people in the United States to die each year from smoking related coronary heart disease. Thirty percent of the 130,000 cancer deaths each year are linked to smoking. Lung, larynx, esophagus, bladder, pancreas, and kidney cancers strike smokers at increased rates. Emphysema and chronic bronchitis are ten times more likely among smokers.

LEGAL ASPECTS

The standards of conduct expected by Mid-Del Technology Center which deal with possession/ distribution of controlled dangerous substances, alcoholic and non-intoxicating beverages, not only have serious consequences related to school enrollment, but also are criminal offenses as defined by the State of Oklahoma and the Federal Government.

The following is a summary of the laws affecting illegal actions in these areas:

- DRUGS: Oklahoma Criminal Laws, Title 63, state the offenses of unlawful delivery or possession of a narcotic, illegal drug, or controlled drug are punishable as felonies. Oklahoma law punishes the possession, distribution or manufacture of drug paraphernalia as a misdemeanor. Adults who distribute drugs or alcohol to minors are punished as felons. Federal laws punish the distribution of drugs on or around school grounds by doubling the normal punishment.
- ALCOHOL: Oklahoma Criminal Laws, Title 37, defines and punishes drinking and being drunk in public places as a misdemeanor. Oklahoma laws punish the distribution of alcohol to a minor as a misdemeanor.

COUNSELING, TREATMENT, AND REHABILITATION

Although Mid-Del Technology Center does not provide drug counseling, treatment, or rehabilitation programs on campus, a counselor will assist students with the location of local agencies that can be of assistance in this area. Students who recognize that they have a problem are encouraged to make contact with these agencies or ask for assistance to do so from a counselor, instructor, or administrator. A few of the agencies that might be contacted are included but are not limited to:

Southwest Prevention Center	405-325-1454
Area Prevention Resource Center	405-522-3810
Eagle Ridge Institute	405-840-1359
Mid-Del Youth and Family Center	405-733-5437
INTEGRIS Mental Health Center	405-427-2441
NorthCare	405-858-2700
Gateway to Prevention and Recovery	405-~~400-1152~~273-1170
Willow View Mental Health Services	405-427-2441
The ~~Referral~~ Recovery Center	405-525-2525
St Anthony Hospital ~~Care Unit~~ – OKC	405-272-7000
Red Rock Behavioral Health Services	405-424-7711
Call Sam (Student Assistance by Mercy)	855-225-2726

Hotlines~~HOTLINES~~

Teen-Line	800-852-8336
Reach Out	800-522-9054
Alcoholics Anonymous	405-842-1200
Al-A~~a~~non	405-767-9071
Cocaine Anonymous	405-500-0701
24/7 Drug Addiction Help	800-662-4357
Suicide Hotline	988

~~- DISASTER/CRISIS RESOURCES~~

Disaster Relief

American Red Cross – Central Oklahoma	405-228-9500
Oklahoma County Emergency Management	405-713-1360
Salvation Army - Central Oklahoma	405-246-1100

Crisis Intervention

Heartline	211
Oklahoma County Crisis Intervention	405-945-6215
Women's Service and Family Resource Center	405-222-1818
YWCA Women's Shelter	405-948-1770
Abuse: Drugs and Alcohol	
Okla. Dept. of Mental Health & Substance Abuse	800-522-9054
Mid-Del Youth and Family	405-733-5437
Statewide Substance Abuse Hotline	800-522-9054
Abuse: Child and Adult Care	
Okla. Dept. of Mental Health	800-522-9054
Mid-Del Youth and Family	405-733-5437
Counseling Services	
Calm Waters for Children and Families	405-841-4800
Mid-Del Youth and Family	405-733-5437
Food Banks	
Mid-Del Food Pantry	405-732-3603
Master's Market	405-737-2010
St. Phillip Neri	405-737-4476
First Southern Baptist Church	405-732-1300
Saint Luke Baptist Food Pantry	405-769-5123

GRIEVANCE DEFINITIONS FOR TITLE IX OF THE EDUCATION AMENDMENTS OF 1971, TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, AND SECTION 504 OF THE REHABILITATION ACT OF 1973

Definitions

Federal Laws and Regulations: has reference to Title VI of the Civil Rights Acts of 1964, Section 504 of the Rehabilitation Act of 1973, and Title IX of the Education Amendments of the Educational Amendments of 1972 and others.

- *Grievance*: a complaint alleging any policy, procedure, or practice which would be prohibited by the above federal laws and regulations.
- *Grievant*: a student or employee of Mid-Del Technology Center who submits a grievance relevant to "I" above or an individual or group submitting a grievance on behalf of a student(s) or employee(s).
- *Mid-Del Technology Center*: any reference to Mid-Del Technology Center means any school, department, sub-unit or program operated by MDTC.
- *Grievance Coordinator*: the employee designated to coordinate Mid-Del Technology Center's efforts to comply with and carry out its responsibilities under Federal laws and regulations.
- *Grievance Representative*: the employee designated by Mid-Del Technology Center or by the grievance coordinator as a person with whom grievances may be filed. The grievance representative may be delegated tasks by the grievance coordinator.
- *Respondent*: a person alleged to be responsible for violation alleged in a grievance. The term may be used to designate a person with direct responsibility for a particular action or those persons

MID-DEL TECH CENTER with supervisory responsibility for procedures and policies in those areas covered in the grievance.

- *Hearing Officer*: the representative(s) of Mid-Del Technology Center or of its governing body who is delegated authority for hearing/ resolving a grievance at a specified level of grievance processing.
- *Grievance Answer*: the written statement of the respondent regarding the grievance allegation and possible corrective action.
- *Grievance Decision*: the written statement of a hearing officer of his/her findings regarding the validity of the allegations and the corrective action to be taken.
- *Day*: a working day; the calculation of days in grievance processing shall exclude Saturdays, Sundays, and holidays.
- *Corrective Actions*: the action which is taken by Mid-Del Technology Center to eliminate or modify any policy, procedure, or practice found to be in violation of federal laws and regulations or to provide redress to any grievant injured by the identified violation.

GRIEVANCE FOR ALLEGED DISCRIMINATION COMPLAINT

Prior to filing a written complaint, we encourage you to visit with your instructor or MDTC's Administrators to resolve the problem or complaint. See below for filing a complaint providing the problem or complaint is not resolved. You may contact our Compliance Officer at 405-737-4461.

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator – Pam Huston
7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: phuston@mid-del.net

504 Title IX Coordinator – Tressa Wilson
7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

Definitions

- *Compliance Officer*: An employee designated by the Superintendent to coordinate compliance efforts with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975 and to investigate complaints. The Assistant Superintendent, of Teaching & Learning/Federal Programs is the designated Compliance Officer for Mid-Del Schools.
- *Complaint*: A written complaint alleging any policy, procedure, or practice of the District which discriminates on the basis of race, color, national origin, religion, sex, disability, veteran status or age.

- *Grievant*: A student or employee of the Midwest City-Del City School District or any other person who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, disability veteran status or age.
- *Respondent*: The person alleged to be responsible for the violation alleged in the 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 date; the calculation of days in processing the complaint shall exclude Saturdays, Sundays, and holidays.

Pre-Filing Procedures

- Prior to the filing of a written complaint, the Grievant is encouraged to visit with his/her immediate supervisor or an MDTC Administrator, and reasonable efforts should be made to resolve the problem or complaint.
- The following procedure is outlined as an Early Complaint Resolution (ECR) process which can be addressed when a parent/guardian feels that a conflict exists between their child and the school, school personnel or school policy and such conflict is based on feelings related to race, national origin, disability, age, or gender.

  - Step 1 -- Conference conducted between appropriate parties. Parent/Guardian/Teacher Conference. If Parent/Guardian/Teacher conference does not resolve the situation, then proceed to Parent/Guardian/MDTC Administrator Conference.
  - Step 2 -- Appeal is made to the Assistant Superintendent of MDTC. If the Assistant Superintendent deems that the situation warrants ECR, then the process will be instituted.
  - Step 3 -- A committee of three people consisting of an administrator, teacher, and independent party shall convene to hear the complaint. After hearing from the affected parties, the committee shall make a recommendation to the Executive Director as to what the resolution should be in terms of staying or modifying decisions related to the situation. The Executive Director will render a decision based on the committee recommendation, but in no way is the committee recommendation binding.

Note: For students identified as "disabled" under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, the Mid-Del District will follow state and federal laws and regulations.

Filing and Processing Discrimination Complaints

- If the Grievant desires to proceed with a complaint within thirty (30) days of an alleged violation, the Grievant shall submit a written complaint to the Compliance Officer. The complaint shall state the Grievant's name, the nature of the alleged violation, the date of the alleged violation, the name of the person(s) responsible, and the requested action.
- Within ten (10) days of receiving the complaint, the Compliance Officer shall notify the Respondent of the complaint.

- Within ten (l0) days of notification, the Respondent shall submit to the Compliance Officer an answer which shall: 1. Confirm or deny facts; 2. Indicate acceptance or rejection of Grievant's requested action; and/or 3. Outline alternatives
- Within ten (10) days after receiving Respondent's answer, the Compliance Officer shall schedule a hearing with the Grievant and the Respondent.
- Within ten (10) days of the hearing, the Compliance Officer shall render a written decision and shall provide a copy of the written decision to both the Grievant and the Respondent.
- Within ten (10) days of receipt of the Compliance Officer's decision, if either the Grievant or the Respondent is not satisfied with the decision of the Compliance Officer, either may submit a written request to the Compliance Officer for a hearing before the Superintendent.
- Within ten (10) days of receiving a request for a hearing before the Superintendent, the Compliance Officer shall notify the Superintendent of the request and schedule a hearing. Such hearing shall be conducted within thirty (30) days of the date on which the Compliance Officer received notification of the request for a hearing.
- Within ten (10) days of conducting the hearing, the Superintendent shall render a written decision on the complaint.

- Within ten (10) days of receipt of the Superintendent's decision, if either the Grievant or Respondent is not satisfied with the decision of the Superintendent, either may submit a written request to the Compliance Officer for a hearing before the Board.
- Within ten (10) days of receiving a request for a hearing before the Board, the Compliance Officer shall schedule a hearing conducted by the Board. Such hearing shall be conducted within thirty (30) days of the date on which the Compliance Officer receives notification of the request for a hearing.
- Within ten (10) days of conducting the hearing, the Board shall render a written decision on the complaint; the decision of the Board shall be final.

General Provisions

- Extension of time: Any time limits set by those procedures may be extended by mutual consent of parties involved. The total number of days from date that complaint is filed, until complaint is resolved, shall be no more than 180 days.
- Confidentiality of Records: All records, complaints, notes, documents, and statements made during or related to allegations of discrimination shall be maintained on a confidential basis by the Compliance Officer, and no information concerning any complaint shall be documented in an employee's personnel file; however, in the event official proceedings relating to such allegations are initiated by a party or the District, such records may become public in accordance with law. Information pertaining to complaints shall be maintained on file for three years after resolution of the complaint.
- Non-Retaliation Provision: No person filing a complaint nor anyone participating in the complaint process under this policy will be subjected to any form of reprisal, retaliation, intimidation, or harassment because he/she has utilized this complaint procedure in good faith or because he/she has in any way participated in any investigation or hearing involving or related to any complaint filed under this policy. The School District will

discipline or take appropriate action against any employee, agent, or representative of the District who is determined to have engaged in such retaliatory behavior.

HARASSMENT

SEXUAL HARASSMENT

Sexual harassment is any type of unwelcome conduct directed toward a student or employee. This conduct may include touching, verbal comments, name calling, spreading sexual rumors, suggestive gestures, suggestive sounds, and exerting pressure for sexual favors, and should be reported to a teacher, counselor, or administrator.

Sexual bullying includes harm to another resulting from, but not limited to, making unwelcome sexual comments about the student; making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim's body; participating in gossiping or spreading of false rumors about the student's sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that adversely affects the victim's school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully; or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment — also prohibited by Mid-Del Public Schools.

Any sexually related activity is prohibited at school, in school vehicles, or at or going to or from school sponsored or authorized functions. Overt public displays of affection is not acceptable school behavior. The site administrator will have the responsibility for making judgments in this regard. (Policy: G-2)

BULLYING, HARASSMENT, ~~AND~~ & INTIMIDATION

Mid-Del Public Schools supports a positive school climate, conducive to teaching and learning that is free from threat, harassment, and all types of bullying. It is the policy of this school district to prohibit all bullying of any person at school. Prohibited conduct includes incidents of bullying instigated by the use of electronic communication specifically directed at students and/or school personnel.

As used in the School Safety and Bullying Prevention Act, "bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause physical or emotional harm for the targeted individual or group. Such behavior is specifically prohibited.

~~Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation, or use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes, but is not limited to, harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.~~

~~Bullying, harassing, and intimidating behavior often involves expressive gestures, speech, or physical acts that are sexually suggestive, lewd, vulgar, profane, or offensive to the education or social mission of this school district, and at times involves the commission of criminal acts. This behavior interferes with the curriculum by disrupting the presentation of instruction and also disrupts and interferes with the student/ victim's or bystander's ability to concentrate, retain instruction, and study or to operate free from the effects of intimidation, harassment, and bullying. This results in a reluctance or resistance to attend school.~~

Bullying, harassment, and intimidation instances are to be reported to a staff member and investigation procedures will be followed as laid out in district policy. (Policy: J-18)

Release of Student Information (FERPA Rights)

Any information concerning students that is covered by the Family Educational Rights and Privacy Act (FERPA) shall be released only according to this policy:

- DIRECTORY INFORMATION: This information routinely appears in student directories and may be freely released. This information will be treated as confidential only upon written request:
  - Name
  - Class designation
  - Extracurricular participation
  - Achievement awards or honors
  - Weight & height, if a member of an athletic team
  - Student's photograph

  CONFIDENTIAL INFORMATION: This is all other information contained in the student's educational record and can be released only upon the written consent of the owner of the privacy right, with the exceptions as defined in the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, which waive prior consent. Confidential information shall only be transferred to a third party on the condition that such party will not permit another party to have access to the information without written consent of the owner of the right. The owner of the right is the student's parent or, if the student is 18 or older or attending post-secondary school, the student is then an "eligible student."

- SCHOOL OFFICIAL: a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel), a person serving on the School Board, a person or company with whom the District has

  contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist), or a parent of student participating in a school service program or serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his or her own task.

  An eligible student has the following FERPA rights:
  - To inspect and view the student's education records
  - To request amendment of education records to ensure they are not inaccurate, misleading, or in violation of the student's privacy or other rights in a hearing if necessary.

- To consent to disclosures of information in education records, except where consent is not required to authorize disclosure.
- To file complaints with the U.S. Department of Education concerning alleged failure to comply with confidentiality requirements.
- To obtain a copy of local adopted policy.
- Notification methods shall be effective for parents and eligible students whose primary home language is other than English. Access to student records is provided pursuant to and in compliance with FERPA and the Oklahoma Records Act. In regards to FERPA go to https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html

Shop Safety Requirements

The Board of Education, administration and staff of Mid-Del are committed to providing a safe learning and working environment. The school is in compliance with all local, state, and federal regulations pertaining to the safety of the facilities, equipment, and materials.

Each student must pass a safety examination with 100% accuracy, and have a waiver of responsibility signed by a parent or guardian on file before using equipment or participating in any shop activities. When in the shop, it is expected that students are wearing the PPE appropriate to their trade or task.

Vaccinations

State Statute 70-3243 requires public/ post-secondary institutions to provide information on the risks associated with meningococcal disease and the benefits of vaccination. Meningitis is an inflammation of the membrane that surrounds the brain. Left untreated, it can cause seizures, coma, lasting disability and even death. Health professionals recommend all students receive the meningitis vaccine. Additional information is available at your local county health department.

MDTC
MID-DEL TECH CENTER

COMPLAINT FORM (REQUEST FOR A REVIEW)

Person or organization completing request

Name: _____

Date of Birth: _____

Address: _____

School or Place of Employment: _____ Grade (if student): _____

Discrimination Based On: ___ Race ___ Color ___National Origin ___Age

___Disability ___Sex ___Veteran Status

Complaint Filed By: ___Student ___Employee ___Applicant ___Visitor

___Parent ___Other: _____

If the alleged violation is regarding an individual other than the person or organization listed above, please complete the following information. For example: a parent completed the above information regarding discrimination toward their child. The child's information should be listed below:

Name: _____ ~~Date~~ Date of Birth: _____

Relationship to Grievant: _____

Address: _____

Grade: _____ ~~School~~ School or Place of Employment:

_____

Date of Alleged Violation: _____

Describe the nature of the alleged violation, including specific facts relating to the complaint. List or attach reference to facts, documents, witnesses, or other proof of support for the claim.

_____

_____

_____

Signature of Person Requesting Review _____

Date: _____

~~The~~The investigation will follow procedures outline in Board Policy: C-22

MDTC
MID-DEL TECH CENTER

ANNUAL NOTICE OF REQUIRED DISCLOSURE OF STUDENT CONSUMER INFORMATION

What to Disclose, When, and to Whom	Description of Information to be Disclosed	Where to Find Information
What: **Institutional Information (§668.43)** **When:** Upon Request **To:** Enrolled Students Prospective Students	• Cost of attending school i.e.: Tuition and Fees • Institutional Refund Policy/Requirements for officially withdrawing from school • Requirements for Return of Title IV, HEA Federal Pell Grant funds • Entities that accredit, license, or approve the school and its career majors and procedures for reviewing school's accreditation, licensing, or approval documentation • Description of any special services and facilities for disabled students • Titles and availability of employees responsible for dissemination of institutional and financial assistance disclosure information and how to contact them	Student Handbook Program Information College Navigator Cost of Attendance
What: **Financial Assistance Information (§668.42)** **When:** Upon Request **To:** Enrolled Students Prospective Students	• Description of all available federal, state, local, private and institutional financial assistance, and a description of: (1) application and procedures; (2) student eligibility requirements; (3) selection criteria; and (4) criteria for determining the amount of a student's award • Rights and responsibilities of students receiving Title IV and other financial aid, including: (1) criteria for continued eligibility; (2) satisfactory academic progress (SAP) standards; (3) criteria to re-establish eligibility if student fails to maintain SAP; (4) method and frequency of financial aid disbursements; (5) books and supplies policy	Student Handbook www.middeltech.com MDTC Financial Aid Fact Sheet
What: **Family Education Rights and Privacy Act (FERPA) (§99.7)** **When**: Upon Request **To:** Enrolled Students Prospective Students Parents of Enrolled Students Under 18	• Right to and procedures for inspecting and reviewing student's education records • Right to and procedures for requesting amendment of student's education records believed to be inaccurate, misleading, or in violation of student's privacy rights • Right to file a complaint with ED for alleged school's or educational agency's failure to comply with FERPA requirements • Right of school to disclose personally identifiable information contained in student's education records without prior consent • Right to the criteria used to determine what constitutes a school official and a legitimate educational interest if schools or educational agency's policy is to disclose personally identifiable information from a student's education records under §99.31 without prior consent • Directory Information	Student Handbook Mid-Del Board of Education U.S. Department of Education/FERPA
What: **Completion/Graduation Rates and Transfer-Out Rates (§668.45)** **When:** Upon Request **To:** Enrolled Students Prospective Students	• The institution's completion or graduation rate for full-time, first-time, certificate-seeking students enrolled at the post- secondary level who graduated or competed their career major within 150% of the normal time (scheduled length of career major) for graduation or completion • Cohort for non-term school (technology schools): Students who enter between 9/1 and 8/31 and are enrolled at least 60 clock hours • Transfer-out rate is not applicable to technology centers since it applies to schools whose mission includes providing substantial preparation for students to enroll in another eligible institution • Information on student body diversity in the categories of gender and ethnicity of enrolled, full-time students who receive Federal Pell Grants • Retention rates of certificate or degree-seeking, first-time full-time undergraduate students.	College Navigator

What: **Campus Security Report (§669.46)** **When:** Annually by Oct. 1 **To:** Enrolled Students Current Employees **When:** Upon Request **To**: Prospective Students Prospective Employees	• Crime statistics for the three most recent school years concerning the occurrence on campus, in or on non-campus buildings or property and public property reported to campus security authority or local police: (1) murder and non-negligent manslaughter; (2) negligent manslaughter; (3) sex offenses-forcible and non-forcible; (4) robbery; (5) aggravated assault; (6) burglary; (7) motor vehicle theft; (8) and arson • Statistics above are also reported by category of prejudice (i.e. offense manifests evidence the victim was intentionally selected because of victim's actual or perceived race, gender, sexual orientation, ethnicity, or disability) • Statistics for the three most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and on public property of following offenses reported to campus security authority or local police: (1) arrests for liquor law violations, drug law violations, and illegal weapons possession; or (2) persons referred for campus disciplinary action • Policies concerning the security of and access to campus facilities and procedures to report campus crimes • Disciplinary actions imposed for the possession, use and sale of alcoholic beverages and illegal drugs and enforcement of state underage drinking laws and federal and state drug laws	~~Campus Crime & Security Report~~ Student Handbook Campus Safety and Security

Additional Consumer Information	Where to Find
Voter Registration	~~www.middeltech.com~~ https://okvoterportal.okelections.us/
GED Information	https://www.middeltech.com/consumer-information-section/
Grievance/Complaint Policy & Procedures	https://www.middeltech.com/student-services/student-handbook/
Student Behavior & Discipline Policy	https://www.middeltech.com/consumer-information-section/
Internet Use Policy	https://www.middeltech.com/student-services/student-handbook/
Absence & Make-up Work Policy	https://www.middeltech.com/consumer-information-section/
Satisfactory Progress Policy	https://www.middeltech.com/consumer-information-section/
Leave of Absence Policy	https://www.middeltech.com/consumer-information-section/
Cooperative Alliance Program (College Alliance)	https://www.middeltech.com/student-services/student-handbook/~~https://www.middeltech.com/student-services/college-credit/~~
Drug and Alcohol Prevention Information	https://www.middeltech.com/consumer-information-section/
Penalties for Drug Law Violations	https://www.middeltech.com/consumer-information-section/
Emergency Response and Evacuations Procedures	https://www.middeltech.com/consumer-information-section/
Student Body Diversity	U.S. Dept. of Ed's College Navigator
Vaccination Policy	https://www.middeltech.com/consumer-information-section/
Textbook Information	https://www.middeltech.com/consumer-information-section/
Copyright Infringement	https://www.middeltech.com/consumer-information-section/
Transfer of Credit, Advanced Standing Articulation	https://www.middeltech.com/consumer-information-section/
National Student Loan Data System (NSLDS)	NSLDS
Net Price Calculator	MDTC Net Price Calculator
College Navigator Website	https://nces.ed.gov/collegenavigator/

Contact MDTC's Student Services Office for a paper copy of the student handbook.

CAMPUS CRIME STATISTICS

Students may review a report of campus crime at MDTC~~S~~ for the past three calendar years at the following U.S. Department ofeducation website: http://ope.ed.gov/security.

NOTICE OF NON-DISCRIMINATION

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Title IX Coordinator – Pam Huston
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504 Title IX Coordinator – Tressa Wilson
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Phone: 405-737-4461
Email Address: twilson@mid-del.net

ADDENDUM A – MDTC STUDENT BEHAVIOR EXPECTATIONS

~~MDTC STUDENT BEHAVIOR EXPECTATIONS~~

MDTC
MID-DEL TECH CENTER

Expectations	Common Areas
Be Responsible	• Have ID Badge Visible • Remove trash and clean/report spills • Use furniture appropriately and return chairs to proper location
Be Respectful	• Be courteous to others • Keep phone/device speakers at courteous levels • Use appropriate language and voice levels • Leave areas clean and orderly
Be Engaged	• Return from breaks on time • Follow school rules • Smile and be friendly
Be Safe	• Respect and follow rules and routines • Manage yourself as a professional • Report suspicious/dangerous behavior

Expectations	Classroom
Be Responsible	• Be on time • Be prepared • Keep classroom clean • Complete tasks and assignments on time • Use phones/devices only as allowed
Be Respectful	• Raise hand to ask or respond to questions • Be mindful of tone of voice • Show a positive attitude • Use appropriate language • Respect classmates and instructors
Be Engaged	• Pay attention • Participate in discussions • Give assignments and tasks your best effort
Be Safe	• Follow all safety rules • Keep walkways clear • Notify instructor of safety hazards • Keep area clean • Refrain from horseplay • Respect personal space

Expectations	Lab/Shop
Be Responsible	• Be on time • Be prepared • Do housekeeping chores • Report safety issues and/or problems with equipment
Be Respectful	• Follow lab guidelines • Be a team player • Take care using and maintaining equipment • Help classmates
Be Engaged	• Pay attention • Stay on task • Follow shop/lab protocols • Ask questions if unsure
Be Safe	• Wear proper PPE/clothing and hair • Refrain from horseplay • Practice good ergonomics • Be a safety advocate • Use tools/equipment as intended

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Expectations	Restrooms
Be Responsible	• Use facilities appropriately • Report any facility/supply issues
Be Respectful	• Follow tobacco use and controlled substance policies • Be courteous and respect the privacy of others • Treat school property with respect
Be Engaged	• Respect class time - return to class as soon as possible
Be Safe	• Wash your hands • Use sanitary practices

Expectations	Parking Lot
Be Responsible	• Be patient • Drive the speed limit • Be cautious • Follow traffic laws and rules
Be Respectful	• Use respectful language • Keep music down • Be courteous to other drivers and pedestrians
Be Engaged	• Pay attention when driving - watch for pedestrians • Pay attention when walking • Stay off cell devices
Be Safe	• Use correct parking techniques • Pay attention to parking lot monitors • Wear seatbelts

Expectations	Technology (Devices)
Be Responsible	• Maintain and safeguard school and personal property • Use safe internet practices • Use phones/devices only as allowed
Be Respectful	• Use proper netiquette and follow all school policies related to technology • Respect other people's privacy and property
Be Engaged	• Use only class-specific websites and services • Use devices for their intended educational purposes
Be Safe	• Be mindful of content being assessed, sent, and received • Download and use approved content only • Follow safety procedures

Expectations	Off Campus Events
Be Responsible	• Follow handbook and other applicable rules • Be on time and accountable • Maintain contact with Instructor/school official
Be Respectful	• Follow facility rules • Maintain and utilize school property as intended • Represent your school as a professional
Be Engaged	• Be proactive • Keep a positive Attitude • Ask questions • Smile and be friendly
Be Safe	• Be aware of surroundings • Travel in pairs when on school functions • Keep Instructor/school official informed

ADDENDUM B – MDTC PRACTICAL NURSING HANDBOOK

~~MDTC PRACTICAL NURSING HANDBOOK~~

~~SECTION I~~

~~MID-DEL TECHNOLOGY CENTER~~SECTION I – MID-DEL TECHNOLOGY CENTER

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Mission Statements
Scope of Programs
Compliance Statement
Progression to Higher Education Nursing Programs
Practical Nursing Program Approval and Accreditation

MID-DEL TECHNOLOGY CENTER
1621 MAPLE DRIVE
MIDWEST CITY, OK 73110

OUR MISSION

The mission of MDTC is to provide the Mid-Del Community with a skilled workforce through dynamic education, relevant training, and lasting support.

The mission of MDTC Practical Nursing is to provide an innovative and comprehensive student-focused curriculum to meet student learning outcomes through a variety of selected learning experiences, achieve program outcomes, and prepare graduates to serve as competent, licensed practical nurses.

OUR VISION

MDTC's Vision Statement: We are the economic development leader for businesses and individuals to positively impact our global community.

SCOPE OF PROGRAMS

The courses offered at MDTC are designed to reflect the current trends in industry needs and follow the patterns of up-to-date industry training. The curriculum is based on a foundation provided by the State Department of Career and Technology Education. Courses are presented in a manner that would allow an individual the opportunity to complete in 11 months.

STATEMENT OF NONDISCRIMINATION

The Mid-Del Public School District No. I-52 does not discriminate on the basis of race, color, national origin, sex, pregnancy, gender, gender expression or identity, religion, veteran status, sexual orientation, disability, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator – Pam Huston
7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: phuston@mid-del.net

504 Title IX Coordinator – Pam Huston
7217 S.E. 15th Street
Midwest City, OK 73110
Phone: 405-737-4461
Email Address: twilson@mid-del.net

PROGRESSION TO HIGHER EDUCATION NURSING PROGRAMS

Practical Nursing graduates are encouraged to continue their nursing education at the college (ADN) and/or university (BSN) levels. Successful completion of nursing education programs at either and/or

both of these levels qualify graduates to take the NCLEX-RN (registered nurse license exam). Several higher education nursing programs are in the Oklahoma City metro area, with each program having different admission criteria. Practical Nursing graduates from Mid-Del Technology Center may articulate to state colleges after meeting specific admission criteria. It is the student's responsibility to research, obtain, and complete higher education nursing program admission requirements from his/her school of interest.

PROGRAM APPROVAL AND ACCREDITATION

The Mid-Del Technology Center's Practical Nursing is approved by the Oklahoma Board of Nursing and accredited at the state level by the Oklahoma Department of Career and Technology Education. Addresses and phone numbers of the state approval and accrediting agencies are as follows:

Oklahoma Board of Nursing
2915 N. Classen Blvd., Suite 524
Oklahoma City, Oklahoma 73016
Phone: 405-962-1800
Next survey visit: Fall 2025

Oklahoma Department of Career and Technology Education
1500 West Seventh Avenue
Stillwater, Oklahoma 74074
Phone: (800) 522-5810 or (800) 377-2000

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~~SECTION II~~

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~~PRACTICAL NURSING PROGRAM~~SECTION II – PRACTICAL NURSING PROGRAM

ROLE OF THE PRACTICAL NURSE

The licensed practical nurse is an integral part of the health care team. As advances have been made in the treatment of illness, many fields have become available to the licensed practice nurse. The following is taken from the Oklahoma Nursing Practice Act (2020), §567.3a.4.~~:~~

"Licensed practical nursing" means the practice of nursing under the supervision or direction of a registered nurse, licensed physician or dentist. This directed scope of nursing practice includes, but is not limited to:

A. Contributing to the assessment of the health status of individuals and groups,
B. Participating in the development and modification of the plan of care,
C. Implementing the appropriate aspects of the plan of care,
D. Delegating such tasks as may safely be performed by others, consistent with educational preparation & that do not conflict with the Oklahoma Nursing Practice Act,
E. Providing safe and effective nursing care rendered directly or indirectly,
F. Participating in the evaluation of responses to interventions,
G. Teaching basic nursing skills and related principles,
H. Performing additional nursing procedures in accordance with knowledge and skills acquired through education beyond nursing preparation, and
I. Delegating those nursing tasks as defined in the rules of the Board that may be performed by an advanced unlicensed assistive person.

PURPOSE OF PROGRAM

The purpose of the Practical Nursing program is to provide the student an opportunity to complete a nursing program at the Practical Nursing level. The graduate of the Practical Nursing program is granted a diploma and is eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). After successfully passing the NCLEX-PN, the graduate will be a Licensed Practical Nurse (LPN).

PROGRAM DESCRIPTION

The Practical Nursing Program at MDTC is an 11-month full time program for adult students. Students are admitted into the program annually in August and complete the program in June the following year. The program consists of 1,207 program hours. There are 256 prerequisite hours. The total number of hours at completion is 1,463. Prerequisite course requirements include Medical Terminology, Anatomy and Physiology, and current, unrestricted Certified Nursing Assistant (CNA) certification in Oklahoma. Classroom instruction is scheduled Monday through Friday, along with various clinical rotations that are scheduled throughout the fall and spring semesters. Clinical experiences include long-term care, acute medical/surgical, obstetrics, pediatrics, mental health, clinic, and preceptorship. A skills lab is provided to learn foundational nursing skills, medication administration, and intravenous therapy. Upon successful acquisition of skills, students are given opportunities to implement nursing skills in the clinical settings with supervision. Students are expected to attend class and clinical according to the attendance policies. Learning Activity Packets (LAPS) are provided online and by print. These packets provide guidance and supplement the instructional material. Grades must be maintained at the minimum expected level 80% in all courses, including clinical.

PROGRAM OBJECTIVES

Upon completion of the Practical Nursing program the student shall be expected to:

1. Provide client-centered care based on established plans of care and problem solving skills/nursing process that promote health and positive client outcomes for clients of all ages and stages.
2. Maintain the dignity of each patient as an individual within a diverse society.
3. Utilize effective communication in establishing therapeutic relationships with clients and the interdisciplinary health care team observing client confidentiality and professional boundaries.
4. Utilize evidence based practice while implementing safe, quality nursing care and maintaining continued competence.
5. Demonstrate the ability to function as a member of the interdisciplinary team with regard for the roles and responsibilities of the LPN.
6. Perform nursing skills competently under the supervision of a registered nurse, a licensed physician, or dentist.
7. Utilize legal and ethical standards of the practice of nursing consistent with the *Oklahoma Nursing Practice Act*.
8. Demonstrate professional behaviors and accountability including self-evaluation that will promote lifelong learning and career skills.
9. Identify deviations from normal body structure and function.
10. Document accurately assessed findings and nursing interventions.
11. Implement nursing measures to promote and maintain normal functioning and structure of the human body.
12. Utilize information technology to provide and document client care and to promote safety standards in a variety of healthcare settings.
13. Involve the patient and family in planning and implementing patient care.
14. Utilize effective and appropriate teaching methods for patients and family members.
15. Pass the National Council Licensure Examination (NCLEX-PN).

THEORY AND CLINICAL SCHEDULES

Classroom schedule for theory: Monday – Friday
AM session: 8:00 am to 11:00 am PM session: 12:00 pm to 3:00 pm (6 hours of theory)

Clinical starts in September of each year and is usually on Mondays and Tuesdays from 6:30 am to 2:30 pm. Times/dates for clinical experiences vary. (8 hours of clinical)

PHILOSOPHY

We, the faculty, believe:

Society consists of diverse groups of individuals or communities of individuals who share common beliefs, values, and goals.

An **individual** in a democratic society should be given every opportunity to achieve full potential so that the individual can function effectively in society.

Nursing is the application of the nursing process to assist individuals to meet those health-related needs, which they cannot meet for themselves. Services performed are consistent with educational preparation.

Education is a continuous life-long process, which leads to the total development of an individual. Education prepares the individual to become a productive, creative, contributing member of society and the community. While schools and faculties design educational programs, each individual is ultimately responsible for his or her own learning.

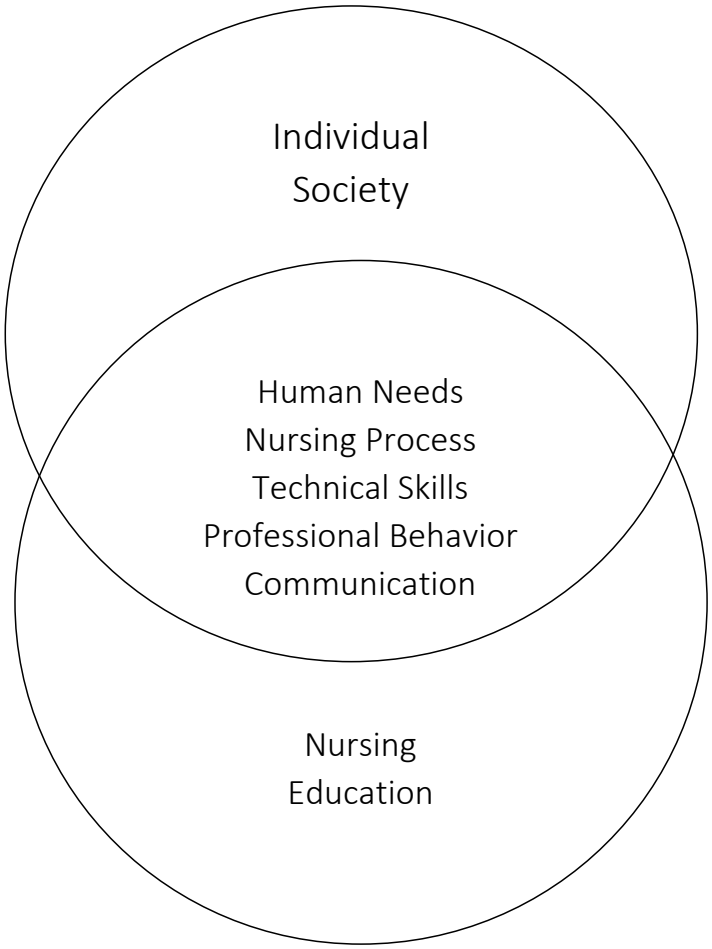
Nursing Education is a program of study that prepares students to use the nursing process in meeting the physical, mental, social, cultural, and spiritual needs of individual clients in health care settings.

Practical Nursing is providing safe and effective, preventative, rehabilitative, and therapeutic care to people of all ages and cultures. Practical nurses use the nursing process within the scope of educational preparation, working under the direction and supervision of a registered nurse, a licensed physician, or a dentist. Other functions of Practical Nursing include teaching basic skills and principles to clients, families, or allied health personnel, delegating specific tasks, and communicating findings to other health care providers who are appropriately trained. It is believed adult students can be prepared to function effectively as practical nurses.

Practical Nursing Education is the process that actively involves adult students in becoming prepared to practice nursing safely and effectively at the entry-level required of a graduate practical nurse. Active student participation enables the student to successfully obtain licensure and a position in the health care industry, functioning under the legal and ethical guidelines of governing agencies. Student learning outcomes are achieved through classroom theory and selected client-centered experiences, as students actively engage in their learning process. Program outcomes are measured as a result of the achievement of standards set by the nursing education faculty. Encouragement of continued education, learning, and participation in professional organizations are essential for future professional growth.

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CONCEPTUAL FRAMEWORK



CONCEPTUAL FRAMEWORK

The faculty views the Practical Nursing program as an intertwining of two major spheres. The first sphere is that of the individual in society. The students are unique individuals who have been influenced by society and who bring this influence to the nursing program in the form of beliefs and behaviors. During the course of the Practical Nursing program, they must recognize their own individuality and that of others to provide effective care. This care will in turn have an impact on individuals and society.

The second sphere encompasses nursing and education. Nursing and education can each have a profound effect on the individual and society. In turn, individuals and society dictate the approaches of nursing and educational practices.

The overlapping areas and the unique way it is structured is Practical Nursing education as practiced in this program. Five components take the student from the simple principles and skills of the beginning of the program to the complex principles and skills needed by the entry-level licensed practical nurse. The five components are: human needs, the nursing process, technical skills, professional behavior, and communication.

Human needs present themselves in the physical, mental, social, cultural, and spiritual areas. An understanding of basic body structure and function and alterations during time of illness is essential in understanding patients' needs nurses deal with frequently. Needs may be influenced by the culture which surrounds the individual. Needs presented throughout the lifespan vary and must be recognized. Maslow's Hierarchy is incorporated to help students prioritize needs presented by patients.

The nursing process is a framework utilizing critical thinking for problem solving during the delivery of patient care. Collection of data that contributes to planning and implementing nursing measures and the evaluation of those measures, assist the practical nurse to prevent illness, restore health, and/or achieve maximum potential and/or comfort for patients.

Technical skills influence the outcome of nursing care. Beginning with the simple and progressing to the complex, all nursing interventions should be administered in the safest and most effective way possible.

Professional behavior affects the way the nurse interacts with the patient, other health care workers, and society in general. Appearances, words, and actions constitute professional behavior. Legal and ethical responsibilities are incorporated into this area. Participation in continuing education, as well as professional, and community endeavors are worthwhile evidence of professional behavior.

Communication in nursing is both verbal and non-verbal. The nurse communicates with the patient, families of patients, and other members of the health care team. Teaching and documentation are important areas of communication. Communication must be clear, complete and concise. It must be adapted to meet the needs of the individual.

CAREER OPPORTUNITIES

Many career opportunities are available for licensed practical nurses. The following list includes some options for Practical Nursing graduates who obtain licensure.

- Long-Term Care
- Hospitals
- Clinics
- Home Health Care
- Hospice
- Skilled/Rehabilitation

DESCRIPTIONS OF FACILITY AND EQUIPMENT

The Health Occupations Division area occupies approximately 10,800 square feet. The classrooms and laboratory are located at the Mid-Del Technology Center, 1621 Maple Drive, Midwest City, Oklahoma 73110.

The Practical Nursing Program consists of two classrooms, library resources in one of the classrooms, a computer lab, and a nursing skills lab. The Practical Nursing instructors have individual offices adjacent to a reception and administrative area. Storage areas are available for electronic media, skills lab and miscellaneous supplies. Restrooms are in the immediate area. All areas are handicapped accessible. A safe room is located within the Health Occupations Division area.

~~SECTION III~~

~~CURRICULUM STRUCTURE~~SECTION III – CURRICULUM STRUCTURE

MDTC Practical Nursing Program
Curriculum Plan
~~2023~~2024-~~2024~~2025

Courses		Theory Hours	Skills Lab Hours	Clinical Hours	Total Course Hours
Pre-requisites	Medical Terminology	45	0	0	45
	Anatomy & Physiology	120	0	0	120
	Long Term Certified Nursing Assistant	75	Included in theory hours	16	91
1. Introduction into Nursing		40	0	0	40
2. Fundamentals of Nursing		111	59	0	170
3. Clinical Nursing I		0	0	120	120
4. Pharmacology & IV Therapy Skills		45	30	0	75
5. Medical Surgical Nursing		190	0	0	190
6. Clinical Nursing II		0	0	168	168
7. Pediatric Nursing		40	0	0	40
8. Maternity – Newborn Nursing		40	0	0	40
9. Mental Health		40	0	0	40

11. Clinical Nursing III	0	0	240	240
12. Transition into Practice	24	0	0	24
13. Clinical Nursing IV	0	0	60	60
Total Program Hours (%)	**770 Hours (53%)**	**89 Hours (6.0%)**	**604 Hours (41%)**	**1,463 Hours (100%)**

(OBN Approved: 02-01-18, updated 10-6-22)

PRACTICAL NURSING PROGRAM
Pre-Requisite Course Hours and Requirements

Pre-Requisite Courses	Total Hours = 256	Requirements
1) Medical Terminology	45	Completion of this course is required for admission into the Practical Nursing program. Advanced standing credit will be given for the total amount of hours.
2) Anatomy & Physiology	120	Completion of this course is required for admission into the Practical Nursing program. Advanced standing credit will be given for the total amount of hours.
3) Long Term Certified Nursing Assistant (CNA Certification)	91	Completion of this course is required for admission into the Practical Nursing program. Advanced standing credit will be given for the total amount of hours. **CURRENT, UNRESTRICTED OKLAHOMA CNA CERTIFICATION IS REQUIRED.**

PN Curriculum Course Hours and Requirements

Course: Introduction into Nursing	Total Hours = 40	Curriculum Requirements				
		Theory	Skills Lab	Assignments	Exams	Clinical
1. Adult Learning	6	6		x	x	
2. Communication	6	6		x	x	
3. Professionalism	6	6		x	x	
4. Nursing Ethics and Law	6	6		x	x	
5. Wellness	6	6		x	x	
6. Holistic Care	5	5		x	x	
7. Health Care Delivery Systems	5	5		x	x	
Total Theory Hours	**40**	**40**	**NA**	**x**	**x**	**NA**

Course: Fundamentals of Nursing	Total Hours=170	Curriculum Requirements				
		Theory	Skills Lab	Assignments	Exams	Clinical
1. Safety	6	6	-	x	x	
2. Asepsis	9	3	6	x	x	
3. Assessment Skills	15	9	6	x	x	
4. Documentation Skills	8	5	3	x	x	
5. Nursing Process	12	12	-	x	x	
6. Basic Nutrition	6	6	-	x	x	
7. Mobility	8	3	5	x	x	
8. Geriatric Care Skills	6	3	3	x	x	
9. Dying Patient	6	6	-	x	x	
10. Pain, Comfort, Sleep	6	6	-	x	x	
11. Heat and Cold Skills	3	2	1	x	x	
12. Wound Care Skills	12	6	6	x	x	
13. Admission/Transfer/Discharge	6	6	-	x	x	
14. Urinary Care Skills	18	9	9	x	x	
15. Respiratory Care Skills	17	8	9	x	x	
16. Digestive Care Skills	15	8	7	x	x	
17. Care of the Surgical Patient	6	6	-	x	x	
18. Phlebotomy/Therapeutic Proc	11	3	8	x	x	
(NESA Clinical Exam)	NA	NA	NA	NA	x	
Total Theory Hours	**170**	**107**	**63**	**x**	**x**	**x**

Course: Pharmacology and IV Therapy Skills	Total Hours = 75	Curriculum Requirements				
		Theory	Skills Lab	Assignments	Exams	Clinical
1. Calculating Medications	15	15	-	x	x	
2. Intro/Researching Medications	6	6	-	x	x	
3. Oral/Topical Medications	18	9	9	x	x	
4. Parenteral Medications	15	6	9	x	x	
5. IV Therapy and Skills	20	8	12	x	x	
6. ATI – Fundamentals	1	(1)			x	
Total Theory Hours	**75**	**45**	**30**	**x**	**x**	**x**

Course: Medical-Surgical Nursing	Total Hours = 190	Curriculum Requirements				
		Theory	Skill Lab	Assignments	Exams	Clinical
1. Integumentary Nursing	8	8		x	x	x
2. Musculoskeletal Nursing	14	14		x	x	x
3. Respiratory Nursing	18	18		x	x	x
4. Cardiac Nursing	18	18		x	x	x
5. Vascular Nursing	14	14		x	x	x
6. Hematology Nursing	10	10		x	x	x
7. Immune Nursing	12	12		x	x	x

Course: Medical-Surgical Nursing	Total Hours = 190	Curriculum Requirements			
		Theory	Assignments	Exams	Clinical
8. Oncology Nursing	9	9	x	x	x
9. Digestive Nursing	18	18	x	x	x
10. Endocrine Nursing	18	18	x	x	x
11. Reproductive Nursing	11	11	x	x	x
12. Urinary Nursing	15	15	x	x	x
13. Sensory Nursing	8	8	x	x	x
14. Neurology Nursing	15	15	x	x	x
15. ATI – Med/Surg Assessment	1	(1)		x	
16. ATI – Pharmacology Assessment	1	(1)		x	
Total Theory Hours	**190**	**190**	**x**	**x**	**x**

Course: Pediatric Nursing	Total Hours = 40	Curriculum Requirements			
		Theory	Assignments	Exams	Clinical
1. Growth and Development, Health Promotion	8	8	x	x	x
2. Respiratory/Cardiac Disorders	7	7	x	x	x
3. Musculoskeletal/Integumentary Disorders	5	5	x	x	x
4. Hematology/Metabolic Disorders	5	5	x	x	x
5. Neurosensory/Genitourinary Disorders	7	7	x	x	x
6. Gastrointestinal Disorders	4	4	x	x	x
7. Care of Hospitalized Ped Patient	3	3	x	x	x
8. ATI – Pediatrics Assessment	1	(1)		x	
Total Theory Hours	**40**	**40**	**x**	**x**	**x**

Course: Maternal/Newborn Nursing	Total Hours = 40	Curriculum Requirements			
		Theory	Assignments	Exams	Clinical
1. Antepartum Care	10	10	x	x	x
2. Intrapartum Care	10	10	x	x	x
3. Postpartum Care	10	10	x	x	x
4. Newborn Care	9	9	x	x	x
5. ATI – Maternal/Newborn Assessment	1	(1)		x	
Total Theory Hours	**40**	**40**	**x**	**x**	**x**

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Course: Mental Health Nursing	Total Hours = 40	Curriculum Requirements			
		Theory	Assignments	Exams	Clinical
1. Intro to Mental Health	4	4	x	x	x
2. MH Assessment Skills and Care	4	4	x	x	x
3. Therapeutic Enviro/Comm/Relat	4	4	x	x	x
4. Psychopharmacology	4	4	x	x	x
5. MH Disorders I	8	8	x	x	x
6. Addiction, Abuse/Neglect	8	8	x	x	x
8. MH Disorders II	4	4	x	x	x
9. Impaired Cognition	4	4	x	x	x
10. ATI – Mental Health Assessment	1	(1)		x	
Total Theory Hours	**40**	**40**	**x**	**x**	**x**

Course: Transition to Practice	Total Hours = 24	Curriculum Requirements			
		Theory	Assignments	Exams	Clinical
1. Legal and Ethical Issues	24	24	x	x	x
2. Supervision and Quality Assurance					
3. Resume and Interviewing Skills					
4. Avoiding Reality Shock/Burn Out					
5. Becoming a Life-long Learner					
6. Getting Ready for NCLEX-PN					
7. ATI – Management, Tutorials, and Comprehensive Assessments					
Total Theory Hours	**24**	**24**	**x**	**x**	**x**

Clinical Courses	Hours
Clinical Nursing I	120
Clinical Nursing II	168
Clinical Nursing III	240
Clinical Nursing IV	60
Total Clinical Hours	588

Prerequisite Hours: 256 (Theory = 240; Clinical = 16)
Program Hours: 1,207 (Theory = 619, Clinical = 588)
Total Program Hours: 1,463 (Theory = 859; Clinical = 604)

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CURRICULUM COURSE DESCRIPTIONS

Course Names	Course Descriptions
Medical Terminology **(Pre-Requisite)**	Medical Terminology is designed to develop in the students a working knowledge of the language of medicine. Students acquire word building skills by learning prefixes, suffixes, roots and abbreviations. By relating terms to body systems, students identify proper uses of words in a medical environment. Knowledge of medical terminology enhances students' ability to successfully secure employment or pursue advanced education in healthcare.
Anatomy & Physiology (**Pre-Requisite**)	Anatomy and Physiology is the study of the structures and functions of the human body. The areas studied will be an integration of biology and chemistry and will include, but are not limited to: Organization of the Body; Chemical Basis for Life; Cells & Tissues; Integumentary System; Skeletal System; Muscular System; Nervous System; Endocrine System; Blood, Circulatory System; Lymphatic and Immune System; Respiratory, System; Digestive System and Metabolism; Urinary System, and Reproductive System. The course may include laboratory experiences.
Long-Term Care Nursing Assistant (**Pre-Requisite)**	Completion of this course and Certified Nursing Assistant (CNA) certification are required for admission into the Practical Nursing program. Advanced standing credit will be given for the total amount of hours.
Introduction into Nursing	This course focuses on use of nursing and related concepts by practical nurses as providers of care and members of discipline in collaboration with health team members. Emphasis is placed on the Concepts of Adult Learning; Communication; Professionalism; Nursing Ethics and Law; Wellness; Holistic Care; and Health Care Delivery Systems.
Fundamentals of Nursing	This course is an introduction to nursing care. Topics include safety; asepsis; focused assessment; documentation; nursing process; admission, transfer and discharge; pain, comfort and sleep; geriatric care; basic nutrition; mobility; care of the dying patient; therapeutic procedures and surgery; wound care; heat and cold; phlebotomy; respiratory care; urinary care; digestive care and skills competency. Emphasis will be given to the Practical Nursing student developing critical thinking skills, recognizing legal/ethical responsibilities, acting as a patient advocate, maintaining positive patient/colleague relationships, and by implementing appropriate standards of care.
Pharmacology and Intravenous Therapy	This course provides instruction in basic pharmacology and medication administration skills, including IV therapy, as well as skills needed for safe and effective medication administration. A brief introduction to fluid and electrolyte balance will be included. Content includes components of medication preparation and administration including the essential knowledge needed to adequately contribute to the assessment and evaluation of the effect of medication on clients across the lifespan.
Medical Surgical Nursing	The Medical Surgical Nursing course addresses disorders while incorporating concepts from previous courses. This course focuses on deviations of health in adults. Student will learn how the nursing process guides the holistic care of the individual. The body systems included in this course are: Integumentary; Musculoskeletal; Respiratory; Cardiac; Vascular; Hematology, Immune, Sensory: Neurology; Digestive; Endocrine; Urinary; Reproductive and Oncology.

Course Names	Course Descriptions
Pediatric Nursing	Pediatric Nursing course expands upon the concepts learned in Medical Surgical Nursing to address disorders specific to pediatric patients. The student will be able to relate normal growth and development, concepts of wellness and needs of the hospitalized child. The physical, emotional, social needs of the pediatric patient and their family will be explored.
Maternal/ Newborn Nursing	Maternal Newborn Nursing is designed to familiarize the student with the holistic approach to care for the antepartum, intrapartum, postpartum patient and the neonate. The normal processes of conception, fetal development, labor and delivery, postpartum period, and family involvement will be included. The course includes the care of the normal patient and newborn as well as those with complications.
Mental Health Nursing	This course presents an introduction to Mental Health Nursing. The course provides an introduction into mental health care and prevalent mental health disorders.
Transition to Practice	This course provides concepts related to the transition from student licensed practical nurse.

OVERVIEW OF COURSE OBJECTIVES

Course objectives reflect knowledge and skills competencies students should accomplish upon successful completion of the program. The objectives include the cognitive, psychomotor, and affective domains for both theory and clinical aspects of the program. The nursing process and critical thinking components are major elements in the development of objectives, courses, and course content.

1. Medical Terminology (Pre-Requisite)
   While this course is a pre-requisite, course objectives must be aligned with the Oklahoma Department of Career and Technology Education Practical Nursing State Curriculum. The following must be included in the course for advanced standing credit to be applied:
   The learner will demonstrate a basic understanding of medical terms for the following areas and body systems: Introduction to Medical Terms; Human Body Health and Diseases; Skeletal System; Muscular System; Cardiovascular System; Lymphatic and Immune Systems; Respiratory System; Digestive System; Urinary System; Nervous System; Sensory System; Integumentary System; Endocrine System; Reproductive System; and Diagnostic Procedures and Pharmacology. No lab is required. Competency will be measured by obtaining a minimum level grade of 80%, according to the identified criteria.

2. Anatomy and Physiology (Pre-Requisite)
   While this course is a pre-requisite, course objectives must be aligned with the Oklahoma Department of Career and Technology Education Practical Nursing State Curriculum. The following must be included in the course for advanced standing credit to be applied:
   The learner will demonstrate a basic understanding of the following body systems: Organization of the Body; Chemical Basis for Life; Cells, Tissues, and Membranes; Integumentary System; Skeletal System; Muscular System; Nervous System; Endocrine System; Blood; Cardiovascular System; Lymphatic and Immune Systems; Respiratory System; Digestive System; Urinary System; and Reproductive System. Competency will be measured by obtaining a minimum level grade of 80%, according to the identified criteria.

3. Long Term Care Nursing Assistant (Pre-Requisite)
   While this course is a pre-requisite, the following content must be included in the course for advanced standing credit to be applied:
   Course objectives required by the Oklahoma Department of Career and Technology Education are aligned with the Oklahoma State Department of Health. Completion of this course and Certified Nursing Assistant (CNA) certification in Oklahoma are required for admission into the Practical Nursing program.

4. Introduction to Nursing
   Upon completion of the objectives, the learner will have an understanding of basic nursing concepts of the following subjects:
   Learning; Communication; Teamwork; Human Development; Health Promotion; Professionalism; Nursing Ethics and Law; and, Health Care Systems. Integration of a NCLEX-PN review text is included. Competency will be measured by obtaining a minimum grade of 80% according to the identified criteria.

5. Fundamentals of Nursing
   Upon completion of the objectives, the learner will demonstrate successful acquisition of the following foundational nursing skills:
   Safety, Wound Care Respiratory Care; Upper and Lower Digestive Care; Basic Nutrition; Urinary Care; Heat and Cold Application; Mobility; Plan of Care; Admission, Transfer, and Discharge; Documentation; Assessment; Therapeutic Procedures, Care of Surgical Patients; Grief and Loss; Care of the Dying Patient; Pain Management; Geriatric Care; and Phlebotomy. Competency will be measured by obtaining a minimum grade of 80% in theory and successful demonstration of each skill, according to the identified criteria.

6. Pharmacology and Intravenous Therapy
   Upon completion of the objectives, the learner will demonstrate successful acquisition of these foundational skills:
   Medication Administration and Intravenous Therapy. Competency will be measured by obtaining a minimum grade of 80% in theory and successful demonstration of each skill, according to the identified criteria. A 100% must be achieved on the dosage calculations test.

7. Medical Surgical Nursing
   Upon completion of the objectives, the learner will be able to recognize body structure and function, common disease processes, and demonstrate nursing care and support measures related to the following subjects:
   Integumentary Nursing; Musculoskeletal Nursing; Respiratory Nursing; Cardiac Nursing; Vascular Nursing; Hematology Nursing; Immune Nursing; Sensory Nursing; Neurology Nursing; Digestive Nursing; Endocrine Nursing; Urinary Nursing; Reproductive Nursing; and Oncology Nursing. Integration of a NCLEX-PN review text is included. Competency will be measured by obtaining a minimum grade of 80%, according to the identified criteria.

8. Pediatric Nursing

   Upon completion of the objectives, the learner will be able to recognize body structure and function, common disease processes, and demonstrate nursing care and support measures related to the following subjects:

   Growth and Development; Health Promotion; Care of the Infant, Toddler, Preschooler, School Age, and Adolescent; and, Care of the Hospitalized Pediatric Patient. Integration of a NCLEX-PN review text is included. Competency will be measured by obtaining a minimum grade of 80%, according to the identified criteria.

9. Maternal and Newborn Nursing

   Upon completion of the objectives, the learner will be able to recognize body structure and function, common disease processes, and demonstrates nursing care and support measures related to the following subjects:

   Antepartum Care; Intrapartum Care; Postpartum Care; and Newborn Care. Integration of a NCLEX-PN review text is included. Competency will be measured by obtaining a minimum grade of 80%, according to the identified criteria.

10. Mental Health Nursing

    Upon completion of the objectives, the learner will be able to recognize body structure and function, common disease processes, and demonstrate nursing care and support measures related to the following subjects:

    Introduction to the Psychological Care Environment; Team Roles and Treatments; Therapeutic Communication; Psychopharmacology; Stress, Anxiety, and Coping; Addictive Disorders; Abuse and Neglect; Mental Health Disorders; Depression; and Impaired Cognition. Integration of a NCLEX-PN review text is included. Competency will be measured by obtaining a minimum grade of 80%, according to the identified criteria.

11. Transition to Practice

    Upon completion of the objectives, the learner will have an understanding of the following in preparation for the NCLEX-PN and transitioning to the workplace:

    Legal and Ethical Issues; Supervision and Quality Assurance; Resume and Interviewing Skills; Avoiding Reality Shock and Burnout; Becoming a Life-long Learner; and Getting Ready for NCLEX-PN. Integration of a NCLEX-PN review text is included. Competency will be measured by obtaining a minimum grade of 80%, according to the identified criteria.

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INSTRUCTIONAL MATERIALS

Various instructional materials and aids, such as the Oklahoma Department of Career and Technology Education's state-wide Practical Nursing curriculum, Internet resources, professional nursing journals, etc., are used to supplement assignments. Required textbooks and computer applications/software are as follows:

Leifer, G. (2023). Intro to Maternity & Pediatric Nursing text and study guide (9th ed.). St. Louis, MO: Elsevier.

Linton, A. & Maebius, N. (2024). Introduction to Medical-Surgical Nursing text and study guide (8th ed.). St. Louis, MO: Elsevier.

Morris, D. (2022). Calculate with Confidence (8th ed.). St. Louis, MO: Elsevier

Morrison-Valfre, M. (2023). Foundations of Mental Health Care (8th ed.). St. Louis, MO: Mosby.

PN Comprehensive Assessment and Review Program [Computer Software]. (~~2022~~2024). Leawood, KS: Assessment Technologies Incorporated

Silvestri, L. (~~2022~~2025). Comprehensive Review for the NCLEX-PN Examination (~~8th~~ 9th ed.). St. Louis, MO: Elsevier.

Vallerand, A. & Sanoski, C (~~2019~~2025). Davis's Drug Guide for Nurses (~~16th~~ 19th ed.). Philadelphia, Pa: F.A. Davis.

Williams, P. (2023). Fundamental Concepts and Skills for Nursing text and study guide (Revised Reprint, ~~7~~6th ~~_____~~ed.). St. Louis, MO: Elsevier.

~~SECTION IV~~

~~General Program Information~~

SECTION IV – GENERAL PROGRAM INFORMATION

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ADMISSIONS PROCESS

Requirements and items indicated below must be submitted by the application deadline of each year in order to be considered for acceptance into the program.

- Application for Admission
- High School Transcript or GED scores.
- Reference Letters (up to 3)
- Verification of successful completion in:
    - Medical Terminology
    - Anatomy and Physiology
    - Certification as a Certified Nursing Assistant (CNA)
- Pre-Entrance Exam scores (TABE, Accuplacer, or ACT scores)
- Oklahoma State Bureau of Investigations (OSBI) Background Check

APPLICATION REVIEW AND PROCESS

- Review of applications by the nursing faculty will begin after the application deadline.
- Application packets containing all required documents found in the checklist will be considered for acceptance. Packets turned in past the deadline will be considered only if space permits.
- All applications are evaluated using a points system and ranked according to a point value.
- Once applications have been reviewed, each potential candidate will be contacted for an interview with the PN Director and a PN Instructor. Any student that does not attend their scheduled interview will not receive points in this category on their application.
- All applicants will be notified by mail of their status (acceptance, alternate, or non-acceptance) by the end of June.
- Upon acceptance, students will be required to submit documentation of updated immunization records and CPR certification. Information will be included in the acceptance letter.

APPLICATION TIMELINE FOR ~~2023~~2024-~~2024~~2025

School Year	Application Deadline	Candidate Interviews	Applicants Notified of Status	Class Begins ~~*(tentative date)~~	Last Day of Class ~~*(tentative date)~~

August ~~2023~~ 2024 – June ~~2024~~2025	Friday, ~~June~~ May 31, 2024~~2, 2023~~	Dates will vary	End of June 2024~~3~~	Friday, August 9th~~11~~, 2024~~3~~	~~Thursday, June 20, 2024~~Tuesday, June 23~~5~~, 2025

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EXPECTATIONS

Applicants to the Practical Nursing Program should be able to do the following:

1. Lift weight of up to 35% of recommended body weight independently.
2. Move around in patient care and work areas.
3. See well enough to observe client condition and behavior, prepare and administer medications; and read gauges and monitors.
4. Hear well enough to hear instructions, requests, monitoring alarms, and to auscultate internal body sound with a stethoscope.
5. Manipulate equipment and supplies and use palpation in patient assessment.
6. Speak, write, and comprehend the English language proficiently.
7. Read and comprehend textbooks, journals, and both written and electronic medical records.
8. Apply mathematical concepts such as fractions, decimals, and percentages in various patient-care situations.
9. Communicate in a professional manner, establish rapport with patients, use problem-solving skills, and function in stressful situations.
10. Adhere to the requirements of the clinical facility.

*Clinical sites may not allow students to attend clinical at their facility if students are unable to perform any of the above.

Students in the Practical Nursing program:

1. Are required to attend class/clinical Monday through Friday.
2. Must be up-to-date on immunizations and CPR certification.
3. Are required to adhere to clinical site policies.
4. Should have transportation to and from clinical sites. Clinical experiences may occur anywhere in the OKC area. Travel is required.
5. Should exhibit a high level of dedication and commitment.

Applicants with History of Arrest/Conviction

A history of arrest/conviction will not necessarily prevent an applicant from being licensed as a practical nurse. However it must be reported to the Nursing Director and the Oklahoma Board of Nursing. Any applicant with a history of arrest/conviction will need to include this information on the application. If more information is needed, the director will contact the applicant.

Applicants with a criminal history may be denied the opportunity to take the Practical Nursing Licensure exam by the Oklahoma Board of Nursing. Applicants with a history of arrest/conviction may be instructed to complete an "Initial Determination of Eligibility for Licensure" through the Oklahoma Board of Nursing. The Board of Nursing will review the applicant's history and determine if the applicant is eligible to take the NCLEX upon graduation. The cost for this service is $95 and will be at the expense of the student. Applicants may choose to complete this service at any time during the application process by using the following link: https://nursing.ok.gov/initialdeterm.pdf

Please note that the clinical facilities utilized by MDTC do not allow students with a past felony conviction to participate in a clinical experience, regardless of the nature of the charge. Additionally, clinical agencies have the right to refuse entry to students with certain misdemeanor violations.
~~**Applicants for licensure are also expected to be in compliance with Oklahoma income tax laws.~~

MISCELLANEOUS INFORMATION

Admission by Transfer for Advanced Standing Credit

Transferring from another Practical Nursing program is challenging due to the sequence and timing of courses and clinical. An applicant who wishes to transfer into the program at MDTC from another Practical Nursing program should first submit a transcript from the Practical Nursing program attended and a letter of good standing from that Nursing Director. Students may also be asked to submit additional information. In order to receive transfer credit, the student must have earned an 80% or higher in the completed courses.

The director will review the transcript and determine if the applicant is eligible to transfer as long as space is available. Every request for transfer will be reviewed on an individual basis. There is no guarantee a request for transfer will be granted. If a student is awarded advanced standing credit, the student will be expected to show proficiency in areas where credit was received. This will be determined on an individual basis.

Medic Veteran to Licensed Practical Nurse Bridge Course Guideline

The PN program recognizes the Oklahoma Board of Nursing (OBN) Medic Veteran to Licensed Practical Nurse Bridge Course Guidelines. Copies of the guidelines are available in the Practical Nursing office and published on the Oklahoma Board of Nursing web site at https://oklahoma.gov/nursing.html .

Readmission Policy

A student may be readmitted into the Practical Nursing program under the following conditions.

1. Space is available.
2. The student's account balance is current and in good standing with finance department.
3. The student had no record of ~~probation~~ disciplinary action at the time of withdrawal.
4. Placement of the student will be determined by the program director and/or administrators. Advanced placement cannot be guaranteed.
5. A student who is given leave of absence may reapply at the discretion of the program director. Advanced placement cannot be guaranteed.
6. A student who is either suspended or dismissed from the program is required to follow the ~~grievance~~ appeal committee's decision on readmission.
7. The student is allowed one readmission.
8. Tuition and expenses will be the same as for students enrolled for the current year of re-entry.

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Program Expenses/Financial Assistance

The total cost of the Practical Nursing program varies from year to year. This price includes tuition, books, and other items needed throughout the program. The PN expense sheet for ~~2023~~2024 ~~2024~~ 2025 is ~~located below~~located below.

Financial assistance is available for adult students through programs such as Pell Grant, OTAG, JTPA, Veterans Benefits, Otha Grimes, Vocational Rehabilitation, BIA, Tribal Agencies, Single Parent/Displaced Homemaker, and Physician's Manpower Training Commission. ~~The~~ Oklahoma Workforce may provide financial assistance for those that don't qualify for any of the resources listed above. A limited number of scholarships may also be available during the course of the program.

To see if you qualify for financial aid, please visit www.fafsa.gov . Mid-Del Technology Center's Federal School ID: 031984

For questions or information regarding financial assistance, please contact Jessica Schuler ~~Tina Murphy~~ at 405-739-1707.

Practical Nursing Program Itemized Student Expenses: ~~2023~~2024 ~~2024~~2025

ITEM	FALL SEMESTER		SPRING SEMESTER		PROGRAM COST
	Descriptions	Expenses	Descriptions	Expenses	
Tuition ($3.00/H~~o~~ur)	~~584~~ 568 Hours	$1,70~~4~~52.00	~~623~~ 639 Hours	$1,~~869~~917.00	$3,621.00
Curriculum Resources	Textbooks; Online curriculum resources; ATI Comprehensive Assessments (Items will be used fall/spring semesters)	$1,~~587~~740.00	Online curriculum resources	$352~~275~~.00	$~~1,862~~2,092.00
Clinical Fees	National Background Check Drug Screen Clinical Hub Fee	$49.00 $~~30~~32.00 $40.00	(Additional background and/or drug screens, if required.)		$121~~19~~.00
Program and Supply Fees	Skills lab supply kit Two sets uniforms; one lab coat ~~Two name tags~~ Three uniform patches	$75~~61~~.00 $125.00 ~~$20.00~~ $19.00	Graduation fee Nursing Licensure Exam Fee (NCLEX-PN)	$100.00 $200.00	$~~515~~519.00

PROGRAM COST	Fall Semester	$3,~~683~~784.00	Spring Semester	$2,~~444~~569.00	TOTAL COST $6,~~127~~353.00

ALL PRICES ARE SUBJECT TO CHANGE

In addition, students are responsible for purchasing the following items on their own:

Due by: August ~~21~~30, 202~~43~~

1) BLS-CPR certification
2) Required immunizations
3) White nursing shoes (soak-proof)
4) Watch with second hand

~~Due by: Sept 1, 2023~~

~~3) White nursing shoes (soak-proof)~~
~~4) Watch with second hand~~

Due by: May 202~~54~~

5) Fingerprint background check for the OK Board of Nursing Licensure Application (appx $50)
6) Oklahoma Board of Nursing Licensure Application Fee (appx $85)

~~*Other: parking fees for some clinical experiences~~

PAYMENT OF TUITION AND EXPENSES

All tuition, financial aid, and payment plan information for the Practical Nursing program follow the general MDTC policies found in the Student Services portion of this handbook. Please refer to it for further information. ~~If a student is not on a form of Financial Aid (i.e.: Pell Grant, VA, etc.), they are considered a self-pay student. All program costs are due the first day of classes or a payment plan contract must be in place and the initial payment made by the first day of classes. These rules apply to ALL MDTC programs.~~

~~Upon acceptance into~~acceptance into ~~the program, students without financial aid assistance will be instructed to contact the Financial Secretary in the Student Services office, to begin the process of a payment plan.~~

~~For payment plans, costs will be totaled and divided into 10 monthly payments (August – May) for all 11 month programs. This includes books, online curriculum costs, semester supply fees, and other mandatory supplies/kit costs. Optional expenses, such as CTSO dues/fees, are not included in this calculation and must be paid separately.~~

~~A statement will be emailed to the student on the 1st of each month.~~

- Payments are due the 10th of each month.
- If payment is not received by the 10th, a $25.00 late fee will be applied.

Exception: Veterans administration beneficiaries will not be assessed the $25 late fee because of slow payment processing from the Department of Veteran Affairs.

- Accounts 5 days past due – Reminder notice will be given to student.
- Accounts 30 days past due – Administrator will counsel with student.
- Accounts 60 days past due – Student may be dropped from the program.

Payment is received by the Financial Secretary. Cash, credit/debit card, and checks are accepted as forms of payment. Checks should be made to Mid-Del Technology Center.

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PRACTICAL NURSING REFUND POLICY

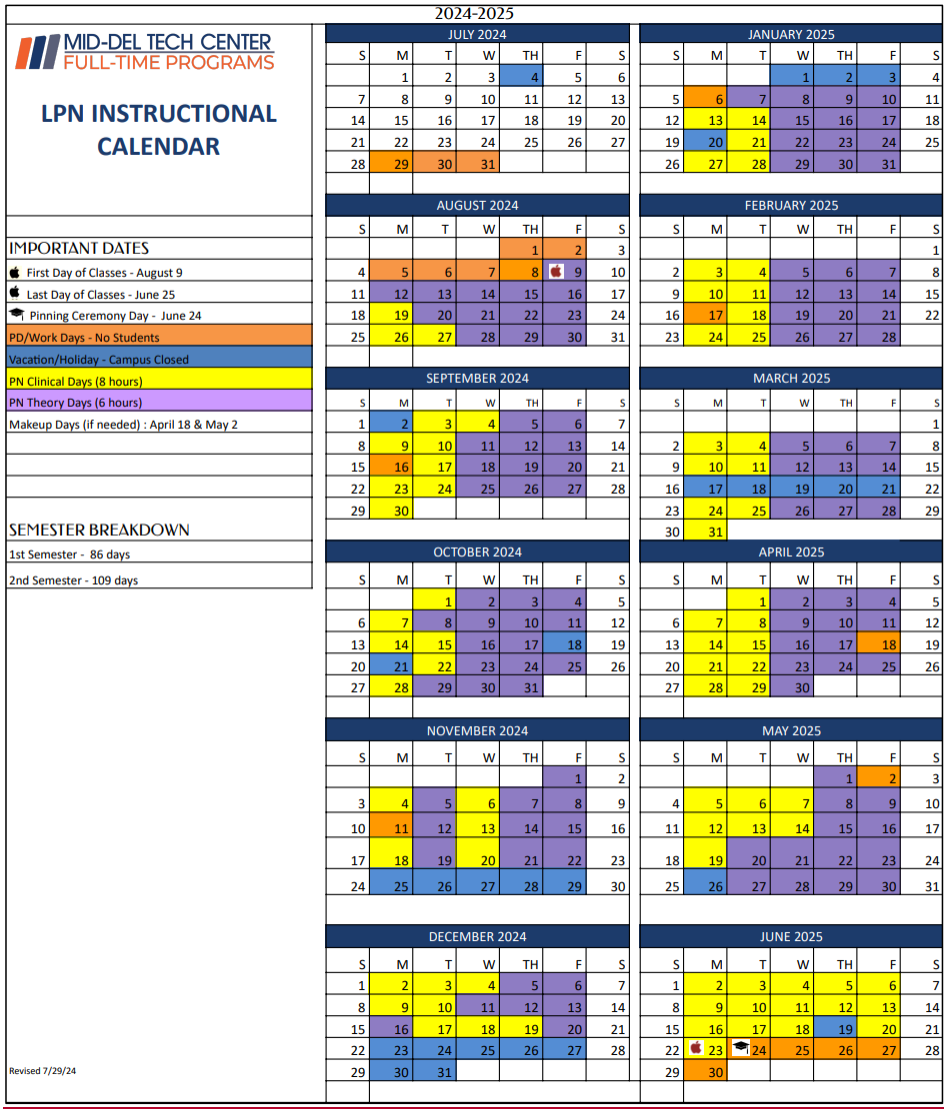
All refund information for the Practical Nursing program follows the general MDTC policies found in the Student Services portion of this handbook. Please refer to it for further information. Once classes begin, any student that withdraws will not receive a refund for the current semester's tuition. Tuition paid in advance for future semesters may be refunded. Entrance testing fees, program deposits, curriculum resources, clinical fees, and program & supply fees are non-refundable.

PROGRAM CALENDAR

The Practical Nursing Program calendar can be found below. ~~follows the Mid-Del Public School District's calendar.~~ School breaks and observance of federal and state holidays are reflected on the school's calendar for the~~at~~ year. Each student will receive a copy of the district calendar for the year.

In the event of school closures, Practical Nursing will follow the general MDTC Inclement Weather Cancellation policy found in the General Information section of this handbook. Please refer to it for further information.~~close when Mid-Del Public Schools are closed. Each student will be notified of the closure by the district-wide automated system.~~

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GRADUATION

Requirements for graduation are as follows:

1. Academic and Clinical Requirements:

A. Attain a minimum average of 80% in the total course grade and must have 80% or higher exam average.
B. Attain an 80% average in each individual clinical component for each course.
C. Successfully complete 60 hours of preceptorship.
D. Successful completion of the ATI assessment exams, NCLEX Review assignments, and any required NCLEX preparatory remediation. Successful completion will be determined by the PN faculty and also based on the student's ATI and NCLEX Review exams. Unsuccessful completion will delay the student's program completion date until requirements are met.

2. NCLEX Registration
   A. Student must provide documentation that NCLEX registration has been completed prior to last day of school.
3. Payment of Fees:
   A. Pay for all tuition, supplies and graduation expenses.
   B. Return or pay for all books, magazines, equipment, and other articles checked out from school.
4. Personal and Professional Development:
   A. Display satisfactory competencies and professional behavior.
   B. Complete a portfolio.

Students are eligible to receive diplomas after all of the above requirements are met. Students meeting these requirements will be eligible to take the NCLEX-PN for licensure to become a licensed practical nurse.

PINNING CEREMONY

The pinning ceremony is scheduled at the end of June. Students who are eligible to graduate may participate in the pinning ceremony.

~~SECTION V~~

~~PROGRAM POLICIES AND PROCEDURES~~SECTION V – PROGRAM POLICIES & PROCEDURES

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ATTENDANCE GUIDELINES

The Practical Nursing program's format is designed for students to complete the program in 11 months. Therefore, attendance for both theory and clinical is critical to the student's performance and success in the program. Excessive tardies deprive the student of learning opportunities, interrupts other students and the instructor, jeopardizes patient care in the clinical area, and displays lack of professional responsibility. It is the responsibility of the student to know and to follow correct procedures regarding attendance for class and clinical as stated in the student handbook. Students are expected to be in class every day school is in session and are expected to take care of personal business on their own time. Employment obligations, doctor appointments, etc., should be scheduled at times that do not conflict with class or clinical attendance. To graduate and qualify for licensure, students must complete the 1,463 hour curriculum plan that has been approved by the Oklahoma Board of Nursing.

TIME CLOCK POLICY

Student attendance is monitored through the use of a time clock using time cards.

1. One clock hour equals one hour of classroom or clinical attendance.
2. A time clock is located on the counter in the main lobby of the Practical Nursing Office for clocking in and out.
3. Students are responsible for clocking in and out each day. Students who fail to clock in and out will not be given any credit for attendance and will receive an absence or tardy.
4. An Emergency Evacuation/Fire Drill Attendance Roster, that is located next to the time clock, must be signed when clocking in and out. This document will be used only in case of an emergency and does not serve as a substitute for clocking in and out.
5. Students **MAY NOT** clock in or out for any other student. Students who engage in this behavior will be subject to disciplinary action.
6. Scheduled 15-minute breaks will be given during the morning and afternoon sessions. Students do not need to clock in and out for these scheduled breaks.
7. Students must clock in and out for lunch, and for any other non-school related activity that requires leaving campus.

ATTENDANCE POLICY

1. Students that are late to class or clinical will receive a tardy.

2. Three tardies equal one absence.
3. Adult students are allowed no more than nine (9) excused or unexcused absences per semester. Absences should only be used in the event of illness or other unavoidable situations. Accrued absences could affect a student's performance in class/clinical.
4. If a student is going to be absent, they are required to call the Practical Nursing secretary on the day of the absence. Calls should be made no later than 8:00 am for class days. ~~and 6:30 am for clinical days.~~ The PN department has voicemail where a student can leave a message if they call outside of program hours. For additional information about clinical absences, refer to "Clinical Policies and Procedures" of this handbook.
5. It is the student's responsibility to keep track of his/her tardies and absences.
6. Accrued absences will affect Pell Grant disbursements.

SUMMER ATTENDANCE POLICY

Practical Nursing students attend class in the month of June. June is considered part of the Summer Semester. ~~Students are allowed up to 2 absences in the month of June.~~Students are required to meet a certain number of hours during this month. The number of hours will vary among students and is dependent upon the number of seat hours obtained throughout the school year.

ILLNESS/INJURY

Students that have the following symptoms are asked to use an absence and stay home from class or clinical:

- Fever greater than 100.0 F
- Vomiting and/or diarrhea
- Uncontrollable cough
- Body aches and/or chills

Students should use professional judgment for any ailment that is considered contagious and use an absence when necessary.

1. Students are required to submit a doctor's note for any illness that requires more than two days of absences.
    a. If a student is absent for an illness on a day that an exam is scheduled, the student must bring a doctor's note regardless of how many days they are absent to avoid losing points on the exam.
2. Any injury sustained that affects the student's ability to perform at clinical requires a doctor's release.
3. Absences resulting from illness or injury are counted in with the student's total absences for the semester regardless of a doctor's note.

IN THE EVENT OF AN ABSENCES:

1. Students are responsible for contacting instructors to determine what assignments were given on the day of the absence.
2. Make-up assignments are allowed at the discretion of the instructor.

3. If absence occurs on a day that an assignment is due, the assignment must be submitted on day of return in order to receive full credit. See "Assignment Policy" for details concerning assignments that are submitted after due date.
4. Quizzes and/or tests scheduled on the day of the absence may be considered for rescheduling only if proper documentation is presented on the day of return and the student followed the guidelines for reporting their absence.
    a. If the student has received permission to make-up a quiz/test, the make-up quiz/test must occur on the day of return. The student is responsible for arranging the time for the make-up quiz/test.
    b. If the student is unable to present proper documentation to support the absence on the day of a quiz/test, ten percent will be deducted from the exam grade.
    c. Students will only be allowed to make-up an exam a maximum of two times while in the program. A grade of zero will be given on missed exams thereafter.
5. Attendance policies apply to clinical experience. Please see "Section VI: Clinical Policies and Procedures" for specific instructions regarding clinical attendance.

ATTENDANCE DISCIPLINARY ACTIONS:

1. Excessive absences will result in the student receiving disciplinary action~~being placed on Attendance Probation. Probation may affect a student's financial assistance~~.
2. If a student acquires 10 absences, they will be scheduled to meet with an Attendance Appeal Committee. ~~may make a written appeal to determine if special circumstances warrant adjustment to policy. The appeal form is available in the Student Services office and must be filed with an administrator within 2 class days from the date the student was notified that they were in violation of the attendance policy.~~ See "Attendance Policy Appeals Process".
3. A Practical Nursing student who is absent three consecutive days and fails to notify the Practical Nursing office will be dropped from the Practical Nursing Program.
4. Students dismissed from the program due to violation of the attendance policy will receive an "Incomplete" on their transcript for the current courses they are in.
5. When any of the attendance conditions have been exceeded and result in dismissal, a termination of Training" notice will be sent to the student and to all agencies that assist students with financial aid, including the Veterans Administration, JTPA, BIA, etc.

ATTENDANCE POLICY APPEALS PROCESS

MDTC Practical Nursing students may make a written appeal to determine if special circumstances warrant an exception to the attendance policy. Please see the Attendance Policy & Procedures section for more information. ~~Adult students, including those receiving veteran benefits, may make a written appeal to determine if special circumstances warrant adjustment to policy. The appeal form is available in the Student Services office and must be filed with an administrator within 2 class days from the date the student was notified that they were in violation of the attendance policy. Adult students are encouraged to keep documentation from the absences in the event the attendance policy is exceeded and an appeal must be filed. The appeal will be reviewed by a committee comprised of (but not limited to) an Administrator, Financial Aid Coordinator, Career Advisor/Counselor, and instructor. Students will continue to attend classes until notified of the committee's decision.~~

~~If the appeal is approved the student is granted an Attendance Probation Contract. This contract allows the student to continue attending while on probation contingent upon adherence to the terms of the Attendance Probation Contract. Only one appeal may be filed per school year. IF the appeal is denied, the student will be suspended for the remainder of the school year, or one semester, whichever is greater. Once the suspension is served, a suspended student is welcome to reapply to the program, but is not guaranteed re-enrollment.~~

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EXTENUATING CIRCUMSTANCES

In the event of an extenuating circumstance that will require multiple days absent, (i.e., emergency hospitalization, death in the immediate family, etc.), the student is responsible for communicating with the PN faculty. Advanced notice should be given when possible.

The student will be required to submit professional documentation to support their circumstance. Extenuating circumstances will be reviewed by the PN director and/or other administrator. The length of time absent and the student's ability to make up quizzes/exams and clinical hours will be factored into the decision. The student must be able to make up theory and clinical curriculum that was missed due to the circumstance. Curriculum delivery cannot be paused for the student to allow them to catch up on missed curriculum. Clinical rotations may be scheduled during the weekend hours if clinical hours were affected by absence.

Each circumstance is reviewed on an individual basis. Students are eligible for this extension one time in a school year.

LEAVE OF ABSENCE

Adult Practical Nursing students may request a leave of absence (LOA) for reasons including jury duty, military leave, medical leave, maternity leave, or death of an immediate family member. Please see the Attendance Policy & Procedures section for more information regarding taking a Leave of Absence.

~~Adult students may request a leave of absence for the following circumstances:~~

1. ~~Jury Duty~~
2. ~~Military Duty (Active)~~
3. ~~Medical Leave~~
4. ~~Maternity Leave~~

~~To request a leave of absence students must:~~

1. ~~Obtain and submit a Leave of Absence form from the Student Services office.~~
2. ~~Students may take a LOA for a minimum of five (5) calendar days and a maximum of sixty (60) calendar days.~~
3. ~~Only one LOA can be granted per academic year enrolled.~~

4. ~~While on LOA, all Title IV federal financial aid and/or veterans' benefits will be interrupted until the student returns to school. Students are expected to complete all program hours so a LOA will extend the students expected completion date.~~
5. ~~Should the student fail to return to school at the end of the LOA, the student's withdrawal date will be the date of the first day of absence.~~
6. ~~This LOA also applies to those called to active military duty.~~
7. ~~Approval must be obtained BEFORE leave is taken unless unforeseen circumstances prevent a student from doing so.~~

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Each request will be reviewed by PN faculty. Because of the number of clinical hours and course outline, requests for an extended Leave of Absence may not allow for the return of the student in the current school year. If a student requires an extensive Leave of Absence, the situation will be reviewed to determine if the student will be able to complete program requirements for the current school year. If the student will not be able to complete the requirements, the PN director will collaborate with the student to determine the appropriate course of action. If the request for leave is denied, the student may follow the appeal procedure outlined in this handbook.

If a Leave of Absence is approved, the student will not receive program credit while on leave. If the student does not return to school at the end of the leave of absence, the student will be dismissed from the program. If the student is dismissed, the student could owe a repayment of financial aid funds.

ASSIGNMENT POLICY

Each module within a course will be presented in a Learning Activity Packet (LAP) format. A LAP is a packet that includes the subject title, learning objectives, references, a Learning Activity Page, and supplemental material. The Learning Activity Page contains the steps for completing of the objectives for the LAP.

Items on the Learning Activity Page are to be completed prior to testing. Due dates are at the discretion of the instructors. Late assignments will be graded as follows:

a. If an assignment is turned in after the due date/time but on the same day, then the assignment is eligible to receive a 90% maximum.
b. If an assignment is turned in 24 hours after the due date/time, then the assignment is eligible to receive an 80% maximum.
c. If an assignment is turned in 48 hours after the due date/time, then the assignment is eligible to receive a 50% maximum.
d. Any assignments turned in after 48 hours past the due date will receive a zero

*Students that consistently miss the assignment due dates are at risk for disciplinary action~~will be placed on academic probation~~

.

Students are responsible for contacting the instructor if he/she has any questions concerning instructions and/or assignments found within the LAP.

TEST POLICY

1. Tests will be administered online in the computer lab. Each student is required to use a school computer when taking an exam.
2. Students are not allowed to bring anything with them into the computer lab, except a pen or pencil.
3. No bulky coats or hoodies are allowed in the computer lab.
4. Cell phone/smart watch use is strictly prohibited while taking an exam. All cell phones/smart watches must be placed in lockers or left in the classroom at the time of the exam. Use of cell phones/smart watches during an exam could be perceived as cheating. Any student that cheats on exams will be dismissed from the program.
5. If an exam requires the use of scratch paper, students will receive the paper from an instructor. Students must turn in any scratch paper to the instructor at the end of the exam.
6. If an exam requires the use of a calculator, students will be required to use a calculator provided by the program.
7. Instructors will monitor the students throughout the testing period.
8. Once testing has started, students will not be allowed to leave the computer lab at any time. Any student that leaves during the testing period must submit their exam for grading. The completed portion will be graded and recorded.
9. Students will be allowed to review their exams in the computer lab once submitted. Students can ask for clarification about exam questions by writing their question on a piece of paper and handing it in to the instructor before leaving the computer lab.
10. The instructors will review all exams and clarify any questions in a timely manner. Once instructors have had ample time to review the exam, final exam grades will be posted.
11. Test grades will be calculated according to the Grading Policy as stated in this handbook.

REMEDIATION

~~If a student has not successfully passed a course exam with 80% or greater, he or she must complete a remediation form titled: "Exam Preparation Analysis & Action Plan". This form must be submitted to the appropriate instructor as requested. If the form has not been completed as requested, the student will have an additional 3 points deducted from the course exam. This form MUST be completed with every failed exam.~~

~~Additional assignments, quizzes, or other remediation activities may be assigned at the instructor's discretion.~~ If a student has not successfully passed a course exam with 80% or greater, a conference with the instructor will occur to determine the cause for the exam grade.

Students that consistently fail exams are subject to remediation assignments that are determined by the instructor. Remediation is individualized and is dependent upon each student's needs. Examples of remediation include: action plans, exam analysis, tutoring, additional assignments, quizzes, or other remediation activities deemed necessary.

Documentation of the student's progress will be retained in the student's file. Students that are unwilling to complete remediation as instructed will receive disciplinary action.

GRADING POLICY

Students have access to their grades online at all times. It is the responsibility of the student to keep track of their own grades. Student-faculty conferences will be held as needed to discuss academic progress.

Grades are calculated using weighted percentages (see below for breakdown of grade calculation). Each section below describes how grades in certain areas are calculated. Grades at the conclusion of a course are recorded on the final transcript.

A. Grading Scale:

Quality	Letter Grade	Percent Grade
Excellent	A	94-100
Good	B	87- 93
Average	C	80- 86
Poor	D	73- 79
Failure	F	0- 72
Advanced Standing	AS	

B. Theory:

1. Assignments/Quizzes (20%):

   Assignments and quizzes will account for 20% of a course grade in theory. Assignments and quizzes are at the discretion of the instructor. Instructors reserve the right to add assignments/quizzes as deemed necessary based on student need.

2. Exams (80%):

   Exams will account for 80% of a course grade in theory.

   A. An 80% score is the minimum required to demonstrate competency on an exam.
   B. Exams items may include or require students to recall information from previous LAPs.
   C. A student's exam average must be an 80% or higher at the end of a course in order to progress.
   D. A Dosage Calculation Test will be administered during the Pharmacology Course in November. This test evaluates the student's ability to safely calculate medication doses. All students must make a 100% on this exam to progress. Students will have three attempts at making a 100%. Students receive ample preparation for this exam. Students that do not pass with a 100% will be required to complete remediation before any retakes.

   If a student is unable to pass the Dosage Calculation exam with a 100% after three attempts, the student will be dismissed from the program.

SKILLS PERFORMANCE

Time in the skills lab is incorporated throughout the program to allow students the opportunity to learn various nursing skills. Under faculty assistance, students will practice and demonstrate competency of the skills.

Students must perform each skill safely and competently in the skills lab prior to performing the skill at a clinical site. Students unable to correctly demonstrate a skill will be required to begin the remediation process and repeat the skills demonstration.

- Skills competencies are scored using a "Pass-Fail" rubric. Students will demonstrate competency of skills by achieving standards set for each skill.
- Each skills performance will be recorded. The grade will not be calculated as part of the theory grade.

- All skills must be passed by the student in order to progress in the program.
- If a student does not meet the standard of the skill, he/she will fail the competency evaluation. The following steps will then occur.

a) The student will begin the remediation process.
b) The student will be given a date/time to repeat demonstration of the skill. Repeat demonstrations will be scheduled during lunch or outside of classroom hours.
c) A different instructor will be used for each repeat demonstration.
d) Students will be given three attempts to demonstrate competency with a skill. If a student is unable to demonstrate competency after three attempts, the student will be dismissed.

Upon successful completion of each skills performance, it is the responsibility of the student to have the instructor document the completion in the Clinical Skills Competency form (skills checklist). The student will be expected to take this form to all clinical experiences to verify that they are competent to perform the skill with instructor guidance and to gain additional experience with each skill.

PROGRESSION POLICY

In order for a student to progress from one course to the next course, he/she must obtain the following:

1. An 80% exam average in each course.
2. A minimum total course grade of 80%.
3. Pass all skills competencies
4. A minimum of 80% in each clinical course.

Students with unsatisfactory performance (below 80%) in either of the above-described areas will be dismissed from the program.

CHAIN OF COMMAND POLICY

In the event that a student has a question or concern regarding a theory or clinical course, it is very important for the student to follow the chain of command listed below:

1. Course or clinical instructor
2. Practical Nursing ~~director~~Director
3. Director of Instruction~~Executive Director~~
4. Assistant Superintendent of MDTC

Student will need to attempt to resolve any issues/concerns about theory or clinical with the instructor first. If a period of time has passed and the issue/concern has not been resolved, then the next person to contact is the PN director, and so on…

WITHDRAWAL PROCEDURES – VOLUNTARY

A student may voluntarily withdraw from the Practical Nursing program by taking the following steps:

1. Notify the Program Director in writing of desire to withdraw, including signature.
2. Pay any outstanding balance incurred during the program prior to withdrawal.
3. Return any school-owned books and equipment.
4. Provide a current address.

~~**Once classes begin, any student that withdraws will not receive a refund for the current semester's tuition. Tuition paid in advance for future semesters may be refunded. Entrance testing fees, $50 deposits, curriculum resources, clinical fees, and program & supply fees are non-refundable.~~ Please see the Refund Policy portion of the Student Services section for information regarding program withdrawals.

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~~SECTION VI~~

~~Clinical Policies and Procedures~~

SECTION VI – CLINICAL POLICIES & PROCEDURES

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MID-DEL TECHNOLOGY CENTER
DIVISION OF PRACTICAL NURSING
CURRICULUM PLAN

Clinical Courses	Hours Required
Long-Term Certified Nurse Assistant* (Pre-Requisite)	16 hours (Pre-Requisite)
Clinical Nursing I	120 hours (15 days, 8-hour shifts)
Clinical Nursing II	168 hours (21 days, 8-hour shifts)
Clinical Nursing III	240 hours (30 days, 8-hour shifts)
Clinical Nursing IV	60 hours (Shifts vary)
Total Clinical Hours	**604 Hours**

*The Long-Term Certified Nursing Assistant course is required for admission into the Practical Nursing Program. Advanced standing credit for 16 hours of clinical associated with this course is transcripted.

COURSE DESCRIPTIONS

The clinical portion of the Practical Nursing program consists of 588 hours, plus the 16 hours for advanced standing credit for the Long-Term Certified Nursing Assistant. Total clinical hours at program completion is 604 hours.

Course Names	Course Descriptions
Long Term Care (Pre-Requisite)	Completion of this course is required for admission into the Practical Nursing program. Advanced standing credit will be transcripted.
Clinical Nursing I	Clinical Nursing I is an introduction to the clinical setting. It provides an opportunity for the student to apply knowledge and skills acquired in theory to the holistic care of the patient. Care will be provided to patients across the lifespan with a focus on the geriatric. Supervised clinical experiences may be provided in long term care, acute care and extended care facilities. These experiences include mastery of basic nursing skills.
Clinical Nursing II and III	Clinical Nursing II focuses on the care in a diverse patient population across the lifespan. It provides an opportunity for the student to apply knowledge and skills acquired in theory and clinical courses. Clinical rotations may include: long term care, community health, and acute care. The clinical experiences may include maternal-newborn, pediatric and mental health nursing.
Clinical Nursing IV	Leadership and delegation skills are enhanced as the student functions in the role of team leader. The course assists the student to prepare to independently assume the role of the LPN in professional practice. A preceptor rotation assists in the completion of this transition.

Practical nursing students will have the opportunity to perform nursing skills in a variety of healthcare clinical settings. Various clinical settings may include geriatrics, medical-surgical, obstetrics/gynecology, pediatrics, mental health, and outpatient clinics. All efforts are made to choose clinical sites in the Mid-Del area, but travel may be required for some clinical sites.

Clinical objectives and assignments vary according to the clinical experience. While in the clinical area, the student will be supervised by a clinical instructor who is a faculty member, with assistance from the nursing staff. Students are expected to be prepared for pre-conference and take an active part in post-conference. In the clinical area, the student should act professionally and use initiative and self-direction in seeking out learning opportunities. Students should make the most of their clinical experience to gain greater understanding, knowledge, and experience in all areas of nursing.

Planned instruction and informal learning opportunities will be provided daily. The clinical instructor will evaluate the student's performance on a daily basis. A clinical grade will be given for each clinical area. An 80% minimum in each clinical course must be obtained to pass the course. Students who do not meet the minimum grade requirement will be dismissed from the program.

PROGRESSION POLICY

Prior to a clinical course assignment, the student must complete a specified amount of theory, as noted in the Clinical Progression Chart below:

Clinical Progression Chart	
Clinical Courses	Theory Coursework Required Prior to Clinical Assignments
Clinical Nursing I	Scheduled concurrently with the Fundamentals of Nursing theory course.
Clinical Nursing II (Includes Medication Administration)	Scheduled concurrently with the Medical/Surgical Nursing, Pediatric Nursing, Maternity/Newborn Nursing, and/or Mental Health theory courses.
Clinical Nursing III (Includes Medication Administration)	Scheduled concurrently with the Medical/Surgical Nursing, Pediatric Nursing, Maternity/Newborn Nursing, and/or Mental Health theory courses.
Clinical Nursing IV	Scheduled concurrently or after the Transition to Practice course.

MID-DEL TECH CENTER

CLINICAL REQUIREMENTS

Clinical sites require each student to provide documentation of current immunizations, CPR certification, background checks, and drug screens. Students that are unable to provide these records by the deadline will not be allowed to attend clinical until all requirements have been completed. The student will be counted absent for each day they are unable to attend clinical and will receive a zero for the day.

Below is the list of immunizations that clinical sites require before attending clinical. Each student receives this list in their acceptance letter.

- Two negative TB skin tests (PPD) or One negative blood test
  - Any student with a positive PPD must submit a current negative chest x-ray along with a release form from the Oklahoma Health Department
- Hepatitis B series (3 doses)
- MMR (2 doses) or a Positive titer
- Varicella (2 doses) or a Positive titer
- Current Tdap or Tdap booster
- Influenza (received later in the fall)
- ~~COVID-19 vaccinations*~~
  - ~~*As of July 2021, certain facilities have mandated this requirement.~~

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Other clinical requirements

- Current CPR certification in American Heart Association (AHA) Basic Life Support for Health Care Providers
- ~~Health Insurance~~
- National Background check (dates to be announced)
- Drug screen (dates to be announced)
- NESA test (completed at school)
- HIPAA training (completed at school)
- Blood borne pathogens training (completed at school)

Mid-Del Technology Center and the clinical facilities abide by State and Federal laws regarding use of narcotics, etc. Federal law classifies medical marijuana as a Schedule I Controlled Substance. Therefore any PN student that is licensed to use medical marijuana and presents with a positive urine screen will not be allowed to attend clinical. Inability to complete required clinical hours will result in dismissal from program.
**Please note that there have been reports from local law enforcement agencies about certain "CBD only" products that have caused a positive reading on a urine screen.*

Nursing Education and Service Administration (NESA) Test: Clinical facilities require all nursing students to take the NESA test prior to the first clinical rotation. An 85% minimum score is required for passing. The test may be retaken three times maximum. Students will be given time to take the NESA exam while on campus.

**Students must be able to adhere to clinical site policies and requirements in order to attend clinical.*

ORIENTATION

Clinical orientations will be scheduled and completed prior to students being assigned to a clinical facility. Practical nursing faculty will orient students to the Learning Activity Packet (LAP) for each clinical course. The LAPs include clinical objectives, assignments, evaluations, clinical guidelines, and expectations of the PN program.

GENERAL INFORMATION ABOUT CLINICAL

The Practical Nursing Director is responsible for clinical placement of students. The program director will notify the students of the clinical dates and times as soon as possible. During the clinical segment of the program, the student will be scheduled to complete eight hours per day, although the scheduled days of the week and start times may vary. Most clinical hours are 6:30 am to 2:30 pm, but there are clinical rotations that occur from 8:00 am to 4:00 pm. Every effort will be made to schedule the clinical practice in the Mid-Del area, but some clinical rotations will require travel. Students are asked for flexibility when it comes to clinical placement. Clinical opportunities may arise throughout the year that were not on the original schedule.

During Clinical IV (preceptorship), the student may be scheduled during day, night, and/or weekend hours. Preceptorship hours may be 12-hour or 8-hour shifts.

SIMULATION ACTIVITIES

The Oklahoma Board of Nursing allows certain nursing programs to substitute up to 30% of clinical hours with simulation activities. Simulation activities are incorporated throughout the curriculum starting in Clinical I. Simulation activities are created to allow students to develop their critical thinking skills in a safe environment. On-campus clinical will follow the same guidelines as a clinical site.

CLINICAL ATTENDANCE POLICY

Students are expected to arrive on time at the designated facility~~, according to the PN Program's clinical schedule.~~ Students must report to the clinical instructor for pre-conference at the designated place and time before the clinical day begins. Students are expected to attend post-clinical conference with the clinical instructor at the end of the clinical day.

During the clinical experience, students are required to keep instructors informed of their activities and location at all times. Students are required to notify the instructor before leaving the assigned unit for any reason.

~~Policy for failure to comply:~~

~~1. First occurrence: Will result in dismissal for that clinical day; zero for the daily grade and clinical absence.~~

~~2. Second occurrence: The student will be placed on probation.~~

~~3. Third occurrence: The student will be dismissed from the program.~~

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Clinical attendance is critical to the performance of any student in the PN program. MDTC's attendance policy is modeled after the workplace where tardiness and absences are minimally tolerated. Students should avoid absences except in the case of emergency. Clinical absences/tardies are considered a part of the student's overall absences.

In the event that a tardy is unavoidable, please read the information below.

1. Tardies:
    A. Students that are going to be tardy to clinical must notify the instructor at least 15 minutes before the scheduled clinical rotation. Depending on the circumstance, points may be deducted from the daily clinical grade.
    B. Student that are deemed excessively late by the instructor will be considered a "No Call, No Show" and will receive a clinical absence along with a zero for the day.

~~If a student is tardy more than two times total, on the third occurrence and thereafter, the student will receive a zero and will be dismissed from clinical that day. Excessive tardies put the student at risk for attendance probation.~~ Students that are consistently late to clinical will be required to meet with the clinical instructor and the PN Director of disciplinary action.

In the event that an absence is unavoidable, please read the information below.

~~2.~~ Absences:

2.

~~a.~~ If a student knows that he/she is going to be absent, it is their responsibility to contact the clinical instructor at least 30 minutes before clinical is scheduled to begin.

a.

~~b.~~

b. A limited number of absences is allowed in Clinical I, II, and III. The student will not be penalized as long as they have not exceeded the allowed absence(s) and contacted the ~~PN office and~~ clinical instructor as outlined.

One clinical absence for Clinical I and two clinical absences for each Clinical II and III are allowed. Clinical IV must have 100% attendance to equal 60 hours in order to meet Board of Nursing requirements.

Students may not use more than the allowed absences in a clinical course unless there is an extenuating circumstance that has been approved in advance by the PN Director. (See Program Policies for information regarding extenuating circumstances.)

If a student has reached the maximum allowed absence(s) for a clinical course, any additional absences will result in a zero for the clinical day. If a student continues to accrue absences that exceed what's allowed, disciplinary action will ensue which could including making up missed clinical days.

c. ~~B.~~ No Call/No Show (NCNS)
~~NCNS is defined as a student failing to adhere to the clinical guidelines for reporting an absence~~Students that do not notify the instructor about being absent from a clinical will be considered a "No Call, No Show" (NCNS). Receiving a NCNS reflects poorly on a student's work ethic and professionalism. Many employers have little to no tolerance for NCNS. Students that receive a NCNS will receive a zero for the clinical day and will be required to meet with the clinical instructor and/or PN Director.

~~C. One clinical absence for Clinical I and two clinical absences for each Clinical II and III are allowed. Clinical IV must have 100% attendance to equal 60 hours in order to meet Board of Nursing requirements.~~

~~Students may not use more than the allowed absences in a clinical course unless there is an extenuating circumstance that has been approved in advance by the PN director. (See page 91 for more about extenuating circumstances.)~~

~~If a student has reached the maximum allowed absence(s) for a clinical course, any additional absences will result in a zero for the clinical day. The student will be placed on attendance probation and will be required to make up the clinical days. These make up days may occur during weekend hours.~~

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***Clinical absences/tardies are counted in with the students' overall attendance records. Adult students at MDTC are only allowed to miss 9 days per semester. It is the student's responsibility to keep track of their total number of absences.*

CLINICAL ASSIGNMENT POLICY

Daily clinical assignments will be given during each clinical rotation. The objectives and types of assignments vary according to the clinical course assigned and are specified in the clinical course's LAP.

In order for the student to progress from one clinical course to the next, a minimum of 80% must be attained in each clinical course or the student will be dismissed. Clinical course grades stand alone as individual course grades. Clinical grades are based on evaluations specific for each clinical rotation.

MDTC
MID-DEL TECH CENTER

GRADING POLICY FOR CLINICAL ASSIGNMENTS

1. Students are expected to demonstrate responsibility in completing assignments thoroughly and submitting them in on time. Assignments are given for each clinical rotation and are to be completed no later than Noon on the due date. Completed assignments are to be placed in the designated receptacle where they will be date stamped and turned into the instructor.

- Late assignments will be graded as follows:
  - If an assignment is turned in within 24 hours after the due date/time, then the assignment is eligible to receive an 80% maximum.
  - If an assignment is turned in 48 hours after the due date/time, then the assignment is eligible to receive a 50% maximum.
  - Any assignments turned in 72 hours or more past the due date will receive a zero.
- Incomplete assignments will lose points as determined by the clinical rubric. Consistent submission of incomplete assignments may indicate a need for disciplinary action. Disciplinary action is at the discretion of the instructor.

Daily Grades

~~1.~~ Grades are calculated for each clinical day and based off of clinical performance and daily assignments. Clinical evaluation scales are used to evaluate the students' achievement of clinical objectives. As the student progresses through the clinical courses, the level of expected competency increases and demonstrates more accurately the skills required of a licensed practical nurse.

~~2.~~

~~3.~~

~~4.~~1.

A. Maintaining at least an 80% average for every clinical day is important in the development of clinical competency. Any student that receives less than 80% on a daily clinical grade will require a conference with the instructor. At the discretion of the instructor, the remediation process may be assigned.

A student may receive disciplinary action~~be placed on probation or dismissed~~ if he/she consistently receives less than an 80% on their daily clinical grade and/or demonstrates lack of progression as evidenced by the clinical evaluation scales.

2. The grading scale is the same as noted in the Grading Policy section of this handbook on page 93.

The following are areas related to clinical performance that will lead to dismissal from the program:

1. Receiving three zeroes that are accrued from lack of attendance, daily grades, and/or daily assignments, etc. in a clinical course.

2. Receiving a clinical course grade that is less than 80%.
3. Displaying certain clinical behaviors such as (but not limited to), working outside of scope of practice, unsafe medication practices, performing skills that haven't been completed in the skills lab, unprofessionalism, insubordination, other ethical situations deemed unsafe, etc.~~c...~~
    - A complete list that pertain to student misconduct that can be found ~~on~~ in the Dismissal section of this handbook.
    - Any student that is dismissed from the program due to clinical behavior may follow the Grievance Process stated in this handbook.

***Students are responsible for knowing each clinical rotation's guidelines for assignments and requirements. Students are responsible for asking questions if clarification is needed.*

DRESS CODE/GROOMING IN THE CLINICAL AREA

Students must comply with dress codes deemed appropriate by the clinical facilities. If appearance and dress are inappropriate, the student will be notified by faculty and could be sent home with an unexcused absence and a daily grade of 0. Consistent disregard of these guidelines will result in ~~probation~~disciplinary action.

The following guidelines are expected to be followed:

Hygiene: Students will ensure that their hygiene (personal and dental) is appropriate for the workplace. They must have a neat, clean, professional appearance. Gum-chewing should be saved for break times only. The student should not wear perfume or body spray. Males must be clean shaven or the beard and/or mustache must be neatly trimmed. Deodorant is required as part of personal hygiene. Cosmetics should promote a natural appearance. No extreme or bright colors will be permitted.

Hair: Hair must be off the collar, pulled away from the face, and out of the eyes. Hair must be situated to prevent it from getting into a sterile field or onto the patient's body. The hair must be secured with materials blending with the hair color. Hairstyles and hair colors must be conservative and professional. Extreme hairstyles and/or hair colors are not allowed.

Nails: Nails must be clean and of a length extending no more than 1/8 inch beyond the tips of the fingers. No nail polish (clear or colored) is allowed. Artificial nails, gel nail polish, or dip nail powder of any kind is not allowed.

Uniforms: Students must purchase appropriate uniform as designated by the Practical Nursing program. Uniforms must be washed and ironed when worn to clinical. Uniforms are not to be worn outside the clinical area. They must not be worn for other work or activities in the community. Appropriate undergarments must be worn under uniforms and include white or navy colored long-sleeved tees only. No patterned or brightly-colored undergarments. Males need to wear a T-shirt underneath their scrub top.

Lab Coats: Lab coats must be washed and ironed. Hoodies and/or sweaters are not allowed. Lab coats must have the school patch neatly sewn 2-inches below the shoulder on the left sleeve. Tape or pins may not be used.

Name Tag: Student name tag must be worn AT ALL TIMES during clinical practice on the left side of the chest. One name tag should be worn on the lab coat, and one name tag should be on the uniform. Nametags are not to be worn in the community outside of clinical.

School Patch: The patch must be neatly sewn 2-inches below the shoulder on the left sleeve of uniform and lab coat. Tape or pins may not be used.

Shoes: Shoes must be clean, all white and either leather or vinyl, worn for clinical experience only. No canvas shoes will be allowed.

Hose/Socks: Clean white hose or socks must be worn with uniform.

Jewelry: A watch with a second-hand or a "seconds" display is required. No smart watches allowed. Only wedding/engagement bands may be worn, no rings with jewels

Body Piercings: Limit to one small gold or silver stud per ear lobe and nothing else. No hoops, bars, dangling earrings, etc. No facial piercings. No tongue piercings.

Tattoos: Any visible tattoos must be covered with clothing, bandage, or concealer.

Equipment: Skills checklist, watch with second hand, stethoscope, bandage scissors, penlight, black ink pen, small pocket-sized notebook

ACCIDENTS AND ERRORS

When reporting accidents and errors, the following guidelines apply:

1. All accidents or errors must be reported immediately to the instructor and to the nurse in charge of the unit.
2. The student involved will:
    A. Report it to the clinical instructor and charge personnel.
    B. Complete an incident report.
    C. If deemed necessary by the charge personnel, the patient's physician may be notified for appropriate action.
    D. Follow the facility's protocol.
3. If a student sustains a needle stick injury during a clinical assignment:
    A. Report it to the clinical instructor and charge personnel.
    B. Complete an incident report.
    C. The student must adhere to the clinical site's policies that stipulate what treatment and follow-up procedures may be required. The student may elect to be treated at the clinical site, if available, or by his/her personal physician.
4. If a student is seriously injured during the clinical rotation:
    A. He/she will be taken to the emergency room at the clinical site, unless he/she refuses treatment and desires to be treated by his/her personal physician.
5. Students are responsible for their own medical expenses for treatment resulting from accidents/injuries while at MDTC or during a clinical assignment.
6. It is highly recommended that each student have medical insurance. MDTC does not have a physician assigned to the care of students.

7. In case of illness or injury, each student must be able to call upon his/her own health care provider.

PROTOCOL FOR EXPOSURE TO BLOOD BORNE PATHOGENS

Universal precautions cannot be emphasized enough while performing patient care. Every student who experiences an exposure to blood or body fluid shall:

1. Immediately report it to the clinical instructor and charge personnel/clinical manager.
2. An incident report shall be completed, if applicable.
3. The student who experienced the exposure will need to have appropriate exposure protocol follow-up by his/her personal physician, at the student's expense.

RESPONSIBILITIES OF THE STUDENT NURSE AT THE CLINICAL SITE

During clinical, all Practical Nursing students are responsible for the following safety procedures.

1. Understanding and following their scope of practice at all times.
~~1.~~2. Reporting all accidents and errors immediately to the instructor and charge personnel, and follow the facility's protocol.
~~2.~~3. Understanding that clinical instructors or preceptors assume responsibility for students.
~~3.~~4. Notifying clinical instructor of skill opportunity ~~procedures (skills)~~ for assigned patient.
~~4.~~5. Knowing that ~~P~~patient safety is priority. Being aware of changes in patient's condition, etc., and notifying clinical instructor of ~~such~~ changes.
~~5.~~6. Following all instructions and assignments given by the clinical instructor.
~~6.~~7. Applying universal precautions for self and patients.
~~7.~~8. Notifying the clinical instructor and the staff nurse in charge of his/her patient prior to the student leaving the assigned clinical area for any reason.
~~8.~~9. Following policies and procedures of the participating clinical facility.
~~9.~~10. Using~~e~~ clinical facility equipment~~property~~ carefully and correctly.
~~10.~~11. ~~Refering~~Referring to guidelines in LAP that are specific for each clinical rotation.

~~SKILL PERFORMANCE RESPONSIBILITIES OF THE STUDENT NURSE~~SKILLS AND MEDICATION ADMINISTRATION AT THE CLINICAL SITE

1. ~~Each student must pass skills demonstrations prior to performing the skill in the clinical setting~~Each student must demonstrate successful skill proficiency in the lab before performing the skill in the clinical setting. This includes all foundational skills, medication administration, and IV therapy. Any student that performs a skill without passing the skills check-off will be dismissed from the program.
~~1.~~2. When performing a skill at any clinical site, direct supervision from the clinical instructor or a licensed nurse (RN or LPN) is required AT ALL TIMES.
~~2. When performing basic nursing skills for the first time at a clinical site, the student must perform the skill with an instructor. Student may perform nursing skills with a licensed nurse only at the discretion of the instructor.~~

~~3. Student must notify the clinical instructor prior to performing any invasive procedure, and prior to administering medications and/or IV therapy. These skills require supervision by the clinical instructor. Failure to notify the clinical instructor could result in dismissal from the program.~~

~~4.~~3. ~~Any student that performs a skill without documented proficiency will be dismissed from the program.~~When performing a skill for the first time, direct supervision from the clinical instructor is preferred. If the instructor is not available, student may perform the skill with the assigned nurse as long as the instructor has been notified or has given prior approval.

~~5.~~4. Any student that performs a skill outside of their scope of practice will be dismissed from the program.

~~6.~~5. ~~If the instructor is not available to help the student with a procedure, a staff nurse may assist the student if permission has been obtained from the instructor.~~Student will v~~V~~erify written orders on the patient's chart before administering any medication, treatment, or performing a skill.

~~7.~~6. Students should notify the ~~Verify with the~~ clinical instructor if there is doubt about having the knowledge ~~or skill~~ necessary to perform ~~an assignment or procedure~~an ordered skill. If needed and before entering a patient's room, a verbal review of the skill with the clinical instructor will be conducted.~~verbally review the skill with the clinical instructor prior to performing the skill on the patient.~~

~~8.~~7. Student should k~~Kee~~ep the patient informed of skill that is being performed.

~~9.~~8. Student will need to bring their skills checklist with them to every assigned clinical. The student is responsible for maintaining their checklist. They should be prepared to have it available for viewing if asked by a clinical instructor or staff nurse.

~~10.~~9. The ~~S~~student~~s~~ is ~~are~~ responsible for notifying the clinical instructor of skills that he/she has not had the opportunity to perform in the clinical setting.

~~11.~~10. The student should ~~A~~apply universal precautions for self and patients, and apply~~;~~ use of~~principles of~~ good body mechanics.

~~12.~~11. Students should i~~I~~mmediately report all accidents or errors to the clinical instructor and charge personnel, and follow the facility's protocol.

TRANSPORTATION & PARKING

Students are responsible for their own transportation. Clinical sites may be located anywhere in the OKC metro. All efforts are made to schedule clinical opportunities in the Mid-Del area, but travel may be required for certain clinical opportunities. Car-pooling is encouraged when travel is required.

Students are expected to park in the designated areas at the clinical sites. Clinical privileges may be withdrawn if the student does not park in the designated area. The clinical instructor will explain parking at clinical areas. Some clinical sites have a parking fee.

~~SECTION VII~~

~~Disciplinary Information~~

SECTION VII – DISCIPLINARY INFORMATION

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CONDUCT

Both high school and adult students are expected to act in a manner like that expected of an employee in a work setting. You should show respect for the property, rights, and privileges of others. Actions including hazing, bullying, or harassment will not be tolerated. You are responsible for your conduct while you are here.

Violations of school regulations or local, state, and federal laws will not be permitted and will result in disciplinary action by school officials.

The campus administrative staff has the authority to discipline a student who is guilty of any of the following acts while in attendance at Mid-Del Technology Center, in transit by school transportation, under school supervision to, from, or at any school function authorized by the school district or when present at any facility under the control of the school district:

Examples of unacceptable behavior are listed below:

1. Immorality
2. Violation of school rules, regulations, or policies
3. Possession, threat, or use of a dangerous weapon
4. Assault and/or battery
5. Possession, use, distribution, conspiring to sell, being in the chain of distribution, or being under the influence of any controlled dangerous substance, illegal or illicit drug including steroids and prescription and over-the-counter medications being used for abusive purposes, alcohol or low-point beer (as defined by state law), or any mind altering substance (i.e., paint, glue, etc.) deemed to be inappropriate at school
6. Conduct which jeopardizes the safety of others (disruptive behavior and fighting)
7. Inappropriate communication with a minor (includes in-person or through social media or other electronic means of communication)
8. Truancy and/or excessive absenteeism
9. Stealing, gambling, extortion, or cheating
10. Unauthorized possession of an electronic device

11. Insubordination or poor conduct in class
12. Vandalism/theft
13. Use of threats, physical or verbal abuse, profanity, vulgarity, obscene language, possessing obscene materials or using racial, sexual or ethnic epithets
14. Intimidating, threatening, harassing or injuring a school employee at any time
15. Distribution of tobacco to high school students or use of tobacco in unauthorized places by adult students

BULLYING, HARASSMENT, AND INTIMIDATION

Mid-Del Public Schools supports a positive school climate, conducive to teaching and learning that is free from threat, harassment, and all types of bullying. It is the policy of this school district to prohibit all bullying of any person at school. Prohibited conduct includes incidents of bullying instigated by the use of electronic communication specifically directed at students and/or school personnel.

Please see the Bullying, Harassment, and Intimidation portion of the Health & Safety section of the MDTC student handbook for more information.

DISRUPTING THE LEARNING ENVIRONMENT

Students have a right to pursue learning without disruptions, which may occur when another student chooses to be inattentive, overtly disruptive, or otherwise hinder the learning process. Any student who impedes the learning of others and/or exhibits a continued disregard for his/her personal learning opportunities will be subject to the following actions:

_____ Counseling with PN instructors and/or PN director
_____ Removal from class
_____ Suspension
_____ Dismissal from the PN program

** Disciplinary steps can occur in any order depending on the nature of the occurrence.*

Any student(s) who prevents the instructor from teaching or prevents the class from learning will be immediately dealt with in an appropriate manner.

DISCIPLINARY ACTION

When a student's behavior does not meet the standards deemed acceptable by the Practical Nursing program and/or Mid-Del Technology Center, the following steps of counseling will occur:

1. Conference with faculty

a. Verbal warning with a plan for improvement

2. Conference with administrators
   a. Written Warning (final)
3. Dismissal

*Please note that the steps of counseling may not follow this order depending on the nature of the behavior.

SUSPENSION POLICY

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~~DISCIPLINE POLICY~~

~~When a student's behavior does not meet the standards deemed acceptable by the Practical Nursing program and/or Mid-Del Technology Center, the following actions will occur:~~

~~There will be a student conference with the Director of the Practical Nursing program:~~

~~1. The student may be placed on either probation, suspension, or dismissal according to the conditions set forth in this handbook.~~

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~~2. The Practical Nursing Director will notify the student in writing if he/she is being either suspended or dismissed from the program. If the student desires to appeal the disciplinary action, he/she must present the request, in writing, to the Director of Practical Nursing within five school days after being notified of the disciplinary action.~~

~~TYPES OF DISCIPLINARY ACTIONS~~

~~1. Probation Policy~~

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~~a. A student can be placed on probation for violation of any policy stated in this handbook and/or the clinical handbook.~~

~~b. A student is allowed one probation during his/her time in the Practical Nursing program. If a second probation is accrued, the student will be suspended from the program, unless disciplinary action warrants dismissal.~~

~~2. Suspension Policy~~

~~a. If a student accrues two probations, the student will be suspended unless disciplinary action warrants dismissal.~~

- A student may be suspended from school, during which time the Practical Nursing Director will investigate as to whether or not the student's actions/conduct warrants either suspension or dismissal.

- If the Practical Nursing Director concludes that a suspension is ~~n~~appropriate, the student will be notified of the suspension including the length of the suspension.
- While on suspension, the student may not attend class or clinical. Assignment and exam make-up will be at the discretion of the director.
- If the student disagrees with the suspension, he/she may follow the ~~grievance~~ Appeals P~~p~~olicy outline~~s~~d in this student handbook.

DISMISSAL POLICY

~~Dismissal Policy~~

The following situations may result in the student's dismissal from the Nursing Program:

- If the student exceeds the number of allowed absences (9) per semester as determined by Mid-Del Technology Center
- Failure to demonstrate competency in theory coursework. (exam average below~~s~~ 80% and ~~or higher and~~ course total below ~~of~~ 80% ~~or higher~~)
- Exceeds the maximum times allowed to pass the Dosage Calculations test
- Failure to demonstrate the competency in each clinical rotation, which includes the coursework and performance grades (course average below 80%). ~~. Competency is defined as a grade of 80% or above.~~

~~b. Upon returning to class after being suspended, the student accrues one more infraction.~~

- The student is absent for three consecutive days for any reason without notifying PN faculty/staff. ~~the program director.~~
- The student accrues three zeroes for daily clinical grades. (A zero may be given for being unprepared for clinical, incomplete clinical assignments, and/or unexcused absence.)
- Violation of safety issues such as, but not limited, to any of the following:
  - ~~i.~~Emotional instability or mental impairment that may affect clinical performance or affect patient safety.
  - ~~ii. Long term illness – physical or mental that may affect clinical performance or affect patient safety.~~
  - Performing invasive procedures in the clinical setting without permission and/or presence of clinical instructor.
  - Performing skills in the clinical area where competency has not been achieved in the skills lab.
  - Performing skills outside of LPN scope of practice.
  - ~~iii. Performing skills in the clinical area where competency has not been achieved in the skills lab.~~
  - ~~iv. Performing skills outside of LPN scope of practice~~
- Any student who refuses, fails to participate, or does not cooperate with any aspect of the process of providing information for the national criminal background check.
-

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- If a clinical site refuses the student access based on past criminal history~~an unsatisfactory background check result~~.
- Positive drug screen result.
- Negative attitude, showing disrespect, or being insubordinate toward authority (including program director, instructors, assigned staff nurse, physician), peers, or patients.
- Dishonest actions in classroom or clinical setting, including cheating, plagiarism, and lying.
- Violating HIPPA or patient confidentiality (including taking photos of patients and/or posting patient photos or information on social media)

~~c. Consistent unprofessional grooming in clinical area.~~

- Poor judgment used in meeting the physical and emotional needs of patients.
- Breaking the "Rules of Conduct" on field trips or ~~HOSA~~ conferences.
- Unpaid tuition and fees. (Note: ~~*~~This does not apply to Veteran students who are using GI Bill benefits and are waiting on funding from the Veteran Affairs.)
- Upon returning to class after being suspended, the student accrues one more infraction.
- ~~-~~
- Violation of any other policy as stated in the Practical Nursing Handbook or any other reason as deemed necessary by the Practical Nursing Director.

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~~**STUDENT PRIVILEGES WHILE UNDER SUSPENSION**~~

~~When a student's behavior justifies suspension, the student forfeits the privilege of participating in the social and academic life of the school. Under most circumstances a student will not be permitted to make-up and receive credit for academic work missed while under suspension, nor will a teacher be required to prepare make-up assignments for work which ordinarily can be done only by attending the regular class sessions. In addition, during the term of the suspension, the student will not be permitted to participate in any extracurricular activities offered by the School District.~~

~~**ATTENDANCE POLICY APPEALS PROCESS**~~

~~Adult students, including those receiving veteran benefits, may make a written appeal to determine if special circumstances warrant adjustment to policy. The appeal form is available in the Student Services office and must be filed with an administrator within 2 class days from the date the student was notified that they were in violation of the attendance policy. Adult students are encouraged to keep documentation from the absences in the event the attendance policy is exceeded and an appeal must be filed. The appeal will be reviewed by a committee that may be comprised of (but not limited to) an Administrator, Financial Aid Coordinator, Career Advisor/Counselor, and instructor. Students will continue to attend classes until notified of the committee's decision.~~

~~If the appeal is approved, the student will be notified of the committee's decision in writing within 2 school days following the appeal meeting. The notification will include any conditions that must be met to continue enrollment in the program. Only one appeal may be filed per school year. A student that was~~

denied the appeal is welcome to reapply for the following school year, but is not guaranteed re-enrollment.

GRIEVANCEAPPEALS PROCESS

When a student has requested an appeal after being suspended or dismissed from the Practical Nursing program, the Practical Nursing Director must schedule a hearing conference within 5 school days.

The Grievance Appeals Committee will consist of:

The Director of InstructionExecutive Director of BDTC or other administrative team member
A member of the MDTC staff (may be instructional, support, etc.)

Also present at the hearing:

Director of Practical Nursing
Faculty (if appropriate)
The student
A person chosen by the student, if desired

The student and his/her chosen representative will have the opportunity to discuss the reason for suspension or dismissal with the committee members. The committee members will then determine whether or not the suspension or dismissal will be upheld. The student will be notified in writing by the chairperson of the grievance committee of the committee's decision, within three school days.

Either party choosing to have legal counsel at the committee hearing shall give the other party twenty-four (24) hours advance notice of that decision. The failure to give such notice will preclude the party's right to have counsel attend the hearing.

Should the student not accept the decision of the Grievance Appeals Committee:

1. The student may appeal in writing, within five school days, to the Assistant Superintendent of MDTC at Mid-Del Technology Center.
2. A conference with the Assistant Superintendent of MDTC will be held as soon as possible.
3. The student will be notified of the Assistant Superintendent of MDTC's decision within three school days. The decision of the Assistant Superintendent of MDTC is final and not appealable.

ATTENDANCE AT SCHOOL PENDING APPEAL HEARING

Pending the appeal hearing before the Grievance Committee, the student will have the right to attend school under such "in-house" restrictions as the Program Director deems appropriate. At the discretion of the Program Director, the student may be prohibited from attending school (pending the appeal hearing) in the following situations:

a. The conduct for which the student was dismissed reasonably indicates that continued attendance by the student pending the appeal hearing would be dangerous to other students or school property; or
b. The conduct for which the student was dismissed reasonably indicates that the continued presence of the student at the school pending the appeal hearing would substantially interfere with the educational process at the school.

When a student is appealing dismissal from the program, the student may or may not attend class, pending the outcome of the appeal, especially if there is a question of clinical competency and/or safety. Adult students will be expected to pay tuition per scheduled hour, while awaiting the outcome of the appeal. Books or supplies for adult students appealing dismissal will not be ordered without pre-payment.

CONDUCT

Students are expected to act in a manner like that expected of an employee in a work setting. Violations of school regulations or local, state and federal laws will not be permitted and will result in disciplinary action by school officials.

The campus administrative staff has the authority to discipline a student who is guilty of any of the following acts while in attendance at Mid-Del Technology Center, in transit by school transportation, under school supervision to, from, or at any school function authorized by the school district, or when present at any facility under the control of the school district:

Examples of unacceptable behavior are listed below:

1. Immorality
2. Violation of school rules, regulations, or policies
3. Possession, threat, or use of a dangerous weapon
4. Assault and/or battery
5. Possession, use, distribution, conspiring to sell, being in the chain of distribution, or being under the influence of any controlled dangerous substance, illegal or illicit drug including steroids and prescription and over-the-counter medications being used for abusive purposes, alcohol or low-point beer (as defined by state law), or any mind altering substance (i.e., paint, glue, etc.) deemed to be inappropriate at school
6. Conduct which jeopardizes the safety of others (disruptive behavior and fighting)
7. Inappropriate communication with a minor (includes in-person or through social media or other electronic means of communication)
8. Truancy and/or excessive absenteeism
9. Stealing, gambling, extortion, or cheating
10. Unauthorized possession of an electronic device

MDTC
MID-DEL TECH CENTER

11. Insubordination or poor conduct in class
12. Vandalism/theft
13. Use of threats, physical or verbal abuse, profanity, vulgarity, obscene language, possessing obscene materials or using racial, sexual or ethnic epithets
14. Intimidating, threatening, harassing or injuring a school employee at any time
15. Distribution of tobacco to high school students or use of tobacco in unauthorized places by adult students

WITHDRAWAL PROCEDURES

A student may withdraw from the Practical Nursing program by taking the following steps:

- Notify the Program Director in writing of desire to withdraw, including signature.
- Pay any outstanding balance incurred during the program prior to withdrawal.
- Return any school owned books.
- Provide a current address.

** Once classes begin, any student that withdraws will not receive a refund for the current semester's tuition. Tuition paid in advance for future semesters may be refunded. Entrance testing fees, program deposits, curriculum resources, clinical fees, and program & supply fees are non-refundable.

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Dr. Rick Cobb
Superintendent

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Fax: (405) 739-1754

Pamela Huston
Assistant
Superintendent

To: Mid-Del Board of Education
From: Dr. Rick Cobb, Superintendent
Pamela Huston, Assistant Superintendent
Re: Certified Human Resources Report
Date: August 12, 2024

Based upon information provided by the appropriate supervisory personnel as of July 25, 2024, the following actions are recommended.

Approve Temporary Employment

New Teachers/Administrators	Site/Assignment	Degree/Step	Effective
Anderson, Stephen	Parkview/Elementary Ed.	BA/2	24/25
Brown, Elena	MCMS/Social Studies	BA/0	24/25
Broyles, Gary	Parkview/Assistant Principal	PAEL/1	7/24/24
Cordray, Landon	CAHS/Business	BS/0	24/25
Davila, Aaron	Del City Elem./Counselor	BS/1	24/25
Duran-McCullough, Julie	Special Services/School Nurse	BS/0	8/19/24
Fernandez, David	CAMS/Spanish	BS/0	24/25
Fields, Charzina	Epperly Heights/Early Childhood	BA/1	24/25
Garnand, Elizabeth	MDTC/Health Careers Instructor	TVB1/0	7/30/24
Harding, James	CAMS/STEM	BS/3	24/25
Helber, Christina	Parkview/SPED	BA/0	24/25
Holbrook, Jenni	CAHS/PE	BA/15	24/25
Martin, Westley	DCMS/Computers	BA/0	24/25
Mitchell, Johnny	MCHS/Vocal Music	MA/0	24/25
Mitchell, Rachel	CAMS/Social Studies	BA/0	24/25
Overcash, Melissa	MDTC/Director of Workforce & Economic Dev.	TDC1/5	7/23/24
Owens, Joshua	DCMS/Art	BA/0	24/25
Radcliff, Aaron	MCHS/Art	MA/15	24/25
Sharma, Madalyn	Soldier Creek/Elementary Ed.	BS/0	24/25
Walter, Kaubriana	MCHS/Math	BA/0	24/25

Approve Temporary

Teachers Rehired	Site/Assignment	Effective
Vodka, Landon	MCHS/SPED	24/25

Certified Personnel Report, Cont'd

Approve Employment of Retired Teachers – Temporary Contract

Name	Site/Assignment	Effective
None		

Approve Administrators-Transfer/Change in Status	From - Site/Assignment	Salary/ Step	To - Site/Assignment	Salary/ Step	Effective
Harless, Adrianne	CAMS/Intern	IPRS/1	CAMS/Assistant Principal	PAH2/1	7/24/24

NC – No Change

Approve Teachers-Transfer/Change in Status	From - Site/Assignment	To Site/Assignment	Effective
None			

Approve Request for Leave

Name	Site	LOA	Effective
None			

Accept Resignations/Retirements and/or Resignation Agreements

Name	Site/Assignment	Effective
Bradley, Marita	Tinker/Early Childhood	5/17/24
Emerson, Benjamin	Special Services/Speech Pathologist	5/17/24
Hawthorne, Brigette	Special Services/School Nurse	5/17/24
Joyal, Alyssa	Soldier Creek/Elementary Ed.	5/17/24
Keeler, Cody	DCMS/Computers	5/17/24
McGuire, Kilby	DCHS/Social Studies	5/17/24
Riley, Jameson	DCHS/Math	5/17/24
Wood, Andrea	Admin/Math Instructional Facilitator	8/2/24

Ret. = Retirement R.A. = Resignation Agreement

Terminations

Hightower, Brandy	Epperly Heights/Counselor	5/17/24

Dr. Rick Cobb
Superintendent

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Pamela Huston
Assistant
Superintendent

To: Mid-Del Board of Education
From: Dr. Rick Cobb, Superintendent
Pamela Huston, Assistant Superintendent
Re: Non-Certified Human Resources Report
Date: August 12, 2024

Based upon information provided by the appropriate supervisory personnel as of **July 25, 2024**, the following actions are recommended.

New Employees	Site/Assignment	Replace	Sch/Step	Effective
Aragon, Manuel	Del City Elem./Paraprofessional	D. Jones	BB/4	8/8/24
Baker, Blythe (ADJ)	MCMS/Literacy	S. Santamaria	BBB/0	8/8/24
Barker, Jaime	MCMS/Secretary Other	R. King	N/1	7/24/24
Bell, Mark	Warehouse/Food Delivery	N. Slewitzke	XIII/1	7/16/24
Brown, ArKeyshya	Pleasant Hill/Secretary Other	M. Glisson	N/1	7/24/24
Brown, Raegan (ADJ)	CAMS/Math	S. Werchan	BBB/0	8/8/24
Calip, Deantee	MCMS/Paraprofessional	D. Herron	BB/2	8/8/24
Danford, LeKia	Learning Center/Teacher Assistant	M. Torrey	AAA/1	8/5/24
Dix, Mattison (ADJ)	MCHS/Math	B. Smith	BBB/0	8/8/24
Dumbleton, Bethany (ADJ)	Tinker/Elementary Ed.	M. Davis	BBB/0	8/8/24
Foreman, Chantelle	Special Services/Paraprofessional	L. Foskin	BB/4	8/8/24
Foreman, Jack	DCMS/Behavior Support Assistant	Added	BB/4	8/8/24
Fox, Jessica	Parkview/Paraprofessional	C. Devinish	BB/4	8/8/24
Gilmore, Kaeden (ADJ)	Country Estates/Elementary Ed.	J. Daigle	BBB/0	8/8/24
Grigsby, Tessa	Tinker/Secretary Other	S. Pappas	N/2	7/24/24
Guerra, Luis	MCHS/Paraprofessional	T. Johnson	BB/4	8/8/24
Holmes, Lauren	MDTC/Administrative Assistant	Added	B-T/2	8/5/24
Horst, Kelly (ADJ)	DCHS/Spanish	C. Peixotto	BBB/0	8/8/24
Hoskins, Mallory (ADJ)	Epperly Heights/Elementary Ed.	S. Hayt	BBB/0	8/8/24
Johnson, LaDorsha (ADJ)	Pleasant Hill/Elementary Ed.	J. Glisson	BBB/0	8/8/24
King, Tiffany	MCMS/Paraprofessional	M. Craig	BB/1	8/8/24
Lyday, Alaina	Tinker/Paraprofessional	R. Kenefick	BB/4	8/8/24
Miller, Ashley	Special Services/Paraprofessional	R. Reininger	BB/1	8/8/24
Mobley, Amos	MCMS/ISR	K. Blasingame	BB/1	8/8/24
Moore, Ronald (ADJ)	MCMS/Math	A. Garfield	BBB/1	8/8/24

Mission Statement

When the young people of Mid-Del enter our schools, they will be **safe**.
When they enter our classrooms, they will be **challenged**.
When they leave our schools, they will be **ready**.

Non-Certified Personnel Report, Cont'd

Murnan, Tracie	MDTC/Practical Nurse Instructor	L. Brewer	TCIP/5	7/29/24
Poole, Azya	CAHS/Paraprofessional	K. Smith	BB/1	8/8/24
Roberts, Zariah	Tinker/Paraprofessional	N. Hughes	BB/1	8/8/24
Rodgers, Shelby	Epperly Heights/Paraprofessional	E. Howell	JJ/4	8/8/24
Stinson, Shona	DCMS/ISR	D. Arterbury	BB/1	8/8/24
Taylor, Michael	CAHS/Athletic Trainer	C. Moody	ATHT/1	9/2/24
Tilley, Terry	Admin/Director of Safety & Security	L. Stephenson	1DNC/1	7/16/24
Wynns, Kenzie	Epperly Heights/Pre-K T.A.	A. Silvernail	BB/1	8/8/24
Yeargan, Mikayla	Tinker/Paraprofessional	B. Chamberlin	BB/1	8/8/24

Adj. = Adjunct Instructor – hired for the 2024-25 school year

Approve Adjunct Instructors Rehired

Name	Site/Assignment	
Alexander, Mikeia	MCMS/English	24/25
Aranda, Lorena	Parkview/Elementary Ed.	24/25
Bennett, Destini	DCMS/English	24/25
Brito, Fatina	Country Estates/Elementary Ed.	24/25
Bulman, Amy	Midwest City Elem./Elementary Ed.	24/25
Burley, Franchansca	MCMS/Science	24/25
Busenius, Kaylee	Midwest City Elem./Elementary Ed.	24/25
Carrington, Samantha	Midwest City Elem./Elementary Ed.	24/25
Cook, Donna	MCMS/English	24/25
Cross, Lyndee	MCMS/English	24/25
Davis, Emma	MCHS/English	24/25
Drake, Cheyenne	Epperly Heights/Elementary Ed.	24/25
Dumanas, Daica	Epperly Heights/Elementary Ed.	24/25
Edwards, Clerence	Midwest City Elem./Elementary Ed.	24/25
Emanuel, Chantel	Epperly Heights/Elementary Ed.	24/25
Glisson, Julie	Parkview/Elementary Ed.	24/25
Goodwin, Gwen	MCHS/English	24/25
Hames, Kacie	Country Estates/Elementary Ed.	24/25
Hodges, Jakkson	Epperly Heights/Elementary Ed.	24/25
Jager, Justine	DCMS/English	24/25
Johnson, Hollie	MCMS/English	24/25
Johnson, Madison	MCHS/Math	24/25
Knight, Kayla	MCMS/English	24/25
Kubiak, Alvena	Townsend/Elementary Ed.	24/25
Logan, Ellisa	Parkview/Elementary Ed.	24/25
Lowe, Randon	MCHS/Business	24/25
McNeely, Brittany	Townsend/Elementary Ed.	24/25
Melson, Myles	MCHS/German	24/25
Noel, Torey	MCHS/PE	24/25
Parker, Randisha	DCMS/English	24/25
Roberts, Brianna	Townsend/Elementary Ed.	24/25
Samulowitz, Hannah	Country Estates/Elementary Ed.	24/25
Segraves, Mitzi	Townsend/Elementary Ed.	24/25
Shaffer, Molly	DCMS/Science	24/25
Shawver, Jamie	DCHS/Business	24/25
Shubert, Mia	Barnes/Elementary Ed.	24/25
Taylor, Ja'Lynn	MCMS/Math	24/25
Vaughn, Wendi	Soldier Creek/Elementary Ed.	24/25

Non-Certified Personnel Report, Cont'd

Warlick, Lashaunda	Barnes/Elementary Ed.	24/25
Weaver, Tara	Soldier Creek/Elementary Ed.	24/25
West, Alana	MCMS/English	24/25

Approve Transfers, Promotions & Change of Status

	From	Sch/Step	To	Sch/Step	Effective
Duckworth, Kellie	Payroll Executive Asst.	NCXB/8	Payroll Coordinator	NCCO/1	7/9/24
Green, Megan (ADJ)	Paraprofessional	JJ/5	Elementary Ed.	BBB/0	8/8/24
Newcomb, Amber	HR Secretary	C/2	Leave Specialist	B/3	7/1/24
Newton, Melena	Secretary Other	N/4	Secretary Second H.S.	K/4	7/24/24
Parker, Randisha (ADJ)	Language Arts	NCIN/6	Language Arts	BBB/4	8/8/24
Patterson, Danielle	T.A.	BB/2	Paraprofessional	BB/2	8/8/24
Prollock, Aaron (ADJ)	Paraprofessional	JJ/3	Science	BBB/0	8/8/24
Wilkerson, James	Foreman Plumber	Z/7	Director of Maint & Con.	1DNC/1	7/9/24
Woodside, Shelby	Payroll Specialist	B/6	Payroll Exec. Assistant	NCXB/2	7/23/24

Approve Request for Leave

Name	Site/Assignment	LOA	Effective
None			

LOA = Leave of Absence

Approve Resignations/Retirements/Resignation Agreements

Name	Site	Position	Effective
Daigle, Janette (ADJ)	Country Estates	Elementary Ed.	5/17/24
Gerfen, Brittney (ADJ)	Country Estates	Elementary Ed.	5/17/24
Roberts, Aubree	Special Services	Paraprofessional	5/16/24
Santamaria, Salina (ADJ)	MCMS	Literacy	5/17/24
Shubin, Barbar	MCHS	Secretary Second	6/13/24
Wade, Debra	Admin/IT	System Administrator	6/28/24
Wilson, Jeananne	Admin/Finance	Treasurer's Clerk	8/9/24

Ret. = Retirement **R.A. = Resignation Agreement**

Termination and Non-Reemployment

Sagiao-Jones, Patrice	Country Estates	Elementary Ed.	5/17/24
(ADJ) So, Aua	DCMS	Paraprofessional	5/16/24

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Superintendent

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Pamela Huston
Assistant
Superintendent

To: Mid-Del Board of Education & Dr. Rick Cobb
From: Pamela Huston, Assistant Superintendent
Devyn Johnson, Director of Child Nutrition
Re: Child Nutrition Human Resources Report
Date: August 12, 2024

Based upon information provided by the appropriate supervisory personnel as of July 25, 2024, the following actions are recommended.

New Employees	Site/Assignment	Replace	Sch/Step	Effective
Burge, Verna	DCHS/Cafeteria Assistant	J. Gulley	QQ/8	8/12/24
Peak, Cheryl	Child Nutrition/CN Specialist	M. Jones	B/1	8/6/24
Peery, Christen	CAHS/Cafeteria Assistant	C. Carlson	QQ/1	8/12/24
Sayre, Jessica	LSC/Traveling Cook	Added	RR/1	8/12/24
Watros, Marilyn	MCHS/Cafeteria Assistant	J. Webb	QQ/1	8/12/24

Approve Transfers, Promotions & Change of Status

From	Sch/Step	To	Sch/Step	Effective

None
***NC = No Change**

Approve Request for Leave

Name	Site/Assignment	FMLA/LOA	Effective

None
FMLA= Family Medical Leave/LOA=Leave of Absence

Approve Resignations/Retirements/Resignation Agreements

Name	Site	Position	Effective
McClure, Karen	Country Estates	Cafeteria Assistant	5/17/24

Ret. = Retirement **R.A. = Resignation Agreement**

Terminations
None

Mission Statement

When the young people of Mid-Del enter our schools, they will be **safe.**
When they enter our classrooms, they will be **challenged.**
When they leave our schools, they will be **ready.**

Dr. Rick Cobb
Superintendent

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(405) 737-4461

Mailing Address:
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Midwest City, OK 73140
Fax: (405) 739-1754

Pamela Huston
Chief Human
Assistant
Superintendent

To: Mid-Del Board of Education & Dr. Rick Cobb
From: Pamela Huston, Assistant Superintendent
Clint Arnold, Director of Transportation
Re: Transportation Human Resources Report
Date: August 12, 2024

Based upon information provided by the appropriate supervisory personnel as of July 25, 2024, the following actions are recommended.

New Employees	Assignment	Replace	Sch/Step	Effective
Henderson, Tori	Bus Monitor	S. Austin	QQ-I/1	8/12/24
Whitley, Kevin	Bus Monitor	D. Austin	QQ-I/1	8/12/24

Approve Transfers, Promotions & Change of Status

	From	Sch/Step	To	Sch/Step	Effective
Weir, Courtney	Bus Monitor	QQ-I/5	Dispatch Clerk	G/1	8/2/24

***NC = No Change**

Approve Request for Leave

Name	Site/Assignment	FMLA/LOA	Effective
None			

FMLA= Family Medical Leave/LOA=Leave of Absence

Approve Resignations/Retirements/Resignation Agreements

Name	Site	Position	Effective
Washington, Glenn	Transportation	Bus Driver	7/9/24

Ret. = Retirement **R.A. = Resignation Agreement**

Terminations
None

Mission Statement

When the young people of Mid-Del enter our schools, they will be **safe.**
When they enter our classrooms, they will be **challenged.**
When they leave our schools, they will be **ready.**

Dr. Rick Cobb
Superintendent

Pamela Huston
Assistant Superintendent

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To: The Board of Education and Dr. Cobb

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: 1080 Hours of Instruction for the 2024-25 School Year

House Bill 1864, passed in the 2009 Legislative Session, gives districts the option of operating the school year based on the required 1080 hours of instruction rather than the traditional daily schedule used prior to the legislation. Since 2010, Mid-Del has opted to adopt the hourly method of fulfilling the required instructional mandate, which proves to be very advantageous when inclement weather causes schools to be closed.

The daily school schedule for Mid-Del middle and high schools yield 1139 hours of school activity which may be counted as instructional time including 171 days taught, 30 hours of professional development which may be counted toward "days taught", and 12 hours during parent conference days. The 1139 hours of instructional activity gives Mid-Del middle and high school students the equivalent of 9 days beyond the required 1080 hours.

The daily school schedule in Mid-Del elementary schools yields 1125 hours of school activity which may be counted as instructional time including 171 days taught, 30 hours of professional development which may be counted toward "days taught", and 12 hours during parent conference days. The 1125 hours of instructional activity gives Mid-Del elementary school students the equivalent of 7 days beyond the required 1080 hours.

I am requesting your approval to adopt the hourly method of calculating the minimum instructional time of 1080 hours in Mid-Del Schools for the 2024-25 school year.

Thank you for your consideration of this request.

Dr. Rick Cobb
Superintendent

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Pamela Huston
Assistant Superintendent

To: Mid-Del Board of Education and Dr. Rick Cobb, Superintendent

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: Request for Deregulation of Planning Period

I would like to request approval for deregulation of planning period for the 2024-2025 school year for Myles Melson, German teacher at Midwest City High School. Due to the high number of students enrolled in German at Midwest City Middle School, Mr. Melson has agreed to use his plan time to meet the needs of all of the students.

Dr. Rick Cobb
Superintendent

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Pamela Huston
Assistant Superintendent

To: Mid-Del Board of Education and Dr. Rick Cobb, Superintendent

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: Request for Certified Teachers Adjuncting Outside Current Certification Area(s)

In an effort to meet the needs of our students in an efficient and cost-effective manner, we are asking for approval of the following individuals to serve as an adjunct teacher:

- Allen, Courtney – Biological Sciences | DCHS
- Anderson, Stephen – Elementary Ed | Parkview
- Brewer, Sara – Elementary Ed | Parkview
- Burt, Stony – World History | MCHS
- Coltharp, Jeremy – PE | MCMS
- Couch, Cameron – US History/OK History/Gov | CAHS
- Farley, Callie – Elementary Ed | MCE
- Hall, Melinda – ELL/English | District-wide
- Judson, Mark – World History | MCHS
- Lindenfelser, Chelsy – Mid-Level Science | MCMS
- Mack, Malcolm – Biological Sciences | MCHS
- Miller, Emily – Mid-Level English | MCMS
- Moser, Luke – Psychology | CAHS
- Olivencia, Jennifer – Elementary Ed | DCE
- Presson, Roslyn – Intermediate Mathematics | CAMS
- Shawver-Rogers, Kristyn – Physical Science | MCHS
- Stacy, Jason – Physics | MDTC
- Turbyfill, Tyler – PE | CAHS
- Weston, Brian – English | CAMS
- Yankovich, Morgan – Elementary Ed | MCE

These individuals are on a full-time certified contract with Mid-Del Public Schools and teaching at the listed school. The approval of the application allows them to teach in a subject outside of their current certification area without additional cost to the school district. This arrangement is in alignment with OSDE Title 210:20-37-2.

Dr. Rick Cobb
Superintendent

Pamela Huston
Assistant
Superintendent

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To: Mid-Del Public Schools Board of Education and Dr. Rick Cobb, Superintendent

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: 2024-25 Compensation for Employee Groups Not Represented by Negotiated Agreement

I would like to request your approval for employees not represented by the MDEA or MDSEA negotiated agreements. The salary schedules that were board approved for 2023-24 will not be increasing in monetary value for the 2024-25 school year. However, we request that the individuals represented by these schedules receive a step raise.

Dr. Rick Cobb
Superintendent

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Pamela Huston
Assistant Superintendent

To: Mid-Del Board of Education and Dr. Rick Cobb, Superintendent

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: Staff Travel Stipends

We are requesting approval of the 2024-25 staff travel stipends that are not governed in the Negotiated Agreement. If you have any questions, please let me know.

Attachment: Staff Travel Stipends for 2024-25

Staff Travel Stipends 2024-2025

Title	Site	Amount
Fund 11 - General		
Deputy Supt./Assistant Superintendent of Instruction	Administration	$ 1,000.00
Assistant Supt./Chief Human Resources Officer	Administration	$ 1,000.00
Chief Financial Officer	Administration	$ 500.00
Executive Director - Elementary	Administration	$ 1,000.00
Executive Director - Secondary	Administration	$ 1,000.00
Executive Director - Operations	Administration	$ 1,500.00
Executive Director - Data & Technology	Administration	$ 500.00
Executive Director - Special Services	Learning Services Center	$ 1,000.00
Executive Director - Athletics & Student Activities	Administration	$ 1,500.00
Executive Director - Teaching & Learning	Administration	$ 500.00
Director - Technology	Administration	$ 500.00
Director - Community Relations	Administration	$ 1,000.00
Director - Counseling & Mental Health	Administration	$ 1,000.00
Assistant Director - Special Services	Learning Services Center	$ 1,000.00
Coordinator - District Health	Learning Services Center	$ 1,000.00
Coordinator - Indian, ESL, World Language	Administration	$ 500.00
Instructional Facilitator	Administration	$ 1,000.00
Executive Administrative Assistant	Administration	$ 500.00
Homeless Education Liaison Administrator	District Wide	$ 1,000.00
Homeless Liaison	District Wide	$ 1,000.00
Network Coordinator	Administration	$ 500.00
Technology Supervisors	Administration	$ 500.00
Computer Technician	Administration	$ 1,000.00
Occupational/Physical Therapists	Special Services	$ 500.00
Behavior Tech	Special Services	$ 500.00
Mental Health Support Specialists	District Wide	$ 1,000.00
Financial Secretary	District Wide	$ 500.00
Fund 12 - Tech Center		
Assistant Superintendent - MDTC	MDTC	$ 1,500.00
Executive Director	MDTC	$ 1,000.00
PN Coordinator	MDTC	$ 500.00
Training Navigator	MDTC	$ 500.00
WED Director	MDTC	$ 750.00
BDT Coordinators	MDTC	$ 750.00
ACD Coordinator	MDTC	$ 500.00
LPN Instructor	MDTC	$ 500.00
Marketing & Hospitality Specialist	MDTC	$ 500.00
Financial Secretary	MDTC	$ 500.00
Fund 22 - Child Nutrition		
Director - Child Nutrition	Child Nutrition	$ 500.00
Coordinator - Child Nutrition	Child Nutrition	$ 1,000.00
Site Manager - Child Nutrition	Child Nutrition	$ 500.00

Dr. Rick Cobb
Superintendent

Pamela Huston
Assistant Superintendent

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To: Mid-Del Board of Education and Dr. Rick Cobb, Superintendent

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

RE: 2024-2025 Pay Rates

We ask for your approval of the 2024-25 pay rates. This also includes the Official's Pay Rates. If you have any questions, please let me know.

Attachment: Pay Rates for 2024-25

Mid-Del Schools: Pay Rates
Effective: 24-25

Categories	Hourly Rates unless specified	
Certified		
Principals	$ 40.00	
Principal Coaches	$ 40.00	
Site Supervisor for High Dosage Literacy Tutoring	$ 50.00	
Certified Teacher - Instructional (not including Tutors)	$ 25.00	
Certified Lead Teacher - Instructional and Administrative Duties*	$ 30.00	
Certified Tutors	$ 20.00	
Certified Tutors- with 5 or more students	$ 25.00	
Certified Staff Curriculum Preparation	$ 25.00	
Certified Teacher - After School Detention/Saturday School	$ 20.00	
Certified SPED Teacher - Annual IEP	$ 35.00	During Non-Contract Days
Certified SPED Teacher - Eligibility or Eval/Annual IEP	$ 55.00	During Non-Contract Days
Speech Pathologists	$ 45.00	
OT and PT/School Psychologist	$ 55.00	
Coach/Sponsor Driving to Activity - **per trip**	$40.00/$55.00	Inside the Metro/Outside the Metro
Bus Driver Contract for Lease	$ 15.00	
Lunch Duty (Middle School Only)	$ 15.00	
Operations Project Manager	$ 60.00	
After School Bus Duty	$ 15.00	

Support		
Specialty Instructor - Level 1	$ 25.00	
Specialty Instructor - Level 2	$ 16.00	
Licensed Practical Nurse	$ 16.00	
Registered Nurse	$ 25.00	
COTA	$ 35.00	
Non-Certified Instructor	$ 14.00	
Paraprofessional	$ 15.00	
OJT - Special Ed Student Training	$ 7.25	
Non-Certified Teacher Assistant	$ 14.00	
Non-Certified Tutor	$ 14.00	
TA Substitutes	$48.75/day	
ISR Instructors & After School Detention	$ 12.50	
Cafeteria Assistants - Level 1	$ 10.00	
Cafeteria Substitutes/Assistants - Level 2 (students)	$ 9.00	
Child Nutrition (Hourly) per freezer check	$ 25.00	
Child Nutrition Summer Supervisor	$ 14.00	
Child Nutrition Summer Cook	$ 10.00	
Computer Tech - Level 1	$ 14.00	
Computer Tech - Level 2	$ 20.00	
Clerical - Summer School	$ 10.00	
Clerical - Substitute other than Summer School	$ 7.50	
Clerical Level 1	$ 7.50	
Clerical Level 2	$ 10.00	
Clerical Level 3	$ 12.00	
Crossing Guards	$ 7.50	
Custodial other than Mid-Del Support	$ 15.00	
Custodial - Sub	$ 7.50	
Learning Center Hourly	$11.00-$14.00	
Lunch Duty (Middle School Only)	$ 15.00	
Security Guards	$ 50.00	

Mid-Del Schools: Pay Rates
Effective: 24-25

Transportation Summer Driver		$15.00	
Transportation/Mntc/Warehouse hourly laborer - Lvl 1	$	10.00	
Transportation/Mntc/Warehouse hourly laborer - Lvl 2	$	12.00	
Bus Driver Trainee	$	10.00	
Use of facilities by outside vendor/employee pay	$	22.50	
Certified or Support			
Staff participating in workshops	$	20.00	
Workshop Presenter - Staff/Parent	$	40.00	
HS Officials based on Metro Area Pay Schedule		Attached	
Coaches - Summer Camps - Head	$	20.00	
Coaches - Summer Camps - Assistant	$	15.00	
Coaching Intern	$	10.00	
Translator	$	25.00	
Special Hourly - work as approved by the Superintendent	$	25.00	

Other			
Pom/Cheer Assistant	$	16.00	
Pom/Cheer Judge	$	25.00	
Announcer		Paid on Extra Pay/Extra Duty Schedule	
Lunch Monitor Duty - Certified and Non-Certified	$	10.00	
Choreographer	$	25.00	
Football Ticket/Gate	$	16.00	Added 24/25
All other Football workers	$	15.00	Added 24/25
All other normal events	$	15.00	Added 24/25
All Tournaments and Track Meets	$	12.00	Added 24/25

Note - The wage and hour rule does apply where applicable for non-exempt employees.
*for example summer school **10% for special ed programs will be included where applicable

Mid-Del Schools: Pay Rates
Effective: 24-25

Mid-Del Technology Center- Rates
2024-25

Categories - Mid-Del Technology Center		
Clerical	$14.00-$18.00	
Custodian	$12.00-$20.00	
Substitute - Specialty or Credentials Required	$22.00-$30.00	
Summer Overnight Travel w/ Students - **Non-sponsor**	$75 full, $37.50 half	per day
Summer Overnight Travel w/ Students - **Sponsor**	$150 full, $75 half	per day
Summer Local Activity w/ Students	$75 full, $37.50 half	per day
Summer Professional Development/Training - *Required**	$28.00	
Teacher Assistant	$13.00-$16.00	
Translator	$25.00-$40.00	

Categories - Tinker Technology Center		
Administrative Assistant	$17.00-$25.00	
Instructor	$20.00-$40.00	
Curriculum Developer	$20.00-$45.00	
Admin Facility Tech	$18.00-$20.00	
Materials Handler/Coordinator	$20.00-$25.00	
Custodian	$12.00-$20.00	

Categories- Credit Recovery		
Certified Administration (Hourly)	$25.00-$40.00	Based on experience
Certified Administration (Annual)	$4,000.00-$6,000	Based on workload
Certified Counselors (Hourly)	$15.00-$35.00	Based on experience
Certified Counselors (Annual)	$1,000.00-$6,000.00	Based on workload
Certified Instructors (Hourly)	$15.00-$30.00	Based on experience
Certified Instructors (Annual)	$7,000.00-$9,000.00	Based on workload
Certified Lead Instructor	$20.00-$35.00	Based on experience
Coordinator (Annual)	$6,000.00-$11,000.00	Based on workload
Credit Recovery Liaison (Annual)	$3,000	

Categories- ELITE		
Guest Instructor	$15.00-$35.00	
Job Coach/Employment Specialist	$15.00-$35.00	
Substitute Administration	$20.00-$35.00	
Substitute Instructor	$14.00-$35.00	

Categories- Business and Industry Training Services		
Safety Courses Training	$30.00-$80.00	
Customized Industry Training	$30.00-$80.00	
Evening/Weekend Training	$25.00-$50.00	
Specialized Curriculum Development	$20.00-$50.00	
Categories- Adult Career Development		
Hourly and Substitute Administration	$15.00-$35.00	Based on experience
Adjunct Instructor	$20.00-$50.00	Based on experience
Categories - Adult Career Development - Per Student Amounts		
Plumbing, Electrical or Mechanical Code Update	$65	per student

Rates vary depending upon experience, certification and/or required qualifications

Fall Sports

Official's Pay Schedule

2024-2025

Football

Varsity	$110.00 per game
Junior Varsity	$ 75.00 1 game
	$140.00 2 games
9th grade	$ 75.00 1 game
	$140.00 2 games
7th or 8th grade	$ 65.00 1 game
	$120.00 2 games

Fast Pitch Softball (Fall)

Varsity	$ 85.00	(7 inning)
Varsity Single Game	$100.00	
Junior Varsity	$ 70.00	(5 inning, 1 hr finish inning)
Middle School JV	$ 45.00	(1 hr time limit)
Middle School V	$ 60.00	

Tournament Pay (HS/JV)		
1 hr 30 min	$70.00	(per game)
Over 1 hr 30 min	$85.00	(per game)

If only 1 official "shows up" he gets 1 ½ times the designated fee

Volleyball

Varsity	3 of 5 match	$65.00
Varsity/JV/9th	2 of 3 match	$45.00
Middle School	2 of 3 match	$45.00

4/25/24

Spring Sports

Official's Pay Schedule

2024-2025

Baseball

Varsity	$85.00	
Varsity Single Game	$100.00	
Junior Varsity 7 inning	$85.00	
Junior Varsity 5 inning	$70.00	
Ninth	$70.00	
Middle School JV	$45.00 (1 hr time limit)	
Middle School V	$60.00	

Soccer

Varsity

Referee (center)	$ 75.00
Asst. Referee (linesman)	$ 50.00
Two-Person Crew	$ 75.00
Single	$110.00 (every official)

Sub Varsity

Referee (center)	$50.00
Asst. Referee (linesman)	$50.00
Single	$75.00 (every official)

Slow Pitch Softball (Spring)

Varsity	$50.00	
Junior Varsity	$40.00	
Middle School	$55.00	(2 games)
Middle School	$35.00	(1 game)

4/25/24

Winter Sports

Official's Pay Schedule

2024-2025

Basketball

Varsity	$80.00 per game
Varsity Tournament	$80.00 per game
Junior Varsity	$50.00 per game
Ninth	$50.00 per game
Eighth	$45.00 per game
Seventh	$45.00 per game

Wrestling

High School Varsity Dual	$ 70.00
High School Varsity & JV Dual	$100.00
High School Tri/Quad	$180.00 (per official)
JV High School Tri/Quad	$180.00 (per official)
Junior High Varsity Dual (7th, 8th, 9th)	$ 45.00
Junior High Varsity & JV Dual	$ 60.00
Junior High Tri/Quad	$150.00 (per official)
JV Junior High Tri/Quad	$150.00 (per official)
High School 2 day Tournament	$400 per tournament
High School 2 day Pool Tournament	$450 per tournament
Junior High 2 day Tournament	$300 per tournament
Junior High 2 day (over 16 teams)	$400 per tournament

Dr. Rick Cobb
Superintendent

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Pamela Huston
Assistant Superintendent/
Chief Human Resources Officer

To: Mid-Del Public Schools Board of Education and Dr. Rick Cobb

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: Tentative Agreement between Mid-Del Board of Education and the Mid-Del Support Employees Association Addition

I would like to request your approval of an additional change to the tentative agreement previously approved on June 10, 2024. This specific change was not addressed at that time due to a clerical error, but was agreed upon during the original negotiation process.

Due to some title changes at the OSDE, we needed to make our titles match.

Mid-Del and MDSEA agreed to the following changes:

Non-Title I Paraprofessional: An employee working within a classroom setting but whose position does not require additional qualifications under federal and state law due to site placement, funding source, or non-instructional duties performed.

Tier I Paraprofessional: An employee of a school district whose position is instructional in nature, or who delivers other direct services to students and/or their parents and for which a certified teacher or other professional has the ultimate responsibility for the design, implementation, and evaluation of the individual educational programs or related services and student performance. Individuals must meet requirements established by federal and state law to be authorized to serve as public school paraprofessionals in Title I Schools.

Tier II Paraprofessional: An employee of a school district whose position is instructional in nature, or who delivers other direct services to students and/or their parents and for which a certified teacher or other professional has the ultimate responsibility for the design, implementation, and evaluation of the individual educational programs or related services and student performance. Individuals must meet requirements established by federal and state law to be authorized to serve as public school paraprofessionals in Special Education settings.

hours per week. The rate of pay for additional positions shall start, upon assumption, at the base rate (step 1) for that position. Leave accrual will be commensurate with the schedule for the aggregate term worked.

ARTICLE 11

Salary

11.1 **Compensation**: For the 2024-2025 school year, all support employees eligible for step movement shall advance one (1) step on the appropriate salary schedule.

Employees required to report for work after the completion of their normal contract year, shall be compensated at their regular hourly rate of pay.

Any support employee who obtains an Associate's degree while employed by the District shall receive a one-time stipend of two hundred dollars ($200.00). Any support employee who obtains a Bachelor's degree while employed by the District shall receive a one-time stipend of four hundred dollars ($400.00). Beginning the 22-23 school year, any support employee who obtains a Master's degree while employed by the District shall receive a one-time stipend of six hundred dollars ($600.00). (2023)

For the 2024-2025 school year, all support staff employed at MDTC, eligible for step movement, shall advance one (1) step on the compensation schedule. An additional stipend will be added to each person's compensation at an increment equivalent to the difference between the last two (2) steps on each salary schedule. This stipend would be in addition to the base salary/stipend amount from 2020-21.

11.2 **Non-Title I Paraprofessional: An employee working within a classroom setting but whose position does not require additional qualifications under federal and state law due to site placement, funding source, or non-instructional duties performed. (2024)**

11.3 **Tier I Paraprofessional: An employee of a school district whose position is instructional in nature, or who delivers other direct services to students and/or their parents and for which a certified teacher or other professional has the ultimate responsibility for the design, implementation, and evaluation of the individual educational programs or related services and student performance. Individuals must meet requirements established by federal and state law to be authorized to serve as public school paraprofessionals in Title I Schools. (2024)**

11.4 **Tier II Paraprofessional: An employee of a school district whose position is instructional in nature, or who delivers other direct services to students and/or their parents and for which a certified teacher or other professional has the ultimate responsibility for the design, implementation, and evaluation of the individual educational programs or related services and student performance. Individuals must meet requirements established by federal and state law to be authorized to serve as public school paraprofessionals in Special Education settings. (2024)**

Dr. Rick Cobb
Superintendent

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Pamela Huston
Assistant Superintendent/
Chief Human Resources Officer

To: Mid-Del Public Schools Board of Education and Dr. Rick Cobb, Superintendent

From: Pamela Huston, Assistant Superintendent

Date: August 12, 2024

Re: Tentative Agreement between Mid-Del Board of Education and the Mid-Del Education Association

I would like to request your approval of the tentative agreement completed on June 20, 2024 between the Mid-Del Board of Education and the Mid-Del Education Association (MDEA). Mid-Del and MDEA agreed upon the following:

- Step increase for certified personnel covered under the MDEA negotiated agreement
- Changes to the Supplemental Salary Schedule for 2024-2025 as follows:
  - Added stipends
    - Art Competitive at high school - $525
    - Academic Coach, Asst. at middle school - $1,000
    - Unified Sports, Coach at middle school - $1,000
  - Increased stipends
    - Football, Other Asst. – from $4,083 to $4,400
    - Student Council Leadership at elementary – from $400 to $600
    - Psychologist from $2,300 to $4,500
    - Psychometrist from $1,257 to $2300
    - Speech Pathologist (Lic) from $2,000 to $4,500
  - Changed *Art* to *Art Club* at the high school and middle school descriptions to match elementary
- Memorandum of Understanding for the MDTC to allow consideration of outside experience for salary placement
- Memorandum of Understanding to allow for the use of at least ½ (one-half) day to complete required PD
- The following language changes consisting of 12 pages have been made an agreed upon by both parties, as indicated by the signatures on each page.

Supplemental Salary Schedule 2024-2025

High School	
Academic Coach	$ 2,109
Art - Competitive	525
Art Club	525
Band	10,000
Band, Asst.	7,000
Baseball, Asst.	3,000
Baseball, Head	8,000
Basketball, Boys Asst.	3,500
Basketball, Boys Head	9,000
Basketball, Girls Asst.	3,500
Basketball, Girls Head	9,000
Broadcast Sponsor	1,700
Building Communication Rep.	1,500
Cheerleader	4,500
Cheerleader Asst.	3,000
Chess Club	500
Class Sponsor, 9th	600
Class Sponsor, 10th	600
Class Sponsor, 11th	1,000
Class Sponsor, 12th	1,000
Color Guard	1,500
Competitive Debate	1,413
Competitive Speech	1,413
Counselor	3,500
Cross Country, Asst., Boys	1,800
Cross Country, Boys	3,500
Cross Country, Asst., Girls	1,800
Cross Country, Girls	3,500
Cyber Patriot Club Sponsor	1,290
DECA (CTSO)	1,290
Dept. Chair (English, Foreign Language, Math, Science, Social Studies, SPED)	1,100
Drama	3,800
Drug Free Club	650
Ed Tech	1,450
Esports	800
FCCLA (CTSO)	1,290
FCCLA Asst. (CTSO)	938
Football, Coordinator	5,000
Football, Head	14,000
Football, Other Asst.	4,400
Gay-Straight Alliance	800
Golf	4,000
Golf, Boys	3,500
Golf, Girls	3,500
Key Club	800
Library Media Specialist	1,000
Mat Maid	723
National Honor Society	1,500
Newspaper	1,855
Pit Band	600
PomPon	4,500
PomPon Asst.	3,000
ROTC	1,103
Soccer Asst.	2,300
Soccer Head	4,500
Softball Asst.	3,000
Softball Head	8,000
Senior Project	500
Special Olympics Coach	1,000
Special Olympics, Asst.	500
Spirit Club	1,720
Spirit Club Asst.	700
Student Council	2,000
Student Council Asst.	1,200
Tennis, Boys	3,500
Tennis, Boys Asst	1,500
Tennis, Girls	3,500
Tennis, Girls Asst.	1,500
Track, Boys	4,500
Track, Boys Asst.	2,500
Track, Girls	4,500
Track, Girls Asst.	2,500
Unified Sports, Coach	1,000
Unified Sports, Asst.	500
Vocal Conductor	600
Vocal Music	4,500
Vocational FFA (CTSO)	1,609
Volleyball Asst.	2,100
Volleyball Head	4,500
Winter Guard	1,500
Wrestling Asst. Boys	3,100
Wrestling Head Boys	7,000
Wrestling Asst. Girls	3,100
Wrestling Head Girls	7,000
Yearbook	2,500

Middle School	
Academic Coach	$ 1,800
Academic Coach, Asst.	1,000
Art Club	425
Athletic Director	3,180
Band	5,600
Band Asst.	4,300
Baseball, Asst.	1,604
Baseball, Head	2,024
Basketball, Asst. Boys	1,500
Basketball, Asst. Girls	1,500
Basketball, Head Boys	2,273
Basketball, Head Girls	2,273
Builders Club	800
Building Communications Rep.	1,250
Cheerleader	3,000
Chess Club	500
Counselor	3,250
Cross Country Boys	1,432
Cross Country Girls	1,432
Debate	700
Dept. Chair (SPED)	1,100
Drama	1,200
Drug Free Club	650
Ed Tech	1,250
Esports	800
FCCLA (CTSO)	1,290
Football, Head	3,000
Football, Asst.	2,281
Gay-Straight Alliance	800
Golf	2,148
Golf, Boys	1,432
Golf, Girls	1,432
Library Media Specialist	1,000
Math Counts	500
Nat'l. Jr. Hon. Society	1,000
Newspaper	851
Pit Band	600
PomPon	3,000
Soccer, Head Boys	1,616
Soccer, Asst. Boys	1,199
Soccer, Head Girls	1,616
Soccer, Asst. Girls	1,199
Softball Asst.	1,604
Softball, Head	2,024
Special Olympics Coach	1,000
Special Olympics, Asst.	500
Speech	1,100
Spirit Club	900
Spirit Club Asst.	575
Starbase	600
Student Council	1,100
Student Council Asst.	700
Team Leaders	1,100
Tennis	2,120
Tennis, Head Boys	1,523
Tennis, Asst. Boys	837
Tennis, Head Girls	1,523
Tennis, Asst. Girls	837
Track, Head Boys	2,028
Track, Asst. Boys	1,428
Track, Head Girls	2,028
Track, Asst. Girls	1,428
TSA (CTSO)	1,290
Unified Sports, Coach	1,000
Vocal Conductor	600
Vocal Music	2,500
Volleyball, Asst.	1,199
Volleyball, Head	1,616
Wrestling, Asst. Boys	1,772
Wrestling, Head Boys	2,534
Wrestling, Asst. Girls	1,772
Wrestling, Head Girls	2,534
Yearbook	2,000

Elementary School	
Academic Coach	$ 500
Art Club	$ 400
Basketball, Boys Asst.	608
Basketball, Boys Head	907
Basketball, Girls Asst.	608
Basketball, Girls Head	907
Botball	800
Building Communications Rep.	1,000
Chess	400
Counselor	3,000
Debate	600
Drug Free Club	650
Ed Tech	1,000
Football, Asst.	812
Football, Head	1,212
Gymnastics Asst.	395
Gymnastics/Dance (per sem)	608
Honor Choir Director	1,000
Honor Choir Asst. Director	500
Library Media Specialist	1,000
Safety Patrol	400
Softball Asst.	411
Softball Head	842
Special Olympics Coach	1,000
Special Olympics, Asst.	500
Student Council Leadership	600
Track, Boys	508
Track, Boys Asst.	399
Track, Girls	508
Track, Girls Asst.	399
Vocal Music	1,250
Volleyball, Asst.	411
Volleyball, Head	810
Wrestling, Asst.	608
Wrestling, Head	907
Yearbook	600

Technology Center	
Career Counselor	$ 3,500
CTSO	1,290
CTSO, Asst.	938
Cyber Patriot Club Sponsor	1,290
Leadership Class Sponsor	1,290
MDTC Coordinator	4,000
National Technical Honor Society	1,290
SkillsUSA, Head	1,800
SkillsUSA, Asst.	1,150

Additional Increments	
Botball, Head	$ 1,000
each add'l school coached	200
Botball, Asst.	600
Building Communications Rep. for Alternative Academy	1,000
Instructional Coach/Specialist	6,500
PAC Coordinator	1,500
Psychologist	4,500
Psychometrist	2,300
Regional Strings, Head	6,000
Regional Strings, Asst.	5,000
Rowing Club	3,000
Speech Pathologist (CFY)	1,000
Speech Pathologist (Lic)	4,500
Stomp	1,000
Swimming, Head Co-Ed	4,500
Swimming, Head Boys	3,397
Swimming, Head Girls	3,397
Swimming, Asst.	1,927

Memorandum of Understanding

The Mid-Del Education Association and the Mid-Del Board of Education establish this Memorandum of Understanding to set forth basic understandings reached subsequent to negotiations.

For the 2024-25 school year, the Association and the Board agree to the following recommendation:

Article II – Compensation

Section 20 Non-Certified Experience for MDTC Instructors

Contracted instructors may receive additional steps for full-time experience not recognized by the Oklahoma State Department of Education. Only experience serving the same essential job functions in a full-time status may qualify and shall be calculated at a 2:1 ratio of experience to steps with a maximum of 5 steps. Independent contracting or self-employment experience will not qualify unless supported by industry certification or licensing.

Written verification from previous employer must be attained by the individual and presented to the Human Resource Department.

All consideration of years will be determined by the Human Resource Department in collaboration with the MDTC Assistant Superintendent or other designee.

Lori Burris 8-7-24 Pamela Huston

Lori Burris, MDEA President | Date | Pamela Huston, Asst. Supt/CHRO

Memorandum of Understanding

The Mid-Del Education Association and the Mid-Del Board of Education establish this Memorandum of Understanding to set forth basic understandings reached subsequent to negotiations.

For the 2024-2025 school year, the Association and the Board agree to the following recommendation:

All staff will receive at least ½ (one-half) day to complete required online professional development trainings including GCN, KnowB4, and Dyslexia/Dysgraphia training on or before August 16, 2024.

At least 75% of certified staff will fully complete all required online professional development trainings on or before August 16, 2024.

Lori Burris 8-7-24 Pamela Huston

Lori Burris, MDEA President | Date | Pamela Huston, Asst. Supt.

Article I – Definitions

ASSIGNMENT - Subject and/or grade level which teacher is assigned.

ASSOCIATION - Midwest City-Del City Education Association ~~of Classroom Teachers~~ (OEA/NEA).

ATTRITION - Reduction of staff due to resignation, retirement, or termination.

BARGAINING UNIT - All professional educators under contract, whether on leave, full or part-time and excluding all administrative supervisory personnel, high school athletic directors and curriculum coordinators.

BOARD - Midwest City-Del City Board of Education, Independent School District No. 52, Oklahoma County.

BREAK IN SERVICE - A teacher contract that begins after the first day of the individual teacher's work year.

CERTIFICATED TEACHER - A teacher who has a valid certificate to teach in major area.

COMPREHENSIVE SCHOOL - A school site in Mid-Del Public Schools, other than the Mid-Del Technology Center, that offers coursework recognized by the State Department of Career Tech.

DAILY RATE OF PAY - Base salary divided by one hundred eighty-one (181) days with the exception of career tech teachers who will be divided by one hundred ninety-one (191) days. (2023)

IMMEDIATE FAMILY - Is defined as spouse, children, parents, siblings, grandparents, great-grandparents, grandchildren, great-grandchildren, aunts, uncles, nieces, nephews, and other similar relationships as established by marriage and persons residing in the home of the teacher.

INVOLUNTARY TRANSFER - A transfer deemed necessary by the administration for the proper distribution of school staff under contract or to provide needed personnel in a subject or field where an emergency exists or where the transfer would be to effect good educational management.

NO CALL NO SHOW (NCNS) – When an employee neglects their obligation to attend their scheduled work hours without informing their employer or properly documenting their absence through the authorized leave management system. (2024)

PROMOTION - Movement to certified and/or supervisory positions outside the bargaining unit.

RESIDENT TEACHER - A teacher who is in the first year of their teaching career

Article II – Compensation

Section 1 – Salary (2024-2025)

Compensation
For the **2024-2025** school year, all teachers eligible for step movement shall advance one (1) step on the compensation schedule. An additional stipend will be added to the top of the compensation schedule at an increment equivalent to the difference between the last two (2) steps on each compensation schedule. ~~This stipend would be in addition to the base salary/stipend amount from 2022-2023.~~

~~State mandated amounts shall be added to the base salary of each step of each compensation schedule for 23-24. (2023)~~

Supplemental Compensation
Teachers eligible for supplemental compensation shall be paid in accordance with the attached schedule. Positions authorized on the schedule will be funded through the General Fund. Additional positions may be paid through activity funds.

The following additions and changes shall be added as agreed upon in 2024-2025 negotiations:

Technology Center Compensation
For the **2024-2025** school year, all teachers eligible for step movement shall advance one (1) step on the compensation schedule. An additional stipend will be added to each compensation schedule at an increment to the difference between the last two steps on each compensation schedule. ~~The stipend would be in addition to the base salary/stipend amount for 2024-2025. (2022)~~

Technology Center Expense Reimbursement
Career Tech teachers and all site vocation instructors attending the annual Summer State Department Career Tech conference shall be reimbursed for expenses, as per Board Policy up to $625.

Career Tech programs at the comprehensive school sites that are ~~certified~~ **approved and funded** by the State Department of Career Tech**nology Education**, shall receive a ~~stipend of $2,200 contingent upon funding of the site programs by the State. Twelve (12) month employees in comprehensive school sites certified by the State Department of Career Tech, shall receive a stipend of $2,400 contingent upon funding of the site programs by the State.~~ **Teacher Salary Supplement as designated on the Oklahoma Department of Career and Technology Education's annual Notification of Allocation.** (2022)**(2024)**

Section 2 – Flexible Benefit Allowance

State Flexible Benefit Allowance

A. For the **2024-2025** school year, each full-time teacher enrolled in the District's health insurance plan shall receive a Flexible Benefit Allowance (FBA) as required by the State of Oklahoma. Teachers whose employment is terminated during the school year shall have no right to receive any cash compensation for the portion of the school year after the teacher's termination. Benefit for part-time teachers is dependent upon State Department of Education determination of eligibility.

B. For the **2024-2025** school year, each full-time teacher not enrolled in the District's health insurance plan shall receive $69.71 per month in the form of cash in lieu benefit paid by the State of Oklahoma. Teachers whose employment is terminated during the school year shall have no right to receive any cash compensation for the portion of the school year after the teacher's termination. Benefit for part-time teachers is dependent upon State Department of Education determination of eligibility.

Section 3 – Teacher Retirement

For the **2024-2025** school year the Board agrees to pay each teacher's contribution to the Oklahoma Teachers Retirement System as part of the compensation schedule less the amount paid by the state as an offset.

Section 4 - Optional Benefits in Lieu of Salary

Each teacher shall be allowed to select before tax fringe benefits up to the maximum amount allowed by the Internal Revenue Service.

Any member of the bargaining unit may delete a portion of their optional fringe program at any time during the school year unless there is a conflict with the requirement of the Section 125 Plan. This request must be made in writing to the payroll office.

~~**Section 5 – School Function Pay (removed from the NA)**~~

~~Football Duty~~	~~$35.00~~
~~All other single activity events~~	~~$30.00~~
~~Double event, same session~~	~~$35.00~~
~~Each additional event, same session~~	~~$25.00~~

~~Track Meets~~		
	~~Preliminaries (1 event)~~	~~$30.00~~
	~~Finals (1 double event)~~	~~$35.00~~
	~~Preliminaries and Finals~~	~~$65.00~~
~~Wrestling Tournaments~~		

	~~Any paid session~~	~~$45.00~~

~~Interpretations~~			
	~~Football Duty~~		
		~~Senior High~~	~~$35.00~~
		~~Middle School (8th grade)~~	~~$35.00~~
		~~Middle School (7th grade)~~	~~$25.00~~
		~~Middle School (6th grade)~~	~~$25.00~~
	~~Basketball (including tournaments~~		
		~~1 Game~~	~~$30.00~~
		~~2 Games, same session~~	~~$35.00~~
		~~3 Games, same session~~	~~$60.00~~
		~~4 Games, same session~~	~~$85.00~~
	~~Wresting Duals/Volleyball~~		
		~~Single event~~	~~$30.00~~
		~~Double event, same session~~	~~$35.00~~
	~~Scholastic Meets~~		
		~~Each ½ day (1 double event)~~	~~$30.00~~

Section 5 – Supplemental Pay for Mentor Teachers

For the **2024-2025** school year, the District shall compensate mentor teachers for resident teachers based on the agreed upon Memorandum of Understanding. In the event there is no MOU in the future, the District shall compensate mentor teachers with two hundred dollars ($200.00). (2021)(2024)

Section 6 – Extended Year Contracts

All teachers, excluding Instructional Coaches/Specialists and Career & Technology Educators assigned to the Mid-Del Technology Center, whose individual contract requires work beyond the normal teacher work year delineated in Article IV, Section 2 of this Agreement, shall be compensated for their extended work at the daily rate of pay.

Instructional Coaches/Specialists shall receive, as compensation for their extended work, the amount specified in the negotiated agreement for ten (10) workdays required beyond the normal teacher work year in lieu of daily rate of pay. (2018)

Section 7 – Extended Season

Athletic coaches of OSSAA sanctioned events whose season is extended due to advancement in the state playoff system shall receive an additional one hundred dollars ($100) for each week the season is extended.

Fine Arts sponsors whose season is extended due to advancement in the competition system shall receive a one-time stipend of an additional three hundred dollars ($300) based on district criteria. (2023)

Section 8 – Travel

Teachers whose assignment requires them to travel between sites during the workday shall receive a flat rate of $600.00 payable through the normal monthly payroll process. Teachers who opted for a mileage record keeping procedure during the 2001-02 school year may continue to use that procedure during the **2024-2025** school year. (2023)

Section 9- Compensation for Loss of Planning Period/Class Coverage

A. A teacher required by a site administrator or designee to forego preparation time in order to cover another teacher's class or ISR shall be compensated at ~~the rate of the district's current substitute pay rate or prorated among teachers covering the class~~ **the following rates.** (2021) (2023)(**2024**)

B. Whenever the site administration finds it necessary to distribute an absent teacher's class among other teachers, the receiving teacher(s) shall be compensated for the extra responsibility. The extra compensation shall be based on the district's current rate of pay for substitutes divided by the fraction of the class that each teacher receives and/or the portion of the day for which the teacher has the extra students. (2021)(2024)

	Full Class	1/2 Class	1/3 Class	1/4 Class	1/5 Class
Full Day:	~~$100.00~~	~~$50.00~~	~~$33.33~~	~~$25.00~~	~~$20.00~~
	110.00	55.00	36.67	27.50	22.00
Half Day:	~~$50.00~~	~~$25.00~~	~~$16.67~~	~~$12.50~~	~~$10.00~~
	55.00	27.50	18.33	13.75	11.00
Hourly:	~~$16.67~~	~~$8.33~~	~~$5.56~~	~~$4.17~~	~~$3.33~~
	18.33	9.17	6.11	4.58	3.67

C. The form for payment for class or ISR coverage will be available to teachers online.

D. All forms must be submitted for payment within 15 work days of the covered date. (2023)

Section 10 – Deregulation of Planning Period

A. As per the July 20, 2001, Memorandum of Understanding related to the deregulation of mandated teacher preparation time for teachers in grades 6-12, the following implementation decisions have been agreed upon between the Mid-Del School District and the Mid-Del Education Association ~~of Classroom Teachers~~:

B. The deregulation will be used exclusively to serve academic needs. No teacher will be compelled to forfeit his/her preparation period to teach a class. The amount of the stipend for forfeiture of the preparation period for the **2024-2025** school year will be $7,000.00 per year or $3,500.00 per semester. (2018)

Section 11 – Credit for Out of State Experience

For the **2024-2025** school year, the District will recognize all out of state years of experience by teachers who have worked at an accredited school. One year's credit requires a minimum of one hundred-twenty (120) days of service.

Section 12 – Life Insurance Policy

A life insurance policy will be provided by the District according to the age requirement of the employee as stated below:

Age 64 and below	$10,000 Policy	$1.70/month paid by the District
Age 65-69	$6,500 Policy	$1.11/month paid by the District
Age 70 and above	$5,000 Policy	$0.85/month paid by the District

Section 13 – Retired Teachers

Full-Time contracted teachers who are receiving monthly benefits from the Oklahoma Teachers Retirement System will receive the same amount of leave as non-retired teachers. Sick leave will not accumulate. Unused personal business leave may be accumulated up to a maximum of five days. They will be **placed ~~and will remain on the median step of the salary schedule that reflects their educational experience.~~ at the step equivalent to ½ (one-half) of the verified experience on file through the SDE at time of hire and will not advance any further steps. Half years will be rounded down, and salary schedule will be determined by verified degree.** (2019)**(2024)**

Section 14 - School Psychologists

School Psychologists shall be placed on at least the Masters +30 compensation schedule.

Section 15 – Bus Driver CDL

Mid-Del Schools will pay a one-time, one-hundred-and-twenty-dollar stipend ($120.00) to certified staff who become CDL certified and are employed by the District. (2019)

Section 16 – Special Education Stipend



For the **2024-2025** school year, the state mandated five percent (5%) Special Education stipend will ~~remain at seven percent (7%)~~ **increase to ten percent (10%)** for all certified staff eligible to receive such stipend. (2020)**(2024)**

Section 17 – Signing/Retention Bonus for Speech Pathologists and School Psychologists

For the **2024-2025** school year the Association and the Board agree that, in an effort to increase applicants for open positions, a signing bonus of $1000 be established for any speech pathologists and/or psychologists who enter into a full-time contracted position with Mid-Del Public Schools beginning in the **2024-2025** school year. (2023)

Furthermore, a one-time retention bonus of $1000 will be provided for any speech pathologists and/or psychologists who renew their full-time contracted position with the District from the previous school year. All signing and retention bonuses will be spread out evenly across the school year and pro-rated for anyone who does not complete their contract. (2021) (2023)

Section 18 – Certification Incentive

For the **2024-2025** school year, the Association and Board agree to offer an incentive of $1000 to any certified teachers on a current contract with Mid-Del Public Schools who successfully complete a special education-related certification test and accept a position as a special education teacher with Mid-Del Public Schools. The incentive payment will be spread out evenly across the school year and pro-rated for anyone who does not complete a full contract year. (2021)

Section 19 – Non-Certified Experience for Speech Pathologists/School Psychologists/Nurses

Contracted speech pathologists, school psychologists/psychometrists, and nurses may receive additional steps for full-time experience not recognized by the Oklahoma State Department of Education. Only experience serving same essential job functions, in a full-time status, with a professional agency may qualify. Independent contracting or self-employment experience will not qualify. Written verification from previous employer must be attained by the individual and presented to the Human Resources department. All consideration of years will be determined by the Human Resources department in collaboration with the Special Services Department and/or District Health Coordinator. (2022) No additional steps are guaranteed, and those additional steps shall not exceed 10 added steps. (2023)

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the school year, **or during a time the teacher is assigned to administer a state test.** (2023)(**2024**)

D. All personal leave accumulated under previous Agreements prior to the 1982-83 school year shall become accumulated personal business leave and shall be carried forward until used. The use of accumulated personal business leave shall be limited to four (4) consecutive teaching days, with no more than a total of six (6) personal business days taken during the last quarter of the school year. The total of accumulated sick leave and accumulated personal business leave will not exceed one hundred and twenty (120) days.

E. No Call / No Show (NCNS) – Employees are expected to fulfill their responsibility to report for scheduled work hours by giving notice to their employer or documenting their absence through the approved leave management system. Failure to do so may result in disciplinary action. (2024)

Section 3 – Sick Leave

A. Teachers working the normal work year delineated in Article IV, Section 2 of this Agreement shall be credited with a sick leave allotment as follows:

0-10 years	10 days per year
11-20 years	11 days per year
21 years and above	12 days per year

B. Teachers working an extended work year shall receive an additional annual sick leave allotment in accordance with the following schedule:

Additional Work	**Additional Allotment**
Two (2) or Three (3) weeks	One half (½) day
One (1) month	One day
One and a half (1 ½) months	One and a half (1 ½) days
Two (2) months	Two (2) days

C. Unused annual sick leave shall be cumulative to one hundred and twenty (120) days. The District shall maintain records of unused annual sick leave beyond one hundred and twenty (120) days for the sole purpose of reporting those days to the Oklahoma Teacher Retirement System upon the retirement of the teacher.

D. If abuse of sick leave is suspected with cause, the administrator may request a doctor's note or other verification of illness from the teacher. (2024)

Section 4 – Sick Leave Donation Policy

A. If a teacher has exhausted or will exhaust all earned accumulated sick leave otherwise provided, and is absent due to an extraordinary or severe illness, impairment or physical or mental condition of the teacher, a relative or household member, documented as such by a physician, including temporary disability resulting from pregnancy, miscarriage,

Section 5 – Extended Sick Leave – State Law (Section 142)

A. If, after exhausting all sick leave, a teacher is absent from his or her duties due to personal accidental injury, illness or pregnancy, the teacher shall receive for a period of not to exceed twenty (20) days his or her full contract salary less the amount:

1. Actually paid to a certified substitute teacher for his or her position if a certified substitute teacher is hired; or
2. Normally paid a certified substitute teacher for his or her position if a certified substitute teacher is not hired.

Section 6 – Bereavement Leave

A. A teacher shall be allowed leave up to five (5) working days each year with pay for bereavement in the immediate family. Documentation may be required upon return from the absence. (2023)

B. These days are not chargeable to any other leave.

C. Bereavement leave is non-cumulative.

D. Except in cases of emergency, prior notice shall be given to the building principal.

E. If during the same school year, a teacher or the teacher's spouse suffers an additional death of a parent, spouse or child, the teacher may request additional days of bereavement (up to five) if all bereavement days have been exhausted. This request shall be made to the Chief Human Resources Officer or designee. Any required forms for this purpose shall be made available and submittable online. Email approval may be utilized until a formal request form can be completed. (2021) Documentation may be required upon return from the absence.(2023)

F. Teachers will NOT be charged their daily rate of pay or the cost of a substitute for use of bereavement leave. (2018)

G. A teacher, as an expectant parent, spouse, or domestic partner who suffers a pregnancy loss (including, but not limited to, chemical pregnancy, molar pregnancy, ectopic pregnancy, miscarriage, Terminated for Medical Reasons (TfMR), stillbirth, neonatal loss) shall be eligible for bereavement leave. (2023)

Section 7 – Leave of Absence without Pay

A. Upon application to and approval of the Board, a leave of absence may be granted to career teachers for a period of one **school** year for: 1) Maternity 2) Extended Illness 3) Caring for a member of the immediate family during an extended illness 4) Further study at a college or university 5) To hold an elective public office 6) Adoption of children who

Article IV – Teachers' Time

Section 1 – Preparation Time

A. Secondary classroom teachers shall be scheduled for one (1) class period of preparation time each day. Career and Technology instructors at the Technology Center shall be scheduled for the equivalent of one (1) secondary class period.

B. Elementary classroom teachers shall be scheduled for a minimum of two hundred twenty-five (225) minutes of preparation time each five (5) day week. When scheduling such time, efforts shall be made by the site principal to provide as many consecutive minutes each day as possible, provided that one (1) period of at least thirty (30) consecutive minutes shall be scheduled within each student day. No block of time less than fifteen (15) minutes will count toward the two hundred twenty-five (225) minutes total.

C. It is recognized that at times situations may arise during the school day that require a teacher to be absent from his/her class. It is the responsibility of the site principal to see that the class is supervised adequately; therefore, teachers may be required to forego scheduled preparation time to assist with such supervision. An accurate record of all classes supervised shall be kept at each site. To the extent possible, all teachers shall share in the supervision of classes during these absences.

D. The district recognizes the importance of teacher plan time. Site administrators will not require teachers to forgo their entire plan more than two times per week excluding emergency situations or disciplinary actions. (2022)

E. Teachers shall be compensated for the loss of their planning period in accordance with Article II, Section 10 when a teacher is required by a site administrator to forego preparation time in order to cover another teacher's class.

Section 2 – Work Year

A. The ~~school~~ **teacher work** year shall consist of 179 teaching and professional days and two (2) work days for a total of 181 days.

Career Technology certified teachers at Mid-Del Technology Center are on a 191-day contract. These days shall be distributed as follows: 2 days of summer conference, 4 work days, and 4 days that may include, but are not limited to, business and industry meetings, professional development, strategic planning, best practice visits, data days, etc (2022) (2023)

B. During the teacher professional and workdays at the beginning of the contract year, after teachers report, but before students report, teachers will be provided one full day of time for the sole purpose of preparing their classroom environment. (2021) (2023)

D. Professional dress, as determined by the position held, will be addressed on a case-by-case basis and/or through the evaluation process. (2024)

Section 6 – Teacher Evaluation

A. It shall be understood by the Board administrators and teachers that the ultimate purpose of evaluating teachers through the implementation of the ~~Marzano Evaluation System and~~ the Tulsa Model shall be to improve the performance and quality of the instruction offered to the students of Mid-Del Schools.

B. Evaluation shall be based upon the ~~Marzano and~~ Tulsa Models and any additional criteria mutually developed by the Association and the Board and approved by the State Board of Education. Teachers shall be notified at the beginning of each school year of all evaluation criteria.

C. Procedures

1. All career teachers, as defined by state law, ~~may~~ **shall** receive **two observations and** a summative evaluation at least one (1) time per year prior to April 15th. **A career teacher may be evaluated** even if the teacher is exempt. (2019) (2021)**(2024)**

2. All probationary teachers, as defined by state law, shall receive **an observation in each of the first three quarters of the school years, and** a summative evaluation at least ~~two (2) times~~ **once** per year, ~~once in the fall semester and once in the spring~~ **in the fourth quarter of the school year,** prior to April 15th. (2019) (2021)**(2024)**

3. All teachers will be evaluated by administrative personnel who have participated in the required training of the ~~Marzano Model and~~ Tulsa Model and approved by the State Department of Education. Each teacher will be notified at the beginning of school year which administrator(s) has been designated as the teacher's evaluator.

4. Formal classroom observations for the purpose of evaluation shall be conducted periodically throughout the school year. Feedback will be provided within a timely manner.

5. All summative evaluations shall be made in writing.

6. A copy will be provided to the teacher and the teacher will be asked to sign the original.

    a) The teacher shall acknowledge receipt of the evaluation by signing the signature page of the evaluation document. The teacher may, within two (2) weeks, respond to the evaluation in writing and said response will be attached to the summative evaluation form.

7. Whenever a formal plan for improvement is required, it shall be done in compliance with Oklahoma Law.

    a) Should the evaluating administrator note specific deficiencies that the administrator believes may lead to a recommendation for the teacher's dismissal or non-reemployment, a plan for improvement will be developed on the ~~Summative Evaluation for Improvement~~ **Personal Development Plan** form.

    b) The ~~Plan for Improvement~~ **Personal Development Plan** will be developed by the evaluating administrator (with input from the teacher) in a timely manner. The Plan will include a statement indicating how the evaluating administrator will assist with the improvement efforts as well as establish a reasonable time for improvement as provided by law.

    c) All documents related to the ~~Plan for Improvement~~ **Personal Development Plan** shall be attached to signature page.

8. ~~MDTC~~ **All** evaluation documents are available through OKTLE at OKTLE.com. (2018)**(2024)**

D. The right to grieve this Section is limited to grieving an alleged violation of the procedures detailed in A. through C. above. The specific ratings placed on the evaluation forms by the evaluator are not proper subjects for a grievance or complaint.

Section 7 – Student Teachers

A. Student teachers shall be assigned to teachers who have at least three (3) years teaching experience and a minimum of one (1) year in the district, whenever possible.

B. The acceptance of a student teacher shall be voluntary.

Section 8 – Payment of Substitute Teachers

Payment of substitutes shall be determined by the Board

Section 9 – Assignment of Substitute Teachers

Substitute teachers shall be assigned duties as determined by the building principal.

Section 10 – Telephone

A. An area shall be designated at each site where a telephone shall be provided, in a private location, for teachers to use to conduct professional or confidential business.