Regular Meeting of the Board of Education
Tuesday, November 10, 2026 6:00 PM

Administration Building
1702 W. Spruce
P.O. Box 1548
Duncan, Oklahoma 73534-1548

Minutes

1. **Call to order** and roll call:
   Buckholts Burch Kamal Lolar Neal
   Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Misty Burch:	Present
Zinnia Kamal:	Present
Krista Lolar:	Present
Greg Neal:	Present

   Also present were the following: Dr. Channa Byerly, Kasey Brenneis, Kim Ellis, Cathy Barker, Sonia Norton, Allison Lovett, Emily Hornberger, and Lori McCann.
2. **Flag Salute**

   The flag salute was led by Board President, Krista Lolar.
3. **Public participation** and/or discussion

   There was no public participation and/or discussion.
4. **Superintendent's Report**

   4.A. District Update

   Dr. Byerly celebrated staff and students on past and future plans and accomplishments.
5. Discussion and possible motion to approve the **additions, amendments, and/or deletions to district policy and procedure**:

   Motion to approve the additions, amendments, and deletions to district policy and procedure as listed on Items 5.A.-5.M. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

5.A. **Policy 4025-1 Staff Members and Electronic or Digital Communications** - amendment

5.B. **Policy 5014-1 Third Grade Retention** (Regulation) - addition of new policy

5.C. **Policy 5015 Strong Readers Act** - amendment

5.D. **Policy 6003-1 School Administered Medication** - amendment

5.E. **Policy 6003-3 Self-Administration of Medication** - deletion

5.F. **Policy 6003-4 Parental Authorization to Administer Self-Administered Medicine** - amendment

5.G. **Policy 6003-5 Log of the Administration of Medicine** - deletion

5.H. **Policy 6006 Reporting Suspected Child Abuse and/or Neglect** - amendment

5.I. **Policy 6006-1 Abuse, Neglect, Exploitation and Trafficking** - addition of new policy

5.J. **Policy 6023 Student Transfers** - amendment

5.K. **Policy 6049 Bullying** - amendment

5.L. **Policy 6050 Prohibiting Bullying (Regulation)** - amendment

5.M. **Policy 6051 Prohibiting Bullying (Investigation Procedures)** - amendment

6. **Consent Agenda**

All of the following items, which concern reports and items of a routine nature normally approved at board meetings, 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:

Motion to approve Consent Agenda items # 6.A.-6.J and 6.L. as listed and discussed. There was no action taken on item 6.K. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

6.A. **Minutes** of the October 13, 2026 Regular Meeting

6.B. **Monthly Financial Reports**

6.C. **Activity Fund Reports**

6.D. **Additions, deletions, and/or changes to Activity Fund Sub-accounts**

6.E. **District Fundraisers**

6.F. **Encumbrance Reports**

General Fund 11 Purchase Order Numbers 11629-11691, total dollar value of $116,996.14

Building Fund 21 Purchase Orders, Number 21179-21207, total dollar value of $93,379.59

Bond Fund 36 Purchase Orders, Number 36718-36722, total dollar value of $16,881.89

Insurance Fund 86 Purchase Orders, Number 8607-8608, total dollar value of $86,069.00
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

6.G. **Student Handbook 26-27** Course Update for Duncan High School

6.H. **District Gifted & Talented Plan** for 26-27

6.I. **Chickasaw Nation MOU** for Summer EBT Program

6.J. **Davis Public Schools Agreement** for transportation of students to the Oklahoma School for the DEAF

6.K. **Oklahoma State Department of Education Apprenticeship Agreement** for the Accelerate Regional Tutoring Initiative for district staff

6.L. **Byte and Associates, LLC** - contract for LPC (License Professional Counselor) services in the amount of $12,000.00

7. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations and employment as listed on Schedule A, inclusive. Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 6:15 P.M. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

8. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Retirements,

resignations and employment as listed on Schedule A, inclusive. No action was taken in Executive Session.

There was no Executive Session, therefore the meeting continued.

9. Discussion and possible action regarding retirements, resignations and employment as listed on **Schedule A** attached

Motion to approve retirements, resignations and employment as listed on Schedule A. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

10. Discussion and possible action regarding declaration of miscellaneous items as **surplus**

Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

11. Discussion and possible action regarding **New Business**

There was no New Business.

12. **The next Regular Meeting of the Board of Education will be held on Tuesday, December 8, 2026 at 6:00 P.M. at the Administration Building at 1702 W. Spruce, Duncan, OK**

13. **Adjournment**

This concludes the business that came before the Board on November 10, 2026 and at 6:17 P.M. Board President Krista Lolar declared the meeting adjourned.

Agenda
Duncan Public Schools
Regular Meeting of the Board of Education
Administration Building, 1702 W. Spruce, P.O. Box 1548, Duncan, Oklahoma 73534-1548
Tuesday, November 10, 2026 at 6:00 PM

1. **Call to order** and roll call:
Buckholts Burch Kamal Lolar Neal

2. **Flag Salute**

3. **Public participation** and/or discussion

4. **Superintendent's Report**

A. District Update

5. Discussion and possible motion to approve the **additions, amendments, and/or deletions to district policy and procedure**:

A. **Policy 4025-1 Staff Members and Electronic or Digital Communications** - amendment

B. **Policy 5014-1 Third Grade Retention** (Regulation) - addition of new policy

C. **Policy 5015 Strong Readers Act** - amendment

D. **Policy 6003-1 School Administered Medication** - amendment

E. **Policy 6003-3 Self-Administration of Medication** - deletion

F. **Policy 6003-4 Parental Authorization to Administer Self-Administered Medicine** - amendment

G. **Policy 6003-5 Log of the Administration of Medicine** - deletion

H. **Policy 6006 Reporting Suspected Child Abuse and/or Neglect** - amendment

I. **Policy 6006-1 Abuse, Neglect, Exploitation and Trafficking** - addition of new policy

J. **Policy 6023 Student Transfers** - amendment

K. **Policy 6049 Bullying** - amendment

L. **Policy 6050 Prohibiting Bullying (Regulation)** - amendment

M. **Policy 6051 Prohibiting Bullying (Investigation Procedures)** - amendment

6. **Consent Agenda**
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A. **Minutes** of the October 13, 2026 Regular Meeting

B. **Monthly Financial Reports**

C. **Activity Fund Reports**

D. **Additions, deletions, and/or changes to Activity Fund Sub-accounts**

E. **District Fundraisers**

F. **Encumbrance Reports**
General Fund 11 Purchase Order Numbers 11629-11691, total dollar value of $116,996.14
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Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

G. **Student Handbook 26-27** Course Update for Duncan High School

H. **District Gifted & Talented Plan** for 26-27

I. **Chickasaw Nation MOU** for Summer EBT Program

J. **Davis Public Schools Agreement** for transportation of students to the Oklahoma School for the DEAF

K. **Oklahoma State Department of Education Apprenticeship Agreement** for the Accelerate Regional Tutoring Initiative for district staff

L. **Byte and Associates, LLC** - contract for LPC (License Professional Counselor) services in the amount of $12,000.00

7. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations and employment as listed on Schedule A, inclusive.

Vote to convene or not convene into Executive Session

8. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Retirements, resignations and employment as listed on Schedule A, inclusive. No action was taken in Executive Session.

9. Discussion and possible action regarding retirements, resignations and employment as listed on **Schedule A** attached

10. Discussion and possible action regarding declaration of miscellaneous items as **surplus**

11. Discussion and possible action regarding **New Business**

12. **The next Regular Meeting of the Board of Education will be held on Tuesday, December 8, 2026 at 6:00 P.M. at the Administration Building at 1702 W. Spruce, Duncan, OK**

13. **Adjournment**

This November 10, 2026 Regular Meeting Agenda of the Duncan Board of Education was posted online, at www.duncanps.org, and on the front window of the Administration Building at 1702 W. Spruce, Duncan, OK on Monday, November 9, 2026 at 4:50 P.M.

Posted by _____
Kelly Henderson, Board Clerk

SCHEDULE A

11/10/26

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Cathey	Tletta	Elementary Financial Clerk	6	12/31/2026

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Bryant	Seginald	Asst HS Basketball (Contract Coach)	-	Never Worked

EMPLOYMENT				
Last Name	**First Name**	**New Position**	**Pending**	**Contract**
		Teacher	Emergency Certification/Background	Temporary
		Custodian		Support
		Teacher Assistant/Paraprofessional	Background	Support
		Bus Monitor/Special Needs	Background	Support
		Asst HS Boys Track		Contract Coach

ADJUNCT TEACHERS			
Last Name	**First Name**	**Position**	**Site**

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**

NOTICE TO THE STEPHENS COUNTY CLERK

THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA previously scheduled for 6:00 P.M. in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

Tuesday, June 9, 2026	Tuesday, September 15, 2026
Thursday, June 25, 2026	Tuesday, October 13, 2026
Tuesday, July 14, 2026	Tuesday, November 10, 2026
Tuesday, August 18, 2026	Tuesday, December 8, 2026

WILL NOW BE HELD AT 6:00 P.M. IN THE BOARD ROOM OF THE ADMINISTRATION OFFICE, LOCATED AT 1702 WEST SPRUCE, DUNCAN, OK.

Tuesday, June 9, 2026	Tuesday, September 15, 2026
Thursday, June 25, 2026	Tuesday, October 13, 2026
Tuesday, July 14, 2026	Tuesday, November 10, 2026
Tuesday, August 18, 2026	Tuesday, December 8, 2026

This letter serves as the statutory notice required by 25 O.S. § 311 and is provided more than 10 days in advance of the first meeting in June in accordance with state law.

STATE OF OKLAHOMA
STEPHENS COUNTY
RECORDED OR FILED
2026 MAY 28 AM 11:07
JENNY MOORE
COUNTY CLERK
BOOK ____ PAGE ____
BY: ____ DEPUTY

Kelly Henderson
Clerk, Duncan Board of Education

05/28/2026

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

NOTICE TO THE STEPHENS COUNTY CLERK OF THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA.

All Regular Meetings will start at 6:00 P.M. and will be held in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

The dates for the monthly Regular Meetings in 2026 are as follows:

Tuesday, January 13, 2026

Tuesday, February 10, 2026

Tuesday, March 10, 2026

Tuesday, April 14, 2026

Tuesday, May 12, 2026

Tuesday, June 9, 2026

Thursday, June 25, 2026

Tuesday, July 14, 2026

Tuesday, August 18, 2026

Tuesday, September 15, 2026

Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
JESSICA DENISE
COUNTY CLERK
BY _____ DEPUTY

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

NOTICE TO THE STEPHENS COUNTY CLERK OF THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA.

All Regular Meetings will start at 6:00 P.M. and will be held in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

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Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
JESSICA DENISE
COUNTY CLERK
BY _____ DEPUTY

No action, decision, or vote shall be taken while the board is in executive session. The board shall reconvene the open meeting after an executive session prior to adjourning the meeting.

In the interest of maintaining confidentiality of the information discussed during executive sessions, under no circumstances, will audio/video recording or camera photos of executive sessions be permitted. Board members and those persons requested to enter an executive session are required to turn off all cellular telephones prior to the start of the session, unless there is a legitimate reason of personal health or safety involved.
REFERENCE: 25 O.S. §307
70 O.S. §5-118 Atty. Gen. Op. 82-114 (April 12, 1982)

Adoption Date:	Revision Date(s): 6-26-07

2018 HEARING OF PUBLIC

All regular, special and emergency meetings of the Duncan Board of Education shall be open to the public. The Board wishes to hear the viewpoints of citizens and considers responsible presentation of these viewpoints vital to the efficient operation of the school system. The Board also recognizes its responsibility for the proper governance of the schools and the need to conduct its business in an orderly and efficient manner. The Board, therefore, establishes the following procedures to receive input from citizens:

1. In order for the Board to fulfill its responsibility to conduct its business in an orderly and efficient manner, unless otherwise enlarged by a majority vote of the Board public comments under Hearing of the Public of thirty (30) minutes will generally be permitted. Any citizen wishing to address the board must communicate such desire to the Clerk of the Board prior to the commencement of the meeting. Without an agenda item, no discussion between the board and the citizen can occur under Hearing of the Public.
2. Any citizen desiring to include an item on an agenda shall communicate such to the office of the superintendent in writing. Such writing shall state the nature of the matter to be discussed, the name of the citizen and/or group making the request. For placement on an agenda under Hearing of the Public, such writing must be received by the office of the superintendent at least five (5) full working days prior to any meeting which, with respect to any regularly scheduled meeting, shall require receipt on or before 4:00 o'clock p.m. on the Friday one week preceding such meeting.
3. Public comments are generally limited to five (5) minutes and where several people wish to address the same subject a spokesperson must be selected. It will be the decision of the board president if additional citizens are allowed to address the same subject. No official board action can be taken under Hearing of the Public. Speakers will be recognized in order in which they have signed in with the Clerk. Those persons who have not signed in will be permitted to address an item if there is time remaining during the approximate thirty (30) minute period of Hearing of the Public.
4. During the Hearing of the Public period no citizen will be recognized twice. Each citizen who addresses the Board shall give his or her name, and identify his or her topic of discussion.
5. The President of the Board shall be responsible for recognizing speakers, maintaining proper order, and adhering to time limits.
6. The purpose of Hearing of the Public is to allow citizens to present to the Board suggestions concerning items on the agenda. Consistent with this purpose, public participation should not be used for personal attacks upon Board members, district employees, individual students or other persons in attendance or absent unless it is specifically related to an agenda item. The President of the Board will interrupt and terminate any presentation that is not in accordance with this restriction. The Board may, in its discretion, also place other restrictions upon Hearing of the Public when such restrictions are necessary or appropriate to protect the privacy rights of the affected individual(s).

2019 CODE OF ETHICS FOR SCHOOL BOARD MEMBERS

As a member of the School Board:
I will listen.
I will recognize the integrity of my predecessors and associates and the merit of their work.
I will be motivated only by a desire to serve the children of my community.
I will recognize the fact that it is my responsibility, together with that of my fellow Board members, to see that the schools are properly run not to run them myself.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendment to Policy 4025-1 Staff Members & Electronic or Digital Communications

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Vendrum for Allison Lovett — 11/01/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Dianne Hyde — 11/4/26

Superintendent — Date

~~STAFF/STUDENT COMMUNICATION~~ STAFF MEMBERS AND ELECTRONIC OR DIGITAL COMMUNICATIONS

~~School personnel are strictly prohibited from instigating or replying to any communication with a student of the opposite sex by phone, text messaging or through the internet if the subject matter of the communication is not directly related to a school activity.~~

~~A student who has received such communication from a school employee is encouraged to report the communication to an appropriate school administrator, counselor or teacher.~~

~~In determining whether a prohibited communication from a school employee to a student has occurred, the totality of the circumstances and the nature and the context of the communication will be investigated. The Superintendent shall have the responsibility of investigating and resolving allegations of inappropriate communications directed to a student by school personnel.~~

~~Unless related to school business or school activity, certified and support employees are prohibited from text messaging and/or using cell phones during hours of instruction or contracted work hours. Certified and support employees who are found to be engaged in text messaging and/or using cell phones not directly related to school business or school activity during hours of instruction or contracted work hours shall be subject to disciplinary measures.~~

~~Violations of this policy shall subject the employee to sanctions and/or punishment, including, but not limited to, a verbal or written warning, placement on a plan of improvement, suspension or termination subject to applicable procedural and due process requirements. In addition, if the Superintendent has reason to believe that such communication may constitute a crime, he or she may file an appropriate report with law enforcement authorities.~~

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. All e-contacts with students should be through the district's school-approved platform;
b. 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.

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.

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 as determined by the board of education, 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 who are the subject of a corroborated report of having 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 employee was placed on administrative leave during the investigation of the incident but the investigation finds that no misconduct occurred, the employee shall be reinstated, and the personnel file shall include a note of the finding of no misconduct. 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

Employees who engage in any of the above-referenced prohibited behaviors are subject to the possibility of penalties, including termination of employment. Incidents will be reported in compliance with district policy 6006 and state law.

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

BOARD APPROVED

NOV 10 2026

ITEM # 5.A.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendment to Policy 4025-1 Staff Members & Electronic or Digital Communications

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/20026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Shanna Boyd — 11/4/26

Superintendent — Date

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. All e-contacts with students should be through the district's school-approved platform.
    b. 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.

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School employees who are the subject of a corroborated report of having 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 employee was placed on administrative leave during the investigation of the incident but the investigation finds that no misconduct occurred, the employee shall be reinstated, and the personnel file shall include a note of the finding of no misconduct. 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

Employees who engage in any of the above-referenced prohibited behaviors are subject to the possibility of penalties, including termination of employment. Incidents will be reported in compliance with district policy 6006 and state law.

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

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

New Policy Adoption of Policy 5014-1 Third Grade Retention (Regulation)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/01/2024

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Chan Lyon — 11/4/24

Superintendent — Date

Beginning with the 2027-2028 school year, third-grade students shall demonstrate sufficient reading skills for promotion to fourth grade. Students shall be provided the following options to demonstrate sufficient reading skills for promotion to fourth grade:

a. scoring above the below basic level on the third-grade statewide English Language Arts assessment, or
b. earning an acceptable score on an alternative standardized reading assessment as recommended by the Commission for Educational Quality and Accountability and approved by the State Board of Education.

If a third-grade student cannot demonstrate sufficient reading skills on one of the two options described in paragraph 1 of this subsection and does not qualify for a good-cause exemption, the student shall be retained in the third grade for the next school year. Screening instruments described in this section shall not be used for promotion purposes.

The board of education may only exempt students from mandatory third-grade retention for good cause. A student who is promoted to fourth grade with a good-cause exemption, except for students who meet the definition of a student with the most significant cognitive disabilities, shall continue to receive reading intervention services that include specific reading strategies prescribed in the student's individual reading intervention plan until the deficiency is remedied. Good-cause exemptions shall be limited to the following:

1. Students with disabilities whose individualized education program (IEP) indicates that participation in the statewide student assessment system is not appropriate, consistent with state law;
2. Students identified as English language learners who have had less than two (2) consecutive school years of instruction in an English-learner program;
3. Students with disabilities who participate in the statewide English Language Arts assessment and who have an IEP that reflects that the student has received reading intervention for more than two (2) school years but still demonstrates a reading deficiency, or who was previously retained for one (1) year in kindergarten, first, second, or third grade; and
4. Students who have received reading intervention services for two (2) or more years but still demonstrate a reading deficiency, and who were previously retained in kindergarten, first, second, or third grade for a total of two (2) years. No student shall be retained twice in third grade.

Requests to exempt students from the mandatory third-grade retention requirement, using one of the good-cause exemptions shall be made consistent with the following:

1. Documentation shall be submitted from the student's teacher to the principal indicating that the promotion of the student is appropriate. Such documentation shall consist only of the good-cause exemption being requested and the existing reading intervention plan or IEP;
2. The principal shall review and discuss the recommendation for exemption with the student's teacher. If the principal determines that the student meets one of the good-cause exemptions based on the discussion and documentation provided, the principal shall make such recommendation in writing to the superintendent. The superintendent shall accept or reject the school principal's recommendation in writing; and
3. The parents or legal guardians of a third-grade student eligible for a good-cause exemption may choose that the student be retained for one (1) year even if the superintendent accepts a recommendation for a good-cause exemption pursuant to this subsection.

The school district shall provide written notification to the parent or legal guardian of any student who is retained. Such notification shall state that his or her child has not met the reading level required for promotion to the fourth grade, the reasons the child is not eligible for a good-cause exemption, and that his or her child will be retained in third grade. The notification shall include a description of the proposed reading intervention services and the intensity of instruction that will be provided to the child to remedy the identified areas of reading deficiency in the retained year.

Students that are withdrawn from public school to bypass third-grade retention requirements shall be subject to screening upon return to the public school system to determine appropriate grade level upon re-entry.

If a third-grade student subject to retention transfers to the district the requirements to retain the student in third grade shall remain in effect for the placement of the student.

Beginning with the 2027-2028 school year, students retained shall be provided Tier 2 or Tier 3 reading interventions to remedy the student's specific reading deficiency. The reading intervention services shall include effective instructional strategies to accelerate student progress. Each school district shall conduct a review of student reading intervention plans for all students retained in third grade. The review shall address additional supports and services

needed to remedy the identified areas of reading deficiency and ensure the following are provided to retained students:

1. A teacher with appropriate training and demonstrated competency in evidence-based reading intervention. School districts with only one third-grade teacher are exempt from the requirements of this paragraph;
2. Tier 2 or Tier 3 reading intervention services and supports to correct the identified areas of reading deficiency;
3. One of the following intervention supports:
   a. before-, during-, or after-school supplemental research-based reading intervention delivered by a teacher or tutor with specialized reading training, or
   b. summer academy programs designed to ensure that participating students successfully complete grade-level competencies in reading to enhance next-grade readiness; and
4. A "Read at Home" plan as created by the Office of Educational Quality and Accountability shall be outlined in a parental or legal guardian notification, including participation in parent or legal guardian training workshops or regular parent-guided or legal guardian-guided home reading activities which are aligned to scientifically based reading research.

REFERENCE: 70 O.S. §24-114.1
70 O.S. §1210.508C

BOARD APPROVED

NOV 10 2026

ITEM # 5.B.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

New Policy Adoption of Policy 5014-1 Third Grade Retention (Regulation)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Chan Gon — 11/4/26

Superintendent — Date

Beginning with the 2027-2028 school year, third-grade students shall demonstrate sufficient reading skills for promotion to fourth grade. Students shall be provided the following options to demonstrate sufficient reading skills for promotion to fourth grade:

a. scoring above the below basic level on the third-grade statewide English Language Arts assessment, or
b. earning an acceptable score on an alternative standardized reading assessment as recommended by the Commission for Educational Quality and Accountability and approved by the State Board of Education.

If a third-grade student cannot demonstrate sufficient reading skills on one of the two options described in paragraph 1 of this subsection and does not qualify for a good-cause exemption, the student shall be retained in the third grade for the next school year. Screening instruments described in this section shall not be used for promotion purposes.

The board of education may only exempt students from mandatory third-grade retention for good cause. A student who is promoted to fourth grade with a good-cause exemption, except for students who meet the definition of a student with the most significant cognitive disabilities, shall continue to receive reading intervention services that include specific reading strategies prescribed in the student's individual reading intervention plan until the deficiency is remedied. Good-cause exemptions shall be limited to the following:

1. Students with disabilities whose individualized education program (IEP) indicates that participation in the statewide student assessment system is not appropriate, consistent with state law;
2. Students identified as English language learners who have had less than two (2) consecutive school years of instruction in an English-learner program;
3. Students with disabilities who participate in the statewide English Language Arts assessment and who have an IEP that reflects that the student has received reading intervention for more than two (2) school years but still demonstrates a reading deficiency, or who was previously retained for one (1) year in kindergarten, first, second, or third grade; and
4. Students who have received reading intervention services for two (2) or more years but still demonstrate a reading deficiency, and who were previously retained in kindergarten, first, second, or third grade for a total of two (2) years. No student shall be retained twice in third grade.

Requests to exempt students from the mandatory third-grade retention requirement, using one of the good-cause exemptions shall be made consistent with the following:

1. Documentation shall be submitted from the student's teacher to the principal indicating that the promotion of the student is appropriate. Such documentation shall consist only of the good-cause exemption being requested and the existing reading intervention plan or IEP;
2. The principal shall review and discuss the recommendation for exemption with the student's teacher. If the principal determines that the student meets one of the good-cause exemptions based on the discussion and documentation provided, the principal shall make such recommendation in writing to the superintendent. The superintendent shall accept or reject the school principal's recommendation in writing; and
3. The parents or legal guardians of a third-grade student eligible for a good-cause exemption may choose that the student be retained for one (1) year even if the superintendent accepts a recommendation for a good-cause exemption pursuant to this subsection.

The school district shall provide written notification to the parent or legal guardian of any student who is retained. Such notification shall state that his or her child has not met the reading level required for promotion to the fourth grade, the reasons the child is not eligible for a good-cause exemption, and that his or her child will be retained in third grade. The notification shall include a description of the proposed reading intervention services and the intensity of instruction that will be provided to the child to remedy the identified areas of reading deficiency in the retained year.

Students that are withdrawn from public school to bypass third-grade retention requirements shall be subject to screening upon return to the public school system to determine appropriate grade level upon re-entry.

If a third-grade student subject to retention transfers to the district the requirements to retain the student in third grade shall remain in effect for the placement of the student.

Beginning with the 2027-2028 school year, students retained shall be provided Tier 2 or Tier 3 reading interventions to remedy the student's specific reading deficiency. The reading intervention services shall include effective instructional strategies to accelerate student progress. Each school district shall conduct a review of student reading intervention plans for all students retained in third grade. The review shall address additional supports and services

needed to remedy the identified areas of reading deficiency and ensure the following are provided to retained students:

1. A teacher with appropriate training and demonstrated competency in evidence-based reading intervention. School districts with only one third-grade teacher are exempt from the requirements of this paragraph;
2. Tier 2 or Tier 3 reading intervention services and supports to correct the identified areas of reading deficiency;
3. One of the following intervention supports:
   a. before-, during-, or after-school supplemental research-based reading intervention delivered by a teacher or tutor with specialized reading training, or
   b. summer academy programs designed to ensure that participating students successfully complete grade-level competencies in reading to enhance next-grade readiness; and
4. A "Read at Home" plan as created by the Office of Educational Quality and Accountability shall be outlined in a parental or legal guardian notification, including participation in parent or legal guardian training workshops or regular parent-guided or legal guardian-guided home reading activities which are aligned to scientifically based reading research.

REFERENCE: 70 O.S. §24-114.1
70 O.S. §1210.508C

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 5015 Strong Readers Act

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Channa Byerly — 11/4/26

Superintendent — Date

To identify students who have a reading deficiency or ~~including student switch~~ characteristics of dyslexia, every student enrolled in kindergarten, first, second, and third grades shall be assessed at the beginning, middle, and end of each school year using a screening instrument approved by the State Board of Education for monitoring the progress and for measurement of ~~the acquisition of~~ reading skills ~~including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension.~~ Any student who is assessed and found not to be meeting grade level targets shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade level reading skills. The program of reading instruction required shall be based on scientific reading research and shall align with the subject matter standards adopted by the State Board of Education.

~~The plan~~ The program of reading instruction shall also include, but not be limited to:

1. Sufficient additional in-school instructional time sufficient for the acquisition of phonological awareness, decoding, fluency, vocabulary, and comprehension;
2. As needed, 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~~ 181 day or ~~1080~~ 1086 hour school year required by law;
3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to: phonological awareness, decoding, fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction.
4. High-quality instructional materials grounding in scientifically based reading research, and
5. A means of providing every family of a student in prekindergarten, kindergarten, first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten, first, second, or third grade who exhibits a deficiency in reading at any time based upon the screening instrument shall receive an individual reading intervention plan no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention services shall not occur during math instruction. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students.

The reading intervention plan shall:

1. Describe the ~~research-based~~ reading intervention services, and the needed intensity of instruction the student will receive to remedy the ~~deficiency in~~ reading deficiency.
2. Provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension as applicable,
3. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessments.

The district Strong Readers plan shall be adopted and annually updated, with input from school administrators, teachers, and parents and legal guardians, and if possible a reading specialist, and which shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site, which includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized which outlines how each school site shall comply with the provision of the Strong Readers Act.

~~Beginning with the 2022-2023 school year, a~~ Any student enrolled in first, second, or third grade who is assessed through the Strong Readers Act and is not meeting grade level targets in reading after the beginning of the year assessment shall be screened for dyslexia. Screening may also be requested for a student by his or her parent or guardian, teacher, counselor, speech-language pathologist or school psychologist.

BOARD APPROVED

NOV 10 2026

ITEM # 5.C.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 5015 Strong Readers Act

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Channa Byerly 11/4/26

Superintendent — Date

To identify students who have a reading deficiency or characteristics of dyslexia, every student enrolled in kindergarten, first, second, and third grades shall be assessed at the beginning, middle, and end of each school year using a screening instrument approved by the State Board of Education for monitoring the progress and for measurement of reading skills. Any student who is assessed and found not to be meeting grade level targets shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade level reading skills. The program of reading instruction required shall be based on scientific reading research and shall align with the subject matter standards adopted by the State Board of Education.

The program of reading instruction shall also include, but not be limited to:

1. Sufficient additional in-school instructional time sufficient for the acquisition of phonological awareness, decoding, fluency, vocabulary, and comprehension;
2. As needed, 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 181 day or 1086 hour school year required by law;
3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to: phonological awareness, decoding, fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction.
4. High-quality instructional materials grounding in scientifically based reading research, and
5. A means of providing every family of a student in prekindergarten, kindergarten, first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten, first, second, or third grade who exhibits a deficiency in reading at any time based upon the screening instrument shall receive an individual reading intervention plan no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention services shall not occur during math instruction. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students.

The reading intervention plan shall:

1. Describe the reading intervention services, and the needed intensity of instruction the student will receive to remedy the reading deficiency.
2. Provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension as applicable,

3. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessments.

The district Strong Readers plan shall be adopted and annually updated, with input from school administrators, teachers, and parents and legal guardians, and if possible a reading specialist, and which shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site, which includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized which outlines how each school site shall comply with the provision of the Strong Readers Act.

Any student enrolled in first, second, or third grade who is assessed through the Strong Readers Act and is not meeting grade level targets in reading after the beginning of the year assessment shall be screened for dyslexia. Screening may also be requested for a student by his or her parent or guardian, teacher, counselor, speech-language pathologist or school psychologist.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6003-1 School Administered Medication

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Alison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Clarence Boyd — 11/4/26

Superintendent — Date

Medication Dispensed/Administered by School Personnel

It is the policy of the Duncan Board of Education that if a student is required to take either prescription medication or non-prescription/over-the-counter medication during school hours and the student's parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that the medication be dispensed by the school to that student, the school nurse coordinator, licensed nurse or nurse's aide, and the principal or a principal's designee, may administer the medication only as follows:

1. Prescription medication must be in an original container/vial issued by a pharmacy that indicates the following information:
    a. student's name,
    b. name and strength of medication,
    c. dosage and directions for administration,
    d. name of the prescribing health care provider or dentist, and
    e. the date of the filling of the prescription and the name of the pharmacy
    f. Whether the child has asthma or other health conditions which may require immediate dispensation of medication.
2. Non-prescription/over-the-counter medication must be in its original, unopened packaging or container.

The medication must be delivered to the nurse's office in person by the parent or guardian of the student. The medication must be accompanied by the written authorization from the parent, guardian, or person having legal custody of the student and the student's health care provider that indicates the following:

- purpose of medication,
- time(s) to be administered,
- termination date for administering the medication, and
- other appropriate information requested by the school nurse coordinator, a licensed nurse or nurse's aide, the principal or a principal's designee.

The pharmacy label does not constitute a written order and should not take the place of a written authorization.

The form of such written authorization is set forth in Section 6003-2 Parental Authorization to Administer School Administered Medicine. ~~Below:~~ Parent/Guardians must provide:

- Name of the Medication,

- The amount to be given and the time it is to be given. This must be the same information supplied on the prescription bottle or label, or the prescription information from the health care provider.

No Medication shall be administered unless a completed Parental Authorization to Administer School Administered Medicine. Medication will not be accepted at the school until the required medication order has been completed and submitted.

~~The medication shall only be administered consistent with the instructions set forth in writing by the student's health care provider.~~
The school nurse coordinator, licensed nurse, nurse's aide, principal, or principal's designee, will:

- Inform appropriate school personnel of the medication being administered;
- Keep an accurate record of the administration of the medication;
- Keep all medication in a locked cabinet; and
- Return unused prescriptions to the parent or guardian only.

Medication that is to be given for longer than ten (10) days or "only when necessary" (PRN) will require a written and signed statement by the health care provider, with an end date.

Only FDA-approved medication will be given at school.

Herbal and homeopathic supplements will not be given at school.

Aspirin or medications containing aspirin will be given at school only with a health care provider's written order. (Example: Pepto-Bismol or any similar generic brands).

Requests from a parent/guardian to change the dosage of any medication beyond that listed on the label will not occur without the written confirmation from the prescribing health care provider.

No medication will be sent home with Elementary, Middle School, or High School students at the end of the year. The parent/guardian must pick up the student's medication. For all levels, medication not picked up at the end of the school year will be destroyed. Medication will not be stored at the school during the summer months.

Only the following personnel shall be authorized to administer medicine at school: the school nurse, or in absence of such nurse, the school principal, or school employees

who have been designated in writing by the school nurse or school principal as authorized to administer medicine.
All prescription/non-prescription medicine shall be properly stored and kept in a central location that can be secured. This central location shall be designated by the principal of each school site.

Each school in which medicine is administered shall keep a record of the name of the student to whom the medicine was administered, the date the medicine was administered, the name of the person who administered the medicine, the type or name of medicine that was administered, the dosage of the medicine which was administered, and the time the medicine was administered. Each school site within Duncan Public Schools will maintain an electronic "Medicine Administration Log" to record all medicine administered during the school year.

The parent, guardian, or person having legal custody of the student is responsible for informing the school nurse coordinator, licensed nurse, nurse's aide, the principal or a principal's designee, of any change in the student's health or change in medication.
~~The policies set forth in this section 6003-1 shall have no application to self-administered medications. In this regard, see section 6003-3 herein.~~

Self-Administration of Inhaled Asthma or Anaphylactic Medication and/or Replacement Pancreatic Enzymes

In accordance with 70 O.S. 1984, Section 1-116.3, Duncan Public School employees will allow the self- administration of inhaled asthma or anaphylactic medication by a student for the treatment of asthma or an anaphylactic emergency and the self-administration of replacement pancreatic enzymes by a student for treatment of cystic fibrosis under the following conditions:

1. The parent or guardian of the student shall authorize in writing the student's self-administration of the medication. This authorization will be documented on the Duncan Public Schools Self Administered Medication Authorization form.
2. The parent or guardian of the student shall provide to the school a written statement from the health care provider treating the student that the student has asthma, anaphylaxis, or requires pancreatic enzymes and is capable of, and has been instructed in the proper method of, self-administration of medication. This authorization will be documented on the Duncan Public Schools Self Administered Medication Authorization form.

Additionally,

3. The parent or guardian of the student shall provide the school an emergency supply of the student's medication to be administered pursuant to the provisions of section 1-116.2 of Title 70 of the Oklahoma Statutes and this policy.
4. The school district shall inform the parent or guardian of the student, in writing that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration by the student; this authorization will be documented on the Duncan Public Schools Medication Consent form.
5. The parent or guardian of the student shall sign a statement acknowledging that the school district shall incur no liability as a result of any injury arising from the self-administration of medication by the student. This authorization will be documented on the Duncan Public Schools Medication Authorization Form.
6. The permission of self-administration of asthma, anaphylactic medications and/or pancreatic enzymes is effective for the school year for which it is granted and shall be renewed each subsequent school year for the fulfillment of the requirements of this policy.
    a. As used in this section:
        i. "Self-administration" means a student's use of medication pursuant to prescription or written direction from a health care provider; and
        ii. "Medication" means a metered dose inhaler, or a dry powder inhaler used to alleviate asthmatic symptoms, or a prefilled syringe of an anaphylactic medication such as EpiPen or Twin Jet prescribed by a health care provider and having an individual label.
7. A student who is permitted to self-administer asthma medication pursuant to this policy shall be permitted to possess and use a prescribed inhaler at all times. A student who is permitted to self-administer anaphylactic medication pursuant to this policy shall be permitted to possess and use the medication when the appropriate emergency arises. A student who is permitted to self-administer pancreatic enzymes pursuant to this policy shall be permitted to possess and use the medication when they are needed.

The Board of Education adopts this policy pursuant to the provisions of 70 O.S. 1984, Section 1-116.2 and O.S. 1984, Section 1-116.3. Under this statute, a school nurse, administrator, or designated school employees are not liable to the student or his/her parent or guardian for civil damages for any personal injuries to the student which result from acts or omissions of the school, administrator, or designated school employees in administering any medicine pursuant to the provisions of the statute.

However, such immunity does not apply to acts or omissions constituting gross, willful, or wanton negligence.

Protocol for Injectable and Nasal Epinephrine Administration in School

Epinephrine auto-injectors and needle-free epinephrine are self-injection systems that can provide a dose of epinephrine for students needing protection from potentially fatal allergic reactions, also referred to as anaphylactic reactions. An auto-injector is a disposable drug delivery system that works with a spring-activated concealed needle. Epinephrine by injection is the treatment of choice for anaphylactic reactions because it begins working to reverse symptoms of an anaphylactic reaction. Epinephrine constricts vessels, relaxes smooth muscles in the lungs to improve breathing, stimulates the heart, and works to reverse hives and swelling around the face and lips. The effects of epinephrine usually last 10-20 minutes.

Information in the next paragraphs pertains to Epinephrine provided by the student.

The emergency anaphylactic medication delivery system shall be stored in a central location (preferably the office of the school) for easy accessibility by the staff or may be carried on the student with written health care provider permission and parental consent.

Staff members trained by the district nursing staff as First Aid responders shall be the designated individuals to administer the Epinephrine auto-injector or nasal epinephrine, except in the event the student carries the epinephrine to be able to self-administer the medication.

If a student is determined to be having an acute anaphylactic reaction, staff members who administer the drug shall include, but not be limited to, school nurses, paraprofessionals, and physical education teachers. If the student self-medicates, they shall notify a school employee immediately.

Emergency medical services (911) shall be called in immediately, in conjunction with the administration of any emergency anaphylactic medications.

Parents or guardians of a student shall be notified as soon as possible after the administration of a stock inhaler to their child.

School District Prescribed Epinephrine Injectors and Respiratory Inhalers

DUNCAN PUBLIC SCHOOLS DOES NOT STOCK EPINEPHRINE INJECTORS AND RESPIRATORY INHALERS.

III. Possession and Self-Administration of Sunscreen

Students may possess and self-apply sunscreen that is regulated by the Food and Drug Administration (no homemade sunscreen) without the written authorization of a parent, legal guardian, or health care provider.

Students applying sunscreen are prohibited from applying the sunscreen during instructional time. Aerosol spray must be applied outside of school buildings and away from other students. Students are not allowed to apply sunscreen to other students. Any abuse of this policy by a student may be subject to disciplinary action.

This policy statement is posted on the Duncan Public Schools website under the Health Services tab and will be provided to a parent or guardian upon receipt of a request.

REFERENCE: 10 O.S. §170.1 59 O.S. §353.1 70 O.S. §1-116, et seq.

BOARD APPROVED

NOV 10 2026

ITEM # 5.D.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6003-1 School Administered Medication

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Clarence Boyd — 11/4/26

Superintendent — Date

Medication Dispensed/Administered by School Personnel

It is the policy of the Duncan Board of Education that if a student is required to take either prescription medication or non-prescription/over-the-counter medication during school hours and the student's parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that the medication be dispensed by the school to that student, the school nurse coordinator, licensed nurse or nurse's aide, and the principal or a principal's designee, may administer the medication only as follows:

1. Prescription medication must be in an original container/vial issued by a pharmacy that indicates the following information:
    a. student's name,
    b. name and strength of medication,
    c. dosage and directions for administration,
    d. name of the prescribing health care provider or dentist, and
    e. the date of the filling of the prescription and the name of the pharmacy
    f. Whether the child has asthma or other health conditions which may require immediate dispensation of medication.
2. Non-prescription/over-the-counter medication must be in its original, unopened packaging or container.

The medication must be delivered to the nurse's office in person by the parent or guardian of the student. The medication must be accompanied by the written authorization from the parent, guardian, or person having legal custody of the student and the student's health care provider that indicates the following:

- purpose of medication,
- time(s) to be administered,
- termination date for administering the medication, and
- other appropriate information requested by the school nurse coordinator, a licensed nurse or nurse's aide, the principal or a principal's designee.

The pharmacy label does not constitute a written order and should not take the place of a written authorization.

The form of such written authorization is set forth in Section 6003-2 Parental Authorization to Administer School Administered Medicine. Parent/Guardians must provide:

- Name of the Medication,

- The amount to be given and the time it is to be given. This must be the same information supplied on the prescription bottle or label, or the prescription information from the health care provider.

No Medication shall be administered unless a completed Parental Authorization to Administer School Administered Medicine. Medication will not be accepted at the school until the required medication order has been completed and submitted.

The school nurse coordinator, licensed nurse, nurse's aide, principal, or principal's designee, will:

- Inform appropriate school personnel of the medication being administered;
- Keep an accurate record of the administration of the medication;
- Keep all medication in a locked cabinet; and
- Return unused prescriptions to the parent or guardian only.

Medication that is to be given for longer than ten (10) days or "only when necessary" (PRN) will require a written and signed statement by the health care provider, with an end date.

Only FDA-approved medication will be given at school.

Herbal and homeopathic supplements will not be given at school.

Aspirin or medications containing aspirin will be given at school only with a health care provider's written order. (Example: Pepto-Bismol or any similar generic brands).

Requests from a parent/guardian to change the dosage of any medication beyond that listed on the label will not occur without the written confirmation from the prescribing health care provider.

No medication will be sent home with Elementary, Middle School, or High School students at the end of the year. The parent/guardian must pick up the student's medication. For all levels, medication not picked up at the end of the school year will be destroyed. Medication will not be stored at the school during the summer months.

Only the following personnel shall be authorized to administer medicine at school: the school nurse, or in absence of such nurse, the school principal, or school employees who have been designated in writing by the school nurse or school principal as authorized to administer medicine.

All prescription/non-prescription medicine shall be properly stored and kept in a central location that can be secured. This central location shall be designated by the principal of each school site.

Each school in which medicine is administered shall keep a record of the name of the student to whom the medicine was administered, the date the medicine was administered, the name of the person who administered the medicine, the type or name of medicine that was administered, the dosage of the medicine which was administered, and the time the medicine was administered. Each school site within Duncan Public Schools will maintain an electronic "Medicine Administration Log" to record all medicine administered during the school year.

The parent, guardian, or person having legal custody of the student is responsible for informing the school nurse coordinator, licensed nurse, nurse's aide, the principal or a principal's designee, of any change in the student's health or change in medication.

Self-Administration of Inhaled Asthma or Anaphylactic Medication and/or Replacement Pancreatic Enzymes

In accordance with 70 O.S. 1984, Section 1-116.3, Duncan Public School employees will allow the self- administration of inhaled asthma or anaphylactic medication by a student for the treatment of asthma or an anaphylactic emergency and the self-administration of replacement pancreatic enzymes by a student for treatment of cystic fibrosis under the following conditions:

1. The parent or guardian of the student shall authorize in writing the student's self-administration of the medication. This authorization will be documented on the Duncan Public Schools Self Administered Medication Authorization form.
2. The parent or guardian of the student shall provide to the school a written statement from the health care provider treating the student that the student has asthma, anaphylaxis, or requires pancreatic enzymes and is capable of, and has been instructed in the proper method of, self-administration of medication. This authorization will be documented on the Duncan Public Schools Self Administered Medication Authorization form.

Additionally,

3. The parent or guardian of the student shall provide the school an emergency supply of the student's medication to be administered pursuant to the provisions of section 1-116.2 of Title 70 of the Oklahoma Statutes and this policy.

4. The school district shall inform the parent or guardian of the student, in writing that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration by the student; this authorization will be documented on the Duncan Public Schools Medication Consent form.
5. The parent or guardian of the student shall sign a statement acknowledging that the school district shall incur no liability as a result of any injury arising from the self-administration of medication by the student. This authorization will be documented on the Duncan Public Schools Medication Authorization Form.
6. The permission of self-administration of asthma, anaphylactic medications and/or pancreatic enzymes is effective for the school year for which it is granted and shall be renewed each subsequent school year for the fulfillment of the requirements of this policy.
    a. As used in this section:
        i. "Self-administration" means a student's use of medication pursuant to prescription or written direction from a health care provider; and
        ii. "Medication" means a metered dose inhaler, or a dry powder inhaler used to alleviate asthmatic symptoms, or a prefilled syringe of an anaphylactic medication such as EpiPen or Twin Jet prescribed by a health care provider and having an individual label.
7. A student who is permitted to self-administer asthma medication pursuant to this policy shall be permitted to possess and use a prescribed inhaler at all times. A student who is permitted to self-administer anaphylactic medication pursuant to this policy shall be permitted to possess and use the medication when the appropriate emergency arises. A student who is permitted to self-administer pancreatic enzymes pursuant to this policy shall be permitted to possess and use the medication when they are needed.

The Board of Education adopts this policy pursuant to the provisions of 70 O.S. 1984, Section 1-116.2 and O.S. 1984, Section 1-116.3. Under this statute, a school nurse, administrator, or designated school employees are not liable to the student or his/her parent or guardian for civil damages for any personal injuries to the student which result from acts or omissions of the school, administrator, or designated school employees in administering any medicine pursuant to the provisions of the statute. However, such immunity does not apply to acts or omissions constituting gross, willful, or wanton negligence.

<u>Protocol for Injectable and Nasal Epinephrine Administration in School</u>

Epinephrine auto-injectors and needle-free epinephrine are self-injection systems that can provide a dose of epinephrine for students needing protection from potentially fatal allergic reactions, also referred to as anaphylactic reactions. An auto-injector is a disposable drug delivery system that works with a spring-activated concealed needle. Epinephrine by injection is the treatment of choice for anaphylactic reactions because it begins working to reverse symptoms of an anaphylactic reaction. Epinephrine constricts vessels, relaxes smooth muscles in the lungs to improve breathing, stimulates the heart, and works to reverse hives and swelling around the face and lips. The effects of epinephrine usually last 10-20 minutes.

Information in the next paragraphs pertains to Epinephrine provided by the student.

The emergency anaphylactic medication delivery system shall be stored in a central location (preferably the office of the school) for easy accessibility by the staff or may be carried on the student with written health care provider permission and parental consent.

Staff members trained by the district nursing staff as First Aid responders shall be the designated individuals to administer the Epinephrine auto-injector or nasal epinephrine, except in the event the student carries the epinephrine to be able to self-administer the medication.

If a student is determined to be having an acute anaphylactic reaction, staff members who administer the drug shall include, but not be limited to, school nurses, paraprofessionals, and physical education teachers. If the student self-medicates, they shall notify a school employee immediately.

Emergency medical services (911) shall be called in immediately, in conjunction with the administration of any emergency anaphylactic medications.

Parents or guardians of a student shall be notified as soon as possible after the administration of a stock inhaler to their child.

<u>School District Prescribed Epinephrine Injectors and Respiratory Inhalers</u>

DUNCAN PUBLIC SCHOOLS DOES NOT STOCK EPINEPHRINE INJECTORS AND RESPIRATORY INHALERS.

<u>III. Possession and Self-Administration of Sunscreen</u>

Students may possess and self-apply sunscreen that is regulated by the Food and Drug Administration (no homemade sunscreen) without the written authorization of a parent, legal guardian, or health care provider.

Students applying sunscreen are prohibited from applying the sunscreen during instructional time. Aerosol spray must be applied outside of school buildings and away from other students. Students are not allowed to apply sunscreen to other students. Any abuse of this policy by a student may be subject to disciplinary action.

This policy statement is posted on the Duncan Public Schools website under the Health Services tab and will be provided to a parent or guardian upon receipt of a request.

REFERENCE: 10 O.S. §170.1 59 O.S. §353.1 70 O.S. §1-116, et seq.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Deletion of Policy 6003-3 Self-Administration of Medication

(this policy merged with Policy 6003-1 School Administered Medication)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

(Kelly Henderson) for Allison Lovett — 11/07/2024

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Shane Byrne — 11/4/24

Superintendent — Date

DUNCAN BOARD OF EDUCATION		6003-3
~~SELF-ADMINISTRATION OF MEDICATION~~		
ADOPTION DATE: 08/08/2003	REVISION DATE(S): 07/30/2008, 11/10/2026	PAGE 1 OF 1

~~In compliance with state law, the Duncan Public Schools permit the self-administration of insulin or glucagon for a diabetic student, inhaled asthma medication by a student for treatment of asthma and anaphylaxis medication by a student for treatment of anaphylaxis. All other self-administered medications are prohibited and will fall within the policies set forth in Section 6003-1 above. The parent or guardian of the student must provide the school district with written authorization for the student to self-administer the insulin, glucagon, asthma or anaphylaxis medication. The parent or legal guardian must also provide a written statement from the physician treating the student that the student has diabetes, asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of the medication.~~

~~Additionally:~~

1. ~~The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.~~
2. ~~The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.~~
3. ~~Permission for the self-administration of insulin, glucagon, asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.~~
4. ~~A student who is permitted to self-administer insulin, glucagon, asthma or anaphylaxis medication shall be permitted to possess and use an insulin or glucagon delivery device, a prescribed inhaler or anaphylaxis medication, including, but not limited to, an Epinephrine Injector, at all times.~~
5. ~~Definitions:~~
   - A. ~~"Medication" means insulin or glucagon prescribed by a physician to treat diabetes, a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label, or an anaphylaxis medication used to treat anaphylaxis, including, but not limited to, Epinephrine Injectors prescribed by a physician and having an individual label.~~
   - B. ~~"Self-administration" means a student's use of medication pursuant to prescription or written direction from a physician.~~

This Policy to be merged with Policy 6003-1 School Administered Medication

BOARD APPROVED

NOV 10 2026

ITEM # 5.F.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendment to Policy 6003-4 Parental Authorization to Administer Self-Administered Medicine

(change to Policy numbering only) from 6003-4 to 6003-3

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Chris Boyd — 11/4/26

Superintendent — Date

PARENTAL AUTHORIZATION TO ADMINISTER SELF-ADMINISTERED MEDICINE

A student that has submitted a fully executed Diabetes Medical Management Plan is authorized to possess and use self administered insulin and glucagon without the need of submitting the authorization form set forth below. Subject to the preceding exception, the following authorization form shall be fully completed by the student's physician and parent or legal guardian prior to the student's possession or use of self administered insulin, glucagon, asthma or anaphylaxis medicine at school:

DUNCAN PUBLIC SCHOOLS INSULIN, GLUCAGON, ASTHMA OR ANAPHYLAXIS SELF-ADMINISTERED MEDICATION AUTHORIZATION FORM

This form must be completed by a parent or legal guardian of the student before the student will be permitted to possess or use self-administered prescription medicine at school.

Student's Name_____

School:_____

Name of parent or legal guardian:_____

Home phone of parent or legal guardian:_____

Other emergency contact phone number:_____

Medication(s): _____

_____

I am the personal physician of the above student and agree that the student listed above has diabetes, asthma or anaphylaxis (Circle One) and is capable of, and has been instructed in the proper method of, self-administration of the above medication needed to treat the condition.

_____
_____
Physician's Signature Date

_____
_____
Physician's Printed Name Phone

PARENTAL AUTHORIZATION

PARENTAL AUTHORIZATION TO ADMINISTER SELF-ADMINISTERED MEDICINE

The undersigned is the parent with legal custody, the legal guardian or an individual assuming permanent care and custody of the above named student, who is attending a Duncan, Oklahoma, public school. This student has diabetes, asthma or anaphylaxis (Circle One) and is capable of, and has been instructed in the proper method of self-administration of medication to treat the condition. I do hereby request and give my consent and authorization to this student's self-administration of medication to treat the condition. I acknowledge that the school district shall incur no liability as a result of any injury arising from the self-administration of medication by the student. I agree to provide the school with an emergency supply of the student's medication. I acknowledge that the permission for self-administration of the medication is effective with this current school year and must be renewed each subsequent school year by the undersigned.

_____
_____
Parent or Legal Guardian's Signature Date

_____
_____
Signature of School Witness Date

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendment to Policy 6003-4 Parental Authorization to Administer Self-Administered Medicine

(change to Policy numbering only) from 6003-4 to 6003-3

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for — 11/4/26

Superintendent — Date

A student that has submitted a fully executed Diabetes Medical Management Plan is authorized to possess and use self administered insulin and glucagon without the need of submitting the authorization form set forth below. Subject to the preceding exception, the following authorization form shall be fully completed by the student's physician and parent or legal guardian prior to the student's possession or use of self administered insulin, glucagon, asthma or anaphylaxis medicine at school:

DUNCAN PUBLIC SCHOOLS INSULIN, GLUCAGON, ASTHMA OR ANAPHYLAXIS SELF-ADMINISTERED MEDICATION AUTHORIZATION FORM

This form must be completed by a parent or legal guardian of the student before the student will be permitted to possess or use self-administered prescription medicine at school.

Student's Name_____

School:_____

Name of parent or legal guardian:_____

Home phone of parent or legal guardian:_____

Other emergency contact phone number:_____

Medication(s): _____

_____

I am the personal physician of the above student and agree that the student listed above has diabetes, asthma or anaphylaxis (Circle One) and is capable of, and has been instructed in the proper method of, self-administration of the above medication needed to treat the condition.

_____ _____

Physician's Signature Date

_____ _____

Physician's Printed Name Phone

PARENTAL AUTHORIZATION

The undersigned is the parent with legal custody, the legal guardian or an individual assuming permanent care and custody of the above named student, who is attending a Duncan, Oklahoma, public school. This student has diabetes, asthma or anaphylaxis

(Circle One) and is capable of, and has been instructed in the proper method of self-administration of medication to treat the condition. I do hereby request and give my consent and authorization to this student's self-administration of medication to treat the condition. I acknowledge that the school district shall incur no liability as a result of any injury arising from the self-administration of medication by the student. I agree to provide the school with an emergency supply of the student's medication. I acknowledge that the permission for self-administration of the medication is effective with this current school year and must be renewed each subsequent school year by the undersigned.

_____ _____

Parent or Legal Guardian's Signature Date

_____ _____

Signature of School Witness Date

BOARD APPROVED

NOV 10 2026

ITEM # 5.F.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendment to Policy 6003-4 Parental Authorization to Administer Self-Administered Medicine

(change to Policy numbering only) from 6003-4 to 6003-3

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Chris Boyd — 11/4/26

Superintendent — Date

PARENTAL AUTHORIZATION TO ADMINISTER SELF-ADMINISTERED MEDICINE

A student that has submitted a fully executed Diabetes Medical Management Plan is authorized to possess and use self administered insulin and glucagon without the need of submitting the authorization form set forth below. Subject to the preceding exception, the following authorization form shall be fully completed by the student's physician and parent or legal guardian prior to the student's possession or use of self administered insulin, glucagon, asthma or anaphylaxis medicine at school:

DUNCAN PUBLIC SCHOOLS INSULIN, GLUCAGON, ASTHMA OR ANAPHYLAXIS SELF-ADMINISTERED MEDICATION AUTHORIZATION FORM

This form must be completed by a parent or legal guardian of the student before the student will be permitted to possess or use self-administered prescription medicine at school.

Student's Name_____

School:_____

Name of parent or legal guardian:_____

Home phone of parent or legal guardian:_____

Other emergency contact phone number:_____

Medication(s): _____

_____

I am the personal physician of the above student and agree that the student listed above has diabetes, asthma or anaphylaxis (Circle One) and is capable of, and has been instructed in the proper method of, self-administration of the above medication needed to treat the condition.

_____
_____
Physician's Signature Date

_____
_____
Physician's Printed Name Phone

PARENTAL AUTHORIZATION

PARENTAL AUTHORIZATION TO ADMINISTER SELF-ADMINISTERED MEDICINE

The undersigned is the parent with legal custody, the legal guardian or an individual assuming permanent care and custody of the above named student, who is attending a Duncan, Oklahoma, public school. This student has diabetes, asthma or anaphylaxis (Circle One) and is capable of, and has been instructed in the proper method of self-administration of medication to treat the condition. I do hereby request and give my consent and authorization to this student's self-administration of medication to treat the condition. I acknowledge that the school district shall incur no liability as a result of any injury arising from the self-administration of medication by the student. I agree to provide the school with an emergency supply of the student's medication. I acknowledge that the permission for self-administration of the medication is effective with this current school year and must be renewed each subsequent school year by the undersigned.

_____
_____
Parent or Legal Guardian's Signature Date

_____
_____
Signature of School Witness Date

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Deletion of Policy 6003-5 Log of the Administration of Medicine

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Alison Lovett — 11/03/2025

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — 11/4/25

Date

DUNCAN BOARD OF EDUCATION		6003-5
~~LOG OF THE ADMINISTRATION OF MEDICINE~~		
ADOPTION DATE:	REVISION DATE(S): 11/10/2026	PAGE 1 OF 1

~~Form available at sites.~~

This Policy to be Deleted

BOARD APPROVED

NOV 10 2026

ITEM # 5.G.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Deletion of Policy 6003-5 Log of the Administration of Medicine

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — 11/4/26

Date

DUNCAN BOARD OF EDUCATION		6003-5
~~LOG OF THE ADMINISTRATION OF MEDICINE~~		
ADOPTION DATE:	REVISION DATE(S): 11/10/2026	PAGE 1 OF 1

~~Form available at sites.~~

This Policy to be Deleted

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: /

Item Request Description: amendment to district policy 6006 Reporting suspected child abuse and/or neglect.

Dollar Amount Requested (if applicable): /

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: /

Signature of Requestor/Principal — Date: 10/28/2026

Signature of Budget Director — Date: 9/22/2026

Signature of Assistant Superintendent — Date: NOV 0 2 2026

~~In accordance with Oklahoma law, teachers are required to report suspected cases of physical abuse or neglect involving students to the county office of the Department of Human Services. The Duncan Board of Education fully supports that requirement and has established this policy to facilitate such reporting.~~

~~Every teacher, support person, or other employee of this school district shall report any suspected physical abuse or neglect of any school student to the Department of Human Services by telephone followed by a written report. The employee shall also inform the building principal who will advise the Superintendent that the report was made.~~

~~Persons who make such reports in good faith and who exercise due care and who allow access to a child by persons authorized to investigate such reports shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed.~~

REPORTING AND INVESTIGATION OF MATTERS INVOLVING STUDENT VICTIMS OF SEXUAL ABUSE, SEXUAL ASSAULT, AND SEXUAL MISCONDUCT

In accordance with OKLA. STAT. tit. 70, § 1210.164, it is the district's policy that district employees report to law enforcement when they have reason to believe or receive an allegation or disclosure that a student is the victim of "sexual abuse, sexual assault, or sexual misconduct," and that the district coordinate with law enforcement in responding to such matters. These requirements are in addition to those set forth in OKLA. STAT. tit. 70, § 1210.163 and the district's corresponding policy relating to the reporting and investigation of suspected child abuse and neglect.

The requirements of this policy apply regardless of who is alleged to be responsible for the sexual conduct against a student. Further, as applicable, this policy supplements and shall be applied in conjunction with all other applicable district policies addressing sexual misconduct against students. To the extent applicable, this policy shall be construed and applied consistently with, and in addition to, those policies.

1. A. Reporting Obligations Relating to Sexual Abuse, Sexual Assault and Sexual Misconduct
    a. Any district employee having reason to believe, or receiving an allegation or disclosure, that a student is the victim of sexual abuse, sexual assault, or sexual misconduct, shall report the disclosure, allegation, or information to law enforcement immediately, and in no event later than twenty-four (24) hours. While state law does not define the term "sexual misconduct," for purposes of this policy, "sexual misconduct" means serious conduct of a sexual nature involving a student victim.
    b. For the purposes of this section, local law enforcement means a law enforcement agency independent of the school district, or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer unless the officer is directly supervised by a law enforcement agency independent of the school district and immediately submits a written report to the independent law enforcement agency describing the circumstances and any action taken.
2. Investigations of Sexual Abuse, Sexual Assault and Sexual Misconduct
    a. Any disclosure or allegation made pursuant to this section shall be reported to law enforcement prior to any formal investigation or questioning of the subject of the disclosure or allegation by the school, the district, or its board of education.
    b. No district investigator, administrator, or official shall conduct formal interviews of the subject of the disclosure or allegation or engage in disciplinary proceedings until law enforcement has been notified and has had the opportunity to interview the involved parties, unless law enforcement determines that an immediate school response is necessary to protect student safety.
3. Disclosure of Reporting Employee's Identity In reports required by subsection A of this section, local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report required by subsection A of this section shall not disclose information identifying the

reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or the State Department of Education.

4. Annual Attestation Each district employee shall annually sign the attestations required by OKLA. STAT. tit. 70, §§ 1210.163 and 1210.164, acknowledging the employee's responsibility to report suspected child abuse or neglect pursuant to those sections.
5. Concurrent Obligations under Title IX In addition to the requirements in OKLA. STAT. tit. 70, § 1210.164, when allegations involve conduct that may constitute sex-based harassment or other sex-related misconduct under Title IX of the Education Amendments of 1972, the district must also comply with all applicable Title IX requirements regarding reporting, investigation, and prompt response. The district's obligations under Title IX are independent of any investigation or other action by law enforcement, and referral of a matter to law enforcement does not relieve the district of its obligations under Title IX. If a requirement of state law conflicts with an applicable requirement of Title IX, the District shall comply with the applicable federal requirement. In the event of any perceived conflict or uncertainty between the requirements of state law and Title IX, district personnel shall promptly consult with the superintendent or legal counsel for guidance.

Reference: 70 OKLA. STAT. § 1210.164

Child Abuse Reporting Form

Hotline number: 800-522-3511

Agency Contacted: DHS ☐ Law Enforcement (LE) ☐

Date of Contact with Law Enforcement: _____

Time of Contact with LE: _____

LE Confirmation Number: _____

Contact Person: _____

Date of Contact with DHS: _____

Time of Contact with DHS: _____

Agency Confirmation Number: _____

Contact Person: _____

Name of Child: _____Age of Child:_____ID #: _____

School: _____Grade: _____

Names, Ages, ID #s of Additional Children: _____

Address of Child/ren: _____

Describe the injuries and/or incident as reported:

_____

_____

_____

_____

_____

Submit form(s) to the principal and/or other designated administrator within 24 hours of hotline reporting.

Submit one form for each agency contacted.

_____ _____

Signature of Principal/Director Date Received

_____ _____

Principal and/or other Designated Administrator Date Received

6006

REFERENCE Material

NAME PUBLIC SCHOOLS BOARD OF EDUCATION POLICY	*Employees - General* Adopted: X

REPORTING AND INVESTIGATION OF MATTERS INVOLVING STUDENT VICTIMS OF SEXUAL ABUSE, SEXUAL ASSAULT, AND SEXUAL MISCONDUCT

In accordance with OKLA. STAT. tit. 70, § 1210.164, it is the district's policy that district employees report to law enforcement when they have reason to believe or receive an allegation or disclosure that a student is the victim of "sexual abuse, sexual assault, or sexual misconduct," and that the district coordinate with law enforcement in responding to such matters. These requirements are in addition to those set forth in OKLA. STAT. tit. 70, § 1210.163 and the district's corresponding policy relating to the reporting and investigation of suspected child abuse and neglect.

The requirements of this policy apply regardless of who is alleged to be responsible for the sexual conduct against a student. Further, as applicable, this policy supplements and shall be applied in conjunction with all other applicable district policies addressing sexual misconduct against students. To the extent applicable, this policy shall be construed and applied consistently with, and in addition to, those policies.

A. Reporting Obligations Relating to Sexual Abuse, Sexual Assault and Sexual Misconduct

1. Any district employee having reason to believe, or receiving an allegation or disclosure, that a student is the victim of sexual abuse, sexual assault, or sexual misconduct, shall report the disclosure, allegation, or information to law enforcement immediately, and in no event later than twenty-four (24) hours. While state law does not define the term "sexual misconduct," for purposes of this policy, "sexual misconduct" means serious conduct of a sexual nature involving a student victim.

2. For the purposes of this section, local law enforcement means a law enforcement agency independent of the school district, or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer unless the officer is directly supervised by a law enforcement agency independent of the school district and immediately submits a written report to the independent law enforcement agency describing the circumstances and any action taken.

B. Investigations of Sexual Abuse, Sexual Assault and Sexual Misconduct

1. Any disclosure or allegation made pursuant to this section shall be reported to law enforcement prior to any formal investigation or questioning of the subject of the disclosure or allegation by the school, the district, or its board of education.

2. No district investigator, administrator, or official shall conduct formal interviews of the subject of the disclosure or allegation or engage in disciplinary proceedings until law enforcement has been notified and has had the opportunity to interview the involved parties,

unless law enforcement determines that an immediate school response is necessary to protect student safety.

C. Disclosure of Reporting Employee's Identity

In reports required by subsection A of this section, local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report required by subsection A of this section shall not disclose information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or the State Department of Education.

D. Annual Attestation

Each district employee shall annually sign the attestations required by OKLA. STAT. tit. 70, §§ 1210.163 and 1210.164, acknowledging the employee's responsibility to report suspected child abuse or neglect pursuant to those sections.

E. Concurrent Obligations under Title IX

In addition to the requirements in OKLA. STAT. tit. 70, § 1210.164, when allegations involve conduct that may constitute sex-based harassment or other sex-related misconduct under Title IX of the Education Amendments of 1972, the district must also comply with all applicable Title IX requirements regarding reporting, investigation, and prompt response. The district's obligations under Title IX are independent of any investigation or other action by law enforcement, and referral of a matter to law enforcement does not relieve the district of its obligations under Title IX. If a requirement of state law conflicts with an applicable requirement of Title IX, the District shall comply with the applicable federal requirement. In the event of any perceived conflict or uncertainty between the requirements of state law and Title IX, district personnel shall promptly consult with the superintendent or legal counsel for guidance.

Reference: 70 OKLA. STAT. § 1210.164

REFERENCE

An Act

ENROLLED HOUSE
BILL NO. 2959

By: Bashore, Manger, Rosecrants, and Wolfley of the House

and

Thompson of the Senate

REFERENCE

An Act relating to schools; amending 70 O.S. 2021, Section 1210.163, as last amended by Section 3, Chapter 260, O.S.L. 2025 (70 O.S. Supp. 2025, Section 1210.163), which relates to student abuse or neglect reporting; requiring superintendents and school administrators to report suspected abuse by school employees to law enforcement within twenty-four hours; requiring reporting before formal school investigation; prohibiting formal interviews of suspected involved parties until notification of and interviews by law enforcement; establishing duty to report regardless of employment status of accused; updating references; requiring employees to sign an attestation of duties to report abuse or neglect; defining term; requiring a written report from school resource officers under certain circumstances; amending Section 1, Chapter 297, O.S.L. 2024 (70 O.S. Supp. 2025, Section 6-401), which relates to school personnel electronic communication with students; requiring immediate notification to law enforcement for certain violations; providing an effective date; and declaring an emergency.

SUBJECT: Schools

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. AMENDATORY 70 O.S. 2021, Section 1210.163, as last amended by Section 3, Chapter 260, O.S.L. 2025 (70 O.S. Supp. 2025, Section 1210.163), is amended to read as follows:

Section 1210.163. A. Every school employee having reason to believe that a student under the age of eighteen (18) years is a victim of abuse or neglect shall report the matter immediately to the Department of Human Services and local law enforcement. Reports to the Department shall be made to the hotline provided for in Section 1-2-101 of Title 10A of the Oklahoma Statutes. Any allegation of abuse or neglect reported in any manner to a county office shall immediately be referred to the hotline by the Department.

B. Every school employee having reason to believe that a student age eighteen (18) years or older is a victim of abuse or neglect shall report the matter immediately to local law enforcement.

C. 1. In addition to the reporting requirements of this section, any superintendent or school administrator of a private school or public school district who has reason to believe, or receives an allegation or disclosure, that a school employee is involved in the abuse or neglect of a student shall report the matter within twenty-four (24) hours to local law enforcement.

2. All disclosures or allegations made under this subsection shall be reported to law enforcement prior to any formal investigation by the school or school board, or questioning of the subject of the accusation.

3. No school investigator, administrator, or official shall conduct formal interviews of the subject of the accusation or engage in disciplinary proceedings until law enforcement has been notified and has had the opportunity to interview the involved parties, unless law enforcement determines that an immediate school response is necessary to protect student safety.

4. The resignation, termination, transfer, or other separation from employment of the subject of an allegation or disclosure shall not relieve any person of the duty to report to law enforcement as required by this subsection.

D. In reports required by subsection A ~~or~~, B, or C of this section, local law enforcement shall keep confidential and redact any information identifying the reporting school employee unless otherwise ordered by the court. A school employee with knowledge of a report required by subsection A ~~or~~, B, or C of this section shall

not disclose information identifying the reporting school employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or the Department.

~~D.~~ E. Any superintendent or school administrator of a private school or public school district who knowingly and willfully fails to promptly report or interferes with the prompt reporting of abuse or neglect shall be subject to the penalties provided for in Section ~~2 of this act~~ 593 of Title 21 or Section 1-2-101 of Title 10A of the Oklahoma Statutes. As used in this ~~subsection~~ section, "school administrator" means a principal, assistant principal, or any other person who serves in a supervisory or administrative capacity in a private school or public school district.

~~E.~~ F. Every school employee shall annually sign an attestation acknowledging his or her responsibility to report suspected child abuse or neglect pursuant to this section. Failure to sign an attestation does not relieve school personnel from the obligations created in this section, nor shall such failure constitute a defense to criminal liability arising under Sections 593 of Title 21 or 1-2-101 of Title 10A of the Oklahoma Statutes.

G. For the purposes of this section, "child abuse and neglect" shall include, but not be limited to:

1. Child abuse as defined in Section 843.5 of Title 21 of the Oklahoma Statutes;

2. Sexual abuse or sexual exploitation as defined in Section 1-1-105 of Title 10A of the Oklahoma Statutes;

3. Contributing to the delinquency of a minor as defined in Section 856 of Title 21 of the Oklahoma Statutes;

4. Trafficking in children, as defined in Section 866 of Title 21 of the Oklahoma Statutes;

5. Incest as described in Section 885 of Title 21 of the Oklahoma Statutes;

6. Forcible sodomy, as described in Section 888 of Title 21 of the Oklahoma Statutes;

7. Maliciously, forcibly or fraudulently taking or enticing a child away, as described in Section 891 of Title 21 of the Oklahoma Statutes;

8. Soliciting or aiding a minor child to perform or showing, exhibiting, loaning or distributing obscene material or child sexual abuse material, as described in Section 1021 of Title 21 of the Oklahoma Statutes;

9. Procuring or causing the participation of any minor child in any child sexual abuse material or knowingly possessing, procuring or manufacturing child sexual abuse material, as described in Section 1021.2 of Title 21 of the Oklahoma Statutes;

10. Permitting or consenting to the participation of a minor child in any child sexual abuse material, as described in Section 1021.3 of Title 21 of the Oklahoma Statutes;

11. Facilitating, encouraging, offering or soliciting sexual conduct with a minor, as described in Section 1040.13a of Title 21 of the Oklahoma Statutes;

12. Offering or offering to secure a minor child for the purposes of prostitution or any other lewd or indecent act, as described in Section 1087 of Title 21 of the Oklahoma Statutes;

13. Causing, inducing, persuading or encouraging a minor child to engage or continue to engage in prostitution, as described in Section 1088 of Title 21 of the Oklahoma Statutes;

14. Rape or rape by instrumentation, as described in Sections 1111.1 and 1114 of Title 21 of the Oklahoma Statutes;

15. Making any oral, written or electronically or computer-generated lewd or indecent proposals to a minor child under the age of sixteen (16) as described in Section 1123 of Title 21 of the Oklahoma Statutes; and

16. Sexual battery, when committed upon a person who is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or in the legal custody or supervision of any public or private elementary or secondary school, or technology center school, by a person who is eighteen (18) years of age or older and is an employee of a private school or public school system.

H. 1. For the purposes of this section, "local law enforcement" means a law enforcement agency independent of the school district or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer employed by the district unless directed by the independent law enforcement agency.

2. When a school resource officer is utilized pursuant to this subsection, the officer shall submit a written report to the independent law enforcement agency describing the circumstances and any actions taken.

SECTION 2. AMENDATORY Section 1, Chapter 297, O.S.L. 2024 (70 O.S. Supp. 2025, Section 6-401), is amended to read as follows:

Section 6-401. A. As used in this section:

1. "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; and

2. "School personnel" means teachers, coaches, administrators, school bus drivers, or any other persons employed full-time or part-time by a public school or charter school.

B. 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.

C. Exceptions to the requirement in subsection B of this section may be made in case of an emergency, subject to subsequent notification to the parent or guardian. 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.

D. Schools shall provide training, developed by the State Department of Education, for school personnel on the student communication requirements of this section.

E. Any school personnel who is reported to be in violation of subsection B of this section shall be put on administrative leave while the school district investigates the incident and notifies the board of education. If the investigation finds that no misconduct occurred, the school personnel shall be reinstated and the incident shall be noted in the school personnel's employee file. 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.

F. Law enforcement shall be immediately notified of any violation of subsection B of this section involving sexual activity, sexual contact, or any other inappropriate or unlawful behavior pursuant to Section 1210.163 of this title.

SECTION 3. This act shall become effective July 1, 2026.

SECTION 4. It being immediately necessary for the preservation of the public peace, health or safety, an emergency is hereby declared to exist, by reason whereof this act shall take effect and be in full force from and after its passage and approval.

Passed the House of Representatives the 24th day of March, 2026.

_____
Presiding Officer of the House
of Representatives

Passed the Senate the 5th day of May, 2026.

_____
Presiding Officer of the Senate

OFFICE OF THE GOVERNOR

Received by the Office of the Governor this _____

day of _____, 20_____, at _____ o'clock _____ M.

By: _____

Approved by the Governor of the State of Oklahoma this _____

day of _____, 20_____, at _____ o'clock _____ M.

_____
Governor of the State of Oklahoma

OFFICE OF THE SECRETARY OF STATE

Received by the Office of the Secretary of State this _____

day of _____, 20_____, at _____ o'clock _____ M.

By: _____

REFERENCE

26-27 DPS PROCEDURES FOR THE RECOGNITION AND REPORTING OF CHILD ABUSE, NEGLECT, AND/OR CHILD SEXUAL ABUSE

Under Oklahoma's House Bill 2959 ALL school staff are mandatory reporters of child abuse and SHALL report the matter immediately to the Oklahoma Dept of Human Resources and local law enforcement.

Child Abuse and Neglect Hotline. If you suspect that a child has been abused or neglected, call the Oklahoma Dept of Human Services at 800-522.3511.

ANNUAL REQUIREMENT:

- ☐ Staff will complete Child Abuse professional development aligned with Oklahoma statute.
- ☐ Staff will complete the required Child Abuse and Neglect Mandatory Reporting Attestation form
- ☐ Staff are required to report to 2 agencies
  - ☐ OK DHS - 800-522-3511 & Local Law Enforcement - 580-255-2112
- ☐ Staff must make the report directly. Notifying site admin does not meet the legal obligation Staff should notify site administration simultaneously or after making a report.
- ☐ Staff are not to investigate or seek proof prior to reporting.
- ☐ Site Administrators must notify local law enforcement within 24 hours of an allegation against a staff member.

Oklahoma law outlines the following:

- ☐ All school employees having reason to believe a student under 18 is the victim of abuse SHALL report the matter immediately to the Dept of Human Resources and local law enforcement.
- ☐ All school employees having reason to believe a student 18 or older is the victim of abuse SHALL report the matter to local law enforcement
- ☐ Any Superintendent or School Administrator who has reason to believe or receives an allegation that a school employee is involved in the abuse or neglect of a student SHALL report the matter within 24 hours to local law enforcement.
  - ☐ Local law enforcement SHALL be notified prior to any formal investigation by the school or school board/ or questioning of the subject of the accusation.
  - ☐ No school investigator, administrator, or official shall conduct formal interviews of the subject of the accusation or engage in disciplinary proceedings until law enforcement has been notified and has an opportunity to interview all parties.
  - ☐ Resignation, termination, transfer, or other separation from employment of the subject of allegation SHALL not relieve any person of the duty to report to law enforcement.
- ☐ Reports to local law enforcement SHALL be confidential, redacting information identifying the reporting school employee unless otherwise ordered by the court.
- ☐ Any Superintendent or school administrator who knowingly and willfully fails to promptly report or interferes with the prompt reporting of abuse SHALL be the subject of penalties as outlined in Oklahoma Statute.
  - ☐ School Administrator: principal, assistant principal, or any person who serves in a supervisory or administrative capacity in the school district.
  - ☐ EVERY school employee SHALL annually sign an attestation acknowledging his or her responsibility to report suspected child abuse or neglect pursuant to this section. Failure to sign does not relieve school personnel from the obligations created.

REFERENCE

BOARD APPROVED

NOV 10 2026

ITEM # 5.H.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operations / Accreditation

Vendor Requested: /

Item Request Description: amendment to district policy 6006 Reporting suspected Child abuse and/or neglect.

Dollar Amount Requested (if applicable): /

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: /

Signature of Requestor/Principal — Date: 10/28/2026

Signature of Budget Director — Date: 9/22/2026

Signature of Assistant Superintendent — Date: NOV 02 2026

REPORTING AND INVESTIGATION OF MATTERS INVOLVING STUDENT VICTIMS OF SEXUAL ABUSE, SEXUAL ASSAULT, AND SEXUAL MISCONDUCT

In accordance with OKLA. STAT. tit. 70, § 1210.164, it is the district's policy that district employees report to law enforcement when they have reason to believe or receive an allegation or disclosure that a student is the victim of "sexual abuse, sexual assault, or sexual misconduct," and that the district coordinate with law enforcement in responding to such matters. These requirements are in addition to those set forth in OKLA. STAT. tit. 70, § 1210.163 and the district's corresponding policy relating to the reporting and investigation of suspected child abuse and neglect.

The requirements of this policy apply regardless of who is alleged to be responsible for the sexual conduct against a student. Further, as applicable, this policy supplements and shall be applied in conjunction with all other applicable district policies addressing sexual misconduct against students. To the extent applicable, this policy shall be construed and applied consistently with, and in addition to, those policies.

1. A. Reporting Obligations Relating to Sexual Abuse, Sexual Assault and Sexual Misconduct
    a. Any district employee having reason to believe, or receiving an allegation or disclosure, that a student is the victim of sexual abuse, sexual assault, or sexual misconduct, shall report the disclosure, allegation, or information to law enforcement immediately, and in no event later than twenty-four (24) hours. While state law does not define the term "sexual misconduct," for purposes of this policy, "sexual misconduct" means serious conduct of a sexual nature involving a student victim.
    b. For the purposes of this section, local law enforcement means a law enforcement agency independent of the school district, or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer unless the officer is directly supervised by a law enforcement agency independent of the school district and immediately submits a

written report to the independent law enforcement agency describing the circumstances and any action taken.

2. Investigations of Sexual Abuse, Sexual Assault and Sexual Misconduct
    a. Any disclosure or allegation made pursuant to this section shall be reported to law enforcement prior to any formal investigation or questioning of the subject of the disclosure or allegation by the school, the district, or its board of education.
    b. No district investigator, administrator, or official shall conduct formal interviews of the subject of the disclosure or allegation or engage in disciplinary proceedings until law enforcement has been notified and has had the opportunity to interview the involved parties, unless law enforcement determines that an immediate school response is necessary to protect student safety.
3. Disclosure of Reporting Employee's Identity In reports required by subsection A of this section, local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report required by subsection A of this section shall not disclose information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or the State Department of Education.
4. Annual Attestation Each district employee shall annually sign the attestations required by OKLA. STAT. tit. 70, §§ 1210.163 and 1210.164, acknowledging the employee's responsibility to report suspected child abuse or neglect pursuant to those sections.
5. Concurrent Obligations under Title IX In addition to the requirements in OKLA. STAT. tit. 70, § 1210.164, when allegations involve conduct that may constitute sex-based harassment or other sex-related misconduct under Title IX of the Education Amendments of 1972, the district must also comply with all applicable Title IX requirements regarding reporting, investigation, and prompt response. The district's obligations under Title IX are independent of any investigation or other action by law enforcement, and referral of a matter to law enforcement does not relieve the district of its obligations under Title IX. If a requirement of state law conflicts with an applicable requirement of Title IX, the District shall comply with the applicable federal requirement. In the event of any

perceived conflict or uncertainty between the requirements of state law and Title IX, district personnel shall promptly consult with the superintendent or legal counsel for guidance.

Reference: 70 OKLA. STAT. § 1210.164

Child Abuse Reporting Form

Hotline number: 800-522-3511

Agency Contacted: DHS ☐ Law Enforcement (LE) ☐

Date of Contact with Law Enforcement: _____

Time of Contact with LE: _____

LE Confirmation Number: _____

Contact Person: _____

Date of Contact with DHS: _____

Time of Contact with DHS: _____

Agency Confirmation Number: _____

Contact Person: _____

Name of Child: _____Age of Child:_____ID #: _____

School: _____Grade: _____

Names, Ages, ID #s of Additional Children: _____

Address of Child/ren: _____

Describe the injuries and/or incident as reported:

_____

_____

_____

_____

_____

Submit form(s) to the principal and/or other designated administrator within 24 hours of hotline reporting.

Submit one form for each agency contacted.

_____. _____.

Signature of Principal/Director Date Received

_____ _____.

Principal and/or other Designated Administrator Date Received

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operational/ Accreditation

Vendor Requested: _____

Item Request Description: new policy - b006-1
ABUSE, Neglect, exploitation, trafficking

Dollar Amount Requested (if applicable): /

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: /

Signature of Requestor/Principal — Date: 10/28/26

Signature of Budget Director — Date: _____

Signature of Assistant Superintendent — Date: NOV 0 2 2026

Introduction

Under Oklahoma law, district employees have varying legal obligations to report abuse and neglect. The purpose of this policy is to provide directives and guidelines to assist district employees in fulfilling their legal responsibility.

Definitions

1. "Abuse and neglect" shall include, but is not limited to, the following:
    a. "Abuse" is defined as:
        i. harm or threatened harm to a child's health, safety, or welfare by a person responsible for the child's health safety or welfare, including but not limited to nonaccidental physical or mental injury, sexual abuse, or sexual exploitation. (OKLA. STAT. tit. 10A, § 1-1-105);
        ii. willful or malicious harm or threatened harm or failure to protect from harm or threatened harm to the health, safety, or welfare of a child under eighteen (18) years of age by a person responsible for a child's health, safety, or welfare, or the act of willfully or maliciously injuring, torturing or maiming a child under eighteen (18) years of age by any person. (OKLA. STAT. tit. 21, § 843.5); or
        iii. the intentional infliction of physical pain, injury, or mental anguish or the deprivation of food, clothing, shelter, or medical care to an incapacitated person, partially incapacitated person, or a minor by a guardian or other person responsible for providing these services. (OKLA. STAT. tit. 30, § 1- 111).
    b. "Neglect" is defined as any of the following:
        i. the failure or omission to provide any of the following:
            1. adequate nurturance and affection, food, clothing, shelter, sanitation, hygiene, or appropriate education,
            2. medical, dental, or behavioral health care,
            3. supervision or appropriate caretakers, or
            4. special care made necessary by the physical or mental condition of the child,
        ii. the failure or omission to protect a child from exposure to any of the following:
            1. the use, possession, sale, or manufacture of illegal drugs,
            2. illegal activities, or
            3. sexual acts or materials that are not age-appropriate;
        iii. abandonment (OKLA. STAT. tit. 10A, § 1-1-105); or

iv. the failure to provide protection, adequate shelter or clothing; or the harming or threatening with harm through action or inaction by either another individual or through the person's own action or inaction because of a lack of awareness, incompetence, or incapacity, which has resulted or may result in physical or mental injury. (OKLA. STAT. tit. 30, § 1-111).

c. "Sexual abuse" is defined as behavior that includes but is not limited to rape, incest and lewd or indecent acts or proposals, made to a child, as defined by law, by a person responsible for the health, safety, or welfare of the child. (OKLA. STAT. tit. 10A, § 1-1-105).

d. "Sexual exploitation" is defined as behavior that includes but is not limited to allowing, permitting, encouraging, or forcing a child to engage in prostitution, as defined by law, by any person eighteen (18) years of age or older or by a person responsible for the health, safety, or welfare of a child, or allowing, permitting, encouraging or engaging in the lewd, obscene or pornographic photographing, filming or depicting of a child in those acts by a person responsible for the health, safety, and welfare of the child (OKLA. STAT. tit. 10A, § 1-1-105).

e. "Contributing to the delinquency of a minor" is defined as behavior that knowingly or willfully causes, aids, abets or encourages a minor to be, to remain, or to become a delinquent child or a runaway child. (OKLA. STAT. tit. 21, § 856).

f. "Incest" is defined as marrying, committing adultery or fornicating with a person within the degrees of consanguinity within which marriages are by the laws of the state declared incestuous and void. (OKLA. STAT. tit. 21, § 885).

g. "Forcible Sodomy" is defined as sodomy committed:

i. By a person over eighteen (18) years of age upon a person under sixteen (16) years of age;

ii. Upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;

iii. With any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;

iv. By a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this

state, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;

v. Upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;

vi. Upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or

vii. Upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit (OKLA. STAT. tit. 21, § 888).

h. "Maliciously, forcibly or fraudulently taking or enticing a child away" is defined as maliciously, forcibly or fraudulently taking or enticing away any child under the age of sixteen (16) years, with intent to detain or conceal such child from its parent, guardian or other person having the lawful charge of such child or to transport such child from the jurisdiction of this state or the United States without the consent of the person having lawful charge of such child. (OKLA. STAT. tit. 21, § 891).

i. "Soliciting or aiding a minor child to perform or showing, exhibiting, loaning or distributing obscene material or child sexual abuse material" is defined as:

   i. Willfully and knowingly solicits or aids a minor child to perform any of the following actions:

      1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
      2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
      3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or

4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material;

ii. Shows, exhibits, loans, or distributes to a minor child any obscene material or child sexual abuse material for the purpose of inducing said minor to participate in:

1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or
4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material (OKLA. STAT. tit. 21, § 1021).

j. "Procuring or causing the participation of any minor child in any child sexual abuse material or knowingly possessing, procuring or manufacturing child sexual abuse material" is defined as procuring or causing the participation of any minor under the age of eighteen (18) years in any child sexual abuse material or who knowingly possesses, procures, or manufactures, or causes to be sold or distributed any child sexual abuse material. (OKLA. STAT. tit. 21, § 1021.2).

k. "Permitting or consenting to the participation of a minor child in any child sexual abuse material" is defined as a parent, guardian or individual having custody of a minor under the age of eighteen (18) years who knowingly permits or consents to the participation of a minor in any child sexual abuse material. (OKLA. STAT. tit. 21, § 1021.3).

l. "Facilitating, encouraging, offering or soliciting sexual conduct with a minor" is defined as facilitating, encouraging, offering or soliciting sexual conduct with a minor, or other individual the person believes to be a

minor, by use of any technology, or engaging in any communication for sexual or prurient interest with any minor, or other individual the person believes to be a minor, by use of any technology. (OKLA. STAT. tit. 21, § 1040.13a).

m. "Offering or offering to secure a minor child for the purposes of prostitution or any other lewd or indecent act" is defined as:
   i. Offering, or offering to secure, a child under eighteen (18) years of age for the purpose of child sex trafficking, or for any other lewd or indecent act, or procure or offer to procure a child for, or a place for a child as an inmate in, a house of prostitution or other place where prostitution is practiced;
   ii. Receiving or offering or agreeing to receive any child under eighteen (18) years of age into any house, place, building, other structure, vehicle, trailer, or other conveyance for the purpose of child sex trafficking, lewdness, or assignation, or to permit any person to remain there for such purpose;
   iii. Directing, taking, or transporting, or offering or agreeing to take or transport, or aid or assist in transporting, any child under eighteen (18) years of age to any house, place, building, other structure, vehicle, trailer, or other conveyance, or to any other person with knowledge or having reasonable cause to believe that the purpose of such directing, taking, or transporting is child sex trafficking, lewdness, or assignation. (OKLA. STAT. tit. 21, § 1087).

n. "Causing, inducing, persuading or encouraging a minor child to engage or continue to engage in prostitution" is defined as:
   i. By promise, threats, violence, or by any device or scheme, including but not limited to the use of any prohibited controlled dangerous substance causing, inducing, persuading, or encouraging a child under eighteen (18) years of age to engage or continue to engage in child sex trafficking or to become or remain an inmate of a house of prostitution or other place where prostitution is practiced;
   ii. Keeping, holding, detaining, restraining, or compelling against his or her will, any child under eighteen (18) years of age to engage in the practice of child sex trafficking or in a house of child sex trafficking or other place where prostitution is practiced or allowed; or
   iii. Directly or indirectly keeping, holding, detaining, restraining, or compelling or attempting to keep, hold, detain, restrain, or compel a child under eighteen (18) years of age to engage in the practice

of child sex trafficking or in a house of prostitution or any place where prostitution is practiced or allowed for the purpose of compelling such child to directly or indirectly pay, liquidate, or cancel any debt, dues, or obligations incurred, or said to have been incurred by such child. (OKLA. STAT. tit. 21, § 1088).

o. "Rape" is defined as sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:
   i. Where the victim is under eighteen (18) years of age;
   ii. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
   iii. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
   iv. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
   v. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
   vi. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;
   vii. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;
   viii. Where the victim is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school,

or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of a school system, including employed and contracted school resource officers and security guards; or

ix. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant. (OKLA. STAT. tit. 21, § 1111).

p. "Rape by instrumentation" is defined as an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided further that one of the following circumstances exists:

i. where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or

ii. where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime; or

iii. where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant;

iv. where the victim is a student at a secondary school, is concurrently enrolled at an institution of higher education, and engages in acts as defined above with a perpetrator who is an employee of the institution of higher education of which the student is enrolled (OKLA. STAT. tit. 21, § 1111.1).

q. "Making any oral, written or electronically or computer-generated lewd or indecent proposals to a minor child under the age of sixteen (16)" is

defined as making any oral, written or electronically or computer-generated lewd or indecent proposal to any child under sixteen (16) years of age, or other individual the person believes to be a child under sixteen (16) years of age, for the child to have unlawful sexual relations or sexual intercourse with any person. (OKLA. STAT. tit. 21, § 1123).

r. "Exploitation" is defined as an unjust or improper use of the resources of an incapacitated person, a partially incapacitated person, or a minor for the profit or advantage, pecuniary or otherwise, of a person other than an incapacitated person, a partially incapacitated person, or a minor through the use of undue influence, coercion, harassment, duress, deception, false representation or false pretenses (OKLA. STAT. tit. 30, § 1-111).

s. "Child Trafficking" as defined below.

t. "Sexual battery" is considered child abuse and neglect when committed upon a person who is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or in the legal custody or supervision of any public or private elementary or secondary school, or technology center school, by a person who is eighteen (18) years of age or older and is an employee of a private school or public school system.

u. "Child Trafficking" includes, but is not limited to behavior that consists of the acceptance, solicitation, offer, payment or transfer of any compensation, in money, property or other thing of value, at any time, by any person in connection with the acquisition or transfer of the legal or physical custody or adoption of a minor child, except as ordered by the court or except as otherwise provided by Section 7505-3.2 of Title 10 of the Oklahoma Statutes. (OKLA. STAT. tit. 21, § 866).

v. A "person responsible for a child's health, safety or welfare" includes a parent, a legal guardian, a custodian, a foster parent, a person 18 years of age or older with whom the child's parent cohabitates or any other adult residing in the home of the child, an agent or employee of a public or private residential home, institution or facility, or an owner, operator or employee of a child care facility as defined by OKLA. STAT. tit. 10 § 402.

w. "Parent" refers to parents, guardians or others who have legal responsibilities for specific children.

x. "Local law enforcement" means a law enforcement agency independent of the school district or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer unless the officer is directly supervised by a law enforcement agency independent of the school district and

immediately submits a written report to the independent law enforcement agency describing the circumstances and any action taken.

Reporting Suspected Abuse, Neglect Exploitation or Trafficking

Any district employee having reason to believe that any student is a victim of abuse, neglect or exploitation shall immediately report this matter to:

1. Oklahoma Department of Human Services ("DHS") through the hotline designated for this purpose (1-800-522-3511), AND
2. local law enforcement.

Additionally, any district employee must report suspected child trafficking to:

1. Oklahoma Bureau of Narcotics and Dangerous Drugs Control ("OBNDDC") at 1-855-617-2288,
2. DHS through the hotline designated for this purpose (1-800-522-3511), AND
3. local law enforcement.

In addition to the reporting requirements above, the superintendent or any school administrator who receives an allegation or disclosure that a school employee is involved in the abuse or neglect of a student, or who otherwise has reason to believe that such abuse has occurred by a school employee, shall report the matter within twenty-four (24) hours to law enforcement. Further, this special reporting obligation is not affected by the resignation, retirement, termination, transfer, or other separation from employment of the employee who is the subject of the report or investigation.

The following requirements are mandated by Oklahoma Statutes tit. 70, § 1210.163 and govern the reporting and investigation of allegations that a school employee abused or neglected a student.

1. All disclosures or allegations of an employee involved in the abuse or neglect of a student shall be reported to law enforcement prior to any formal investigation by the school or school board, or questioning of the employee subject of the accusation.
2. No school investigator, administrator or official shall conduct formal interviews of the employee subject of the accusation or engage in disciplinary proceedings of the employee until law enforcement has been notified and has had the opportunity to interview the involved parties unless law enforcement determines that an immediate school response is necessary to protect student safety. For purposes of this policy, paid administrative leave shall not be considered disciplinary action.

District employees shall also comply with the requirements of OKLA. STAT. tit. 70, § 1210.164 and the district's policy "Reporting and Investigation of Matters Involving Student Victims of Sexual Abuse, Sexual Assault, and Sexual Misconduct" when a student is alleged or believed to be the victim of sexual abuse, sexual assault, or sexual misconduct.

Further, when allegations involve conduct that may constitute sex-based harassment or other sex-related misconduct under Title IX of the Education Amendments of 1972, the district must still comply with all applicable Title IX requirements regarding reporting, investigation and prompt response. The district's obligations under Title IX are independent of any investigation or other action by law enforcement, and referral of a matter to law enforcement does not relieve the district of its obligations under Title IX. If a requirement of state law conflicts with an applicable requirement of Title IX, the District shall comply with the applicable federal requirement. In the event of any perceived conflict or uncertainty between the requirements of state law and Title IX, district personnel shall promptly consult with the superintendent or legal counsel for guidance.

After a report is made to DHS or OBNDDC via the hotline, or to law enforcement, the reporting party (the employee making the report) shall prepare a written report which contains the confirmation number of the report (if applicable), the date and time of the telephone contact, the name of the person to whom the district employee made the oral report, the names and addresses of the student, the parents, and any other responsible persons, the student's age, the nature and extent of injuries, any previous incidents, and any other helpful information. A copy of this report will be furnished to the principal or, if the reporter believes the principal is not an appropriate individual, to the superintendent.

Local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report made to DHS and/or local law enforcement shall not disclose information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or DHS.

Investigatory Access to Students and Parental Notification

At the request of appropriately identified investigators from the Department of Human Services, the Oklahoma Bureau of Narcotics and Dangerous Drugs Control, the district attorney's office, or local law enforcement, the superintendent, principal, or other school official shall permit investigators access to a student about whom the agency

has received a report. Interviews shall be conducted in a manner intended to minimize embarrassment to the student.

The school principal or superintendent designee shall notify the student's parent, guardian, or other person responsible for the student's health or welfare of the investigation or interview if the student is suspected victim of a criminal offense by someone other than a parent, criminal offense has been committed against the minor child by someone other than a parent. If the investigating agency determines that prior notification or immediate notification of the parent, guardian, or other responsible person would impede an ongoing investigation or otherwise is not in the best interest of the investigation, the district shall follow the direction of the investigating agency regarding the timing and manner of such notification.

A school administrator may be present during interviews of students conducted by the Department of Human Services or law enforcement only when authorized by the investigating agency.

Reports to Principal or Other School Officials

Suspected instances of abuse, neglect, exploitation or trafficking, whether the result of circumstances at home, school or at other locations, affects the student while he or she is at school or participating in school activities. Consequently, employees are required to report any suspicion of abuse, neglect, exploitation or trafficking by any individual, whether the identity is known or unknown, to the principal or other school official. This reporting obligation exists in all instances, including circumstances suggestive of this conduct at school or connected with school activities. Accordingly, this policy includes an obligation to notify another school administrator, if for any reason the employee has a reasonable belief that the principal should not be notified, in any instance involving suspected abuse, neglect, exploitation or trafficking of a student.

Immunity for Good Faith Reports

Oklahoma law provides that any district employee who in good faith and exercising due care makes a report to DHS or another appropriate law enforcement office, allows access to a student by persons authorized to investigate a report concerning the student or participates in any judicial proceeding resulting from a report, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed.

Neither the board of education nor any district employee will discharge or in any manner discriminate or retaliate against the person who in good faith provides such reports or information, testifies, or is about to testify in any proceeding involving abuse,

neglect, exploitation, or trafficking, provided that the person did not perpetrate or inflict the abuse, neglect, exploitation or trafficking.

Information Concerning Abuse, Neglect or Exploitation

In any instance in which the district receives a report from DHS regarding any confirmed report of sexual abuse or severe physical abuse concerning the student, the superintendent will forward to a subsequent school in which the student enrolls all confirmed reports of sexual abuse and severe physical abuse received from DHS, and the superintendent will notify DHS of the student's new school and address, if known.

All information or documents generated or received by the district in regard to the matter are confidential and shall not be disclosed except to investigators of DHS, the district's attorneys, the district attorney's office, a subsequent district in which the student enrolls, a person designated to assist in the treatment of or with services provided to the student or other state or federal officials in connection with the performance of their official duties. The information or documents shall be maintained and transmitted by the district in the same manner as special education records. Such records shall be destroyed when the child reaches the age of 18.

Attestation

In addition, every district employee must annually sign an attestation form acknowledging his or her responsibility to report suspected child abuse or neglect. Failure to annually sign an attestation does not relieve a district employee of his or her obligations under this policy.

Training on Child Abuse and Neglect

A program, which includes the following information, shall be completed the first year a certified teacher is employed by a school district, and then once every fifth academic year:

1. Training on recognition of child abuse and neglect;
2. Recognition of child sexual abuse;
3. Proper reporting of suspected abuse; and
4. Available resources.

Reference: 10A OKLA. STAT. §1-2-101 et seq.
30 OKLA. STAT. § 4-903
70 OKLA. STAT. § 1210.163
70 OKLA. STAT. § 6-194

e0006-1

REFERENCE Material

NAME PUBLIC SCHOOLS BOARD OF EDUCATION POLICY	*Employees - General* Adopted: X

ABUSE, NEGLECT, EXPLOITATION AND TRAFFICKING

Introduction

Under Oklahoma law, district employees have varying legal obligations to report abuse and neglect. The purpose of this policy is to provide directives and guidelines to assist district employees in fulfilling their legal responsibility.

Definitions

1. "Abuse and neglect" shall include, but is not limited to, the following:
   a. "Abuse" is defined as:
      i. harm or threatened harm to a child's health, safety, or welfare by a person responsible for the child's health safety or welfare, including but not limited to nonaccidental physical or mental injury, sexual abuse, or sexual exploitation. (OKLA. STAT. tit. 10A, § 1-1-105);
      ii. willful or malicious harm or threatened harm or failure to protect from harm or threatened harm to the health, safety, or welfare of a child under eighteen (18) years of age by a person responsible for a child's health, safety, or welfare, or the act of willfully or maliciously injuring, torturing or maiming a child under eighteen (18) years of age by any person. (OKLA. STAT. tit. 21, § 843.5); or
      iii. the intentional infliction of physical pain, injury, or mental anguish or the deprivation of food, clothing, shelter, or medical care to an incapacitated person, partially incapacitated person, or a minor by a guardian or other person responsible for providing these services. (OKLA. STAT. tit. 30, § 1-111).

   b. "Neglect" is defined as any of the following:
      i. the failure or omission to provide any of the following:
         1. adequate nurturance and affection, food, clothing, shelter, sanitation, hygiene, or appropriate education,
         2. medical, dental, or behavioral health care,
         3. supervision or appropriate caretakers, or
         4. special care made necessary by the physical or mental condition of the child,
      ii. the failure or omission to protect a child from exposure to any of the following:
         1. the use, possession, sale, or manufacture of illegal drugs,
         2. illegal activities, or
         3. sexual acts or materials that are not age-appropriate;
      iii. abandonment (OKLA. STAT. tit. 10A, § 1-1-105); or
      iv. the failure to provide protection, adequate shelter or clothing; or the harming or threatening with harm through action or inaction by either

another individual or through the person's own action or inaction because of a lack of awareness, incompetence, or incapacity, which has resulted or may result in physical or mental injury. (OKLA. STAT. tit. 30, § 1-111).

c. "Sexual abuse" is defined as behavior that includes but is not limited to rape, incest and lewd or indecent acts or proposals, made to a child, as defined by law, by a person responsible for the health, safety, or welfare of the child. (OKLA. STAT. tit. 10A, § 1-1-105).

d. "Sexual exploitation" is defined as behavior that includes but is not limited to allowing, permitting, encouraging, or forcing a child to engage in prostitution, as defined by law, by any person eighteen (18) years of age or older or by a person responsible for the health, safety, or welfare of a child, or allowing, permitting, encouraging or engaging in the lewd, obscene or pornographic photographing, filming or depicting of a child in those acts by a person responsible for the health, safety, and welfare of the child (OKLA. STAT. tit. 10A, § 1-1-105).

e. "Contributing to the delinquency of a minor" is defined as behavior that knowingly or willfully causes, aids, abets or encourages a minor to be, to remain, or to become a delinquent child or a runaway child. (OKLA. STAT. tit. 21, § 856).

f. "Incest" is defined as marrying, committing adultery or fornicating with a person within the degrees of consanguinity within which marriages are by the laws of the state declared incestuous and void. (OKLA. STAT. tit. 21, § 885).

g. "Forcible Sodomy" is defined as sodomy committed:
   i. By a person over eighteen (18) years of age upon a person under sixteen (16) years of age;
   ii. Upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;
   iii. With any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;
   iv. By a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;
   v. Upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;
   vi. Upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or

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vii. Upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit (OKLA. STAT. tit. 21, § 888).

h. "Maliciously, forcibly or fraudulently taking or enticing a child away" is defined as maliciously, forcibly or fraudulently taking or enticing away any child under the age of sixteen (16) years, with intent to detain or conceal such child from its parent, guardian or other person having the lawful charge of such child or to transport such child from the jurisdiction of this state or the United States without the consent of the person having lawful charge of such child. (OKLA. STAT. tit. 21, § 891).

i. "Soliciting or aiding a minor child to perform or showing, exhibiting, loaning or distributing obscene material or child sexual abuse material" is defined as:
   i. Willfully and knowingly solicits or aids a minor child to perform any of the following actions:
      1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
      2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
      3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or
      4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material; or

   ii. Shows, exhibits, loans, or distributes to a minor child any obscene material or child sexual abuse material for the purpose of inducing said minor to participate in:
      1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
      2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
      3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or
      4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or

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wax, wire or tape recording, or any type of obscene material or child sexual abuse material (OKLA. STAT. tit. 21, § 1021).

j. "Procuring or causing the participation of any minor child in any child sexual abuse material or knowingly possessing, procuring or manufacturing child sexual abuse material" is defined as procuring or causing the participation of any minor under the age of eighteen (18) years in any child sexual abuse material or who knowingly possesses, procures, or manufactures, or causes to be sold or distributed any child sexual abuse material. (OKLA. STAT. tit. 21, § 1021.2).

k. "Permitting or consenting to the participation of a minor child in any child sexual abuse material" is defined as a parent, guardian or individual having custody of a minor under the age of eighteen (18) years who knowingly permits or consents to the participation of a minor in any child sexual abuse material. (OKLA. STAT. tit. 21, § 1021.3).

l. "Facilitating, encouraging, offering or soliciting sexual conduct with a minor" is defined as facilitating, encouraging, offering or soliciting sexual conduct with a minor, or other individual the person believes to be a minor, by use of any technology, or engaging in any communication for sexual or prurient interest with any minor, or other individual the person believes to be a minor, by use of any technology. (OKLA. STAT. tit. 21, § 1040.13a).

m. "Offering or offering to secure a minor child for the purposes of prostitution or any other lewd or indecent act" is defined as:
   i. Offering, or offering to secure, a child under eighteen (18) years of age for the purpose of child sex trafficking, or for any other lewd or indecent act, or procure or offer to procure a child for, or a place for a child as an inmate in, a house of prostitution or other place where prostitution is practiced;
   ii. Receiving or offering or agreeing to receive any child under eighteen (18) years of age into any house, place, building, other structure, vehicle, trailer, or other conveyance for the purpose of child sex trafficking, lewdness, or assignation, or to permit any person to remain there for such purpose; or
   iii. Directing, taking, or transporting, or offering or agreeing to take or transport, or aid or assist in transporting, any child under eighteen (18) years of age to any house, place, building, other structure, vehicle, trailer, or other conveyance, or to any other person with knowledge or having reasonable cause to believe that the purpose of such directing, taking, or transporting is child sex trafficking, lewdness, or assignation. (OKLA. STAT. tit. 21, § 1087).

n. "Causing, inducing, persuading or encouraging a minor child to engage or continue to engage in prostitution" is defined as:
   i. By promise, threats, violence, or by any device or scheme, including but not limited to the use of any prohibited controlled dangerous substance causing, inducing, persuading, or encouraging a child under eighteen (18) years of age to engage or continue to engage in child sex trafficking or to become or remain an inmate of a house of prostitution or other place where prostitution is practiced;

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ii. Keeping, holding, detaining, restraining, or compelling against his or her will, any child under eighteen (18) years of age to engage in the practice of child sex trafficking or in a house of child sex trafficking or other place where prostitution is practiced or allowed; or

iii. Directly or indirectly keeping, holding, detaining, restraining, or compelling or attempting to keep, hold, detain, restrain, or compel a child under eighteen (18) years of age to engage in the practice of child sex trafficking or in a house of prostitution or any place where prostitution is practiced or allowed for the purpose of compelling such child to directly or indirectly pay, liquidate, or cancel any debt, dues, or obligations incurred, or said to have been incurred by such child. (OKLA. STAT. tit. 21, § 1088).

o. "Rape" is defined as sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:

i. Where the victim is under eighteen (18) years of age;

ii. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;

iii. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;

iv. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;

v. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;

vi. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;

vii. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;

viii. Where the victim is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of a school system, including employed and contracted school resource officers and security guards; or

ix. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant. (OKLA. STAT. tit. 21, § 1111).

q. "Rape by instrumentation" is defined as an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided further that one of the following circumstances exists:
   i. where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or
   ii. where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime; or
   iii. where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant;
   iv. where the victim is a student at a secondary school, is concurrently enrolled at an institution of higher education, and engages in acts as defined above with a perpetrator who is an employee of the institution of higher education of which the student is enrolled (OKLA. STAT. tit. 21, § 1111.1).

r. "Making any oral, written or electronically or computer-generated lewd or indecent proposals to a minor child under the age of sixteen (16)" is defined as making any oral, written or electronically or computer-generated lewd or indecent proposal to any child under sixteen (16) years of age, or other individual the person believes to be a child under sixteen (16) years of age, for the child to have unlawful sexual relations or sexual intercourse with any person. (OKLA. STAT. tit. 21, § 1123).

s. "Exploitation" is defined as an unjust or improper use of the resources of an incapacitated person, a partially incapacitated person, or a minor for the profit or advantage, pecuniary or otherwise, of a person other than an incapacitated person, a partially incapacitated person, or a minor through the use of undue influence, coercion, harassment, duress, deception, false representation or false pretenses (OKLA. STAT. tit. 30, § 1-111).

t. "Child Trafficking" as defined below.

u. "Sexual battery" is considered child abuse and neglect when committed upon a person who is at least sixteen (16) years of age and is less than twenty (20) years of

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age and is a student, or in the legal custody or supervision of any public or private elementary or secondary school, or technology center school, by a person who is eighteen (18) years of age or older and is an employee of a private school or public school system.

2. "Child Trafficking" includes, but is not limited to behavior that consists of the acceptance, solicitation, offer, payment or transfer of any compensation, in money, property or other thing of value, at any time, by any person in connection with the acquisition or transfer of the legal or physical custody or adoption of a minor child, except as ordered by the court or except as otherwise provided by Section 7505-3.2 of Title 10 of the Oklahoma Statutes. (OKLA. STAT. tit. 21, § 866).

3. A "person responsible for a child's health, safety or welfare" includes a parent, a legal guardian, a custodian, a foster parent, a person 18 years of age or older with whom the child's parent cohabitates or any other adult residing in the home of the child, an agent or employee of a public or private residential home, institution or facility, or an owner, operator or employee of a child care facility as defined by OKLA. STAT. tit. 10 § 402.

4. "Parent" refers to parents, guardians or others who have legal responsibilities for specific children.

5. "Local law enforcement" means a law enforcement agency independent of the school district or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer unless the officer is directly supervised by a law enforcement agency independent of the school district and immediately submits a written report to the independent law enforcement agency describing the circumstances and any action taken.

Reporting Suspected Abuse, Neglect Exploitation or Trafficking

Any district employee having reason to believe that any student is **a victim of abuse, neglect or exploitation** shall **immediately** report this matter to:

(1) Oklahoma Department of Human Services ("DHS") through the hotline designated for this purpose (1-800-522-3511), AND

(2) local law enforcement.

Additionally, any district employee must report **suspected child trafficking** to:

(1) Oklahoma Bureau of Narcotics and Dangerous Drugs Control ("OBNDDC") at 1-855-617-2288,

(2) DHS through the hotline designated for this purpose (1-800-522-3511), AND

(3) local law enforcement.

In addition to the reporting requirements above, the superintendent or any school administrator who receives an allegation or disclosure that a school employee is involved in the abuse or neglect of a student, or who otherwise has reason to believe that such abuse has

occurred by a school employee, shall report the matter within **twenty-four (24) hours** to law enforcement. Further, this special reporting obligation is not affected by the resignation, retirement, termination, transfer, or other separation from employment of the employee who is the subject of the report or investigation.

The following requirements are mandated by Oklahoma Statutes tit. 70, § 1210.163 and govern the reporting and investigation of allegations that a school employee abused or neglected a student.

(1) All disclosures or allegations of an employee involved in the abuse or neglect of a student shall be reported to law enforcement prior to any formal investigation by the school or school board, or questioning of the employee subject of the accusation.

(2) No school investigator, administrator or official shall conduct formal interviews of the employee subject of the accusation or engage in disciplinary proceedings of the employee until law enforcement has been notified and has had the opportunity to interview the involved parties unless law enforcement determines that an immediate school response is necessary to protect student safety. For purposes of this policy, paid administrative leave shall not be considered disciplinary action.

District employees shall also comply with the requirements of OKLA. STAT. tit. 70, § 1210.164 and the district's policy "Reporting and Investigation of Matters Involving Student Victims of Sexual Abuse, Sexual Assault, and Sexual Misconduct" when a student is alleged or believed to be the victim of sexual abuse, sexual assault, or sexual misconduct.

Further, when allegations involve conduct that may constitute sex-based harassment or other sex-related misconduct under Title IX of the Education Amendments of 1972, the district must still comply with all applicable Title IX requirements regarding reporting, investigation and prompt response. The district's obligations under Title IX are independent of any investigation or other action by law enforcement, and referral of a matter to law enforcement does not relieve the district of its obligations under Title IX. If a requirement of state law conflicts with an applicable requirement of Title IX, the District shall comply with the applicable federal requirement. In the event of any perceived conflict or uncertainty between the requirements of state law and Title IX, district personnel shall promptly consult with the superintendent or legal counsel for guidance.

After a report is made to DHS or OBNDDC via the hotline, or to law enforcement, the reporting party (the employee making the report) shall prepare a written report which contains the confirmation number of the report (if applicable), the date and time of the telephone contact, the name of the person to whom the district employee made the oral report, the names and addresses of the student, the parents, and any other responsible persons, the student's age, the nature and extent of injuries, any previous incidents, and any other helpful information. A copy of this report will be furnished to the principal or, if the reporter believes the principal is not an appropriate individual, to the superintendent.

Local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee

with knowledge of a report made to DHS and/or local law enforcement shall not disclose information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or DHS.

Investigatory Access to Students and Parental Notification At the request of appropriately identified investigators from the Department of Human Services, the Oklahoma Bureau of Narcotics and Dangerous Drugs Control, the district attorney's office, or local law enforcement, the superintendent, principal, or other school official shall permit investigators access to a student about whom the agency has received a report. Interviews shall be conducted in a manner intended to minimize embarrassment to the student.

The school principal or superintendent designee shall notify the student's parent, guardian, or other person responsible for the student's health or welfare of the investigation or interview if the student is suspected victim of a criminal offense by someone other than a parent, criminal offense has been committed against the minor child by someone other than a parent. If the investigating agency determines that prior notification or immediate notification of the parent, guardian, or other responsible person would impede an ongoing investigation or otherwise is not in the best interest of the investigation, the district shall follow the direction of the investigating agency regarding the timing and manner of such notification.

A school administrator may be present during interviews of students conducted by the Department of Human Services or law enforcement only when authorized by the investigating agency.

Reports to Principal or Other School Officials

Suspected instances of abuse, neglect, exploitation or trafficking, whether the result of circumstances at home, school or at other locations, affects the student while he or she is at school or participating in school activities. Consequently, employees are required to report any suspicion of abuse, neglect, exploitation or trafficking by any individual, whether the identity is known or unknown, to the principal or other school official. This reporting obligation exists in all instances, including circumstances suggestive of this conduct at school or connected with school activities. Accordingly, this policy includes an obligation to notify another school administrator, if for any reason the employee has a reasonable belief that the principal should not be notified, in any instance involving suspected abuse, neglect, exploitation or trafficking of a student.

Immunity for Good Faith Reports

Oklahoma law provides that any district employee who in good faith and exercising due care makes a report to DHS or another appropriate law enforcement office, allows access to a student by persons authorized to investigate a report concerning the student or participates in any judicial proceeding resulting from a report, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed.

Neither the board of education nor any district employee will discharge or in any manner discriminate or retaliate against the person who in good faith provides such reports or information, testifies, or is about to testify in any proceeding involving abuse, neglect,

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exploitation, or trafficking, provided that the person did not perpetrate or inflict the abuse, neglect, exploitation or trafficking.

Information Concerning Abuse, Neglect or Exploitation

In any instance in which the district receives a report from DHS regarding any confirmed report of sexual abuse or severe physical abuse concerning the student, the superintendent will forward to a subsequent school in which the student enrolls all confirmed reports of sexual abuse and severe physical abuse received from DHS, and the superintendent will notify DHS of the student's new school and address, if known.

All information or documents generated or received by the district in regard to the matter are confidential and shall not be disclosed except to investigators of DHS, the district's attorneys, the district attorney's office, a subsequent district in which the student enrolls, a person designated to assist in the treatment of or with services provided to the student or other state or federal officials in connection with the performance of their official duties. The information or documents shall be maintained and transmitted by the district in the same manner as special education records. Such records shall be destroyed when the child reaches the age of 18.

Attestation

In addition, every district employee must annually sign an attestation form acknowledging his or her responsibility to report suspected child abuse or neglect. Failure to annually sign an attestation does not relieve a district employee of his or her obligations under this policy.

Training on Child Abuse and Neglect

A program, which includes the following information, shall be completed the first year a certified teacher is employed by a school district, and then once every fifth academic year:

1. Training on recognition of child abuse and neglect;
2. Recognition of child sexual abuse;
3. Proper reporting of suspected abuse; and
4. Available resources.

Reference: 10A OKLA. STAT. §1-2-101 et seq.
30 OKLA. STAT. § 4-903
70 OKLA. STAT. § 1210.163
70 OKLA. STAT. § 6-194

NEED

BOARD APPROVED

NOV 10 2026

ITEM # 5.I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operational/Accreditation

Vendor Requested: _____

Item Request Description: New policy - b006-1

ABUSE, Neglect, exploitation, trafficking

Dollar Amount Requested (if applicable): /

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: /

Signature of Requestor/Principal — Date: 10/28/26

Signature of Budget Director — Date: _____

Signature of Assistant Superintendent — Date: NOV 0 2 2026

Introduction

Under Oklahoma law, district employees have varying legal obligations to report abuse and neglect. The purpose of this policy is to provide directives and guidelines to assist district employees in fulfilling their legal responsibility.

Definitions

1. "Abuse and neglect" shall include, but is not limited to, the following:
    a. "Abuse" is defined as:
        i. harm or threatened harm to a child's health, safety, or welfare by a person responsible for the child's health safety or welfare, including but not limited to nonaccidental physical or mental injury, sexual abuse, or sexual exploitation. (OKLA. STAT. tit. 10A, § 1-1-105);
        ii. willful or malicious harm or threatened harm or failure to protect from harm or threatened harm to the health, safety, or welfare of a child under eighteen (18) years of age by a person responsible for a child's health, safety, or welfare, or the act of willfully or maliciously injuring, torturing or maiming a child under eighteen (18) years of age by any person. (OKLA. STAT. tit. 21, § 843.5); or
        iii. the intentional infliction of physical pain, injury, or mental anguish or the deprivation of food, clothing, shelter, or medical care to an incapacitated person, partially incapacitated person, or a minor by a guardian or other person responsible for providing these services. (OKLA. STAT. tit. 30, § 1- 111).
    b. "Neglect" is defined as any of the following:
        i. the failure or omission to provide any of the following:
            1. adequate nurturance and affection, food, clothing, shelter, sanitation, hygiene, or appropriate education,
            2. medical, dental, or behavioral health care,
            3. supervision or appropriate caretakers, or
            4. special care made necessary by the physical or mental condition of the child,
        ii. the failure or omission to protect a child from exposure to any of the following:
            1. the use, possession, sale, or manufacture of illegal drugs,
            2. illegal activities, or
            3. sexual acts or materials that are not age-appropriate;
        iii. abandonment (OKLA. STAT. tit. 10A, § 1-1-105); or

iv. the failure to provide protection, adequate shelter or clothing; or the harming or threatening with harm through action or inaction by either another individual or through the person's own action or inaction because of a lack of awareness, incompetence, or incapacity, which has resulted or may result in physical or mental injury. (OKLA. STAT. tit. 30, § 1-111).

c. "Sexual abuse" is defined as behavior that includes but is not limited to rape, incest and lewd or indecent acts or proposals, made to a child, as defined by law, by a person responsible for the health, safety, or welfare of the child. (OKLA. STAT. tit. 10A, § 1-1-105).

d. "Sexual exploitation" is defined as behavior that includes but is not limited to allowing, permitting, encouraging, or forcing a child to engage in prostitution, as defined by law, by any person eighteen (18) years of age or older or by a person responsible for the health, safety, or welfare of a child, or allowing, permitting, encouraging or engaging in the lewd, obscene or pornographic photographing, filming or depicting of a child in those acts by a person responsible for the health, safety, and welfare of the child (OKLA. STAT. tit. 10A, § 1-1-105).

e. "Contributing to the delinquency of a minor" is defined as behavior that knowingly or willfully causes, aids, abets or encourages a minor to be, to remain, or to become a delinquent child or a runaway child. (OKLA. STAT. tit. 21, § 856).

f. "Incest" is defined as marrying, committing adultery or fornicating with a person within the degrees of consanguinity within which marriages are by the laws of the state declared incestuous and void. (OKLA. STAT. tit. 21, § 885).

g. "Forcible Sodomy" is defined as sodomy committed:

i. By a person over eighteen (18) years of age upon a person under sixteen (16) years of age;

ii. Upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;

iii. With any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;

iv. By a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this

state, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;

v. Upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;

vi. Upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or

vii. Upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit (OKLA. STAT. tit. 21, § 888).

h. "Maliciously, forcibly or fraudulently taking or enticing a child away" is defined as maliciously, forcibly or fraudulently taking or enticing away any child under the age of sixteen (16) years, with intent to detain or conceal such child from its parent, guardian or other person having the lawful charge of such child or to transport such child from the jurisdiction of this state or the United States without the consent of the person having lawful charge of such child. (OKLA. STAT. tit. 21, § 891).

i. "Soliciting or aiding a minor child to perform or showing, exhibiting, loaning or distributing obscene material or child sexual abuse material" is defined as:

   i. Willfully and knowingly solicits or aids a minor child to perform any of the following actions:

      1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
      2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
      3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or

4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material;

ii. Shows, exhibits, loans, or distributes to a minor child any obscene material or child sexual abuse material for the purpose of inducing said minor to participate in:

1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or
4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material (OKLA. STAT. tit. 21, § 1021).

j. "Procuring or causing the participation of any minor child in any child sexual abuse material or knowingly possessing, procuring or manufacturing child sexual abuse material" is defined as procuring or causing the participation of any minor under the age of eighteen (18) years in any child sexual abuse material or who knowingly possesses, procures, or manufactures, or causes to be sold or distributed any child sexual abuse material. (OKLA. STAT. tit. 21, § 1021.2).

k. "Permitting or consenting to the participation of a minor child in any child sexual abuse material" is defined as a parent, guardian or individual having custody of a minor under the age of eighteen (18) years who knowingly permits or consents to the participation of a minor in any child sexual abuse material. (OKLA. STAT. tit. 21, § 1021.3).

l. "Facilitating, encouraging, offering or soliciting sexual conduct with a minor" is defined as facilitating, encouraging, offering or soliciting sexual conduct with a minor, or other individual the person believes to be a

minor, by use of any technology, or engaging in any communication for sexual or prurient interest with any minor, or other individual the person believes to be a minor, by use of any technology. (OKLA. STAT. tit. 21, § 1040.13a).

m. "Offering or offering to secure a minor child for the purposes of prostitution or any other lewd or indecent act" is defined as:
    i. Offering, or offering to secure, a child under eighteen (18) years of age for the purpose of child sex trafficking, or for any other lewd or indecent act, or procure or offer to procure a child for, or a place for a child as an inmate in, a house of prostitution or other place where prostitution is practiced;
    ii. Receiving or offering or agreeing to receive any child under eighteen (18) years of age into any house, place, building, other structure, vehicle, trailer, or other conveyance for the purpose of child sex trafficking, lewdness, or assignation, or to permit any person to remain there for such purpose;
    iii. Directing, taking, or transporting, or offering or agreeing to take or transport, or aid or assist in transporting, any child under eighteen (18) years of age to any house, place, building, other structure, vehicle, trailer, or other conveyance, or to any other person with knowledge or having reasonable cause to believe that the purpose of such directing, taking, or transporting is child sex trafficking, lewdness, or assignation. (OKLA. STAT. tit. 21, § 1087).
n. "Causing, inducing, persuading or encouraging a minor child to engage or continue to engage in prostitution" is defined as:
    i. By promise, threats, violence, or by any device or scheme, including but not limited to the use of any prohibited controlled dangerous substance causing, inducing, persuading, or encouraging a child under eighteen (18) years of age to engage or continue to engage in child sex trafficking or to become or remain an inmate of a house of prostitution or other place where prostitution is practiced;
    ii. Keeping, holding, detaining, restraining, or compelling against his or her will, any child under eighteen (18) years of age to engage in the practice of child sex trafficking or in a house of child sex trafficking or other place where prostitution is practiced or allowed; or
    iii. Directly or indirectly keeping, holding, detaining, restraining, or compelling or attempting to keep, hold, detain, restrain, or compel a child under eighteen (18) years of age to engage in the practice

of child sex trafficking or in a house of prostitution or any place where prostitution is practiced or allowed for the purpose of compelling such child to directly or indirectly pay, liquidate, or cancel any debt, dues, or obligations incurred, or said to have been incurred by such child. (OKLA. STAT. tit. 21, § 1088).

o. "Rape" is defined as sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:
   i. Where the victim is under eighteen (18) years of age;
   ii. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
   iii. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
   iv. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
   v. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
   vi. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;
   vii. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;
   viii. Where the victim is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school,

or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of a school system, including employed and contracted school resource officers and security guards; or

ix. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant. (OKLA. STAT. tit. 21, § 1111).

p. "Rape by instrumentation" is defined as an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided further that one of the following circumstances exists:

i. where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or

ii. where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime; or

iii. where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant;

iv. where the victim is a student at a secondary school, is concurrently enrolled at an institution of higher education, and engages in acts as defined above with a perpetrator who is an employee of the institution of higher education of which the student is enrolled (OKLA. STAT. tit. 21, § 1111.1).

q. "Making any oral, written or electronically or computer-generated lewd or indecent proposals to a minor child under the age of sixteen (16)" is

defined as making any oral, written or electronically or computer-generated lewd or indecent proposal to any child under sixteen (16) years of age, or other individual the person believes to be a child under sixteen (16) years of age, for the child to have unlawful sexual relations or sexual intercourse with any person. (OKLA. STAT. tit. 21, § 1123).

r. "Exploitation" is defined as an unjust or improper use of the resources of an incapacitated person, a partially incapacitated person, or a minor for the profit or advantage, pecuniary or otherwise, of a person other than an incapacitated person, a partially incapacitated person, or a minor through the use of undue influence, coercion, harassment, duress, deception, false representation or false pretenses (OKLA. STAT. tit. 30, § 1-111).
s. "Child Trafficking" as defined below.
t. "Sexual battery" is considered child abuse and neglect when committed upon a person who is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or in the legal custody or supervision of any public or private elementary or secondary school, or technology center school, by a person who is eighteen (18) years of age or older and is an employee of a private school or public school system.
u. "Child Trafficking" includes, but is not limited to behavior that consists of the acceptance, solicitation, offer, payment or transfer of any compensation, in money, property or other thing of value, at any time, by any person in connection with the acquisition or transfer of the legal or physical custody or adoption of a minor child, except as ordered by the court or except as otherwise provided by Section 7505-3.2 of Title 10 of the Oklahoma Statutes. (OKLA. STAT. tit. 21, § 866).
v. A "person responsible for a child's health, safety or welfare" includes a parent, a legal guardian, a custodian, a foster parent, a person 18 years of age or older with whom the child's parent cohabitates or any other adult residing in the home of the child, an agent or employee of a public or private residential home, institution or facility, or an owner, operator or employee of a child care facility as defined by OKLA. STAT. tit. 10 § 402.
w. "Parent" refers to parents, guardians or others who have legal responsibilities for specific children.
x. "Local law enforcement" means a law enforcement agency independent of the school district or a full-time school district police department fully commissioned by the State of Oklahoma. Local law enforcement shall not include a school resource officer unless the officer is directly supervised by a law enforcement agency independent of the school district and

immediately submits a written report to the independent law enforcement agency describing the circumstances and any action taken.

Reporting Suspected Abuse, Neglect Exploitation or Trafficking
Any district employee having reason to believe that any student is a victim of abuse, neglect or exploitation shall immediately report this matter to:

1. Oklahoma Department of Human Services ("DHS") through the hotline designated for this purpose (1-800-522-3511), AND
2. local law enforcement.

Additionally, any district employee must report suspected child trafficking to:

1. Oklahoma Bureau of Narcotics and Dangerous Drugs Control ("OBNDDC") at 1-855-617-2288,
2. DHS through the hotline designated for this purpose (1-800-522-3511), AND
3. local law enforcement.

In addition to the reporting requirements above, the superintendent or any school administrator who receives an allegation or disclosure that a school employee is involved in the abuse or neglect of a student, or who otherwise has reason to believe that such abuse has occurred by a school employee, shall report the matter within twenty-four (24) hours to law enforcement. Further, this special reporting obligation is not affected by the resignation, retirement, termination, transfer, or other separation from employment of the employee who is the subject of the report or investigation.

The following requirements are mandated by Oklahoma Statutes tit. 70, § 1210.163 and govern the reporting and investigation of allegations that a school employee abused or neglected a student.

1. All disclosures or allegations of an employee involved in the abuse or neglect of a student shall be reported to law enforcement prior to any formal investigation by the school or school board, or questioning of the employee subject of the accusation.
2. No school investigator, administrator or official shall conduct formal interviews of the employee subject of the accusation or engage in disciplinary proceedings of the employee until law enforcement has been notified and has had the opportunity to interview the involved parties unless law enforcement determines that an immediate school response is necessary to protect student safety. For purposes of this policy, paid administrative leave shall not be considered disciplinary action.

District employees shall also comply with the requirements of OKLA. STAT. tit. 70, § 1210.164 and the district's policy "Reporting and Investigation of Matters Involving Student Victims of Sexual Abuse, Sexual Assault, and Sexual Misconduct" when a student is alleged or believed to be the victim of sexual abuse, sexual assault, or sexual misconduct.

Further, when allegations involve conduct that may constitute sex-based harassment or other sex-related misconduct under Title IX of the Education Amendments of 1972, the district must still comply with all applicable Title IX requirements regarding reporting, investigation and prompt response. The district's obligations under Title IX are independent of any investigation or other action by law enforcement, and referral of a matter to law enforcement does not relieve the district of its obligations under Title IX. If a requirement of state law conflicts with an applicable requirement of Title IX, the District shall comply with the applicable federal requirement. In the event of any perceived conflict or uncertainty between the requirements of state law and Title IX, district personnel shall promptly consult with the superintendent or legal counsel for guidance.

After a report is made to DHS or OBNDDC via the hotline, or to law enforcement, the reporting party (the employee making the report) shall prepare a written report which contains the confirmation number of the report (if applicable), the date and time of the telephone contact, the name of the person to whom the district employee made the oral report, the names and addresses of the student, the parents, and any other responsible persons, the student's age, the nature and extent of injuries, any previous incidents, and any other helpful information. A copy of this report will be furnished to the principal or, if the reporter believes the principal is not an appropriate individual, to the superintendent.

Local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report made to DHS and/or local law enforcement shall not disclose information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or DHS.

Investigatory Access to Students and Parental Notification
At the request of appropriately identified investigators from the Department of Human Services, the Oklahoma Bureau of Narcotics and Dangerous Drugs Control, the district attorney's office, or local law enforcement, the superintendent, principal, or other school official shall permit investigators access to a student about whom the agency

has received a report. Interviews shall be conducted in a manner intended to minimize embarrassment to the student.

The school principal or superintendent designee shall notify the student's parent, guardian, or other person responsible for the student's health or welfare of the investigation or interview if the student is suspected victim of a criminal offense by someone other than a parent, criminal offense has been committed against the minor child by someone other than a parent. If the investigating agency determines that prior notification or immediate notification of the parent, guardian, or other responsible person would impede an ongoing investigation or otherwise is not in the best interest of the investigation, the district shall follow the direction of the investigating agency regarding the timing and manner of such notification.

A school administrator may be present during interviews of students conducted by the Department of Human Services or law enforcement only when authorized by the investigating agency.

Reports to Principal or Other School Officials
Suspected instances of abuse, neglect, exploitation or trafficking, whether the result of circumstances at home, school or at other locations, affects the student while he or she is at school or participating in school activities. Consequently, employees are required to report any suspicion of abuse, neglect, exploitation or trafficking by any individual, whether the identity is known or unknown, to the principal or other school official. This reporting obligation exists in all instances, including circumstances suggestive of this conduct at school or connected with school activities. Accordingly, this policy includes an obligation to notify another school administrator, if for any reason the employee has a reasonable belief that the principal should not be notified, in any instance involving suspected abuse, neglect, exploitation or trafficking of a student.

Immunity for Good Faith Reports
Oklahoma law provides that any district employee who in good faith and exercising due care makes a report to DHS or another appropriate law enforcement office, allows access to a student by persons authorized to investigate a report concerning the student or participates in any judicial proceeding resulting from a report, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed.

Neither the board of education nor any district employee will discharge or in any manner discriminate or retaliate against the person who in good faith provides such reports or information, testifies, or is about to testify in any proceeding involving abuse,

neglect, exploitation, or trafficking, provided that the person did not perpetrate or inflict the abuse, neglect, exploitation or trafficking.

Information Concerning Abuse, Neglect or Exploitation
In any instance in which the district receives a report from DHS regarding any confirmed report of sexual abuse or severe physical abuse concerning the student, the superintendent will forward to a subsequent school in which the student enrolls all confirmed reports of sexual abuse and severe physical abuse received from DHS, and the superintendent will notify DHS of the student's new school and address, if known.

All information or documents generated or received by the district in regard to the matter are confidential and shall not be disclosed except to investigators of DHS, the district's attorneys, the district attorney's office, a subsequent district in which the student enrolls, a person designated to assist in the treatment of or with services provided to the student or other state or federal officials in connection with the performance of their official duties. The information or documents shall be maintained and transmitted by the district in the same manner as special education records. Such records shall be destroyed when the child reaches the age of 18.

Attestation
In addition, every district employee must annually sign an attestation form acknowledging his or her responsibility to report suspected child abuse or neglect. Failure to annually sign an attestation does not relieve a district employee of his or her obligations under this policy.

Training on Child Abuse and Neglect
A program, which includes the following information, shall be completed the first year a certified teacher is employed by a school district, and then once every fifth academic year:

1. Training on recognition of child abuse and neglect;
2. Recognition of child sexual abuse;
3. Proper reporting of suspected abuse; and
4. Available resources.

Reference: 10A OKLA. STAT. §1-2-101 et seq.
30 OKLA. STAT. § 4-903
70 OKLA. STAT. § 1210.163
70 OKLA. STAT. § 6-194

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6023 Student Transfers

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Vendrum for Allison Lovett — 11/20/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — 11/4/26

Date

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 transfer applications for the next school year starting the week after spring break.~~ 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.

~~Open/Emergency~~ Transfers previously granted by the school board will remain in effect for future school years unless the ~~board of education takes action to deny a future year's attendance based upon capacity,~~ 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 disciplinary~~e, or~~ attendance issues. ~~as addressed within this policy~~ 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.

Any brother or sister 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. Priority will be given to siblings of existing transfer students.

~~The administration will not approve or deny transfers received for the next school year until after the July 1 capacity data is determined for each grade level and site within the school district.~~

~~Priority will be given to students who have attended a district for at least three years prior to becoming eligible to apply for a transfer.~~ A student who has attended school as a resident student for at least three years prior to moving out of the school district will be given priority during transfer application review.

~~Out of district transfers for the upcoming school year will be reviewed when principals return at the end of July . Both an application for enrollment and the transfer form must be completed in order for a principal to review and make a determination. Families will be notified the first week in August.~~

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. ~~TRANSFER POLICY(Cont.)~~

District Capacity, by grade level, by site:
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 students 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 that level. If classroom space is not sufficient to accommodate that number of students due to a classroom being

disproportionately sized, the district's capacity numbers will reflect the lesser amount based upon that classroom size.

Virtual Program Capacity
The district has a capacity of 20 students at each grade level for virtual enrollment in grades 6th through 12th grade.

Children of District Staff
~~A student shall be allowed to transfer to a district in which the parent or legal guardian of the student is employed as a teacher of said district regardless of capacity.~~ In accordance with this policy, a student may be allowed to transfer to a district in which the parent or legal guardian of the student is employed 70 O.S. § 8-113.

First Come, First Serve Basis
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 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.

Military Families
~~The school district shall allow the transfer of S~~Students who are the dependent children of a member of the active uniformed military services of the United States on full-time active-duty status and ~~for whom Oklahoma is the home of record and~~ students who are the dependent children of the military reserve on active duty orders shall be eligible for admission to the school district of their choice if he or she is a student whose parent or legal guardian is transferred or is pending transfer to a military installation within the state while on active military duty pursuant to a valid military order. Students shall be eligible if at least one parent of the student has a Department of Defense-issued identification card. ~~regardless of capacity of the district. Students shall be eligible for military transfer if: Transfers will be approved 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.~~

3. ~~The student will be residing with a relative of the student who lives in the Duncan School District or who will be living in the Duncan School District within six (6) months of filing of the application for transfer.~~

~~See 70 O. S. § 8-103.1v2 (B) (3)~~

~~Military Families Continued~~

~~A student shall not be precluded from enrollment prior to residency for any of the following:~~

1. ~~Having an individualized education program (IEP) or an individualized family service plan under the Individuals with Disabilities Education Act;~~
2. ~~Receiving or qualifying for special education courses or services; or~~
3. ~~Receiving or qualifying for accommodations or services under the Rehabilitation Act of 1973 (Section 504).~~

Students who currently reside outside of a district they select for admission will be treated by the receiving district as residing within the receiving district for purposes of enrollment.

If the enrolling student is ~~transferring with~~ on an IEP, an individualized family service plan, or a Section 504 plan, the district shall take the necessary steps including, but not limited to, the transfer of records and any prior evaluations, the performance of reevaluations, if necessary, and meetings to ensure that comparable services are in place prior to the student's first day of school in the state. 70 O. S. § 8-103.1

~~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.~~

Transfer Denials

If a transfer request is denied by the ~~administration~~ school district, the district shall provide notification of the denial in writing to the parent or guardian 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, of school district policy under which the denial was made;

2. A copy of the policy adopted by the district for determining the number of transfer students the school district has the capacity to accept;
3. A copy of 210:10-1-18.1 from the Administrative Code; and
4. The date upon which the appeal will be due.

If the 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. If notification was hand-delivered, the appeal period shall begin the day after the notification is delivered. If the notification is sent by U.S. Mail, the appeal period shall begin three (3) days after the notification is sent. If the 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 ten (10) days after the parent of the student actually received notice. ~~If notice is after the deadline for posting, the board shall consider the appeal at a special meeting of the board of education.~~

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

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 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 210:10-1-18.1 which identifies the Accreditation standard for appealing the denial of a student transfer.

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. 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.

~~**Athletics**~~

~~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 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. Notwithstanding the above, a transfer student granted a hardship waiver by OSSAA shall be eligible for competition.~~

BOARD APPROVED

NOV 10 2026

ITEM # 5.J.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6023 Student Transfers

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Hendrix for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — 11/4/26

Date

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. 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.

Transfers previously granted by the school board 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 disciplinary 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.

Any brother or sister 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. Priority will be given to siblings of existing transfer students.

A student who has attended school as a resident student for at least three years prior to moving out of the school district will be given priority during transfer application review.

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.

District Capacity, by grade level, by site:
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 students 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 that level. If classroom space is not sufficient to accommodate that number of students due to a classroom being disproportionately sized, the district's capacity numbers will reflect the lesser amount based upon that classroom size.

Virtual Program Capacity
The district has a capacity of 20 students at each grade level for virtual enrollment in grades 6th through 12th grade.

Children of District Staff
In accordance with this policy, a student may be allowed to transfer to a district in which the parent or legal guardian of the student is employed 70 O.S. § 8-113.

First Come, First Serve Basis

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 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.

Military Families

Students who are the dependent children of a member of the active uniformed military services of the United States on 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 of their choice if he or she is a student whose parent or legal guardian is transferred or is pending transfer to a military installation within the state while on active military duty pursuant to a valid military order. Students shall be eligible if at least one parent of the student has a Department of Defense-issued identification card. Students who currently reside outside of a district they select for admission will be treated by the receiving district as residing within the receiving district for purposes of enrollment.

If the enrolling student is on an IEP, an individualized family service plan, or a Section 504 plan, the district shall take the necessary steps including, but not limited to, the transfer of records and any prior evaluations, the performance of reevaluations, if necessary, and meetings to ensure that comparable services are in place prior to the student's first day of school in the state. 70 O. S. § 8-103.1

Transfer Denials

If a transfer request is denied by the school district, the district shall provide notification of the denial in writing to the parent or guardian 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, of school district policy under which the denial was made;
2. A copy of the policy adopted by the district for determining the number of transfer students the school district has the capacity to accept;
3. A copy of 210:10-1-18.1 from the Administrative Code; and
4. The date upon which the appeal will be due.

If the 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. If notification was hand-delivered, the appeal period shall begin the day after the notification is delivered. If the notification is sent by U.S. Mail, the appeal period shall begin three (3) days after the notification is sent. If the 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 ten (10) days after the parent of the student actually 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

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 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 210:10-1-18.1 which identifies the Accreditation standard for appealing the denial of a student transfer.

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. 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.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6049 Bullying

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

(Kelly Hudson) for Allison Lovett 11/03/20026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — Date 11/4/26

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school. The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students. ~~Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.~~

~~Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the 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.~~

As used in the School 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 negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Isolation action does not meet the state's definition of bullying. However, the administration will investigate isolated incidents or actions and apply appropriate discipline under the student discipline code. ~~harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic~~

~~communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, gestures or written, verbal, or physical acts, or electronic communications. Such behavior~~ This policy addresses bullying which is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to ~~insure~~ 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 faculty may consider consultation with parents to determine the most effective disciplinary measure.

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 faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative 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 parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class 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. 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.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

All school employees at each school site shall be required to complete professional development training in school bullying prevention, identification, response, and reporting that meets the requirements of Oklahoma law and shall include recommendations from each school site's Safe Schools Committee.

Students will receive annual training regarding identifying, preventing, addressing, and reporting incidents of bullying via educational programs. These programs may include, but are not limited to, classroom discussions, assemblies, multimedia and presentations. The purpose of the educational programs are to assist students in identification of bullying behaviors, reporting procedures and the consequences for violation of school policy.

The district will implement a research-based educational program as designed and developed by the Oklahoma State Department of Education for students and parents to prevent, identify, respond to and report bullying.

~~**A copy of this policy will be furnished to each student and teacher in this school district.**~~

BOARD APPROVED

NOV 10 2026

ITEM # 5.K.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6049 Bullying

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

(Kelly Vendrum) for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — 11/4/26

Date

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school. The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students.

As used in the School 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 negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Isolation action does not meet the state's definition of bullying. However, the administration will investigate isolated incidents or actions and apply appropriate discipline under the student discipline code. This policy addresses bullying which is specifically prohibited.

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 faculty may consider consultation with parents to determine the most effective disciplinary measure.

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 faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative 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 parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class 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. 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.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one’s grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;

3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

All school employees at each school site shall be required to complete professional development training in school bullying prevention, identification, response, and reporting that meets the requirements of Oklahoma law and shall include recommendations from each school site's Safe Schools Committee.

Students will receive annual training regarding identifying, preventing, addressing, and reporting incidents of bullying via educational programs. These programs may include, but are not limited to, classroom discussions, assemblies, multimedia and presentations. The purpose of the educational programs are to assist students in identification of bullying behaviors, reporting procedures and the consequences for violation of school policy.

The district will implement a research-based educational program as designed and developed by the Oklahoma State Department of Education for students and parents to prevent, identify, respond to and report bullying.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6050 Prohibiting Bullying (Regulation)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Vendrum for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Chan Pa — NOV 04 2026

Superintendent — Date

~~Statement of Legislative Mandate and Purpose~~
~~This regulation is a result of the legislative mandate and public policy embodied in the School Bullying Protection Act, 70 O.S. §24-100.2. The Oklahoma Legislature requires school districts to adopt a policy to prevent harassment, intimidation, and bullying in an effort to "create an environment free of unnecessary disruption" and also requires school districts to actively pursue programs for education regarding bullying behaviors.~~

The Duncan Public Schools' student conduct code prohibits ~~harassment, intimidation, and~~ bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Statement of Board Purpose in Adopting Policy
The board of education recognizes that ~~intimidation, harassment, and~~ bullying of students causes serious educational and personal problems, both for the student-victim and the initiator of the ~~intimidation, harassment, and~~ bullying. The board observes that this conduct:

1. Has been shown by national and state studies to have a substantial adverse effect upon school district operations, the safety of students and faculty, and the educational system at large.
2. Substantially disrupts school operations by interfering with the district's mission to instruct students in an atmosphere free from fear, is disruptive of school efforts to encourage students to remain in school until graduation, and is just as disruptive of the district's efforts to prepare students for productive lives in the community as they become adults.
3. Substantially disrupts healthy student behavior and thereby academic achievement. Research indicates that healthy student behavior results in increased student academic achievement. Improvement in student behavior through the prevention or minimization of intimidation, harassment, and bullying towards student-victims simultaneously supports the district's primary and substantial interest in operating schools that foster and promote academic achievement.
4. Substantially interferes with school compliance with federal law that seeks to maximize the mainstreaming of students with disabilities and hinders compliance with Individual Educational Programs containing objectives to increase the socialization of students with disabilities. Targets of bullying are often students with known physical or mental disabilities who, as a result, are perceived by bullies as easy targets for bullying actions.

5. Substantially interferes with the district's mission to advance the social skills and social and emotional well-being of students. Targets of intimidation, harassment, and bullying are often "passive-target" students who already are lacking in social skills because they tend to be extremely sensitive, shy, display insecurity, anxiety and/or distress; may have experienced a traumatic event; may try to use gifts, toys, money, or class assignments or performance bribes to protect themselves from intimidation, harassment, or bullying; are often small for their age and feel vulnerable to bullying acts; and/or may resort to carrying weapons to school for self-protection. Passive-target victims who have been harassed and demeaned by the behavior of bullies often respond by striving to obtain power over others by becoming bullies themselves, and are specifically prone to develop into students who eventually inflict serious physical harm on other students, or, in an effort to gain power over their life or situation, commit suicide.
6. Substantially disrupts school operations by increasing violent acts committed against fellow students. Violence, in this context, is frequently accompanied by criminal acts.
7. Substantially disrupts school operations by interfering with the reasonable expectations of other students that they can feel secure at school and not be subjected to frightening acts or be the victim of mistreatment resulting from bullying behavior.

Bullying~~, harassing, and intimidating behavior~~ often involves expressive gestures, speech, 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.

<u>Definition of Terms</u>

1. Statutory definition of harassment, intimidation, and bullying:
   70 O.S. §24-100.3(c) of the School Bullying Protection Act defines the terms "bullying"~~ harass, intimidate, or bully,"~~ as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communications, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the

targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student ~~any gesture, written or verbal expression, or physical act~~ that a reasonable person should recognize will:

A. Harm another student;
B. Damage another student's property;
C. Place another student in reasonable fear of harm to the student's person or damage to the student's property; or
D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

2. The "Reasonable Person" Standard
In determining what a "reasonable person" should recognize as an act placing a student in "reasonable" fear of harm, staff will determine "reasonableness" not only from the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.
3. General Display of Bullying Acts
Bullying, for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.
A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting,

starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.

B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including, but not limited to, insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

C. Social Bullying includes harm to another's group acceptance, including, but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement or statements about another student that exposes the victim to contempt or ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

D. 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, or 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; participation in the 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 Duncan Public Schools.

Procedures Applicable to the Understanding of and Prevention of Harassment, Intimidation, and Bullying of Students

A. Student and Staff Education and Training

All staff will be provided with a copy of the district's policy on prevention of ~~harassment, intimidation, and~~ bullying of students. All students will be provided a summary of the policy and notice that a copy of the entire policy is available on request. Duncan Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting harassment, intimidation, and bullying of students and the prevention and management of such conduct.

Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of harassment, intimidation, and bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Duncan Public Schools' Safe School Committee

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues that interfere with an adversely affect the maintenance of safe schools.

With respect to student harassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. ~~(See also policy BDFC.)~~

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying.

Staff Reporting

An important duty of the staff is to report acts or behavior that the employee witnesses that appears to constitute harassing, intimidating, or bullying. Employees, whether certified or noncertified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the employee designated by the assistant superintendent to receive them. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the assistant superintendent or his/her designee.

Parental Responsibilities

Parents/guardians will be informed in writing of the district's program to stop ~~intimidation, harassment, and~~ bullying. An administrative response to ~~a reported act of intimidation, harassment, or~~ bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;
2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a victim of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

<u>Discipline of Students</u>

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 faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative 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 parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class 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. 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 above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both target and perpetrators, and family members affected by bullying, as necessary.

Publication of Policy

Annual written notice of this policy will be provided to parents, guardians, staff, volunteers, and students with age-appropriate language for students. Notice of the policy will be posted at various locations within each school site, including but not limited to, cafeterias, school bulletin boards, and administrative offices. The policy will be posted on the school district's website at www.duncanps.org. The policy will be included in all student and staff handbooks.

Review of Policy

The safe schools committee at each site will annually review this policy and provide recommendations to the building principal. The building principal will provide those recommendations to the superintendent. The superintendent shall make a formal recommendation to the board of education to modify the policy at a lawfully convened meeting under the appropriately worded agenda item. After the policy is modified, the policy shall be disseminated to stakeholders.

BOARD APPROVED

NOV 10 2026

ITEM # 5.L.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6050 Prohibiting Bullying (Regulation)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Vendrum for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

for Chan Ro — NOV 04 2026

Superintendent — Date

The Duncan Public Schools' student conduct code prohibits bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Statement of Board Purpose in Adopting Policy

The board of education recognizes that bullying of students causes serious educational and personal problems, both for the student-victim and the initiator of the bullying. The board observes that this conduct:

1. Has been shown by national and state studies to have a substantial adverse effect upon school district operations, the safety of students and faculty, and the educational system at large.
2. Substantially disrupts school operations by interfering with the district's mission to instruct students in an atmosphere free from fear, is disruptive of school efforts to encourage students to remain in school until graduation, and is just as disruptive of the district's efforts to prepare students for productive lives in the community as they become adults.
3. Substantially disrupts healthy student behavior and thereby academic achievement. Research indicates that healthy student behavior results in increased student academic achievement. Improvement in student behavior through the prevention or minimization of intimidation, harassment, and bullying towards student-victims simultaneously supports the district's primary and substantial interest in operating schools that foster and promote academic achievement.
4. Substantially interferes with school compliance with federal law that seeks to maximize the mainstreaming of students with disabilities and hinders compliance with Individual Educational Programs containing objectives to increase the socialization of students with disabilities. Targets of bullying are often students with known physical or mental disabilities who, as a result, are perceived by bullies as easy targets for bullying actions.
5. Substantially interferes with the district's mission to advance the social skills and social and emotional well-being of students. Targets of intimidation, harassment, and bullying are often "passive-target" students who already are lacking in social skills because they tend to be extremely sensitive, shy, display insecurity, anxiety and/or distress; may have experienced a traumatic event; may try to use gifts, toys, money, or class assignments or performance bribes to protect themselves from intimidation, harassment, or bullying; are often small for their age and feel vulnerable to bullying acts; and/or may resort to carrying weapons to school for self-protection. Passive-target

victims who have been harassed and demeaned by the behavior of bullies often respond by striving to obtain power over others by becoming bullies themselves, and are specifically prone to develop into students who eventually inflict serious physical harm on other students, or, in an effort to gain power over their life or situation, commit suicide.

6. Substantially disrupts school operations by increasing violent acts committed against fellow students. Violence, in this context, is frequently accompanied by criminal acts.
7. Substantially disrupts school operations by interfering with the reasonable expectations of other students that they can feel secure at school and not be subjected to frightening acts or be the victim of mistreatment resulting from bullying behavior.

Bullying often involves expressive gestures, speech, 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.

<u>Definition of Terms</u>

1. Statutory definition of harassment, intimidation, and bullying:
   70 O.S. §24-100.3(c) of the School Bullying Protection Act defines the terms "bullying" as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communications, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:
   A. Harm another student;
   B. Damage another student's property;
   C. Place another student in reasonable fear of harm to the student's person or damage to the student's property; or

D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

2. The "Reasonable Person" Standard
In determining what a "reasonable person" should recognize as an act placing a student in "reasonable" fear of harm, staff will determine "reasonableness" not only from the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.
3. General Display of Bullying Acts
Bullying, for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.
   A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.
   B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including, but not limited to, insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

C. Social Bullying includes harm to another's group acceptance, including, but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement or statements about another student that exposes the victim to contempt or ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

D. 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, or 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; participation in the 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 Duncan Public Schools.

Procedures Applicable to the Understanding of and Prevention of Harassment, Intimidation, and Bullying of Students

A. Student and Staff Education and Training
   All staff will be provided with a copy of the district's policy on prevention of bullying of students. All students will be provided a summary of the policy

and notice that a copy of the entire policy is available on request. Duncan Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting harassment, intimidation, and bullying of students and the prevention and management of such conduct.

Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of harassment, intimidation, and bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Duncan Public Schools' Safe School Committee
The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues that interfere with an adversely affect the maintenance of safe schools.

With respect to student harassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts.

Student Reporting
Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying.

Staff Reporting
An important duty of the staff is to report acts or behavior that the employee witnesses that appears to constitute harassing, intimidating, or bullying. Employees, whether certified or noncertified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the employee designated by the assistant superintendent to receive them. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the assistant superintendent or his/her designee.

Parental Responsibilities
Parents/guardians will be informed in writing of the district's program to stop bullying. An administrative response to bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;
2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a victim of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

<u>Discipline of Students</u>
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 faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative 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 parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class 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. 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 above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both target and perpetrators, and family members affected by bullying, as necessary.

Publication of Policy

Annual written notice of this policy will be provided to parents, guardians, staff, volunteers, and students with age-appropriate language for students. Notice of the policy will be posted at various locations within each school site, including but not limited to, cafeterias, school bulletin boards, and administrative offices. The policy will be posted on the school district's website at www.duncanps.org. The policy will be included in all student and staff handbooks.

Review of Policy

The safe schools committee at each site will annually review this policy and provide recommendations to the building principal. The building principal will provide those recommendations to the superintendent. The superintendent shall make a formal recommendation to the board of education to modify the policy at a lawfully convened meeting under the appropriately worded agenda item. After the policy is modified, the policy shall be disseminated to stakeholders.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6051 Prohibiting Bullying (Investigation Procedures)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for Allison Lovett 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — Date 11/4/26

The following procedures will be used by any person for the filing, processing, and resolution of a reported incident of harassment, intimidation, bullying, or threatening behavior. The procedures are to be followed by the administration of the school district in an effort to determine the severity of the incident and the potential to result in future violence.

Definitions

1. "Bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative education educational or physical results for the targeted individual or group and is communicated in such a way as to ~~"Harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication, or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to~~ disrupt or interfere with the school's educational mission or the education of any student. ~~Harassment, intimidation, and bullying include, but are not limited to, gestures, written, verbal, or physical acts, or electronic communications.~~

   "Electronic communication" means the communication of any written, verbal, ~~or~~ 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.

Procedures

The procedure for investigating reported incidents of harassment, intimidation, and bullying or threatening behavior, is as follows:

1. The matter should immediately be reported to the building principal who will serve as the site district bullying incident coordinator. If the bullying involved an electronic communication, a printed copy of the communication as well as any identifying information such as email address or web address shall be provided

to the building principal. As much detailed information as possible should be provided to the building principal in written form to allow for a thorough investigation of the matter.

2. Upon receipt of a written report, the building principal shall contact the superintendent and begin an investigation to determine the severity of the incident and the potential for future violence.

3. If, during the course of the investigation, it appears that a crime may have been committed the building principal and/or superintendent shall notify local law enforcement and request that the alleged victim also contact law enforcement to report the matter for potential criminal investigation.

4. If it is determined that the school district's discipline code has been violated, the building principal shall follow district policies regarding the discipline of the student.

5. Upon completion of the investigation, the principal or superintendent may recommend that available community mental health care options be provided to the student, if appropriate. This may include information about the types of support services available to the student bully, victim, and any other students affected by the prohibited behavior. If such a recommendation is made, the administration shall request disclosure of any information that indicates an explicit threat to the safety of students or school personnel provided the disclosure of information does not violate the provisions or requirements of the Family Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996, Section 2503 of Title 12 of the Oklahoma Statutes, Section 1376 of Title 59 of Oklahoma Statutes, or any other state or federal laws relating to the disclosure of confidential information.

6. Upon completion of an investigation, timely notification shall be provided to the parents or guardians of a victim of documented and verified bullying. This information should be provided within 10 days of the conclusion.

7. Upon completion of an investigation, timely notification shall be provided to the perpetrator of the documented and verified bullying. The information should be provided within 10 days of the conclusion of the investigation.

Reports may be made anonymously. However, no formal disciplinary action shall be taken solely on the basis of an anonymous report. Reports should be made immediately to the building principal by a school employee that has reliable information that would lead a reasonable person to suspect that a person is a target of bullying.

The superintendent shall be responsible for enforcing this policy. The building principal should notify the superintendent within twenty-four (24) hours of any report of bullying. Upon completion of an investigation, the building principal should notify the Superintendent of the findings of the investigation. Documentation should also be provided to the Superintendent to establish that timely notification was provided to the parents of the victim and the parents of the perpetrator.

Students who report bullying or other inappropriate behavior in good faith, or who participate as witnesses in an investigation, are protected from retaliation. Retaliation of any kind - including threats, intimidation, exclusion, harassment, cyberbullying, spreading rumors or any other adverse treatment intended to discourage or punish a student for reporting a concern - is strictly prohibited. Any student found to have engaged in retaliatory behavior will be subject to appropriate disciplinary action in accordance with school policy. Students who believe they have experienced retaliation should report it immediately to a teacher, school counselor, administrator, or other trusted school employee so that the matter can be promptly investigated and addressed. If an employee of the district is found to have engaged in retaliatory action against a student who has reported bullying, appropriate action will be taken which could include termination of employment.

Any person who knowingly makes a false report shall receive disciplinary consequences and any accusations found to be false will be removed from the falsely accused student's records.

BOARD APPROVED

NOV 10 2026

ITEM # 5.m.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Operations / Accreditation

Vendor Requested: N/A

Item Request Description: District Policy & Procedures:

Amendments to Policy 6051 Prohibiting Bullying (Investigation Procedures)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Hendrix for Allison Lovett — 11/03/2026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Superintendent — 11/4/26

Date

The following procedures will be used by any person for the filing, processing, and resolution of a reported incident of harassment, intimidation, bullying, or threatening behavior. The procedures are to be followed by the administration of the school district in an effort to determine the severity of the incident and the potential to result in future violence.

Definitions

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The superintendent shall be responsible for enforcing this policy. The building principal should notify the superintendent within twenty-four (24) hours of any report of bullying. Upon completion of an investigation, the building principal should notify the Superintendent of the findings of the investigation. Documentation should also be provided to the Superintendent to establish that timely notification was provided to the parents of the victim and the parents of the perpetrator.

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Any person who knowingly makes a false report shall receive disciplinary consequences and any accusations found to be false will be removed from the falsely accused student's records.

Regular Meeting of the Board of Education
Tuesday, October 13, 2026 6:00 PM

Administration Building
1702 W. Spruce
P.O. Box 1548
Duncan, Oklahoma 73534-1548

Minutes

1. **Call to order** and roll call:
Buckholts Burch Kamal Lolar Neal
Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Misty Burch:	Present
Zinnia Kamal:	Present
Krista Lolar:	Present
Greg Neal:	Present

Also present were the following: Kim Ellis, Kelly Henderson, Lisha Elroy, Tamara Gregor, David Ellis, Kelly Arnold, and Jessica Bryant.

2. Flag Salute
The flag salute was led by Board President Krista Lolar.

3. **Public participation** and/or discussion
There was no public participation and/or discussion.

4. **Superintendent's Report**

4.A. Food 4 Kids

4.B. Discussion and possible motion regarding the **High School Dropout Report**
Motion to accept and approve the annual Dropout Report as presented by High School Principal Lisha Elroy. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

4.C. District Update
Assistant Superintendent Kim Ellis highlighted several celebrations throughout the district including: the building improvements and increasing student achievements at the Edge Academy, Gifted & Talented enrollment and student progress led by Stacy Smith, student numbers within the EL (English Learners) department throughout the district, the HS Band recently placed 1st and was named Grand Champion receiving honors for Outstanding Colorguard and Drumline with high Visual and Music scores at the Elgin Southwest Showdown, and after winning Regionals the High School Softball team is headed to State later this week.

5. Consideration and vote to elect or not elect the following as **new member of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative** (55K001):

5.A. Position No. 4: Chad Hance (OROS), Superintendent of Cache Public Schools, to a 2026-2029 term
Motion to approve and elect Chad Hance (OROS), Superintendent of Cache Public Schools, to a 2026-2029 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

5.B. Position No. 6: Channa Byerly (CCOSA), Superintendent of Duncan Public Schools, to a 2027-2030 term
Motion to approve and elect Channa Byerly (CCOSA), Superintendent of Duncan Public Schools, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

5.C. Position No. 7: Ryan Spilman (OASBO), Executive Director of Finance of Putnam City Public Schools, to a 2027-2030 term
Motion to approve and elect Ryan Spilman (OASBO), Executive Director of Finance of Putnam City Public Schools, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea

Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.D. Position No. 8: Jay Edelen (OROS), Superintendent of Western Technology Center, to a 2027-2030 term
Motion to approve and elect Jay Edelen (OROS), Superintendent of Western Technology Center, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.E. Position No. 11: Shawn Hime (OSSBA), Executive Director of OSSBA, to a 2027-2031 term
Motion to approve and elect Shawn Hime (OSSBA), Executive Director of OSSBA, to a 2027-2031 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.F. Position No. 14: Rick Gowin (OSSBA), Board Member of North Rock Creek Public Schools, to a 2027-2030 term
Motion to approve and elect Rick Gowin (OSSBA), Board Member of North Rock Creek Public Schools, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

6. **Consent Agenda**
All of the following items, which concern reports and items of a routine nature normally approved at board meetings, 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:
Motion to approve Consent Agenda items # 6.A.-6.O. as listed and discussed. This motion, made by Greg Neal and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

6.A. **Minutes** of the September 9, 2026 Special Meeting
These minutes were previously approved but did not list those in attendance. This is a corrected version.

6.B. **Minutes** of the September 15, 2026 Regular Meeting

6.C. **Cafeteria Monthly Report**

6.D. **Monthly Financial Reports**

6.E. **Activity Fund Reports**

6.F. **District Fundraisers**

6.G. **Encumbrance Reports**
General Fund 11 Purchase Order Numbers 11561-11628, total dollar value of $96,944.05
Building Fund 21 Purchase Orders, Number 21153-21178, total dollar value of $103,295.48
Bond Fund 36 Purchase Orders, Number 36709-36717, total dollar value of $85,999.96
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

6.H. Board of Education **Regular Meeting dates for 2027** calendar year

6.I. **2027 Election Resolution** for Board Member position #2

6.J. **Virtual Day Instructional Plan** for FY 27-28

6.K. **Cameron University** Memorandum of Understanding for district personnel Apprenticeship Pathway

6.L. **CWA Group, PLLC** - Standard Form of Agreement for services

6.M. **Duncan Public Utilities Authority** - Non-Exclusive Lease Agreement covering the sidewalk/trail across the front of Horace Mann Elementary

6.N. **H&L Processing** - Beef for district Cafeteria's in the amount of $25,000.00 paid by the ODAFF Grant

6.O. **Legacy Fire Protection** - repairs to underground water lines at Central Office in the amount of $51,139.00 paid by the Insurance Fund

7. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Resignations, employment, contract changes, and changes of extra-duty contracts as listed on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Extra Duty employment of support staff as listed on Schedule A1, inclusive.

Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 6:25 P.M. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

8. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Resignations, employment, contract changes, and changes of extra-duty contracts as listed on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Extra Duty employment of support staff as listed on Schedule A1, inclusive.
No action was taken in Executive Session.
There was no Executive Session, therefore the meeting continued.

9. Discussion and possible action regarding resignations, employment, contract changes, and changes of extra-duty contracts as listed on **Schedule A** attached
Motion to approve the resignations, employment, contract changes, and changes of extra-duty contracts as listed on Schedule A. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

10. Discussion and possible action regarding Extra Duties for support staff as listed on **Schedule A1** attached
Motion to approve the Extra Duties of district support staff as listed on Schedule A1 attached. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea

Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

11. Discussion and possible action regarding declaration of miscellaneous items as **surplus**
Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Carl Buckholts, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

12. Discussion and possible action regarding **New Business**
There was no New Business.

13. **The next Regular Meeting of the Board of Education will be held on Tuesday, November 10, 2026 at 6:00 P.M. at the Administration Building at 1702 W. Spruce, Duncan, OK**

14. **Adjournment**

This concludes the business that came before the Board on October 13, 2026 and at 6:27 P.M. Board President Krista Lolar declared the meeting adjourned.

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the agenda for this Regular Meeting of October 13, 2026 was posted on the door of the Administration Building at 3:30 P.M., Monday, October 12, 2026 by Board Clerk, Kelly Henderson. Notice of this meeting was filed with the Stephens County Clerk October 15, 2025, and again on May 28, 2026 due to an address update/change made by the City of Duncan Department of Emergency Management.

I also certify that at least 24 hours prior to this meeting the agenda of this meeting was posted on the school district website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION

Kelly Henderson, Board Clerk

Independent School District No. 1 Official SEAL Stephens County, Oklahoma

SCHEDULE A

10/13/26

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Starnes	David	DMS/Teacher	0	10/15/26

EMPLOYMENT					
Last Name	**First Name**	**New Position**	**Pending**	**Contract**	
		SPED Paraprofessional/Teacher Assistant		Support	Becky Doyle
		School Security Officer	Background	Support	Leslie Greer
		SPED Paraprofessional/Teacher Assistant		Support	Kamryn Heilman
		Assistant Warehouseman	Background	Support	R. Jason Hill
		Reading Tutor/Paraprofessional	Background	Support	Hannah King
		Title I Teacher Assistant/Paraprofessional	Background	Support	Tomara Maldonado
		Bus Driver w/CDL	Background	Support	Roy Tune
		Reading Tutor/Paraprofessional		Support	Lona White
		Asst MS Wrestling	Background	Contract Coach	Daniel Gardner
		Asst 7th grade Boys Basketball	Background	Contract Coach	Austin Pennypacker

ADJUNCT TEACHERS			
Last Name	**First Name**	**Position**	**Site**

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**
Dawson	Cindy	from 9mo 6hr Cafeteria Server/Helper to 9mo 8hr Reading Tutor/Paraprofessional	09/30/2026

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**
Kaus	Dakota	Add In-District Travel
Knox	Cortney	Add In-District Travel
Lancaster	Jennifer	Remove Special Education Self-Contained
McGuire	KC	Add In-District Travel
Pardo	Maria	Add In-District Travel
Prichard	Emily	Add Vocational Agriculture (Base/9x3), In-District Travel, Summer Farm
Russell	Crystal	Add Special Education Self-Contained
Ward	Rebecca	Add In-District Travel

Schedule A1 Support Extra Duties 10/9/2026

Last Name	First Name	ED1	ED1a	ED2	ED2a	ED3	ED3a
ACOSTA	VICTOR S.	MS Head Girls Soccer	$3,500.00	MS Asst Football	$2,750.00		
ADAMS	SONIA P.	SPED Reset Room	$1,200.00				
ANGHAY	HALLE R.	SPED Reset Room	$1,200.00				
BARKER	DAINA M.	Special Ed Self-Contained	$500.00				
BEARCE	LENNETTA J.	SPED Behavior Room	$1,200.00				
BINGHAM	VERONICA M.	SPED Behavior Room	$1,200.00				
BOGGESS	CHRISTINA M.	Special Ed Self-Contained	$500.00				
BROOKS	BRITTNY L.	SPED Reset Room	$1,200.00				
BROUSSARD	HEATHER D.	HS Bldg Test Coordinator	$1,500.00				
BURNETT	TABITHA J.	Special Ed Self-Contained	$500.00				
BYERS	KASEY D.	Special Ed Self-Contained	$500.00				
COULSTON	HEATHER D.	Special Ed Self-Contained	$500.00				
CROSS	REBECCA L.	Facebook Facilitator	$500.00	SPED 7.5%	$2,417.76	SPED Self-Contained	$2,500.00
DOTSON	JORDON C.	HS Asst Football	$6,250.00	MS Head Baseball	$3,500.00		
DOUGHTY	SHEA A.	Elem Academic Team	$300.00	Elem Archery	$600.00	SPED Reset Room	$1,200.00
FORD	CRYSTAL D.	SPED Self-Contained	$2,500.00	SPED 7.5%	$2,152.80		
FRANKLIN	ASHLEY L.	Special Ed Self-Contained	$500.00				
FRANKLIN	LAURA L.	Special Ed Self-Contained	$500.00				
GRISSOM	KATRINA G.	Special Ed Self-Contained	$500.00				
HENDERSON	KELLY D.	Board Clerk	$5,000.00				
HEULITT	AMY A.	Special Ed Self-Contained	$500.00				
HODGES	ASHLEY N.	SPED Reset Room	$1,200.00				
JACKS	JESSICA N.	SPED Self-Contained	$2,500.00	SPED 7.5%	$1,976.10		
JARRETT	TRISHA R.	Facebook Facilitator	$500.00				
JOHNS	GLYNIS L.	Special Ed Self-Contained	$500.00				
KASPEREIT	TWYLA K.	Special Ed Self-Contained	$500.00				
KAUS	ANGELA L.	SPED Self-Contained	$2,500.00	SPED 7.5%	$2,417.76		
LEWIS	VERNA F.	Special Ed Self-Contained	$500.00				
MCCORD	MEGAN R.	SPED Self-Contained	$2,500.00	SPED 7.5%	$2,174.88		
MCGEE	HADASSAH J.	Special Ed Self-Contained	$500.00				
MILBURN	JESSE R.	Head HS Cheer	$5,500.00				
MITCHELL	VONDA F.	Special Ed Self-Contained	$500.00				

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MOORE	ASHLEY E.	SPED Self-Contained	$2,500.00	SPED 7.5%	$1,826.28		
PHELPS	TRESA L.	Special Ed Self-Contained	$500.00				
RITTER	SHEILA A.	Special Ed Self-Contained	$500.00				
SEARCY	TERESA G.	SPED Reset Room	$1,200.00				
SMITH	KAYLA I.	Special Ed Self-Contained	$500.00				
SPANN	TIFFANY B.	SPED Reset Room	$1,200.00				
TORRES	HAYLEY B.	Special Ed Self-Contained	$500.00				
VAN OVEN	KARMAN A.	Special Ed Self-Contained	$500.00				
WALLING	GRACIE L.	Special Ed Self-Contained	$500.00				
WESTON	KERI R.	SPED Reset Room	$1,200.00				
WILLIAMS	CAROL L.	SPED Para Bus Rider Before/After School	$3,000.00				

BOARD APPROVED

NOV 10 2026

ITEM # b.A.

Regular Meeting of the Board of Education
Tuesday, October 13, 2026 6:00 PM

Administration Building
1702 W. Spruce
P.O. Box 1548
Duncan, Oklahoma 73534-1548

Minutes

1. **Call to order** and roll call:
Buckholts Burch Kamal Lolar Neal
Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Misty Burch:	Present
Zinnia Kamal:	Present
Krista Lolar:	Present
Greg Neal:	Present

Also present were the following: Kim Ellis, Kelly Henderson, Lisha Elroy, Tamara Gregor, David Ellis, Kelly Arnold, and Jessica Bryant.

2. Flag Salute
The flag salute was led by Board President Krista Lolar.

3. **Public participation** and/or discussion
There was no public participation and/or discussion.

4. **Superintendent's Report**

4.A. Food 4 Kids

4.B. Discussion and possible motion regarding the **High School Dropout Report**
Motion to accept and approve the annual Dropout Report as presented by High School Principal Lisha Elroy. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

4.C. District Update
Assistant Superintendent Kim Ellis highlighted several celebrations throughout the district including: the building improvements and increasing student achievements at the Edge Academy, Gifted & Talented enrollment and student progress led by Stacy Smith, student numbers within the EL (English Learners) department throughout the district, the HS Band recently placed 1st and was named Grand Champion receiving honors for Outstanding Colorguard and Drumline with high Visual and Music scores at the Elgin Southwest Showdown, and after winning Regionals the High School Softball team is headed to State later this week.

5. Consideration and vote to elect or not elect the following as **new member of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative** (55K001):

5.A. Position No. 4: Chad Hance (OROS), Superintendent of Cache Public Schools, to a 2026-2029 term
Motion to approve and elect Chad Hance (OROS), Superintendent of Cache Public Schools, to a 2026-2029 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

5.B. Position No. 6: Channa Byerly (CCOSA), Superintendent of Duncan Public Schools, to a 2027-2030 term
Motion to approve and elect Channa Byerly (CCOSA), Superintendent of Duncan Public Schools, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

5.C. Position No. 7: Ryan Spilman (OASBO), Executive Director of Finance of Putnam City Public Schools, to a 2027-2030 term
Motion to approve and elect Ryan Spilman (OASBO), Executive Director of Finance of Putnam City Public Schools, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea

Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.D. Position No. 8: Jay Edelen (OROS), Superintendent of Western Technology Center, to a 2027-2030 term
Motion to approve and elect Jay Edelen (OROS), Superintendent of Western Technology Center, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.E. Position No. 11: Shawn Hime (OSSBA), Executive Director of OSSBA, to a 2027-2031 term
Motion to approve and elect Shawn Hime (OSSBA), Executive Director of OSSBA, to a 2027-2031 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.F. Position No. 14: Rick Gowin (OSSBA), Board Member of North Rock Creek Public Schools, to a 2027-2030 term
Motion to approve and elect Rick Gowin (OSSBA), Board Member of North Rock Creek Public Schools, to a 2027-2030 term for the OLAP Board of Directors. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

6. **Consent Agenda**
All of the following items, which concern reports and items of a routine nature normally approved at board meetings, 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:
Motion to approve Consent Agenda items # 6.A.-6.O. as listed and discussed. This motion, made by Greg Neal and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

6.A. **Minutes** of the September 9, 2026 Special Meeting
These minutes were previously approved but did not list those in attendance. This is a corrected version.

6.B. **Minutes** of the September 15, 2026 Regular Meeting

6.C. **Cafeteria Monthly Report**

6.D. **Monthly Financial Reports**

6.E. **Activity Fund Reports**

6.F. **District Fundraisers**

6.G. **Encumbrance Reports**
General Fund 11 Purchase Order Numbers 11561-11628, total dollar value of $96,944.05
Building Fund 21 Purchase Orders, Number 21153-21178, total dollar value of $103,295.48
Bond Fund 36 Purchase Orders, Number 36709-36717, total dollar value of $85,999.96
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

6.H. Board of Education **Regular Meeting dates for 2027** calendar year

6.I. **2027 Election Resolution** for Board Member position #2

6.J. **Virtual Day Instructional Plan** for FY 27-28

6.K. **Cameron University** Memorandum of Understanding for district personnel Apprenticeship Pathway

6.L. **CWA Group, PLLC** - Standard Form of Agreement for services

6.M. **Duncan Public Utilities Authority** - Non-Exclusive Lease Agreement covering the sidewalk/trail across the front of Horace Mann Elementary

6.N. **H&L Processing** - Beef for district Cafeteria's in the amount of $25,000.00 paid by the ODAFF Grant

6.O. **Legacy Fire Protection** - repairs to underground water lines at Central Office in the amount of $51,139.00 paid by the Insurance Fund

7. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Resignations, employment, contract changes, and changes of extra-duty contracts as listed on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Extra Duty employment of support staff as listed on Schedule A1, inclusive.

Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 6:25 P.M. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

8. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Resignations, employment, contract changes, and changes of extra-duty contracts as listed on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Extra Duty employment of support staff as listed on Schedule A1, inclusive.
No action was taken in Executive Session.
There was no Executive Session, therefore the meeting continued.

9. Discussion and possible action regarding resignations, employment, contract changes, and changes of extra-duty contracts as listed on **Schedule A** attached
Motion to approve the resignations, employment, contract changes, and changes of extra-duty contracts as listed on Schedule A. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

10. Discussion and possible action regarding Extra Duties for support staff as listed on **Schedule A1** attached
Motion to approve the Extra Duties of district support staff as listed on Schedule A1 attached. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea

Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

11. Discussion and possible action regarding declaration of miscellaneous items as **surplus**

Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

12. Discussion and possible action regarding **New Business**

There was no New Business.

13. **The next Regular Meeting of the Board of Education will be held on Tuesday, November 10, 2026 at 6:00 P.M. at the Administration Building at 1702 W. Spruce, Duncan, OK**

14. **Adjournment**

This concludes the business that came before the Board on October 13, 2026 and at 6:27 P.M. Board President Krista Lolar declared the meeting adjourned.

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the agenda for this Regular Meeting of October 13, 2026 was posted on the door of the Administration Building at 3:30 P.M., Monday, October 12, 2026 by Board Clerk, Kelly Henderson. Notice of this meeting was filed with the Stephens County Clerk October 15, 2025, and again on May 28, 2026 due to an address update/change made by the City of Duncan Department of Emergency Management.

I also certify that at least 24 hours prior to this meeting the agenda of this meeting was posted on the school district website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION

Kelly Henderson, Board Clerk

Independent School District No. 1 Official SEAL Stephens County, Oklahoma

SCHEDULE A

10/13/26

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Starnes	David	DMS/Teacher	0	10/15/26

EMPLOYMENT					
Last Name	**First Name**	**New Position**	**Pending**	**Contract**	
		SPED Paraprofessional/Teacher Assistant		Support	Becky Doyle
		School Security Officer	Background	Support	Leslie Greer
		SPED Paraprofessional/Teacher Assistant		Support	Kamryn Heilman
		Assistant Warehouseman	Background	Support	R. Jason Hill
		Reading Tutor/Paraprofessional	Background	Support	Hannah King
		Title I Teacher Assistant/Paraprofessional	Background	Support	Tomara Maldonado
		Bus Driver w/CDL	Background	Support	Roy Tune
		Reading Tutor/Paraprofessional		Support	Lona White
		Asst MS Wrestling	Background	Contract Coach	Daniel Gardner
		Asst 7th grade Boys Basketball	Background	Contract Coach	Austin Pennypacker

ADJUNCT TEACHERS			
Last Name	**First Name**	**Position**	**Site**

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**
Dawson	Cindy	from 9mo 6hr Cafeteria Server/Helper to 9mo 8hr Reading Tutor/Paraprofessional	09/30/2026

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**
Kaus	Dakota	Add In-District Travel
Knox	Cortney	Add In-District Travel
Lancaster	Jennifer	Remove Special Education Self-Contained
McGuire	KC	Add In-District Travel
Pardo	Maria	Add In-District Travel
Prichard	Emily	Add Vocational Agriculture (Base/9x3), In-District Travel, Summer Farm
Russell	Crystal	Add Special Education Self-Contained
Ward	Rebecca	Add In-District Travel

Schedule A1 Support Extra Duties 10/9/2026

Last Name	First Name	ED1	ED1a	ED2	ED2a	ED3	ED3a
ACOSTA	VICTOR S.	MS Head Girls Soccer	$3,500.00	MS Asst Football	$2,750.00		
ADAMS	SONIA P.	SPED Reset Room	$1,200.00				
ANGHAY	HALLE R.	SPED Reset Room	$1,200.00				
BARKER	DAINA M.	Special Ed Self-Contained	$500.00				
BEARCE	LENNETTA J.	SPED Behavior Room	$1,200.00				
BINGHAM	VERONICA M.	SPED Behavior Room	$1,200.00				
BOGGESS	CHRISTINA M.	Special Ed Self-Contained	$500.00				
BROOKS	BRITTNY L.	SPED Reset Room	$1,200.00				
BROUSSARD	HEATHER D.	HS Bldg Test Coordinator	$1,500.00				
BURNETT	TABITHA J.	Special Ed Self-Contained	$500.00				
BYERS	KASEY D.	Special Ed Self-Contained	$500.00				
COULSTON	HEATHER D.	Special Ed Self-Contained	$500.00				
CROSS	REBECCA L.	Facebook Facilitator	$500.00	SPED 7.5%	$2,417.76	SPED Self-Contained	$2,500.00
DOTSON	JORDON C.	HS Asst Football	$6,250.00	MS Head Baseball	$3,500.00		
DOUGHTY	SHEA A.	Elem Academic Team	$300.00	Elem Archery	$600.00	SPED Reset Room	$1,200.00
FORD	CRYSTAL D.	SPED Self-Contained	$2,500.00	SPED 7.5%	$2,152.80		
FRANKLIN	ASHLEY L.	Special Ed Self-Contained	$500.00				
FRANKLIN	LAURA L.	Special Ed Self-Contained	$500.00				
GRISSOM	KATRINA G.	Special Ed Self-Contained	$500.00				
HENDERSON	KELLY D.	Board Clerk	$5,000.00				
HEULITT	AMY A.	Special Ed Self-Contained	$500.00				
HODGES	ASHLEY N.	SPED Reset Room	$1,200.00				
JACKS	JESSICA N.	SPED Self-Contained	$2,500.00	SPED 7.5%	$1,976.10		
JARRETT	TRISHA R.	Facebook Facilitator	$500.00				
JOHNS	GLYNIS L.	Special Ed Self-Contained	$500.00				
KASPEREIT	TWYLA K.	Special Ed Self-Contained	$500.00				
KAUS	ANGELA L.	SPED Self-Contained	$2,500.00	SPED 7.5%	$2,417.76		
LEWIS	VERNA F.	Special Ed Self-Contained	$500.00				
MCCORD	MEGAN R.	SPED Self-Contained	$2,500.00	SPED 7.5%	$2,174.88		
MCGEE	HADASSAH J.	Special Ed Self-Contained	$500.00				
MILBURN	JESSE R.	Head HS Cheer	$5,500.00				
MITCHELL	VONDA F.	Special Ed Self-Contained	$500.00				

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MOORE	ASHLEY E.	SPED Self-Contained	$2,500.00	SPED 7.5%	$1,826.28		
PHELPS	TRESA L.	Special Ed Self-Contained	$500.00				
RITTER	SHEILA A.	Special Ed Self-Contained	$500.00				
SEARCY	TERESA G.	SPED Reset Room	$1,200.00				
SMITH	KAYLA I.	Special Ed Self-Contained	$500.00				
SPANN	TIFFANY B.	SPED Reset Room	$1,200.00				
TORRES	HAYLEY B.	Special Ed Self-Contained	$500.00				
VAN OVEN	KARMAN A.	Special Ed Self-Contained	$500.00				
WALLING	GRACIE L.	Special Ed Self-Contained	$500.00				
WESTON	KERI R.	SPED Reset Room	$1,200.00				
WILLIAMS	CAROL L.	SPED Para Bus Rider Before/After School	$3,000.00				

DUNCAN PUBLIC SCHOOLS

Treasurer's Report
10/31/2026

ASSETS:		
Composite of Cash on Hand and Investments		
Beginning of Month		7,595,313.14
COLLECTIONS:		
Ad Valorem Tax	31,156.95	
Interest, Inv. & Bond Sales	23,139.23	
Intermediate Funds	20,752.32	
State Funds	1,715,913.40	
Federal Funds	200,182.71	
Child Nutrition Funds:	3,482.68	
Other Local Items:	4,262.46	
Non-Revenue Receipts:	234.53	
		1,999,124.28
TOTAL ASSETS		9,594,437.42
ADJUSTMENTS:		0.00
LIABILITIES:		
Checks Issued	3,107,373.59	
		3,107,373.59
BALANCE AS OF 10/31/2026		6,487,063.83

COMPOSITION OF BALANCE

Balance of Cash on Hand		
Month End	1,310,675.86	
Investments		
Month End	5,176,387.97	
TOTAL OF COMPOSITE:		6,487,063.83

DUNCAN PUBLIC SCHOOLS

Treasurer's Report
10/31/2026

CHECKS ISSUED TO DATE:

Fund	Total Issued	Outstanding
YEAR 6 - GENERAL FUND	0.00	1,276.74
YEAR 6 - 2020 VISION BOND	0.00	58,315.02
YEAR 7 - GENERAL FUND	8,973,590.15	178,274.07
YEAR 7 - BUILDING FUND	1,654,629.71	41,125.07
YEAR 7 - 2020 VISION BOND	1,784,782.72	5,835.24
YEAR 7 - INSURANCE FUND	110,551.23	34,930.00
	12,523,553.81	319,756.14

Treasurer: _____

DUNCAN PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

10/31/2026

All Years Grouped By FUND	GENERAL FUND	BUILDING FUND	2021 BOND DIST VEHIC	2021 TRANSPORTATION	2020 VISION BOND
CASH ON HAND:					
BEGINNING MONTHLY BALANCE	-292,487.54	-323,498.54	191,517.37	216,626.09	1,010,441.10
ADD: MONTHLY RECEIPTS	1,983,574.86	3,633.50	0.00	0.00	0.00
MATURING INVESTMENTS	1,000,000.00	325,000.00	0.00	0.00	0.00
TOTAL CASH:	2,691,087.32	5,134.96	191,517.37	216,626.09	1,010,441.10
LESS: CHECKS ISSUED	2,769,472.41	242,585.24	0.00	0.00	42,985.94
PURCHASE OF INVESTMENTS	11,186.27	768.18	0.00	0.00	0.00
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE	-89,571.36	-238,218.46	191,517.37	216,626.09	967,455.16
INVESTMENTS:					
BEGINNING MONTHLY BALANCE	4,612,845.19	759,172.36	0.00	0.00	0.00
ADD: INVESTMENTS	11,186.27	768.18	0.00	0.00	0.00
TOTAL INVESTMENTS:	4,624,031.46	759,940.54	0.00	0.00	0.00
LESS: MATURING INVESTMENTS	1,000,000.00	325,000.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE:	3,624,031.46	434,940.54	0.00	0.00	0.00
TOTALS:					
END OF MONTH CASH BALANCE:	-89,571.36	-238,218.46	191,517.37	216,626.09	967,455.16
END OF MONTH INV. BALANCE:	3,624,031.46	434,940.54	0.00	0.00	0.00
TOTAL CASH:	3,534,460.10	196,722.08	191,517.37	216,626.09	967,455.16
ADD: OUTSTANDING CHECKS	179,550.81	41,125.07	0.00	0.00	64,150.26
TOTAL MONIES:	3,714,010.91	237,847.15	191,517.37	216,626.09	1,031,605.42

DUNCAN PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

10/31/2026

All Years Grouped By FUND	SINKING FUND	ENDOWMENT FUNDS	INSURANCE FUND	TOTAL ALL FUNDS
CASH ON HAND:				
BEGINNING MONTHLY BALANCE	201,757.84	9,508.49	-4,426.89	1,009,437.92
ADD: MONTHLY RECEIPTS	8,789.42	134.47	2,992.03	1,999,124.28
MATURING INVESTMENTS	0.00	0.00	100,000.00	1,425,000.00
TOTAL CASH:	210,547.26	9,642.96	98,565.14	4,433,562.20
LESS: CHECKS ISSUED	0.00	0.00	52,330.00	3,107,373.59
PURCHASE OF INVESTMENTS	566.27	0.00	2,992.03	15,512.75
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE	209,980.99	9,642.96	43,243.11	1,310,675.86
INVESTMENTS:				
BEGINNING MONTHLY BALANCE	45,108.09	71,128.12	1,097,621.46	6,585,875.22
ADD: INVESTMENTS	566.27	0.00	2,992.03	15,512.75
TOTAL INVESTMENTS:	45,674.36	71,128.12	1,100,613.49	6,601,387.97
LESS: MATURING INVESTMENTS	0.00	0.00	100,000.00	1,425,000.00
ENDING MONTHLY BALANCE:	45,674.36	71,128.12	1,000,613.49	5,176,387.97
TOTALS:				
END OF MONTH CASH BALANCE:	209,980.99	9,642.96	43,243.11	1,310,675.86
END OF MONTH INV. BALANCE:	45,674.36	71,128.12	1,000,613.49	5,176,387.97
TOTAL CASH:	255,655.35	80,771.08	1,043,856.60	6,487,063.83
ADD: OUTSTANDING CHECKS	0.00	0.00	34,930.00	319,756.14
TOTAL MONIES:	255,655.35	80,771.08	1,078,786.60	6,806,819.97

DUNCAN PUBLIC SCHOOLS **TREASURER'S REVENUE SUMMARY COMPARISON**

10/31/2026

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
GENERAL FUND					
LOCAL SOURCES					
7-11-000-1110-000-050	AD VAL TX LV (CUR YR	$0.00	$171,423.41	$0.00	$60,658.04
7-11-000-1120-000-050	AD VAL TX LV (PRIOR)	$19,863.83	$81,606.17	$20,068.48	$140,416.79
7-11-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$4,546.79	$0.00	$66,575.62
7-11-000-1310-000-050	INTEREST EARNINGS	$22,937.16	$111,758.90	$18,025.22	$82,362.07
7-11-100-1310-000-050	CC REWARDS	$618.69	$2,010.95	$653.06	$3,083.46
7-11-000-1420-000-050	PROP RENTAL - NOT FACILITIES	$0.00	$0.00	$0.00	$0.00
7-11-000-1440-000-050	SALE OF SURPLUS EQUIPMENT	$0.00	$97.80	$29.00	$401.00
7-11-000-1510-000-050	INSURANCE LOSS RECOVERIES	$0.00	$0.00	$0.00	$0.00
7-11-000-1520-000-050	INSURANCE REFUND	$0.00	$0.00	$0.00	$0.00
7-11-000-1550-000-050	WORKERS COMPENSATION	$0.00	$5,194.02	$778.84	$778.84
7-11-000-1590-000-050	MISC REIMBURSEMENTS	$700.30	$6,949.13	$2,584.62	$6,107.56
7-11-000-1590-700-050	CN- REIMBURSEMENT	$0.00	$2,671.17	$0.00	$2,590.17
7-11-000-1610-000-050	CONTRIBUTIONS & DONATIONS	$1.34	$901.94	$0.00	$1,100.73
7-11-000-1620-000-050	COMMUNITY SERVICES	$0.00	$798.90	$0.00	$473.00
7-11-000-1650-000-050	DISTRICT CONTRACTS	$3,562.00	$3,562.00	$870.00	$4,417.36
7-11-000-1680-000-050	REF OF PRIOR YR'S	$0.00	$423.44	$0.00	$0.00
7-11-000-1690-000-050	MISC REV FROM DISTRICT	$0.00	$0.00	$0.00	$0.00
7-11-000-1710-700-050	STUDENT MEALS	$7,066.23	$16,201.12	$2,494.48	$9,048.24
7-11-000-1730-700-050	ADULT MEALS	$1,286.69	$3,155.73	$988.20	$2,444.15
7-11-000-1760-700-050	CONTRACT	$0.00	$2,341.25	$0.00	$0.00
7-11-000-1790-700-050	STATEMENTS	$0.00	$54.65	$0.00	$64.94
7-11-070-1790-700-050	ODAFF LOCAL FOOD SCHOOLS	$0.00	$0.00	$0.00	$0.00
	TOTAL	$56,036.24	$413,697.37	$46,491.90	$380,521.97
INTERMEDIATE SOURCES					
7-11-000-2100-000-050	COUNTY 4 MILL AD VAL	$2,361.99	$18,560.11	$2,565.44	$21,497.76
7-11-000-2200-000-050	COUNTY APPORTN (MTG)	$7,722.30	$16,457.82	$18,186.88	$47,975.86
	TOTAL	$10,084.29	$35,017.93	$20,752.32	$69,473.62
STATE SOURCES					
7-11-000-3110-000-050	GROSS PRODUCTION TAX	$228,117.91	$1,041,255.51	$178,285.05	$807,638.55
7-11-000-3120-000-050	MOTOR VEH COLLECTION	$125,118.86	$399,463.04	$140,313.70	$431,447.03
7-11-000-3130-000-050	RURAL ELECTRIC COOPERATIVE	$11,139.43	$40,808.22	$12,313.11	$43,471.45
7-11-000-3140-000-050	ST SCH LAND EARNINGS	$49,513.97	$170,842.58	$50,253.23	$192,219.05
7-11-000-3150-000-050	VEHICLE TAX STAMP	$0.00	$0.00	$7.71	$553.39
7-11-000-3160-000-050	FARM IMPLEMENTS	$248.75	$391.29	$0.00	$340.09
7-11-000-3210-000-050	FNDTN & SAL INC AID	$1,021,339.22	$3,064,017.66	$989,742.87	$2,969,228.60
7-11-302-3211-000-050	STATE PAID SALARY	$0.00	$0.00	$0.00	$16,635.86
7-11-331-3250-000-050	FBA IN LIEU - CERT EMPL	$2,108.03	$6,324.09	$1,882.17	$5,646.51

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
7-11-332-3250-000-050	FBA IN LIEU - SUPP PER HEALTH	$12,906.50	$38,719.52	$0.00	$20,896.25
7-11-332-3250-700-050	CN-FBA IN LIEU SUPPORT	$0.00	$0.00	$10,448.13	$10,448.13
7-11-334-3250-000-050	CERTIFIED EMP HEALTH	$171,037.44	$513,112.32	$162,638.28	$487,914.84
7-11-335-3250-000-050	SUPP PERSONNEL HEALTH	$125,987.40	$377,962.20	$132,859.44	$398,578.32
7-11-335-3250-700-050	CN-SUPPORT PER HEALTH	$0.00	$0.00	$0.00	$0.00
7-11-388-3310-000-050	ALTN/HIGH CHLG EDU	$0.00	$0.00	$0.00	$0.00
7-11-312-3412-000-050	NATL BOARD CERT BONUS	$0.00	$0.00	$0.00	$0.00
7-11-305-3413-000-050	INSPIRED TO TEACH INCENTIVE	$0.00	$0.00	$0.00	$4,000.00
7-11-311-3414-000-050	STUDENT TEACHING STIPEND	$0.00	$0.00	$1,749.00	$3,498.00
7-11-367-3415-000-050	READING SUFFICIENCY	$0.00	$0.00	$0.00	$1,292.00
7-11-307-3417-000-050	SUMMER LAUNCH INSTITUTE	$0.00	$0.00	$6,000.00	$6,000.00
7-11-333-3420-000-050	TEXTBOOK	$18,289.78	$54,869.33	$0.00	$203,970.71
7-11-376-3436-000-050	SCHOOL RESOURCE OFFICER	$0.00	$93,041.47	$8,317.93	$8,317.93
7-11-377-3437-000-050	PAID MATERNITY LEAVE	$0.00	$0.00	$0.00	$0.00
7-11-375-3438-000-050	TEACHER EMPOWERMENT	$0.00	$0.00	$0.00	$136,500.00
7-11-799-3438-000-050	TEACHER EMPOWERMENT REV	$0.00	$0.00	$0.00	$183,000.00
7-11-000-3620-000-050	STATE LAND REIMBURSEMENT	$0.00	$0.00	$0.00	$0.00
7-11-081-3630-000-050	SBFS - DEPT OF HUMAN SVCS	$0.00	$0.00	$21,102.78	$34,204.06
7-11-340-3650-000-050	TSET - TOBACCO SETTLEMENT	$0.00	$8,546.56	$0.00	$0.00
7-11-080-3690-000-050	CELLPHONE-FREE ED ENVIR	$0.00	$38,400.00	$0.00	$0.00
7-11-361-3690-000-050	ACE TECHNOLOGY	$0.00	$0.00	$0.00	$0.00
7-11-385-3720-700-050	STATE MATCHING	$0.00	$0.00	$0.00	$0.00
7-11-411-3811-000-050	COMPR HS VO SAL REIM	$0.00	$1,980.00	$0.00	$2,080.00
7-11-412-3812-000-050	VOCATIONAL PROG ASSIST	$0.00	$13,562.00	$0.00	$15,187.00
	TOTAL	$1,765,807.29	$5,863,295.79	$1,715,913.40	$5,983,067.77
FEDERAL SOURCES					
7-11-511-4210-000-050	TITLE I ACT,BASIC PG	$0.00	$0.00	$0.00	$0.00
7-11-799-4210-000-050	TITLE I-PART A	$0.00	$206,807.00	$0.00	$350,854.34
7-11-541-4271-000-050	TITLE II - PART A	$0.00	$0.00	$0.00	$0.00
7-11-799-4271-000-050	T2-PART A, RECRUIT	$0.00	$49,416.59	$0.00	$38,111.09
7-11-572-4281-000-050	TITLE III A ENGLISH LANGUAGE	$0.00	$0.00	$0.00	$0.00
7-11-613-4310-000-050	INDIVIDUALS W/DISABILITIES (B)	$0.00	$0.00	$0.00	$0.00
7-11-621-4310-000-050	IDEA-B FLOW THROUGH	$66,548.72	$66,548.72	$0.00	$0.00
7-11-635-4310-000-050	SPED TEACHER SIGNING	$21,530.00	$21,530.00	$0.00	$0.00
7-11-799-4310-000-050	CARRYFORWARD IDEA-B FLOW	$0.00	$46,391.72	$0.00	$148,472.37
7-11-641-4340-000-050	PRE-SCHOOL AGED 3-5	$4,372.48	$4,372.48	$0.00	$0.00
7-11-799-4340-000-050	PRESCHOOL	$0.00	$3,174.34	$0.00	$3,898.31
7-11-799-4340-000-218	IDEA-B PRE-SCHOOL LEAS	$0.00	$0.00	$0.00	$2,186.21
7-11-552-4442-000-050		$0.00	$0.00	$0.00	$0.00
7-11-799-4442-000-050	TITLE IV LEAS FORMULA	$0.00	$11,201.64	$0.00	$11,362.41

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
7-11-587-4470-000-050	TITLEV-SUB2 RURAL &	$0.00	$0.00	$0.00	$0.00
7-11-799-4470-000-050	TITLE VI PT B1 LEA	$0.00	$14,003.03	$0.00	$17,399.12
7-11-763-4710-700-050	NATL SCHOOL LUNCH -FED	$153,750.82	$237,955.92	$146,448.61	$236,609.40
7-11-764-4720-700-050	NATL SCHOOL BREAKFAST -FED	$49,880.36	$83,832.20	$53,734.10	$88,262.62
7-11-766-4740-700-050	SUMMER FOOD PROGRAM	$0.00	$13,198.62	$0.00	$11,550.30
7-11-421-4821-000-050	CARL PERKINS	$0.00	$19,087.98	$0.00	$22,590.43
	TOTAL	$296,082.38	$777,520.24	$200,182.71	$931,296.60
	REVENUE SOURCE TOTAL	$2,128,010.20	$7,089,531.33	$1,983,340.33	$7,364,359.96
NON-REVENUE RECEIPTS					
7-11-000-5120-700-050	RETURN CASH OR CHANGE	$0.00	$0.00	$0.00	$0.00
7-11-000-5600-000-050	CORRECTING ENTRY	$0.00	$0.00	$234.53	$234.53
	TOTAL	$0.00	$0.00	$234.53	$234.53
BALANCE SHEET					
7-11-000-6110-000-050	CASH FORWARD	$0.00	$5,336,012.73	$0.00	$5,143,455.76
7-11-333-6110-000-050	333 CARRYOVER	$0.00	$0.00	$0.00	$0.00
7-11-367-6110-000-050	367 CARRYOVER	$0.00	$0.00	$0.00	$0.00
7-11-376-6110-000-050	CARRYOVER CORRECTION	$0.00	$0.00	$0.00	$0.00
7-11-766-6110-700-050	CARRYOVER	$0.00	$0.00	$0.00	$0.00
7-11-000-6140-000-050	ESTOP	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$5,336,012.73	$0.00	$5,143,455.76
	NON-REVENUE SOURCE	$0.00	$5,336,012.73	$234.53	$5,143,690.29
	FUND TOTAL	$2,128,010.20	$12,425,544.06	$1,983,574.86	$12,508,050.25

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
BUILDING FUND					
LOCAL SOURCES					
7-21-000-1110-000-050	AD VAL TX LV (CUR YR	$0.00	$21,779.45	$0.00	$8,667.21
7-21-000-1120-000-050	AD VAL TX LV (PRIOR)	$2,836.11	$10,761.86	$2,865.32	$20,048.30
7-21-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$0.00	$0.00	$6,259.80
7-21-000-1310-000-050	INTEREST EARNINGS	$0.00	$1,392.14	$768.18	$8,492.95
	TOTAL	$2,836.11	$33,933.45	$3,633.50	$43,468.26
STATE SOURCES					
7-21-000-3160-000-050	FARM IMPLEMENTS	$33.80	$53.16	$0.00	$46.20
7-21-318-3435-000-050	REDBUD	$0.00	$0.00	$0.00	$0.00
7-21-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$0.00
	TOTAL	$33.80	$53.16	$0.00	$46.20
	REVENUE SOURCE TOTAL	$2,869.91	$33,986.61	$3,633.50	$43,514.46
BALANCE SHEET					
7-21-000-6110-000-050	CASH FORWARD	$0.00	$1,921,273.42	$0.00	$1,807,837.33
7-21-318-6110-000-050	REDBUD CARRYOVER	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$1,921,273.42	$0.00	$1,807,837.33
	NON-REVENUE SOURCE	$0.00	$1,921,273.42	$0.00	$1,807,837.33
	FUND TOTAL	$2,869.91	$1,955,260.03	$3,633.50	$1,851,351.79

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
2021 BOND DIST VEHIC					
NON-REVENUE RECEIPTS					
7-34-000-5112-000-050	BOND SALES	$0.00	$2,257,635.02	$0.00	$0.00
	TOTAL	$0.00	$2,257,635.02	$0.00	$0.00
BALANCE SHEET					
7-34-000-6110-000-050	Cash Forward	$0.00	$182,719.35	$0.00	$100,608.37
7-34-000-6200-000-050	INTER-FUND TRANSFER	$0.00	$0.00	$0.00	$90,909.00
	TOTAL	$0.00	$182,719.35	$0.00	$191,517.37
	NON-REVENUE SOURCE	$0.00	$2,440,354.37	$0.00	$191,517.37
	FUND TOTAL	$0.00	$2,440,354.37	$0.00	$191,517.37

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
2021 TRANSPORTATION					
NON-REVENUE RECEIPTS					
7-35-000-5112-000-050	BOND SALES	$0.00	$181,818.00	$0.00	$181,818.00
	TOTAL	$0.00	$181,818.00	$0.00	$181,818.00
BALANCE SHEET					
7-35-000-6110-000-050	Cash Forward	$0.00	$152,694.14	$0.00	$34,808.09
	TOTAL	$0.00	$152,694.14	$0.00	$34,808.09
	NON-REVENUE SOURCE	$0.00	$334,512.14	$0.00	$216,626.09
	FUND TOTAL	$0.00	$334,512.14	$0.00	$216,626.09

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
2020 VISION BOND					
LOCAL SOURCES					
7-36-000-1690-000-050	MISC REV FROM DISTRICT	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$0.00	$0.00	$0.00
	REVENUE SOURCE TOTAL	$0.00	$0.00	$0.00	$0.00
NON-REVENUE RECEIPTS					
7-36-000-5112-000-050	PROCEEDS-SALE OF ORIGINAL	$1,443,537.87	$1,443,537.87	$0.00	$2,257,229.82
	TOTAL	$1,443,537.87	$1,443,537.87	$0.00	$2,257,229.82
BALANCE SHEET					
7-36-000-6110-000-050	Cash Forward	$0.00	$0.00	$0.00	$585,917.06
7-36-000-6200-000-050	INTER-FUND TRANSFER	$0.00	$0.00	$0.00	-$90,909.00
	TOTAL	$0.00	$0.00	$0.00	$495,008.06
	NON-REVENUE SOURCE	$1,443,537.87	$1,443,537.87	$0.00	$2,752,237.88
	FUND TOTAL	$1,443,537.87	$1,443,537.87	$0.00	$2,752,237.88

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
	SINKING FUND				
LOCAL SOURCES					
7-41-000-1110-000-050	AD VAL TX LV (CUR YR	$0.00	$0.00	$0.00	$11,228.85
7-41-000-1120-000-050	AD VAL TX LV (PRIOR)	$8,321.98	$94,970.49	$8,223.15	$57,276.05
7-41-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$0.00	$0.00	$17,711.56
7-41-000-1310-000-050	INTEREST EARNINGS	$0.00	$0.00	$566.27	$617.57
	TOTAL	$8,321.98	$94,970.49	$8,789.42	$86,834.03
STATE SOURCES					
7-41-000-3160-000-050	FARM IMPLEMENTS	$98.41	$154.79	$0.00	$130.72
7-41-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$0.00
	TOTAL	$98.41	$154.79	$0.00	$130.72
	REVENUE SOURCE TOTAL	$8,420.39	$95,125.28	$8,789.42	$86,964.75
BALANCE SHEET					
7-41-000-6110-000-050	CASH FORWARD	$0.00	$83,110.25	$0.00	$168,690.60
	TOTAL	$0.00	$83,110.25	$0.00	$168,690.60
	NON-REVENUE SOURCE	$0.00	$83,110.25	$0.00	$168,690.60
	FUND TOTAL	$8,420.39	$178,235.53	$8,789.42	$255,655.35

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
ENDOWMENT FUNDS					
LOCAL SOURCES					
7-50-000-1310-000-050	INTEREST EARNINGS	$223.93	$910.63	$134.47	$546.83
	TOTAL	$223.93	$910.63	$134.47	$546.83
	REVENUE SOURCE TOTAL	$223.93	$910.63	$134.47	$546.83
BALANCE SHEET					
7-50-000-6110-000-050	CASH FORWARD	$0.00	$78,142.52	$0.00	$80,224.25
	TOTAL	$0.00	$78,142.52	$0.00	$80,224.25
	NON-REVENUE SOURCE	$0.00	$78,142.52	$0.00	$80,224.25
	FUND TOTAL	$223.93	$79,053.15	$134.47	$80,771.08

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
INSURANCE FUND					
LOCAL SOURCES					
7-86-000-1310-000-050	INTEREST EARNINGS	$5,195.74	$18,644.22	$2,992.03	$14,591.77
	TOTAL	$5,195.74	$18,644.22	$2,992.03	$14,591.77
	REVENUE SOURCE TOTAL	$5,195.74	$18,644.22	$2,992.03	$14,591.77
BALANCE SHEET					
7-86-000-6110-000-050	CASH FORWARD	$0.00	$1,735,890.59	$0.00	$1,139,816.06
	TOTAL	$0.00	$1,735,890.59	$0.00	$1,139,816.06
	NON-REVENUE SOURCE	$0.00	$1,735,890.59	$0.00	$1,139,816.06
	FUND TOTAL	$5,195.74	$1,754,534.81	$2,992.03	$1,154,407.83

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
GEN LONG-TERM DEBT					
BALANCE SHEET					
7-88-000-6110-000-050	Cash Forward	$0.00	$0.00	$0.00	$0.00
7-88-000-6200-000-050	INTER-FUND TRANSFER	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$0.00	$0.00	$0.00
	FUND TOTAL	$0.00	$0.00	$0.00	$0.00

DUNCAN PUBLIC SCHOOLS
BALANCE SHEET
OCTOBER 31, 2026

	11 General Fund	21 Building Fund	34 Bond District Vehicles	35 Bond Buses	36 Bond 2020 Vision	41 Sinking Fund	50 Endowment Fund	86 Insurance Fund	**All Funds**
Cash	$ (89,571.36)	$ (238,218.46)	$ 191,517.37	$ 216,626.09	$ 967,455.16	$ 209,980.99	$ 9,642.96	$ 43,243.11	$ 1,310,675.86
Investments	3,624,031.46	434,940.54	-	-	-	45,674.36	71,128.12	1,000,613.49	$ 5,176,387.97
Total Assets	$ 3,534,460.10	$ 196,722.08	$ 191,517.37	$ 216,626.09	$ 967,455.16	$ 255,655.35	$ 80,771.08	$ 1,043,856.60	$ 6,487,063.83
Warrants outstanding	$ 179,550.81	$ 41,125.07	$ -	$ -	$ 64,150.26	$ -	$ -	$ 34,930.00	$ 319,756.14
Reserves									
Fund Balance	$ 3,714,010.91	$ 237,847.15	$ 191,517.37	$ 216,626.09	$ 1,031,605.42	$ 255,655.35	$ 80,771.08	$ 1,078,786.60	$ 6,806,819.97

DUNCAN PUBLIC SCHOOLS
STATEMENT OF CHANGES IN FUND BALANCE
MONTH ENDED OCTOBER 31, 2026

Fund Balance - Beginning of Month	$ (292,487.54)	$ (323,498.54)	$ 191,517.37	$ 216,626.09	$ 1,010,441.10	$ 201,757.84	$ 9,508.49	$ (4,426.89)	$ 1,009,437.92
Maturing Investments	1,000,000.00	325,000.00						100,000.00	$ 1,425,000.00
District	46,491.90	3,633.50	-	-	-	8,789.42	134.47	2,992.03	$ 62,041.32
Intermediate	20,752.32	-	-	-	-	-	-	-	$ 20,752.32
State	1,715,913.40	-	-	-	-	-	-	-	$ 1,715,913.40
Federal	200,182.71	-	-	-	-	-	-	-	$ 200,182.71
Other	234.53	-	-	-	-	-	-	-	$ 234.53
Total revenue	1,983,574.86	3,633.50	-	-	-	8,789.42	134.47	2,992.03	$ 3,424,124.28
Salaries	(1,718,314.25)	-	-	-	-	-	-	-	$ (1,718,314.25)
Benefits	(627,395.18)	-	-	-	-	-	-	-	$ (627,395.18)
Professional services	(104,088.94)	(7,695.93)	-	-	-	-	-	-	$ (111,784.87)
Property services	(36,258.31)	(110,689.32)	-	-	-	-	-	(52,330.00)	$ (199,277.63)
Other services	(79,933.86)	-	-	-	-	-	-	-	$ (79,933.86)
Supplies & materials	(191,264.59)	(104,386.46)	-	-	(16,637.32)	-	-	-	$ (312,288.37)
Other	(12,217.28)	(19,813.53)	-	-	(26,348.62)		-	-	$ (58,379.43)
	(2,769,472.41)	(242,585.24)	-	-	(42,985.94)	-	-	(52,330.00)	(3,107,373.59)
Purchase of Investments	(11,186.27)	(768.18)	-	-	-	(566.27)	-	(2,992.03)	$ (15,512.75)
Total expenditures	(2,780,658.68)	(243,353.42)	-	-	(42,985.94)	(566.27)	-	(55,322.03)	$ (3,122,886.34)
Warrants outstanding	$ 179,550.81	$ 41,125.07	$ -	$ -	$ 64,150.26	$ -	$ -	$ 34,930.00	$ 319,756.14
Investments	3,624,031.46	434,940.54	-	-	-	45,674.36	71,128.12	1,000,613.49	$ 5,176,387.97
Fund Balance - End of Month	$ 2,534,460.10	$ (128,277.92)	$ 191,517.37	$ 216,626.09	$ 967,455.16	$ 255,655.35	$ 80,771.08	$ 943,856.60	$ 6,806,819.97

Note: These financial statements are unaudited and intended for internal review and analysis.

Difference $ -

DUNCAN PUBLIC SCHOOLS

Open Investment Ledger

Invest #	CHECK #	DATE	BANK NAME	AMOUNT	RATE	MATURITY DATE
4	0	5/18/2007	BANK OF COMMERCE	100,000.00	3.310	07/16/2027
5	0	9/9/2024	OLAP LIQUID POOL	2,255,984.40	3.471	01/25/2027
FZFXX	0	9/4/2024	FIDELITY TREASURY MM FUND	1,268,047.06	3.520	09/04/2026

TOTAL OPEN INVESTMENTS FOR 7 - 11 GENERAL FUND				3,624,031.46		
3-2283	0	1/7/2022	IBC BANK	245,000.00	3.000	01/07/2027
5-21	0	4/23/2026	OLAP LIQUID POOL	189,940.54	3.471	04/23/2027

TOTAL OPEN INVESTMENTS FOR 7 - 21 BUILDING FUND				434,940.54		
11076951	0	5/26/2020	LEGACY BANK	39,694.26	3.300	12/01/2026
5-41B	0	6/1/2026	OLAP LIQUID POOL	5,980.10	3.471	06/25/2027

TOTAL OPEN INVESTMENTS FOR 7 - 41 SINKING FUND				45,674.36		
11380056	0	11/26/2021	LEGACY BANK	71,128.12	2.300	11/25/2027

TOTAL OPEN INVESTMENTS FOR 7 - 50 ENDOWMENT FUNDS				71,128.12		
22324	0	11/22/2024	FIRST BANK & TRUST COMPANY	267,984.06	3.251	05/22/2027
5-86	0	11/6/2024	OLAP LIQUID POOL	622,980.53	3.471	01/25/2027
655-242581	0	9/4/2024	FIDELITY TREASURY MM FUND	109,648.90	3.520	09/04/2026

TOTAL OPEN INVESTMENTS FOR 7 - 86 INSURANCE FUND				1,000,613.49		
TOTAL OF ALL INVESTMENTS				5,176,387.97		

BOARD APPROVED

NOV 10 2026

ITEM # b. B.

DUNCAN PUBLIC SCHOOLS

Treasurer's Report
10/31/2026

ASSETS:		
Composite of Cash on Hand and Investments		
Beginning of Month		7,595,313.14
COLLECTIONS:		
Ad Valorem Tax	31,156.95	
Interest, Inv. & Bond Sales	23,139.23	
Intermediate Funds	20,752.32	
State Funds	1,715,913.40	
Federal Funds	200,182.71	
Child Nutrition Funds:	3,482.68	
Other Local Items:	4,262.46	
Non-Revenue Receipts:	234.53	
		1,999,124.28
TOTAL ASSETS		9,594,437.42
ADJUSTMENTS:		0.00
LIABILITIES:		
Checks Issued	3,107,373.59	
		3,107,373.59
BALANCE AS OF 10/31/2026		6,487,063.83

COMPOSITION OF BALANCE

Balance of Cash on Hand		
Month End	1,310,675.86	
Investments		
Month End	5,176,387.97	
TOTAL OF COMPOSITE:		6,487,063.83

DUNCAN PUBLIC SCHOOLS

Treasurer's Report
10/31/2026

CHECKS ISSUED TO DATE:

Fund	Total Issued	Outstanding
YEAR 6 - GENERAL FUND	0.00	1,276.74
YEAR 6 - 2020 VISION BOND	0.00	58,315.02
YEAR 7 - GENERAL FUND	8,973,590.15	178,274.07
YEAR 7 - BUILDING FUND	1,654,629.71	41,125.07
YEAR 7 - 2020 VISION BOND	1,784,782.72	5,835.24
YEAR 7 - INSURANCE FUND	110,551.23	34,930.00
	12,523,553.81	319,756.14

Treasurer: _____

BOARD APPROVED

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ITEM # b. B.

DUNCAN PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

10/31/2026

All Years Grouped By FUND	GENERAL FUND	BUILDING FUND	2021 BOND DIST VEHIC	2021 TRANSPORTATION	2020 VISION BOND
CASH ON HAND:					
BEGINNING MONTHLY BALANCE	-292,487.54	-323,498.54	191,517.37	216,626.09	1,010,441.10
ADD: MONTHLY RECEIPTS	1,983,574.86	3,633.50	0.00	0.00	0.00
MATURING INVESTMENTS	1,000,000.00	325,000.00	0.00	0.00	0.00
TOTAL CASH:	2,691,087.32	5,134.96	191,517.37	216,626.09	1,010,441.10
LESS: CHECKS ISSUED	2,769,472.41	242,585.24	0.00	0.00	42,985.94
PURCHASE OF INVESTMENTS	11,186.27	768.18	0.00	0.00	0.00
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE	-89,571.36	-238,218.46	191,517.37	216,626.09	967,455.16
INVESTMENTS:					
BEGINNING MONTHLY BALANCE	4,612,845.19	759,172.36	0.00	0.00	0.00
ADD: INVESTMENTS	11,186.27	768.18	0.00	0.00	0.00
TOTAL INVESTMENTS:	4,624,031.46	759,940.54	0.00	0.00	0.00
LESS: MATURING INVESTMENTS	1,000,000.00	325,000.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE:	3,624,031.46	434,940.54	0.00	0.00	0.00
TOTALS:					
END OF MONTH CASH BALANCE:	-89,571.36	-238,218.46	191,517.37	216,626.09	967,455.16
END OF MONTH INV. BALANCE:	3,624,031.46	434,940.54	0.00	0.00	0.00
TOTAL CASH:	3,534,460.10	196,722.08	191,517.37	216,626.09	967,455.16
ADD: OUTSTANDING CHECKS	179,550.81	41,125.07	0.00	0.00	64,150.26
TOTAL MONIES:	3,714,010.91	237,847.15	191,517.37	216,626.09	1,031,605.42

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DUNCAN PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

10/31/2026

All Years Grouped By FUND	SINKING FUND	ENDOWMENT FUNDS	INSURANCE FUND	TOTAL ALL FUNDS
CASH ON HAND:				
BEGINNING MONTHLY BALANCE	201,757.84	9,508.49	-4,426.89	1,009,437.92
ADD: MONTHLY RECEIPTS	8,789.42	134.47	2,992.03	1,999,124.28
MATURING INVESTMENTS	0.00	0.00	100,000.00	1,425,000.00
TOTAL CASH:	210,547.26	9,642.96	98,565.14	4,433,562.20
LESS: CHECKS ISSUED	0.00	0.00	52,330.00	3,107,373.59
PURCHASE OF INVESTMENTS	566.27	0.00	2,992.03	15,512.75
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE	209,980.99	9,642.96	43,243.11	1,310,675.86
INVESTMENTS:				
BEGINNING MONTHLY BALANCE	45,108.09	71,128.12	1,097,621.46	6,585,875.22
ADD: INVESTMENTS	566.27	0.00	2,992.03	15,512.75
TOTAL INVESTMENTS:	45,674.36	71,128.12	1,100,613.49	6,601,387.97
LESS: MATURING INVESTMENTS	0.00	0.00	100,000.00	1,425,000.00
ENDING MONTHLY BALANCE:	45,674.36	71,128.12	1,000,613.49	5,176,387.97
TOTALS:				
END OF MONTH CASH BALANCE:	209,980.99	9,642.96	43,243.11	1,310,675.86
END OF MONTH INV. BALANCE:	45,674.36	71,128.12	1,000,613.49	5,176,387.97
TOTAL CASH:	255,655.35	80,771.08	1,043,856.60	6,487,063.83
ADD: OUTSTANDING CHECKS	0.00	0.00	34,930.00	319,756.14
TOTAL MONIES:	255,655.35	80,771.08	1,078,786.60	6,806,819.97

BOARD APPROVED

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ITEM # 6.B.

DUNCAN PUBLIC SCHOOLS

10/31/2026

TREASURER'S REVENUE SUMMARY COMPARISON

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
GENERAL FUND					
LOCAL SOURCES					
7-11-000-1110-000-050	AD VAL TX LV (CUR YR	$0.00	$171,423.41	$0.00	$60,658.04
7-11-000-1120-000-050	AD VAL TX LV (PRIOR)	$19,863.83	$81,606.17	$20,068.48	$140,416.79
7-11-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$4,546.79	$0.00	$66,575.62
7-11-000-1310-000-050	INTEREST EARNINGS	$22,937.16	$111,758.90	$18,025.22	$82,362.07
7-11-100-1310-000-050	CC REWARDS	$618.69	$2,010.95	$653.06	$3,083.46
7-11-000-1420-000-050	PROP RENTAL - NOT FACILITIES	$0.00	$0.00	$0.00	$0.00
7-11-000-1440-000-050	SALE OF SURPLUS EQUIPMENT	$0.00	$97.80	$29.00	$401.00
7-11-000-1510-000-050	INSURANCE LOSS RECOVERIES	$0.00	$0.00	$0.00	$0.00
7-11-000-1520-000-050	INSURANCE REFUND	$0.00	$0.00	$0.00	$0.00
7-11-000-1550-000-050	WORKERS COMPENSATION	$0.00	$5,194.02	$778.84	$778.84
7-11-000-1590-000-050	MISC REIMBURSEMENTS	$700.30	$6,949.13	$2,584.62	$6,107.56
7-11-000-1590-700-050	CN- REIMBURSEMENT	$0.00	$2,671.17	$0.00	$2,590.17
7-11-000-1610-000-050	CONTRIBUTIONS & DONATIONS	$1.34	$901.94	$0.00	$1,100.73
7-11-000-1620-000-050	COMMUNITY SERVICES	$0.00	$798.90	$0.00	$473.00
7-11-000-1650-000-050	DISTRICT CONTRACTS	$3,562.00	$3,562.00	$870.00	$4,417.36
7-11-000-1680-000-050	REF OF PRIOR YR'S	$0.00	$423.44	$0.00	$0.00
7-11-000-1690-000-050	MISC REV FROM DISTRICT	$0.00	$0.00	$0.00	$0.00
7-11-000-1710-700-050	STUDENT MEALS	$7,066.23	$16,201.12	$2,494.48	$9,048.24
7-11-000-1730-700-050	ADULT MEALS	$1,286.69	$3,155.73	$988.20	$2,444.15
7-11-000-1760-700-050	CONTRACT	$0.00	$2,341.25	$0.00	$0.00
7-11-000-1790-700-050	STATEMENTS	$0.00	$54.65	$0.00	$64.94
7-11-070-1790-700-050	ODAFF LOCAL FOOD SCHOOLS	$0.00	$0.00	$0.00	$0.00
	TOTAL	$56,036.24	$413,697.37	$46,491.90	$380,521.97
INTERMEDIATE SOURCES					
7-11-000-2100-000-050	COUNTY 4 MILL AD VAL	$2,361.99	$18,560.11	$2,565.44	$21,497.76
7-11-000-2200-000-050	COUNTY APPORTN (MTG)	$7,722.30	$16,457.82	$18,186.88	$47,975.86
	TOTAL	$10,084.29	$35,017.93	$20,752.32	$69,473.62
STATE SOURCES					
7-11-000-3110-000-050	GROSS PRODUCTION TAX	$228,117.91	$1,041,255.51	$178,285.05	$807,638.55
7-11-000-3120-000-050	MOTOR VEH COLLECTION	$125,118.86	$399,463.04	$140,313.70	$431,447.03
7-11-000-3130-000-050	RURAL ELECTRIC COOPERATIVE	$11,139.43	$40,808.22	$12,313.11	$43,471.45
7-11-000-3140-000-050	ST SCH LAND EARNINGS	$49,513.97	$170,842.58	$50,253.23	$192,219.05
7-11-000-3150-000-050	VEHICLE TAX STAMP	$0.00	$0.00	$7.71	$553.39
7-11-000-3160-000-050	FARM IMPLEMENTS	$248.75	$391.29	$0.00	$340.09
7-11-000-3210-000-050	FNDTN & SAL INC AID	$1,021,339.22	$3,064,017.66	$989,742.87	$2,969,228.60
7-11-302-3211-000-050	STATE PAID SALARY	$0.00	$0.00	$0.00	$16,635.86
7-11-331-3250-000-050	FBA IN LIEU - CERT EMPL	$2,108.03	$6,324.09	$1,882.17	$5,646.51

DUNCAN PUBLIC SCHOOLS

10/31/2026

TREASURER'S REVENUE SUMMARY COMPARISON

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
7-11-332-3250-000-050	FBA IN LIEU - SUPP PER HEALTH	$12,906.50	$38,719.52	$0.00	$20,896.25
7-11-332-3250-700-050	CN-FBA IN LIEU SUPPORT	$0.00	$0.00	$10,448.13	$10,448.13
7-11-334-3250-000-050	CERTIFIED EMP HEALTH	$171,037.44	$513,112.32	$162,638.28	$487,914.84
7-11-335-3250-000-050	SUPP PERSONNEL HEALTH	$125,987.40	$377,962.20	$132,859.44	$398,578.32
7-11-335-3250-700-050	CN-SUPPORT PER HEALTH	$0.00	$0.00	$0.00	$0.00
7-11-388-3310-000-050	ALTN/HIGH CHLG EDU	$0.00	$0.00	$0.00	$0.00
7-11-312-3412-000-050	NATL BOARD CERT BONUS	$0.00	$0.00	$0.00	$0.00
7-11-305-3413-000-050	INSPIRED TO TEACH INCENTIVE	$0.00	$0.00	$0.00	$4,000.00
7-11-311-3414-000-050	STUDENT TEACHING STIPEND	$0.00	$0.00	$1,749.00	$3,498.00
7-11-367-3415-000-050	READING SUFFICIENCY	$0.00	$0.00	$0.00	$1,292.00
7-11-307-3417-000-050	SUMMER LAUNCH INSTITUTE	$0.00	$0.00	$6,000.00	$6,000.00
7-11-333-3420-000-050	TEXTBOOK	$18,289.78	$54,869.33	$0.00	$203,970.71
7-11-376-3436-000-050	SCHOOL RESOURCE OFFICER	$0.00	$93,041.47	$8,317.93	$8,317.93
7-11-377-3437-000-050	PAID MATERNITY LEAVE	$0.00	$0.00	$0.00	$0.00
7-11-375-3438-000-050	TEACHER EMPOWERMENT	$0.00	$0.00	$0.00	$136,500.00
7-11-799-3438-000-050	TEACHER EMPOWERMENT REV	$0.00	$0.00	$0.00	$183,000.00
7-11-000-3620-000-050	STATE LAND REIMBURSEMENT	$0.00	$0.00	$0.00	$0.00
7-11-081-3630-000-050	SBFS - DEPT OF HUMAN SVCS	$0.00	$0.00	$21,102.78	$34,204.06
7-11-340-3650-000-050	TSET - TOBACCO SETTLEMENT	$0.00	$8,546.56	$0.00	$0.00
7-11-080-3690-000-050	CELLPHONE-FREE ED ENVIR	$0.00	$38,400.00	$0.00	$0.00
7-11-361-3690-000-050	ACE TECHNOLOGY	$0.00	$0.00	$0.00	$0.00
7-11-385-3720-700-050	STATE MATCHING	$0.00	$0.00	$0.00	$0.00
7-11-411-3811-000-050	COMPR HS VO SAL REIM	$0.00	$1,980.00	$0.00	$2,080.00
7-11-412-3812-000-050	VOCATIONAL PROG ASSIST	$0.00	$13,562.00	$0.00	$15,187.00
	TOTAL	$1,765,807.29	$5,863,295.79	$1,715,913.40	$5,983,067.77
FEDERAL SOURCES					
7-11-511-4210-000-050	TITLE I ACT,BASIC PG	$0.00	$0.00	$0.00	$0.00
7-11-799-4210-000-050	TITLE I-PART A	$0.00	$206,807.00	$0.00	$350,854.34
7-11-541-4271-000-050	TITLE II - PART A	$0.00	$0.00	$0.00	$0.00
7-11-799-4271-000-050	T2-PART A, RECRUIT	$0.00	$49,416.59	$0.00	$38,111.09
7-11-572-4281-000-050	TITLE III A ENGLISH LANGUAGE	$0.00	$0.00	$0.00	$0.00
7-11-613-4310-000-050	INDIVIDUALS W/DISABILITIES (B)	$0.00	$0.00	$0.00	$0.00
7-11-621-4310-000-050	IDEA-B FLOW THROUGH	$66,548.72	$66,548.72	$0.00	$0.00
7-11-635-4310-000-050	SPED TEACHER SIGNING	$21,530.00	$21,530.00	$0.00	$0.00
7-11-799-4310-000-050	CARRYFORWARD IDEA-B FLOW	$0.00	$46,391.72	$0.00	$148,472.37
7-11-641-4340-000-050	PRE-SCHOOL AGED 3-5	$4,372.48	$4,372.48	$0.00	$0.00
7-11-799-4340-000-050	PRESCHOOL	$0.00	$3,174.34	$0.00	$3,898.31
7-11-799-4340-000-218	IDEA-B PRE-SCHOOL LEAS	$0.00	$0.00	$0.00	$2,186.21
7-11-552-4442-000-050		$0.00	$0.00	$0.00	$0.00
7-11-799-4442-000-050	TITLE IV LEAS FORMULA	$0.00	$11,201.64	$0.00	$11,362.41

DUNCAN PUBLIC SCHOOLS

10/31/2026

TREASURER'S REVENUE SUMMARY COMPARISON

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
7-11-587-4470-000-050	TITLEV-SUB2 RURAL &	$0.00	$0.00	$0.00	$0.00
7-11-799-4470-000-050	TITLE VI PT B1 LEA	$0.00	$14,003.03	$0.00	$17,399.12
7-11-763-4710-700-050	NATL SCHOOL LUNCH -FED	$153,750.82	$237,955.92	$146,448.61	$236,609.40
7-11-764-4720-700-050	NATL SCHOOL BREAKFAST -FED	$49,880.36	$83,832.20	$53,734.10	$88,262.62
7-11-766-4740-700-050	SUMMER FOOD PROGRAM	$0.00	$13,198.62	$0.00	$11,550.30
7-11-421-4821-000-050	CARL PERKINS	$0.00	$19,087.98	$0.00	$22,590.43
	TOTAL	$296,082.38	$777,520.24	$200,182.71	$931,296.60
	REVENUE SOURCE TOTAL	$2,128,010.20	$7,089,531.33	$1,983,340.33	$7,364,359.96
NON-REVENUE RECEIPTS					
7-11-000-5120-700-050	RETURN CASH OR CHANGE	$0.00	$0.00	$0.00	$0.00
7-11-000-5600-000-050	CORRECTING ENTRY	$0.00	$0.00	$234.53	$234.53
	TOTAL	$0.00	$0.00	$234.53	$234.53
BALANCE SHEET					
7-11-000-6110-000-050	CASH FORWARD	$0.00	$5,336,012.73	$0.00	$5,143,455.76
7-11-333-6110-000-050	333 CARRYOVER	$0.00	$0.00	$0.00	$0.00
7-11-367-6110-000-050	367 CARRYOVER	$0.00	$0.00	$0.00	$0.00
7-11-376-6110-000-050	CARRYOVER CORRECTION	$0.00	$0.00	$0.00	$0.00
7-11-766-6110-700-050	CARRYOVER	$0.00	$0.00	$0.00	$0.00
7-11-000-6140-000-050	ESTOP	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$5,336,012.73	$0.00	$5,143,455.76
	NON-REVENUE SOURCE	$0.00	$5,336,012.73	$234.53	$5,143,690.29
	FUND TOTAL	$2,128,010.20	$12,425,544.06	$1,983,574.86	$12,508,050.25

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
BUILDING FUND					
LOCAL SOURCES					
7-21-000-1110-000-050	AD VAL TX LV (CUR YR	$0.00	$21,779.45	$0.00	$8,667.21
7-21-000-1120-000-050	AD VAL TX LV (PRIOR)	$2,836.11	$10,761.86	$2,865.32	$20,048.30
7-21-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$0.00	$0.00	$6,259.80
7-21-000-1310-000-050	INTEREST EARNINGS	$0.00	$1,392.14	$768.18	$8,492.95
	TOTAL	$2,836.11	$33,933.45	$3,633.50	$43,468.26
STATE SOURCES					
7-21-000-3160-000-050	FARM IMPLEMENTS	$33.80	$53.16	$0.00	$46.20
7-21-318-3435-000-050	REDBUD	$0.00	$0.00	$0.00	$0.00
7-21-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$0.00
	TOTAL	$33.80	$53.16	$0.00	$46.20
	REVENUE SOURCE TOTAL	$2,869.91	$33,986.61	$3,633.50	$43,514.46
BALANCE SHEET					
7-21-000-6110-000-050	CASH FORWARD	$0.00	$1,921,273.42	$0.00	$1,807,837.33
7-21-318-6110-000-050	REDBUD CARRYOVER	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$1,921,273.42	$0.00	$1,807,837.33
	NON-REVENUE SOURCE	$0.00	$1,921,273.42	$0.00	$1,807,837.33
	FUND TOTAL	$2,869.91	$1,955,260.03	$3,633.50	$1,851,351.79

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
2021 BOND DIST VEHIC					
NON-REVENUE RECEIPTS					
7-34-000-5112-000-050	BOND SALES	$0.00	$2,257,635.02	$0.00	$0.00
	TOTAL	$0.00	$2,257,635.02	$0.00	$0.00
BALANCE SHEET					
7-34-000-6110-000-050	Cash Forward	$0.00	$182,719.35	$0.00	$100,608.37
7-34-000-6200-000-050	INTER-FUND TRANSFER	$0.00	$0.00	$0.00	$90,909.00
	TOTAL	$0.00	$182,719.35	$0.00	$191,517.37
	NON-REVENUE SOURCE	$0.00	$2,440,354.37	$0.00	$191,517.37
	FUND TOTAL	$0.00	$2,440,354.37	$0.00	$191,517.37

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
2021 TRANSPORTATION					
NON-REVENUE RECEIPTS					
7-35-000-5112-000-050	BOND SALES	$0.00	$181,818.00	$0.00	$181,818.00
	TOTAL	$0.00	$181,818.00	$0.00	$181,818.00
BALANCE SHEET					
7-35-000-6110-000-050	Cash Forward	$0.00	$152,694.14	$0.00	$34,808.09
	TOTAL	$0.00	$152,694.14	$0.00	$34,808.09
	NON-REVENUE SOURCE	$0.00	$334,512.14	$0.00	$216,626.09
	FUND TOTAL	$0.00	$334,512.14	$0.00	$216,626.09

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
2020 VISION BOND					
LOCAL SOURCES					
7-36-000-1690-000-050	MISC REV FROM DISTRICT	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$0.00	$0.00	$0.00
	REVENUE SOURCE TOTAL	$0.00	$0.00	$0.00	$0.00
NON-REVENUE RECEIPTS					
7-36-000-5112-000-050	PROCEEDS-SALE OF ORIGINAL	$1,443,537.87	$1,443,537.87	$0.00	$2,257,229.82
	TOTAL	$1,443,537.87	$1,443,537.87	$0.00	$2,257,229.82
BALANCE SHEET					
7-36-000-6110-000-050	Cash Forward	$0.00	$0.00	$0.00	$585,917.06
7-36-000-6200-000-050	INTER-FUND TRANSFER	$0.00	$0.00	$0.00	-$90,909.00
	TOTAL	$0.00	$0.00	$0.00	$495,008.06
	NON-REVENUE SOURCE	$1,443,537.87	$1,443,537.87	$0.00	$2,752,237.88
	FUND TOTAL	$1,443,537.87	$1,443,537.87	$0.00	$2,752,237.88

TREASURER'S REVENUE SUMMARY COMPARISON

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
SINKING FUND					
LOCAL SOURCES					
7-41-000-1110-000-050	AD VAL TX LV (CUR YR	$0.00	$0.00	$0.00	$11,228.85
7-41-000-1120-000-050	AD VAL TX LV (PRIOR)	$8,321.98	$94,970.49	$8,223.15	$57,276.05
7-41-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$0.00	$0.00	$17,711.56
7-41-000-1310-000-050	INTEREST EARNINGS	$0.00	$0.00	$566.27	$617.57
	TOTAL	$8,321.98	$94,970.49	$8,789.42	$86,834.03
STATE SOURCES					
7-41-000-3160-000-050	FARM IMPLEMENTS	$98.41	$154.79	$0.00	$130.72
7-41-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$0.00
	TOTAL	$98.41	$154.79	$0.00	$130.72
	REVENUE SOURCE TOTAL	$8,420.39	$95,125.28	$8,789.42	$86,964.75
BALANCE SHEET					
7-41-000-6110-000-050	CASH FORWARD	$0.00	$83,110.25	$0.00	$168,690.60
	TOTAL	$0.00	$83,110.25	$0.00	$168,690.60
	NON-REVENUE SOURCE	$0.00	$83,110.25	$0.00	$168,690.60
	FUND TOTAL	$8,420.39	$178,235.53	$8,789.42	$255,655.35

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
ENDOWMENT FUNDS					
LOCAL SOURCES					
7-50-000-1310-000-050	INTEREST EARNINGS	$223.93	$910.63	$134.47	$546.83
	TOTAL	$223.93	$910.63	$134.47	$546.83
	REVENUE SOURCE TOTAL	$223.93	$910.63	$134.47	$546.83
BALANCE SHEET					
7-50-000-6110-000-050	CASH FORWARD	$0.00	$78,142.52	$0.00	$80,224.25
	TOTAL	$0.00	$78,142.52	$0.00	$80,224.25
	NON-REVENUE SOURCE	$0.00	$78,142.52	$0.00	$80,224.25
	FUND TOTAL	$223.93	$79,053.15	$134.47	$80,771.08

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
INSURANCE FUND					
LOCAL SOURCES					
7-86-000-1310-000-050	INTEREST EARNINGS	$5,195.74	$18,644.22	$2,992.03	$14,591.77
	TOTAL	$5,195.74	$18,644.22	$2,992.03	$14,591.77
	REVENUE SOURCE TOTAL	$5,195.74	$18,644.22	$2,992.03	$14,591.77
BALANCE SHEET					
7-86-000-6110-000-050	CASH FORWARD	$0.00	$1,735,890.59	$0.00	$1,139,816.06
	TOTAL	$0.00	$1,735,890.59	$0.00	$1,139,816.06
	NON-REVENUE SOURCE	$0.00	$1,735,890.59	$0.00	$1,139,816.06
	FUND TOTAL	$5,195.74	$1,754,534.81	$2,992.03	$1,154,407.83

REVENUE SOURCE		BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2026 - 2027 CURRENT COLLECTED	BUDGET YEAR 2026 - 2027 YEAR-TO-DATE COLLECTED
GEN LONG-TERM DEBT					
BALANCE SHEET					
7-88-000-6110-000-050	Cash Forward	$0.00	$0.00	$0.00	$0.00
7-88-000-6200-000-050	INTER-FUND TRANSFER	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$0.00	$0.00	$0.00
	FUND TOTAL	$0.00	$0.00	$0.00	$0.00

DUNCAN PUBLIC SCHOOLS
BALANCE SHEET
OCTOBER 31, 2026

	11 General Fund	21 Building Fund	34 Bond District Vehicles	35 Bond Buses	36 Bond 2020 Vision	41 Sinking Fund	50 Endowment Fund	86 Insurance Fund	**All Funds**
Cash	$ (89,571.36)	$(238,218.46)	$ 191,517.37	$ 216,626.09	$ 967,455.16	$ 209,980.99	$ 9,642.96	$ 43,243.11	$ 1,310,675.86
Investments	3,624,031.46	434,940.54	-	-	-	45,674.36	71,128.12	1,000,613.49	$ 5,176,387.97
Total Assets	$ 3,534,460.10	$ 196,722.08	$ 191,517.37	$ 216,626.09	$ 967,455.16	$ 255,655.35	$ 80,771.08	$ 1,043,856.60	$ 6,487,063.83
Warrants outstanding	$ 179,550.81	$ 41,125.07	$ -	$ -	$ 64,150.26	$ -	$ -	$ 34,930.00	$ 319,756.14
Reserves									
Fund Balance	$ 3,714,010.91	$ 237,847.15	$ 191,517.37	$ 216,626.09	$ 1,031,605.42	$ 255,655.35	$ 80,771.08	$ 1,078,786.60	$ 6,806,819.97

DUNCAN PUBLIC SCHOOLS
STATEMENT OF CHANGES IN FUND BALANCE
MONTH ENDED OCTOBER 31, 2026

Fund Balance - Beginning of Month	$ (292,487.54)	$(323,498.54)	$ 191,517.37	$ 216,626.09	$ 1,010,441.10	$ 201,757.84	$ 9,508.49	$ (4,426.89)	$ 1,009,437.92
Maturing Investments	1,000,000.00	325,000.00						100,000.00	$ 1,425,000.00
District	46,491.90	3,633.50	-	-	-	8,789.42	134.47	2,992.03	$ 62,041.32
Intermediate	20,752.32	-	-	-	-	-	-	-	$ 20,752.32
State	1,715,913.40	-	-	-	-	-	-	-	$ 1,715,913.40
Federal	200,182.71	-	-	-	-	-	-	-	$ 200,182.71
Other	234.53	-	-	-	-	-	-	-	$ 234.53
Total revenue	1,983,574.86	3,633.50	-	-	-	8,789.42	134.47	2,992.03	$ 3,424,124.28
Salaries	(1,718,314.25)	-	-	-	-	-	-	-	$ (1,718,314.25)
Benefits	(627,395.18)	-	-	-	-	-	-	-	$ (627,395.18)
Professional services	(104,088.94)	(7,695.93)	-	-	-	-	-	-	$ (111,784.87)
Property services	(36,258.31)	(110,689.32)	-	-	-	-	-	(52,330.00)	$ (199,277.63)
Other services	(79,933.86)	-	-	-	-	-	-	-	$ (79,933.86)
Supplies & materials	(191,264.59)	(104,386.46)	-	-	(16,637.32)	-	-	-	$ (312,288.37)
Other	(12,217.28)	(19,813.53)	-	-	(26,348.62)		-	-	$ (58,379.43)
	(2,769,472.41)	(242,585.24)	-	-	(42,985.94)	-	-	(52,330.00)	(3,107,373.59)
Purchase of Investments	(11,186.27)	(768.18)	-	-	-	(566.27)	-	(2,992.03)	$ (15,512.75)
Total expenditures	(2,780,658.68)	(243,353.42)	-	-	(42,985.94)	(566.27)	-	(55,322.03)	$ (3,122,886.34)
Warrants outstanding	$ 179,550.81	$ 41,125.07	$ -	$ -	$ 64,150.26	$ -	$ -	$ 34,930.00	$ 319,756.14
Investments	3,624,031.46	434,940.54	-	-	-	45,674.36	71,128.12	1,000,613.49	$ 5,176,387.97
Fund Balance - End of Month	$ 2,534,460.10	$(128,277.92)	$ 191,517.37	$ 216,626.09	$ 967,455.16	$ 255,655.35	$ 80,771.08	$ 943,856.60	$ 6,806,819.97

Note: These financial statements are unaudited and intended for internal review and analysis.

Difference $

BOARD APPROVED
ITEM # V.B.
NOV 10 2026

BOARD APPROVED

NOV 10 2026

ITEM # b.B.

DUNCAN PUBLIC SCHOOLS

Open Investment Ledger

Invest #	CHECK #	DATE	BANK NAME	AMOUNT	RATE	MATURITY DATE
4	0	5/18/2007	BANK OF COMMERCE	100,000.00	3.310	07/16/2027
5	0	9/9/2024	OLAP LIQUID POOL	2,255,984.40	3.471	01/25/2027
FZFXX	0	9/4/2024	FIDELITY TREASURY MM FUND	1,268,047.06	3.520	09/04/2026
TOTAL OPEN INVESTMENTS FOR 7 - 11 GENERAL FUND				3,624,031.46		
3-2283	0	1/7/2022	IBC BANK	245,000.00	3.000	01/07/2027
5-21	0	4/23/2026	OLAP LIQUID POOL	189,940.54	3.471	04/23/2027
TOTAL OPEN INVESTMENTS FOR 7 - 21 BUILDING FUND				434,940.54		
11076951	0	5/26/2020	LEGACY BANK	39,694.26	3.300	12/01/2026
5-41B	0	6/1/2026	OLAP LIQUID POOL	5,980.10	3.471	06/25/2027
TOTAL OPEN INVESTMENTS FOR 7 - 41 SINKING FUND				45,674.36		
11380056	0	11/26/2021	LEGACY BANK	71,128.12	2.300	11/25/2027
TOTAL OPEN INVESTMENTS FOR 7 - 50 ENDOWMENT FUNDS				71,128.12		
22324	0	11/22/2024	FIRST BANK & TRUST COMPANY	267,984.06	3.251	05/22/2027
5-86	0	11/6/2024	OLAP LIQUID POOL	622,980.53	3.471	01/25/2027
655-242581	0	9/4/2024	FIDELITY TREASURY MM FUND	109,648.90	3.520	09/04/2026
TOTAL OPEN INVESTMENTS FOR 7 - 86 INSURANCE FUND				1,000,613.49		
TOTAL OF ALL INVESTMENTS				5,176,387.97		

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

Reconciliation

November 02, 2026

Bank account:	Reconciliation date:	Prepared by:	For applied period:
* * * * * * 9935	10/31/2026	MILLER, LATISHA	**October, 2027**

General ledger account balance	$1,127,809.63	Balance per bank statement as of reconciliation date	$99,935.81
Add debits	$204,016.67	Add receipts in transit (outstanding)	$0.00
Less credits	$145,958.82	Less outstanding checks	$20,310.63
Add adjustments	$8,411.46	Interest not yet posted	$0.00
		Charges not yet posted	$0.00
		Investments	$1,114,653.76
Bank Balance Per General Ledger (Activity Fund)	**$1,194,278.94**	**Bank Balance Per Statement Reconciliation**	**$1,194,278.94**

Variance: $0.00 *

Outstanding Receipts

No Transactions

Outstanding Checks

Number	Amount	Number	Amount	Number	Amount
00109993	41.95	00110275	90.00	00110300	27.97
00111233	27.96	00111346	86.31	00111530	250.00
00111715	130.54	00112011	76.98	00112028	200.00
00112173	152.69	00112176	149.80	00112188	244.25
00112398	105.00	00112551	239.00	00112624	150.00
00112693	451.00	00112768	110.00	00112772	1061.77
00112774	525.00	00112778	634.50	00112786	360.00
00112788	640.00	00112792	1089.00	00112794	220.00
00112799	210.00	00112800	51.99	00112804	100.00
00112805	645.00	00112814	1470.00	00112815	145.00
00112816	142.20	00112817	804.00	00112822	109.90
00112823	250.00	00112824	370.00	00112825	99.00
00112826	1026.00	00112828	654.41	00112829	720.00
00112830	2824.00	00112831	142.68	00112832	1072.39
00112833	1106.83	00112834	215.92	00112835	288.42
00112836	799.17				

Total Outstanding Checks: **$20,310.63**

Items: **46**

Receipts Cleared This Month

Number	Amount	Number	Amount	Number	Amount
05000018	10000.00	05000019	400.00	05000020	432.66
05000021	10034.27	05000022	398.86	05000023	42.95
05000024	56.00	05000025	15.70	05000026	30000.00
05000027	10000.00	11008511	20.00	11008512	2.00
11008513	1.50	11008514	3.00	11008515	1.00
11008516	4.00	11008517	12.00	11008518	80.00
11008519	80.00	11008520	80.00	11008521	80.00
11008522	80.00	11008523	160.00	11008524	160.00
11008525	80.00	11008526	80.00	11008527	80.00
11008528	15.00	11008529	10.00	11008530	10.25
11008531	2.00	11008532	80.00	11008533	80.00
11008534	80.00	11008535	80.00	11008536	80.00
11008537	80.00	11008538	80.00	11008539	80.00
11008540	80.00	11008541	80.00	11008542	80.00
11008543	80.00	11008544	80.00	11008545	80.00
11008546	80.00	11008547	80.00	11008548	14.00
11008549	80.00	11008550	80.00	11008551	80.00

11008552	80.00	11008553	80.00	11008554	80.00
11008555	6.00	11008556	0.50	11008557	1.00
11008558	10.00	11008559	7.00	11008560	2.50
11008561	4.50	11008562	2.00	11008563	2.00
11008564	4.50	11008565	10.00	11008566	3.00
11008567	5.50	11008568	12.00	11008569	5.00
11008570	2.50	11008571	10.00	11008572	2.00
11008573	27.00	11008574	80.00	11008575	80.00
11008576	80.00	11008577	80.00	11008578	80.00
11008579	10.00	11008580	10.00	11008581	5.00
11008582	10.00	11008583	10.00	11008584	10.00
11008585	10.00	11008586	10.00	11008587	10.00
11008588	5.00	11008589	15.00	11008590	10.00
11008591	10.00	11008592	10.00	11008593	10.00
11008594	5.00	11008595	10.00	11008596	10.00
11008597	10.00	11008598	10.00	11008599	5.00
11008600	5.00	11008601	10.00	11008602	5.00
11008603	5.00	11008604	5.00	11008605	5.00
11008606	5.00	11008607	5.00	11008608	1.00
11008609	1.50	11008610	5.00	11008611	1.00
11008612	1.00	11008613	2.50	11008614	1.00
11008615	4.00	11008616	1.00	11008617	5.00
11008618	6.00	11008619	16.00	11008620	1.00
11008621	11.50	11008622	10.00	11008623	20.50
11008624	1.00	11008625	10.00	11008626	10.00
11008627	2.00	11008628	6.00	11008629	6.00
11008630	6.50	11008631	1.00	11008632	5.00
11008633	5.00	11008634	5.00	11008635	5.00
11008636	5.00	11008637	50.00	11008638	30.00
11008639	300.00	11008640	80.00	11008641	11.00
11008642	2.00	11008643	5.00	11008644	2.00
11008645	5.00	11008646	0.50	11008647	1.50
11008648	2.00	11008649	5.00	11008650	0.50
11008651	1.50	11008652	10.00	11008653	10.00
11008654	10.00	11008655	10.00	11008656	5.00
11008657	5.00	11008658	10.00	11008659	5.00
11008660	5.00	11008661	10.00	11008662	5.00
11008663	5.00	11008664	5.00	11008665	5.00
11008666	10.00	11008667	10.00	11008668	10.00
11008669	10.00	11008670	10.00	11008671	10.00
11008672	10.00	11008673	10.00	11008674	10.00
11008675	10.00	11008676	10.00	11008677	10.00
11008678	10.00	11008679	10.00	11008680	10.00
11008681	10.00	11008682	10.00	11008683	10.00

11008684	10.00	11008685	5.00	11008686	10.00
11008687	10.00	11008688	10.00	11008689	5.00
11008690	4.00	11008691	1.00	11008692	6.50
11008693	1.50	11008694	0.50	11008695	1.00
11008696	1.50	11008697	10.00	11008698	1.50
11008699	0.50	11008700	0.50	11008701	1.00
11008702	10.50	11008703	6.00	11008704	0.50
11008705	5.00	11008706	7.00	11008707	7.00
11008708	2.50	11008709	13.00	11008710	10.00
11008711	6.00	11008712	7.00	11008713	20.00
11008714	6.00	11008715	5.50	11008716	1.00
11008717	10.00	11008718	3.00	11008719	2.00
11008720	5.50	11008721	5.00	11008722	2.50
11008723	2.00	11008724	2.00	11008725	2.50
11008726	1.00	11008727	10.50	11008728	2.00
11008729	15.00	11008730	2.00	11008731	4.00
11008732	1.00	11008733	1.00	11008734	6.00
11008735	0.50	11008736	6.00	11008737	2.00
11008738	5.00	11008739	5.00	11008740	3.00
11008741	36.00	11008742	3.00	11008743	6.00
11008744	2.00	11008745	0.50	11008746	0.75
11008747	11.00	11008748	22.50	11008749	20.00
11008750	12.00	11008751	0.50	11008752	1.00
11008753	6.50	11008754	6.00	11008755	10.00
11008756	2.00	11008757	3.50	11008758	15.00
11008759	22.00	11008760	14.50	11008761	20.00
11008762	3.00	11008763	1.00	11008764	12.00
11008765	0.50	11008766	4.50	11008767	3.00
11008768	20.00	11008769	1.00	11008770	5.00
11008771	3.00	11008772	0.50	11008773	0.50
11008774	1.00	11008775	5.00	11008776	4.00
11008777	3.00	12500458	5.00	12500459	6.50
12500460	2.00	12500461	5.00	12500462	17.00
12500463	13.50	12500464	7.50	12500465	9.00
12500466	23.50	12500467	60.00	12500468	24.00
12500469	21.50	12500470	19.00	12500471	15.50
12500472	32.50	12500473	26.50	12500474	7.50
12500475	9.00	12500476	30.00	12500477	30.00
12500478	50.00	12500479	40.00	12500480	310.00
12500481	130.00	12500482	240.00	12500483	240.00
12500484	25.00	12500485	100.00	12500486	150.00
12500487	80.00	12500488	90.00	12500489	90.00
12500490	100.00	12500491	200.00	12500492	1.00
12500493	5.00	12500494	35.00	12500495	0.50

12500496	35.50	12500497	24.50	12500498	3.00
12500499	3.00	12500500	17.00	12500501	20.00
12500502	20.00	12500503	20.00	12500504	23.80
12500505	4.50	12500506	10.00	12500507	15.00
12500508	2.00	12500509	4.00	12500510	210.00
12500511	70.00	12500512	150.00	12500514	130.00
12500515	120.00	12500516	70.00	12500517	80.00
12500518	100.00	12500519	30.00	12500520	210.00
12500521	310.00	12500522	110.00	12500523	230.00
12500524	10.00	12500525	240.00	12500526	330.00
12500527	60.00	12500528	40.00	12500529	100.00
12500530	120.00	12500531	20.00	12500532	70.00
12500533	20.00	12500534	120.00	12500535	20.00
12500536	20.00	12500537	300.00	12500538	60.00
12500539	80.00	12500540	140.00	12500541	140.00
12500542	25.00	12500543	60.00	12500544	40.00
12500545	180.00	12500546	90.00	12500547	90.00
12500548	60.00	12500549	30.00	12500550	30.00
12500551	40.00	12500552	30.00	12500553	20.00
12500554	20.00	12500555	310.00	12500556	40.00
12500557	120.00	12500558	30.00	12500559	180.00
12500560	60.00	12500561	1.00	12500562	2.00
12500563	10.00	12500564	29.00	12500565	6.00
12500566	2.00	12500567	1.00	12500568	120.00
12500569	62.50	12500570	50.00	12500571	20.50
12500572	1.00	12500573	5.00	12500574	5.00
12500575	2.00	12500576	10.00	12500577	1.50
12500578	10.00	12500579	0.50	12500580	11.00
12500581	8.00	12500582	28.00	12500583	8.50
12500584	1.00	12500585	5.50	12500586	120.00
12500587	120.00	12500588	12.50	12500589	5.00
12500590	20.50	12500591	5.50	12500592	1.50
12500593	1.50	12500594	2.00	12500595	20.00
12500596	1.00	12500597	14.00	12500598	2.50
12500599	0.50	12500600	8.00	12500601	5.00
12500602	2.00	12500603	34.50	12500604	41.50
12500605	20.00	12500606	2.00	12500607	1.00
12500608	30.00	12500609	30.00	12500610	11.50
12500611	20.00	12500612	6.00	12500613	1.50
12500614	20.00	12500615	0.50	12500616	5.00
12500617	5.00	12500618	1.00	12500619	1.00
12500620	9.00	12500621	1.00	12500622	0.50
12500623	5.00	12500624	30.00	12500625	2.00
12500626	50.00	12500627	2.50	12500628	5.00

12500629	2.00	12500630	2.00	12500631	1.00
12500632	0.50	12500633	0.50	12500634	1.50
12500635	0.50	12500636	2.00	12500637	5.50
12500638	8.00	12500639	7.00	12500640	0.50
12500641	5.00	12500642	10.00	12500643	1.00
12500644	5.00	12500645	0.50	12500646	0.50
12500647	1.00	12500648	18.00	13006671	136.00
13006672	288.00	13006673	128.00	13006674	40.00
13006675	64.00	13006676	428.00	13006677	224.00
13006678	196.00	13006679	460.00	13006680	88.00
13006681	16.00	13006682	4.00	13006683	5.00
13006684	2.00	13006685	44.00	13006686	0.50
13006687	12.00	13006688	1.00	13006689	30.00
13006690	3.00	13006691	10.00	13006692	20.00
13006693	8.50	13006694	25.00	13006695	22.50
13006696	20.00	13006697	24.00	13006698	1300.00
13006699	31.00	13006700	10.00	13006701	45.00
13006702	6.00	13006703	3.50	13006704	7.00
13006705	4.00	13006706	7.50	13006707	3690.00
13006708	1.00	13006709	25.00	13006710	12.50
13006711	4.00	13006712	20.00	13006713	5.50
13006714	195.11	13006715	1.00	13006716	144.00
13006717	5.00	13006718	50.00	13006719	97.97
13500825	604.35	13500826	10.00	13500827	8.50
13500828	13.00	13500829	41.00	13500830	10.00
13500831	1.00	13500832	4.00	13500833	35.00
13500834	26.00	13500835	12.50	13500836	5.50
13500837	13.00	13500838	25.00	13500839	20.00
13500840	5.00	13500841	14.00	13500842	13.50
13500843	11.00	13500844	5.00	13500845	5.00
13500846	2.00	13500847	2.50	13500848	14.50
13500849	2.00	13500850	32.50	13500851	14.50
13500852	15.50	13500853	5.00	13500854	5.00
13500855	16.00	13500856	11.00	13500857	21.50
13500858	10.50	13500859	7.50	13500860	6.00
13500861	1.00	13500862	0.50	13500863	6.00
13500864	0.75	13500865	3.00	13500866	45.00
13500867	7.50	13500868	66.00	13500869	66.00
13500870	220.00	14008320	60.00	14008321	60.00
14008322	60.00	14008323	60.00	14008324	60.00
14008325	60.00	14008326	60.00	14008327	60.00
14008328	60.00	14008329	60.00	14008330	60.00
14008331	60.00	14008332	60.00	14008333	60.00
14008334	60.00	14008335	6.00	14008336	8.25

14008337	4.00	14008338	22.50	14008339	23.00
14008340	6.00	14008341	34.00	14008342	9.50
14008343	18.10	14008344	0.50	14008345	23.00
14008346	8.00	14008347	12.00	14008348	15.00
14008349	22.56	14008350	329.84	14008351	102.00
14008352	60.00	14008353	60.00	14008354	60.00
14008355	60.00	14008356	60.00	14008357	60.00
14008358	60.00	14008359	60.00	14008360	60.00
14008361	60.00	14008362	60.00	14008363	60.00
14008364	60.00	14008365	60.00	14008366	60.00
14008367	60.00	14008368	60.00	14008369	60.00
14008370	60.00	14008371	60.00	14008372	60.00
14008373	60.00	14008374	60.00	14008375	60.00
14008376	60.00	14008377	60.00	14008378	60.00
14008379	60.00	14008380	60.00	14008381	180.00
14008382	60.00	14008383	60.00	14008384	60.00
14008385	60.00	14008386	60.00	14008387	60.00
14008388	60.00	14008389	60.00	14008390	60.00
14008391	60.00	14008392	60.00	14008393	60.00
14008394	60.00	14008395	60.00	14008396	60.00
14008397	60.00	14008398	60.00	14008399	60.00
14008400	60.00	14008401	60.00	14008402	60.00
14008403	60.00	14008404	60.00	14008405	60.00
14008406	60.00	14008407	60.00	14008408	60.00
14008409	60.00	14008410	60.00	14008411	60.00
14008412	60.00	14008413	60.00	14008414	60.00
14008415	60.00	14008416	60.00	14008417	60.00
14008418	60.00	14008419	60.00	14008420	60.00
14008421	60.00	14008422	60.00	14008423	60.00
14008424	60.00	14008425	60.00	14008426	60.00
14008427	60.00	14008428	60.00	14008429	60.00
14008430	60.00	14008431	60.00	14008432	60.00
14008433	60.00	14008434	60.00	14008435	113.00
14008436	60.00	14008437	60.00	14008438	60.00
14008439	60.00	14008440	60.00	14008441	60.00
14008442	60.00	14008443	60.00	14008444	60.00
14008445	60.00	14008446	60.00	14008447	60.00
14008448	60.00	14008449	60.00	14008450	60.00
14008451	60.00	14008452	60.00	14008453	60.00
14008454	60.00	14008455	60.00	14008456	60.00
14008457	60.00	14008458	60.00	14008459	60.00
14008460	60.00	14008461	38.95	14008462	10.00
14008463	11.00	14008464	19.50	14008465	29.80
14008466	18.50	14008467	21.15	14008468	13.30

14008469	2.50	14008470	24.45	14008471	36.50
14008472	6.00	14008473	17.00	14008474	7.00
14008475	323.25	14008476	60.00	14008477	60.00
14008478	60.00	14008479	60.00	14008480	60.00
14008481	60.00	14008482	60.00	14008483	60.00
14008484	60.00	14008485	60.00	14008486	22.00
14008487	2.00	14008488	15.00	14008489	12.50
14008490	3.73	14008491	4.00	14008492	0.50
14008493	3.00	14008494	12.50	14008495	6.00
14008496	60.00	14008497	60.00	14008498	4.00
14008499	16.11	14008500	35.50	14008501	6.00
14008502	7.00	14008503	6.00	14008504	20.00
14008505	1.00	14008506	1.50	14008507	31.00
14008508	3.00	14008509	17.05	14500703	20.00
14500704	9.50	14500705	9.50	14500706	5.00
14500707	40.00	14500708	2.25	14500709	5.00
14500710	20.00	14500711	15.00	14500712	10.00
14500713	15.00	14500714	21.25	14500715	18.00
14500716	21.25	14500717	32.00	14500718	15.00
14500719	14.00	14500720	3.00	14500721	37.50
14500722	4.00	14500723	20.00	14500724	12.00
14500725	17.00	14500726	4.00	14500727	7.00
14500728	22.00	14500729	11.00	14500730	10.00
14500731	10.00	14500732	10.00	14500733	10.00
14500734	109.00	14500735	80.00	14500736	80.00
14500737	80.00	14500738	160.00	14500739	80.00
14500740	80.00	14500741	80.00	14500742	80.00
14500743	80.00	14500744	80.00	14500745	80.00
14500746	2.00	14500747	10.00	14500748	10.00
14500749	8.00	14500750	300.00	14500751	25.00
14500752	80.00	14500753	80.00	14500754	80.00
14500755	80.00	14500756	80.00	14500757	80.00
14500758	80.00	14500759	69.00	14500760	30.00
14500761	40.00	14500762	70.00	14500763	40.00
14500764	70.00	14500765	80.00	14500766	80.00
14500767	80.00	14500768	60.00	14500769	50.00
14500770	20.00	14500771	110.00	14500772	100.00
14500773	120.00	14500774	100.00	14500775	90.00
14500776	60.00	14500777	50.00	14500778	80.00
14500779	140.00	14500780	100.00	14500781	60.00
14500782	190.00	14500783	80.00	14500784	130.00
14500785	100.00	14500786	150.00	14500787	220.00
14500788	120.00	14500789	80.00	14500790	110.00
14500791	70.00	14500792	10.00	14500793	20.00

14500794	350.00	14500795	50.00	14500796	250.00
14500797	90.00	14500798	70.00	14500799	30.00
14500800	290.00	14500801	160.00	14500802	60.00
14500803	40.00	14500804	40.00	14500805	90.00
14500806	90.00	14500807	160.00	14500808	140.00
14500809	60.00	14500810	60.00	14500811	100.00
14500812	190.00	14500813	190.00	14500814	270.00
14500815	70.00	14500816	450.00	14500817	270.00
14500818	110.00	14500819	40.00	14500820	120.00
14500821	170.00	14500822	40.00	14500823	240.00
14500824	40.00	14500825	110.00	14500826	80.00
14500827	100.00	14500828	40.00	14500829	80.00
14500830	80.00	14500831	100.00	14500832	250.00
14500833	2.00	14500834	0.50	14500835	160.00
14500836	290.00	14500837	60.00	14500838	100.00
14500839	240.00	14500840	80.00	14500841	90.00
14500842	110.00	14500843	90.00	14500844	40.00
14500845	60.00	14500846	70.00	14500847	20.00
14500848	60.00	14500849	60.00	14500850	80.00
14500851	90.00	14500852	130.00	14500853	30.00
14500854	60.00	14500855	70.00	14500856	100.00
14500857	150.00	14500858	60.00	14500859	60.00
14500860	100.00	14500861	90.00	14500862	190.00
14500863	80.00	14500864	80.00	14500865	20.00
14500866	160.00	14500867	60.00	14500868	60.00
14500869	100.00	14500870	50.00	14500871	60.00
14500872	100.00	14500873	40.00	14500874	40.00
14500875	40.00	14500876	90.00	14500877	100.00
14500878	1.00	14500879	80.00	14500880	80.00
14500881	100.00	14500882	150.00	14500883	350.00
14500884	150.00	14500885	100.00	14500886	100.00
14500887	60.00	14500888	60.00	14500889	80.00
14500890	100.00	14500891	100.00	14500892	110.00
14500893	40.00	14500894	60.00	14500895	160.00
14500896	70.00	14500897	90.00	14500898	80.00
14500899	60.00	14500900	60.00	14500901	70.00
14500902	40.00	14500903	60.00	14500904	20.00
14500905	20.00	14500906	80.00	14500907	150.00
14500908	80.00	14500909	80.00	14500910	200.00
14500911	40.00	14500912	80.00	14500913	30.00
14500914	60.00	14500915	40.00	14500916	70.00
14500917	160.00	14500918	140.00	14500919	240.00
14500920	160.00	14500921	80.00	14500922	80.00
14500923	80.00	14500924	80.00	14500925	20.00

14500926	2.50	14500927	2.50	14500928	1.25
14500929	20.00	14500930	6.00	14500931	160.00
14500932	22.00	14500933	0.50	14500934	20.00
14500935	80.00	14500936	80.00	14500937	80.00
14500938	320.00	14500939	80.00	14500940	80.00
14500941	6.00	14500942	5.00	14500943	0.50
14500944	2.00	14500945	5.00	14500946	2.00
14500947	13.00	14500948	100.00	14500949	160.00
14500950	80.00	14500951	160.00	14500952	80.00
14500953	7.00	14500954	14.00	14500955	22.00
14500956	5.00	14500957	1.50	14500958	2.00
14500959	6.50	14500960	80.00	14500961	80.00
14500962	80.00	14500963	2.00	14500964	20.00
14500965	0.50	14500966	80.00	14500967	80.00
14500968	80.00	14500969	80.00	14500970	20.00
14500971	2.00	14500972	20.00	14500973	20.00
14500974	1.00	14500975	80.00	14500976	80.00
14500977	310.00	14500978	240.00	14500979	80.00
14500980	1000.00	14500981	728.60	14500982	50.00
14500983	50.00	14500984	50.00	14500985	50.00
14500986	50.00	14500987	50.00	14500988	50.00
50500100	45.00	50500101	20.00	50500102	20.00
50500103	180.00	50500104	90.00	50500105	80.00
50500106	15.00	50500107	100.00	50500108	466.00
50500109	15.00	50500110	45.00	50500111	40.00
50500112	45.00	50500113	15.00	50500114	40.00
50500115	20.00	50500116	3935.00	50500117	20.00
50500118	75.00	50500119	116.00	50500120	50.00
50500121	400.00	50500122	474.70	50500123	566.00
50500124	200.00	50500125	412.00	50500126	200.00
50500127	414.50	50500128	200.00	50500129	381.00
50500130	400.00	50500131	745.00	50500132	400.00
50500133	421.00	50500134	580.35	50500135	80.00
50500136	135.00	50500137	80.00	50500138	20.00
50500139	45.00	50500140	97.00	50500141	30.00
50500142	360.00	50500143	40.00	50500144	570.00
50500145	125.00	50500146	190.00	50500147	100.00
50500148	400.00	50500149	459.20	70501267	250.00
70501268	20.00	70501269	84.00	70501270	1130.00
70501271	687.00	70501272	200.00	70501274	600.00
70501275	300.00	70501276	300.00	70501277	415.00
70501278	1125.00	70501279	600.00	70501280	2021.88
70501281	417.60	70501282	1000.00	70501283	5942.50
70501284	5942.50	70501285	562.00	70501286	775.00

70501287	662.50	70501288	240.00	70501289	250.00
70501290	215.00	70501291	235.00	70501292	60.00
70501293	120.00	70501294	130.00	70501295	470.00
70501296	1262.00	70501297	1136.00	70501298	1858.00
70501299	1077.50	70501300	150.00	70501301	1169.00
70501302	230.00	70501303	150.00	70501304	1081.00
70501305	1375.00	70501306	2185.75	70501307	777.42
70501308	100.00	70501309	160.00	70501310	50.00
70501311	390.00	70501312	300.00	70501313	312.50
70501314	150.00	70501315	608.00	70501316	765.00
70501317	1017.00	70501318	1395.00	70501319	1372.00
70501320	1841.80	70501321	223.00	70501322	7772.03
70501323	1420.00	70501324	1380.00	70501325	300.00
70501326	620.00	70501327	170.00	70501328	238.05
70501329	570.53	70501330	9.71	70501331	14.00
70501332	304.59	70501333	147.00	70501334	80.00
70501335	225.00	70501336	205.00	70501337	120.00
70501338	4800.00	70501339	5000.00	70501340	150.00
70501341	180.00	70501342	160.00	70501343	776.00
70501344	588.00	70501345	380.00	70501346	178.00

Total Receipts Cleared:
$204,016.67

Items:
1167

Checks Cleared This Month

Number	Amount	Number	Amount	Number	Amount
00112451	600.00	00112455	600.00	00112513	180.00
00112514	180.00	00112536	600.00	00112537	600.00
00112613	105.00	00112625	93.52	00112627	180.00
00112642	500.00	00112650	1050.28	00112662	300.00
00112663	1239.00	00112665	405.25	00112666	145.96
00112667	600.00	00112668	180.00	00112669	150.00
00112672	252.45	00112674	300.00	00112675	300.00
00112676	600.00	00112677	600.00	00112678	1200.00
00112679	1200.00	00112680	600.00	00112681	2000.00
00112682	2000.00	00112684	2638.15	00112685	520.00
00112686	2021.88	00112687	417.60	00112688	1000.00
00112689	2620.80	00112690	5203.26	00112691	525.00
00112692	410.00	00112694	75.00	00112695	134.62
00112696	202.82	00112697	100.00	00112698	7.50
00112701	800.00	00112702	600.00	00112703	600.00
00112704	86.50	00112705	131.70	00112706	6120.00
00112707	930.00	00112708	6133.60	00112709	1189.44
00112710	44.56	00112711	109.90	00112712	108.90

00112713	510.00	00112714	88.10	00112715	125.00
00112716	4199.20	00112717	204.00	00112718	250.00
00112719	991.47	00112720	544.47	00112721	140.00
00112722	35.00	00112723	5942.50	00112724	5942.50
00112725	300.00	00112726	93.82	00112727	29.40
00112728	1023.00	00112729	107.72	00112730	332.90
00112731	330.70	00112732	704.63	00112733	128.28
00112734	270.00	00112735	104.00	00112736	600.00
00112737	519.14	00112738	598.21	00112739	499.60
00112740	1527.68	00112741	70.16	00112742	280.85
00112743	604.42	00112744	16.83	00112745	228.71
00112746	41.70	00112747	198.00	00112748	270.00
00112749	191.39	00112750	909.77	00112751	834.65
00112752	83.52	00112753	59.91	00112754	1210.21
00112755	183.23	00112756	955.87	00112757	1353.68
00112758	900.18	00112759	102.90	00112760	1166.27
00112761	44.95	00112762	500.00	00112763	180.00
00112764	25069.50	00112765	630.00	00112766	50.00
00112767	240.99	00112769	1300.00	00112770	200.00
00112771	225.00	00112773	3594.86	00112775	109.90
00112776	925.00	00112777	63.70	00112779	971.00
00112780	221.00	00112781	7772.03	00112782	613.88
00112783	238.05	00112784	44.79	00112785	1410.13
00112787	570.53	00112789	4000.00	00112790	373.00
00112791	2167.50	00112793	1495.57	00112795	304.59
00112796	4547.16	00112797	400.00	00112798	7828.00
00112801	1119.36	00112802	100.00	00112803	100.00
00112806	100.00	00112807	75.00	00112808	364.00
00112809	240.00	00112810	400.00	00112811	781.00
00112812	15.70	00112813	1304.00	00112818	1000.00
00112819	728.60	00112820	404.68	00112821	400.00
00112827	790.00				

Total Cleared Checks: **Items:**

$159,309.73 **148**

Adjustments This Month

Number	Amount	Number	Amount	Number	Amount
00014074	800.00	00014075	600.00	00014076	5.00
00014077	-56.00	00014078	1.00	00014079	2.00
00014080	0.20	00014081	240.00	00014082	200.38
00014083	3219.05	00014084	272.45	00014085	67.17
00014086	250.00	00014087	87.50	00014088	10.00
00014089	75.00	00014090	15.00	00014091	1200.00

00014092	1439.77	00014093	50.10	00014094	50.00
00014095	40.00	00014096	20.00	00014097	500.00
00014098	-176.00	00014099	-100.00	00014100	-0.40

Total Adjustments: **$8,411.46**

Items: **27**

Receipts Voided This Month

No Transactions

Checks Voided This Month

Number	Amount	Number	Amount	Number	Amount
00112670	240.00	00112699	800.00	00112700	600.00

Total Void Checks: **$1,640.00**

Items: **3**

Legacy Checks Outstanding

No Transactions

Legacy Receipts Outstanding

No Transactions

Legacy Checks Cleared

No Transactions

Legacy Receipts Cleared

No Transactions

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

October, FY2027
MTD Summary

Summary Of Accounts

November 02, 2026

For Bank Account: * * * * * * 9935

This Report Is True And Correct To The Best Of My Knowledge.

Date: ____/____/_____ _____

Beginning:	**1,127,809.63**
Receipts:	**204,016.67**
Checks:	**(145,958.82)**
Adjustments:	**8,411.46**
Ending:	**$1,194,278.94**

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0101	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	20.00	0.00	0.00	20.00
001	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	20.00	0.00	0.00	20.00
0104	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
001	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
0201	ATHLETIC REVENUE FUND	15384.06	5454.00	11885.00	0.00	8953.06
001	ATHLETIC REVENUE FUND	15384.06	5454.00	11885.00	0.00	8953.06
0202	ATHLETIC ADMINISTRATION	-7000.00	6500.00	1500.00	0.00	-2000.00
001	ATHLETIC ADMINISTRATION	-7000.00	6500.00	1500.00	0.00	-2000.00
0203	FOOTBALL FUND	44966.05	15020.00	1055.47	0.00	58930.58
001	FOOTBALL FUND - $23,540	44966.05	15020.00	1055.47	0.00	58930.58
002	SW DAIRY MUSEUM GRANT-CH MILK	0.00	0.00	0.00	0.00	0.00
0204	BOYS BASKETBALL	7044.57	5942.50	4760.17	0.00	8226.90
001	BOYS BASKETBALL - $5,942.50	7044.57	5942.50	4760.17	0.00	8226.90
0205	GIRLS BASKETBALL	9088.17	10742.50	2923.00	0.00	16907.67
001	GIRLS BASKETBALL - $5,942.50	9088.17	10742.50	2923.00	0.00	16907.67
0206	BOYS WRESTLING	6649.65	0.00	0.00	0.00	6649.65
001	BOYS WRESTLING - $5,600	6649.65	0.00	0.00	0.00	6649.65
0207	BASEBALL	1120.16	0.00	0.00	0.00	1120.16
001	BASEBALL - $4,100	1120.16	0.00	0.00	0.00	1120.16
0208	BOYS & GIRLS TRACK	11348.43	0.00	250.40	0.00	11098.03
001	BOYS - $3,400, GIRLS - $3,400	11348.43	0.00	250.40	0.00	11098.03
0209	ACCT CLOSED-BA 12/14/21	0.00	0.00	0.00	0.00	0.00
001	GIRLS TRACK - $3,400	0.00	0.00	0.00	0.00	0.00
0210	TENNIS	5111.75	0.00	634.50	0.00	4477.25
001	TENNIS - B-$1,600, G-$1,600	5111.75	0.00	634.50	0.00	4477.25
0211	GIRLS WRESTLING	11809.65	0.00	0.00	0.00	11809.65
001	GIRLS WRESTLING - $5,600	11809.65	0.00	0.00	0.00	11809.65

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0212	BOYS GOLF	10860.10	0.00	1425.00	0.00	9435.10
001	BOYS GOLF - $1,500	10860.10	0.00	1425.00	0.00	9435.10
0213	GIRLS SOFTBALL	1819.70	300.00	110.00	0.00	2009.70
001	GIRLS SOFTBALL - $4,100	1819.70	300.00	110.00	0.00	2009.70
0214	CROSS-COUNTRY	2292.52	0.00	1319.36	0.00	973.16
001	CROSS COUNTRY - $1,000	2292.52	0.00	1319.36	0.00	973.16
0215	LETTERMEN'S CLUB	26239.77	0.00	2053.26	0.00	24186.51
001	LETTERMEN'S CLUB	26239.77	0.00	2053.26	0.00	24186.51
0218	CHEERLEADING	18500.27	1287.60	8216.10	1200.00	12771.77
001	CHEERLEADING - $1,000	18500.27	1287.60	8216.10	1200.00	12771.77
0219	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
001	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
0222	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
001	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
0225	BOYS SOCCER	1454.45	0.00	0.00	0.00	1454.45
001	BOYS SOCCER - $2,000	1454.45	0.00	0.00	0.00	1454.45
0226	GIRLS SOCCER	346.66	0.00	0.00	0.00	346.66
001	GIRLS SOCCER - $2,000	346.66	0.00	0.00	0.00	346.66
0227	SOCCER BOOSTER CLUB	9216.13	0.00	0.00	0.00	9216.13
001	SOCCER BOOSTER CLUB	9216.13	0.00	0.00	0.00	9216.13
0228	GIRLS GOLF	3695.39	0.00	0.00	0.00	3695.39
001	GIRLS GOLF - $1,500	3695.39	0.00	0.00	0.00	3695.39
0229	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
0230	LEGACY BK CD: DONNIE CHRISTIAN	200.00	0.00	0.00	0.00	200.00
001	LEGACY BK CD: DONNIE CHRISTIAN	200.00	0.00	0.00	0.00	200.00
002	2020 - CAITLYNN STEPHENS /ARMY	0.00	0.00	0.00	0.00	0.00
0231	ATHLETIC DEPT. CONCESSION	-2956.79	8465.55	8766.25	2039.77	-1217.72
001	ATHLETIC DEPT. CONCESSION	-2956.79	8465.55	8766.25	2039.77	-1217.72

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0235	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
001	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
0240	ACCT CLOSED-BA 07/18/23	0.00	0.00	0.00	0.00	0.00
001	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
0249	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
001	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
0251	VOLLEYBALL	9634.19	238.05	1023.00	0.00	8849.24
001	VOLLEYBALL - $1,000	9634.19	238.05	1023.00	0.00	8849.24
002	VOLLEYBALL BOOSTERS	0.00	0.00	0.00	0.00	0.00
0255	PHIL BARNES MEM SCHOLARSHIP	2360.00	0.00	0.00	0.00	2360.00
001	PHIL BARNES MEM SCHOLARSHIP	2360.00	0.00	0.00	0.00	2360.00
0256	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
001	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
0257	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
001	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
0261	POM PON	9912.30	1450.09	1410.13	0.00	9952.26
001	POM PON - $1,000	9912.30	1450.09	1410.13	0.00	9952.26
0263	SWIMMING	5845.14	1000.00	0.00	0.00	6845.14
001	SWIMMING - $1,000	5845.14	1000.00	0.00	0.00	6845.14
0264	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
001	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
0285	ATHLETIC TRAINER	2215.60	0.00	0.00	0.00	2215.60
001	ATHLETIC TRAINER	2215.60	0.00	0.00	0.00	2215.60
0290	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
001	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
0301	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
001	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
0302	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18
001	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0303	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
001	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
0304	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
001	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
0305	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
001	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
0306	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
001	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
0307	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
001	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
0308	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
001	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
0309	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
001	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
0310	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
001	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
0311	KEY CLUB	1705.61	1420.00	1026.00	0.00	2099.61
001	KEY CLUB	1705.61	1420.00	1026.00	0.00	2099.61
0312	BAND BOOSTERS	15174.09	0.00	2185.31	0.00	12988.78
001	BAND BOOSTERS	15174.09	0.00	2185.31	0.00	12988.78
0313	DEHYDRATOR RACE	31648.37	0.00	0.00	0.00	31648.37
001	DEHYDRATOR RACE	31648.37	0.00	0.00	0.00	31648.37
0314	NATIONAL HONOR SOCIETY	399.01	865.00	0.00	0.00	1264.01
001	NATIONAL HONOR SOCIETY	399.01	865.00	0.00	0.00	1264.01
0315	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
001	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
0316	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
001	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
0317	SMOKE RINGS YEARBOOK	908.21	2150.53	0.00	75.00	3133.74
001	SMOKE RINGS YEARBOOK	908.21	2150.53	0.00	75.00	3133.74

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0319	STUDENT COUNCIL	4116.55	2480.00	300.00	0.00	6296.55
001	STUDENT COUNCIL	4116.55	2480.00	300.00	0.00	6296.55
0320	LIBRARY	0.00	0.00	0.00	0.00	0.00
001	LIBRARY	0.00	0.00	0.00	0.00	0.00
0321	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
001	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
0322	SCHOLARSHIP ACCOUNT	2931.00	0.00	0.00	0.00	2931.00
001	SCHOLARSHIP ACCOUNT	930.10	0.00	0.00	0.00	930.10
002	COMMUNITIES FOUNDATION OF OK	2000.90	0.00	0.00	0.00	2000.90
003	AAUW - AM ASSOC OF UNIV WOMEN	0.00	0.00	0.00	0.00	0.00
0323	BAND	1704.89	0.00	220.00	0.00	1484.89
001	BAND	1704.89	0.00	220.00	0.00	1484.89
0324	BAND TRIP ACCOUNT	13746.50	0.00	0.00	0.00	13746.50
001	BAND TRIP ACCOUNT	13746.50	0.00	0.00	0.00	13746.50
0325	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
001	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
0327	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
001	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
0328	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
001	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
0329	MARKETING	671.02	1100.00	1242.64	0.00	528.38
001	MARKETING	671.02	1100.00	1242.64	0.00	528.38
0330	OFFICE ACCOUNT	4928.66	240.00	146.79	15.00	5036.87
001	OFFICE ACCOUNT	2840.58	240.00	146.79	15.00	2948.79
002	DEMON DEN CLOSET & PANTRY	1219.17	0.00	0.00	0.00	1219.17
003	MATH & SCIENCE - OERB DONATION	868.91	0.00	0.00	0.00	868.91
004	DHS DIGITAL SIGN	0.00	0.00	0.00	0.00	0.00
0333	ACADEMIC TEAM ACCOUNT	61.67	195.00	240.00	240.00	256.67
001	ACADEMIC TEAM ACCOUNT	61.67	195.00	240.00	240.00	256.67
0334	GREEN CLUB	347.03	0.00	0.00	0.00	347.03
001	GREEN CLUB	347.03	0.00	0.00	0.00	347.03

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0335	DRAMA	971.30	777.42	112.98	0.20	1635.94
001	DRAMA	971.30	777.42	112.98	0.20	1635.94
0337	VOCATIONAL AGRICULTURE	60536.16	1317.71	28731.36	0.00	33122.51
001	VOCATIONAL AGRICULTURE	60536.16	1317.71	28731.36	0.00	33122.51
0338	VOCAL MUSIC	7194.42	0.00	775.90	0.00	6418.52
001	VOCAL MUSIC	7194.42	0.00	775.90	0.00	6418.52
0339	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
001	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
0340	VENDING	5061.62	422.66	0.00	0.00	5484.28
001	VENDING	5061.62	422.66	0.00	0.00	5484.28
0343	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
001	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
0346	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
001	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
0347	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
001	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
0348	LEADERSHIP	694.99	0.00	0.00	0.00	694.99
001	LEADERSHIP	694.99	0.00	0.00	0.00	694.99
002	CLOSED-BA MOVED TO 330.002	0.00	0.00	0.00	0.00	0.00
0349	SENIOR CAP & GOWN	3906.10	0.00	0.00	250.00	4156.10
001	SENIOR CAP & GOWN	3906.10	0.00	0.00	250.00	4156.10
0350	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
0351	BUSINESS PROFESSIONALS OF AMER	45.00	200.00	225.00	0.00	20.00
001	BPA	45.00	200.00	225.00	0.00	20.00
0352	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
001	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
0353	DHS FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00
001	FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0360	EDGE: VENDING	2750.06	10.00	0.00	0.00	2760.06
001	EDGE: VENDING	2750.06	10.00	0.00	0.00	2760.06
0365	ARCHERY	0.00	0.00	0.00	0.00	0.00
001	DHS ARCHERY	0.00	0.00	0.00	0.00	0.00
0500	MAINTENANCE DEPARTMENT	83.49	0.00	0.00	0.00	83.49
001	MAINTENANCE DEPARTMENT	83.49	0.00	0.00	0.00	83.49
0550	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
001	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
1011	CO: TECHNOLOGY DEPARTMENT	150075.28	213.00	0.00	116.87	150405.15
001	CO: CHROMEBOOKS	146147.99	213.00	0.00	116.87	146477.86
002	CO: DONATIONS	3927.29	0.00	0.00	0.00	3927.29
1021	ATTENDANCE AWARDS	521.65	0.00	0.00	0.00	521.65
001	CO: ATTENDANCE AWARDS	521.65	0.00	0.00	0.00	521.65
1030	CLOSED	0.00	0.00	0.00	0.00	0.00
001	CO: SPECIAL EDUCATION	0.00	0.00	0.00	0.00	0.00
1031	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
001	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
1032	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: BEST BUDDIES	0.00	0.00	0.00	0.00	0.00
1051	CO: ASSISTANT SUPERINTENDENTS	2714.88	0.00	0.00	0.00	2714.88
001	CO: ASSISTANT SUPERINTENDENTS	2714.88	0.00	0.00	0.00	2714.88
002	LITTLE DRIBBLERS	0.00	0.00	0.00	0.00	0.00
1061	CO: TEACHER OF THE YEAR ACCT.	563.67	300.00	0.00	0.00	863.67
001	CO: TEACHER OF THE YEAR ACCT.	563.67	300.00	0.00	0.00	863.67
1062	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: 772 GEAR UP FUNDS	0.00	0.00	0.00	0.00	0.00
1063	CO: GIFTED AND TALENTED	1763.89	400.00	93.82	0.00	2070.07
001	CO: GIFTED AND TALENTED	1463.89	400.00	93.82	0.00	1770.07
002	CO: MATHCOUNTS	300.00	0.00	0.00	0.00	300.00
1064	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
001	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
1071	CO: ADMINISTRATIVE ACCOUNT	35608.37	414.56	1290.32	3291.12	38023.73
001	CO: ADMINISTRATION ACCOUNT	33608.37	414.56	1290.32	3291.12	36023.73
002	ASBOI - EAGLE SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
003	CO: EMPLOYEE OF THE MONTH	1500.00	0.00	0.00	0.00	1500.00
004	SCHOOL BASED FAMILY SPECIALIST	500.00	0.00	0.00	0.00	500.00
1081	COUSINS EVERYWHERE	4023.00	0.00	0.00	0.00	4023.00
001	MILK & JUICE, AND LUNCHES	523.00	0.00	0.00	0.00	523.00
002	TILLEY-STUDENT NEEDS	3500.00	0.00	0.00	0.00	3500.00
1091	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
001	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
1098	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
001	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
1099	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
001	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
1101	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
001	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
1213	MS: BAND	9892.94	4086.00	0.00	-56.00	13922.94
001	MS: BAND	9892.94	4086.00	0.00	-56.00	13922.94
1214	MS: STEM	497.62	0.00	0.00	0.00	497.62
001	MS: STEM	497.62	0.00	0.00	0.00	497.62
1216	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
001	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
1218	MS: OFFICE	18786.94	2314.25	3452.24	0.00	17648.95
001	MS: OFFICE	18786.94	2314.25	3452.24	0.00	17648.95
1219	MS: ATHLETICS	32508.32	4339.50	3574.00	1300.00	34573.82
001	MS: ATHLETICS	27993.06	3773.50	1850.00	800.00	30716.56
002	MS: FOOTBALL	0.00	0.00	0.00	0.00	0.00
003	MS: CHEERLEADING	4515.26	566.00	1724.00	500.00	3857.26
1220	CLOSED-BA: 01/10/23	0.00	0.00	0.00	0.00	0.00
001	MS: DMS FCA	0.00	0.00	0.00	0.00	0.00
1221	MS: VOCAL MUSIC	3554.50	2026.00	1545.47	20.00	4055.03
001	MS: VOCAL MUSIC	3269.71	2026.00	1545.47	20.00	3770.24

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
002	MS: PITCHFORKS	284.79	0.00	0.00	0.00	284.79
1222	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
001	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
1225	MS: CLOTHES CLOSET	5001.85	0.00	0.00	0.00	5001.85
001	MS: CLOTHES CLOSET	3468.03	0.00	0.00	0.00	3468.03
002	MS: DONATIONS FOR CHROMEBOOKS	1533.82	0.00	0.00	0.00	1533.82
003	MS: CREATING HOPE	0.00	0.00	0.00	0.00	0.00
1301	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
001	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
1302	MS: NJHS	9960.45	670.00	50.00	50.00	10630.45
001	MS: NJHS	9960.45	670.00	50.00	50.00	10630.45
1303	ACCT CLOSED-BA:12/14/21	0.00	0.00	0.00	0.00	0.00
001	MS: 7TH/8TH GRADE CHEERLEADERS	0.00	0.00	0.00	0.00	0.00
1305	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
001	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
002	MS: Natl Jr Art Honor Society	0.00	0.00	0.00	0.00	0.00
1306	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
001	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
1307	MS: ARCHERY	1011.26	240.00	0.00	0.00	1251.26
001	MS: ARCHERY	1011.26	240.00	0.00	0.00	1251.26
1308	MS: STUDENT COUNCIL	8617.67	0.00	0.00	0.00	8617.67
001	MS: STUDENT COUNCIL	8617.67	0.00	0.00	0.00	8617.67
1310	MS: YEARBOOK	15123.36	125.00	0.00	40.00	15288.36
001	MS: JOURNALISM	15123.36	125.00	0.00	40.00	15288.36
1312	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
001	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
1315	CLOSE: BA: 11/08/22	0.00	0.00	0.00	0.00	0.00
001	DMS/DHS BASS CLUB	0.00	0.00	0.00	0.00	0.00
1350	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20
001	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
2201	EM: MILK FUND	8245.68	881.00	1069.50	10.00	8067.18
001	EM: MILK FUND	8245.68	881.00	1069.50	10.00	8067.18
2203	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
001	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
2204	EM: MISCELLANEOUS	4546.28	0.00	178.67	0.00	4367.61
001	EM: MISCELLANEOUS	2502.34	0.00	0.00	0.00	2502.34
002	EM: CLOTHES CLOSE	955.58	0.00	178.67	0.00	776.91
003	EM: ARCHERY	1088.36	0.00	0.00	0.00	1088.36
2205	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
001	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
2206	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
001	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
2207	EM: LIBRARY FUND	2607.82	0.00	1252.77	0.00	1355.05
001	EM: LIBRARY FUND	2607.82	0.00	1252.77	0.00	1355.05
2208	EM: PTO FUND	19607.77	4189.00	7442.19	0.00	16354.58
001	EM: PTO FUND	19607.77	4189.00	7442.19	0.00	16354.58
5201	HM: MILK FUND	9354.75	833.30	1798.56	87.50	8476.99
001	HM: MILK FUND	9354.75	833.30	1798.56	87.50	8476.99
5203	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
001	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
5204	HM: MISCELLANEOUS	5353.23	4.00	74.72	0.00	5282.51
001	HM: MISCELLANEOUS	2243.72	4.00	0.00	0.00	2247.72
002	HM STUDENT LEADERSHIP COUNCIL	400.00	0.00	0.00	0.00	400.00
003	HM: ARCHERY	1704.13	0.00	74.72	0.00	1629.41
004	HM: CLOTHES CLOSET	1005.38	0.00	0.00	0.00	1005.38
5206	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
001	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
5207	HM: LIBRARY FUND	4651.24	18.00	78.04	0.00	4591.20
001	HM: LIBRARY FUND	4651.24	18.00	78.04	0.00	4591.20
5208	HM: PTO FUND	37040.93	7913.00	3194.05	0.00	41759.88
001	HM: PTO FUND	23439.07	0.00	600.51	0.00	22838.56

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
002	BIG KAHUNA	0.00	0.00	0.00	0.00	0.00
003	SPIRITWEAR	1745.00	0.00	0.00	0.00	1745.00
004	SPIRIT WAGON	1534.50	0.00	0.00	0.00	1534.50
005	FRI YAY	5473.15	433.00	1395.52	0.00	4510.63
006	HM CHAMPIONS	4040.00	7480.00	1041.99	0.00	10478.01
007	HOSPITALITY	809.21	0.00	156.03	0.00	653.18
008	KIND WEEK	0.00	0.00	0.00	0.00	0.00
009	WORLD'S FINEST CHOCOLATE	0.00	0.00	0.00	0.00	0.00
6201	WR: MILK FUND	11507.45	387.50	378.01	0.00	11516.94
001	WR: MILK FUND	11507.45	387.50	378.01	0.00	11516.94
6203	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
001	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
6204	WR: STEM	1873.79	0.00	0.00	0.00	1873.79
001	WR: WILL ROGERS STEM	1744.31	0.00	0.00	0.00	1744.31
002	WR: ELK CROSSING STEM	129.48	0.00	0.00	0.00	129.48
6205	WR: INTEREST & DONATIONS	2482.94	0.00	0.00	0.00	2482.94
001	WR: INTEREST & DONATIONS	485.87	0.00	0.00	0.00	485.87
003	WR: EME SANDERS' CLASS	14.20	0.00	0.00	0.00	14.20
004	WR: PHYSICAL EDUCATION	200.00	0.00	0.00	0.00	200.00
005	WR: J. DITTNER, COUNSELOR	130.72	0.00	0.00	0.00	130.72
006	WR: LORI MITCHELL'S CLASS	892.15	0.00	0.00	0.00	892.15
007	WR: CLOTHES CLOSET	760.00	0.00	0.00	0.00	760.00
6206	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
001	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
6207	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
001	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
6208	WR: PRE-K OPERATIONS	43326.50	6267.08	4269.26	-176.00	45148.32
001	WR: PRE-K OPERATIONS	43326.50	6267.08	4269.26	-176.00	45148.32
7201	MT: MILK FUND	5567.68	407.75	439.56	6.00	5541.87
001	MT: MILK FUND	5567.68	407.75	439.56	6.00	5541.87
7204	MT: MISCELLANEOUS	627.48	0.00	0.00	0.00	627.48
001	MT: MISCELLANEOUS	125.23	0.00	0.00	0.00	125.23
002	MT: CLOTHES CLOSET	502.25	0.00	0.00	0.00	502.25

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
7205	MT: INTEREST & DONATIONS	5639.95	0.00	0.00	0.00	5639.95
001	MT: INTEREST & DONATIONS	5639.95	0.00	0.00	0.00	5639.95
002	MT: MARQUEE	0.00	0.00	0.00	0.00	0.00
7206	MT: PICTURE FUND	971.45	0.00	0.00	0.00	971.45
001	MT: PICTURE FUND	971.45	0.00	0.00	0.00	971.45
7207	MT: LIBRARY FUND	1790.34	0.00	1495.57	0.00	294.77
001	MT: LIBRARY FUND	1790.34	0.00	1495.57	0.00	294.77
7208	MT: PTO FUND	10091.05	1036.35	230.63	0.00	10896.77
001	MT: PTO FUND	10091.05	1036.35	230.63	0.00	10896.77
8201	WW: MILK FUND	16700.33	651.95	640.64	0.00	16711.64
001	WW: MILK FUND	16700.33	651.95	640.64	0.00	16711.64
8203	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
001	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
8204	WW: MISCELLANEOUS	22979.51	8697.34	152.07	2.00	31526.78
001	WW: MISCELLANEOUS	22218.45	8697.34	152.07	2.00	30765.72
002	WW: CLOTHES CLOSET	761.06	0.00	0.00	0.00	761.06
8205	WW: INTEREST & DONATIONS	5172.71	0.00	0.00	0.00	5172.71
001	WW: INTEREST & DONATIONS	4841.12	0.00	0.00	0.00	4841.12
002	WW: PRE-K CLASS	52.99	0.00	0.00	0.00	52.99
004	WW: MRS. ZUPPER'S 4TH GR CLASS	102.85	0.00	0.00	0.00	102.85
005	WW: MS. ETHERIDGE'S CLASSROOM	175.75	0.00	0.00	0.00	175.75
8206	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
001	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
8207	WW: LIBRARY FUND	12707.46	0.00	1158.33	0.00	11549.13
001	WW: LIBRARY FUND	12707.46	0.00	1158.33	0.00	11549.13
8208	WW: PTO FUND	16202.84	436.25	1112.26	0.00	15526.83
001	WW: PTO FUND	5705.19	323.25	891.05	0.00	5137.39
002	WW: MARQUEE	2565.00	0.00	0.00	0.00	2565.00
011	WW: 1ST GRADE	422.86	0.00	0.00	0.00	422.86
012	WW: 2ND GRADE	537.53	0.00	0.00	0.00	537.53
013	WW: 3RD GRADE	454.62	0.00	0.00	0.00	454.62
014	WW: 4TH GRADE	696.89	0.00	0.00	0.00	696.89

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
015	WW: 5TH GRADE	471.74	0.00	0.00	0.00	471.74
016	WW: KINDERGARTEN	375.58	113.00	221.21	0.00	267.37
017	WW: ART	4473.43	0.00	0.00	0.00	4473.43
018	WW: KARON HISE (WE LOVE)	500.00	0.00	0.00	0.00	500.00
8209	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
001	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
9201	PL: MILK FUND	13520.86	407.50	1350.05	0.00	12578.31
001	PL: MILK FUND	13520.86	407.50	1350.05	0.00	12578.31
9204	PL: MISCELLANEOUS	17110.75	5926.00	7681.30	0.00	15355.45
001	PL: 1ST GRADE	660.90	50.00	413.40	0.00	297.50
002	PL: 2ND GRADE	6.10	0.00	0.00	0.00	6.10
003	PL: 3RD GRADE	427.24	0.00	0.00	0.00	427.24
004	PL: 4TH GRADE	283.20	0.00	0.00	0.00	283.20
005	PL: 5TH GRADE	3056.72	5190.00	4000.00	0.00	4246.72
006	PL: KINDERGARTEN	218.00	152.00	381.40	0.00	-11.40
007	PL: PE - PHYSICAL EDUCATION	2792.70	0.00	0.00	0.00	2792.70
008	PL: MUSIC	2052.08	350.00	145.00	0.00	2257.08
009	PL: SPECIAL EDUCATION	1.97	80.00	64.00	0.00	17.97
020	PL: GRADE LEVEL SHIRTS	3022.00	79.00	2167.50	0.00	933.50
021	PL: DUNCAN DEMON SHIRTS	2368.51	25.00	510.00	0.00	1883.51
022	PL: YEARBOOKS	1610.69	0.00	0.00	0.00	1610.69
023	PL: SQUARE 1 ART	0.00	0.00	0.00	0.00	0.00
024	PL: CLOTHES CLOSET	610.64	0.00	0.00	0.00	610.64
9205	PL: INTEREST & DONATIONS	11536.61	0.00	0.00	0.00	11536.61
001	PL: INTEREST & DONATIONS	10936.82	0.00	0.00	0.00	10936.82
002	AIMEE GREENING MEMORIAL	598.08	0.00	0.00	0.00	598.08
003	M. TARPLEY RESOURCE-OECU GRANT	1.71	0.00	0.00	0.00	1.71
9206	PL: PICTURE FUND	7228.81	0.00	0.00	0.00	7228.81
001	PL: PICTURE FUND	7228.81	0.00	0.00	0.00	7228.81
9207	PL: LIBRARY FUND	6615.04	1006.00	4975.27	0.00	2645.77
001	PL: LIBRARY FUND	6615.04	1006.00	4975.27	0.00	2645.77
9208	PL: PTO FUND	31474.80	16307.60	4528.41	-100.00	43153.99
001	PL: PTO OPERATING FUND	9113.57	0.00	1083.57	0.00	8030.00
002	PL: TREAT DAY	8259.00	239.00	770.21	0.00	7727.79
003	PL: TEACHER FUND	5052.23	0.00	426.11	0.00	4626.12

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
004	PL: DONATION DRIVE	3340.00	15340.00	991.47	-100.00	17588.53
005	PL: YEARBOOKS to be 9204.022	50.00	0.00	0.00	0.00	50.00
006	PL: SPIRIT STORE	4310.00	0.00	528.45	0.00	3781.55
007	PL: PTO PICTURES	300.00	0.00	0.00	0.00	300.00
008	PL: BOX TOPS	50.00	0.00	0.00	0.00	50.00
009	PL: HOSPITALITY	1000.00	728.60	728.60	0.00	1000.00
9209	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
001	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
9990	DPSF OPERATING ACCOUNT	17209.77	40000.00	0.00	0.00	57209.77
001	DEX AWARDS	331.26	30000.00	0.00	0.00	30331.26
002	ESPORTS	14323.10	0.00	0.00	0.00	14323.10
004	SPEC ED - OPAL LOWRY TRUST	893.43	0.00	0.00	0.00	893.43
007	PEER MENTORING - GEAR UP	3099.40	0.00	0.00	0.00	3099.40
008	HOOVER TENNIS ACCOUNT	-2687.02	10000.00	0.00	0.00	7312.98
009	STEM	1249.60	0.00	0.00	0.00	1249.60

Beginning MTD Account Balance:	**$1,127,809.63**
Expense:	0.00
Revenue:	3,984.79
Bank Charges:	-200.38
Refunds:	0.00
Interest:	3,219.05
Less NSF Checks:	-232.00
Total Adjustments Less Voids:	**6,771.46**
Total Adjustments Less Voids:	6,771.46
Add Void Checks:	1,640.00
Less Void Receipts:	0.00
Total Adjustments:	**$8,411.46**
Receipts Issued:	$204,016.67
Add Void Receipts:	$0.00
Add Total Receipts:	**$204,016.67**
Checks Issued:	$144,558.82
Void Checks:	$1,640.00
Less Total Checks:	**$145,958.82**
Current Balance:	**$1,194,278.94**
Total Number of Accounts:	165
YTD Outstanding Checks:	18,832.18
Prior Year Outstanding Checks:	1,478.45

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

FY-2027
YTD Summary

Summary Of Accounts
November 02, 2026

For Bank Account: * * * * * * 9935

This Report Is True And Correct To The Best Of My Knowledge.

Date: ____/____/____ _____

Beginning:	**1,004,270.23**
Receipts:	**651,459.43**
Checks:	**(501,621.47)**
Adjustments:	**40,170.75**
Ending:	**$1,194,278.94**

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0101	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	1.50	20.00	0.00	-1.50	20.00
001	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	1.50	20.00	0.00	-1.50	20.00
0104	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
001	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
0201	ATHLETIC REVENUE FUND	16834.06	36644.00	44525.00	0.00	8953.06
001	ATHLETIC REVENUE FUND	16834.06	36644.00	44525.00	0.00	8953.06
0202	ATHLETIC ADMINISTRATION	0.00	21500.00	23500.00	0.00	-2000.00
001	ATHLETIC ADMINISTRATION	0.00	21500.00	23500.00	0.00	-2000.00
0203	FOOTBALL FUND	36118.44	63233.45	40401.31	-20.00	58930.58
001	FOOTBALL FUND - $23,540	36118.44	63233.45	40401.31	-20.00	58930.58
002	SW DAIRY MUSEUM GRANT-CH MILK	0.00	0.00	0.00	0.00	0.00
0204	BOYS BASKETBALL	10386.37	5942.50	8101.97	0.00	8226.90
001	BOYS BASKETBALL - $5,942.50	10386.37	5942.50	8101.97	0.00	8226.90
0205	GIRLS BASKETBALL	12221.79	10742.50	6056.62	0.00	16907.67
001	GIRLS BASKETBALL - $5,942.50	12221.79	10742.50	6056.62	0.00	16907.67
0206	BOYS WRESTLING	6649.65	0.00	0.00	0.00	6649.65
001	BOYS WRESTLING - $5,600	6649.65	0.00	0.00	0.00	6649.65
0207	BASEBALL	1620.16	0.00	500.00	0.00	1120.16
001	BASEBALL - $4,100	1620.16	0.00	500.00	0.00	1120.16
0208	BOYS & GIRLS TRACK	12181.33	500.00	1583.30	0.00	11098.03
001	BOYS - $3,400, GIRLS - $3,400	12181.33	500.00	1583.30	0.00	11098.03
0209	ACCT CLOSED-BA 12/14/21	0.00	0.00	0.00	0.00	0.00
001	GIRLS TRACK - $3,400	0.00	0.00	0.00	0.00	0.00
0210	TENNIS	6372.97	0.00	1895.72	0.00	4477.25
001	TENNIS - B-$1,600, G-$1,600	6372.97	0.00	1895.72	0.00	4477.25
0211	GIRLS WRESTLING	11809.65	0.00	0.00	0.00	11809.65
001	GIRLS WRESTLING - $5,600	11809.65	0.00	0.00	0.00	11809.65

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0212	BOYS GOLF	11760.10	0.00	2325.00	0.00	9435.10
001	BOYS GOLF - $1,500	11760.10	0.00	2325.00	0.00	9435.10
0213	GIRLS SOFTBALL	1633.59	5975.00	5598.89	0.00	2009.70
001	GIRLS SOFTBALL - $4,100	1633.59	5975.00	5598.89	0.00	2009.70
0214	CROSS-COUNTRY	1035.78	2640.00	2702.62	0.00	973.16
001	CROSS COUNTRY - $1,000	1035.78	2640.00	2702.62	0.00	973.16
0215	LETTERMEN'S CLUB	1908.41	30322.21	8044.11	0.00	24186.51
001	LETTERMEN'S CLUB	1908.41	30322.21	8044.11	0.00	24186.51
0218	CHEERLEADING	20804.44	6407.63	17315.30	2875.00	12771.77
001	CHEERLEADING - $1,000	20804.44	6407.63	17315.30	2875.00	12771.77
0219	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
001	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
0222	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
001	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
0225	BOYS SOCCER	1954.45	0.00	500.00	0.00	1454.45
001	BOYS SOCCER - $2,000	1954.45	0.00	500.00	0.00	1454.45
0226	GIRLS SOCCER	2101.66	0.00	1755.00	0.00	346.66
001	GIRLS SOCCER - $2,000	2101.66	0.00	1755.00	0.00	346.66
0227	SOCCER BOOSTER CLUB	9008.23	207.90	0.00	0.00	9216.13
001	SOCCER BOOSTER CLUB	9008.23	207.90	0.00	0.00	9216.13
0228	GIRLS GOLF	2545.39	1150.00	0.00	0.00	3695.39
001	GIRLS GOLF - $1,500	2545.39	1150.00	0.00	0.00	3695.39
0229	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
0230	LEGACY BK CD: DONNIE CHRISTIAN	1000.00	0.00	800.00	0.00	200.00
001	LEGACY BK CD: DONNIE CHRISTIAN	1000.00	0.00	800.00	0.00	200.00
002	2020 - CAITLYNN STEPHENS /ARMY	0.00	0.00	0.00	0.00	0.00
0231	ATHLETIC DEPT. CONCESSION	24769.06	36485.75	70587.80	8115.27	-1217.72
001	ATHLETIC DEPT. CONCESSION	24769.06	36485.75	70587.80	8115.27	-1217.72

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0235	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
001	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
0240	ACCT CLOSED-BA 07/18/23	0.00	0.00	0.00	0.00	0.00
001	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
0249	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
001	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
0251	VOLLEYBALL	10908.48	2023.50	4082.74	0.00	8849.24
001	VOLLEYBALL - $1,000	10908.48	2023.50	4082.74	0.00	8849.24
002	VOLLEYBALL BOOSTERS	0.00	0.00	0.00	0.00	0.00
0255	PHIL BARNES MEM SCHOLARSHIP	3860.00	500.00	2000.00	0.00	2360.00
001	PHIL BARNES MEM SCHOLARSHIP	3860.00	500.00	2000.00	0.00	2360.00
0256	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
001	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
0257	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
001	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
0261	POM PON	16615.20	7640.09	14303.03	0.00	9952.26
001	POM PON - $1,000	16615.20	7640.09	14303.03	0.00	9952.26
0263	SWIMMING	4040.79	2804.35	0.00	0.00	6845.14
001	SWIMMING - $1,000	4040.79	2804.35	0.00	0.00	6845.14
0264	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
001	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
0285	ATHLETIC TRAINER	10098.64	0.00	7883.04	0.00	2215.60
001	ATHLETIC TRAINER	10098.64	0.00	7883.04	0.00	2215.60
0290	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
001	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
0301	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
001	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
0302	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18
001	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0303	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
001	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
0304	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
001	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
0305	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
001	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
0306	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
001	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
0307	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
001	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
0308	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
001	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
0309	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
001	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
0310	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
001	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
0311	KEY CLUB	1685.61	1420.00	1026.00	20.00	2099.61
001	KEY CLUB	1685.61	1420.00	1026.00	20.00	2099.61
0312	BAND BOOSTERS	20445.20	0.00	7456.42	0.00	12988.78
001	BAND BOOSTERS	20445.20	0.00	7456.42	0.00	12988.78
0313	DEHYDRATOR RACE	20273.66	19253.40	10760.32	2881.63	31648.37
001	DEHYDRATOR RACE	20273.66	19253.40	10760.32	2881.63	31648.37
0314	NATIONAL HONOR SOCIETY	319.01	945.00	0.00	0.00	1264.01
001	NATIONAL HONOR SOCIETY	319.01	945.00	0.00	0.00	1264.01
0315	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
001	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
0316	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
001	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
0317	SMOKE RINGS YEARBOOK	1238.90	4858.73	3228.89	265.00	3133.74
001	SMOKE RINGS YEARBOOK	1238.90	4858.73	3228.89	265.00	3133.74

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0319	STUDENT COUNCIL	21487.59	12677.95	27924.98	55.99	6296.55
001	STUDENT COUNCIL	21487.59	12677.95	27924.98	55.99	6296.55
0320	LIBRARY	0.00	0.00	0.00	0.00	0.00
001	LIBRARY	0.00	0.00	0.00	0.00	0.00
0321	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
001	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
0322	SCHOLARSHIP ACCOUNT	2931.00	4000.00	4000.00	0.00	2931.00
001	SCHOLARSHIP ACCOUNT	2930.10	0.00	2000.00	0.00	930.10
002	COMMUNITIES FOUNDATION OF OK	0.90	4000.00	2000.00	0.00	2000.90
003	AAUW - AM ASSOC OF UNIV WOMEN	0.00	0.00	0.00	0.00	0.00
0323	BAND	1458.89	1940.00	1914.00	0.00	1484.89
001	BAND	1458.89	1940.00	1914.00	0.00	1484.89
0324	BAND TRIP ACCOUNT	9655.50	4091.00	0.00	0.00	13746.50
001	BAND TRIP ACCOUNT	9655.50	4091.00	0.00	0.00	13746.50
0325	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
001	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
0327	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
001	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
0328	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
001	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
0329	MARKETING	952.17	2090.00	2902.98	389.19	528.38
001	MARKETING	952.17	2090.00	2902.98	389.19	528.38
0330	OFFICE ACCOUNT	6916.77	1958.00	4022.90	185.00	5036.87
001	OFFICE ACCOUNT	4828.69	1958.00	4022.90	185.00	2948.79
002	DEMON DEN CLOSET & PANTRY	1219.17	0.00	0.00	0.00	1219.17
003	MATH & SCIENCE - OERB DONATION	868.91	0.00	0.00	0.00	868.91
004	DHS DIGITAL SIGN	0.00	0.00	0.00	0.00	0.00
0333	ACADEMIC TEAM ACCOUNT	226.67	345.00	555.00	240.00	256.67
001	ACADEMIC TEAM ACCOUNT	226.67	345.00	555.00	240.00	256.67
0334	GREEN CLUB	347.03	0.00	0.00	0.00	347.03
001	GREEN CLUB	347.03	0.00	0.00	0.00	347.03

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0335	DRAMA	1462.75	777.42	604.43	0.20	1635.94
001	DRAMA	1462.75	777.42	604.43	0.20	1635.94
0337	VOCATIONAL AGRICULTURE	21419.19	41982.71	30279.39	0.00	33122.51
001	VOCATIONAL AGRICULTURE	21419.19	41982.71	30279.39	0.00	33122.51
0338	VOCAL MUSIC	7604.42	0.00	1185.90	0.00	6418.52
001	VOCAL MUSIC	7604.42	0.00	1185.90	0.00	6418.52
0339	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
001	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
0340	VENDING	4531.29	952.99	0.00	0.00	5484.28
001	VENDING	4531.29	952.99	0.00	0.00	5484.28
0343	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
001	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
0346	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
001	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
0347	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
001	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
0348	LEADERSHIP	1261.83	0.00	816.84	250.00	694.99
001	LEADERSHIP	1261.83	0.00	816.84	250.00	694.99
002	CLOSED-BA MOVED TO 330.002	0.00	0.00	0.00	0.00	0.00
0349	SENIOR CAP & GOWN	3006.10	0.00	0.00	1150.00	4156.10
001	SENIOR CAP & GOWN	3006.10	0.00	0.00	1150.00	4156.10
0350	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
0351	BUSINESS PROFESSIONALS OF AMER	0.00	245.00	225.00	0.00	20.00
001	BPA	0.00	245.00	225.00	0.00	20.00
0352	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
001	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
0353	DHS FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00
001	FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0360	EDGE: VENDING	2729.31	30.75	0.00	0.00	2760.06
001	EDGE: VENDING	2729.31	30.75	0.00	0.00	2760.06
0365	ARCHERY	0.00	0.00	0.00	0.00	0.00
001	DHS ARCHERY	0.00	0.00	0.00	0.00	0.00
0500	MAINTENANCE DEPARTMENT	55.99	27.50	0.00	0.00	83.49
001	MAINTENANCE DEPARTMENT	55.99	27.50	0.00	0.00	83.49
0550	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
001	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
1011	CO: TECHNOLOGY DEPARTMENT	123319.98	19066.00	0.00	8019.17	150405.15
001	CO: CHROMEBOOKS	119392.69	19066.00	0.00	8019.17	146477.86
002	CO: DONATIONS	3927.29	0.00	0.00	0.00	3927.29
1021	ATTENDANCE AWARDS	1500.00	0.00	978.35	0.00	521.65
001	CO: ATTENDANCE AWARDS	1500.00	0.00	978.35	0.00	521.65
1030	CLOSED	0.00	0.00	0.00	0.00	0.00
001	CO: SPECIAL EDUCATION	0.00	0.00	0.00	0.00	0.00
1031	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
001	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
1032	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: BEST BUDDIES	0.00	0.00	0.00	0.00	0.00
1051	CO: ASSISTANT SUPERINTENDENTS	3007.47	0.00	292.59	0.00	2714.88
001	CO: ASSISTANT SUPERINTENDENTS	3007.47	0.00	292.59	0.00	2714.88
002	LITTLE DRIBBLERS	0.00	0.00	0.00	0.00	0.00
1061	CO: TEACHER OF THE YEAR ACCT.	463.67	400.00	0.00	0.00	863.67
001	CO: TEACHER OF THE YEAR ACCT.	463.67	400.00	0.00	0.00	863.67
1062	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: 772 GEAR UP FUNDS	0.00	0.00	0.00	0.00	0.00
1063	CO: GIFTED AND TALENTED	1763.89	400.00	93.82	0.00	2070.07
001	CO: GIFTED AND TALENTED	1463.89	400.00	93.82	0.00	1770.07
002	CO: MATHCOUNTS	300.00	0.00	0.00	0.00	300.00
1064	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
001	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
1071	CO: ADMINISTRATIVE ACCOUNT	33858.50	509.22	7877.49	11533.50	38023.73
001	CO: ADMINISTRATION ACCOUNT	33358.50	509.22	7877.49	10033.50	36023.73
002	ASBOI - EAGLE SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
003	CO: EMPLOYEE OF THE MONTH	0.00	0.00	0.00	1500.00	1500.00
004	SCHOOL BASED FAMILY SPECIALIST	500.00	0.00	0.00	0.00	500.00
1081	COUSINS EVERYWHERE	4023.00	0.00	0.00	0.00	4023.00
001	MILK & JUICE, AND LUNCHES	523.00	0.00	0.00	0.00	523.00
002	TILLEY-STUDENT NEEDS	3500.00	0.00	0.00	0.00	3500.00
1091	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
001	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
1098	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
001	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
1099	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
001	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
1101	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
001	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
1213	MS: BAND	10522.94	4286.00	830.00	-56.00	13922.94
001	MS: BAND	10522.94	4286.00	830.00	-56.00	13922.94
1214	MS: STEM	497.62	0.00	0.00	0.00	497.62
001	MS: STEM	497.62	0.00	0.00	0.00	497.62
1216	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
001	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
1218	MS: OFFICE	8469.75	15597.28	6418.08	0.00	17648.95
001	MS: OFFICE	8469.75	15597.28	6418.08	0.00	17648.95
1219	MS: ATHLETICS	24513.21	22442.20	13681.59	1300.00	34573.82
001	MS: ATHLETICS	22298.95	19490.20	11872.59	800.00	30716.56
002	MS: FOOTBALL	0.00	0.00	0.00	0.00	0.00
003	MS: CHEERLEADING	2214.26	2952.00	1809.00	500.00	3857.26
1220	CLOSED-BA: 01/10/23	0.00	0.00	0.00	0.00	0.00
001	MS: DMS FCA	0.00	0.00	0.00	0.00	0.00
1221	MS: VOCAL MUSIC	2995.57	3601.00	2741.54	200.00	4055.03
001	MS: VOCAL MUSIC	2710.78	3601.00	2741.54	200.00	3770.24

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
002	MS: PITCHFORKS	284.79	0.00	0.00	0.00	284.79
1222	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
001	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
1225	MS: CLOTHES CLOSET	4941.85	60.00	0.00	0.00	5001.85
001	MS: CLOTHES CLOSET	3468.03	0.00	0.00	0.00	3468.03
002	MS: DONATIONS FOR CHROMEBOOKS	1473.82	60.00	0.00	0.00	1533.82
003	MS: CREATING HOPE	0.00	0.00	0.00	0.00	0.00
1301	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
001	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
1302	MS: NJHS	8473.75	2031.70	50.00	175.00	10630.45
001	MS: NJHS	8473.75	2031.70	50.00	175.00	10630.45
1303	ACCT CLOSED-BA:12/14/21	0.00	0.00	0.00	0.00	0.00
001	MS: 7TH/8TH GRADE CHEERLEADERS	0.00	0.00	0.00	0.00	0.00
1305	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
001	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
002	MS: Natl Jr Art Honor Society	0.00	0.00	0.00	0.00	0.00
1306	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
001	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
1307	MS: ARCHERY	611.26	640.00	0.00	0.00	1251.26
001	MS: ARCHERY	611.26	640.00	0.00	0.00	1251.26
1308	MS: STUDENT COUNCIL	9142.67	0.00	525.00	0.00	8617.67
001	MS: STUDENT COUNCIL	9142.67	0.00	525.00	0.00	8617.67
1310	MS: YEARBOOK	14920.10	417.26	514.00	465.00	15288.36
001	MS: JOURNALISM	14920.10	417.26	514.00	465.00	15288.36
1312	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
001	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
1315	CLOSE: BA: 11/08/22	0.00	0.00	0.00	0.00	0.00
001	DMS/DHS BASS CLUB	0.00	0.00	0.00	0.00	0.00
1350	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20
001	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
2201	EM: MILK FUND	5774.46	4743.41	2462.69	12.00	8067.18
001	EM: MILK FUND	5774.46	4743.41	2462.69	12.00	8067.18
2203	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
001	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
2204	EM: MISCELLANEOUS	4825.28	0.00	557.67	100.00	4367.61
001	EM: MISCELLANEOUS	2781.34	0.00	379.00	100.00	2502.34
002	EM: CLOTHES CLOSE	955.58	0.00	178.67	0.00	776.91
003	EM: ARCHERY	1088.36	0.00	0.00	0.00	1088.36
2205	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
001	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
2206	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
001	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
2207	EM: LIBRARY FUND	1441.55	1241.27	1327.77	0.00	1355.05
001	EM: LIBRARY FUND	1441.55	1241.27	1327.77	0.00	1355.05
2208	EM: PTO FUND	9583.34	15054.86	8283.67	0.05	16354.58
001	EM: PTO FUND	9583.34	15054.86	8283.67	0.05	16354.58
5201	HM: MILK FUND	5798.08	5931.15	3682.74	430.50	8476.99
001	HM: MILK FUND	5798.08	5931.15	3682.74	430.50	8476.99
5203	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
001	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
5204	HM: MISCELLANEOUS	6124.23	46.00	899.72	12.00	5282.51
001	HM: MISCELLANEOUS	3014.72	46.00	825.00	12.00	2247.72
002	HM STUDENT LEADERSHIP COUNCIL	400.00	0.00	0.00	0.00	400.00
003	HM: ARCHERY	1704.13	0.00	74.72	0.00	1629.41
004	HM: CLOTHES CLOSET	1005.38	0.00	0.00	0.00	1005.38
5206	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
001	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
5207	HM: LIBRARY FUND	4793.72	2814.67	3216.19	199.00	4591.20
001	HM: LIBRARY FUND	4793.72	2814.67	3216.19	199.00	4591.20
5208	HM: PTO FUND	29727.66	16020.50	3988.28	0.00	41759.88
001	HM: PTO FUND	24138.95	0.00	1300.39	0.00	22838.56

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
002	BIG KAHUNA	0.00	0.00	0.00	0.00	0.00
003	SPIRITWEAR	1745.00	0.00	0.00	0.00	1745.00
004	SPIRIT WAGON	1534.50	0.00	0.00	0.00	1534.50
005	FRI YAY	1500.00	4500.50	1489.87	0.00	4510.63
006	HM CHAMPIONS	0.00	11520.00	1041.99	0.00	10478.01
007	HOSPITALITY	809.21	0.00	156.03	0.00	653.18
008	KIND WEEK	0.00	0.00	0.00	0.00	0.00
009	WORLD'S FINEST CHOCOLATE	0.00	0.00	0.00	0.00	0.00
6201	WR: MILK FUND	9622.12	2927.00	1032.18	0.00	11516.94
001	WR: MILK FUND	9622.12	2927.00	1032.18	0.00	11516.94
6203	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
001	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
6204	WR: STEM	1873.79	0.00	0.00	0.00	1873.79
001	WR: WILL ROGERS STEM	1744.31	0.00	0.00	0.00	1744.31
002	WR: ELK CROSSING STEM	129.48	0.00	0.00	0.00	129.48
6205	WR: INTEREST & DONATIONS	2482.94	0.00	0.00	0.00	2482.94
001	WR: INTEREST & DONATIONS	485.87	0.00	0.00	0.00	485.87
003	WR: EME SANDERS' CLASS	14.20	0.00	0.00	0.00	14.20
004	WR: PHYSICAL EDUCATION	200.00	0.00	0.00	0.00	200.00
005	WR: J. DITTNER, COUNSELOR	130.72	0.00	0.00	0.00	130.72
006	WR: LORI MITCHELL'S CLASS	892.15	0.00	0.00	0.00	892.15
007	WR: CLOTHES CLOSET	760.00	0.00	0.00	0.00	760.00
6206	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
001	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
6207	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
001	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
6208	WR: PRE-K OPERATIONS	29851.08	25477.08	10003.84	-176.00	45148.32
001	WR: PRE-K OPERATIONS	29851.08	25477.08	10003.84	-176.00	45148.32
7201	MT: MILK FUND	4316.95	2301.39	1172.97	96.50	5541.87
001	MT: MILK FUND	4316.95	2301.39	1172.97	96.50	5541.87
7204	MT: MISCELLANEOUS	727.48	0.00	100.00	0.00	627.48
001	MT: MISCELLANEOUS	225.23	0.00	100.00	0.00	125.23
002	MT: CLOTHES CLOSET	502.25	0.00	0.00	0.00	502.25

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
7205	MT: INTEREST & DONATIONS	5647.80	0.00	7.85	0.00	5639.95
001	MT: INTEREST & DONATIONS	5647.80	0.00	7.85	0.00	5639.95
002	MT: MARQUEE	0.00	0.00	0.00	0.00	0.00
7206	MT: PICTURE FUND	961.22	10.23	0.00	0.00	971.45
001	MT: PICTURE FUND	961.22	10.23	0.00	0.00	971.45
7207	MT: LIBRARY FUND	293.22	1597.12	1595.57	0.00	294.77
001	MT: LIBRARY FUND	293.22	1597.12	1595.57	0.00	294.77
7208	MT: PTO FUND	10747.43	1036.35	887.01	0.00	10896.77
001	MT: PTO FUND	10747.43	1036.35	887.01	0.00	10896.77
8201	WW: MILK FUND	15113.76	3245.53	1647.66	0.01	16711.64
001	WW: MILK FUND	15113.76	3245.53	1647.66	0.01	16711.64
8203	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
001	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
8204	WW: MISCELLANEOUS	19638.09	12477.34	590.65	2.00	31526.78
001	WW: MISCELLANEOUS	18877.03	12477.34	590.65	2.00	30765.72
002	WW: CLOTHES CLOSET	761.06	0.00	0.00	0.00	761.06
8205	WW: INTEREST & DONATIONS	4790.70	413.00	30.99	0.00	5172.71
001	WW: INTEREST & DONATIONS	4459.11	413.00	30.99	0.00	4841.12
002	WW: PRE-K CLASS	52.99	0.00	0.00	0.00	52.99
004	WW: MRS. ZUPPER'S 4TH GR CLASS	102.85	0.00	0.00	0.00	102.85
005	WW: MS. ETHERIDGE'S CLASSROOM	175.75	0.00	0.00	0.00	175.75
8206	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
001	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
8207	WW: LIBRARY FUND	10778.61	1928.85	1158.33	0.00	11549.13
001	WW: LIBRARY FUND	10778.61	1928.85	1158.33	0.00	11549.13
8208	WW: PTO FUND	14981.58	1825.57	1280.32	0.00	15526.83
001	WW: PTO FUND	4315.87	1712.57	891.05	0.00	5137.39
002	WW: MARQUEE	2565.00	0.00	0.00	0.00	2565.00
011	WW: 1ST GRADE	422.86	0.00	0.00	0.00	422.86
012	WW: 2ND GRADE	537.53	0.00	0.00	0.00	537.53
013	WW: 3RD GRADE	454.62	0.00	0.00	0.00	454.62
014	WW: 4TH GRADE	696.89	0.00	0.00	0.00	696.89

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
015	WW: 5TH GRADE	471.74	0.00	0.00	0.00	471.74
016	WW: KINDERGARTEN	543.64	113.00	389.27	0.00	267.37
017	WW: ART	4473.43	0.00	0.00	0.00	4473.43
018	WW: KARON HISE (WE LOVE)	500.00	0.00	0.00	0.00	500.00
8209	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
001	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
9201	PL: MILK FUND	7363.83	9658.25	4548.77	105.00	12578.31
001	PL: MILK FUND	7363.83	9658.25	4548.77	105.00	12578.31
9204	PL: MISCELLANEOUS	12075.75	14416.20	11136.50	0.00	15355.45
001	PL: 1ST GRADE	6.10	710.90	419.50	0.00	297.50
002	PL: 2ND GRADE	427.24	6.10	427.24	0.00	6.10
003	PL: 3RD GRADE	283.20	427.24	283.20	0.00	427.24
004	PL: 4TH GRADE	787.76	283.20	787.76	0.00	283.20
005	PL: 5TH GRADE	1632.96	6789.76	4176.00	0.00	4246.72
006	PL: KINDERGARTEN	290.90	370.00	672.30	0.00	-11.40
007	PL: PE - PHYSICAL EDUCATION	2792.70	0.00	0.00	0.00	2792.70
008	PL: MUSIC	2052.08	350.00	145.00	0.00	2257.08
009	PL: SPECIAL EDUCATION	1.97	80.00	64.00	0.00	17.97
020	PL: GRADE LEVEL SHIRTS	782.00	2319.00	2167.50	0.00	933.50
021	PL: DUNCAN DEMON SHIRTS	797.51	3080.00	1994.00	0.00	1883.51
022	PL: YEARBOOKS	1610.69	0.00	0.00	0.00	1610.69
023	PL: SQUARE 1 ART	0.00	0.00	0.00	0.00	0.00
024	PL: CLOTHES CLOSET	610.64	0.00	0.00	0.00	610.64
9205	PL: INTEREST & DONATIONS	11536.61	0.00	0.00	0.00	11536.61
001	PL: INTEREST & DONATIONS	10936.82	0.00	0.00	0.00	10936.82
002	AIMEE GREENING MEMORIAL	598.08	0.00	0.00	0.00	598.08
003	M. TARPLEY RESOURCE-OECU GRANT	1.71	0.00	0.00	0.00	1.71
9206	PL: PICTURE FUND	8279.09	0.00	1050.28	0.00	7228.81
001	PL: PICTURE FUND	8279.09	0.00	1050.28	0.00	7228.81
9207	PL: LIBRARY FUND	1633.44	6387.60	5375.27	0.00	2645.77
001	PL: LIBRARY FUND	1633.44	6387.60	5375.27	0.00	2645.77
9208	PL: PTO FUND	26813.57	35191.34	18750.92	-100.00	43153.99
001	PL: PTO OPERATING FUND	1689.31	8607.05	2266.36	0.00	8030.00
002	PL: TREAT DAY	6812.99	4498.00	3583.20	0.00	7727.79
003	PL: TEACHER FUND	8903.14	1684.90	5961.92	0.00	4626.12

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
004	PL: DONATION DRIVE	4044.73	17635.27	3991.47	-100.00	17588.53
005	PL: YEARBOOKS to be 9204.022	246.34	0.00	196.34	0.00	50.00
006	PL: SPIRIT STORE	3027.13	1310.00	555.58	0.00	3781.55
007	PL: PTO PICTURES	1486.05	0.00	1186.05	0.00	300.00
008	PL: BOX TOPS	331.40	0.00	281.40	0.00	50.00
009	PL: HOSPITALITY	272.48	1456.12	728.60	0.00	1000.00
9209	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
001	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
9990	DPSF OPERATING ACCOUNT	8304.11	59009.60	11551.18	1447.24	57209.77
001	DEX AWARDS	243.58	30000.00	7009.60	7097.28	30331.26
002	ESPORTS	2818.10	12000.00	495.00	0.00	14323.10
004	SPEC ED - OPAL LOWRY TRUST	893.43	0.00	0.00	0.00	893.43
007	PEER MENTORING - GEAR UP	3099.40	0.00	0.00	0.00	3099.40
008	HOOVER TENNIS ACCOUNT	0.00	17009.60	4046.58	-5650.04	7312.98
009	STEM	1249.60	0.00	0.00	0.00	1249.60

Beginning YTD Account Balance:	**$1,004,270.23**
Expense:	0.00
Revenue:	26,125.34
Bank Charges:	-881.37
Refunds:	0.00
Interest:	11,006.36
Less NSF Checks:	-252.00
Total Adjustments Less Voids:	**35,998.33**
Total Adjustments Less Voids:	35,998.33
Add Void Checks:	4,172.42
Less Void Receipts:	0.00
Total Adjustments:	**$40,170.75**
Receipts Issued:	$651,459.43
Add Void Receipts:	$0.00
Add Total Receipts:	**$651,459.43**
Checks Issued:	$497,449.05
Void Checks:	$4,172.42
Less Total Checks:	**$501,621.47**
Current Balance:	**$1,194,278.94**
Total Number of Accounts:	165
YTD Outstanding Checks:	18,832.18
Prior Year Outstanding Checks:	1,478.45

DUNCAN PUBLIC SCHOOLS
ACTIVITY FUND INVESTMENT REPORT
10/31/2026

BANK	ACCOUNT HOLDER	ACCOUNT NUMBER	AMOUNT	RATE	TERM	MATURITY
BancFirst	Activity Fund/Checking	5020019935	$ 99,935.81			
BancFirst	Sweep Account	9550200022	$ 1,114,653.76			
	TOTAL		**$ 1,214,589.57**			

LaTisha Miller

LaTisha Miller
Activity Fund Custodian

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

BOARD APPROVED
NOV 10 2026
ITEM # b.c.

Reconciliation

November 02, 2026

Bank account:	Reconciliation date:	Prepared by:	For applied period:
* * * * * * 9935	10/31/2026	MILLER, LATISHA	**October, 2027**

General ledger account balance	$1,127,809.63	Balance per bank statement as of reconciliation date	$99,935.81
Add debits	$204,016.67	Add receipts in transit (outstanding)	$0.00
Less credits	$145,958.82	Less outstanding checks	$20,310.63
Add adjustments	$8,411.46	Interest not yet posted	$0.00
		Charges not yet posted	$0.00
		Investments	$1,114,653.76
Bank Balance Per General Ledger (Activity Fund)	**$1,194,278.94**	**Bank Balance Per Statement Reconciliation**	**$1,194,278.94**

Variance: $0.00 *

Outstanding Receipts

No Transactions

Outstanding Checks

Number	Amount	Number	Amount	Number	Amount
00109993	41.95	00110275	90.00	00110300	27.97
00111233	27.96	00111346	86.31	00111530	250.00
00111715	130.54	00112011	76.98	00112028	200.00
00112173	152.69	00112176	149.80	00112188	244.25
00112398	105.00	00112551	239.00	00112624	150.00
00112693	451.00	00112768	110.00	00112772	1061.77
00112774	525.00	00112778	634.50	00112786	360.00
00112788	640.00	00112792	1089.00	00112794	220.00
00112799	210.00	00112800	51.99	00112804	100.00
00112805	645.00	00112814	1470.00	00112815	145.00
00112816	142.20	00112817	804.00	00112822	109.90
00112823	250.00	00112824	370.00	00112825	99.00
00112826	1026.00	00112828	654.41	00112829	720.00
00112830	2824.00	00112831	142.68	00112832	1072.39
00112833	1106.83	00112834	215.92	00112835	288.42
00112836	799.17				

Total Outstanding Checks: **$20,310.63**

Items: **46**

Receipts Cleared This Month

Number	Amount	Number	Amount	Number	Amount
05000018	10000.00	05000019	400.00	05000020	432.66
05000021	10034.27	05000022	398.86	05000023	42.95
05000024	56.00	05000025	15.70	05000026	30000.00
05000027	10000.00	11008511	20.00	11008512	2.00
11008513	1.50	11008514	3.00	11008515	1.00
11008516	4.00	11008517	12.00	11008518	80.00
11008519	80.00	11008520	80.00	11008521	80.00
11008522	80.00	11008523	160.00	11008524	160.00
11008525	80.00	11008526	80.00	11008527	80.00
11008528	15.00	11008529	10.00	11008530	10.25
11008531	2.00	11008532	80.00	11008533	80.00
11008534	80.00	11008535	80.00	11008536	80.00
11008537	80.00	11008538	80.00	11008539	80.00
11008540	80.00	11008541	80.00	11008542	80.00
11008543	80.00	11008544	80.00	11008545	80.00
11008546	80.00	11008547	80.00	11008548	14.00
11008549	80.00	11008550	80.00	11008551	80.00

11008552	80.00	11008553	80.00	11008554	80.00
11008555	6.00	11008556	0.50	11008557	1.00
11008558	10.00	11008559	7.00	11008560	2.50
11008561	4.50	11008562	2.00	11008563	2.00
11008564	4.50	11008565	10.00	11008566	3.00
11008567	5.50	11008568	12.00	11008569	5.00
11008570	2.50	11008571	10.00	11008572	2.00
11008573	27.00	11008574	80.00	11008575	80.00
11008576	80.00	11008577	80.00	11008578	80.00
11008579	10.00	11008580	10.00	11008581	5.00
11008582	10.00	11008583	10.00	11008584	10.00
11008585	10.00	11008586	10.00	11008587	10.00
11008588	5.00	11008589	15.00	11008590	10.00
11008591	10.00	11008592	10.00	11008593	10.00
11008594	5.00	11008595	10.00	11008596	10.00
11008597	10.00	11008598	10.00	11008599	5.00
11008600	5.00	11008601	10.00	11008602	5.00
11008603	5.00	11008604	5.00	11008605	5.00
11008606	5.00	11008607	5.00	11008608	1.00
11008609	1.50	11008610	5.00	11008611	1.00
11008612	1.00	11008613	2.50	11008614	1.00
11008615	4.00	11008616	1.00	11008617	5.00
11008618	6.00	11008619	16.00	11008620	1.00
11008621	11.50	11008622	10.00	11008623	20.50
11008624	1.00	11008625	10.00	11008626	10.00
11008627	2.00	11008628	6.00	11008629	6.00
11008630	6.50	11008631	1.00	11008632	5.00
11008633	5.00	11008634	5.00	11008635	5.00
11008636	5.00	11008637	50.00	11008638	30.00
11008639	300.00	11008640	80.00	11008641	11.00
11008642	2.00	11008643	5.00	11008644	2.00
11008645	5.00	11008646	0.50	11008647	1.50
11008648	2.00	11008649	5.00	11008650	0.50
11008651	1.50	11008652	10.00	11008653	10.00
11008654	10.00	11008655	10.00	11008656	5.00
11008657	5.00	11008658	10.00	11008659	5.00
11008660	5.00	11008661	10.00	11008662	5.00
11008663	5.00	11008664	5.00	11008665	5.00
11008666	10.00	11008667	10.00	11008668	10.00
11008669	10.00	11008670	10.00	11008671	10.00
11008672	10.00	11008673	10.00	11008674	10.00
11008675	10.00	11008676	10.00	11008677	10.00
11008678	10.00	11008679	10.00	11008680	10.00
11008681	10.00	11008682	10.00	11008683	10.00

11008684	10.00	11008685	5.00	11008686	10.00
11008687	10.00	11008688	10.00	11008689	5.00
11008690	4.00	11008691	1.00	11008692	6.50
11008693	1.50	11008694	0.50	11008695	1.00
11008696	1.50	11008697	10.00	11008698	1.50
11008699	0.50	11008700	0.50	11008701	1.00
11008702	10.50	11008703	6.00	11008704	0.50
11008705	5.00	11008706	7.00	11008707	7.00
11008708	2.50	11008709	13.00	11008710	10.00
11008711	6.00	11008712	7.00	11008713	20.00
11008714	6.00	11008715	5.50	11008716	1.00
11008717	10.00	11008718	3.00	11008719	2.00
11008720	5.50	11008721	5.00	11008722	2.50
11008723	2.00	11008724	2.00	11008725	2.50
11008726	1.00	11008727	10.50	11008728	2.00
11008729	15.00	11008730	2.00	11008731	4.00
11008732	1.00	11008733	1.00	11008734	6.00
11008735	0.50	11008736	6.00	11008737	2.00
11008738	5.00	11008739	5.00	11008740	3.00
11008741	36.00	11008742	3.00	11008743	6.00
11008744	2.00	11008745	0.50	11008746	0.75
11008747	11.00	11008748	22.50	11008749	20.00
11008750	12.00	11008751	0.50	11008752	1.00
11008753	6.50	11008754	6.00	11008755	10.00
11008756	2.00	11008757	3.50	11008758	15.00
11008759	22.00	11008760	14.50	11008761	20.00
11008762	3.00	11008763	1.00	11008764	12.00
11008765	0.50	11008766	4.50	11008767	3.00
11008768	20.00	11008769	1.00	11008770	5.00
11008771	3.00	11008772	0.50	11008773	0.50
11008774	1.00	11008775	5.00	11008776	4.00
11008777	3.00	12500458	5.00	12500459	6.50
12500460	2.00	12500461	5.00	12500462	17.00
12500463	13.50	12500464	7.50	12500465	9.00
12500466	23.50	12500467	60.00	12500468	24.00
12500469	21.50	12500470	19.00	12500471	15.50
12500472	32.50	12500473	26.50	12500474	7.50
12500475	9.00	12500476	30.00	12500477	30.00
12500478	50.00	12500479	40.00	12500480	310.00
12500481	130.00	12500482	240.00	12500483	240.00
12500484	25.00	12500485	100.00	12500486	150.00
12500487	80.00	12500488	90.00	12500489	90.00
12500490	100.00	12500491	200.00	12500492	1.00
12500493	5.00	12500494	35.00	12500495	0.50

12500496	35.50	12500497	24.50	12500498	3.00
12500499	3.00	12500500	17.00	12500501	20.00
12500502	20.00	12500503	20.00	12500504	23.80
12500505	4.50	12500506	10.00	12500507	15.00
12500508	2.00	12500509	4.00	12500510	210.00
12500511	70.00	12500512	150.00	12500514	130.00
12500515	120.00	12500516	70.00	12500517	80.00
12500518	100.00	12500519	30.00	12500520	210.00
12500521	310.00	12500522	110.00	12500523	230.00
12500524	10.00	12500525	240.00	12500526	330.00
12500527	60.00	12500528	40.00	12500529	100.00
12500530	120.00	12500531	20.00	12500532	70.00
12500533	20.00	12500534	120.00	12500535	20.00
12500536	20.00	12500537	300.00	12500538	60.00
12500539	80.00	12500540	140.00	12500541	140.00
12500542	25.00	12500543	60.00	12500544	40.00
12500545	180.00	12500546	90.00	12500547	90.00
12500548	60.00	12500549	30.00	12500550	30.00
12500551	40.00	12500552	30.00	12500553	20.00
12500554	20.00	12500555	310.00	12500556	40.00
12500557	120.00	12500558	30.00	12500559	180.00
12500560	60.00	12500561	1.00	12500562	2.00
12500563	10.00	12500564	29.00	12500565	6.00
12500566	2.00	12500567	1.00	12500568	120.00
12500569	62.50	12500570	50.00	12500571	20.50
12500572	1.00	12500573	5.00	12500574	5.00
12500575	2.00	12500576	10.00	12500577	1.50
12500578	10.00	12500579	0.50	12500580	11.00
12500581	8.00	12500582	28.00	12500583	8.50
12500584	1.00	12500585	5.50	12500586	120.00
12500587	120.00	12500588	12.50	12500589	5.00
12500590	20.50	12500591	5.50	12500592	1.50
12500593	1.50	12500594	2.00	12500595	20.00
12500596	1.00	12500597	14.00	12500598	2.50
12500599	0.50	12500600	8.00	12500601	5.00
12500602	2.00	12500603	34.50	12500604	41.50
12500605	20.00	12500606	2.00	12500607	1.00
12500608	30.00	12500609	30.00	12500610	11.50
12500611	20.00	12500612	6.00	12500613	1.50
12500614	20.00	12500615	0.50	12500616	5.00
12500617	5.00	12500618	1.00	12500619	1.00
12500620	9.00	12500621	1.00	12500622	0.50
12500623	5.00	12500624	30.00	12500625	2.00
12500626	50.00	12500627	2.50	12500628	5.00

12500629	2.00	12500630	2.00	12500631	1.00
12500632	0.50	12500633	0.50	12500634	1.50
12500635	0.50	12500636	2.00	12500637	5.50
12500638	8.00	12500639	7.00	12500640	0.50
12500641	5.00	12500642	10.00	12500643	1.00
12500644	5.00	12500645	0.50	12500646	0.50
12500647	1.00	12500648	18.00	13006671	136.00
13006672	288.00	13006673	128.00	13006674	40.00
13006675	64.00	13006676	428.00	13006677	224.00
13006678	196.00	13006679	460.00	13006680	88.00
13006681	16.00	13006682	4.00	13006683	5.00
13006684	2.00	13006685	44.00	13006686	0.50
13006687	12.00	13006688	1.00	13006689	30.00
13006690	3.00	13006691	10.00	13006692	20.00
13006693	8.50	13006694	25.00	13006695	22.50
13006696	20.00	13006697	24.00	13006698	1300.00
13006699	31.00	13006700	10.00	13006701	45.00
13006702	6.00	13006703	3.50	13006704	7.00
13006705	4.00	13006706	7.50	13006707	3690.00
13006708	1.00	13006709	25.00	13006710	12.50
13006711	4.00	13006712	20.00	13006713	5.50
13006714	195.11	13006715	1.00	13006716	144.00
13006717	5.00	13006718	50.00	13006719	97.97
13500825	604.35	13500826	10.00	13500827	8.50
13500828	13.00	13500829	41.00	13500830	10.00
13500831	1.00	13500832	4.00	13500833	35.00
13500834	26.00	13500835	12.50	13500836	5.50
13500837	13.00	13500838	25.00	13500839	20.00
13500840	5.00	13500841	14.00	13500842	13.50
13500843	11.00	13500844	5.00	13500845	5.00
13500846	2.00	13500847	2.50	13500848	14.50
13500849	2.00	13500850	32.50	13500851	14.50
13500852	15.50	13500853	5.00	13500854	5.00
13500855	16.00	13500856	11.00	13500857	21.50
13500858	10.50	13500859	7.50	13500860	6.00
13500861	1.00	13500862	0.50	13500863	6.00
13500864	0.75	13500865	3.00	13500866	45.00
13500867	7.50	13500868	66.00	13500869	66.00
13500870	220.00	14008320	60.00	14008321	60.00
14008322	60.00	14008323	60.00	14008324	60.00
14008325	60.00	14008326	60.00	14008327	60.00
14008328	60.00	14008329	60.00	14008330	60.00
14008331	60.00	14008332	60.00	14008333	60.00
14008334	60.00	14008335	6.00	14008336	8.25

14008337	4.00	14008338	22.50	14008339	23.00
14008340	6.00	14008341	34.00	14008342	9.50
14008343	18.10	14008344	0.50	14008345	23.00
14008346	8.00	14008347	12.00	14008348	15.00
14008349	22.56	14008350	329.84	14008351	102.00
14008352	60.00	14008353	60.00	14008354	60.00
14008355	60.00	14008356	60.00	14008357	60.00
14008358	60.00	14008359	60.00	14008360	60.00
14008361	60.00	14008362	60.00	14008363	60.00
14008364	60.00	14008365	60.00	14008366	60.00
14008367	60.00	14008368	60.00	14008369	60.00
14008370	60.00	14008371	60.00	14008372	60.00
14008373	60.00	14008374	60.00	14008375	60.00
14008376	60.00	14008377	60.00	14008378	60.00
14008379	60.00	14008380	60.00	14008381	180.00
14008382	60.00	14008383	60.00	14008384	60.00
14008385	60.00	14008386	60.00	14008387	60.00
14008388	60.00	14008389	60.00	14008390	60.00
14008391	60.00	14008392	60.00	14008393	60.00
14008394	60.00	14008395	60.00	14008396	60.00
14008397	60.00	14008398	60.00	14008399	60.00
14008400	60.00	14008401	60.00	14008402	60.00
14008403	60.00	14008404	60.00	14008405	60.00
14008406	60.00	14008407	60.00	14008408	60.00
14008409	60.00	14008410	60.00	14008411	60.00
14008412	60.00	14008413	60.00	14008414	60.00
14008415	60.00	14008416	60.00	14008417	60.00
14008418	60.00	14008419	60.00	14008420	60.00
14008421	60.00	14008422	60.00	14008423	60.00
14008424	60.00	14008425	60.00	14008426	60.00
14008427	60.00	14008428	60.00	14008429	60.00
14008430	60.00	14008431	60.00	14008432	60.00
14008433	60.00	14008434	60.00	14008435	113.00
14008436	60.00	14008437	60.00	14008438	60.00
14008439	60.00	14008440	60.00	14008441	60.00
14008442	60.00	14008443	60.00	14008444	60.00
14008445	60.00	14008446	60.00	14008447	60.00
14008448	60.00	14008449	60.00	14008450	60.00
14008451	60.00	14008452	60.00	14008453	60.00
14008454	60.00	14008455	60.00	14008456	60.00
14008457	60.00	14008458	60.00	14008459	60.00
14008460	60.00	14008461	38.95	14008462	10.00
14008463	11.00	14008464	19.50	14008465	29.80
14008466	18.50	14008467	21.15	14008468	13.30

14008469	2.50	14008470	24.45	14008471	36.50
14008472	6.00	14008473	17.00	14008474	7.00
14008475	323.25	14008476	60.00	14008477	60.00
14008478	60.00	14008479	60.00	14008480	60.00
14008481	60.00	14008482	60.00	14008483	60.00
14008484	60.00	14008485	60.00	14008486	22.00
14008487	2.00	14008488	15.00	14008489	12.50
14008490	3.73	14008491	4.00	14008492	0.50
14008493	3.00	14008494	12.50	14008495	6.00
14008496	60.00	14008497	60.00	14008498	4.00
14008499	16.11	14008500	35.50	14008501	6.00
14008502	7.00	14008503	6.00	14008504	20.00
14008505	1.00	14008506	1.50	14008507	31.00
14008508	3.00	14008509	17.05	14500703	20.00
14500704	9.50	14500705	9.50	14500706	5.00
14500707	40.00	14500708	2.25	14500709	5.00
14500710	20.00	14500711	15.00	14500712	10.00
14500713	15.00	14500714	21.25	14500715	18.00
14500716	21.25	14500717	32.00	14500718	15.00
14500719	14.00	14500720	3.00	14500721	37.50
14500722	4.00	14500723	20.00	14500724	12.00
14500725	17.00	14500726	4.00	14500727	7.00
14500728	22.00	14500729	11.00	14500730	10.00
14500731	10.00	14500732	10.00	14500733	10.00
14500734	109.00	14500735	80.00	14500736	80.00
14500737	80.00	14500738	160.00	14500739	80.00
14500740	80.00	14500741	80.00	14500742	80.00
14500743	80.00	14500744	80.00	14500745	80.00
14500746	2.00	14500747	10.00	14500748	10.00
14500749	8.00	14500750	300.00	14500751	25.00
14500752	80.00	14500753	80.00	14500754	80.00
14500755	80.00	14500756	80.00	14500757	80.00
14500758	80.00	14500759	69.00	14500760	30.00
14500761	40.00	14500762	70.00	14500763	40.00
14500764	70.00	14500765	80.00	14500766	80.00
14500767	80.00	14500768	60.00	14500769	50.00
14500770	20.00	14500771	110.00	14500772	100.00
14500773	120.00	14500774	100.00	14500775	90.00
14500776	60.00	14500777	50.00	14500778	80.00
14500779	140.00	14500780	100.00	14500781	60.00
14500782	190.00	14500783	80.00	14500784	130.00
14500785	100.00	14500786	150.00	14500787	220.00
14500788	120.00	14500789	80.00	14500790	110.00
14500791	70.00	14500792	10.00	14500793	20.00

14500794	350.00	14500795	50.00	14500796	250.00
14500797	90.00	14500798	70.00	14500799	30.00
14500800	290.00	14500801	160.00	14500802	60.00
14500803	40.00	14500804	40.00	14500805	90.00
14500806	90.00	14500807	160.00	14500808	140.00
14500809	60.00	14500810	60.00	14500811	100.00
14500812	190.00	14500813	190.00	14500814	270.00
14500815	70.00	14500816	450.00	14500817	270.00
14500818	110.00	14500819	40.00	14500820	120.00
14500821	170.00	14500822	40.00	14500823	240.00
14500824	40.00	14500825	110.00	14500826	80.00
14500827	100.00	14500828	40.00	14500829	80.00
14500830	80.00	14500831	100.00	14500832	250.00
14500833	2.00	14500834	0.50	14500835	160.00
14500836	290.00	14500837	60.00	14500838	100.00
14500839	240.00	14500840	80.00	14500841	90.00
14500842	110.00	14500843	90.00	14500844	40.00
14500845	60.00	14500846	70.00	14500847	20.00
14500848	60.00	14500849	60.00	14500850	80.00
14500851	90.00	14500852	130.00	14500853	30.00
14500854	60.00	14500855	70.00	14500856	100.00
14500857	150.00	14500858	60.00	14500859	60.00
14500860	100.00	14500861	90.00	14500862	190.00
14500863	80.00	14500864	80.00	14500865	20.00
14500866	160.00	14500867	60.00	14500868	60.00
14500869	100.00	14500870	50.00	14500871	60.00
14500872	100.00	14500873	40.00	14500874	40.00
14500875	40.00	14500876	90.00	14500877	100.00
14500878	1.00	14500879	80.00	14500880	80.00
14500881	100.00	14500882	150.00	14500883	350.00
14500884	150.00	14500885	100.00	14500886	100.00
14500887	60.00	14500888	60.00	14500889	80.00
14500890	100.00	14500891	100.00	14500892	110.00
14500893	40.00	14500894	60.00	14500895	160.00
14500896	70.00	14500897	90.00	14500898	80.00
14500899	60.00	14500900	60.00	14500901	70.00
14500902	40.00	14500903	60.00	14500904	20.00
14500905	20.00	14500906	80.00	14500907	150.00
14500908	80.00	14500909	80.00	14500910	200.00
14500911	40.00	14500912	80.00	14500913	30.00
14500914	60.00	14500915	40.00	14500916	70.00
14500917	160.00	14500918	140.00	14500919	240.00
14500920	160.00	14500921	80.00	14500922	80.00
14500923	80.00	14500924	80.00	14500925	20.00

14500926	2.50	14500927	2.50	14500928	1.25
14500929	20.00	14500930	6.00	14500931	160.00
14500932	22.00	14500933	0.50	14500934	20.00
14500935	80.00	14500936	80.00	14500937	80.00
14500938	320.00	14500939	80.00	14500940	80.00
14500941	6.00	14500942	5.00	14500943	0.50
14500944	2.00	14500945	5.00	14500946	2.00
14500947	13.00	14500948	100.00	14500949	160.00
14500950	80.00	14500951	160.00	14500952	80.00
14500953	7.00	14500954	14.00	14500955	22.00
14500956	5.00	14500957	1.50	14500958	2.00
14500959	6.50	14500960	80.00	14500961	80.00
14500962	80.00	14500963	2.00	14500964	20.00
14500965	0.50	14500966	80.00	14500967	80.00
14500968	80.00	14500969	80.00	14500970	20.00
14500971	2.00	14500972	20.00	14500973	20.00
14500974	1.00	14500975	80.00	14500976	80.00
14500977	310.00	14500978	240.00	14500979	80.00
14500980	1000.00	14500981	728.60	14500982	50.00
14500983	50.00	14500984	50.00	14500985	50.00
14500986	50.00	14500987	50.00	14500988	50.00
50500100	45.00	50500101	20.00	50500102	20.00
50500103	180.00	50500104	90.00	50500105	80.00
50500106	15.00	50500107	100.00	50500108	466.00
50500109	15.00	50500110	45.00	50500111	40.00
50500112	45.00	50500113	15.00	50500114	40.00
50500115	20.00	50500116	3935.00	50500117	20.00
50500118	75.00	50500119	116.00	50500120	50.00
50500121	400.00	50500122	474.70	50500123	566.00
50500124	200.00	50500125	412.00	50500126	200.00
50500127	414.50	50500128	200.00	50500129	381.00
50500130	400.00	50500131	745.00	50500132	400.00
50500133	421.00	50500134	580.35	50500135	80.00
50500136	135.00	50500137	80.00	50500138	20.00
50500139	45.00	50500140	97.00	50500141	30.00
50500142	360.00	50500143	40.00	50500144	570.00
50500145	125.00	50500146	190.00	50500147	100.00
50500148	400.00	50500149	459.20	70501267	250.00
70501268	20.00	70501269	84.00	70501270	1130.00
70501271	687.00	70501272	200.00	70501274	600.00
70501275	300.00	70501276	300.00	70501277	415.00
70501278	1125.00	70501279	600.00	70501280	2021.88
70501281	417.60	70501282	1000.00	70501283	5942.50
70501284	5942.50	70501285	562.00	70501286	775.00

70501287	662.50	70501288	240.00	70501289	250.00
70501290	215.00	70501291	235.00	70501292	60.00
70501293	120.00	70501294	130.00	70501295	470.00
70501296	1262.00	70501297	1136.00	70501298	1858.00
70501299	1077.50	70501300	150.00	70501301	1169.00
70501302	230.00	70501303	150.00	70501304	1081.00
70501305	1375.00	70501306	2185.75	70501307	777.42
70501308	100.00	70501309	160.00	70501310	50.00
70501311	390.00	70501312	300.00	70501313	312.50
70501314	150.00	70501315	608.00	70501316	765.00
70501317	1017.00	70501318	1395.00	70501319	1372.00
70501320	1841.80	70501321	223.00	70501322	7772.03
70501323	1420.00	70501324	1380.00	70501325	300.00
70501326	620.00	70501327	170.00	70501328	238.05
70501329	570.53	70501330	9.71	70501331	14.00
70501332	304.59	70501333	147.00	70501334	80.00
70501335	225.00	70501336	205.00	70501337	120.00
70501338	4800.00	70501339	5000.00	70501340	150.00
70501341	180.00	70501342	160.00	70501343	776.00
70501344	588.00	70501345	380.00	70501346	178.00

Total Receipts Cleared:
$204,016.67

Items:
1167

Checks Cleared This Month

Number	Amount	Number	Amount	Number	Amount
00112451	600.00	00112455	600.00	00112513	180.00
00112514	180.00	00112536	600.00	00112537	600.00
00112613	105.00	00112625	93.52	00112627	180.00
00112642	500.00	00112650	1050.28	00112662	300.00
00112663	1239.00	00112665	405.25	00112666	145.96
00112667	600.00	00112668	180.00	00112669	150.00
00112672	252.45	00112674	300.00	00112675	300.00
00112676	600.00	00112677	600.00	00112678	1200.00
00112679	1200.00	00112680	600.00	00112681	2000.00
00112682	2000.00	00112684	2638.15	00112685	520.00
00112686	2021.88	00112687	417.60	00112688	1000.00
00112689	2620.80	00112690	5203.26	00112691	525.00
00112692	410.00	00112694	75.00	00112695	134.62
00112696	202.82	00112697	100.00	00112698	7.50
00112701	800.00	00112702	600.00	00112703	600.00
00112704	86.50	00112705	131.70	00112706	6120.00
00112707	930.00	00112708	6133.60	00112709	1189.44
00112710	44.56	00112711	109.90	00112712	108.90

00112713	510.00	00112714	88.10	00112715	125.00
00112716	4199.20	00112717	204.00	00112718	250.00
00112719	991.47	00112720	544.47	00112721	140.00
00112722	35.00	00112723	5942.50	00112724	5942.50
00112725	300.00	00112726	93.82	00112727	29.40
00112728	1023.00	00112729	107.72	00112730	332.90
00112731	330.70	00112732	704.63	00112733	128.28
00112734	270.00	00112735	104.00	00112736	600.00
00112737	519.14	00112738	598.21	00112739	499.60
00112740	1527.68	00112741	70.16	00112742	280.85
00112743	604.42	00112744	16.83	00112745	228.71
00112746	41.70	00112747	198.00	00112748	270.00
00112749	191.39	00112750	909.77	00112751	834.65
00112752	83.52	00112753	59.91	00112754	1210.21
00112755	183.23	00112756	955.87	00112757	1353.68
00112758	900.18	00112759	102.90	00112760	1166.27
00112761	44.95	00112762	500.00	00112763	180.00
00112764	25069.50	00112765	630.00	00112766	50.00
00112767	240.99	00112769	1300.00	00112770	200.00
00112771	225.00	00112773	3594.86	00112775	109.90
00112776	925.00	00112777	63.70	00112779	971.00
00112780	221.00	00112781	7772.03	00112782	613.88
00112783	238.05	00112784	44.79	00112785	1410.13
00112787	570.53	00112789	4000.00	00112790	373.00
00112791	2167.50	00112793	1495.57	00112795	304.59
00112796	4547.16	00112797	400.00	00112798	7828.00
00112801	1119.36	00112802	100.00	00112803	100.00
00112806	100.00	00112807	75.00	00112808	364.00
00112809	240.00	00112810	400.00	00112811	781.00
00112812	15.70	00112813	1304.00	00112818	1000.00
00112819	728.60	00112820	404.68	00112821	400.00
00112827	790.00				

Total Cleared Checks: **Items:**

$159,309.73 **148**

Adjustments This Month

Number	Amount	Number	Amount	Number	Amount
00014074	800.00	00014075	600.00	00014076	5.00
00014077	-56.00	00014078	1.00	00014079	2.00
00014080	0.20	00014081	240.00	00014082	200.38
00014083	3219.05	00014084	272.45	00014085	67.17
00014086	250.00	00014087	87.50	00014088	10.00
00014089	75.00	00014090	15.00	00014091	1200.00

00014092	1439.77	00014093	50.10	00014094	50.00
00014095	40.00	00014096	20.00	00014097	500.00
00014098	-176.00	00014099	-100.00	00014100	-0.40

Total Adjustments: **$8,411.46**

Items: **27**

Receipts Voided This Month

No Transactions

Checks Voided This Month

Number	Amount	Number	Amount	Number	Amount
00112670	240.00	00112699	800.00	00112700	600.00

Total Void Checks: **$1,640.00**

Items: **3**

Legacy Checks Outstanding

No Transactions

Legacy Receipts Outstanding

No Transactions

Legacy Checks Cleared

No Transactions

Legacy Receipts Cleared

No Transactions

BOARD APPROVED
NOV 10 2026
ITEM # b.c.

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

October, FY2027
MTD Summary

Summary Of Accounts

November 02, 2026

For Bank Account: * * * * * * 9935

This Report Is True And Correct To The Best Of My Knowledge.

Date: ____/____/____ _____

Beginning:	**1,127,809.63**
Receipts:	**204,016.67**
Checks:	**(145,958.82)**
Adjustments:	**8,411.46**
Ending:	**$1,194,278.94**

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0101	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	20.00	0.00	0.00	20.00
001	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	20.00	0.00	0.00	20.00
0104	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
001	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
0201	ATHLETIC REVENUE FUND	15384.06	5454.00	11885.00	0.00	8953.06
001	ATHLETIC REVENUE FUND	15384.06	5454.00	11885.00	0.00	8953.06
0202	ATHLETIC ADMINISTRATION	-7000.00	6500.00	1500.00	0.00	-2000.00
001	ATHLETIC ADMINISTRATION	-7000.00	6500.00	1500.00	0.00	-2000.00
0203	FOOTBALL FUND	44966.05	15020.00	1055.47	0.00	58930.58
001	FOOTBALL FUND - $23,540	44966.05	15020.00	1055.47	0.00	58930.58
002	SW DAIRY MUSEUM GRANT-CH MILK	0.00	0.00	0.00	0.00	0.00
0204	BOYS BASKETBALL	7044.57	5942.50	4760.17	0.00	8226.90
001	BOYS BASKETBALL - $5,942.50	7044.57	5942.50	4760.17	0.00	8226.90
0205	GIRLS BASKETBALL	9088.17	10742.50	2923.00	0.00	16907.67
001	GIRLS BASKETBALL - $5,942.50	9088.17	10742.50	2923.00	0.00	16907.67
0206	BOYS WRESTLING	6649.65	0.00	0.00	0.00	6649.65
001	BOYS WRESTLING - $5,600	6649.65	0.00	0.00	0.00	6649.65
0207	BASEBALL	1120.16	0.00	0.00	0.00	1120.16
001	BASEBALL - $4,100	1120.16	0.00	0.00	0.00	1120.16
0208	BOYS & GIRLS TRACK	11348.43	0.00	250.40	0.00	11098.03
001	BOYS - $3,400, GIRLS - $3,400	11348.43	0.00	250.40	0.00	11098.03
0209	ACCT CLOSED-BA 12/14/21	0.00	0.00	0.00	0.00	0.00
001	GIRLS TRACK - $3,400	0.00	0.00	0.00	0.00	0.00
0210	TENNIS	5111.75	0.00	634.50	0.00	4477.25
001	TENNIS - B-$1,600, G-$1,600	5111.75	0.00	634.50	0.00	4477.25
0211	GIRLS WRESTLING	11809.65	0.00	0.00	0.00	11809.65
001	GIRLS WRESTLING - $5,600	11809.65	0.00	0.00	0.00	11809.65

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0212	BOYS GOLF	10860.10	0.00	1425.00	0.00	9435.10
001	BOYS GOLF - $1,500	10860.10	0.00	1425.00	0.00	9435.10
0213	GIRLS SOFTBALL	1819.70	300.00	110.00	0.00	2009.70
001	GIRLS SOFTBALL - $4,100	1819.70	300.00	110.00	0.00	2009.70
0214	CROSS-COUNTRY	2292.52	0.00	1319.36	0.00	973.16
001	CROSS COUNTRY - $1,000	2292.52	0.00	1319.36	0.00	973.16
0215	LETTERMEN'S CLUB	26239.77	0.00	2053.26	0.00	24186.51
001	LETTERMEN'S CLUB	26239.77	0.00	2053.26	0.00	24186.51
0218	CHEERLEADING	18500.27	1287.60	8216.10	1200.00	12771.77
001	CHEERLEADING - $1,000	18500.27	1287.60	8216.10	1200.00	12771.77
0219	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
001	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
0222	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
001	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
0225	BOYS SOCCER	1454.45	0.00	0.00	0.00	1454.45
001	BOYS SOCCER - $2,000	1454.45	0.00	0.00	0.00	1454.45
0226	GIRLS SOCCER	346.66	0.00	0.00	0.00	346.66
001	GIRLS SOCCER - $2,000	346.66	0.00	0.00	0.00	346.66
0227	SOCCER BOOSTER CLUB	9216.13	0.00	0.00	0.00	9216.13
001	SOCCER BOOSTER CLUB	9216.13	0.00	0.00	0.00	9216.13
0228	GIRLS GOLF	3695.39	0.00	0.00	0.00	3695.39
001	GIRLS GOLF - $1,500	3695.39	0.00	0.00	0.00	3695.39
0229	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
0230	LEGACY BK CD: DONNIE CHRISTIAN	200.00	0.00	0.00	0.00	200.00
001	LEGACY BK CD: DONNIE CHRISTIAN	200.00	0.00	0.00	0.00	200.00
002	2020 - CAITLYNN STEPHENS /ARMY	0.00	0.00	0.00	0.00	0.00
0231	ATHLETIC DEPT. CONCESSION	-2956.79	8465.55	8766.25	2039.77	-1217.72
001	ATHLETIC DEPT. CONCESSION	-2956.79	8465.55	8766.25	2039.77	-1217.72

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0235	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
001	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
0240	ACCT CLOSED-BA 07/18/23	0.00	0.00	0.00	0.00	0.00
001	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
0249	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
001	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
0251	VOLLEYBALL	9634.19	238.05	1023.00	0.00	8849.24
001	VOLLEYBALL - $1,000	9634.19	238.05	1023.00	0.00	8849.24
002	VOLLEYBALL BOOSTERS	0.00	0.00	0.00	0.00	0.00
0255	PHIL BARNES MEM SCHOLARSHIP	2360.00	0.00	0.00	0.00	2360.00
001	PHIL BARNES MEM SCHOLARSHIP	2360.00	0.00	0.00	0.00	2360.00
0256	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
001	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
0257	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
001	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
0261	POM PON	9912.30	1450.09	1410.13	0.00	9952.26
001	POM PON - $1,000	9912.30	1450.09	1410.13	0.00	9952.26
0263	SWIMMING	5845.14	1000.00	0.00	0.00	6845.14
001	SWIMMING - $1,000	5845.14	1000.00	0.00	0.00	6845.14
0264	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
001	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
0285	ATHLETIC TRAINER	2215.60	0.00	0.00	0.00	2215.60
001	ATHLETIC TRAINER	2215.60	0.00	0.00	0.00	2215.60
0290	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
001	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
0301	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
001	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
0302	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18
001	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0303	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
001	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
0304	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
001	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
0305	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
001	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
0306	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
001	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
0307	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
001	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
0308	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
001	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
0309	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
001	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
0310	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
001	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
0311	KEY CLUB	1705.61	1420.00	1026.00	0.00	2099.61
001	KEY CLUB	1705.61	1420.00	1026.00	0.00	2099.61
0312	BAND BOOSTERS	15174.09	0.00	2185.31	0.00	12988.78
001	BAND BOOSTERS	15174.09	0.00	2185.31	0.00	12988.78
0313	DEHYDRATOR RACE	31648.37	0.00	0.00	0.00	31648.37
001	DEHYDRATOR RACE	31648.37	0.00	0.00	0.00	31648.37
0314	NATIONAL HONOR SOCIETY	399.01	865.00	0.00	0.00	1264.01
001	NATIONAL HONOR SOCIETY	399.01	865.00	0.00	0.00	1264.01
0315	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
001	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
0316	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
001	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
0317	SMOKE RINGS YEARBOOK	908.21	2150.53	0.00	75.00	3133.74
001	SMOKE RINGS YEARBOOK	908.21	2150.53	0.00	75.00	3133.74

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0319	STUDENT COUNCIL	4116.55	2480.00	300.00	0.00	6296.55
001	STUDENT COUNCIL	4116.55	2480.00	300.00	0.00	6296.55
0320	LIBRARY	0.00	0.00	0.00	0.00	0.00
001	LIBRARY	0.00	0.00	0.00	0.00	0.00
0321	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
001	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
0322	SCHOLARSHIP ACCOUNT	2931.00	0.00	0.00	0.00	2931.00
001	SCHOLARSHIP ACCOUNT	930.10	0.00	0.00	0.00	930.10
002	COMMUNITIES FOUNDATION OF OK	2000.90	0.00	0.00	0.00	2000.90
003	AAUW - AM ASSOC OF UNIV WOMEN	0.00	0.00	0.00	0.00	0.00
0323	BAND	1704.89	0.00	220.00	0.00	1484.89
001	BAND	1704.89	0.00	220.00	0.00	1484.89
0324	BAND TRIP ACCOUNT	13746.50	0.00	0.00	0.00	13746.50
001	BAND TRIP ACCOUNT	13746.50	0.00	0.00	0.00	13746.50
0325	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
001	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
0327	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
001	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
0328	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
001	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
0329	MARKETING	671.02	1100.00	1242.64	0.00	528.38
001	MARKETING	671.02	1100.00	1242.64	0.00	528.38
0330	OFFICE ACCOUNT	4928.66	240.00	146.79	15.00	5036.87
001	OFFICE ACCOUNT	2840.58	240.00	146.79	15.00	2948.79
002	DEMON DEN CLOSET & PANTRY	1219.17	0.00	0.00	0.00	1219.17
003	MATH & SCIENCE - OERB DONATION	868.91	0.00	0.00	0.00	868.91
004	DHS DIGITAL SIGN	0.00	0.00	0.00	0.00	0.00
0333	ACADEMIC TEAM ACCOUNT	61.67	195.00	240.00	240.00	256.67
001	ACADEMIC TEAM ACCOUNT	61.67	195.00	240.00	240.00	256.67
0334	GREEN CLUB	347.03	0.00	0.00	0.00	347.03
001	GREEN CLUB	347.03	0.00	0.00	0.00	347.03

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0335	DRAMA	971.30	777.42	112.98	0.20	1635.94
001	DRAMA	971.30	777.42	112.98	0.20	1635.94
0337	VOCATIONAL AGRICULTURE	60536.16	1317.71	28731.36	0.00	33122.51
001	VOCATIONAL AGRICULTURE	60536.16	1317.71	28731.36	0.00	33122.51
0338	VOCAL MUSIC	7194.42	0.00	775.90	0.00	6418.52
001	VOCAL MUSIC	7194.42	0.00	775.90	0.00	6418.52
0339	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
001	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
0340	VENDING	5061.62	422.66	0.00	0.00	5484.28
001	VENDING	5061.62	422.66	0.00	0.00	5484.28
0343	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
001	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
0346	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
001	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
0347	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
001	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
0348	LEADERSHIP	694.99	0.00	0.00	0.00	694.99
001	LEADERSHIP	694.99	0.00	0.00	0.00	694.99
002	CLOSED-BA MOVED TO 330.002	0.00	0.00	0.00	0.00	0.00
0349	SENIOR CAP & GOWN	3906.10	0.00	0.00	250.00	4156.10
001	SENIOR CAP & GOWN	3906.10	0.00	0.00	250.00	4156.10
0350	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
0351	BUSINESS PROFESSIONALS OF AMER	45.00	200.00	225.00	0.00	20.00
001	BPA	45.00	200.00	225.00	0.00	20.00
0352	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
001	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
0353	DHS FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00
001	FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0360	EDGE: VENDING	2750.06	10.00	0.00	0.00	2760.06
001	EDGE: VENDING	2750.06	10.00	0.00	0.00	2760.06
0365	ARCHERY	0.00	0.00	0.00	0.00	0.00
001	DHS ARCHERY	0.00	0.00	0.00	0.00	0.00
0500	MAINTENANCE DEPARTMENT	83.49	0.00	0.00	0.00	83.49
001	MAINTENANCE DEPARTMENT	83.49	0.00	0.00	0.00	83.49
0550	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
001	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
1011	CO: TECHNOLOGY DEPARTMENT	150075.28	213.00	0.00	116.87	150405.15
001	CO: CHROMEBOOKS	146147.99	213.00	0.00	116.87	146477.86
002	CO: DONATIONS	3927.29	0.00	0.00	0.00	3927.29
1021	ATTENDANCE AWARDS	521.65	0.00	0.00	0.00	521.65
001	CO: ATTENDANCE AWARDS	521.65	0.00	0.00	0.00	521.65
1030	CLOSED	0.00	0.00	0.00	0.00	0.00
001	CO: SPECIAL EDUCATION	0.00	0.00	0.00	0.00	0.00
1031	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
001	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
1032	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: BEST BUDDIES	0.00	0.00	0.00	0.00	0.00
1051	CO: ASSISTANT SUPERINTENDENTS	2714.88	0.00	0.00	0.00	2714.88
001	CO: ASSISTANT SUPERINTENDENTS	2714.88	0.00	0.00	0.00	2714.88
002	LITTLE DRIBBLERS	0.00	0.00	0.00	0.00	0.00
1061	CO: TEACHER OF THE YEAR ACCT.	563.67	300.00	0.00	0.00	863.67
001	CO: TEACHER OF THE YEAR ACCT.	563.67	300.00	0.00	0.00	863.67
1062	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: 772 GEAR UP FUNDS	0.00	0.00	0.00	0.00	0.00
1063	CO: GIFTED AND TALENTED	1763.89	400.00	93.82	0.00	2070.07
001	CO: GIFTED AND TALENTED	1463.89	400.00	93.82	0.00	1770.07
002	CO: MATHCOUNTS	300.00	0.00	0.00	0.00	300.00
1064	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
001	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
1071	CO: ADMINISTRATIVE ACCOUNT	35608.37	414.56	1290.32	3291.12	38023.73
001	CO: ADMINISTRATION ACCOUNT	33608.37	414.56	1290.32	3291.12	36023.73
002	ASBOI - EAGLE SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
003	CO: EMPLOYEE OF THE MONTH	1500.00	0.00	0.00	0.00	1500.00
004	SCHOOL BASED FAMILY SPECIALIST	500.00	0.00	0.00	0.00	500.00
1081	COUSINS EVERYWHERE	4023.00	0.00	0.00	0.00	4023.00
001	MILK & JUICE, AND LUNCHES	523.00	0.00	0.00	0.00	523.00
002	TILLEY-STUDENT NEEDS	3500.00	0.00	0.00	0.00	3500.00
1091	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
001	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
1098	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
001	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
1099	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
001	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
1101	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
001	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
1213	MS: BAND	9892.94	4086.00	0.00	-56.00	13922.94
001	MS: BAND	9892.94	4086.00	0.00	-56.00	13922.94
1214	MS: STEM	497.62	0.00	0.00	0.00	497.62
001	MS: STEM	497.62	0.00	0.00	0.00	497.62
1216	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
001	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
1218	MS: OFFICE	18786.94	2314.25	3452.24	0.00	17648.95
001	MS: OFFICE	18786.94	2314.25	3452.24	0.00	17648.95
1219	MS: ATHLETICS	32508.32	4339.50	3574.00	1300.00	34573.82
001	MS: ATHLETICS	27993.06	3773.50	1850.00	800.00	30716.56
002	MS: FOOTBALL	0.00	0.00	0.00	0.00	0.00
003	MS: CHEERLEADING	4515.26	566.00	1724.00	500.00	3857.26
1220	CLOSED-BA: 01/10/23	0.00	0.00	0.00	0.00	0.00
001	MS: DMS FCA	0.00	0.00	0.00	0.00	0.00
1221	MS: VOCAL MUSIC	3554.50	2026.00	1545.47	20.00	4055.03
001	MS: VOCAL MUSIC	3269.71	2026.00	1545.47	20.00	3770.24

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
002	MS: PITCHFORKS	284.79	0.00	0.00	0.00	284.79
1222	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
001	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
1225	MS: CLOTHES CLOSET	5001.85	0.00	0.00	0.00	5001.85
001	MS: CLOTHES CLOSET	3468.03	0.00	0.00	0.00	3468.03
002	MS: DONATIONS FOR CHROMEBOOKS	1533.82	0.00	0.00	0.00	1533.82
003	MS: CREATING HOPE	0.00	0.00	0.00	0.00	0.00
1301	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
001	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
1302	MS: NJHS	9960.45	670.00	50.00	50.00	10630.45
001	MS: NJHS	9960.45	670.00	50.00	50.00	10630.45
1303	ACCT CLOSED-BA:12/14/21	0.00	0.00	0.00	0.00	0.00
001	MS: 7TH/8TH GRADE CHEERLEADERS	0.00	0.00	0.00	0.00	0.00
1305	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
001	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
002	MS: Natl Jr Art Honor Society	0.00	0.00	0.00	0.00	0.00
1306	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
001	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
1307	MS: ARCHERY	1011.26	240.00	0.00	0.00	1251.26
001	MS: ARCHERY	1011.26	240.00	0.00	0.00	1251.26
1308	MS: STUDENT COUNCIL	8617.67	0.00	0.00	0.00	8617.67
001	MS: STUDENT COUNCIL	8617.67	0.00	0.00	0.00	8617.67
1310	MS: YEARBOOK	15123.36	125.00	0.00	40.00	15288.36
001	MS: JOURNALISM	15123.36	125.00	0.00	40.00	15288.36
1312	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
001	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
1315	CLOSE: BA: 11/08/22	0.00	0.00	0.00	0.00	0.00
001	DMS/DHS BASS CLUB	0.00	0.00	0.00	0.00	0.00
1350	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20
001	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
2201	EM: MILK FUND	8245.68	881.00	1069.50	10.00	8067.18
001	EM: MILK FUND	8245.68	881.00	1069.50	10.00	8067.18
2203	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
001	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
2204	EM: MISCELLANEOUS	4546.28	0.00	178.67	0.00	4367.61
001	EM: MISCELLANEOUS	2502.34	0.00	0.00	0.00	2502.34
002	EM: CLOTHES CLOSE	955.58	0.00	178.67	0.00	776.91
003	EM: ARCHERY	1088.36	0.00	0.00	0.00	1088.36
2205	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
001	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
2206	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
001	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
2207	EM: LIBRARY FUND	2607.82	0.00	1252.77	0.00	1355.05
001	EM: LIBRARY FUND	2607.82	0.00	1252.77	0.00	1355.05
2208	EM: PTO FUND	19607.77	4189.00	7442.19	0.00	16354.58
001	EM: PTO FUND	19607.77	4189.00	7442.19	0.00	16354.58
5201	HM: MILK FUND	9354.75	833.30	1798.56	87.50	8476.99
001	HM: MILK FUND	9354.75	833.30	1798.56	87.50	8476.99
5203	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
001	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
5204	HM: MISCELLANEOUS	5353.23	4.00	74.72	0.00	5282.51
001	HM: MISCELLANEOUS	2243.72	4.00	0.00	0.00	2247.72
002	HM STUDENT LEADERSHIP COUNCIL	400.00	0.00	0.00	0.00	400.00
003	HM: ARCHERY	1704.13	0.00	74.72	0.00	1629.41
004	HM: CLOTHES CLOSET	1005.38	0.00	0.00	0.00	1005.38
5206	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
001	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
5207	HM: LIBRARY FUND	4651.24	18.00	78.04	0.00	4591.20
001	HM: LIBRARY FUND	4651.24	18.00	78.04	0.00	4591.20
5208	HM: PTO FUND	37040.93	7913.00	3194.05	0.00	41759.88
001	HM: PTO FUND	23439.07	0.00	600.51	0.00	22838.56

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
002	BIG KAHUNA	0.00	0.00	0.00	0.00	0.00
003	SPIRITWEAR	1745.00	0.00	0.00	0.00	1745.00
004	SPIRIT WAGON	1534.50	0.00	0.00	0.00	1534.50
005	FRI YAY	5473.15	433.00	1395.52	0.00	4510.63
006	HM CHAMPIONS	4040.00	7480.00	1041.99	0.00	10478.01
007	HOSPITALITY	809.21	0.00	156.03	0.00	653.18
008	KIND WEEK	0.00	0.00	0.00	0.00	0.00
009	WORLD'S FINEST CHOCOLATE	0.00	0.00	0.00	0.00	0.00
6201	WR: MILK FUND	11507.45	387.50	378.01	0.00	11516.94
001	WR: MILK FUND	11507.45	387.50	378.01	0.00	11516.94
6203	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
001	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
6204	WR: STEM	1873.79	0.00	0.00	0.00	1873.79
001	WR: WILL ROGERS STEM	1744.31	0.00	0.00	0.00	1744.31
002	WR: ELK CROSSING STEM	129.48	0.00	0.00	0.00	129.48
6205	WR: INTEREST & DONATIONS	2482.94	0.00	0.00	0.00	2482.94
001	WR: INTEREST & DONATIONS	485.87	0.00	0.00	0.00	485.87
003	WR: EME SANDERS' CLASS	14.20	0.00	0.00	0.00	14.20
004	WR: PHYSICAL EDUCATION	200.00	0.00	0.00	0.00	200.00
005	WR: J. DITTNER, COUNSELOR	130.72	0.00	0.00	0.00	130.72
006	WR: LORI MITCHELL'S CLASS	892.15	0.00	0.00	0.00	892.15
007	WR: CLOTHES CLOSET	760.00	0.00	0.00	0.00	760.00
6206	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
001	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
6207	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
001	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
6208	WR: PRE-K OPERATIONS	43326.50	6267.08	4269.26	-176.00	45148.32
001	WR: PRE-K OPERATIONS	43326.50	6267.08	4269.26	-176.00	45148.32
7201	MT: MILK FUND	5567.68	407.75	439.56	6.00	5541.87
001	MT: MILK FUND	5567.68	407.75	439.56	6.00	5541.87
7204	MT: MISCELLANEOUS	627.48	0.00	0.00	0.00	627.48
001	MT: MISCELLANEOUS	125.23	0.00	0.00	0.00	125.23
002	MT: CLOTHES CLOSET	502.25	0.00	0.00	0.00	502.25

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
7205	MT: INTEREST & DONATIONS	5639.95	0.00	0.00	0.00	5639.95
001	MT: INTEREST & DONATIONS	5639.95	0.00	0.00	0.00	5639.95
002	MT: MARQUEE	0.00	0.00	0.00	0.00	0.00
7206	MT: PICTURE FUND	971.45	0.00	0.00	0.00	971.45
001	MT: PICTURE FUND	971.45	0.00	0.00	0.00	971.45
7207	MT: LIBRARY FUND	1790.34	0.00	1495.57	0.00	294.77
001	MT: LIBRARY FUND	1790.34	0.00	1495.57	0.00	294.77
7208	MT: PTO FUND	10091.05	1036.35	230.63	0.00	10896.77
001	MT: PTO FUND	10091.05	1036.35	230.63	0.00	10896.77
8201	WW: MILK FUND	16700.33	651.95	640.64	0.00	16711.64
001	WW: MILK FUND	16700.33	651.95	640.64	0.00	16711.64
8203	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
001	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
8204	WW: MISCELLANEOUS	22979.51	8697.34	152.07	2.00	31526.78
001	WW: MISCELLANEOUS	22218.45	8697.34	152.07	2.00	30765.72
002	WW: CLOTHES CLOSET	761.06	0.00	0.00	0.00	761.06
8205	WW: INTEREST & DONATIONS	5172.71	0.00	0.00	0.00	5172.71
001	WW: INTEREST & DONATIONS	4841.12	0.00	0.00	0.00	4841.12
002	WW: PRE-K CLASS	52.99	0.00	0.00	0.00	52.99
004	WW: MRS. ZUPPER'S 4TH GR CLASS	102.85	0.00	0.00	0.00	102.85
005	WW: MS. ETHERIDGE'S CLASSROOM	175.75	0.00	0.00	0.00	175.75
8206	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
001	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
8207	WW: LIBRARY FUND	12707.46	0.00	1158.33	0.00	11549.13
001	WW: LIBRARY FUND	12707.46	0.00	1158.33	0.00	11549.13
8208	WW: PTO FUND	16202.84	436.25	1112.26	0.00	15526.83
001	WW: PTO FUND	5705.19	323.25	891.05	0.00	5137.39
002	WW: MARQUEE	2565.00	0.00	0.00	0.00	2565.00
011	WW: 1ST GRADE	422.86	0.00	0.00	0.00	422.86
012	WW: 2ND GRADE	537.53	0.00	0.00	0.00	537.53
013	WW: 3RD GRADE	454.62	0.00	0.00	0.00	454.62
014	WW: 4TH GRADE	696.89	0.00	0.00	0.00	696.89

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
015	WW: 5TH GRADE	471.74	0.00	0.00	0.00	471.74
016	WW: KINDERGARTEN	375.58	113.00	221.21	0.00	267.37
017	WW: ART	4473.43	0.00	0.00	0.00	4473.43
018	WW: KARON HISE (WE LOVE)	500.00	0.00	0.00	0.00	500.00
8209	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
001	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
9201	PL: MILK FUND	13520.86	407.50	1350.05	0.00	12578.31
001	PL: MILK FUND	13520.86	407.50	1350.05	0.00	12578.31
9204	PL: MISCELLANEOUS	17110.75	5926.00	7681.30	0.00	15355.45
001	PL: 1ST GRADE	660.90	50.00	413.40	0.00	297.50
002	PL: 2ND GRADE	6.10	0.00	0.00	0.00	6.10
003	PL: 3RD GRADE	427.24	0.00	0.00	0.00	427.24
004	PL: 4TH GRADE	283.20	0.00	0.00	0.00	283.20
005	PL: 5TH GRADE	3056.72	5190.00	4000.00	0.00	4246.72
006	PL: KINDERGARTEN	218.00	152.00	381.40	0.00	-11.40
007	PL: PE - PHYSICAL EDUCATION	2792.70	0.00	0.00	0.00	2792.70
008	PL: MUSIC	2052.08	350.00	145.00	0.00	2257.08
009	PL: SPECIAL EDUCATION	1.97	80.00	64.00	0.00	17.97
020	PL: GRADE LEVEL SHIRTS	3022.00	79.00	2167.50	0.00	933.50
021	PL: DUNCAN DEMON SHIRTS	2368.51	25.00	510.00	0.00	1883.51
022	PL: YEARBOOKS	1610.69	0.00	0.00	0.00	1610.69
023	PL: SQUARE 1 ART	0.00	0.00	0.00	0.00	0.00
024	PL: CLOTHES CLOSET	610.64	0.00	0.00	0.00	610.64
9205	PL: INTEREST & DONATIONS	11536.61	0.00	0.00	0.00	11536.61
001	PL: INTEREST & DONATIONS	10936.82	0.00	0.00	0.00	10936.82
002	AIMEE GREENING MEMORIAL	598.08	0.00	0.00	0.00	598.08
003	M. TARPLEY RESOURCE-OECU GRANT	1.71	0.00	0.00	0.00	1.71
9206	PL: PICTURE FUND	7228.81	0.00	0.00	0.00	7228.81
001	PL: PICTURE FUND	7228.81	0.00	0.00	0.00	7228.81
9207	PL: LIBRARY FUND	6615.04	1006.00	4975.27	0.00	2645.77
001	PL: LIBRARY FUND	6615.04	1006.00	4975.27	0.00	2645.77
9208	PL: PTO FUND	31474.80	16307.60	4528.41	-100.00	43153.99
001	PL: PTO OPERATING FUND	9113.57	0.00	1083.57	0.00	8030.00
002	PL: TREAT DAY	8259.00	239.00	770.21	0.00	7727.79
003	PL: TEACHER FUND	5052.23	0.00	426.11	0.00	4626.12

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

October, FY2027
MTD Summary

Summary Of Accounts

November 02, 2026

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
004	PL: DONATION DRIVE	3340.00	15340.00	991.47	-100.00	17588.53
005	PL: YEARBOOKS to be 9204.022	50.00	0.00	0.00	0.00	50.00
006	PL: SPIRIT STORE	4310.00	0.00	528.45	0.00	3781.55
007	PL: PTO PICTURES	300.00	0.00	0.00	0.00	300.00
008	PL: BOX TOPS	50.00	0.00	0.00	0.00	50.00
009	PL: HOSPITALITY	1000.00	728.60	728.60	0.00	1000.00
9209	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
001	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
9990	DPSF OPERATING ACCOUNT	17209.77	40000.00	0.00	0.00	57209.77
001	DEX AWARDS	331.26	30000.00	0.00	0.00	30331.26
002	ESPORTS	14323.10	0.00	0.00	0.00	14323.10
004	SPEC ED - OPAL LOWRY TRUST	893.43	0.00	0.00	0.00	893.43
007	PEER MENTORING - GEAR UP	3099.40	0.00	0.00	0.00	3099.40
008	HOOVER TENNIS ACCOUNT	-2687.02	10000.00	0.00	0.00	7312.98
009	STEM	1249.60	0.00	0.00	0.00	1249.60

Beginning MTD Account Balance:	**$1,127,809.63**
Expense:	0.00
Revenue:	3,984.79
Bank Charges:	-200.38
Refunds:	0.00
Interest:	3,219.05
Less NSF Checks:	-232.00
Total Adjustments Less Voids:	**6,771.46**
Total Adjustments Less Voids:	6,771.46
Add Void Checks:	1,640.00
Less Void Receipts:	0.00
Total Adjustments:	**$8,411.46**
Receipts Issued:	$204,016.67
Add Void Receipts:	$0.00
Add Total Receipts:	**$204,016.67**
Checks Issued:	$144,558.82
Void Checks:	$1,640.00
Less Total Checks:	**$145,958.82**
Current Balance:	**$1,194,278.94**
Total Number of Accounts:	165
YTD Outstanding Checks:	18,832.18
Prior Year Outstanding Checks:	1,478.45

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

BOARD APPROVED
NOV 10 2026
ITEM # b.c.

Summary Of Accounts

FY-2027
YTD Summary

November 02, 2026

For Bank Account: * * * * * * 9935

This Report Is True And Correct To The Best Of My Knowledge.

Date: ____/____/____ _____

Beginning:	**1,004,270.23**
Receipts:	**651,459.43**
Checks:	**(501,621.47)**
Adjustments:	**40,170.75**
Ending:	**$1,194,278.94**

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0101	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	1.50	20.00	0.00	-1.50	20.00
001	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	1.50	20.00	0.00	-1.50	20.00
0104	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
001	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
0201	ATHLETIC REVENUE FUND	16834.06	36644.00	44525.00	0.00	8953.06
001	ATHLETIC REVENUE FUND	16834.06	36644.00	44525.00	0.00	8953.06
0202	ATHLETIC ADMINISTRATION	0.00	21500.00	23500.00	0.00	-2000.00
001	ATHLETIC ADMINISTRATION	0.00	21500.00	23500.00	0.00	-2000.00
0203	FOOTBALL FUND	36118.44	63233.45	40401.31	-20.00	58930.58
001	FOOTBALL FUND - $23,540	36118.44	63233.45	40401.31	-20.00	58930.58
002	SW DAIRY MUSEUM GRANT-CH MILK	0.00	0.00	0.00	0.00	0.00
0204	BOYS BASKETBALL	10386.37	5942.50	8101.97	0.00	8226.90
001	BOYS BASKETBALL - $5,942.50	10386.37	5942.50	8101.97	0.00	8226.90
0205	GIRLS BASKETBALL	12221.79	10742.50	6056.62	0.00	16907.67
001	GIRLS BASKETBALL - $5,942.50	12221.79	10742.50	6056.62	0.00	16907.67
0206	BOYS WRESTLING	6649.65	0.00	0.00	0.00	6649.65
001	BOYS WRESTLING - $5,600	6649.65	0.00	0.00	0.00	6649.65
0207	BASEBALL	1620.16	0.00	500.00	0.00	1120.16
001	BASEBALL - $4,100	1620.16	0.00	500.00	0.00	1120.16
0208	BOYS & GIRLS TRACK	12181.33	500.00	1583.30	0.00	11098.03
001	BOYS - $3,400, GIRLS - $3,400	12181.33	500.00	1583.30	0.00	11098.03
0209	ACCT CLOSED-BA 12/14/21	0.00	0.00	0.00	0.00	0.00
001	GIRLS TRACK - $3,400	0.00	0.00	0.00	0.00	0.00
0210	TENNIS	6372.97	0.00	1895.72	0.00	4477.25
001	TENNIS - B-$1,600, G-$1,600	6372.97	0.00	1895.72	0.00	4477.25
0211	GIRLS WRESTLING	11809.65	0.00	0.00	0.00	11809.65
001	GIRLS WRESTLING - $5,600	11809.65	0.00	0.00	0.00	11809.65

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0212	BOYS GOLF	11760.10	0.00	2325.00	0.00	9435.10
001	BOYS GOLF - $1,500	11760.10	0.00	2325.00	0.00	9435.10
0213	GIRLS SOFTBALL	1633.59	5975.00	5598.89	0.00	2009.70
001	GIRLS SOFTBALL - $4,100	1633.59	5975.00	5598.89	0.00	2009.70
0214	CROSS-COUNTRY	1035.78	2640.00	2702.62	0.00	973.16
001	CROSS COUNTRY - $1,000	1035.78	2640.00	2702.62	0.00	973.16
0215	LETTERMEN'S CLUB	1908.41	30322.21	8044.11	0.00	24186.51
001	LETTERMEN'S CLUB	1908.41	30322.21	8044.11	0.00	24186.51
0218	CHEERLEADING	20804.44	6407.63	17315.30	2875.00	12771.77
001	CHEERLEADING - $1,000	20804.44	6407.63	17315.30	2875.00	12771.77
0219	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
001	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
0222	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
001	BASEBALL BOOSTER CLUB	4654.39	0.00	0.00	0.00	4654.39
0225	BOYS SOCCER	1954.45	0.00	500.00	0.00	1454.45
001	BOYS SOCCER - $2,000	1954.45	0.00	500.00	0.00	1454.45
0226	GIRLS SOCCER	2101.66	0.00	1755.00	0.00	346.66
001	GIRLS SOCCER - $2,000	2101.66	0.00	1755.00	0.00	346.66
0227	SOCCER BOOSTER CLUB	9008.23	207.90	0.00	0.00	9216.13
001	SOCCER BOOSTER CLUB	9008.23	207.90	0.00	0.00	9216.13
0228	GIRLS GOLF	2545.39	1150.00	0.00	0.00	3695.39
001	GIRLS GOLF - $1,500	2545.39	1150.00	0.00	0.00	3695.39
0229	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
0230	LEGACY BK CD: DONNIE CHRISTIAN	1000.00	0.00	800.00	0.00	200.00
001	LEGACY BK CD: DONNIE CHRISTIAN	1000.00	0.00	800.00	0.00	200.00
002	2020 - CAITLYNN STEPHENS /ARMY	0.00	0.00	0.00	0.00	0.00
0231	ATHLETIC DEPT. CONCESSION	24769.06	36485.75	70587.80	8115.27	-1217.72
001	ATHLETIC DEPT. CONCESSION	24769.06	36485.75	70587.80	8115.27	-1217.72

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0235	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
001	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
0240	ACCT CLOSED-BA 07/18/23	0.00	0.00	0.00	0.00	0.00
001	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
0249	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
001	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
0251	VOLLEYBALL	10908.48	2023.50	4082.74	0.00	8849.24
001	VOLLEYBALL - $1,000	10908.48	2023.50	4082.74	0.00	8849.24
002	VOLLEYBALL BOOSTERS	0.00	0.00	0.00	0.00	0.00
0255	PHIL BARNES MEM SCHOLARSHIP	3860.00	500.00	2000.00	0.00	2360.00
001	PHIL BARNES MEM SCHOLARSHIP	3860.00	500.00	2000.00	0.00	2360.00
0256	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
001	TENNIS BOOSTER CLUB	35.94	2021.88	0.00	0.00	2057.82
0257	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
001	TIP-IN BASKETBALL BOOSTER CLUB	8163.30	0.00	0.00	0.00	8163.30
0261	POM PON	16615.20	7640.09	14303.03	0.00	9952.26
001	POM PON - $1,000	16615.20	7640.09	14303.03	0.00	9952.26
0263	SWIMMING	4040.79	2804.35	0.00	0.00	6845.14
001	SWIMMING - $1,000	4040.79	2804.35	0.00	0.00	6845.14
0264	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
001	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
0285	ATHLETIC TRAINER	10098.64	0.00	7883.04	0.00	2215.60
001	ATHLETIC TRAINER	10098.64	0.00	7883.04	0.00	2215.60
0290	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
001	OSSAA SPORTS SPECTACULAR	4415.10	2094.00	404.68	0.00	6104.42
0301	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
001	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
0302	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18
001	NAHS - NATL ART HONOR SOCIETY	442.18	776.00	0.00	0.00	1218.18

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0303	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
001	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
0304	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
001	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
0305	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
001	PSAT/AP TESTS ACCOUNT	1080.99	0.00	0.00	0.00	1080.99
0306	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
001	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
0307	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
001	SENIOR CLASS	8173.65	7772.03	0.00	0.00	15945.68
0308	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
001	JUNIOR CLASS	7772.03	0.00	7772.03	0.00	0.00
0309	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
001	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
0310	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
001	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
0311	KEY CLUB	1685.61	1420.00	1026.00	20.00	2099.61
001	KEY CLUB	1685.61	1420.00	1026.00	20.00	2099.61
0312	BAND BOOSTERS	20445.20	0.00	7456.42	0.00	12988.78
001	BAND BOOSTERS	20445.20	0.00	7456.42	0.00	12988.78
0313	DEHYDRATOR RACE	20273.66	19253.40	10760.32	2881.63	31648.37
001	DEHYDRATOR RACE	20273.66	19253.40	10760.32	2881.63	31648.37
0314	NATIONAL HONOR SOCIETY	319.01	945.00	0.00	0.00	1264.01
001	NATIONAL HONOR SOCIETY	319.01	945.00	0.00	0.00	1264.01
0315	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
001	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
0316	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
001	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
0317	SMOKE RINGS YEARBOOK	1238.90	4858.73	3228.89	265.00	3133.74
001	SMOKE RINGS YEARBOOK	1238.90	4858.73	3228.89	265.00	3133.74

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0319	STUDENT COUNCIL	21487.59	12677.95	27924.98	55.99	6296.55
001	STUDENT COUNCIL	21487.59	12677.95	27924.98	55.99	6296.55
0320	LIBRARY	0.00	0.00	0.00	0.00	0.00
001	LIBRARY	0.00	0.00	0.00	0.00	0.00
0321	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
001	HS LIBRARY WOODWARD ENDOWMNT.	385.87	10034.27	111.38	0.00	10308.76
0322	SCHOLARSHIP ACCOUNT	2931.00	4000.00	4000.00	0.00	2931.00
001	SCHOLARSHIP ACCOUNT	2930.10	0.00	2000.00	0.00	930.10
002	COMMUNITIES FOUNDATION OF OK	0.90	4000.00	2000.00	0.00	2000.90
003	AAUW - AM ASSOC OF UNIV WOMEN	0.00	0.00	0.00	0.00	0.00
0323	BAND	1458.89	1940.00	1914.00	0.00	1484.89
001	BAND	1458.89	1940.00	1914.00	0.00	1484.89
0324	BAND TRIP ACCOUNT	9655.50	4091.00	0.00	0.00	13746.50
001	BAND TRIP ACCOUNT	9655.50	4091.00	0.00	0.00	13746.50
0325	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
001	RONNIE BISHOP SCHOLARSHIP	158.55	0.00	0.00	0.00	158.55
0327	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
001	S.A.D.D. CLUB	329.03	620.00	370.00	0.00	579.03
0328	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
001	HORTICULTURE	28206.33	0.00	804.00	0.00	27402.33
0329	MARKETING	952.17	2090.00	2902.98	389.19	528.38
001	MARKETING	952.17	2090.00	2902.98	389.19	528.38
0330	OFFICE ACCOUNT	6916.77	1958.00	4022.90	185.00	5036.87
001	OFFICE ACCOUNT	4828.69	1958.00	4022.90	185.00	2948.79
002	DEMON DEN CLOSET & PANTRY	1219.17	0.00	0.00	0.00	1219.17
003	MATH & SCIENCE - OERB DONATION	868.91	0.00	0.00	0.00	868.91
004	DHS DIGITAL SIGN	0.00	0.00	0.00	0.00	0.00
0333	ACADEMIC TEAM ACCOUNT	226.67	345.00	555.00	240.00	256.67
001	ACADEMIC TEAM ACCOUNT	226.67	345.00	555.00	240.00	256.67
0334	GREEN CLUB	347.03	0.00	0.00	0.00	347.03
001	GREEN CLUB	347.03	0.00	0.00	0.00	347.03

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0335	DRAMA	1462.75	777.42	604.43	0.20	1635.94
001	DRAMA	1462.75	777.42	604.43	0.20	1635.94
0337	VOCATIONAL AGRICULTURE	21419.19	41982.71	30279.39	0.00	33122.51
001	VOCATIONAL AGRICULTURE	21419.19	41982.71	30279.39	0.00	33122.51
0338	VOCAL MUSIC	7604.42	0.00	1185.90	0.00	6418.52
001	VOCAL MUSIC	7604.42	0.00	1185.90	0.00	6418.52
0339	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
001	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
0340	VENDING	4531.29	952.99	0.00	0.00	5484.28
001	VENDING	4531.29	952.99	0.00	0.00	5484.28
0343	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
001	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
0346	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
001	MUSIC TRIP ACCOUNT	1455.88	1249.00	0.00	0.00	2704.88
0347	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
001	WINNER'S CIRCLE: AG BOOSTERS	13962.12	0.00	0.00	0.00	13962.12
0348	LEADERSHIP	1261.83	0.00	816.84	250.00	694.99
001	LEADERSHIP	1261.83	0.00	816.84	250.00	694.99
002	CLOSED-BA MOVED TO 330.002	0.00	0.00	0.00	0.00	0.00
0349	SENIOR CAP & GOWN	3006.10	0.00	0.00	1150.00	4156.10
001	SENIOR CAP & GOWN	3006.10	0.00	0.00	1150.00	4156.10
0350	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
0351	BUSINESS PROFESSIONALS OF AMER	0.00	245.00	225.00	0.00	20.00
001	BPA	0.00	245.00	225.00	0.00	20.00
0352	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
001	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
0353	DHS FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00
001	FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0360	EDGE: VENDING	2729.31	30.75	0.00	0.00	2760.06
001	EDGE: VENDING	2729.31	30.75	0.00	0.00	2760.06
0365	ARCHERY	0.00	0.00	0.00	0.00	0.00
001	DHS ARCHERY	0.00	0.00	0.00	0.00	0.00
0500	MAINTENANCE DEPARTMENT	55.99	27.50	0.00	0.00	83.49
001	MAINTENANCE DEPARTMENT	55.99	27.50	0.00	0.00	83.49
0550	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
001	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
1011	CO: TECHNOLOGY DEPARTMENT	123319.98	19066.00	0.00	8019.17	150405.15
001	CO: CHROMEBOOKS	119392.69	19066.00	0.00	8019.17	146477.86
002	CO: DONATIONS	3927.29	0.00	0.00	0.00	3927.29
1021	ATTENDANCE AWARDS	1500.00	0.00	978.35	0.00	521.65
001	CO: ATTENDANCE AWARDS	1500.00	0.00	978.35	0.00	521.65
1030	CLOSED	0.00	0.00	0.00	0.00	0.00
001	CO: SPECIAL EDUCATION	0.00	0.00	0.00	0.00	0.00
1031	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
001	CO: SPEC ED/SPECIAL OLYMPICS	1202.03	42.95	0.00	0.00	1244.98
1032	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: BEST BUDDIES	0.00	0.00	0.00	0.00	0.00
1051	CO: ASSISTANT SUPERINTENDENTS	3007.47	0.00	292.59	0.00	2714.88
001	CO: ASSISTANT SUPERINTENDENTS	3007.47	0.00	292.59	0.00	2714.88
002	LITTLE DRIBBLERS	0.00	0.00	0.00	0.00	0.00
1061	CO: TEACHER OF THE YEAR ACCT.	463.67	400.00	0.00	0.00	863.67
001	CO: TEACHER OF THE YEAR ACCT.	463.67	400.00	0.00	0.00	863.67
1062	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: 772 GEAR UP FUNDS	0.00	0.00	0.00	0.00	0.00
1063	CO: GIFTED AND TALENTED	1763.89	400.00	93.82	0.00	2070.07
001	CO: GIFTED AND TALENTED	1463.89	400.00	93.82	0.00	1770.07
002	CO: MATHCOUNTS	300.00	0.00	0.00	0.00	300.00
1064	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
001	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
1071	CO: ADMINISTRATIVE ACCOUNT	33858.50	509.22	7877.49	11533.50	38023.73
001	CO: ADMINISTRATION ACCOUNT	33358.50	509.22	7877.49	10033.50	36023.73
002	ASBOI - EAGLE SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
003	CO: EMPLOYEE OF THE MONTH	0.00	0.00	0.00	1500.00	1500.00
004	SCHOOL BASED FAMILY SPECIALIST	500.00	0.00	0.00	0.00	500.00
1081	COUSINS EVERYWHERE	4023.00	0.00	0.00	0.00	4023.00
001	MILK & JUICE, AND LUNCHES	523.00	0.00	0.00	0.00	523.00
002	TILLEY-STUDENT NEEDS	3500.00	0.00	0.00	0.00	3500.00
1091	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
001	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
1098	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
001	CO: ONE DUNCAN	939.27	0.00	0.00	0.00	939.27
1099	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
001	CO: EMPLOYEE BENEVOLENCE FUND	549.44	0.00	29.40	0.00	520.04
1101	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
001	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
1213	MS: BAND	10522.94	4286.00	830.00	-56.00	13922.94
001	MS: BAND	10522.94	4286.00	830.00	-56.00	13922.94
1214	MS: STEM	497.62	0.00	0.00	0.00	497.62
001	MS: STEM	497.62	0.00	0.00	0.00	497.62
1216	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
001	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
1218	MS: OFFICE	8469.75	15597.28	6418.08	0.00	17648.95
001	MS: OFFICE	8469.75	15597.28	6418.08	0.00	17648.95
1219	MS: ATHLETICS	24513.21	22442.20	13681.59	1300.00	34573.82
001	MS: ATHLETICS	22298.95	19490.20	11872.59	800.00	30716.56
002	MS: FOOTBALL	0.00	0.00	0.00	0.00	0.00
003	MS: CHEERLEADING	2214.26	2952.00	1809.00	500.00	3857.26
1220	CLOSED-BA: 01/10/23	0.00	0.00	0.00	0.00	0.00
001	MS: DMS FCA	0.00	0.00	0.00	0.00	0.00
1221	MS: VOCAL MUSIC	2995.57	3601.00	2741.54	200.00	4055.03
001	MS: VOCAL MUSIC	2710.78	3601.00	2741.54	200.00	3770.24

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
002	MS: PITCHFORKS	284.79	0.00	0.00	0.00	284.79
1222	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
001	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
1225	MS: CLOTHES CLOSET	4941.85	60.00	0.00	0.00	5001.85
001	MS: CLOTHES CLOSET	3468.03	0.00	0.00	0.00	3468.03
002	MS: DONATIONS FOR CHROMEBOOKS	1473.82	60.00	0.00	0.00	1533.82
003	MS: CREATING HOPE	0.00	0.00	0.00	0.00	0.00
1301	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
001	MS: TSA (TECH STUDENT ASSOC)	3145.51	0.00	0.00	0.00	3145.51
1302	MS: NJHS	8473.75	2031.70	50.00	175.00	10630.45
001	MS: NJHS	8473.75	2031.70	50.00	175.00	10630.45
1303	ACCT CLOSED-BA:12/14/21	0.00	0.00	0.00	0.00	0.00
001	MS: 7TH/8TH GRADE CHEERLEADERS	0.00	0.00	0.00	0.00	0.00
1305	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
001	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
002	MS: Natl Jr Art Honor Society	0.00	0.00	0.00	0.00	0.00
1306	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
001	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
1307	MS: ARCHERY	611.26	640.00	0.00	0.00	1251.26
001	MS: ARCHERY	611.26	640.00	0.00	0.00	1251.26
1308	MS: STUDENT COUNCIL	9142.67	0.00	525.00	0.00	8617.67
001	MS: STUDENT COUNCIL	9142.67	0.00	525.00	0.00	8617.67
1310	MS: YEARBOOK	14920.10	417.26	514.00	465.00	15288.36
001	MS: JOURNALISM	14920.10	417.26	514.00	465.00	15288.36
1312	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
001	MS: ACADEMIC CLUB	679.26	0.00	320.00	0.00	359.26
1315	CLOSE: BA: 11/08/22	0.00	0.00	0.00	0.00	0.00
001	DMS/DHS BASS CLUB	0.00	0.00	0.00	0.00	0.00
1350	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20
001	MS: SUNSHINE ACCOUNT	111.20	0.00	104.00	0.00	7.20

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
2201	EM: MILK FUND	5774.46	4743.41	2462.69	12.00	8067.18
001	EM: MILK FUND	5774.46	4743.41	2462.69	12.00	8067.18
2203	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
001	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
2204	EM: MISCELLANEOUS	4825.28	0.00	557.67	100.00	4367.61
001	EM: MISCELLANEOUS	2781.34	0.00	379.00	100.00	2502.34
002	EM: CLOTHES CLOSE	955.58	0.00	178.67	0.00	776.91
003	EM: ARCHERY	1088.36	0.00	0.00	0.00	1088.36
2205	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
001	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
2206	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
001	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
2207	EM: LIBRARY FUND	1441.55	1241.27	1327.77	0.00	1355.05
001	EM: LIBRARY FUND	1441.55	1241.27	1327.77	0.00	1355.05
2208	EM: PTO FUND	9583.34	15054.86	8283.67	0.05	16354.58
001	EM: PTO FUND	9583.34	15054.86	8283.67	0.05	16354.58
5201	HM: MILK FUND	5798.08	5931.15	3682.74	430.50	8476.99
001	HM: MILK FUND	5798.08	5931.15	3682.74	430.50	8476.99
5203	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
001	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
5204	HM: MISCELLANEOUS	6124.23	46.00	899.72	12.00	5282.51
001	HM: MISCELLANEOUS	3014.72	46.00	825.00	12.00	2247.72
002	HM STUDENT LEADERSHIP COUNCIL	400.00	0.00	0.00	0.00	400.00
003	HM: ARCHERY	1704.13	0.00	74.72	0.00	1629.41
004	HM: CLOTHES CLOSET	1005.38	0.00	0.00	0.00	1005.38
5206	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
001	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
5207	HM: LIBRARY FUND	4793.72	2814.67	3216.19	199.00	4591.20
001	HM: LIBRARY FUND	4793.72	2814.67	3216.19	199.00	4591.20
5208	HM: PTO FUND	29727.66	16020.50	3988.28	0.00	41759.88
001	HM: PTO FUND	24138.95	0.00	1300.39	0.00	22838.56

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
002	BIG KAHUNA	0.00	0.00	0.00	0.00	0.00
003	SPIRITWEAR	1745.00	0.00	0.00	0.00	1745.00
004	SPIRIT WAGON	1534.50	0.00	0.00	0.00	1534.50
005	FRI YAY	1500.00	4500.50	1489.87	0.00	4510.63
006	HM CHAMPIONS	0.00	11520.00	1041.99	0.00	10478.01
007	HOSPITALITY	809.21	0.00	156.03	0.00	653.18
008	KIND WEEK	0.00	0.00	0.00	0.00	0.00
009	WORLD'S FINEST CHOCOLATE	0.00	0.00	0.00	0.00	0.00
6201	WR: MILK FUND	9622.12	2927.00	1032.18	0.00	11516.94
001	WR: MILK FUND	9622.12	2927.00	1032.18	0.00	11516.94
6203	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
001	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
6204	WR: STEM	1873.79	0.00	0.00	0.00	1873.79
001	WR: WILL ROGERS STEM	1744.31	0.00	0.00	0.00	1744.31
002	WR: ELK CROSSING STEM	129.48	0.00	0.00	0.00	129.48
6205	WR: INTEREST & DONATIONS	2482.94	0.00	0.00	0.00	2482.94
001	WR: INTEREST & DONATIONS	485.87	0.00	0.00	0.00	485.87
003	WR: EME SANDERS' CLASS	14.20	0.00	0.00	0.00	14.20
004	WR: PHYSICAL EDUCATION	200.00	0.00	0.00	0.00	200.00
005	WR: J. DITTNER, COUNSELOR	130.72	0.00	0.00	0.00	130.72
006	WR: LORI MITCHELL'S CLASS	892.15	0.00	0.00	0.00	892.15
007	WR: CLOTHES CLOSET	760.00	0.00	0.00	0.00	760.00
6206	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
001	WR: PICTURE FUND	6175.56	0.00	0.00	0.00	6175.56
6207	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
001	WR: LIBRARY FUND	148.06	1310.00	0.00	0.00	1458.06
6208	WR: PRE-K OPERATIONS	29851.08	25477.08	10003.84	-176.00	45148.32
001	WR: PRE-K OPERATIONS	29851.08	25477.08	10003.84	-176.00	45148.32
7201	MT: MILK FUND	4316.95	2301.39	1172.97	96.50	5541.87
001	MT: MILK FUND	4316.95	2301.39	1172.97	96.50	5541.87
7204	MT: MISCELLANEOUS	727.48	0.00	100.00	0.00	627.48
001	MT: MISCELLANEOUS	225.23	0.00	100.00	0.00	125.23
002	MT: CLOTHES CLOSET	502.25	0.00	0.00	0.00	502.25

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
7205	MT: INTEREST & DONATIONS	5647.80	0.00	7.85	0.00	5639.95
001	MT: INTEREST & DONATIONS	5647.80	0.00	7.85	0.00	5639.95
002	MT: MARQUEE	0.00	0.00	0.00	0.00	0.00
7206	MT: PICTURE FUND	961.22	10.23	0.00	0.00	971.45
001	MT: PICTURE FUND	961.22	10.23	0.00	0.00	971.45
7207	MT: LIBRARY FUND	293.22	1597.12	1595.57	0.00	294.77
001	MT: LIBRARY FUND	293.22	1597.12	1595.57	0.00	294.77
7208	MT: PTO FUND	10747.43	1036.35	887.01	0.00	10896.77
001	MT: PTO FUND	10747.43	1036.35	887.01	0.00	10896.77
8201	WW: MILK FUND	15113.76	3245.53	1647.66	0.01	16711.64
001	WW: MILK FUND	15113.76	3245.53	1647.66	0.01	16711.64
8203	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
001	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
8204	WW: MISCELLANEOUS	19638.09	12477.34	590.65	2.00	31526.78
001	WW: MISCELLANEOUS	18877.03	12477.34	590.65	2.00	30765.72
002	WW: CLOTHES CLOSET	761.06	0.00	0.00	0.00	761.06
8205	WW: INTEREST & DONATIONS	4790.70	413.00	30.99	0.00	5172.71
001	WW: INTEREST & DONATIONS	4459.11	413.00	30.99	0.00	4841.12
002	WW: PRE-K CLASS	52.99	0.00	0.00	0.00	52.99
004	WW: MRS. ZUPPER'S 4TH GR CLASS	102.85	0.00	0.00	0.00	102.85
005	WW: MS. ETHERIDGE'S CLASSROOM	175.75	0.00	0.00	0.00	175.75
8206	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
001	WW: PICTURE FUND	517.13	0.00	0.00	0.00	517.13
8207	WW: LIBRARY FUND	10778.61	1928.85	1158.33	0.00	11549.13
001	WW: LIBRARY FUND	10778.61	1928.85	1158.33	0.00	11549.13
8208	WW: PTO FUND	14981.58	1825.57	1280.32	0.00	15526.83
001	WW: PTO FUND	4315.87	1712.57	891.05	0.00	5137.39
002	WW: MARQUEE	2565.00	0.00	0.00	0.00	2565.00
011	WW: 1ST GRADE	422.86	0.00	0.00	0.00	422.86
012	WW: 2ND GRADE	537.53	0.00	0.00	0.00	537.53
013	WW: 3RD GRADE	454.62	0.00	0.00	0.00	454.62
014	WW: 4TH GRADE	696.89	0.00	0.00	0.00	696.89

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
015	WW: 5TH GRADE	471.74	0.00	0.00	0.00	471.74
016	WW: KINDERGARTEN	543.64	113.00	389.27	0.00	267.37
017	WW: ART	4473.43	0.00	0.00	0.00	4473.43
018	WW: KARON HISE (WE LOVE)	500.00	0.00	0.00	0.00	500.00
8209	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
001	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
9201	PL: MILK FUND	7363.83	9658.25	4548.77	105.00	12578.31
001	PL: MILK FUND	7363.83	9658.25	4548.77	105.00	12578.31
9204	PL: MISCELLANEOUS	12075.75	14416.20	11136.50	0.00	15355.45
001	PL: 1ST GRADE	6.10	710.90	419.50	0.00	297.50
002	PL: 2ND GRADE	427.24	6.10	427.24	0.00	6.10
003	PL: 3RD GRADE	283.20	427.24	283.20	0.00	427.24
004	PL: 4TH GRADE	787.76	283.20	787.76	0.00	283.20
005	PL: 5TH GRADE	1632.96	6789.76	4176.00	0.00	4246.72
006	PL: KINDERGARTEN	290.90	370.00	672.30	0.00	-11.40
007	PL: PE - PHYSICAL EDUCATION	2792.70	0.00	0.00	0.00	2792.70
008	PL: MUSIC	2052.08	350.00	145.00	0.00	2257.08
009	PL: SPECIAL EDUCATION	1.97	80.00	64.00	0.00	17.97
020	PL: GRADE LEVEL SHIRTS	782.00	2319.00	2167.50	0.00	933.50
021	PL: DUNCAN DEMON SHIRTS	797.51	3080.00	1994.00	0.00	1883.51
022	PL: YEARBOOKS	1610.69	0.00	0.00	0.00	1610.69
023	PL: SQUARE 1 ART	0.00	0.00	0.00	0.00	0.00
024	PL: CLOTHES CLOSET	610.64	0.00	0.00	0.00	610.64
9205	PL: INTEREST & DONATIONS	11536.61	0.00	0.00	0.00	11536.61
001	PL: INTEREST & DONATIONS	10936.82	0.00	0.00	0.00	10936.82
002	AIMEE GREENING MEMORIAL	598.08	0.00	0.00	0.00	598.08
003	M. TARPLEY RESOURCE-OECU GRANT	1.71	0.00	0.00	0.00	1.71
9206	PL: PICTURE FUND	8279.09	0.00	1050.28	0.00	7228.81
001	PL: PICTURE FUND	8279.09	0.00	1050.28	0.00	7228.81
9207	PL: LIBRARY FUND	1633.44	6387.60	5375.27	0.00	2645.77
001	PL: LIBRARY FUND	1633.44	6387.60	5375.27	0.00	2645.77
9208	PL: PTO FUND	26813.57	35191.34	18750.92	-100.00	43153.99
001	PL: PTO OPERATING FUND	1689.31	8607.05	2266.36	0.00	8030.00
002	PL: TREAT DAY	6812.99	4498.00	3583.20	0.00	7727.79
003	PL: TEACHER FUND	8903.14	1684.90	5961.92	0.00	4626.12

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
004	PL: DONATION DRIVE	4044.73	17635.27	3991.47	-100.00	17588.53
005	PL: YEARBOOKS to be 9204.022	246.34	0.00	196.34	0.00	50.00
006	PL: SPIRIT STORE	3027.13	1310.00	555.58	0.00	3781.55
007	PL: PTO PICTURES	1486.05	0.00	1186.05	0.00	300.00
008	PL: BOX TOPS	331.40	0.00	281.40	0.00	50.00
009	PL: HOSPITALITY	272.48	1456.12	728.60	0.00	1000.00
9209	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
001	PL: SUNSHINE FUND	330.77	0.00	0.00	0.00	330.77
9990	DPSF OPERATING ACCOUNT	8304.11	59009.60	11551.18	1447.24	57209.77
001	DEX AWARDS	243.58	30000.00	7009.60	7097.28	30331.26
002	ESPORTS	2818.10	12000.00	495.00	0.00	14323.10
004	SPEC ED - OPAL LOWRY TRUST	893.43	0.00	0.00	0.00	893.43
007	PEER MENTORING - GEAR UP	3099.40	0.00	0.00	0.00	3099.40
008	HOOVER TENNIS ACCOUNT	0.00	17009.60	4046.58	-5650.04	7312.98
009	STEM	1249.60	0.00	0.00	0.00	1249.60

Beginning YTD Account Balance:	**$1,004,270.23**
Expense:	0.00
Revenue:	26,125.34
Bank Charges:	-881.37
Refunds:	0.00
Interest:	11,006.36
Less NSF Checks:	-252.00
Total Adjustments Less Voids:	**35,998.33**
Total Adjustments Less Voids:	35,998.33
Add Void Checks:	4,172.42
Less Void Receipts:	0.00
Total Adjustments:	**$40,170.75**
Receipts Issued:	$651,459.43
Add Void Receipts:	$0.00
Add Total Receipts:	**$651,459.43**
Checks Issued:	$497,449.05
Void Checks:	$4,172.42
Less Total Checks:	**$501,621.47**
Current Balance:	**$1,194,278.94**
Total Number of Accounts:	165
YTD Outstanding Checks:	18,832.18
Prior Year Outstanding Checks:	1,478.45

DUNCAN PUBLIC SCHOOLS
ACTIVITY FUND INVESTMENT REPORT
10/31/2026

BOARD APPROVED
NOV 10 2026
ITEM # b.c.

BANK	ACCOUNT HOLDER	ACCOUNT NUMBER	AMOUNT	RATE	TERM	MATURITY
BancFirst	Activity Fund/Checking	5020019935	$ 99,935.81			
BancFirst	Sweep Account	9550200022	$ 1,114,653.76			
	TOTAL		**$ 1,214,589.57**			

LaTisha Miller

LaTisha Miller
Activity Fund Custodian

Request to Add, Change, and/or Delete

ACTIVITY FUND ACCOUNTS

11/10/2026

ADD		
Account #	**Account Name**	**Reason for Adding**
1218.002	MS: 5th GRADE PEP RALLY (TRANSITION)	Adding this sub-account to better represent the money that is being fundraised or donated.

CHANGE		
Account #	**Account Name**	**Reason for Adding**

DELETE		
Account #	**Account Name**	**Reason for Adding**

_____

Board Member

BOARD APPROVED

NOV 10 2026

ITEM # 6.D.

Request to Add, Change, and/or Delete

ACTIVITY FUND ACCOUNTS

11/10/2026

ADD		
Account #	**Account Name**	**Reason for Adding**
1218.002	MS: 5th GRADE PEP RALLY (TRANSITION)	Adding this sub-account to better represent the money that is being fundraised or donated.

CHANGE		
Account #	**Account Name**	**Reason for Adding**

DELETE		
Account #	**Account Name**	**Reason for Adding**

Board Member

DPS FUNDRAISER REQUESTS

November 10, 2026

Approval by the Board of Education for any fundraiser is also an approval to pay any expenditures associated with each event.

SITE	ORGANIZATION	DESCRIPTION	EVENT DATES *may be approximate
HIGH SCHOOL	SPEECH	POPCORN SALES	11/19/2026-12-11-2026
HIGH SCHOOL	SPEECH	CHRISTMAS GOODIES SNACK SALE	12/11/2026-12/11/2026
HIGH SCHOOL	VOCAL MUSIC	REFLECTIONS DRESS/UNIFORM ADOPTION	11/16/2026-12/18/2026
HIGH SCHOOL	STEM	3D PRINTED KEY CHAINS	11/11/2026-5/15/2027
HIGH SCHOOL	STEM	BAKE SALE	11/11/2026-5/15/2027
MIDDLE SCHOOL	OFFICE	STAFF STASH (SNACKS & DRINKS)	11/11/2026-6/1/2026
MIDDLE SCHOOL	5TH GRADE	PENNY WARS	1/4/2027-3/31/2027
MIDDLE SCHOOL	5TH GRADE	PJ/HAT DAY	11/11/2026-5/31/2027
MIDDLE SCHOOL	5TH GRADE	PICKLES/PICKLE ICE	11/11/2026-5/31/2027
EMERSON	ACADEMIC TEAM	DOUGHTY FARMS/BBQ SANDWICHES	11/11/2026-5/31/2027
HORACE MANN	PTO	WINTER WEAR SALES	11/11/2026-12/17/2026
		BOARD MEMBERS SIGNATURE	

BOARD APPROVED

NOV 10 2026

ITEM # b.E.

DPS FUNDRAISER REQUESTS

November 10, 2026

Approval by the Board of Education for any fundraiser is also an approval to pay any expenditures associated with each event.

SITE	ORGANIZATION	DESCRIPTION	EVENT DATES *may be approximate
HIGH SCHOOL	SPEECH	POPCORN SALES	11/19/2026-12-11-2026
HIGH SCHOOL	SPEECH	CHRISTMAS GOODIES SNACK SALE	12/11/2026-12/11/2026
HIGH SCHOOL	VOCAL MUSIC	REFLECTIONS DRESS/UNIFORM ADOPTION	11/16/2026-12/18/2026
HIGH SCHOOL	STEM	3D PRINTED KEY CHAINS	11/11/2026-5/15/2027
HIGH SCHOOL	STEM	BAKE SALE	11/11/2026-5/15/2027
MIDDLE SCHOOL	OFFICE	STAFF STASH (SNACKS & DRINKS)	11/11/2026-6/1/2026
MIDDLE SCHOOL	5TH GRADE	PENNY WARS	1/4/2027-3/31/2027
MIDDLE SCHOOL	5TH GRADE	PJ/HAT DAY	11/11/2026-5/31/2027
MIDDLE SCHOOL	5TH GRADE	PICKLES/PICKLE ICE	11/11/2026-5/31/2027
EMERSON	ACADEMIC TEAM	DOUGHTY FARMS/BBQ SANDWICHES	11/11/2026-5/31/2027
HORACE MANN	PTO	WINTER WEAR SALES	11/11/2026-12/17/2026
		BOARD MEMBERS SIGNATURE	

DUNCAN PUBLIC SCHOOLS

From PO: 11629 to PO: 11691

Encumbrance For Board Approval

GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
11629	MERIT DUNCAN BCG LLC	TRANS - REPAIRS FOR BUS 20	10,000.00	10/12/2026
11630	H & L CUSTOM PROCESSING	077-BEEF FOR DISTRICT CAFETERIAS (BA 10/13/26 #6N)	24,993.00	10/14/2026
11631	MARTIN AUTO SUPPLY INC	TRANS - FLEET PARTS AND MAINTENANCE	6,500.00	10/14/2026
11632	YELLOW FOLDER, LLC	239- ONLINE CLOUD STORAGE/SERVICE FOR BOXED DOCUMENTS	185.00	10/14/2026
11633	GOODHEART-WILLCOX PUBLISHERS	HS-AG-ANIMAL SCIENCE BOOK	200.00	10/20/2026
11634	* * * WAL MART - VISA CARD CHARGES	511- PL- SUPPLIES FOR ACADEMIC ACTIVITIES DURING FAMILY LITERACY NIGHT TO BE USED FOR PARENT ENGAGEMENT	14.00	10/20/2026
11635	* * * AMAZON	239- GENERAL OFFICE SUPPLIES FOR SPED STAFF OFFICE	50.00	10/20/2026
11636	PERMA-BOUND BOOKS	PL- 145- BOOKS FOR STUDENT USE IN LIBRARY	2,450.00	10/20/2026
11637	* * * CITY OF DUNCAN	TRANS - POLICE REPORTS	70.00	10/20/2026
11638	ACE HARDWARE	412-(HS/705) STEM CLASSROOM SUPPLIES TO SUPPORT PLTW/CTE	200.00	10/20/2026
11639	OKLAHOMA ASSO OF CAREER & TECHNOLGY EDUC	412 -(MS/505) OKACTE, ACTE, & STEM MEMBERSHIP DUES	165.00	10/20/2026
11640	BEHRNES LAW PLLC	C/O- ATTORNEY FEES FOR FY 25-26 (REFERENCE PO 65806-NO INVOICE RECEIVED)	1,741.50	10/20/2026
11641	BEHRNES LAW PLLC	C/O- ATTORNEY FEE'S FOR FY 26-27	2,000.00	10/20/2026
11642	ALERT SERVICES INC	HS-285-SUPPLIES FOR ATHLETIC TRAINER	1,843.00	10/20/2026
11643	ALL COPY PRODUCTS, INC	DIST.- EPSON PAPER FOR PRINTING PROJECTS FOR THE DISTRICT.	188.95	10/21/2026
11644	CCOSA	HS-541-REGISTRATION FOR SANDY FERGUSON TO ATTEND REACHING & TEACHING CHILDREN EXPOSED TO TRAUMA CONF. IN OKC 10/27-28/26	250.00	10/21/2026
11645	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	HS-541-HOTEL STAY FOR SANDY FERGUSON TO ATTEND REACHING & TEACHING CONF IN OKC-10/27-28/26	650.00	10/21/2026
11646	* * * SCRIPPS NATIONAL SPELLING BEE	WW - 511 - ENROLLMENT FOR STUDENTS IN THE SPELLING BEE, SCHOOL YR '26	199.00	10/22/2026
11647	* * * PROJECT CONTENT, LLC	WW - 511 - CONTENT TO BE ABLE TO UPDATE MARQUEE WITH CONTENT DOWNLOAD, SY '27	1,620.00	10/22/2026
11648	PERMA-BOUND BOOKS	WW-103-BOOKS FOR THE LIBRARY FOR ACCREDIATION, SCH YR., '27	1,356.20	10/22/2026
11650	SHANE BURK GLASS & MIRROR	TRANS - WINDSHIELD REPLACEMENT FOR A-1	550.00	10/23/2026
11651	BOLES, ANGELA M	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE	58.25	10/26/2026

PO	Vendor Name	General Description	Amount	Date
11652	* * * HAMPTON INN OKLAHOMA CITY NORTHEAST	C/O- HOTEL FOR L. MCCANN & A. PIZANA FOR LEVEL 2 FAST TRACK SCHOOL BUSINESS ACADEMY CLASS IN EDMOND OK. 01/27-28/27	100.00	10/26/2026
11653	PIZANA, ANGELA M	C/O- PER DIEM FOR LEVEL 2 FAST TRACK SCHOOL BUSINESS ACADEMY IN EDMOND OK. 01/27-28/27	90.00	10/26/2026
11654	MCCANN, LORI D	C/O- PER DIEM FOR LEVEL 2 FAST TRACK SCHOOL BUSINESS ACADEMY IN EDMOND OK. 01/27-28/27	90.00	10/26/2026
11655	FABULINGUA INC.	HM-511 ONLINE PROGRAM THAT PROVIDES VOCAB, FLUENCY AND COMPREHENSION INSTRUCTION FOR EL LEARNERS GRADES K-5, TO SUPPLEMENT THEIR FACE TO FACE INSTRUCTION AND IMMERSION EXPERIENCE	250.00	10/26/2026
11656	FERGUSON, SANDY L	HS-541-PER DIEM & PARKING FOR SANDY FERGUSON TO ATTEND CCOSA REACHING/ TEACHING CHILDREN EXPOSED TO TRAUMA IN OKC-10/26-28/26	179.00	10/26/2026
11657	TRINITY TECHNOLOGIES	CAMERA SYSTEM AT SCHOOL FARM (TRI19761)	4,750.00	10/26/2026
11658	DOMINGUEZ, SANDY L	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE AFTER 25 DAYS WORKED	58.25	10/27/2026
11659	EDMENTUM, INC	DIST.- COURSEWARE: K-5 LIBRARY WITH CONSULTING	13,750.00	10/27/2026
11660	* * * AMAZON	C/O- NOTARY STAMP FOR A. PIZANA	48.90	10/27/2026
11661	* * * AMAZON	APPLE PEN PRO FOR SUPT	105.00	10/27/2026
11662	* * * AMAZON	HM-511 "CHALKBOARD KIDS" BOOKS FOR 2-5 NOVEL STUDIES TO PRACTICE FLUENCY, COMPREHENSION AND LITERARY ELEMENTS. ALL OTHER SUPPLIES FOR TACTILE INVOLVEMENT FOR STRUGGLING KINDERS TO PRACTICE LETTERS/ SOUNDS.	260.00	10/27/2026
11663	* * * ARMOR EXPRESS	376 - SSO UNIFORMS FOR NEW SSO	859.01	10/27/2026
11664	* * * AMAZON	376 - SSO UNIFORMS FOR NEW SSO	665.00	10/27/2026
11665	* * * BADGEANDWALLET.COM	376 - SSO - UNIFORMS NEEDS FOR NEW SSO	100.00	10/27/2026
11666	SCHOOL HEALTH CORPORATION	HS-055-AED(DISTRICT) REPLACEMENT EQUIPMENT; PADS, BATTERIES, TAGS, THERMOMETER AND PARTS	12,800.00	10/28/2026
11667	* * * SCHOOL SOCIAL WORK ASSOCIATION OF AMERICA	080- REGISTRATION FOR CORTNI & MARCELLA TO ATTEND THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AR. 05/13-16/27	1,340.00	10/29/2026
11668	* * * SOUTHWEST AIRLINES	080- FLIGHT FOR CORTNI & MARCELLA TO ATTEND THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	1,100.00	10/29/2026

PO	Vendor Name	General Description	Amount	Date
11669	* * * EMBASSY SUITES TUCSON PALOMA VILLAGE	080- HOTEL FOR CORTNI & MARCELLA TO ATTEND THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	2,400.00	10/29/2026
11670	BROWN, CORTNI N	080- TRAVEL & PER DIEM REIMBURSEMENT FOR THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	900.00	10/29/2026
11671	TARPLEY, MARCELLA A	080- TRAVEL & PER DIEM REIMBURSEMENT FOR THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	900.00	10/29/2026
11672	MITCHELL, SANDRA D	SPED- TRAVEL REIMBUREMENT FOR HOMEBOUND STUDENT INSTRUCTION	500.00	10/29/2026
11673	GOLLEHER, KADE	TRANS - IN-DISTRICT MILEAGE REIMBURSEMENT DUE TO NO SCHOOL VEHICLE	800.00	10/30/2026
11674	JEANNE KAY DESIGNS	HS - AVIATION - UNIFORMS FOR STUDENT COMPETITION	172.80	11/02/2026
11675	ZANER-BLOSER INC.	PL- 511- KICKSTART CROSS BUNDLES (TEACHER MANUELS AND IN CLASS MANIPULATIVES) FOR GRADES 2-5 FY 27.	6,700.00	11/02/2026
11676	* * * WAL MART - VISA CARD CHARGES	MKV FEDERAL SET ASIDE - ITEMS FOR STUDENTS IN TRANSITION	300.00	11/02/2026
11677	OWL BADGES INC	SSO - ITEMS FOR NEW SSO UNIFORM	330.00	11/02/2026
11678	* * * AMAZON	376 - SRO/SSO - LIGHTS FOR THE TOP OF THE VEHICLE	200.00	11/04/2026
11679	MONTGOMERY TIRE & ALIGNMENT	TRANS - TIRE REPAIR AND REPLACEMENT SERVICES	6,000.00	11/04/2026
11680	* * * AMAZON	HM-511 STEM AND CRAFTING ITEMS FOR CHARLIE BROWN INSPIRED TITLE I PARENT INVOLVEMENT NIGHT 11-17-26	250.00	11/06/2026
11681	MIDWEST SPORTING GOODS DISTRIBUTORS INC	ATHLETIC TRAINER - GATORADE PACKAGE TO PROVIDE STUDENT ATHLETE HEALTH AND SAFETY SERVICES DURING ATHLETIC ACTIVITIES	95.00	11/06/2026
11682	ALERT SERVICES INC	ATH-ATHLETIC TRAINER--WRAP FOR ATHLETES	470.00	11/06/2026
11683	* * * AMAZON	050-USB CD/DISC DRIVE FOR CENTRAL OFFICE STAFF USE	40.00	11/06/2026
11684	* * * EMBASSY SUITES BY HILTON OKC NORTHWEST	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN OKC ON 04/21-22/27	145.00	11/06/2026
11685	* * * HOLIDAY INN EXPRESS & SUITES YUKON	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN YUKON ON 02/10-11/27	130.00	11/06/2026
11686	* * * HOLIDAY INN EXPRESS & SUITES GUTHRIE	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN GUTHRIE ON 01/26-27/27	110.00	11/06/2026
11687	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN OKC ON 01/5-6/27 & 03/2-3/27	325.00	11/06/2026

PO	Vendor Name	General Description	Amount	Date
11688	* * * HILTON GARDEN INN EDMOND	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN EDMOND ON 11/11-12/26 & 12/16-17/26	280.00	11/06/2026
11689	CURRICULUM ASSOCIATES, LLC	WW - 511 - PHONICS FOR READING FOR GRADES 3RD-5TH FOR INTERVENTIONS, SCH YR. '27	287.28	11/09/2026
11690	ISTE- ROBIN MERGER CORPORATION, LLC	552 - REGISTRATION TO ISTE LIVE27 BOSTON, MA 6/26-30/2027 CASTLE/LAWLER	1,600.00	11/09/2026
11691	SPARKLIGHT	051 - MONTHLY INTERNET FOR 26-27 NOVEMBER PAYMENT PENDING ERATE APPROVAL.	2,232.00	11/09/2026
		(11) GEN FUND-FOR OPERAT Current Encumbered:	**116,996.14**	

PO	Vendor Name	General Description	Amount	Date
11000	* * * SHERATON WESTPORT PLAZA HOTEL ST. LOUIS	HOTEL FOR AASA SUPT CERT COHORT GRADUATION 09/29-10/02/2026 ST LOUIS, MO-BYERLY	-354.64	7/1/2026
11002	BYERLY, CHANNA D	C/O- TRAVEL & PER DIEM FOR AASA LEGISLATIVE CONFERENCE IN WASHINGTON DC 07/6-10/26	-900.00	7/1/2026
11014	* * * AT&T	DIST.- ERATE WAN SERVICES FOR FY 26-27 BA 05/12/26 (8.J.7.)	2,915.14	7/1/2026
11102	MARTIN AUTO SUPPLY INC	TRANS - FLEET PARTS AND MAINTENANCE	-122.56	7/1/2026
11123	GOLLEHER, KADE G	TRANS - IN-DISTRICT MILEAGE REIMBURSEMENT DUE TO NO SCHOOL VEHICLE	-65.05	7/1/2026
11204	BYERLY, CHANNA D	C/O- TRAVEL AND PER DIEM FOR IGNITE CONFERENCE IN PITTSBURGH PA 10/13-17/26	-500.00	7/1/2026
11205	* * * COURTYARD PITTSBURGH DOWNTOWN	C/O- HOTEL FOR IGNITE CONFERENCE IN PITTSBURGH PA 10/13-17/26 FOR C. BYERLY & L. MCCANN	-1,853.75	7/1/2026
11206	MCCANN, LORI D	C/O- TRAVEL & PER DIEM FOR IGNITE CONFERENCE IN PITTSBURGH PA 10/13-17/26	9.81	7/1/2026
11221	HENDERSON, KELLY D	C/O- PER DIEM FOR OKASBO FALL & SPRING CONFERENCE IN NORMAN 9/22-24/26 & 4/27-29/27	-135.00	7/1/2026
11267	OKLAHOMA DEPARTMENT OF HUMAN SERVICES	COMMODITY DELIVERY ASSESSMENT FEES	-938.00	7/8/2026
11296	HALL, CAYD A	376 - RECERTIFICATION TRAINING FOR CLEET TRAINING - REIMBURSEMENT REQUIRED	6.09	7/15/2026
11337	INSTRUCTURE, INC.	MS-511-SUBSCRIPTION TO INSTRUCTURE MASTERY CONNECT ASSESSMENT DATA BANK/ BUNDLE	-824.00	7/27/2026
11353	* * * ARMOR EXPRESS	376 - UNIFORM FOR SRO	-69.13	7/29/2026
11367	* * * HILTON GARDEN INN EDMOND	C/O- ROOMS FOR J. MULLINS, K. BRENNEIS & C. LEE IN EDMOND OK. FOR THE FRONTLINE GATHERING CONFERENCE 10/21-22/26	-170.00	8/4/2026
11383	* * * NATIONAL CENTER FOR YOUTH ISSUES	HS-REGISTRATION FOR RACHEL TERRY TO ATTEND OSCA CONFERENCE IN NORMAN OK SEP 27-29	-48.00	8/6/2026

11384	* * * EMBASSY SUITES NORMAN	HS-HOTEL ROOM FOR DELANEY ODELL IN NORMAN TO ATTEND OSCA CONFERENCE SEP 27-29	-24.00	8/6/2026
11401	ROSE MARY MCDONALD	376 - SRO UNIFORM ALTERATIONS	11.00	8/10/2026
11495	* * * SOUTHWEST AIRLINES	100 - AIRFARE TO ESEA CONF 2/22-26/2027 LOUISVILLE, KY LOVETT	-9.61	8/28/2026
11500	* * * AMAZON	TRANS - LEADSEALS YELLOW BREAKABLE SEALS, DRIVE MEDICAL BLUE STREAK WHEELCHAIR, EXP WHITE BOARD CLEANER, 5 PACK LABELS REPLACEMENT FOR DYMO LETRATAG, GAQWOK 6 ROLLS 1/8 WHITEBOARD TAPE, 180 PACK VOMIT PACK	28.55	8/28/2026
11516	CCOSA	HS-11-WOMEN'S LEADERSHIP INTENSIVE ENROLLMENT FEE SEP 27 IN OKC FOR L. ELROY	-550.00	9/3/2026
11526	* * * VENTRIS LEARNING LLC	103-FOUNDATIONS PHONICS TEACHERS MANUALS (50) FOR DISTRICT ELE TEACHERS	112.50	9/3/2026
11536	* * * CAROLINA BIOLOGICAL SUPPLY COMPANY	MS-103-BALANCING CHEMICAL EQUATIONS KIT	64.98	9/8/2026
11537	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	C/O- HOTEL FOR CFO ACADEMY IN OKC, FOR L. MCCANN 09/30-10/01/26	13.00	9/9/2026
11547	* * * AMAZON	WW - 511 - BOOKS FOR CLASSROOMS FOR READ ACROSS AMERICA WEEK, SCH YR., '27	242.42	9/11/2026
11548	BROWN DOG GADGETS	MS-103-CLASSROOM SUPPLIES TO SUPPORT HANDS-ON LEARNING AND STUDENT ENGAGEMENT. I.E. BRISTLE BOT ROBOT KITS	20.00	9/11/2026
11564	* * * AMAZON	WW - 140 - OFFICE CHAIR AND NEW PHONE CORDS FOR OFFICE, SCH YR.;26	-53.05	9/15/2026
11565	DECA--DISTRIBUTIVE EDUCATION CLUBS OF AMERICA	HS-412-DECA MEMBERSHIP DUES FOR 20 STUDENTS	-20.00	9/15/2026
11566	* * * AMAZON	081-OFFICE SUPPLIES FOR SBFS @ 9TH STREET: BROCHURE STAND, FOLDERS, SHREDDER, & TONER	-106.48	9/15/2026
11568	* * * AMAZON	HS-11-175-PENCIL POUCHES FOR SCIENCE CLASSROOM	-0.02	9/17/2026
11569	* * * SOUTHWEST AIRLINES	HS-AIRFARE AND BAGGAGE FOR BETH CURRY TO ATTEND NAEA CONFERENCE IN BALTIMORE MARYLAND ON 10/4-8/2026	-55.60	9/18/2026
11570	CURRY, BETH F	HS-511- TRAVEL/ PER DIEM FOR BETH CURRY TO ATTEND NAEA CONFERENCE IN BALTIMORE MARYLAND ON 10/4-8/26	-220.04	9/18/2026
11571	* * * APPLE, INC	MACBOOK AIR & IPAD REPLACEMENT	-0.05	9/18/2026

11573	* * * BALTIMORE MARRIOTT WATERFRONT	HS-511-HOTEL ROOM FOR BETH CURRY TO ATTEND NAEA CONFERENCE IN BALTIMORE MARYLAND-10/4-8/26	-122.60	9/21/2026
11574	* * * AMAZON	HS-412-BPA- WIRED HEADPHONES FOR CLASSROOM	-18.30	9/21/2026
11577	* * * AMAZON	PIZZA PORTION CONTROL CUTTERS & TRASH CAN DOLLY	-5.97	9/21/2026
11583	* * * AMAZON	HS-511-DOCUMENT CAMERA AND A DRAWING TABLET FOR MATH-KASY CLAUSON	-2.05	9/22/2026
11589	* * * SECRETARY OF STATE	C/O- COMMISSION NOTARY RENEWAL FEE FOR A. PIZANA	-3.20	9/25/2026
11594	STUDIES WEEKLY, INC	EM-511-CURRICULUM-K-2 GRADES- SOCIAL STUDIES-FY 26/27	-59.20	9/28/2026
11599	E$- OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION	REGISTRATION TO WEBINARS FOR BOARD MEMBER KRISTA LOLAR	-60.00	9/28/2026
11601	LOVETT, ALLISON E	786 - TRAVEL EXPENSES FOR ASBO INT'L 10/13-16/2026 PITTSBURG MEALS, PARKING, TRAVEL, BAGS, HOTEL	-198.14	9/29/2026
11603	* * * AMAZON	HS-511-SUPPLIES FOR ART CLASSES-NICHOLE LORENZEN	-8.90	9/29/2026
11613	* * * UNIVERSITY OF OKLAHOMA	REG TO WOMEN IN LEADERSHIP - LOVETT	-1.00	10/5/2026
11614	SPARKLIGHT	051- MONTHLY INTERNET FOR 26-27, OCTOBER PAYMENT, PENDING ERATE APPROVAL	32.00	10/6/2026
11626	* * * AMAZON	SPED-SET OF 2 CHAIRS FOR SPED OFFICE AT 9TH STREET	19.98	10/9/2026
		(11) GEN FUND-FOR OPERAT Total:	**-4,022.87**	

DUNCAN PUBLIC SCHOOLS

From PO: 21179 to PO: 21207

Encumbrance For Board Approval

BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
21179	* * * AMAZON	HS-21-LEAF BLOWERS FOR CUSTODIANS, EXTRA BATTERIES	295.22	10/14/2026
21180	* * * AMAZON	HM-GRASS BLOWER AND HIGH POWERED FAN FOR CUSTODIAL USE	150.00	10/14/2026
21181	* * * AMAZON	HM-MEMORIAL BUTTERFLY BENCH WITH A PLAQUE	200.00	10/14/2026
21182	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	WR -FLOOR SCRUBBER FOR USE MAINTAINING BUILDING	5,100.00	10/21/2026
21183	MONKEYS CONCRETE	WR - CONCRETE LEADING UP TO THE FRONT DOOR	6,000.00	10/21/2026
21184	HURLEYS CREATIVE TILE LLC	MAINT - HM - REPLACE CARPET IN CLASSROOM	7,500.00	10/23/2026
21185	SCHOOL OUTFITTERS LLC	HS-21-NEW BARSTOOLS FOR ART ROOM	989.52	10/26/2026
21186	SOLVEX LLC	MAINT - PLATO - REPLACE 3 SOUTH CLASSROOM WINDOWS TO CREATE EMERGENCY EXITS, REPAIR NORTH FACING EGRESS WINDOW	6,000.00	10/27/2026
21187	MONKEYS CONCRETE	MAINT - DHS - CONCRETE PAD FOR GENERATOR	3,300.00	10/27/2026
21188	TRINITY TECHNOLOGIES	MAINT - DHS - INSTALL DOOR ACCESS ON NEW INTERIOR FOYER DOORS - ADD 2 BUTTON DOOR RELEASE - WEST BUILDING	3,256.85	10/27/2026
21189	FOUNDATION BUILDING MATERIALS, INC.	MAINT - DOORS & FRAMES FOR DISTRICT SITES	5,000.00	10/28/2026
21190	* * * AMAZON	HM-PLAQUE FOR MEMORIAL BENCH	130.00	10/28/2026
21191	* * * AMAZON	HS-21-ROLLS OF COLORED PAPER	475.73	10/28/2026
21192	TK ELEVATOR CORPORATION	MAINT - DHS - REPAIRS TO RESTORE SERVICE TO ELEVATOR IN WEST BULDING	6,664.50	10/29/2026
21193	* * * AMAZON	FIRE LADDERS FOR CLASSROOMS, SCH YR. 27	2,519.64	10/29/2026
21194	DAVIS AIR CONDITIONING, LLC	MAINT - PLATO - REPLACE HVAC UNITS IN OFFICE & LIBRARY	19,505.00	10/29/2026
21195	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	WR - TRASH CANS AND DOLLIES FOR TRASH CANS FOR THE BUILDING	1,700.00	11/02/2026
21196	* * * HOME DEPOT USA INC	SPED- CONSOLE WORK TABLE FOR PRINTER AREA IN SPED OFFICE	200.00	11/02/2026
21197	SCOREVISION, LLC	HS-ATH-21-FIREWALL WITH CONFIGURATION	395.00	11/02/2026
21198	LEGACY FIRE PROTECTION LLC	MAINT - CHECK VALVE FOR FIRE SPRINKLER REPAIR PROJECT AT CENTRAL OFFICE	2,098.13	11/03/2026
21199	* * * AMAZON	MS-PODIUM STAND FOR CLASSROOM	70.00	11/04/2026
21200	* * * NATIONAL BUSINESS FURNITURE LLC	SPED - OFFICE FURNITURE (HUTCH/CABINET) FOR SPED 9TH STREET OFFICES	2,500.00	11/04/2026
21201	* * * AMAZON	SPED- OFFICE FURNITURE/ITEMS FOR SPED 9TH STREET OFFICES	1,230.00	11/04/2026

PO	Vendor Name	General Description	Amount	Date
21202	C ONE 3 CONCRETE	MAINT - 9TH ST/TRANSPORTATION - ADD SIDEWALKS FOR BETTER ACCESS TO BUS PARKING LOT	3,000.00	11/04/2026
21203	CHISHOLM ROOFING LLC	ATH-21-GUTTERS AND TRIM FOR SOFTBALL FIELD	9,900.00	11/06/2026
21204	JONES' SERVICES LLC	MAINT - WW - PARKING LOT STRIPING FOR ADDITIONAL ADA SPOTS	350.00	11/09/2026
21205	C ONE 3 CONCRETE	MAINT - DHS - CONCRETE FOR COURTYARD SENSORY GARDEN AREA TO PREVENT DRAINAGE ISSUES	1,650.00	11/09/2026
21206	* * * AMAZON	HS-21-OFFICE CHAIR FOR ROSE LARD	200.00	11/09/2026
21207	* * * ECO WOOD SOLUTIONS	MAINT - PLAYGROUND MULCH FOR DISTRICT	3,000.00	11/09/2026
		(21) BUILDING FUND Current Encumbered:	**93,379.59**	

DUNCAN PUBLIC SCHOOLS

From 09 Oct 2026 to 09 Nov 2026

CHANGE ORDER REPORT
BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
21014	ENGINEERED EQUIPMENT INC.	MAINT - DISTRICT HVAC FILTERS	-603.07	7/1/2026
21016	IDN GLOBAL, INC.	MAINT - PARTS & SUPPLIES FOR DISTRICT MAINTENANCE	-60.28	7/1/2026
21018	CITY OF DUNCAN	DISTRICT ELECTRIC, WATER & GARBAGE FOR FY 26-27 BA(06/09/26 ITEM# 9.H.9)	-554.10	7/1/2026
21057	STEPHENS COUNTY TREASURER	DIST.- VISUAL ANNUAL INSPECTION FOR 26-27 BA (06/09/26 ITEM# 9.H.27)	-15,617.79	7/1/2026
21059	* * * AMAZON	MS-BUILD NON-WAREHOUSE SUPPLIES (MUST BE INVENTORIED)	139.92	7/1/2026
21153	MARTIN AUTO SUPPLY INC	ATH-21-BATTERY FOR TRACTOR	-136.47	9/15/2026
21154	* * * AMAZON	HS- TEXAS INSTRUMENT CALCULATORS FOR CLASSROOM-SCIENCE	-59.98	9/17/2026
21162	* * * FROMUTH TENNIS	HS-ATH-21-NEW TENNIS COURT NETS FOR HS TENNIS COURTS	-1.76	9/25/2026
21164	* * * AMAZON	CHAIRS FOR CONFERENCE TABLE - J. CLAYTON	-131.19	9/25/2026
21166	* * * WAL MART - VISA CARD CHARGES	C/O- TV'S, MOUNTS FOR SECURITY CAMERA MONITORING	23.00	9/29/2026
21167	* * * AMAZON	C/O- 2 MINI PCS FOR SECURITY CAMERA MONITORING	-2.00	9/29/2026
21168	* * * AMAZON	MS-BUILD NON-WAREHOUSE SUPPLIES (MUST BE INVENTORIED)	44.58	9/29/2026
21169	* * * AMAZON	SPED- 109- SHELVING AND FILE CABINET FOR SPED OFFICES AT 9TH STREET	-37.97	9/30/2026
21170	ECKROAT SEED COMPANY (INS 06-30-10)(E-VERIFIED)	ATH-21-ROUND UP AND SEED FOR BASEBALL FIELD	-110.40	10/2/2026
21175	* * * AMAZON	HM-WALKIE TALKIES FOR CAMPUS SAFETY AND STAFF COMMUNICATION	-630.00	10/6/2026
		(21) BUILDING FUND Total:	**-17,737.51**	

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DUNCAN PUBLIC SCHOOLS
From PO: 36718 to PO: 36722

Encumbrance For Board Approval
2020 VISION BOND

PO	Vendor Name	General Description	Amount	Date
36718	HOPE EQUIPMENT & CONSTRUCTION	007-REPLACE SOUTH DOOR ON EAST SIDE OF STADIUM (LABOR & MATERIALS)	2,800.00	10/26/2026
36719	* * * AMAZON	019-SUPPLIES & MATERIALS TO SECURE BACKSTOP NET FOR HS BASEBALL	450.00	10/26/2026
36720	ON DECK SPORTS	019-TARPS (2) FOR MS BASEBALL PITCHERS MOUND & HOME PLATE	1,197.54	10/26/2026
36721	DEMCO INC	145-NEW/REPLACEMENT HORSESHOE TABLES (7) FOR CLASSROOM INSTRUCTION	4,434.35	10/26/2026
36722	MR. UPHOLSTERY	175-FRONT WINDOW GRAPHIC TINT FOR MAIN BLDG AT DHS	8,000.00	11/05/2026
		(36) 2020 VISION BOND Current Encumbered:	**16,881.89**	

PO	Vendor Name	General Description	Amount	Date
36709	WAGONER RESTAURANT SUPPLY, INC.	030- DOUBLE STACKED STEAMER FOR CN CAFETERIA AT WW (BA 9/15/26 ITEM# 6N)	-299.99	9/17/2026
36712	* * * FTW ROBOTICS	175-DRONE CURRICULUM FOR HS STEM	16.84	9/28/2026
36716	E$- ULINE, INC.	030-STACKABLE BANQUET CHAIRS (20) FOR PD ROOM AT 9TH STREET FEC	1.05	10/6/2026
		(36) 2020 VISION BOND Total:	**-282.10**	

DUNCAN PUBLIC SCHOOLS

From PO: 8607 to PO: 8608

Encumbrance For Board Approval

CAS/FLOOD INS FUND

PO	Vendor Name	General Description	Amount	Date
8607	DAVIS AIR CONDITIONING, LLC	DISTRICT- MS- PELICAN WIRELESS THERMOSTAT SYSTEM FOR MS (BA 9/15/26 ITEM# 6.O.)	34,930.00	09/17/2026
8608	LEGACY FIRE PROTECTION LLC	REPAIRS TO UNDERGROUND WATER LINES AT CENTRAL OFFICE (BA 10/13/26 #6O)	51,139.00	10/14/2026
		(86) CAS/FLOOD INS FUND Current Encumbered:	**86,069.00**	

DUNCAN PUBLIC SCHOOLS
From 09 Nov 2026 to 09 Nov 2026

Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
11014	* * * AT&T	DIST.- ERATE WAN SERVICES FOR FY 26-27 BA 05/12/26 (8.J.7.)	2,915.14	7/1/2026
11536	* * * CAROLINA BIOLOGICAL SUPPLY COMPANY	MS-103-BALANCING CHEMICAL EQUATIONS KIT	64.98	9/8/2026
	(11) GEN FUND-FOR OPERAT Current Encumbered:		**2,980.12**	
	Report Total Encumbered:		**2,980.12**	

* MORE THAN 10% OVER! *

11 - General Fund

DUNCAN PUBLIC SCHOOLS
From 09 Nov 2026 to 09 Nov 2026

Encumbrance For Board Approval
CHANGE ORDER REPORT
BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
21059	* * * AMAZON	MS-BUILD NON-WAREHOUSE SUPPLIES (MUST BE INVENTORIED)	139.92	7/1/2026
		(21) BUILDING FUND Current Encumbered:	**139.92**	
		Report Total Encumbered:	**139.92**	

* MORE THAN 10% OVER! *

21 - Building Fund

DUNCAN PUBLIC SCHOOLS
From PO: 11629 to PO: 11691

Encumbrance For Board Approval
GEN FUND-FOR OPERAT

BOARD APPROVED
NOV 10 2026
ITEM # 6.F.

PO	Vendor Name	General Description	Amount	Date
11629	MERIT DUNCAN BCG LLC	TRANS - REPAIRS FOR BUS 20	10,000.00	10/12/2026
11630	H & L CUSTOM PROCESSING	077-BEEF FOR DISTRICT CAFETERIAS (BA 10/13/26 #6N)	24,993.00	10/14/2026
11631	MARTIN AUTO SUPPLY INC	TRANS - FLEET PARTS AND MAINTENANCE	6,500.00	10/14/2026
11632	YELLOW FOLDER, LLC	239- ONLINE CLOUD STORAGE/SERVICE FOR BOXED DOCUMENTS	185.00	10/14/2026
11633	GOODHEART-WILLCOX PUBLISHERS	HS-AG-ANIMAL SCIENCE BOOK	200.00	10/20/2026
11634	* * * WAL MART - VISA CARD CHARGES	511- PL- SUPPLIES FOR ACADEMIC ACTIVITIES DURING FAMILY LITERACY NIGHT TO BE USED FOR PARENT ENGAGEMENT	14.00	10/20/2026
11635	* * * AMAZON	239- GENERAL OFFICE SUPPLIES FOR SPED STAFF OFFICE	50.00	10/20/2026
11636	PERMA-BOUND BOOKS	PL- 145- BOOKS FOR STUDENT USE IN LIBRARY	2,450.00	10/20/2026
11637	* * * CITY OF DUNCAN	TRANS - POLICE REPORTS	70.00	10/20/2026
11638	ACE HARDWARE	412-(HS/705) STEM CLASSROOM SUPPLIES TO SUPPORT PLTW/CTE	200.00	10/20/2026
11639	OKLAHOMA ASSO OF CAREER & TECHNOLGY EDUC	412 -(MS/505) OKACTE, ACTE, & STEM MEMBERSHIP DUES	165.00	10/20/2026
11640	BEHRNES LAW PLLC	C/O- ATTORNEY FEES FOR FY 25-26 (REFERENCE PO 65806-NO INVOICE RECEIVED)	1,741.50	10/20/2026
11641	BEHRNES LAW PLLC	C/O- ATTORNEY FEE'S FOR FY 26-27	2,000.00	10/20/2026
11642	ALERT SERVICES INC	HS-285-SUPPLIES FOR ATHLETIC TRAINER	1,843.00	10/20/2026
11643	ALL COPY PRODUCTS, INC	DIST.- EPSON PAPER FOR PRINTING PROJECTS FOR THE DISTRICT.	188.95	10/21/2026
11644	CCOSA	HS-541-REGISTRATION FOR SANDY FERGUSON TO ATTEND REACHING & TEACHING CHILDREN EXPOSED TO TRAUMA CONF. IN OKC 10/27-28/26	250.00	10/21/2026
11645	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	HS-541-HOTEL STAY FOR SANDY FERGUSON TO ATTEND REACHING & TEACHING CONF IN OKC-10/27-28/26	650.00	10/21/2026
11646	* * * SCRIPPS NATIONAL SPELLING BEE	WW - 511 - ENROLLMENT FOR STUDENTS IN THE SPELLING BEE, SCHOOL YR '26	199.00	10/22/2026
11647	* * * PROJECT CONTENT, LLC	WW - 511 - CONTENT TO BE ABLE TO UPDATE MARQUEE WITH CONTENT DOWNLOAD, SY '27	1,620.00	10/22/2026
11648	PERMA-BOUND BOOKS	WW-103-BOOKS FOR THE LIBRARY FOR ACCREDIATION, SCH YR., '27	1,356.20	10/22/2026
11650	SHANE BURK GLASS & MIRROR	TRANS - WINDSHIELD REPLACEMENT FOR A-1	550.00	10/23/2026
11651	BOLES, ANGELA M	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE	58.25	10/26/2026

PO	Vendor Name	General Description	Amount	Date
11652	* * * HAMPTON INN OKLAHOMA CITY NORTHEAST	C/O- HOTEL FOR L. MCCANN & A. PIZANA FOR LEVEL 2 FAST TRACK SCHOOL BUSINESS ACADEMY CLASS IN EDMOND OK. 01/27-28/27	100.00	10/26/2026
11653	PIZANA, ANGELA M	C/O- PER DIEM FOR LEVEL 2 FAST TRACK SCHOOL BUSINESS ACADEMY IN EDMOND OK. 01/27-28/27	90.00	10/26/2026
11654	MCCANN, LORI D	C/O- PER DIEM FOR LEVEL 2 FAST TRACK SCHOOL BUSINESS ACADEMY IN EDMOND OK. 01/27-28/27	90.00	10/26/2026
11655	FABULINGUA INC.	HM-511 ONLINE PROGRAM THAT PROVIDES VOCAB, FLUENCY AND COMPREHENSION INSTRUCTION FOR EL LEARNERS GRADES K-5, TO SUPPLEMENT THEIR FACE TO FACE INSTRUCTION AND IMMERSION EXPERIENCE	250.00	10/26/2026
11656	FERGUSON, SANDY L	HS-541-PER DIEM & PARKING FOR SANDY FERGUSON TO ATTEND CCOSA REACHING/ TEACHING CHILDREN EXPOSED TO TRAUMA IN OKC-10/26-28/26	179.00	10/26/2026
11657	TRINITY TECHNOLOGIES	CAMERA SYSTEM AT SCHOOL FARM (TRI19761)	4,750.00	10/26/2026
11658	DOMINGUEZ, SANDY L	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE AFTER 25 DAYS WORKED	58.25	10/27/2026
11659	EDMENTUM, INC	DIST.- COURSEWARE: K-5 LIBRARY WITH CONSULTING	13,750.00	10/27/2026
11660	* * * AMAZON	C/O- NOTARY STAMP FOR A. PIZANA	48.90	10/27/2026
11661	* * * AMAZON	APPLE PEN PRO FOR SUPT	105.00	10/27/2026
11662	* * * AMAZON	HM-511 "CHALKBOARD KIDS" BOOKS FOR 2-5 NOVEL STUDIES TO PRACTICE FLUENCY, COMPREHENSION AND LITERARY ELEMENTS. ALL OTHER SUPPLIES FOR TACTILE INVOLVEMENT FOR STRUGGLING KINDERS TO PRACTICE LETTERS/ SOUNDS.	260.00	10/27/2026
11663	* * * ARMOR EXPRESS	376 - SSO UNIFORMS FOR NEW SSO	859.01	10/27/2026
11664	* * * AMAZON	376 - SSO UNIFORMS FOR NEW SSO	665.00	10/27/2026
11665	* * * BADGEANDWALLET.COM	376 - SSO - UNIFORMS NEEDS FOR NEW SSO	100.00	10/27/2026
11666	SCHOOL HEALTH CORPORATION	HS-055-AED(DISTRICT) REPLACEMENT EQUIPMENT; PADS, BATTERIES, TAGS, THERMOMETER AND PARTS	12,800.00	10/28/2026
11667	* * * SCHOOL SOCIAL WORK ASSOCIATION OF AMERICA	080- REGISTRATION FOR CORTNI & MARCELLA TO ATTEND THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AR. 05/13-16/27	1,340.00	10/29/2026
11668	* * * SOUTHWEST AIRLINES	080- FLIGHT FOR CORTNI & MARCELLA TO ATTEND THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	1,100.00	10/29/2026

PO	Vendor Name	General Description	Amount	Date
11669	* * * EMBASSY SUITES TUCSON PALOMA VILLAGE	080- HOTEL FOR CORTNI & MARCELLA TO ATTEND THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	2,400.00	10/29/2026
11670	BROWN, CORTNI N	080- TRAVEL & PER DIEM REIMBURSEMENT FOR THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	900.00	10/29/2026
11671	TARPLEY, MARCELLA A	080- TRAVEL & PER DIEM REIMBURSEMENT FOR THE SCHOOL SOCIAL WORK ASSOC. OF AMERICA CONFERENCE IN TUCSON AZ. 05/13-17/27	900.00	10/29/2026
11672	MITCHELL, SANDRA D	SPED- TRAVEL REIMBUREMENT FOR HOMEBOUND STUDENT INSTRUCTION	500.00	10/29/2026
11673	GOLLEHER, KADE	TRANS - IN-DISTRICT MILEAGE REIMBURSEMENT DUE TO NO SCHOOL VEHICLE	800.00	10/30/2026
11674	JEANNE KAY DESIGNS	HS - AVIATION - UNIFORMS FOR STUDENT COMPETITION	172.80	11/02/2026
11675	ZANER-BLOSER INC.	PL- 511- KICKSTART CROSS BUNDLES (TEACHER MANUELS AND IN CLASS MANIPULATIVES) FOR GRADES 2-5 FY 27.	6,700.00	11/02/2026
11676	* * * WAL MART - VISA CARD CHARGES	MKV FEDERAL SET ASIDE - ITEMS FOR STUDENTS IN TRANSITION	300.00	11/02/2026
11677	OWL BADGES INC	SSO - ITEMS FOR NEW SSO UNIFORM	330.00	11/02/2026
11678	* * * AMAZON	376 - SRO/SSO - LIGHTS FOR THE TOP OF THE VEHICLE	200.00	11/04/2026
11679	MONTGOMERY TIRE & ALIGNMENT	TRANS - TIRE REPAIR AND REPLACEMENT SERVICES	6,000.00	11/04/2026
11680	* * * AMAZON	HM-511 STEM AND CRAFTING ITEMS FOR CHARLIE BROWN INSPIRED TITLE I PARENT INVOLVEMENT NIGHT 11-17-26	250.00	11/06/2026
11681	MIDWEST SPORTING GOODS DISTRIBUTORS INC	ATHLETIC TRAINER - GATORADE PACKAGE TO PROVIDE STUDENT ATHLETE HEALTH AND SAFETY SERVICES DURING ATHLETIC ACTIVITIES	95.00	11/06/2026
11682	ALERT SERVICES INC	ATH-ATHLETIC TRAINER--WRAP FOR ATHLETES	470.00	11/06/2026
11683	* * * AMAZON	050-USB CD/DISC DRIVE FOR CENTRAL OFFICE STAFF USE	40.00	11/06/2026
11684	* * * EMBASSY SUITES BY HILTON OKC NORTHWEST	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN OKC ON 04/21-22/27	145.00	11/06/2026
11685	* * * HOLIDAY INN EXPRESS & SUITES YUKON	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN YUKON ON 02/10-11/27	130.00	11/06/2026
11686	* * * HOLIDAY INN EXPRESS & SUITES GUTHRIE	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN GUTHRIE ON 01/26-27/27	110.00	11/06/2026
11687	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN OKC ON 01/5-6/27 & 03/2-3/27	325.00	11/06/2026

PO	Vendor Name	General Description	Amount	Date
11688	* * * HILTON GARDEN INN EDMOND	C/O- HOTEL FOR CFO ACADEMY FOR L. MCCANN IN EDMOND ON 11/11-12/26 & 12/16-17/26	280.00	11/06/2026
11689	CURRICULUM ASSOCIATES, LLC	WW - 511 - PHONICS FOR READING FOR GRADES 3RD-5TH FOR INTERVENTIONS, SCH YR. '27	287.28	11/09/2026
11690	ISTE- ROBIN MERGER CORPORATION, LLC	552 - REGISTRATION TO ISTE LIVE27 BOSTON, MA 6/26-30/2027 CASTLE/LAWLER	1,600.00	11/09/2026
11691	SPARKLIGHT	051 - MONTHLY INTERNET FOR 26-27 NOVEMBER PAYMENT PENDING ERATE APPROVAL.	2,232.00	11/09/2026
		(11) GEN FUND-FOR OPERAT Current Encumbered:	**116,996.14**	

PO	Vendor Name	General Description	Amount	Date
11000	* * * SHERATON WESTPORT PLAZA HOTEL ST. LOUIS	HOTEL FOR AASA SUPT CERT COHORT GRADUATION 09/29-10/02/2026 ST LOUIS, MO-BYERLY	-354.64	7/1/2026
11002	BYERLY, CHANNA D	C/O- TRAVEL & PER DIEM FOR AASA LEGISLATIVE CONFERENCE IN WASHINGTON DC 07/6-10/26	-900.00	7/1/2026
11014	* * * AT&T	DIST.- ERATE WAN SERVICES FOR FY 26-27 BA 05/12/26 (8.J.7.)	2,915.14	7/1/2026
11102	MARTIN AUTO SUPPLY INC	TRANS - FLEET PARTS AND MAINTENANCE	-122.56	7/1/2026
11123	GOLLEHER, KADE G	TRANS - IN-DISTRICT MILEAGE REIMBURSEMENT DUE TO NO SCHOOL VEHICLE	-65.05	7/1/2026
11204	BYERLY, CHANNA D	C/O- TRAVEL AND PER DIEM FOR IGNITE CONFERENCE IN PITTSBURGH PA 10/13-17/26	-500.00	7/1/2026
11205	* * * COURTYARD PITTSBURGH DOWNTOWN	C/O- HOTEL FOR IGNITE CONFERENCE IN PITTSBURGH PA 10/13-17/26 FOR C. BYERLY & L. MCCANN	-1,853.75	7/1/2026
11206	MCCANN, LORI D	C/O- TRAVEL & PER DIEM FOR IGNITE CONFERENCE IN PITTSBURGH PA 10/13-17/26	9.81	7/1/2026
11221	HENDERSON, KELLY D	C/O- PER DIEM FOR OKASBO FALL & SPRING CONFERENCE IN NORMAN 9/22-24/26 & 4/27-29/27	-135.00	7/1/2026
11267	OKLAHOMA DEPARTMENT OF HUMAN SERVICES	COMMODITY DELIVERY ASSESSMENT FEES	-938.00	7/8/2026
11296	HALL, CAYD A	376 - RECERTIFICATION TRAINING FOR CLEET TRAINING - REIMBURSEMENT REQUIRED	6.09	7/15/2026
11337	INSTRUCTURE, INC.	MS-511-SUBSCRIPTION TO INSTRUCTURE MASTERY CONNECT ASSESSMENT DATA BANK/ BUNDLE	-824.00	7/27/2026
11353	* * * ARMOR EXPRESS	376 - UNIFORM FOR SRO	-69.13	7/29/2026
11367	* * * HILTON GARDEN INN EDMOND	C/O- ROOMS FOR J. MULLINS, K. BRENNEIS & C. LEE IN EDMOND OK. FOR THE FRONTLINE GATHERING CONFERENCE 10/21-22/26	-170.00	8/4/2026
11383	* * * NATIONAL CENTER FOR YOUTH ISSUES	HS-REGISTRATION FOR RACHEL TERRY TO ATTEND OSCA CONFERENCE IN NORMAN OK SEP 27-29	-48.00	8/6/2026

11384	* * * EMBASSY SUITES NORMAN	HS-HOTEL ROOM FOR DELANEY ODELL IN NORMAN TO ATTEND OSCA CONFERENCE SEP 27-29	-24.00	8/6/2026
11401	ROSE MARY MCDONALD	376 - SRO UNIFORM ALTERATIONS	11.00	8/10/2026
11495	* * * SOUTHWEST AIRLINES	100 - AIRFARE TO ESEA CONF 2/22-26/2027 LOUISVILLE, KY LOVETT	-9.61	8/28/2026
11500	* * * AMAZON	TRANS - LEADSEALS YELLOW BREAKABLE SEALS, DRIVE MEDICAL BLUE STREAK WHEELCHAIR, EXP WHITE BOARD CLEANER, 5 PACK LABELS REPLACEMENT FOR DYMO LETRATAG, GAQWOK 6 ROLLS 1/8 WHITEBOARD TAPE, 180 PACK VOMIT PACK	28.55	8/28/2026
11516	CCOSA	HS-11-WOMEN'S LEADERSHIP INTENSIVE ENROLLMENT FEE SEP 27 IN OKC FOR L. ELROY	-550.00	9/3/2026
11526	* * * VENTRIS LEARNING LLC	103-FOUNDATIONS PHONICS TEACHERS MANUALS (50) FOR DISTRICT ELE TEACHERS	112.50	9/3/2026
11536	* * * CAROLINA BIOLOGICAL SUPPLY COMPANY	MS-103-BALANCING CHEMICAL EQUATIONS KIT	64.98	9/8/2026
11537	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	C/O- HOTEL FOR CFO ACADEMY IN OKC, FOR L. MCCANN 09/30-10/01/26	13.00	9/9/2026
11547	* * * AMAZON	WW - 511 - BOOKS FOR CLASSROOMS FOR READ ACROSS AMERICA WEEK, SCH YR., '27	242.42	9/11/2026
11548	BROWN DOG GADGETS	MS-103-CLASSROOM SUPPLIES TO SUPPORT HANDS-ON LEARNING AND STUDENT ENGAGEMENT. I.E. BRISTLE BOT ROBOT KITS	20.00	9/11/2026
11564	* * * AMAZON	WW - 140 - OFFICE CHAIR AND NEW PHONE CORDS FOR OFFICE, SCH YR.;26	-53.05	9/15/2026
11565	DECA--DISTRIBUTIVE EDUCATION CLUBS OF AMERICA	HS-412-DECA MEMBERSHIP DUES FOR 20 STUDENTS	-20.00	9/15/2026
11566	* * * AMAZON	081-OFFICE SUPPLIES FOR SBFS @ 9TH STREET: BROCHURE STAND, FOLDERS, SHREDDER, & TONER	-106.48	9/15/2026
11568	* * * AMAZON	HS-11-175-PENCIL POUCHES FOR SCIENCE CLASSROOM	-0.02	9/17/2026
11569	* * * SOUTHWEST AIRLINES	HS-AIRFARE AND BAGGAGE FOR BETH CURRY TO ATTEND NAEA CONFERENCE IN BALTIMORE MARYLAND ON 10/4-8/2026	-55.60	9/18/2026
11570	CURRY, BETH F	HS-511- TRAVEL/ PER DIEM FOR BETH CURRY TO ATTEND NAEA CONFERENCE IN BALTIMORE MARYLAND ON 10/4-8/26	-220.04	9/18/2026
11571	* * * APPLE, INC	MACBOOK AIR & IPAD REPLACEMENT	-0.05	9/18/2026

11573	* * * BALTIMORE MARRIOTT WATERFRONT	HS-511-HOTEL ROOM FOR BETH CURRY TO ATTEND NAEA CONFERENCE IN BALTIMORE MARYLAND-10/4-8/26	-122.60	9/21/2026
11574	* * * AMAZON	HS-412-BPA- WIRED HEADPHONES FOR CLASSROOM	-18.30	9/21/2026
11577	* * * AMAZON	PIZZA PORTION CONTROL CUTTERS & TRASH CAN DOLLY	-5.97	9/21/2026
11583	* * * AMAZON	HS-511-DOCUMENT CAMERA AND A DRAWING TABLET FOR MATH-KASY CLAUSON	-2.05	9/22/2026
11589	* * * SECRETARY OF STATE	C/O- COMMISSION NOTARY RENEWAL FEE FOR A. PIZANA	-3.20	9/25/2026
11594	STUDIES WEEKLY, INC	EM-511-CURRICULUM-K-2 GRADES- SOCIAL STUDIES-FY 26/27	-59.20	9/28/2026
11599	E$- OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION	REGISTRATION TO WEBINARS FOR BOARD MEMBER KRISTA LOLAR	-60.00	9/28/2026
11601	LOVETT, ALLISON E	786 - TRAVEL EXPENSES FOR ASBO INT'L 10/13-16/2026 PITTSBURG MEALS, PARKING, TRAVEL, BAGS, HOTEL	-198.14	9/29/2026
11603	* * * AMAZON	HS-511-SUPPLIES FOR ART CLASSES-NICHOLE LORENZEN	-8.90	9/29/2026
11613	* * * UNIVERSITY OF OKLAHOMA	REG TO WOMEN IN LEADERSHIP - LOVETT	-1.00	10/5/2026
11614	SPARKLIGHT	051- MONTHLY INTERNET FOR 26-27, OCTOBER PAYMENT, PENDING ERATE APPROVAL	32.00	10/6/2026
11626	* * * AMAZON	SPED-SET OF 2 CHAIRS FOR SPED OFFICE AT 9TH STREET	19.98	10/9/2026
		(11) GEN FUND-FOR OPERAT Total:	**-4,022.87**	

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DUNCAN PUBLIC SCHOOLS
From PO: 21179 to PO: 21207

Encumbrance For Board Approval
BUILDING FUND

BOARD APPROVED
NOV 10 2026
ITEM # 6.F.

PO	Vendor Name	General Description	Amount	Date
21179	* * * AMAZON	HS-21-LEAF BLOWERS FOR CUSTODIANS, EXTRA BATTERIES	295.22	10/14/2026
21180	* * * AMAZON	HM-GRASS BLOWER AND HIGH POWERED FAN FOR CUSTODIAL USE	150.00	10/14/2026
21181	* * * AMAZON	HM-MEMORIAL BUTTERFLY BENCH WITH A PLAQUE	200.00	10/14/2026
21182	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	WR -FLOOR SCRUBBER FOR USE MAINTAINING BUILDING	5,100.00	10/21/2026
21183	MONKEYS CONCRETE	WR - CONCRETE LEADING UP TO THE FRONT DOOR	6,000.00	10/21/2026
21184	HURLEYS CREATIVE TILE LLC	MAINT - HM - REPLACE CARPET IN CLASSROOM	7,500.00	10/23/2026
21185	SCHOOL OUTFITTERS LLC	HS-21-NEW BARSTOOLS FOR ART ROOM	989.52	10/26/2026
21186	SOLVEX LLC	MAINT - PLATO - REPLACE 3 SOUTH CLASSROOM WINDOWS TO CREATE EMERGENCY EXITS, REPAIR NORTH FACING EGRESS WINDOW	6,000.00	10/27/2026
21187	MONKEYS CONCRETE	MAINT - DHS - CONCRETE PAD FOR GENERATOR	3,300.00	10/27/2026
21188	TRINITY TECHNOLOGIES	MAINT - DHS - INSTALL DOOR ACCESS ON NEW INTERIOR FOYER DOORS - ADD 2 BUTTON DOOR RELEASE - WEST BUILDING	3,256.85	10/27/2026
21189	FOUNDATION BUILDING MATERIALS, INC.	MAINT - DOORS & FRAMES FOR DISTRICT SITES	5,000.00	10/28/2026
21190	* * * AMAZON	HM-PLAQUE FOR MEMORIAL BENCH	130.00	10/28/2026
21191	* * * AMAZON	HS-21-ROLLS OF COLORED PAPER	475.73	10/28/2026
21192	TK ELEVATOR CORPORATION	MAINT - DHS - REPAIRS TO RESTORE SERVICE TO ELEVATOR IN WEST BULDING	6,664.50	10/29/2026
21193	* * * AMAZON	FIRE LADDERS FOR CLASSROOMS, SCH YR. 27	2,519.64	10/29/2026
21194	DAVIS AIR CONDITIONING, LLC	MAINT - PLATO - REPLACE HVAC UNITS IN OFFICE & LIBRARY	19,505.00	10/29/2026
21195	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	WR - TRASH CANS AND DOLLIES FOR TRASH CANS FOR THE BUILDING	1,700.00	11/02/2026
21196	* * * HOME DEPOT USA INC	SPED- CONSOLE WORK TABLE FOR PRINTER AREA IN SPED OFFICE	200.00	11/02/2026
21197	SCOREVISION, LLC	HS-ATH-21-FIREWALL WITH CONFIGURATION	395.00	11/02/2026
21198	LEGACY FIRE PROTECTION LLC	MAINT - CHECK VALVE FOR FIRE SPRINKLER REPAIR PROJECT AT CENTRAL OFFICE	2,098.13	11/03/2026
21199	* * * AMAZON	MS-PODIUM STAND FOR CLASSROOM	70.00	11/04/2026
21200	* * * NATIONAL BUSINESS FURNITURE LLC	SPED - OFFICE FURNITURE (HUTCH/CABINET) FOR SPED 9TH STREET OFFICES	2,500.00	11/04/2026
21201	* * * AMAZON	SPED- OFFICE FURNITURE/ITEMS FOR SPED 9TH STREET OFFICES	1,230.00	11/04/2026

PO	Vendor Name	General Description	Amount	Date
21202	C ONE 3 CONCRETE	MAINT - 9TH ST/TRANSPORTATION - ADD SIDEWALKS FOR BETTER ACCESS TO BUS PARKING LOT	3,000.00	11/04/2026
21203	CHISHOLM ROOFING LLC	ATH-21-GUTTERS AND TRIM FOR SOFTBALL FIELD	9,900.00	11/06/2026
21204	JONES' SERVICES LLC	MAINT - WW - PARKING LOT STRIPING FOR ADDITIONAL ADA SPOTS	350.00	11/09/2026
21205	C ONE 3 CONCRETE	MAINT - DHS - CONCRETE FOR COURTYARD SENSORY GARDEN AREA TO PREVENT DRAINAGE ISSUES	1,650.00	11/09/2026
21206	* * * AMAZON	HS-21-OFFICE CHAIR FOR ROSE LARD	200.00	11/09/2026
21207	* * * ECO WOOD SOLUTIONS	MAINT - PLAYGROUND MULCH FOR DISTRICT	3,000.00	11/09/2026
		(21) BUILDING FUND Current Encumbered:	**93,379.59**	

PO	Vendor Name	General Description	Amount	Date
21014	ENGINEERED EQUIPMENT INC.	MAINT - DISTRICT HVAC FILTERS	-603.07	7/1/2026
21016	IDN GLOBAL, INC.	MAINT - PARTS & SUPPLIES FOR DISTRICT MAINTENANCE	-60.28	7/1/2026
21018	CITY OF DUNCAN	DISTRICT ELECTRIC, WATER & GARBAGE FOR FY 26-27 BA(06/09/26 ITEM# 9.H.9)	-554.10	7/1/2026
21057	STEPHENS COUNTY TREASURER	DIST.- VISUAL ANNUAL INSPECTION FOR 26-27 BA (06/09/26 ITEM# 9.H.27)	-15,617.79	7/1/2026
21059	* * * AMAZON	MS-BUILD NON-WAREHOUSE SUPPLIES (MUST BE INVENTORIED)	139.92	7/1/2026
21153	MARTIN AUTO SUPPLY INC	ATH-21-BATTERY FOR TRACTOR	-136.47	9/15/2026
21154	* * * AMAZON	HS- TEXAS INSTRUMENT CALCULATORS FOR CLASSROOM-SCIENCE	-59.98	9/17/2026
21162	* * * FROMUTH TENNIS	HS-ATH-21-NEW TENNIS COURT NETS FOR HS TENNIS COURTS	-1.76	9/25/2026
21164	* * * AMAZON	CHAIRS FOR CONFERENCE TABLE - J. CLAYTON	-131.19	9/25/2026
21166	* * * WAL MART - VISA CARD CHARGES	C/O- TV'S, MOUNTS FOR SECURITY CAMERA MONITORING	23.00	9/29/2026
21167	* * * AMAZON	C/O- 2 MINI PCS FOR SECURITY CAMERA MONITORING	-2.00	9/29/2026
21168	* * * AMAZON	MS-BUILD NON-WAREHOUSE SUPPLIES (MUST BE INVENTORIED)	44.58	9/29/2026
21169	* * * AMAZON	SPED- 109- SHELVING AND FILE CABINET FOR SPED OFFICES AT 9TH STREET	-37.97	9/30/2026
21170	ECKROAT SEED COMPANY (INS 06-30-10)(E-VERIFIED)	ATH-21-ROUND UP AND SEED FOR BASEBALL FIELD	-110.40	10/2/2026
21175	* * * AMAZON	HM-WALKIE TALKIES FOR CAMPUS SAFETY AND STAFF COMMUNICATION	-630.00	10/6/2026
		(21) BUILDING FUND Total:	**-17,737.51**	

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DUNCAN PUBLIC SCHOOLS
From PO: 36718 to PO: 36722

Encumbrance For Board Approval
2020 VISION BOND

BOARD APPROVED
NOV 10 2026
ITEM # b.f.

PO	Vendor Name	General Description	Amount	Date
36718	HOPE EQUIPMENT & CONSTRUCTION	007-REPLACE SOUTH DOOR ON EAST SIDE OF STADIUM (LABOR & MATERIALS)	2,800.00	10/26/2026
36719	* * * AMAZON	019-SUPPLIES & MATERIALS TO SECURE BACKSTOP NET FOR HS BASEBALL	450.00	10/26/2026
36720	ON DECK SPORTS	019-TARPS (2) FOR MS BASEBALL PITCHERS MOUND & HOME PLATE	1,197.54	10/26/2026
36721	DEMCO INC	145-NEW/REPLACEMENT HORSESHOE TABLES (7) FOR CLASSROOM INSTRUCTION	4,434.35	10/26/2026
36722	MR. UPHOLSTERY	175-FRONT WINDOW GRAPHIC TINT FOR MAIN BLDG AT DHS	8,000.00	11/05/2026
		(36) 2020 VISION BOND Current Encumbered:	**16,881.89**	

DUNCAN PUBLIC SCHOOLS

From 09 Oct 2026 to 09 Nov 2026

CHANGE ORDER REPORT
2020 VISION BOND

PO	Vendor Name	General Description	Amount	Date
36709	WAGONER RESTAURANT SUPPLY, INC.	030- DOUBLE STACKED STEAMER FOR CN CAFETERIA AT WW (BA 9/15/26 ITEM# 6N)	-299.99	9/17/2026
36712	* * * FTW ROBOTICS	175-DRONE CURRICULUM FOR HS STEM	16.84	9/28/2026
36716	E$- ULINE, INC.	030-STACKABLE BANQUET CHAIRS (20) FOR PD ROOM AT 9TH STREET FEC	1.05	10/6/2026
		(36) 2020 VISION BOND Total:	**-282.10**	

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DUNCAN PUBLIC SCHOOLS
From PO: 8607 to PO: 8608

Encumbrance For Board Approval
CAS/FLOOD INS FUND

PO	Vendor Name	General Description	Amount	Date
8607	DAVIS AIR CONDITIONING, LLC	DISTRICT- MS- PELICAN WIRELESS THERMOSTAT SYSTEM FOR MS (BA 9/15/26 ITEM# 6.O.)	34,930.00	09/17/2026
8608	LEGACY FIRE PROTECTION LLC	REPAIRS TO UNDERGROUND WATER LINES AT CENTRAL OFFICE (BA 10/13/26 #6O)	51,139.00	10/14/2026
		(86) CAS/FLOOD INS FUND Current Encumbered:	**86,069.00**	

BOARD APPROVED
NOV 10 2026
ITEM # b.F.

DUNCAN PUBLIC SCHOOLS
From 09 Nov 2026 to 09 Nov 2026

Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
11014	* * * AT&T	DIST.- ERATE WAN SERVICES FOR FY 26-27 BA 05/12/26 (8.J.7.)	2,915.14	7/1/2026
11536	* * * CAROLINA BIOLOGICAL SUPPLY COMPANY	MS-103-BALANCING CHEMICAL EQUATIONS KIT	64.98	9/8/2026
	(11) GEN FUND-FOR OPERAT Current Encumbered:		**2,980.12**	
	Report Total Encumbered:		**2,980.12**	

BOARD APPROVED
NOV 10 2026
ITEM # b.F.

* MORE THAN 10% OVER! *

11 - General Fund

DUNCAN PUBLIC SCHOOLS
From 09 Nov 2026 to 09 Nov 2026

Encumbrance For Board Approval
CHANGE ORDER REPORT
BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
21059	* * * AMAZON	MS-BUILD NON-WAREHOUSE SUPPLIES (MUST BE INVENTORIED)	139.92	7/1/2026
		(21) BUILDING FUND Current Encumbered:	**139.92**	
		Report Total Encumbered:	**139.92**	

BOARD APPROVED
NOV 10 2026
ITEM # b.F.

* MORE THAN 10% OVER! *

21 - Building Fund

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Duncan High School

Vendor Requested: n/a

Item Request Description: Amend our handbook to add an additional course to the weighted course list.

Dollar Amount Requested (if applicable): n/a

Fund Requested: n/a

Budget/Activity Account Requested: n/a

Lisha Elroy — 11-5-20

Signature of Requestor/Principal — Date

Signature of Budget Director — Date

Signature of Assistant Superintendent — Date

Proposal to change weighted courses for Duncan High School.

We would like to propose adding the following to the weight list in the Duncan High School handbook.

" Anatomy & Physiology taken through the LPN & Long Term Care programs at Red River Technology Center"

The High School LPN program is new to RRTC and Duncan High School this year. With this course, students will receive 1 full credit of Anatomy & Physiology and 3 credits of Nursing Services. Due to the rigorous coursework being covered in this program, we felt the students would benefit from a weighted class. The course requires students to add longer class periods than any other program at RRTC, attend clinicals, and attend school through June. Upon completion of the program, students will take the NCLEX-PN to obtain a Licensed Practical Nurse license.

We reached out to multiple schools, who have had this course for over 15 years to get feedback on this decision. Also, we spoke with Misty Wade, Assistant Superintendent from Red River Technology Center, who confirmed the coursework justifies a weighted credit being given.



2026-2027

STUDENT HANDBOOK

Duncan High School

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Welcome

Dear Students,

It is with immense pleasure and excitement that I welcome you to Duncan High School for the 2026-2027 school year! Whether you are a returning student or joining our community for the first time, we are thrilled to have you as part of our vibrant and supportive school family.

This handbook serves as your guide to navigating our school's policies, procedures, and resources. Please take the time to familiarize yourself with its contents. Our goal is to provide a safe, respectful, and enriching environment where every student can thrive.

At Duncan High School, we are committed to fostering a culture built upon five core values:

- Teamwork: We believe that collaboration and mutual support are essential for success. Working together, we can achieve more than we ever could alone.
- Integrity: We uphold the highest standards of honesty, ethical behavior, and personal responsibility.
- Leadership: We encourage all students to develop their leadership skills, whether through formal roles or by leading by example. Every student has the potential to be a leader.
- Kindness: We treat everyone with respect, empathy, and compassion. A kind word or gesture can make a world of difference.
- Perseverance: We embrace challenges as opportunities for growth and are committed to overcoming obstacles through hard work and determination. Never give up on your dreams.

We are dedicated to providing a rigorous and engaging academic experience that prepares you for college, career, and life. We also believe in the importance of personal growth and encourage you to explore your passions, develop your talents, and become well-rounded individuals. Participate in clubs, sports, arts, and other extracurricular activities to enhance your high school experience.

Your success is our top priority. We offer a wide range of support services, including academic advising, counseling, tutoring, and college and career guidance. Please do not hesitate to reach out to your teachers, counselors, or any member of our staff if you need assistance.

We are confident that this will be a year of tremendous growth, learning, and achievement for all of you. We are here to support you every step of the way.

Welcome to the 2026-2027 school year! Let’s all commit to LIVE RED and PROTECT THE FORK!

Sincerely,

Mrs. Elroy, Principal

DHS Mission Statement

At Duncan High School, we are committed to fostering an inclusive environment where every student can achieve at high levels. Our mission is to deliver a rigorous academic curriculum within a supportive, secure, and nurturing atmosphere.

Every student, every day.

DHS Core Values

1. **Teamwork:** We believe that collaboration and mutual support are essential for success. Working together, we can achieve more than we ever could alone.
2. **Integrity**: We uphold the highest standards of honesty, ethical behavior, and personal responsibility.
3. **Leadership**: We encourage all students to develop their leadership skills, whether through formal roles or by leading by example. Every student has the potential to be a leader.
4. **Kindness:** We treat everyone with respect, empathy, and compassion. A kind word or gesture can make a world of difference.
5. **Perseverance**: We embrace challenges as opportunities for growth and are committed to overcoming obstacles through hard work and determination. Never give up on your dreams.

DPS Mission Statement

The Duncan Public School District is committed to a tradition of excellence in developing students to their full potential in an environment which fosters responsibility, productive citizenship, and lifelong learning.

DPS Core Beliefs

To ensure quality teaching and learning, Duncan Public Schools (DPS) value:

- Students who are academically prepared for college, career, and life
- A respectful and nurturing environment for parents, students, staff, and community members
- Well-maintained buildings and grounds
- Up-to-date curriculum materials and technology
- Quality student programs that meet the diverse needs of all students
- Highly qualified teachers who care about students by engaging them in rigorous, student-centered innovative teaching
- Small class sizes
- Adequate financial support to provide competitive salaries
- Parent and community connections/involvement
- Strong leadership
- Ongoing professional development

By upholding these values, Duncan Public Schools will put into place policies and procedures that meet or exceed those of other school districts and state and national standards.

School Creed

We, the students of Duncan High School, believe in the devotion to ideas that will promote clean living and guide our spiritual, physical, intellectual and social development. We believe that a spirit of fair play should be manifest in all our transactions with one another. We believe that Duncan High School offers us the opportunity to train for worthy citizenship and a life of usefulness. We therefore pledge ourselves to be loyal to Duncan High School and to the ideals for which it stands.

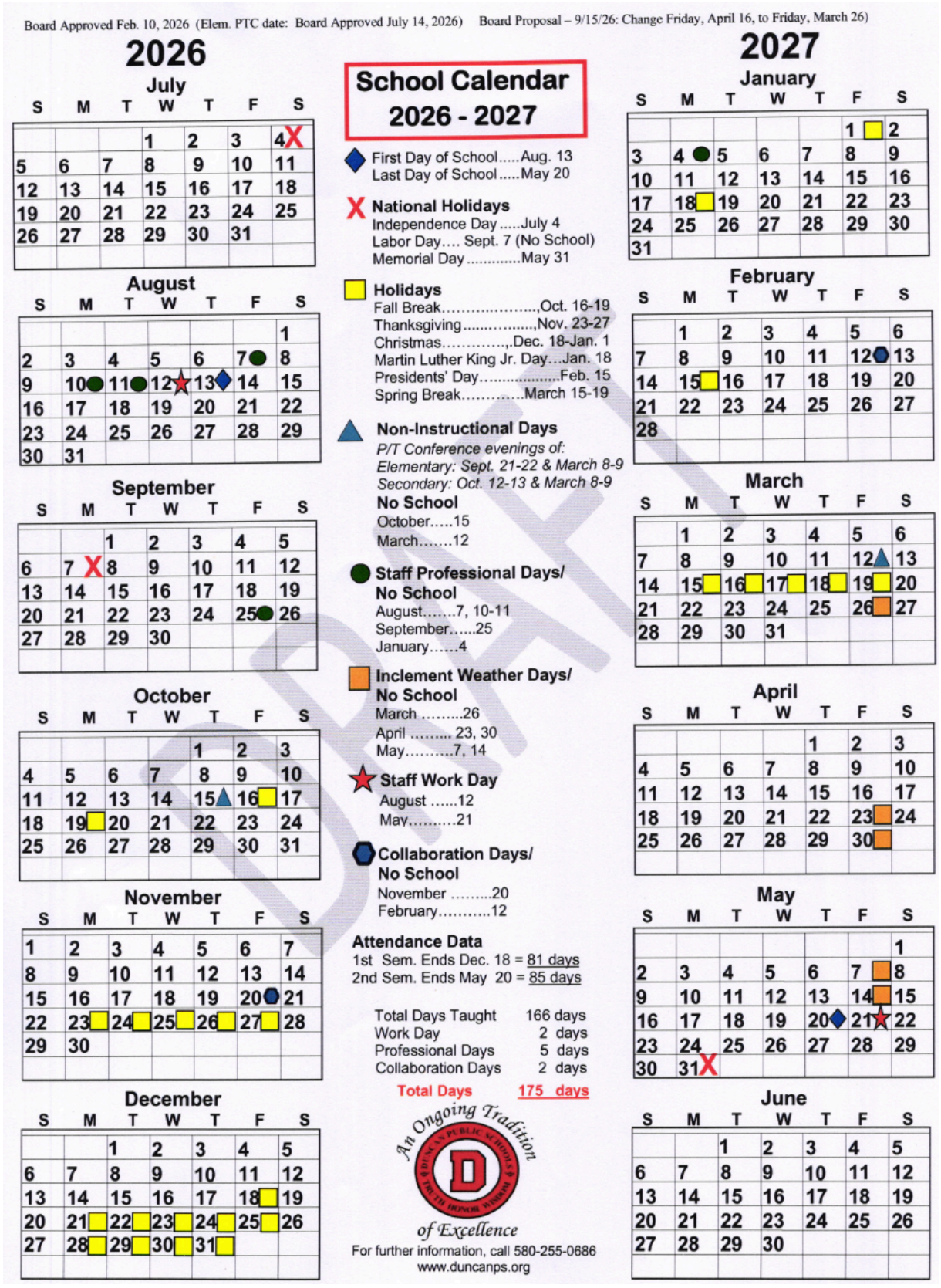
Non-discrimination Statement

Duncan Public Schools, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and other federal law and regulations does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admission, employment, financial aid, and educational services. If anyone has a question about possible civil rights violations or a civil rights grievance, s/he should contact the District Executive Director of Special Services at 580-255-0686.

Accidents

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the person in charge and to the school office.

DPS 26-27 School Calendar



DHS Administration

Lisha Elroy	Principal
Rodney Strutton	Assistant Principal
Tara Smith	Assistant Principal
Sandy Ferguson	Alt. Ed/Virtual Director
Kevin Kelly	Athletic Director

District Administration

Dr. Channa Byerly	Superintendent of Schools
Kim Ellis	Assistant Superintendent
Allison Lovett	Executive Director of Operations
Jessica Clayton	Executive Director of Special Services
Becky Barnes	Child Nutrition Director
Kade Golleher	Transportation Director
Ben Garland	Maintenance Director
Charla Grimes	Data Systems Coordinator
Bill Adams	Technology Supervisor

Board of Education

Eric Davis	President
Krista Lolar	Vice President
Carl Buckholts	Member
Misty Burch	Member
Greg Neal	Member
Dr. Channa Byerly	Superintendent of Schools
Kelly Henderson	Board Clerk

Academic Policy: Pre-AP and Advanced Placement (AP) Courses via Horizon

Purpose and Overview

- This policy outlines the guidelines, expectations, and requirements for students enrolled in Pre-AP and Advanced Placement (AP) courses. Our campus is committed to providing rigorous academic opportunities. To balance flexibility with high standards, all Pre-AP and AP courses will be delivered virtually through the Horizon online platform, while students remain on campus under local supervision.

Course Delivery Model

- On-Campus Online Learning: Students will be assigned a designated period and location on campus to complete their Horizon coursework.
- Self-Paced with Deadlines: While the Horizon platform allows for individual pacing, students must meet all weekly benchmarks, assignment deadlines, and module completions established by the course syllabus.
- Campus Supervision: A certified staff member will monitor the learning environment, track attendance, and assist with troubleshooting, but primary instruction is delivered through Horizon.

Mandatory AP Examination Requirement

- The ultimate goal of enrollment in an AP course is to demonstrate college-level proficiency. Therefore, the examination policy is a strict condition of enrollment:

Mandatory Testing Rule: Any student enrolled in an AP course on the Horizon platform is required to take the corresponding College Board AP Examination in the spring.

Key Exam Details

- Pre-AP Exception: Please note that official College Board AP exams only exist for standard AP courses. Students in Pre-AP courses are not required to take a spring AP exam but are required to complete all Horizon cumulative final assessments.
- Fees and Registration: The campus will handle exam registration in the fall. [Optional: Insert school policy regarding exam fees, e.g., "The school will cover exam fees," or "Students are responsible for the exam fee by X date."]
- Consequences of Non-Participation: Failure to sit for the required AP exam in the spring may result in the loss of weighted GPA points for the course, a change in the transcript designation from "AP" to "Honors" or "Regular," or financial responsibility for the unused exam fee.

Student Expectations and Academic Integrity

Because these courses are delivered online, students must exhibit a high degree of maturity and self-discipline.

- Attendance: Daily attendance in the designated Horizon lab/classroom is mandatory. Standard campus attendance policies apply.
- Academic Integrity: All work submitted through Horizon must be the student's own. Plagiarism, the unauthorized use of AI tools, sharing login credentials, or using external cheating websites will result in immediate disciplinary action and potential removal from the course.

Drop/Withdrawal Policy

- Schedule Changes: Students may drop a Pre-AP or AP Horizon course within the first 10 days of the semester without penalty.
- Commitment: After the designated drop window, students are committed to completing the course and, for AP students, taking the spring exam. Withdrawals after this deadline require administrative approval and a parent-teacher conference.

Advisory/ReThink Time Policy

Overview

Duncan High School is committed to fostering a supportive and enriching environment for all students. To achieve this, we have implemented a dedicated 30-minute block of time between the 2nd and 3rd hour, known as Advisory/ReThink time. This period is designed to provide students with a structured opportunity for personal growth, academic support, and reflection.

Schedule

Monday/Friday: Advisory Time

Tuesday, Wednesday, Thursday: ReThink Time

Advisory Time (M/F)

Purpose

Advisory Time is intended to offer students guidance and support through mentorship, career exploration, and skill development. It is a space where students can build relationships with their advisors and peers, discuss academic goals, and engage in activities that promote personal and social growth.

Activities

- Mentorship Meetings: Students meet with their advisors to discuss academic progress, set goals, and receive guidance on personal and academic challenges.
- Career Exploration: Activities include guest speakers, career planning sessions, and exploration of career tech opportunities.
- Skill Development: Workshops focused on developing essential life skills, such as communication, time management, and leadership.

ReThink Time (T/W/Th)

Purpose

ReThink Time serves a dual purpose. For students who need remediation, it provides closed sessions for targeted support to address specific academic challenges. For those who don't require remediation, it offers open sessions where students can choose to pursue personal interests, explore new topics, or engage in self-directed study.

Activities

- Remediation: Focused sessions for students needing extra help to improve understanding and performance in specific subjects
- Self-Directed Study: Students have the opportunity to work independently or in groups on assignments, projects, or areas needing improvement.
- Exploration of Interests: Time to pursue personal interests, such as reading, research, or participating in clubs and extracurricular activities

Expectations

- Punctuality: Students are expected to arrive on time and be prepared to engage in the designated activities.
- Active Participation: Students should actively participate in discussions, workshops, and activities.
- Respectful Environment: All participants must foster a respectful atmosphere where everyone feels valued and heard.

Evaluation

The effectiveness of Advisory/ReThink Time will be evaluated through student/teacher feedback, academic performance, and participation rates. Adjustments to the program will be made based on this evaluation to continually improve its impact on student development.

By adhering to this policy, Duncan High School aims to create a dynamic and supportive environment that empowers students to reach their full potential.

Announcements

Announcements will be made daily to students via public-address, smartphone applications, student email, and the DHS website. Weekly bulletins will also be available on the Duncan High School website, and students and parents may receive an emailed copy of the Weekly Bulletin by sending a request to rose.lard@duncanps.org.

Attendance Policy

Absences

Parents must ensure their child attends school regularly and on time to promote daily learning and readiness for the next school year. Regular attendance is vital for developing responsible adults ready for work. Students should attend at least 90% of the school year, which equates to 149 out of 166 school days, allowing for up to 16 absences annually or 8 per semester. Refer to the absence and credit policy for more details.

Steps to Manage Absences

A. Parents/guardians must inform the attendance office of their child's absence. If not contacted, the school will reach out.
B. Notify the office within 5 days of the absence, or it remains unexcused.
C. After three unexcused absences, the school will contact the home.
D. In line with Oklahoma School Law (Section 232), if a student is truant for 4 or more days in four weeks, or absent without excuse for 10 or more days in a semester, the school reports this to the City of Duncan, possibly leading to fines and involvement of the Stephens County district attorney.

Documented Absences

Documentation is encouraged for the following absences:

- Doctor visits
- Counseling appointments

Documentation is <u>required</u> for the following absences:

- College visits (juniors and seniors only)
- Military visits

Submit documentation to the attendance clerk within 5 days of the absence for review. The attendance committee's decision on whether the absence is excused is final.

Absences and the Ability to Receive Credit

To maintain academic integrity and fairness, students must adhere to the attendance policy to receive semester credit. A student will not earn credit for a course if they are absent more than eight (8) days per semester, with certain exceptions. These exceptions include absences due to school activities, two college visit days for juniors, four college visit days for seniors, and other waived absences. **<u>Please be aware that missing more than 10 minutes of any class will be recorded as an absence for that class.</u>**

The building principal has the discretion to approve make-up time or grant additional waivers for

absences exceeding the 8-day limit. It should be noted that the school administration does not encourage or endorse students missing school for trips or family vacations. Parents, guardians, or legal custodians should consider the student's current absence record before planning such trips. It is advised to consult the school calendar prior to making vacation arrangements. Requests for excused absences due to trips or family vacations should be submitted to the campus administration at least two (2) weeks in advance. Students with a high number of absences or poor grades due to absences will not be excused for trips or family vacations.

Students at risk of losing credit due to excessive absences may appeal to the DHS Attendance Committee. They must present valid reasons for all absences, supported by documentation such as doctor's notes or court documents. The committee's decision regarding the award or denial of credit is final.

Absence and Removal from Attendance Roll

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be removed from the district’s attendance roll beginning with the eleventh day.

Truancy

Truancy is not being in class when assigned. Disciplinary action will be taken.

Examples of Truancy:

1. Being absent for any reason not listed as an excused absence
2. Leaving school without first securing campus permission and checking out at the attendance office
3. Being ill and staying in the restroom instead of checking in with the nurse
4. Coming to school, but failing to attend class
5. Obtaining a hall pass to a particular destination, then not reporting there and back
6. Late arrival or non-attendance due to car trouble, missing the bus, oversleeping, etc
7. Being in an unassigned class without permission or in an unauthorized area

Procedure for Leaving Campus During the School Day

A student must receive a permit from the attendance office to leave the school grounds at any time during the school day. Failure to follow proper checkout procedure will result in truancy and its related discipline.

Make-up Work

The last day that assignments can be turned in for credit for the semester is December 8, 2026 for the fall semester and May 11, 2027 for the spring semester. It is crucial for students to manage their time effectively to ensure all assignments are submitted by these deadlines.

Students who have absences that meet the attendance requirements are eligible to complete make-up work for full credit. The time allotted for completing missed assignments will correspond to the number of days the student was absent. This policy ensures that students have a fair opportunity to recover any missed academic work without penalty.

Upon returning to school after an absence, it is the student's responsibility to request and complete any

work missed. This proactive approach helps students stay on track with their coursework and maintain their academic standing. Students are encouraged to communicate with their teachers to clarify any questions regarding missed assignments or deadlines.

Attendance Policy (State)

It shall be unlawful for a parent, guardian, or other person having custody of a child who is over the age of five (5) and under the age of eighteen (18) years, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless other means of education are provided for the full term the schools of the district are in session or the child is excused as provided in this section.

It shall be unlawful for any child who is over the age of twelve (12) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work, to neglect or refuse to attend and comply with the rules of some public, private or other school, or receive an education by other means for the full term the schools of the district are in session.

This rule shall not apply:

1. If any child is prevented from attending school by reason of mental or physical disability, to be determined by the board of education of the district upon a certificate of the school physician or public health physician, or if no such physician is available, a duly licensed and practicing physician;

2. If any such child is excused from attendance at school, due to an emergency, by the principal teacher of the school in which such child is enrolled, at the request of the parent, guardian, custodian or other person having control of such child;

3. Any such child who has attained his or her sixteenth (16) birthday is excused from attending school by written, joint agreement between:

   a. the school administrator of the school district where the child attends school, and

   b. the parent, guardian or custodian of the child. Provided, further, that no child shall be excused from attending school by such joint agreement between a school administrator and the parent or custodian of the child unless and until it has been determined that such action is for the best interest of the child and/or the community, and that said child shall thereafter be under the supervision of the parent, guardian or custodian until the child has reached the age of eighteen (18) years; or

4. If any such child is excused pursuant to subsection C of this section.

   c. A school district shall excuse a student from attending school for the purpose of observing religious holy days if before the absence, the parent guardian, or person having custody or control of the student submits a written request for the excused absence. The school district shall excuse a student pursuant to this subsection for the days on which the religious holy days are observed and for the days on which the student must travel to and from the site where the student will observe the holy days.

   d. Any parent, guardian, custodian, child or other person violating any of the provisions of this section, upon conviction, shall be guilty of a misdemeanor, and shall be punished by a fine not less than Five Dollars ($5.00) and no more than Twenty-five dollars ($25.00)

for the first offense, and not less than Twenty-five Dollars ($25.00) and no more than One Hundred Dollars ($100.00) for each subsequent offense. Each day the child remains out of school after the oral and documented or written warning has been given to the parent, guardian, custodian, child or other person or the child has been ordered to school by the juvenile court may constitute a separate offense. At the trial of any person charged with violating the provisions of this section, any authorized employee of the school district may present the attendance records of the child or ward in court. (70-10-105)

State Attendance / Truancy Policy

Definition – Truancy is defined as any absence from school or school activities lasting one or more days or part or parts of any school day without a valid excuse and without the permission of a parent, guardian or school official. Any student who stays out of or leaves school or any school activity without a valid excuse and permission shall be deemed truant. H.B. 1975, effective July 1, 1995, provides that if a child is absent without a valid excuse for four (4) days or parts of days within a four (4) week period, the parent will be notified, or if a student is absent without excuse for ten (10) days or parts of days within a semester, the building principal must notify the parent and immediately report such absences to the District Attorney's Office. Enforcement – It is the responsibility of the building principal to determine whether an absence constitutes truancy. The building principal can and should take all appropriate disciplinary action to enforce attendance. In the event of any truancy, the parent or guardian of the truant student should be notified by telephone or otherwise. In addition, each truant student may receive a "0" as a daily participation grade for each class or part of class missed.

Chronic Absenteeism

A student is considered chronically absent after missing 10 percent or more of school days. This includes both excused and unexcused absences. Missing 10 percent of school days would be approximately 18 days in a normal 180-day school calendar - just two days per month.

Attendance Eligibility

The maximum number of absences for activities which remove a student from the classroom, shall not exceed ten

(10) absences for any one class period per year as set down by the Oklahoma State Department of Education.

The absence of a student to participate in an event sponsored by an outside agency/organization shall count against the ten (10) absences per class per year only when the school has direct authority to determine if the student will be allowed to participate. Otherwise, the absence shall be treated as any other absence.

The ten (10) absences could be a combination of all co-curricular and extra-curricular activities. Excluded from this number are state or national school sponsored contests for which the student has previously earned the right to compete or attend. School sponsored regional contests shall also be excluded from this number due to the fact that regional contests are a prerequisite for state contests. Boys and girls golf will be excluded from this number

due to the extreme circumstances that create undue hardships based on the fact that golf is played on a public course and cannot be moved to after school or on weekends.

The Internal Activities Review Committee shall be responsible for reviewing and recommending any deviation of the activities attendance policy in regard to the "ten day rule" for Duncan High School students. Any deviation from the ten (10) day/class period absence rule shall not exceed five (5)

days/class periods. Any absence exceeding the ten (10) day/class period rule, and not approved as a deviation (not to exceed five (5) days/class periods) by the Internal Activities Review Committee and/or the local board of education, will result in the student being counted as not in attendance for that day.

Chronic Absenteeism

A student is considered chronically absent after missing 10 percent or more of school days. *This includes both excused and unexcused absences.* Missing 10 percent of school days would be approximately 18 days in a normal 180-day school calendar - just two days per month.

Absence and Removal from Attendance Roll

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be removed from the district's attendance roll beginning with the eleventh day. Senate Bill 1715 effective July 1, 2010, designates the school principal as the approving authority and clarifies the responsibility for an absence which is incurred by a student participating in a military funeral honors ceremony.

Attendance Eligibility

The maximum number of absences for activities which remove a student from the classroom, shall not exceed ten

(10) absences for any one class period per year as set down by the Oklahoma State Department of Education.

The absence of a student to participate in an event sponsored by an outside agency/organization shall count against the ten (10) absences per class per year only when the school has direct authority to determine if the student will be allowed to participate. Otherwise, the absence shall be treated as any other absence.

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Bell Schedule

PERIOD / EVENT	START TIME	END TIME	DURATION
FIRST BELL	**7:45 AM**		
1	**7:50 AM**	**8:37 AM**	**47 MIN**
2	**8:42 AM**	**9:29 AM**	**47 MIN**
3	**9:34 AM**	**10:21 AM**	**47 MIN**
4	**10:26 AM**	**11:13 AM**	**47 MIN**
LUNCH	**11:13 AM**	**12:00 PM**	**47 MIN**
5	**12:05 PM**	**12:52 PM**	**47 MIN**
6 (ADVISORY/RETHINK)	**12:57 PM**	**1:27 PM**	**30 MIN**
7	**1:32 PM**	**2:19 PM**	**47 MIN**
8	**2:24 PM**	**3:11 PM**	**47 MIN**

Bullying

HARASSMENT/INTIMIDATION/BULLYING:

Students attending Duncan Public Schools are expressly prohibited from committing any act or acts of threatening behavior, harassment, intimidation, or bullying while at school and further, by electronic communication, whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation or bullying at school. The Duncan Board of Education hereby endorses and adopts the following policies concerning the investigation of alleged acts of threatening behavior, harassment, intimidation or bullying and the discipline of students who commit or attempt to commit any act or acts of threatening behavior, harassment, intimidation or bullying.
As used in these regulations, the following terms shall be defined as follows:

- "Harassment, intimidation or bullying" mean any gesture, written or verbal expression, electronic communication,or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student;

- "Harassment" shall also mean the intimidation by threats of or actual physical violence; the

creation by whatever means of a climate of hostility or intimidation; or the 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;

- "At school" shall mean school grounds, in school vehicles, at designated school bus stops, at school-sponsored activities, or at school-sanctioned events;

- "Electronic Communication" means the communication of any written, verbal, or pictorial information by means of an electronic device, including, but not limited to, a telephone, a cellular telephone or other wireless telecommunication device or a computer; and

- "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.

Each building principal is responsible for putting in place a policy of prevention of and education about harassment,intimidation and bullying. All alleged acts of harassment, intimidation, bullying or threatening behavior, should be immediately reported to the building principal. Upon receipt of such report, the building principal or the principal's designee, should conduct an immediate investigation into the alleged acts to determine the validity of such allegations and the facts surrounding such allegations. If, at the conclusion of the investigation conducted by the building principal, it is determined that a student has committed or attempted to commit any act or acts of harassment, intimidation, bullying or threatening behavior toward another student or school personnel, the offending student shall be subject to the following:

- For a first offense the appropriate building principal shall impose such disciplinary penalty as he/she deems appropriate under the circumstances, including, but not limited to, ISI and out-of-school suspension not to exceed ten (10) days;
- In the event of any disciplinary action, a mandatory conference will be held as soon as possible involving, subject to availability, the student, his/her parent(s) or legal guardian, school officials, and others as deemed necessary by school officials to discuss prevention of future incidents of such behavior and the consequences of such behavior. At such mandatory conference, the building principal may recommend that available community mental health care options be provided to the student, if appropriate. An updated list of such available community mental health care options shall be provided to each building principal prior to the beginning of each school year;
- In the sole discretion of the building principal, the student may, at the expense of the student's parents or legal guardian, be required to attend mandatory counseling with an appropriate counseling agency as determined by school officials. Such counseling agency shall make recommendations to the school officials concerning the entry of the student into the student population;
- Any student who has been previously disciplined for any act or acts of harassment, intimidation, bullying or threatening behavior pursuant to these regulations, may, upon committing a second or subsequent offense, be subject to suspension for the remainder of the current semester and the succeeding semester; and
- Each building principal who disciplines any student under these regulations shall prepare a report concerning the incident involved and the disciplinary action taken and shall send a copy of such

report to the superintendent for his/her records.

If a student who has committed or attempted to commit any act or acts of harassment, intimidation, bullying or threatening behavior, receives mental health care from a mental health care provider, the school may request the disclosure of any information concerning such student that indicates an explicit threat to the safety of students or school personnel, provided the disclosure of the information does not violate the requirements and provisions of theFamily Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996,Section 2503 of Title 12 of the Oklahoma Statutes, Section 1376 of Title 59 of the Oklahoma Statutes, or any other state or federal laws regarding the disclosure of confidential information. Any such request should be made by theSuperintendent or Assistant Superintendent of the Duncan Public Schools and should be directed to the mental health care provider.

The Board of Education shall publish the hereinbefore set forth prohibited activities for which a student may be disciplined. A copy of such activities and these policies shall be furnished to each pupil and shall be posted on a bulletin board located in each school.

Bus Information

For information about bus schedules or routes, call the Transportation Office. The telephone number is (580) 252-3496. Riding a bus is a privilege. Disciplinary problems can lead to a student's temporary or permanent removal from the bus.

Cafeteria

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price.

**ALL students will receive FREE breakfast and lunch for the 26-27 school year.

All students are urged to participate in the school lunch program. Two lines are provided in the cafeteria. The lunch room management and your fellow students will appreciate your cooperation in:

1. Depositing lunch litter in wastebaskets.
2. Returning all trays and utensils to the dishwasher area.
3. Leaving the table and floor around you in a clean condition for others.

Milk may be purchased in the cafeteria.

The Duncan Public School Child Nutrition Department requests a prepayment plan on all meal accounts. The cafeteria cashier will send out low balance letters when meal accounts have a $5.20 credit balance. This will allow time for parents to increase the meal account to avoid a negative account balance.

If an account becomes a negative balance; the cafeteria cashier will contact the parent/guardian by phone and send a letter by mail stating that all cafeteria meals served will need to be paid in full each day. If no payments or parent request for payment arrangements are received, then the student will begin receiving an alternate meal. Charging on meal accounts is not permissible without the receipt of a written request from the parent requesting payment arrangements or expressing an interest in applying for free and reduced meals. At the time of the written request, a five (5) day extension of meal charges will be granted. If the parent/guardian has not remitted payment within the five day extension, the cafeteria cashier will notify the parent/guardian by phone and mail stating that on the sixth day the student will

receive an alternate meal until the meal account is in good standing.

The alternate meal consists of the following food items:

Breakfast: Toast and Milk

Lunch: Peanut Butter Sandwich and Milk

If the student has an allergy to peanut butter, a cheese sandwich or an appropriate substitution and milk will be provided by Child Nutrition.

In accordance with federal law and United States Department of Agriculture (USDA) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 202509 Mail Stop 9410, or call 202-720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

All students are encouraged to fill out a Free and Reduced Meals application (one per family). The guidelines to qualify change every year. The information on this application is strictly confidential.

Ala carte items are offered daily. Items are offered that range from fifty cents to $1.50. This area is strictly CASH ONLY. No charges are allowed, however, checks will be accepted for the amount of purchase.

Change of Address

Students who change their residence or telephone number after enrollment should report the change promptly to the office.

Clubs and Organizations

In compliance with HB1826, the following clubs/organizations are offered at Duncan High School:

Academics Team

Mission: The purpose of this organization is to provide a competitive intellectual outlet for highly academic high school students, enabling cerebral growth and stimulation outside the traditional academic arena.

Art Club

Mission: The purpose of this organization is to provide students an opportunity to participate in art-related activities that give students an exposure to art and community service.

DECA

Mission: The purpose of this organization is to enhance the co-curricular education of students with interests in marketing, management and entrepreneurship.

FFA

Mission: The purpose of this organization is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural

education.

Key Club

Mission: The purpose of this organization is to provide its members with opportunities to provide service, build character and develop leadership.

National Forensic/Drama Club

Mission: The purpose of this organization is to encourage and motivate high school students to participate in and become proficient in the forensic arts: debate, public speaking, and interpretation.

National Honor Society

Mission: The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Duncan High School.

Student Council

Mission: The purpose of this organization shall be to develop, encourage, and promote policies, practices and activities to enhance the quality of school programs and student life and the levels of student achievement at Duncan High School.

Students Against Destructive Decisions

Mission: The purpose of this organization is to provide students with the best prevention tools possible to deal with the issues of underage drinking, other drug use, impaired driving, and other destructive decisions.

Parents or guardians shall be responsible for preventing their student from participating in a club or organization in which permission is withheld. Parents or guardians shall also be responsible for retrieving their student from attendance at a club or organization in which permission is withheld. It is further the responsibility of the parent to notify the school if they are withholding permission for a student to participate in any of the clubs or organizations.

College Admission - High School Requirements

See "Graduation Requirements."

College Day

Duncan High School Seniors will be allowed four (4) days during the year to visit college campuses. Juniors will be allowed two (2) college days. These days will not count as an absence as long as the student brings confirmation from the college visited. This must be on a college letterhead or the likeness.

Credit Recovery

Students in need of any credit recovery courses will be enrolled in the ~~Thrive~~ program. These courses will have to be completed at home, above and beyond the regular school day. Students will work online, through ~~Thrive~~, with their instructors. For more information, students will need to visit with their counselor.

Concurrent Enrollment

Concurrent Director- Jennifer Kinnaird

Duncan High School Sophomores, Juniors and Seniors who meet the requirements set forth in the Rules of the Oklahoma State Board of Education are eligible for concurrent enrollment in a college or university in the Oklahoma State System of Higher Education. Tuition waivers are available for all seniors for up to 18 credit hours, to all juniors for up to 9 credit hours and to all sophomores for up to 9 credit hours, who meet the requirements listed below for sophomores. Students are responsible for all other costs which may include fees, books, parking permit, student ID, and any other associated costs. Any student interested in Concurrent Enrollment should contact their high school counselor. In order to enroll concurrently in college coursework, students must meet the following requirements:

ACT composite score of 20 or higher (S.A.T. 1020/940)) OR 3.0 GPA AND rank in the top 50% of their graduating class.

Duncan High School Partnership with Cameron University

While students may choose to concurrently enroll through any accredited college or university for which they qualify, Duncan High School partners with Cameron University to offer concurrent enrollment courses on the DHS campus.

To be admitted as a concurrent student through Cameron University, students must have:

- A cumulative high school GPA of 3.0 or higher, OR
- A composite ACT score of 19 or higher.

For College Algebra or other college-level math courses, students must have:

- A cumulative high school GPA of 3.25 or higher, OR
- A score of 19 or higher on the ACT Math subtest.

Students must also meet any additional admission, placement, or course-specific requirements established by Cameron University.

High school students may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester-credit-hours. According to the Oklahoma State Regents for Higher Education, for the purposes of calculating workload, one-half high school credit shall be equivalent to three semester-credit-hours of college work. Students wishing to exceed the allowed number of hours must receive permission from the principal at Duncan High School and from the university in which the student plans to concurrently enroll.

Students must be able to complete all high school graduation requirements by the end of the Spring semester of their Senior year, including all courses required for college entrance.

Students may only enroll in curricular areas (English, math, and science) as long as they achieve a minimum ACT score of 19 on the corresponding subtest. In addition, an ACT score of 19 must be achieved on the reading subtest to enroll in any other subject (history, psychology, humanities, speech,

etc.)

Concurrently enrolled students will receive 1 Carnegie unit for each 3 semester hour college course passed.

Sophomore Concurrent Enrollment Program
(A Partnership with Cameron University)

This contract outlines the requirements and responsibilities for students seeking to participate in the Concurrent Enrollment Program at Cameron University. By signing this contract, the student and their parent/guardian agree to adhere to the following criteria and conditions:

Eligibility Criteria

1. ___Application and Admission: Students must apply and be admitted to Cameron University.

2. ___Academic Performance: Students must have taken the Pre-ACT and achieved a GPA of 3.8 or higher.

3. ___Teacher Recommendations: Students must provide three teacher recommendations, with at least one recommendation coming from an English teacher.

4. ___Attendance Requirements: Students must meet school attendance requirements for eligibility during their freshman year or the previous semester.

5. ___Time Commitment: Students must be able to afford a two-hour block of time in their schedule.

6. ___Orientation Attendance: Students and a parent must attend the Cameron orientation night.

Corridor and Hall Passes
Corridor passes are issued by the office when a pupil leaves the room for any reason. The pass must be signed by the office staff issuing it with the time of departure and destination. A pass is to be used for one destination only.

Other teachers' classes are not to be interrupted. If a student wishes to see a teacher during his/her conference period, arrangements for this must be made in advance.

Digital hall passes will be used through Minga. A student MUST have a digital hall pass issued via Minga if they are in the hallway during class time. Failure to have a pass will result in the student being counted truant.

Counseling and Guidance
The chief responsibility of counselors is to assist individuals with personal, educational and vocational

counseling. Everyone needs a person with whom he or she can discuss, frankly and confidentially, the things which may be bothering him or her. Counselors are the people at Duncan High School who can help students. Counselors will ensure that students are scheduled into proper classes, help students think through plans for the future, and tell students about the various occupational fields. Students may contact a counselor by obtaining a pass from a classroom teacher, during the lunch period, or before/after school

DHS Counselors:
Cherity Carter- 9th Grade
Rachel Terry- 12th Grade and 10th Grade A-K
Delaney O'Dell- 11th Grade and 10th Grade L-Z
Melanie Smith

Students will be divided equally between the counselors. Counselors will have a roster of their students and will make personal contact within the first two weeks of school.

Credits Accepted for Graduation

Duncan High School will recognize and accept credits toward graduation from any state-accredited high school. DHS will also accept any credit approved by the Oklahoma State Department of Education including career-tech courses taken for Math or Technology credit.

Detention

Detention period is a time when the student is assigned to stay before/after school, or during lunch, for any infraction of acceptable student behavior. **Students should fully understand that any teacher or staff member in the building has the authority to correct student misconduct at any time.** The detention period will be set by the teacher or by administration. Each student placed in the detention period will report to the place designated by the teacher or administration. The student is required to bring school work or reading materials to detention.

Discipline and Control of Students - Board of Education Policy

Duncan High School shall adhere to the Discipline Policies established by the Duncan Public Schools' Board of Education and set forth in the Duncan Board of Education Policies and Procedures Manual.

Dress and Appearance Regulations

Duncan Public Schools respect the students' rights to express themselves appropriately in the way they dress. All students who attend Duncan Public Schools are also expected to respect the school community by dressing appropriately for a PreK-12 educational environment. Student attire should facilitate participation in learning as well as the health and safety of students and personnel. This policy is intended to provide guidance for students, staff, and parents.

Clothing

- Clothing must cover areas from one armpit across to the other armpit (in front and in back), extending down to cover the students buttocks when standing or bending.
- Tops must have shoulder straps.
- Clothing that is transparent, made of mesh, or has holes must cover skin and undergarments while meeting the expectations of #1.

- Midriff should not be exposed.
- Specialized courses may require specific attire, such as sports, uniforms, and/or safety gear.

Accessories

- Headgear including hats and hoodies are allowed as long as eyes and ears are not obstructed by the headgear. DHS staff reserves the right to ask students to remove the headgear if it is a distraction from learning.
- Sunglasses may not be worn to cover the student's eyes while inside the school.
- Clothing and accessories that endanger student or staff safety may not be worn.
- Clothing that is considered pajamas or bedtime wear is prohibited.
- Face paint is prohibited.

Shoes

- All students are required to wear shoes.
- Cleats, shoes with wheels, house shoes, or any shoe that limits physical activity or safety are not permitted.

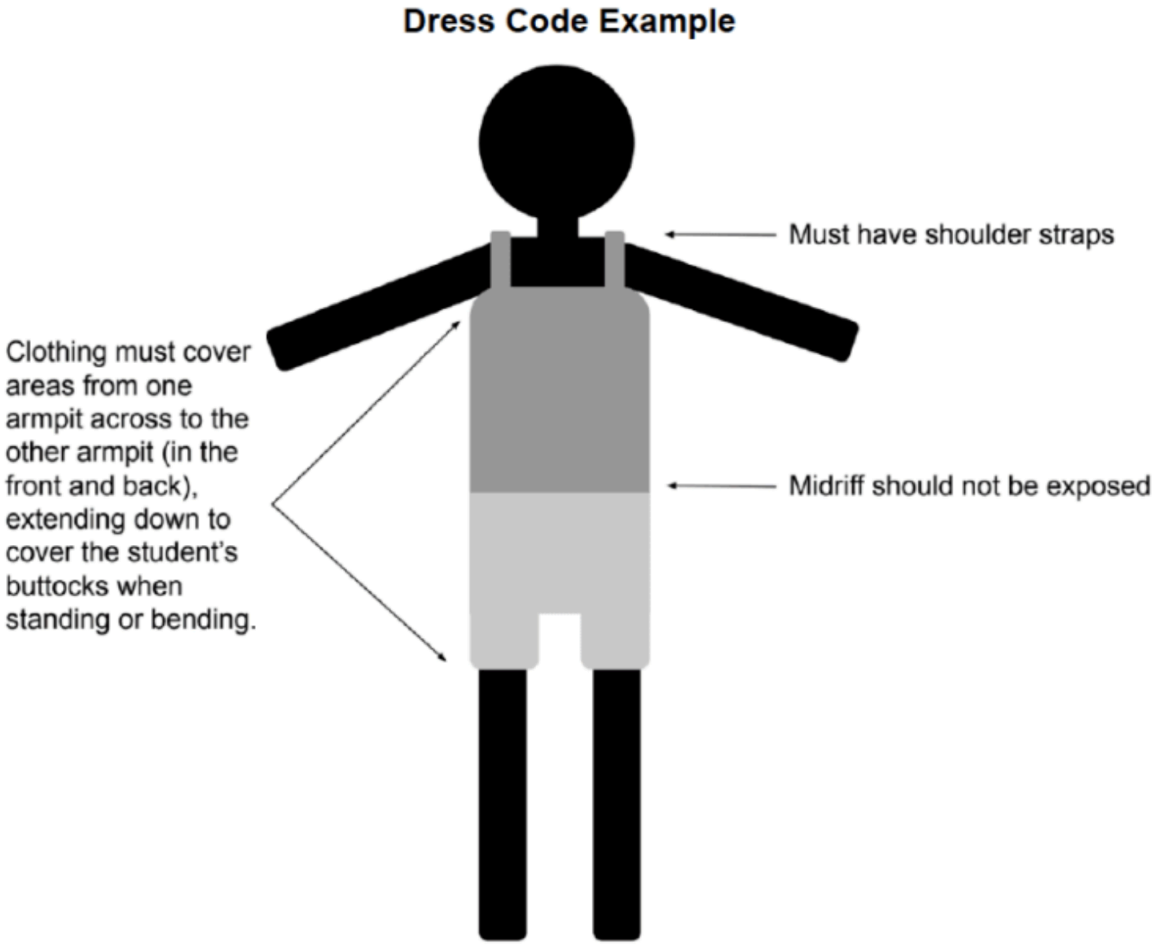
Gang Related

Items will be identified and monitored by police and school officials. They are subject to change at the discretion of the administration as the need arises.

Additional Guidelines

Offensive writing, suggestive slogans or logos which pertain to beer, liquor, drug or tobacco, electronic cigarettes/vapes, or vaping products or any other product packaged for smoking or the simulation of smoking; vulgarity, sexual innuendos, obscenity or nudity or promotion of violence are not allowed. Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, or religious affiliation.

School administration reserves the right to determine what constitutes appropriate dress. Clothing or accessories that create a disruption to the learning environment may not be allowed. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refused dress code appropriate clothing.



Students found in violation of DHS dress code will move through the following steps accordingly:

- An office referral will be completed by the reporting staff member, and the student will be called to the office by administration.
- If a dress code violation has been identified, the student will be removed from the general student population and placed in ISI due to the fact their clothing is not school-appropriate for the general classroom.
- Parent/guardian/legal custodian will be contacted and requested to bring alternate clothing to the school.
- Students will be called from ISI to change into appropriate clothing and be released back to class. The inappropriate clothing must go home with the parent/guardian/legal custodian.
- If the parent/guardian/legal custodian is unable to be reached or unable to bring clothing to the school, the student will remain in ISI for the remainder of the school day. The student **will not** be allowed to leave school, drive home, change clothing, and then return to school.
- Repetitive violations of this offense will result in increasing levels of discipline and

possible suspension from school.

Backpacks

Clear backpacks are required for all PK-12 students. The safety of our students is our top priority, and the District has taken several steps to ensure schools are a safe learning environment. Students can carry the following in their backpacks: A lunchbox and a pouch (pouches can be no larger than 5.5 x 8.5 inches) to hold personal items such as cell phones, money, and personal hygiene products.

Backpack Requirements:

- Backpacks must have clear, see-through front, sides, back and bottom.
- Mesh backpacks are not permitted
- Colored transparent backpacks are not allowed
- Backpacks may have colored straps
- District-issued Chromebook cases are permitted

Organizer Requirements:

- Mesh organizers are permitted in the backpack as long as staff are able to clearly see through the bag
- Front pocket mesh organizers are allowed
- Small clutch bags inside the clear backpack that must be 5.5 inches x 8.5 inches or smaller are allowed

Lunch Boxes:

- Non-clear lunch boxes are permitted
- Must be carried inside the clear backpack
- Drawstring bags and sling bags are not permitted for lunches

Bags and Instruments:

- Athletic/gym bags and instrument cases are not clear but must be stored as soon as the student arrives at school
- Must be placed in lockers or secured in classrooms or athletic locker rooms as designated by school staff

Drills

Practice drills will be held according to State Law throughout the school year. Complete instructions will be given to each teacher concerning the procedure to be followed by each student. (See Duncan Public Schools' Policy and Procedure Manual for drill information.)

Drug Testing Program – Board of Education Policy (Student)

Duncan High School shall adhere to the Student Drug Testing Program policy 6012-2 established by the Duncan Public Schools' Board of Education and set forth in the Duncan Board of Education Policies and Procedures Manual.

Education Plan During Out-of-School Suspension

Pursuant to 70 O.S. 24-202.3 (D), Duncan Public Schools provides the following out-of-school education plan for students suspended for six (6) days or longer. The education plan is designed for the eventual reintegration of the student. The education plan provides only for the core units* in which the students are enrolled. A copy of the education plan is provided to the student and the student's parent or guardian. It is the responsibility of the parent or guardian to provide the following until the student is readmitted to school:

1. A supervised, structured educational environment during the out-of-school suspension in which the student can meet the requirements of the education plan.

2. Monitor the student's educational progress while the student is on the education plan during the out-of school suspension.

*Core units in which the student is enrolled in include: English, mathematics, science, social studies and fine arts. Academic credit for work satisfactorily completed:

The student will receive 100% credit for work satisfactorily completed during the education plan. "Satisfactorily completed" means academic work completed and turned in to the school district on the required date and time.

All academic work completed as part of the education plan, but not turned in to the school district on the required date will receive an academic score of zero (0).

Procedure for receiving and turning in student assignments pertaining to the education plan during the out-of school suspension:

- A parent or guardian (or person other than the suspended student, mutually agreed upon by the parent or guardian and the administration) may pick up the student's assignment from 7:05 a.m. to 3:25 p.m. on Tuesday and Thursday. All assignments must be turned in to the school office no later than 8:00 a.m. on the day the student returns to campus from suspension.

Personal Electronic Devices

It is the policy of the Board of Education that a student may possess a personal electronic device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school upon consent of both the student's parent or guardian, and the superintendent or the superintendent's designee. Students may be issued a device by the school district such as a laptop, tablet or other electronic device. School-issued devices or school-approved devices are exempt from the requirements of this policy and shall be utilized only for educational purposes by students.

Students are prohibited from utilizing cell phones and personal electronic devices while on the campus of a public school district from bell to bell. Exceptions may be made as follows:

1. Emergency use of cell phones or personal electronic devices by students during the school day. Emergency use includes situations where immediate communication is needed for safety or urgent personal matters. This includes, but is not limited to:
    a. Medical Emergencies – Calling 911 or a parent if a student or someone nearby is having a severe health crisis (e.g., asthma attack, allergic reaction, seizure).; or
    b. Natural Disasters or Lockdowns – Communicating with law enforcement or family during events like tornados, fires, lockdowns, or other emergencies affecting the school; or
2. Use of cell phones or personal electronic devices by students who use them to monitor health issues. This includes, but is not limited to, glucose monitoring which may occur multiple times during the school day; or
3. Students with special needs may use cell phones or personal electronic devices during class time or during the school day if their IEP, Medical Plan, or 504 Plan explicitly requires it as assistive technology for medically or educationally necessary purposes. To qualify for this exception, the use must be listed as a documented accommodation necessary for instruction or communication within the student's IEP, Medical Plan, or 504 Plan.

“Bell to bell” means the time between the first bell ringing at the start of the school day to begin instructional time until the dismissal bell at the end of the school day to end instructional time. Middle School and Elementary can not have a phone out when they arrive at school until they leave.

“Personal electronic device” means a personal device capable of connecting to a smart phone, the Internet, or a cellular or Wi-Fi network, or directly connecting to another similar device. Personal electronic devices include, but are not limited to, smart watches, smart headphones, laptops, tablets, and smart glasses. Personal electronic devices shall not include school-issued or school approved devices that are specifically limited for use in classroom instruction.

Students found to be using any personal electronic device for any illegal purpose, violation of privacy, or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device may be confiscated by the administration of the school district. Any personal wireless communication device that is confiscated will be returned to the student or parent. Students violating this rule may be disallowed from carrying any wireless telecommunication device following the incident unless the device is utilized to monitor a health condition

Students found to be in possession of or using a personal electronic device in violation of the rules shall be subject to disciplinary action under the student discipline policy. Punishment for violation will be determined by the administration on a case-by-case basis.

REFERENCE: 70 O.S. §1-126
70 O.S. §24-101.1, et seq.
70 O.S. §24-102

Upon entering each classroom, all students will be expected to place their phones in the pocket chart,

where they will remain until the end of class. The only exceptions will be for those with situations listed in the above policy.

Eligibility During a Semester

- Scholastic eligibility for students will be checked after three weeks (during the fourth week) of a semester 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 on Monday, the day eligibility is checked.
- A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in on the day of the grade check, he/she will be placed on probation for the next one-week period. If a student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility periods will begin on Monday and end on Sunday.

If a student misses more than the maximum number of 8 days in any single class during the semester, the student shall be ineligible for the remainder of the semester regardless of their grades. School activity absences will not count towards the 8 day limit. This applies to ALL dances, prom, and other events that grade eligibility applies to.

Documentation for absences may be turned into the attendance clerk, as a reference, should the student need to meet with the attendance appeals committee at the end of each semester. Documentation will be reviewed by the attendance committee and a determination will be made as to whether or not the absence will be excused. The decision of the committee shall be final.

- A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one week period (Monday through Sunday).
- "Passing grade" means work of such character that credit would be entered on the records were the semester to close at that time.

Enrollment Guidelines

All students who enroll in courses at Duncan High School must adhere to the following guidelines:

1. The Office Procedures class is limited to juniors and seniors. All students must enroll in seven (7) units. Students who are enrolled in concurrent classes must be enrolled in the equivalent of seven (7) units, combining their high school classes and concurrent classes.
2. Students who are in their first year of high school will be classified as freshmen. Second-year high school students will be classified as sophomores. Third-year high school students will be classified as juniors. Fourth-year high school students will be classified as seniors. Seniors will not receive a diploma from Duncan High School unless all graduation requirements have been met.

Extra-curricular Activities

Every student is encouraged to attend and/or participate in all extra-curricular contests and activities.

Grade Point Average

A student's cumulative Grade Point Average is determined by dividing the total number of quality points earned by the total number of courses taken. A student's current Grade Point Average is determined by dividing the number of quality points earned during the current grading period by the number of courses taken during the same grading period. Duncan High School's grading system is based on a 4.0 grading scale as follows:

A = 4 quality points
B = 3 quality points
C = 2 quality points
D = 1 quality point
F = 0 quality points

Students who take an accelerated class and earn a grade of "C" or higher shall receive an adjustment in their weighted grade point average. Duncan High School's weighted grading system will be based on a 5.0 grading scale as follows:

A = 5 quality points
B = 4 quality points
C = 3 quality points
The weighted formula above will be used for weighted class ranking. The weighted quality points will be earned by taking courses weighted by Duncan High School.

Grading System

Duncan High School
Course Grading Policy
Academic Year: 2026–2027

Philosophy and Purpose

The grading policy at Duncan High School is designed to measure student academic progress, mastery of the Oklahoma Academic Standards (OAS), and consistent engagement with course material. Our goal is to provide a balanced evaluation that rewards daily consistency, regular formative assessment, and cumulative comprehension.

Grading Structure

In alignment with district guidelines, final semester grades are calculated using a weighted system divided into two primary categories: **Semester Coursework** and the **Semester Cumulative Examination**.

Category	Weight	Description

Semester Coursework	**80%**	Includes all daily work, homework, in-class assignments, laboratory exercises, projects, and unit quizzes/tests administered throughout the semester.
Semester Exam	**20%**	A comprehensive, cumulative examination administered at the conclusion of the semester to assess overall retention and mastery of the Oklahoma Academic Standards.

Grade Scale

Semester percentages are converted to a standard letter grade based on the Oklahoma state grading scale:

- **A:** 90% – 100% (Excellent Mastery)
- **B:** 80% – 89% (Above Average Mastery)
- **C:** 70% – 79% (Average Mastery)
- **D:** 60% – 69% (Below Average/Passing)
- **F:** Below 60% (Failing / No Credit)

Policy Details & Expectations

1. Semester Coursework (80% of Final Grade)

Because this category comprises the vast majority of a student's grade, daily participation and timely completion of tasks are critical to academic success.

- **Daily Work & Homework:** Designed to provide practice and formative feedback.
- **Quizzes & Tests:** Administered regularly to assess progress before the final exam.

2. Semester Exam (20% of Final Grade)

The semester exam is a mandatory component of the course. It serves as a benchmark for student readiness for subsequent coursework and state-mandated testing (such as Oklahoma College and Career Readiness Assessments).

- **Absences:** Students with an excused absence on the day of the semester exam must schedule a makeup exam with the instructor or attendance office within the designated finals week window. Unexcused absences will result in a zero for the exam.

Progress Tracking

Parents and students are strongly encouraged to monitor academic standing weekly via the online grading portal *in Infinite Campus.*

A Note on Academic Integrity: Cheating, plagiarism, or the unauthorized use of artificial intelligence tools on any assignment, quiz, or exam will result in a grade of zero for that task and a referral to administration in accordance with the Student Handbook.

Class rank and GPA will be based on a 4.0 Grading Scale. Weighted rank and GPA will be provided upon request.

Duncan High School Graduation Requirements

Multi-year State Graduation Requirements

GRADUATION OVERVIEW	COLLEGE PREPARATORY/WORK READY CURRICULUM	CORE CURRICULUM	STANDARD CURRICULUM REQUIREMENTS FOR ALL
GRAD YEAR CURRICULUM REQUIREMENTS	CLASS OF 2025-2029*	CLASS OF 2025-2029*	CLASS OF 2030*
Language Arts	4	4	4
Mathematics	3	3	4**
Laboratory Science	3	3	3
History & Citizenship Skills	3	3	3
World Languages	2 of the same	1 WL **OR** CT	Potential pathway units
Computer Technology	2 or 2 of same WL	1 WL **OR** CT	Potential pathway units
Additional Unit	1	n/a	n/a
Fine Arts/Speech	1	1	Potential pathway units
Pathway Units	n/a	n/a	6
Electives	6	8	3
Total Number of Units Required	23	23	23

*Schools can opt into the Class of 2030 requirements as per HB 2672.
**Math consists of Algebra 1, Geometry or Algebra 2 and 2 additional math determined at local level

Additional Requirements:	ICAP
	FAFSA
	PFL
	CPR
	CCR Assessments (ACT/SAT, Science, US History)
	US Naturalization Test

Last Modified on Mar 19, 2025

****Duncan High School Requires 25 credits to graduate.**

*Beginning with the Class of 2023, students will be required to complete an ICAP (Individualized

Career Academic Plan) and a Capstone experience (determined by each student's ICAP) to meet graduation requirements. ICAPs will be completed during advisory or with the student's counselor.

Students who are only one credit short of meeting graduation requirements by the end of their senior year may be allowed to participate in commencement exercises with approval. No student will receive a diploma or be considered a graduate of Duncan High School until all the requirements for graduation have been met.

At the discretion of the superintendent or the superintendent's designee, up to two (2.0) non-statutory elective credits may be waived for students who have experienced special or unusual circumstances as a high school student. The determination to waive credits will be made on a case-by-case basis. Factors that must be considered include, but are not limited to, whether the student's circumstances are atypical for a high school student or whether the circumstances are beyond the student's control. A student, or a parent/guardian or counselor on behalf of a student, may submit a written request using the district's form for Elective Credit Waiver to the superintendent or superintendent's designee, who may waive up to two (2.0) non-statutory elective credit requirements when it is in the best interest of the student.

Under no circumstances can a student have fewer than 23 credits, the State of Oklahoma's minimum requirement for graduation.

Duncan High School Early Graduation Board Policy #5023

Any Duncan High School student who wishes to complete graduation requirements in the first semester of his/her senior year must meet the following criteria:

Application Process - The following elements are required as part of the application for early graduation.

1. Applicants for early graduation must submit an application through their counselor no later than the first day of school of their senior year.
2. Applicants must have completed a minimum of 20 credits before the start of their senior year and must be on track to attain the 25 required credits for graduation before the end of the first semester.
3. In addition to credits, graduation requirements include:
    a. All required assessments (ACT, US History, Science, and Naturalization)
    b. Personal Financial Literacy
    c. ICAP requirements (Beginning with the 2020-2021 school year)
    d. Required OKSDE CPR training
    e. Completion of FAFSA or a signed waiver
4. Students must have been present at school for a minimum of 90% of class time during the first semester to graduate early.
5. Students must provide the following in their application:
    a. Reason for Early Graduation
    b. Post-Secondary Career Plans and Goals

Graduation Committee Review

Once the student has submitted the completed application the Graduation Committee consisting of DHS principal staff, counseling staff, and at least one teacher will review the request. The board will take into consideration all information in the application as well as the following:

1. Student Attendance over the course of the high school career
2. Student behavior both in class and in their extracurricular activities
3. Student discipline records
4. Any special circumstances requiring early graduation that the student makes the committee aware of that was not part of the original application due to unforeseen circumstances

The committee will make a recommendation to either allow or not allow early graduation based on the information presented. Appeals to the committee decision must be directed to the office of the Superintendent.

Graduation

Students graduating early will have the option to participate in the May graduation ceremony.

Early graduation is considered a privilege. Students requesting this privilege must be moving forward with their post-high school lives. Therefore students who graduate early will not be permitted to participate in any school based extracurricular activities. Students also forfeit the privilege of attending the Junior/Senior prom and may not be a candidate for the Crossman Award. Students are advised to carefully consider this in determining the decision to graduate early.

It is the responsibility of the student to remain in contact with their counselor for information concerning graduation activities and the May ceremony.

Highly Qualified Teachers - No Child Left Behind Act of 2001 - Parents Right to Know

According to Section 1111 (6) (A) – Qualifications, the parents of any student attending Duncan Public Schools may request, and the district will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

According to the Act the information listed above must only be provided to parents who request the information.

Honor Roll

In order to qualify for the Honor Roll, a student must have a grade point average of 3.25 for the Semester, and at the close of each Semester, names of students making the honor roll will be submitted to The Duncan Banner for publication.

Honor Societies

Duncan High School participates in the National Honor Society and the Oklahoma Honor Society.

In-School Intervention (ISI)

The In-School-Intervention shall be an alternative to the regular school environment during the regular school day and shall be used as disciplinary action for those students in grades nine (9) through twelve (12) who have demonstrated that they cannot, or will not, abide by the rules of the district. The In-School Intervention shall be separate and apart from the regular classroom program of the school. The Principal (Assistant Principal) shall have the authority to assign a student to In-School Intervention. The length of the assignment shall be determined by the DHS Discipline Matrix and the Principal (Assistant Principal). In the event of misbehavior while serving ISI, additional days may be assigned by the In-School Intervention teacher with the consent of the Principal (Assistant Principal) who assigned the student. The Principal (Assistant Principal) shall notify the parent(s) or guardian of a student assigned to the In-School Intervention program prior to the actual assignment. During such notification, the parent(s) or guardian shall be notified of the reason for the assignment and the number of days assigned. The decision of the Principal (Assistant Principal) to make an assignment to In-School Intervention shall be final.

Study and work assignments shall be made by the student's regular teacher(s), and the student shall work on the assignments daily and full credit shall be granted for all acceptable work completed. Counselors from the school and other appropriate sources such as police officers and judges may come in periodically to counsel with students.

The student shall report promptly at 7:45 a.m. daily, and surrender any electronic devices (including cell phones) for secure storage during the day. The student will remain in the In-School Intervention classroom until the end of school at 3:11 p.m. daily each day that he/she is assigned to In-School Intervention. The student will not be permitted to leave the In-School Intervention classroom during the regular day except for bathroom use or under some type of authentic emergency. The student may either bring his/her own lunch from home or purchase a lunch from the school cafeteria. Lunch will be eaten in the ISI classroom. If an ISI student is picked up from school by his/her parent/legal guardian before the completion of the student's assigned ISI time, the remaining ISI time will be noted and must be served by the student upon his/her return to school before the student is re-admitted to the general classroom.

Any student serving In-School Intervention cannot participate in any school sponsored activity during the date(s) of the ISI. (Board Policy # 6027)

Internet Usage

All students will be required to read and sign an Internet Usage Agreement prior to accessing the Internet while on campus. Once students have returned their signed agreement, they will be allowed to access internet services while using campus electronics, such as computers. DHS internet services are not available for use on personal student devices. A violation of the Internet Usage Agreement will be disciplined according to the DHS Discipline Matrix and will result in the student banned from internet and electronic device/computer use for a specified length of time. All class work, tests, and projects will be submitted by the student through hand-written and hand-designed modes.

Junior-Senior Prom

1. Prom will be open to all Duncan High School juniors and seniors (including Virtual students and those attending the. Alternative Education Academy) who are currently attending classes and are

not under administrative suspension or currently assigned to ISI.

2. Students ineligible due to grades and/or attendance will not be allowed to attend the Junior-Senior Prom. Grades will be checked five (5) days prior to Prom. To be eligible to attend prom, a student must be passing all classes on that day and meet attendance requirements.
3. Students who are eligible to attend Prom may invite a guest according to the following guidelines:
    a. A Prom Guest Application must be completed and turned in to the Principal by the deadline set by the administration.
    b. The guest must provide references that can and will be checked prior to Prom.
    c. The guest must be approved by Duncan High School administration.
    d. The guest must have purchased a Guest Ticket.
    e. A prom guest must be at least a junior in high school and/or only one year out of high school.
    f. A DHS student who brings a guest will be responsible for the guest's behavior. If a guest is removed from Prom, the DHS student who brought the guest will also be removed from Prom. No refunds will be given.
4. All eligible students and guests will be required to show photo identification upon arrival at Prom.
5. Students and guests may be required to submit to a breathalyzer test before entering Prom. Students and guests found to be under the influence of drugs or alcohol will be denied entry to Prom. Students and guests denied entry will be held by school administration and/or a resource officer until they can be retrieved by a parent or guardian.
6. Students and guests will not be allowed to re-enter Prom after leaving unless permission has been granted in writing by a principal and they are escorted by a proper Prom sponsor (teacher, administrator, or security guard) to and from their destination.
7. Students' and guests' conduct will be regulated in accordance with the Duncan Public School's Policies and Procedures Handbook.
8. Students and guests may not remove decorations from Prom. Souvenirs and Invitations will be distributed by the Junior Class Sponsor following Prom. Photo I.D. must be presented to receive these items.
9. Students and guests must abide by the rules and regulations of the facility rented.

Students will be held responsible for their actions and the actions of their guests. Unacceptable behavior at Prom will be handled according to the Duncan High School Discipline Matrix.

Leaving School During the Day

Only in the case of an emergency shall students leave the campus during school hours (with the exception of lunch) and then only through clearance with the office which will require the permission of a parent / guardian. A student who goes home ill at noon without clearance from the office must have clearance from his/her parent before he/she can be readmitted to school. **No teacher has the authority to excuse a student to leave the campus. Leaving school without receiving the "permit to leave building" pass from the office is truancy.**

Library Regulations

The library is open from 7:30 a.m. to 3:15 p.m. It is maintained as a place to find information to supplement courses taught at school and leisure reading. Students must obey all library rules in order to maintain their library privileges.

Checking out materials

1. Most books are checked out for two weeks and may be renewed once for two additional weeks. Students may check out a maximum of two books at a time. Permission may be obtained from the librarian to borrow additional books if needed for reference or a special project. Students with overdue books will not be allowed to check out additional materials. Notice of overdue books shall be posted and passed to classroom teachers.
2. Overnight materials shall be returned before first period on the following day. Reserve books, reference books, magazines and pamphlets are loaned for overnight use.
3. Lost and badly damaged books are the financial responsibility of the person who borrowed them.
4. A fine of five cents per school day is charged on overdue books. A fine of five cents per school hour is charged on overnight materials not returned before first period on the date due.
5. The library staff and administration have the right to suspend library privileges of those who do not comply with the library rules regarding loans and conduct.

Students and their parents/guardians are hereby informed that it is a misdemeanor under Oklahoma law to remove or attempt to remove any library media center material from the premises of a library media center facility without authority; or to mutilate, destroy, alter or otherwise damage, in whole or in part, any library media center materials, or to fail to return any library media center materials which have been lent to said person by the library media center facility. Said person will have seven days after demand has been made to return the library media center materials or disciplinary/legal actions will proceed.

Lost and Found

A lost and found department is maintained in the main office. Students who find articles or who have lost articles should report this to the office.

Medication

No medicine shall be administered unless the parent or guardian of the student requiring the medication has given the school prior written authorization to administer the medication. The parent or guardian of any student requiring medication during school shall bring the medication to the school the student attends and complete and sign the "Medication Authorization Form." All medicine brought to school must be accompanied by a "Physician's Order Form" before school personnel will administer the medication. Each school shall keep on file the written authorization(s) of the parent or guardian of the student to administer medicine to the student. Parents must go to the school their child attends and sign the necessary forms. Each student participating in athletics and each student participating in any other activity that requires travel outside the school district must have a "Medical Release Form" on file before he or she will be allowed to participate.

Oklahoma's Promise

- An Oklahoma resident;
- Enrolled in the eighth, ninth, 10th or 11th grade in an Oklahoma high school (homeschool students must be age 13, 14, 15 or 16); and
- A student whose parents' federal adjusted gross income does not exceed:
    - $60,000 with 1 or 2 dependent children OR
    - $70,000 with 3 or 4 dependent children OR

- $80,000 with 5 or more dependent children.

Special income provisions may apply to:

- Children adopted from certain court-ordered custody and children in the custody of court-appointed legal guardians.
- Social Security benefits based on the disability or death of the student's parent(s).

Additional documentation may be required. Contact the Oklahoma's Promise office for more information.

Applications must be:

- Completed during the school year in the student's eighth-, ninth-, 10th- or 11th-grade year (for homeschool students, the application must be completed while the student is age 13, 14, 15 or 16) and
- Witnessed by the student's parent(s), custodial parent(s) or legal guardian(s) who also agree to help the student comply with Oklahoma's Promise requirements.

**In addition, the federal adjusted gross income (AGI) of the student's parents (or the income of the student if the student is officially determined to be financially independent of their parents) may not exceed $100,000 at the time the student begins college and prior to receiving the scholarship. This income limit will be applied each year the student is enrolled in postsecondary education.*

Required Courses for Oklahoma's Promise

Units	Courses
4	English (grammar, composition, literature; courses should include an integrated writing component)
3	Lab science (biology, chemistry, physics or any lab science certified by the school district; general science with or without a lab may not be used to meet this requirement)
3	Mathematics (Algebra I, Algebra II, geometry, trigonometry, math analysis, pre-calculus, statistics and probability [must have completed geometry and Algebra II], calculus, Advanced Placement [AP] statistics)
3	History and citizenship skills (including one unit of American history and two additional units from the subjects of history, economics, geography, government, non-Western culture)
2	Additional units of subjects previously listed or selected from: computer science, foreign language, any Advanced Placement course, psychology, sociology, or any concurrent liberal arts and science course at a State System institution
15	**Total Required Units**

Parking

This policy outlines the parking guidelines for students and staff at Duncan High School. It aims to ensure an organized and safe parking environment for everyone on campus. Please review and adhere to the following rules:

Student Parking

Eligible Parking Lots:

1. Students are permitted to park in the following areas:\
    a. Gym Parking Lot
    b. Tennis Parking Lot
    c. Front Main Parking Lot
2. Parking Permits
    a. All students must purchase a parking permit from the school office for $8.00. The permit must be displayed prominently on the vehicle at all times while on school property.

3. Parking Lot Conduct:
    a. Students are expected to drive safely and adhere to a speed limit of 10 mph within parking areas.
    b. Loud music, reckless driving, and loitering in parking lots are prohibited.

4. Violations and Consequences:
    a. Students who park in unauthorized areas or violate parking rules may face disciplinary actions, including fines, loss of parking privileges, or other consequences as deemed appropriate by school administration.

Faculty and Staff Parking

1. Designated Parking Areas:
    a. Faculty and staff are required to park in the following designated areas:
        i. Back Parking Lot
        ii. Science Parking Lot
        iii. Gym Parking lot (this is also student parking)
        iv. Front Main Parking Lot by the Rail

2. Parking Identification:
    a. Faculty and staff must display a valid parking identification provided by the school.

General Parking Rules

1. Unauthorized Vehicles:
    a. Unauthorized vehicles parked on school property will be subject to towing at the owner's expense
2. Safety and Security:
    a. The school is not responsible for any damage or theft that occurs in parking areas. It is advised that all vehicles be locked and valuables not be left in plain sight.

3. Handicap Parking:
    a. Handicap parking spaces are reserved for vehicles with valid handicap permits. Unauthorized use of these spaces is prohibited and may result in fines and towing.

By following these guidelines, we can maintain a safe and efficient parking environment for all students and staff. Thank you for your cooperation.

Perfect Attendance

Perfect Attendance is awarded at the end of the school year at the annual Awards Assembly. Students may only miss two (2) hours of school during a school year to qualify for this award. **Certificates will be awarded at the Awards Assembly to students with two or more years of perfect attendance.**

Pom and Cheerleading

Pom tryouts date/time will be determined by the coach and athletic director. The number of pom squad members will be decided by the natural break in scores and may fluctuate from year to year. Cheerleading tryouts date/time will be determined by the coach and athletic director. The number of cheerleaders will be decided by the natural break in scores and may fluctuate from year to year.

Proficiency Based Promotion Policy & Testing Schedule

As a result of HB 1017, students shall have the opportunity to demonstrate proficiency in the core areas as identified in 70 O.S. 11-103.6:1

A. Social Studies

B.. Languages

C. Language Arts

D. Mathematics

E. The Arts

F. Science

Proficiency for advancing to the next level of study will be demonstrated by a score of 90% or comparable performance on an assessment or demonstration. Students entering Duncan High School from a non-accredited high school or homeschool shall, upon providing written evidence of study in a particular core subject, have the opportunity to demonstrate proficiency in that specific subject. Proficiency will be demonstrated by a score of 60% or better on an assessment or demonstration. Students demonstrating proficiency in a core curriculum area will be given credit and a letter grade based on the percentile score earned on the assessment or demonstration. These students will be given the opportunity to advance to the next level of study in the appropriate curriculum area. Proficiency assessment will measure mastery of Oklahoma Academic Standards.

The opportunity for proficiency assessment will be offered during August and April. Students should register with their counselor at least two weeks in advance for the spring test. Summer testing requests will be received in the superintendent's office. A parent or guardian will need to sign the registration form.

Scheduling and Schedule Changes

Students complete Course Request Forms during the Pre-Enrollment period. Requests for courses must be approved by the school counselors. When final approval has been given, the students' requests are fed into a computer for scheduling and assignment. Students do not select their teachers.

Students who wish to change their schedule must fill out a Schedule Request Change Form and turn it in to the Counselor's Office prior to the 8th day of the semester. Beginning with the Class of 2023, schedule changes will be made ONLY if it satisfies the student's ICAP. Schedule changes will be completed in the following order of priority:

1. An incomplete schedule
2. Course already completed
3. Prerequisite not met
4. Missing a graduation requirement

Once these academic changes are made, elective changes will be considered on a space-available basis if they:

1. Meet college and career goals
2. Do not impact other class sizes
3. Do not compel teacher changes

Students will be called to the Counselor's Office when it is their turn to discuss their schedule change.

Schedule changes after the 8th day of the semester:

1. A formal request must be completed and submitted directly to the student's assigned guidance counselor. This request must be completed by the student (which includes an extensive written explanation of why the schedule change is desired). *Please note: schedule change requests made because of a desire to have the same class as friends, closer parking, personal dislike of a teacher, or so forth will not add to the effectiveness of a student's education, and therefore, will not be considered or approved by DHS Administration.
2. The counselor will review the request and determine if the reason(s) for the request are adequate to necessitate bringing the request before DHS administration.
3. If the request is determined to be necessary for the student's education or best for the operation of Duncan High School, the request will be approved and the change will be made by the counseling department.
4. If the request is not deemed as necessary for the student's education or would result in a negative effect on the education provided by Duncan High School to its students, the request will be denied and the decision will be final.

School Day

The school day is defined as any part of the day during which the students and/or faculty are expected to be at school, a school-sponsored practice or a school-sponsored activity. The day includes the lunch period if the student remains on the school campus.

School Records (FERPA)

School records will be made available to parents of students or eligible students according to the guidelines set forth in the Family Educational Rights & Privacy Act (FERPA). FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. FERPA guidelines are explained in detail in the Duncan Board of Education Policies and Procedures Manual and

are available online at: http://www.ed.gov/offices/OM/fpco/.

Secret Societies

No recognition will be given to any fraternity, sorority or secret society. No evidence of membership shall be exhibited on school grounds.

Student Behavior

Student behavior is addressed in the Duncan Public Schools' Board of Education Policies and Procedures Manual. Duncan High School will adhere to all policies established by the Duncan Public School's Board of Education.

All teachers have been requested to be on the alert for any student behavior which is in violation of school regulations. Students should behave in a manner that will be a credit to the school. Visitors judge a school by the neatness of the campus and parking lots. Please do your part in keeping the campus clean.

- Vending machine snacks or "grab & go" from the cafeteria will be allowed in the classrooms ONLY at teacher discretion. No outside fountain drinks allowed. Stanley cups and water bottles are allowed.
- No drinks, other than drinks purchased on campus out of vending machines, will be allowed in classrooms without a doctor's note.
- See DHS Discipline Matrix for other infractions.

During lunch time students are to mingle in front of the high school or in the courtyard area behind the main building. Students are expected to behave with dignity and treat others with respect. This includes the use of appropriate language and actions. **The possession and or use of any dangerous weapon or substance at school or at a school function will be grounds for immediate suspension from school.** Students found using drugs or alcohol or under the influence of drugs or alcohol at school will be disciplined according to the guidelines of the DHS Discipline Matrix.

Duncan High School is a "No Bullying Zone." Bullying, harassment, or hazing of any type will not be tolerated.

Student Council

Preamble to the Constitution

"Recognizing the need for an organization for representation of the student body, to work independently and in cooperation with representatives of the school administration concerning matters of school activities, and esteeming highly the value of training in civic responsibility and the development of leadership, we associate ourselves together and for our school ordain and enact the following constitution..."

Membership

1. Must apply to become members during the Spring of the current school year. A leadership committee composed of advisors and officers (and teacher/coach input) will meet and choose the members based on applications. (and potentially interviews). Members for the new school year will be announced by the beginning of the new school year.

2. Any current student may apply for Student Council.
3. Students must maintain a 2.5 GPA and not have any grades lower than a 70/C in any class.
4. The term of office for all representatives of the Student Council shall end with the school year.
5. All members must serve on at least 1 committee during the school year.

Student Identification Card Policy

Student ID Cards

Duncan High School promotes a safe environment for our educational community. Proper identification of all students and staff members is essential to ensure that all persons on campus are approved to be in the school. The student identification (ID) card is required for students to participate in many school sponsored activities. Students must comply with the following ID policy:

- Students will receive a new, free of charge, official school identification (ID) at the beginning of each school year.
- ALL students may wear their own lanyard but also must wear their valid ID cards at all times while on campus or when participating in any school sponsored activity.
- Students are required to have their own ID cards (sharing ID cards is not allowed).
- Students must report a lost or stolen ID and obtain a replacement immediately.
- Students may be charged for replacement ID cards/lanyards.
- Students MUST wear their school ID when attending events as a spectator (i.e. games, concerts, etc.)

Students who do not follow the ID policies will be subject to disciplinary action outlined in our discipline matrix.

Student Insurance

The high school maintains a group accident insurance policy. This insurance is available to all members of the student body at a normal cost and is sold soon after school begins in the fall. It is recommended that all students taking physical education, athletics and shop classes participate in the program.

Student Participation

No person shall, on the basis of race, creed, or sex, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any educational program or activity in the Duncan Public Schools.

Student Searches

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 pupil or property in the possession of the pupil when said pupil 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, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search 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. 70 O.S. Section 24-102 (First paragraph of statute)

The extent of any search conducted pursuant to this section shall be reasonably related to the objective of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. In no event shall a strip search of a student be allowed. No student's clothing, except cold weather outerwear, shall be removed prior to or during the conduct of any warrantless search.

The superintendent, principal, teacher, or security personnel searching or authorizing the search shall have authority to detain the pupil to be searched and to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property that might be in the pupil's possession including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Students found to be in possession of such an item shall be subject to the provisions of Section 24-101.3 of this title.

Pupils 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.

School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of pupils. 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 pupils in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.

Tardies

Tardies: A student is tardy if he/she is not in his/her classroom when the tardy bell rings. Tardies will be calculated weekly. Consequences for tardies will be administered as notated:

- 4-6 per week: 1 day ASD
- 7+ per week: 1 day ISI
- After 20 total tardies: ASD no longer given
- 4-6 per week: 1 day ISI
- 7+ per week: 2 days ISI
- 25 total tardies: ~~NO TEST EXEMPTION~~

Telephone Usage

A telephone for students' use is provided for students in the office. This telephone is not to be used for social calls. Students may use it before school, during the lunch period, and after school. Students will not be called out of classes to the telephone except for emergency calls only. Students who need to use the phone during class time may do so ONLY with a note from the teacher.

Textbooks

All students will be issued appropriate textbooks in the basic subjects. Students and their parents are

accountable for all issued textbooks and will be required to pay for lost or damaged books. Financial obligations: The principal may hold transcripts, withdrawal forms, or other records of the school relating to any student who fails to return a textbook, library book, or until all financial obligations are cleared.

Transcript Requests

All current and former students needing a transcript must create an account at parchment.edu. Once the account is created, a transcript can be requested. It will be sent directly to the email provided or to the university indicated in the request. This is free of charge for current students and there is a small fee for former students.

Vehicle Regulations

Students who drive automobiles onto school property subject the automobiles to a search upon "reasonable suspicion." An alert by a drug interdiction canine is an example of many circumstances that may substantiate reasonable suspicion.

All students who commute to school by car or motorcycle are required to park in the designated student parking lots, as mandated by the school board regulations. To ensure compliance, students must obtain a parking permit from the school office. This process involves completing an information card, paying a $8.00 annual parking fee, and displaying a parking decal.

1. Obtain an Information Card: Students must fill out the necessary details on the information card provided by the office.
2. Pay the Parking Fee: A fee of $8.00 is required for the annual parking permit.
3. Display the Parking Decal: Once obtained, the parking decal should be placed on the rearview mirror of the vehicle the student will drive to school.

Students are expected to leave their vehicles parked in the designated areas throughout the school day. Vehicles may only be used during lunch or after school hours. However, students may receive special permission from the office to use their vehicle during the school day for emergencies, internships, concurrent classes, or RRTC classes.

By adhering to these guidelines, students contribute to a safe and orderly environment on campus.

Visitors

We warmly welcome parents to visit Duncan High School at any time. If you wish to meet with a teacher, appointments can be scheduled before or after school hours. Teachers are also available during their planning periods by appointment. To arrange a meeting, please contact the school's office or reach out directly to the teacher.

Our school is open to accredited visitors throughout the day. To ensure the safety and security of our campus, visitors are required to present their driver’s license for scanning at the front office. Once approved, a visitor badge will be issued, which must be worn at all times while on campus. For convenience and guidance, visitors may be accompanied by school representatives during their visit.

We appreciate your understanding and cooperation in maintaining a secure and conducive learning environment.

Weighted Courses

Duncan High School has designated the following courses as weighted:

1. All Concurrent Courses
2. All BioMed Courses
3. All Pre-Engineering Courses
4. All STEM Courses
5. Trigonometry/Pre-Calculus
6. Calculus
7. All Advanced Courses
8. All Pre-AP Courses
9. All AP Courses
10. Physics
11. Chemistry II
12. Anatomy & Physiology taken through the LPN & Long Term Care programs at Red River Technology Center

These courses represent the exclusive list of those that will be considered for weighted credit at Duncan High School. Students transferring from other schools will only have the opportunity to receive weighted credit for the courses listed above. This policy ensures a consistent and rigorous academic standard for all students.

Withdrawal from School

For students under the age of 18, it is necessary for a parent or legal guardian to provide their signature on a withdrawal form before the student can officially leave school. Mrs. Milburn, the registrar, is responsible for overseeing this process to ensure compliance with school policies and legal requirements.

Returning School Property

Students are expected to return any school-owned items such as textbooks, equipment, supplies, or library books to the teacher who originally issued them. This helps maintain the school's inventory and ensures that resources are available for other students.

Resolving Obligations

Before Duncan High School can send official student records to another institution, all outstanding obligations must be resolved. This includes returning any borrowed materials and settling any financial dues. Mrs. Milburn will ensure that once these responsibilities are fulfilled, the school will promptly forward the necessary documents to the requesting school.

Withdrawal from School to Homeschool

Duncan High School acknowledges and respects the rights of parents and guardians who choose to homeschool their children. Should a parent or guardian wish to withdraw a student for homeschooling purposes, they are required to complete a standard withdrawal form available at the high school. Please note that Duncan High School does not accept or recognize credits earned during a student's homeschooling period.

Discipline Matrix

DUNCAN PUBLIC SCHOOLS

SECONDARY SCHOOLS DISCIPLINE MATRIX

Note: The administration of Duncan Middle School And Duncan High School reserves the right to determine alternative discipline techniques when warranted and agreed upon by the administration and/or campus discipline committees.

BEHAVIOR	CONSEQUENCES				
Class I	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
1. Electronic Devices	Device stays in office for 5 days or until released to parent; 1 Det	Device stays in office for 5 days or until released to parent; 1 ISI	Device stays in office for 5 days or until released to parent; 2 ISI. Device not allowed to return to school.	Device confiscated until picked up by parent; See #9 *Defiance of Authority* 4th Offense	Device confiscated until picked up by parent; See #9 *Defiance of Authority* 5th Offense
2. Dress Code Violation *Student will conform to dress code. Refusal will cause student to be sent home or spend the day in ISI. After the 1st referral students will be assigned discipline for each infraction.*	Warning – Student will conform to dress code.	2 ISI	3 ISI	4 ISI	5 ISI
3. Excessive Tardies – *Calculated Weekly* *Repeat Offenses – See Truancy*	4-6 per week 1 Det	7+ per week 1 ISI	After 20 4-6 per week: 1 day ISI 7+ per week: 2 days ISI	After 20 4-6 per week: 1 day ISI 7+ per week: 2 days ISI	After 20 4-6 per week: 1 day ISI 7+ per week: 2 days ISI
4. Failure to Serve Detention	1 Chance for Make-Up	1 ISI	2 ISI	3 ISI	5 ISI
5. Public Display of Affection	Verbal Warning	2 Det	1 ISI	2 ISI	3 ISI
6. Failure to wear student ID	1 hour detention	2 Det	1 ISI	3 ISI	5 ISI
7. Parking Violation	Warning	1 Det	3 Det	1 ISI	3 ISI
Minor Offenses	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
8. Defacing Property	1 ISI	3 ISI	3 Days OSS	6 Days OSS	20 Days OSS
9. Defiance of Authority	1 Det	3 Days Det	3 Days ISI	6 Days ISI	3 Days OSS
10. Possession / Use Tobacco/Paraphernalia Including E-Vapes and/or electronic cigarettes	3 days OSS Seizure of Items Possible Ticket from DPD	6 days OSS Seizure of Items Possible Ticket from DPD	9 Days OSS Seizure of Items Possible Ticket from DPD	20 Days OSS Seizure of Items Possible Ticket from DPD	1 Semester OSS Seizure of Items Possible Ticket from DPD
11. Class Disruption / Disorderly Conduct	1 Det	2 to 3 Det	1 ISI	3 ISI	6 ISI/ 3 OSS
12. Physical Altercation / Non-injury (pushing/shoving, etc)	3 Det	3 ISI	6 Days ISI	3 Days OSS	6 Days OSS
13. Cheating/Plagiarism	Possible 0%, 1 Det	0%, 2 ISI	0%, 5 ISI	3 Days OSS	6 Days OSS
14. Throwing Objects	Verbal Warning	1 Det	2 Det	1 day ISI	3 days ISI

15. Truancy - *defined as any absence from school or school activities lasting one or more days or part or parts of any school day without a valid excuse and without the permission of a parent, guardian or school official.*	1 Class = 1 ISI	2 to 4 classes = 3 ISI	Over 4 classes = 5 ISI	Additional Offenses = 10 ISI, Possible Truancy Citation	20 ISI Possible Truancy Citation
16. Theft *Principals will have discretion to determine the severity of the theft. The consequences listed may be altered if harsher punishment is warranted by the type of theft committed.*	6 ISI Possible Arrest	3 OSS Possible Arrest	6 OSS Possible Arrest	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest
17. Lying/False Information, Withholding Information (Lying by omission)	3 ISI	6 ISI	3 OSS	6 OSS	10 OSS
18. Altering Records	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
19. Gang Related Behavior	6 Days OSS	9 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
20. Inciting Drama: *May include, but not limited to gossip, spreading rumors, encouraging fighting or spreading false information.*	3 Days ISI	6 Days ISI	3 Days OSS	Administrative Discretion Per Bullying / Harassment Policy	Administrative Discretion Per Bullying / Harassment Policy
21. Inappropriate Use of School Device	Principal Discretion	Principal Discretion	Principal Discretion	Principal Discretion	Principal Discretion
Major Category II	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
22. Physical Violence/Fighting	5 Days OSS Possible Ticket or Arrest	10 Days OSS Possible Ticket or Arrest	20 Days OSS Possible Ticket or Arrest	30 Days OSS Possible Ticket or Arrest	1 Semester OSS Possible Ticket or Arrest
23. Bullying/Harassment	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
24. Verbal Assault/Threats *Name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others.* **Verbal Assault/Threats-** *Excessive Anger in a person who insults or verbally abuses another.* *Principals will have discretion to determine the level of abuse, threat, or assault. The consequences listed may be altered if harsher punishment is warranted by the abuse/ assault/threat.*	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
25. Vandalism	5 Days OSS, Restitution, Possible Arrest	10 Days OSS, Restitution, Possible Arrest	20 Days OSS, Restitution, Possible Arrest	1 Semester OSS, Restitution, Possible Arrest	2 Semesters OSS, Restitution, Possible Arrest
26. Indecent Exposure	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
27. Gambling	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
28. Profanity/Gestures	3 Days ASD	3 Days ISI	6 Days ISI	3 Days OSS	6 Days OSS
29. Profanity/Gestures Directed at Staff	5 Days OSS	10 Days OSS	20 Days OSS	40 Days OSS	1 Semester OSS
30. Blackmail/Forced Action	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
31. Immoral Conduct	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS

32. Sexual Harassment	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
33. Possession/Distribution of Pornography	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
34. Nonconsensual Touching *Touching-any physical contact of a sexual nature that occurs without the explicit, voluntary, and informed consent of the person being touched.*	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
35. Prescribed Medicine Violation	5 Days OSS Possible Arrest	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	2 Semesters OSS Possible Arrest
36. Failure to Comply with Metal Detector Search	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
37. Drug Paraphernalia	10 Days OSS, Possible Arrest	20 Days OSS, Possible Arrest	30 Days OSS, Possible Arrest	1 Semester OSS, Possible Arrest	2 Semesters OSS, Possible Arrest
38. Threatening with a Replica Weapon	10 Days OSS	20 Days OSS	40 Days OSS	1 Semester OSS	2 Semesters OSS
39. Conduct of Extreme Nature	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
Note on Category II Offenses:	*Repeated minor offenses may become a major offense at any time when less severe punishment has failed.*	*Repeated Major Category II may become a Major Category I offense at any time when less severe punishment has failed.*			

Major Category I					
1. Possession/Use of Alcohol/Drugs, Intoxicants/Inhalants	20 Days OSS Possible Arrest	40 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	1 Calendar Year OSS Possible Arrest	1 Calendar Year OSS Possible Arrest
2. Distribution of Non-Controlled Substance (real or fake).	25 Days OSS Possible Arrest	45 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	1 Calendar Year OSS Possible Arrest	1 Calendar Year OSS, Possible Arrest
3. Assault and Battery with Injury	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	2 Semesters OSS Possible Arrest	1 Calendar Year OSS, Possible Arrest
4. Licentious Behavior, Sexual Misconduct, or Lewdness	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	2 Semesters OSS Possible Arrest	1 Calendar Year OSS, Possible Arrest
5. Violation of Criminal/Civil Law	10 Days OSS Possible Arrest	20 Days OSS Arrest by Law Enforcement	1 Semester OSS Arrest by Law Enforcement	2 Semesters OSS Arrest by Law Enforcement	1 Year OSS Arrest by Law Enforcement
6. Adjudication as a Delinquent (school property or functions)	30 Days OSS	60 Days OSS	1 Semester OSS	2 Semesters OSS	1 Year OSS
7. Repeated Category 2 Offenses	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
8. Threats Directed at Staff: *Threats can be verbal, in writing, through the use of electronics, or through social media. Threats do not have to be communicated directly to a staff member to be considered legitimate. The use of threatening language toward staff in conversation amongst students either verbally or electronically will be considered a threat toward staff. All students are directly responsible for material posted on their social media outlets.*	Level 1: low level, carrying a minimal risk to the victim. Up to 10 Days OSS Mandatory Counseling at the expense of the parent. Law Enforcement Contact	Level 2: threats that could possibly be effected but are not realistic. Up to 1 Full Semester OSS Mandatory Counseling at the expense of the parent. Law Enforcement Contact	Level 3: pose a serious and imminent danger to others. Up to 2 Full Semesters OSS Mandatory Counseling at the expense of the parent. Law Enforcement Contact		

Threats will be reviewed and categorized by the Threat Assessment Team.		Possible Arrest	Possible Arrest		
9. Assault on a Staff Member: Physical Violence	Suspension for the rest of the current semester and the next consecutive semester				
9. Conduct of Extreme Character	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion

Weapon Free Schools	1st Offense	2nd Offense	3rd Offense	
1. **Possession of Weapon Other Than Firearm**	Up to 1 Semester OSS / Dependent upon weapon type and situation. Possible Arrest	Up to 1 Year OSS, Possible Arrest	Superintendent's Discretion, Possible Arrest	
2. **Possession of Firearm**	1 Year OSS Arrest by Law Enforcement	Superintendent's Discretion Arrest by Law Enforcement		

The Duncan Public Schools Discipline Matrix is aligned with local school board policy, Oklahoma State Department of Education mandates, and Oklahoma School Law. Law enforcement may be called in any situation in which site administrators believe that such a call is appropriate to ensure the safety of students, faculty, and staff. Revised June 2019.

Principals may at their own discretion reduce the prescribed punishment by up to half value if the student is cooperative during and provides credible information to the process of the investigation. This practice shall only be applied through the second offense. Class I behaviors are exempt from this practice.

Duncan High School is a bullying free zone. Students who are found to be guilty of bullying will be dealt with by the Principal in accordance to Duncan Public School Board policies 6049 – 6051.

Minor Offense Consequence Resolutions above 3 day suspensions are considered a repeat offense and are upgraded to Major Category II guidelines under the District discipline policy 6027. The consequences listed in the Minor Offense section reflect this policy.

Major Category II Consequence Resolutions above 9 day suspensions are considered a repeat offense and are upgraded to Major Category I guidelines under the District discipline policy 6027. The consequences listed in the Major Category II section reflect this policy.

Concurrent Enrollment Handbook and Contract

The concurrent enrollment program at DHS is designed to allow students to attain college credit while simultaneously earning high school credit through accredited Oklahoma universities and colleges.

Current Handbook Policy:

Duncan High School Juniors and Seniors who meet the requirements set forth by the Rules of the Oklahoma State Board of Education and Oklahoma State Regents for Higher Education are eligible for concurrent enrollment in a college or university in the Oklahoma State System of Higher Education. Tuition waivers are available for all seniors for up to 18 college credits and to Juniors for up to 9 college credits. Students are responsible for all other costs which may include fees, books, and any other associated costs. However, any student who chooses to take concurrent courses on the DHS campus, through Cameron University, all costs will be covered by Duncan Public Schools. Any student interested in Concurrent Enrollment should contact our concurrent coordinator, Mrs. Jennifer Kinnaird at 255-0700 or jennifer.kinnaird@duncanps.org. In order to enroll concurrently in college coursework, students must meet the following requirements:

ACT composite score of 19 or higher (S.A.T. 1020/940) **OR** 3.0 GPA AND rank in the top 50% of their

graduating class.

High school students may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester-credit-hours. According to the Oklahoma State Regents for Higher Education, **for the purposes of calculating workload**, one-half high school credit shall be equivalent to three semester-credit-hours of college work. Students wishing to exceed the allowed number of hours must receive permission from the principal at Duncan High School and from the university in which the student plans to concurrently enroll.

Students must be able to complete all high school graduation requirements by the end of the Spring semester of their Senior year, including all courses required for college entrance.

Students may only enroll in curricular areas (English, math, and science) as long as they achieve a minimum ACT score of 19 on the corresponding subtest. In addition, an ACT score of 19 must be achieved on the reading subtest to enroll in any other subject (history, psychology, humanities, speech, etc.)

*****Concurrently enrolled students will receive 1 high school credit for each 3 semester hour college course passed.***

NOTE: Some Oklahoma colleges and universities have amended their requirements for concurrent enrollment. These can change at any time. For more information please contact your counselor, concurrent coordinator, or the college/university you plan to attend. DHS will recognize the most current requirements from any accredited Oklahoma institution of higher learning.

Duncan High School Specific Requirements:

In addition to the Oklahoma State Regents for Higher Education requirements, Duncan High School students must meet and maintain the following campus requirements in order to obtain and continue enrollment in concurrent courses:

- Students must attend the concurrent meeting with a parent/guardian and meet with their counselor and/or concurrent coordinator **before** enrolling in concurrent courses.
- Senior students **MUST** have a completed FAFSA. Enrollment in a selected course must be forwarded to the school counselor immediately following enrollment.
- Courses that do not fall within the student's graduation plan will not be approved by Duncan High School unless the student has already completed all graduation requirements.
- Students must meet with the concurrent coordinator, **once per week** and allow her to view the student's current grade in the course. The meeting schedule will be set by the coordinator. Students who are failing or are in danger of not receiving credit for a concurrent course **WILL be advised** to drop the course at the recommendation of the counselor/concurrent coordinator. Students who drop will be placed in an on campus course consistent with their graduation requirements and plan. ***Dropping a course will result in the student reimbursing any fees paid***

by the school. Failure to notify the concurrent coordinator of a dropped class may result in disciplinary action including but not limited to consequences for truancy under the Oklahoma school attendance law and the loss of credit which could affect graduation requirements.

- Students must provide their college transcript to their counselor/and or the concurrent coordinator immediately upon completion of the concurrent course in order to receive credit for the course.
- Students will continue to check their Duncan High School email account daily and respond to any request from their counselor and principals.
- Students must understand that high school graduation requirements will receive priority over concurrent enrollment requests. It is our job to ensure that students will graduate from high school. Students may be pulled from their concurrent courses and placed at the high school to finish any missing graduation requirements.
- Students who fail a college course will reimburse Duncan High School for any fees and tuition paid on the student's behalf.
- Grades from the concurrent enrollment issuing college/university WILL post to the high school transcript. The high school has no authority to override or to not post the grade earned by the student.
- **Duncan High School cannot intervene on the student's behalf with any college or university issue. That responsibility lies with the student and parent. Upon enrolling in concurrent courses the student becomes a college/university student. As such, the student bears responsibility for being their own advocate with the college/university.**

8 Week / Modified Schedule Courses:

Students taking an 8 week or modified schedule course are subject to the expectations outlined above. Additionally students taking these courses will comply with the following expectations:

- Students enrolling in 8 week courses will be required to enroll in two 8 week courses during the same semester.
- Courses required for graduation must be completed by the first 8 week period offering. Students failing these courses during the first 3 weeks will drop and will be placed in the corresponding course at Duncan High School.
- The decision to drop a course will be made by the counselor and/or student no later than 3 weeks into the modified schedule course depending on select university policy.

Failure to comply with the policies above will result in the student not being allowed to participate in the concurrent program for the remainder of their Duncan High School enrollment.

Duncan High School Concurrent Contract Agreement

Student Name:_____

I have read and understand the requirements for concurrent enrollment at Duncan High School. I understand that my enrollment is contingent upon the agreement on the terms and conditions set forth by Duncan High School. I understand that as a college student I am responsible for turning in all enrollment information and my final transcript to my high school counselor and/or concurrent coordinator.

Student INITIAL_____

Parent INITIAL_____

I understand that if I drop a course either by my choice or by the advice of my counselor/concurrent coordinator that I am responsible to reimburse the school any fees that have been paid on my behalf.

Student INITIAL_____

Parent INITIAL_____

I further understand that my counselor/concurrent coordinator can require that I drop a course that I am failing and place me in an on campus high school course that is in line with my high school graduation plan.

Student INITIAL_____

Parent INITIAL_____

I understand that by taking a concurrent course that I am considered a college student by my college/university. As such I understand that Duncan High School cannot and will not intervene with my college/university on my behalf.

Student INITIAL_____

Parent INITIAL_____

I understand that I am still a high school student and must check my email daily and meet with Mrs. Kinnaird once per week and/or at the counselor's/concurrent coordinator request to review my concurrent grade. I must also adhere to all rules/policies/procedures set forth by Duncan Public Schools. As such I will allow my high school counselor/concurrent coordinator to view my concurrent grading assignments.

Student INITIAL_____

Parent INITIAL_____

I understand that any grade assigned by my college/university WILL appear on my high school transcript. I understand that Duncan High School has no authority to alter any concurrent grade or to choose not to post a grade assigned by my concurrent institution.

Student INITIAL_____

Parent INITIAL_____

I understand that if I become in danger of failing my concurrent course(s) my counselor/concurrent coordinator has the authority to require me to drop the course at my expense and place me in an equivalent course at Duncan High School.

Student INITIAL_____

Parent INITIAL_____

Finally, I understand that failure to comply with this contract will result in me no longer being able to participate in the Duncan High School concurrent program during my enrollment.

Student INITIAL_____

Parent INITIAL_____

Senior students **MUST** have a completed FAFSA (Free Application for Federal Student Aid) by February 1, 2027.

Student INITIAL_____

Parent INITIAL_____

Student Signature and Date_____

Parent/Guardian Signature and Date_____

**For office use only.

Date submitted: _____

Concurrent Coordinator Signature_____

Counselor Signature_____

Duncan Public Schools Virtual Education Handbook

What is Virtual Learning

Virtual learning is an alternative to traditional in-person instruction. Students enrolled in virtual learning complete coursework from home, aligned with the Oklahoma Academic Standards (OAS) and approved by the Oklahoma State Department of Education.

Success in virtual learning requires a high level of personal responsibility and self-motivation, as the program is designed for independent learners who need minimal daily guidance.

Students are expected to log in and complete assignments daily, working toward completion of their courses by the designated target dates. All virtual coursework is delivered through Edgenuity, the online learning platform used by Duncan Public Schools. Duncan virtual students have access to core subject teachers during morning hours for academic support.

How to Apply for Virtual Learning

1. **Visit the Application Page**
    - Go to www.duncanps.org.
    - On the main paige, in the black task bar locate and click on “Virtual Student Application.
    - Or click on “Enrollment Portal” and click on the box “Virtual Student Application.
2. **Complete the Application**
    - Submit the application online.
    - A parent/guardian email is required unless the student is an adult living independently.
3. **Schedule an Enrollment Meeting**
    - A high school representative will contact the parent/guardian to schedule an in-person meeting.
    - Both the student and a parent/guardian must attend unless the student is an adult living independently.
    - During the meeting the grade-level counselor, parent/guardian, student and the virtual director will discuss the student’s transcript, graduation progress and requirements as well as the reason(s) for requesting virtual learning and a support plan.
4. **IEP Consideration (if applicable)**
    - If the student receives special education services, a meeting with the educational advocate team is required to determine appropriate placement. Approval may be delayed due to this step.
5. **Approval Notification**
    - Students must follow their current schedule until official approval is granted.
    - Approval notifications will be delivered via phone, email, or during the in-person meeting, depending on the situation.

What Happens After Approval

Once a student is approved for virtual learning:

- Login information will be emailed to the student and guardian.
- Instructions for setting up the Parent Portal will be included.
- If a Chromebook is needed, visit the school site Library to complete the required paperwork.

Important Virtual Learning Dates

Summer

- Virtual Application Opens: July 1, 2026

Fall Semester

- Last Day to Switch to Virtual: September 18, 2026
- Virtual Course Completion Deadline: December 11, 2026
- Spring Virtual Enrollment Window: November 20, 2026 – January 22, 2027

Spring Semester

- Last Day to Switch to Virtual: January 22, 2027
- Virtual Course Completion Deadline: May 10, 2027

Late Enrollment Policy: In the case of special circumstances requiring enrollment after the deadline, a meeting with the Virtual Learning Committee must be scheduled. The committee's decision is final.

Committee Members Include: *Virtual Director, *Site Principal, *Grade-Level Counselor, *Teacher(s), and *Special Services Representative (if applicable).

Virtual Teacher Contact Information

If students need subject-specific assistance, they should contact the Virtual Director. Teachers are available for Google Meet sessions during their scheduled support hours. The virtual director will assist in setting up the Google Meet session.

Virtual Guardian Responsibilities

Guardians of students enrolled in virtual learning are expected to support student success by following these guidelines:

Maintain Communication: Stay in regular contact with teachers and administrators regarding student progress, attendance, testing, and other educational matters.

Be Compliant: Meet with the grade-level counselor before beginning virtual coursework. Ensure the student attends all required in-person events (e.g., state testing, ACT, ICAP, CPR certification, graduation, photo days). Virtual students must follow all Duncan Public Schools policies.

Monitor Communication Tools: Check email and the Rooms app regularly. Email is the school's primary method of communication for virtual students. Students and guardians should check their accounts daily.

Ensure Internet Access: Provide a reliable internet connection. Set up the Edgenuity Parent Portal upon approval to monitor progress and grades. The access code will be included in the setup email. For assistance:
https://help.imagineedgenuity.com/hc/en-us/articles/360042912494-Family-Portal-Activating-and-accessing-the-Family-Portal

Support Student Engagement: Encourage daily logins and monitor course completion. Call the school to report absences when necessary. Support decisions made regarding academic plans and discipline.

Virtual Student Responsibilities Contract

Failure to follow the expectations outlined below may result in removal from the virtual learning program and/or a return to in-person instruction.

Progress and Attendance: Students must make consistent progress and complete coursework each school day. Logging in without *completing assignments* may result in an absence. Refusal to work is considered insubordination and may lead to disciplinary action.

Course Guide: Follow the Edgenuity Course Map to remain on pace. Instructional guide: https://help.imagineedgenuity.com/hc/en-us/articles/10389043480087-EdgeEX-Using-the-Course-Map-in-the-Student-Learning-Experience

Communication: Check DPS Gmail and Rooms daily. Failure to check email may result in missed deadlines and academic consequences.

Testing Attendance: Attendance is mandatory for all required testing events. Details will be emailed. Students are responsible for checking emails and attending on assigned days.

Counselor Contacts:

- Grades 6–8: Matt Middick, matt.middick@duncanps.org & Amy Armstrong, amy.armstrong@duncanps.org
- 9th Grade: Cherity Carter - cherity.carter@duncanps.org
- 10th Grade (A-K), 12th Grade: Rachel Terry - rachel.terry@duncanps.org
- 10th Grade (L-Z), 11th Grade: Delaney O'Dell - delaney.odell@duncanps.org

Academic Integrity: All work submitted must be the student's own. Plagiarism, the unauthorized use of AI tools, sharing login credentials, or using external cheating websites will result in immediate disciplinary action and potential removal from the program.

School Policies: All Duncan Public Schools rules and procedures apply to virtual students.

Virtual Attendance ~~Contract~~

*Students must log in daily and complete assigned work. If unable to do so, a parent/guardian must call the Virtual Director and explain the reason for not completing daily work.

Documentation is encouraged for the following absences:

- Doctor visits
- Counseling appointments
- Maternity/Paternity Absence**:** (A plan will be developed in advance with the advisory committee. Fathers may be granted one week of leave, with additional time considered upon request.)

*Students with six or more absences in one semester may be required to meet with the Virtual Advisory Committee to determine continued eligibility.

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be removed from the district's attendance roll beginning with the eleventh day.

Virtual Grading Policy

Courses must be 100% completed by the assigned semester deadline.The Relative Grade (which includes zeros for incomplete assignments) will be recorded on the transcript as the final grade. The course may then need to be repeated virtually or taken in person. Seniors should remain aware of earlier deadlines for the virtual program.

Virtual FAQs

What do I do if I need a test or quiz unlocked? A review of prior work may occur before unlocking tests or quizzes. Unlocks will occur on the next school day.

How much work should I complete each day? Follow the daily assignments listed in the Course Map in Edgenuity.

What happens if I fall behind? Students must complete additional work to catch up. The only way to return to on-pace status is to complete more than the daily minimum.

How long should I work each day? The required time varies depending on the student and the assignments. Students who minimize idle time and remain focused may finish in a few hours.

What should I include when contacting the Virtual Director? Include the course name, semester (A or B), the date of assignment, quiz or test and specific topic or section. This allows for a more efficient response.

Virtual Glossary

Relative Grade – The grade a student would earn if they stopped working in the course on a particular day. This grade includes zeros for incomplete work. This is the final grade that is recorded in Infinite Campus at the end of each semester.

Actual Grade – The grade adjusts for progress. It reflects how far behind or ahead the student is compared to the expected schedule. This grade is used by the Virtual Director to evaluate the student's standing and performance in the course.

Overall Grade – The grade based on a student's completed work only**.**

Start Date – The date the student is enrolled in virtual courses.

Target Date – The date by which the course should be completed.

Tile – The course icon on the Edgenuity dashboard - An "A" indicates first semester, a "B" indicates second semester. If no letter appears, the course is one semester in length.

Dashboard – The Edgenuity homepage, where all enrolled courses are displayed

Course Map – A tool within Edgenuity showing daily assignments needed to meet the target date - Access it by clicking the house icon on the top left of the dashboard.

Duncan Public Schools Alternative Education Academy Handbook

Alternative Education Academy is designed to help students achieve their graduation goals in an alternative setting to that of the traditional classroom. This setting allows students to work toward course completion at a pacing that is tailored to their educational needs. Additionally, students receive life-skills training and participate in activities designed to help them form healthy relationships with peers, family, and professionals in the community.

Enrollment is limited to students who have been recommended by administrators or counselors who believe a student will be successful in this environment. Students and Guardians may request consideration for alternative education by making an appointment with their grade-level counselors to discuss admission to the program.

Enrollment is only possible for students enrolled in Duncan Public Schools.

Schedule

Start time is 7:45 am and end time is 3:11 pm.

The first half of the school day will focus on the core curriculum. The second half of the school day, alternative education students are required to participate in one of the following curriculum paths: work release, RRTC, concurrent enrollment, or remain on campus to work in Edgenuity. Pending administrative approval, students may enroll in courses/programs on campus to meet their educational needs.

Attendance/Absences

Attendance should be a top priority. Your enrollment may be terminated if you do not comply with the attendance policy.

A phone call from a parent/guardian is required for each absence. If a student reaches 6 absences in a semester (18 weeks), the student and parents/guardians may be required to meet with the Alternative Education Academy Advisory Committee to discuss the student's continued placement in the alternative program. Committee members include: *Alternative Education Director, *Site Principal, *Grade-Level Counselor, *Alternative Education Lead Teacher, and *Special Services representative (if applicable).

If a student misses school because of illness, a parent/guardian must call the main office at 580-255-0700. A doctor's note may be required. This policy applies to absences taken for family/child illnesses as well.

Students should not miss school for work commitments. School schedules are set by our district calendar and by our scheduled periods. All time committed to work should be arranged around required school attendance.

Academic Progress

Progress is individualized for each student at the Alternative Education Academy; therefore, your progress contract may be different from other students. Your progress contract is based on your current number of credits and your grade-level classification. If students do not meet their progress goals, parents/guardians and the student will be called in to discuss a new plan. If progress goals continue to be ignored, students will be dismissed from the program.

Transportation

Students who wish to attend the Academy and require transportation to the school must call the Transportation Office. The telephone number for transportation is (580) 252- 3496. Riding a bus is a privilege. Disciplinary problems while riding the bus can lead to a student's temporary or permanent removal from the bus.

Cafeteria/Food & Drinks

All alternative students will be given time to pick up breakfast and lunch from the cafeteria. We walk to the cafeteria as a group, collect our trays, and walk back to the West Building.

Students may bring sealed drinks and snacks to have during breaks. No food deliveries will be allowed. Students are not allowed to bring in drinks in cups/glasses that are not sealed.

Dress Code

The Duncan High School dress code will be followed. Students are to be dressed appropriately for the school day. Students who are cold natured should bring a jacket to regulate their comfort, as blankets are not allowed on campus.

Graduation

All seniors who complete the required credits are eligible to participate in Duncan High School's graduation ceremony and senior activities, provided they are in good standing. It is the student's responsibility to be aware of and available for senior events in which they would like to participate. Information regarding graduation and senior events will be shared by counselors and senior sponsors, so make sure to check all outlets Duncan High School uses to share information (email, ThrillShare, Facebook, and the DPS website).

Medication

Students who need medication during school hours MUST submit medications to the nurse and follow all district policies regarding medication. No staff member is allowed to provide medication to students. Students are also not allowed to have medication on their person; all medication (prescription or otherwise) will be distributed through the nurse's office.

Behavior

All students must comply with the following behavior guidelines. If students do not comply with these guidelines, their enrollment in the alternative education program may be terminated.

Students are to be engaged in coursework while in the classroom. They are not to talk excessively, be in and out of the classrooms repeatedly, or create disturbances in the classroom.

Disrespectful behavior is not allowed. A primary goal of the staff is to treat students fairly and with respect; as a result, we expect the same from our students. Disrespect includes, but is not limited to: sleeping in class, refusing to work, using profanity, taunting students, and arguing with faculty or students.

Students are expected to follow all behavior expectations of Duncan High School and Duncan Public Schools. Students who do not follow the expected behavior guidelines will be subject to consequences as outlined in the Duncan High School Discipline Matrix.

Electronic Devices

**See DHS handbook for full policy.

Parking

Students who drive to school are required to purchase a parking decal from the main office and park in the appropriate spaces each day.

Visitors

Visitors are not permitted on campus. If there is a need for a visitor to be on campus, prior approval from administration is required and the visitor must check in through the Main Office.

Campus Security

The Alternative Education Academy is a closed campus, meaning once students check in for the day, they must remain in the West building until the conclusion of the day. Students will not be permitted to leave campus for any reason without being checked out by a parent/guardian. Call 580-255-0700 to speak to the staff if you need to pick up your student.

District Expectations

The Duncan Public Schools district rules and policies apply to the Alternative Education Academy just as they apply to all schools in the district.

BOARD APPROVED

NOV 10 2026

ITEM # 6. G.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent **no later than** noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Duncan High School

Vendor Requested: n/a

Item Request Description: Amend our handbook to add an additional course to the weighted course list.

(Update on Pg. 48)

Dollar Amount Requested (if applicable): n/a

Fund Requested: n/a

Budget/Activity Account Requested: n/a

Lisha Elroy — Signature of Requestor/Principal — 11-5-26 — Date

Signature of Budget Director — Date

Signature of Assistant Superintendent — NOV 09 2026 — Date

Proposal to change weighted courses for Duncan High School.

We would like to propose adding the following to the weight list in the Duncan High School handbook.

" Anatomy & Physiology taken through the LPN & Long Term Care programs at Red River Technology Center"

The High School LPN program is new to RRTC and Duncan High School this year. With this course, students will receive 1 full credit of Anatomy & Physiology and 3 credits of Nursing Services. Due to the rigorous coursework being covered in this program, we felt the students would benefit from a weighted class. The course requires students to add longer class periods than any other program at RRTC, attend clinicals, and attend school through June. Upon completion of the program, students will take the NCLEX-PN to obtain a Licensed Practical Nurse license.

We reached out to multiple schools, who have had this course for over 15 years to get feedback on this decision. Also, we spoke with Misty Wade, Assistant Superintendent from Red River Technology Center, who confirmed the coursework justifies a weighted credit being given.



2026-2027

STUDENT HANDBOOK

Duncan High School

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Welcome

Dear Students,

It is with immense pleasure and excitement that I welcome you to Duncan High School for the 2026-2027 school year! Whether you are a returning student or joining our community for the first time, we are thrilled to have you as part of our vibrant and supportive school family.

This handbook serves as your guide to navigating our school's policies, procedures, and resources. Please take the time to familiarize yourself with its contents. Our goal is to provide a safe, respectful, and enriching environment where every student can thrive.

At Duncan High School, we are committed to fostering a culture built upon five core values:

- Teamwork: We believe that collaboration and mutual support are essential for success. Working together, we can achieve more than we ever could alone.
- Integrity: We uphold the highest standards of honesty, ethical behavior, and personal responsibility.
- Leadership: We encourage all students to develop their leadership skills, whether through formal roles or by leading by example. Every student has the potential to be a leader.
- Kindness: We treat everyone with respect, empathy, and compassion. A kind word or gesture can make a world of difference.
- Perseverance: We embrace challenges as opportunities for growth and are committed to overcoming obstacles through hard work and determination. Never give up on your dreams.

We are dedicated to providing a rigorous and engaging academic experience that prepares you for college, career, and life. We also believe in the importance of personal growth and encourage you to explore your passions, develop your talents, and become well-rounded individuals. Participate in clubs, sports, arts, and other extracurricular activities to enhance your high school experience.

Your success is our top priority. We offer a wide range of support services, including academic advising, counseling, tutoring, and college and career guidance. Please do not hesitate to reach out to your teachers, counselors, or any member of our staff if you need assistance.

We are confident that this will be a year of tremendous growth, learning, and achievement for all of you. We are here to support you every step of the way.

Welcome to the 2026-2027 school year! Let's all commit to LIVE RED and PROTECT THE FORK!

Sincerely,

Mrs. Elroy, Principal

DHS Mission Statement

At Duncan High School, we are committed to fostering an inclusive environment where every student can achieve at high levels. Our mission is to deliver a rigorous academic curriculum within a supportive, secure, and nurturing atmosphere.

Every student, every day.

DHS Core Values

1. **Teamwork:** We believe that collaboration and mutual support are essential for success. Working together, we can achieve more than we ever could alone.
2. **Integrity**: We uphold the highest standards of honesty, ethical behavior, and personal responsibility.
3. **Leadership**: We encourage all students to develop their leadership skills, whether through formal roles or by leading by example. Every student has the potential to be a leader.
4. **Kindness:** We treat everyone with respect, empathy, and compassion. A kind word or gesture can make a world of difference.
5. **Perseverance**: We embrace challenges as opportunities for growth and are committed to overcoming obstacles through hard work and determination. Never give up on your dreams.

DPS Mission Statement

The Duncan Public School District is committed to a tradition of excellence in developing students to their full potential in an environment which fosters responsibility, productive citizenship, and lifelong learning.

DPS Core Beliefs

To ensure quality teaching and learning, Duncan Public Schools (DPS) value:

- Students who are academically prepared for college, career, and life
- A respectful and nurturing environment for parents, students, staff, and community members
- Well-maintained buildings and grounds
- Up-to-date curriculum materials and technology
- Quality student programs that meet the diverse needs of all students
- Highly qualified teachers who care about students by engaging them in rigorous, student-centered innovative teaching
- Small class sizes
- Adequate financial support to provide competitive salaries
- Parent and community connections/involvement
- Strong leadership
- Ongoing professional development

By upholding these values, Duncan Public Schools will put into place policies and procedures that meet or exceed those of other school districts and state and national standards.

School Creed

We, the students of Duncan High School, believe in the devotion to ideas that will promote clean living and guide our spiritual, physical, intellectual and social development. We believe that a spirit of fair play should be manifest in all our transactions with one another. We believe that Duncan High School offers us the opportunity to train for worthy citizenship and a life of usefulness. We therefore pledge ourselves to be loyal to Duncan High School and to the ideals for which it stands.

Non-discrimination Statement

Duncan Public Schools, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and other federal law and regulations does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admission, employment, financial aid, and educational services. If anyone has a question about possible civil rights violations or a civil rights grievance, s/he should contact the District Executive Director of Special Services at 580-255-0686.

Accidents

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the person in charge and to the school office.

DPS 26-27 School Calendar

Board Approved Feb. 10, 2026 (Elem. PTC date: Board Approved July 14, 2026) Board Proposal – 9/15/26: Change Friday, April 16, to Friday, March 26)

School Calendar 2026 - 2027

◆ First Day of School.....Aug. 13
Last Day of School.....May 20

X National Holidays
Independence Day.....July 4
Labor Day.... Sept. 7 (No School)
Memorial Day.....May 31

Holidays
Fall Break.....Oct. 16-19
Thanksgiving.....Nov. 23-27
Christmas.....Dec. 18-Jan. 1
Martin Luther King Jr. Day....Jan. 18
Presidents' Day.....Feb. 15
Spring Break.....March 15-19

▲ **Non-Instructional Days**
P/T Conference evenings of:
Elementary: Sept. 21-22 & March 8-9
Secondary: Oct. 12-13 & March 8-9
No School
October.....15
March.....12

● **Staff Professional Days/ No School**
August.....7, 10-11
September.....25
January.....4

Inclement Weather Days/ No School
March 26
April 23, 30
May.....7, 14

★ **Staff Work Day**
August 12
May.....21

⬢ **Collaboration Days/ No School**
November 20
February.....12

Attendance Data
1st Sem. Ends Dec. 18 = 81 days
2nd Sem. Ends May 20 = 85 days

Total Days Taught	166 days
Work Day	2 days
Professional Days	5 days
Collaboration Days	2 days
Total Days	**175 days**

An Ongoing Tradition of Excellence

For further information, call 580-255-0686
www.duncanps.org

2026

July

S	M	T	W	T	F	S
			1	2	3	4X
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

S	M	T	W	T	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

S	M	T	W	T	F	S
		1	2	3	4	5
6	7X	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25●	26
27	28	29	30			

October

S	M	T	W	T	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

S	M	T	W	T	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

S	M	T	W	T	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		

2027

January

S	M	T	W	T	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

S	M	T	W	T	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

S	M	T	W	T	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			

April

S	M	T	W	T	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

S	M	T	W	T	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	31X					

June

S	M	T	W	T	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			

DRAFT

DHS Administration

Lisha Elroy	Principal
Rodney Strutton	Assistant Principal
Tara Smith	Assistant Principal
Sandy Ferguson	Alt. Ed/Virtual Director
Kevin Kelly	Athletic Director

District Administration

Dr. Channa Byerly	Superintendent of Schools
Kim Ellis	Assistant Superintendent
Allison Lovett	Executive Director of Operations
Jessica Clayton	Executive Director of Special Services
Becky Barnes	Child Nutrition Director
Kade Golleher	Transportation Director
Ben Garland	Maintenance Director
Charla Grimes	Data Systems Coordinator
Bill Adams	Technology Supervisor

Board of Education

Eric Davis	President
Krista Lolar	Vice President
Carl Buckholts	Member
Misty Burch	Member
Greg Neal	Member
Dr. Channa Byerly	Superintendent of Schools
Kelly Henderson	Board Clerk

Academic Policy: Pre-AP and Advanced Placement (AP) Courses via Horizon

Purpose and Overview

- This policy outlines the guidelines, expectations, and requirements for students enrolled in Pre-AP and Advanced Placement (AP) courses. Our campus is committed to providing rigorous academic opportunities. To balance flexibility with high standards, all Pre-AP and AP courses will be delivered virtually through the Horizon online platform, while students remain on campus under local supervision.

Course Delivery Model

- On-Campus Online Learning: Students will be assigned a designated period and location on campus to complete their Horizon coursework.
- Self-Paced with Deadlines: While the Horizon platform allows for individual pacing, students must meet all weekly benchmarks, assignment deadlines, and module completions established by the course syllabus.
- Campus Supervision: A certified staff member will monitor the learning environment, track attendance, and assist with troubleshooting, but primary instruction is delivered through Horizon.

Mandatory AP Examination Requirement

- The ultimate goal of enrollment in an AP course is to demonstrate college-level proficiency. Therefore, the examination policy is a strict condition of enrollment:

Mandatory Testing Rule: Any student enrolled in an AP course on the Horizon platform is required to take the corresponding College Board AP Examination in the spring.

Key Exam Details

- Pre-AP Exception: Please note that official College Board AP exams only exist for standard AP courses. Students in Pre-AP courses are not required to take a spring AP exam but are required to complete all Horizon cumulative final assessments.
- Fees and Registration: The campus will handle exam registration in the fall. [Optional: Insert school policy regarding exam fees, e.g., "The school will cover exam fees," or "Students are responsible for the exam fee by X date."]
- Consequences of Non-Participation: Failure to sit for the required AP exam in the spring may result in the loss of weighted GPA points for the course, a change in the transcript designation from "AP" to "Honors" or "Regular," or financial responsibility for the unused exam fee.

Student Expectations and Academic Integrity

Because these courses are delivered online, students must exhibit a high degree of maturity and self-discipline.

- Attendance: Daily attendance in the designated Horizon lab/classroom is mandatory. Standard campus attendance policies apply.
- Academic Integrity: All work submitted through Horizon must be the student's own. Plagiarism, the unauthorized use of AI tools, sharing login credentials, or using external cheating websites will result in immediate disciplinary action and potential removal from the course.

Drop/Withdrawal Policy

- Schedule Changes: Students may drop a Pre-AP or AP Horizon course within the first 10 days of the semester without penalty.
- Commitment: After the designated drop window, students are committed to completing the course and, for AP students, taking the spring exam. Withdrawals after this deadline require administrative approval and a parent-teacher conference.

Advisory/ReThink Time Policy

Overview

Duncan High School is committed to fostering a supportive and enriching environment for all students. To achieve this, we have implemented a dedicated 30-minute block of time between the 2nd and 3rd hour, known as Advisory/ReThink time. This period is designed to provide students with a structured opportunity for personal growth, academic support, and reflection.

Schedule

Monday/Friday: Advisory Time

Tuesday, Wednesday, Thursday: ReThink Time

Advisory Time (M/F)

Purpose

Advisory Time is intended to offer students guidance and support through mentorship, career exploration, and skill development. It is a space where students can build relationships with their advisors and peers, discuss academic goals, and engage in activities that promote personal and social growth.

Activities

- Mentorship Meetings: Students meet with their advisors to discuss academic progress, set goals, and receive guidance on personal and academic challenges.
- Career Exploration: Activities include guest speakers, career planning sessions, and exploration of career tech opportunities.
- Skill Development: Workshops focused on developing essential life skills, such as communication, time management, and leadership.

ReThink Time (T/W/Th)

Purpose

ReThink Time serves a dual purpose. For students who need remediation, it provides closed sessions for targeted support to address specific academic challenges. For those who don't require remediation, it offers open sessions where students can choose to pursue personal interests, explore new topics, or engage in self-directed study.

Activities

- Remediation: Focused sessions for students needing extra help to improve understanding and performance in specific subjects
- Self-Directed Study: Students have the opportunity to work independently or in groups on assignments, projects, or areas needing improvement.
- Exploration of Interests: Time to pursue personal interests, such as reading, research, or participating in clubs and extracurricular activities

Expectations

- Punctuality: Students are expected to arrive on time and be prepared to engage in the designated activities.
- Active Participation: Students should actively participate in discussions, workshops, and activities.
- Respectful Environment: All participants must foster a respectful atmosphere where everyone feels valued and heard.

Evaluation

The effectiveness of Advisory/ReThink Time will be evaluated through student/teacher feedback, academic performance, and participation rates. Adjustments to the program will be made based on this evaluation to continually improve its impact on student development.

By adhering to this policy, Duncan High School aims to create a dynamic and supportive environment that empowers students to reach their full potential.

Announcements

Announcements will be made daily to students via public-address, smartphone applications, student email, and the DHS website. Weekly bulletins will also be available on the Duncan High School website, and students and parents may receive an emailed copy of the Weekly Bulletin by sending a request to rose.lard@duncanps.org.

Attendance Policy

Absences

Parents must ensure their child attends school regularly and on time to promote daily learning and readiness for the next school year. Regular attendance is vital for developing responsible adults ready for work. Students should attend at least 90% of the school year, which equates to 149 out of 166 school days, allowing for up to 16 absences annually or 8 per semester. Refer to the absence and credit policy for more details.

Steps to Manage Absences

A. Parents/guardians must inform the attendance office of their child's absence. If not contacted, the school will reach out.
B. Notify the office within 5 days of the absence, or it remains unexcused.
C. After three unexcused absences, the school will contact the home.
D. In line with Oklahoma School Law (Section 232), if a student is truant for 4 or more days in four weeks, or absent without excuse for 10 or more days in a semester, the school reports this to the City of Duncan, possibly leading to fines and involvement of the Stephens County district attorney.

Documented Absences

Documentation is encouraged for the following absences:

- Doctor visits
- Counseling appointments

Documentation is <u>required</u> for the following absences:

- College visits (juniors and seniors only)
- Military visits

Submit documentation to the attendance clerk within 5 days of the absence for review. The attendance committee's decision on whether the absence is excused is final.

Absences and the Ability to Receive Credit

To maintain academic integrity and fairness, students must adhere to the attendance policy to receive semester credit. A student will not earn credit for a course if they are absent more than eight (8) days per semester, with certain exceptions. These exceptions include absences due to school activities, two college visit days for juniors, four college visit days for seniors, and other waived absences. **<u>Please be aware that missing more than 10 minutes of any class will be recorded as an absence for that class.</u>**

The building principal has the discretion to approve make-up time or grant additional waivers for

absences exceeding the 8-day limit. It should be noted that the school administration does not encourage or endorse students missing school for trips or family vacations. Parents, guardians, or legal custodians should consider the student's current absence record before planning such trips. It is advised to consult the school calendar prior to making vacation arrangements. Requests for excused absences due to trips or family vacations should be submitted to the campus administration at least two (2) weeks in advance. Students with a high number of absences or poor grades due to absences will not be excused for trips or family vacations.

Students at risk of losing credit due to excessive absences may appeal to the DHS Attendance Committee. They must present valid reasons for all absences, supported by documentation such as doctor's notes or court documents. The committee's decision regarding the award or denial of credit is final.

Absence and Removal from Attendance Roll

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be removed from the district's attendance roll beginning with the eleventh day.

Truancy

Truancy is not being in class when assigned. Disciplinary action will be taken.

Examples of Truancy:

1. Being absent for any reason not listed as an excused absence
2. Leaving school without first securing campus permission and checking out at the attendance office
3. Being ill and staying in the restroom instead of checking in with the nurse
4. Coming to school, but failing to attend class
5. Obtaining a hall pass to a particular destination, then not reporting there and back
6. Late arrival or non-attendance due to car trouble, missing the bus, oversleeping, etc
7. Being in an unassigned class without permission or in an unauthorized area

Procedure for Leaving Campus During the School Day

A student must receive a permit from the attendance office to leave the school grounds at any time during the school day. Failure to follow proper checkout procedure will result in truancy and its related discipline.

Make-up Work

The last day that assignments can be turned in for credit for the semester is December 8, 2026 for the fall semester and May 11, 2027 for the spring semester. It is crucial for students to manage their time effectively to ensure all assignments are submitted by these deadlines.

Students who have absences that meet the attendance requirements are eligible to complete make-up work for full credit. The time allotted for completing missed assignments will correspond to the number of days the student was absent. This policy ensures that students have a fair opportunity to recover any missed academic work without penalty.

Upon returning to school after an absence, it is the student's responsibility to request and complete any

work missed. This proactive approach helps students stay on track with their coursework and maintain their academic standing. Students are encouraged to communicate with their teachers to clarify any questions regarding missed assignments or deadlines.

Attendance Policy (State)

It shall be unlawful for a parent, guardian, or other person having custody of a child who is over the age of five (5) and under the age of eighteen (18) years, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless other means of education are provided for the full term the schools of the district are in session or the child is excused as provided in this section.

It shall be unlawful for any child who is over the age of twelve (12) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work, to neglect or refuse to attend and comply with the rules of some public, private or other school, or receive an education by other means for the full term the schools of the district are in session.

This rule shall not apply:

1. If any child is prevented from attending school by reason of mental or physical disability, to be determined by the board of education of the district upon a certificate of the school physician or public health physician, or if no such physician is available, a duly licensed and practicing physician;

2. If any such child is excused from attendance at school, due to an emergency, by the principal teacher of the school in which such child is enrolled, at the request of the parent, guardian, custodian or other person having control of such child;

3. Any such child who has attained his or her sixteenth (16) birthday is excused from attending school by written, joint agreement between:

   a. the school administrator of the school district where the child attends school, and

   b. the parent, guardian or custodian of the child. Provided, further, that no child shall be excused from attending school by such joint agreement between a school administrator and the parent or custodian of the child unless and until it has been determined that such action is for the best interest of the child and/or the community, and that said child shall thereafter be under the supervision of the parent, guardian or custodian until the child has reached the age of eighteen (18) years; or

4. If any such child is excused pursuant to subsection C of this section.

   c. A school district shall excuse a student from attending school for the purpose of observing religious holy days if before the absence, the parent guardian, or person having custody or control of the student submits a written request for the excused absence. The school district shall excuse a student pursuant to this subsection for the days on which the religious holy days are observed and for the days on which the student must travel to and from the site where the student will observe the holy days.

   d. Any parent, guardian, custodian, child or other person violating any of the provisions of this section, upon conviction, shall be guilty of a misdemeanor, and shall be punished by a fine not less than Five Dollars ($5.00) and no more than Twenty-five dollars ($25.00)

for the first offense, and not less than Twenty-five Dollars ($25.00) and no more than One Hundred Dollars ($100.00) for each subsequent offense. Each day the child remains out of school after the oral and documented or written warning has been given to the parent, guardian, custodian, child or other person or the child has been ordered to school by the juvenile court may constitute a separate offense. At the trial of any person charged with violating the provisions of this section, any authorized employee of the school district may present the attendance records of the child or ward in court. (70-10-105)

State Attendance / Truancy Policy

Definition – Truancy is defined as any absence from school or school activities lasting one or more days or part or parts of any school day without a valid excuse and without the permission of a parent, guardian or school official. Any student who stays out of or leaves school or any school activity without a valid excuse and permission shall be deemed truant. H.B. 1975, effective July 1, 1995, provides that if a child is absent without a valid excuse for four (4) days or parts of days within a four (4) week period, the parent will be notified, or if a student is absent without excuse for ten (10) days or parts of days within a semester, the building principal must notify the parent and immediately report such absences to the District Attorney's Office. Enforcement – It is the responsibility of the building principal to determine whether an absence constitutes truancy. The building principal can and should take all appropriate disciplinary action to enforce attendance. In the event of any truancy, the parent or guardian of the truant student should be notified by telephone or otherwise. In addition, each truant student may receive a "0" as a daily participation grade for each class or part of class missed.

Chronic Absenteeism

A student is considered chronically absent after missing 10 percent or more of school days. This includes both excused and unexcused absences. Missing 10 percent of school days would be approximately 18 days in a normal 180-day school calendar - just two days per month.

Attendance Eligibility

The maximum number of absences for activities which remove a student from the classroom, shall not exceed ten

(10) absences for any one class period per year as set down by the Oklahoma State Department of Education.

The absence of a student to participate in an event sponsored by an outside agency/organization shall count against the ten (10) absences per class per year only when the school has direct authority to determine if the student will be allowed to participate. Otherwise, the absence shall be treated as any other absence.

The ten (10) absences could be a combination of all co-curricular and extra-curricular activities. Excluded from this number are state or national school sponsored contests for which the student has previously earned the right to compete or attend. School sponsored regional contests shall also be excluded from this number due to the fact that regional contests are a prerequisite for state contests. Boys and girls golf will be excluded from this number

due to the extreme circumstances that create undue hardships based on the fact that golf is played on a public course and cannot be moved to after school or on weekends.

The Internal Activities Review Committee shall be responsible for reviewing and recommending any deviation of the activities attendance policy in regard to the "ten day rule" for Duncan High School students. Any deviation from the ten (10) day/class period absence rule shall not exceed five (5)

days/class periods. Any absence exceeding the ten (10) day/class period rule, and not approved as a deviation (not to exceed five (5) days/class periods) by the Internal Activities Review Committee and/or the local board of education, will result in the student being counted as not in attendance for that day.

Chronic Absenteeism

A student is considered chronically absent after missing 10 percent or more of school days. *This includes both excused and unexcused absences.* Missing 10 percent of school days would be approximately 18 days in a normal 180-day school calendar - just two days per month.

Absence and Removal from Attendance Roll

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be removed from the district's attendance roll beginning with the eleventh day. Senate Bill 1715 effective July 1, 2010, designates the school principal as the approving authority and clarifies the responsibility for an absence which is incurred by a student participating in a military funeral honors ceremony.

Attendance Eligibility

The maximum number of absences for activities which remove a student from the classroom, shall not exceed ten

(10) absences for any one class period per year as set down by the Oklahoma State Department of Education.

The absence of a student to participate in an event sponsored by an outside agency/organization shall count against the ten (10) absences per class per year only when the school has direct authority to determine if the student will be allowed to participate. Otherwise, the absence shall be treated as any other absence.

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Bell Schedule

PERIOD / EVENT	START TIME	END TIME	DURATION
FIRST BELL	7:45 AM		
1	7:50 AM	8:37 AM	47 MIN
2	8:42 AM	9:29 AM	47 MIN
3	9:34 AM	10:21 AM	47 MIN
4	10:26 AM	11:13 AM	47 MIN
LUNCH	11:13 AM	12:00 PM	47 MIN
5	12:05 PM	12:52 PM	47 MIN
6 (ADVISORY/RETHINK)	12:57 PM	1:27 PM	30 MIN
7	1:32 PM	2:19 PM	47 MIN
8	2:24 PM	3:11 PM	47 MIN

Bullying

HARASSMENT/INTIMIDATION/BULLYING:

Students attending Duncan Public Schools are expressly prohibited from committing any act or acts of threatening behavior, harassment, intimidation, or bullying while at school and further, by electronic communication, whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation or bullying at school. The Duncan Board of Education hereby endorses and adopts the following policies concerning the investigation of alleged acts of threatening behavior, harassment, intimidation or bullying and the discipline of students who commit or attempt to commit any act or acts of threatening behavior, harassment, intimidation or bullying.
As used in these regulations, the following terms shall be defined as follows:

- "Harassment, intimidation or bullying" mean any gesture, written or verbal expression, electronic communication,or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student;

- "Harassment" shall also mean the intimidation by threats of or actual physical violence; the

creation by whatever means of a climate of hostility or intimidation; or the 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;

- "At school" shall mean school grounds, in school vehicles, at designated school bus stops, at school-sponsored activities, or at school-sanctioned events;

- "Electronic Communication" means the communication of any written, verbal, or pictorial information by means of an electronic device, including, but not limited to, a telephone, a cellular telephone or other wireless telecommunication device or a computer; and

- "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.

Each building principal is responsible for putting in place a policy of prevention of and education about harassment,intimidation and bullying. All alleged acts of harassment, intimidation, bullying or threatening behavior, should be immediately reported to the building principal. Upon receipt of such report, the building principal or the principal's designee, should conduct an immediate investigation into the alleged acts to determine the validity of such allegations and the facts surrounding such allegations. If, at the conclusion of the investigation conducted by the building principal, it is determined that a student has committed or attempted to commit any act or acts of harassment, intimidation, bullying or threatening behavior toward another student or school personnel, the offending student shall be subject to the following:

- For a first offense the appropriate building principal shall impose such disciplinary penalty as he/she deems appropriate under the circumstances, including, but not limited to, ISI and out-of-school suspension not to exceed ten (10) days;
- In the event of any disciplinary action, a mandatory conference will be held as soon as possible involving, subject to availability, the student, his/her parent(s) or legal guardian, school officials, and others as deemed necessary by school officials to discuss prevention of future incidents of such behavior and the consequences of such behavior. At such mandatory conference, the building principal may recommend that available community mental health care options be provided to the student, if appropriate. An updated list of such available community mental health care options shall be provided to each building principal prior to the beginning of each school year;
- In the sole discretion of the building principal, the student may, at the expense of the student's parents or legal guardian, be required to attend mandatory counseling with an appropriate counseling agency as determined by school officials. Such counseling agency shall make recommendations to the school officials concerning the entry of the student into the student population;
- Any student who has been previously disciplined for any act or acts of harassment, intimidation, bullying or threatening behavior pursuant to these regulations, may, upon committing a second or subsequent offense, be subject to suspension for the remainder of the current semester and the succeeding semester; and
- Each building principal who disciplines any student under these regulations shall prepare a report concerning the incident involved and the disciplinary action taken and shall send a copy of such

report to the superintendent for his/her records.

If a student who has committed or attempted to commit any act or acts of harassment, intimidation, bullying or threatening behavior, receives mental health care from a mental health care provider, the school may request the disclosure of any information concerning such student that indicates an explicit threat to the safety of students or school personnel, provided the disclosure of the information does not violate the requirements and provisions of theFamily Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996,Section 2503 of Title 12 of the Oklahoma Statutes, Section 1376 of Title 59 of the Oklahoma Statutes, or any other state or federal laws regarding the disclosure of confidential information. Any such request should be made by theSuperintendent or Assistant Superintendent of the Duncan Public Schools and should be directed to the mental health care provider.

The Board of Education shall publish the hereinbefore set forth prohibited activities for which a student may be disciplined. A copy of such activities and these policies shall be furnished to each pupil and shall be posted on a bulletin board located in each school.

Bus Information

For information about bus schedules or routes, call the Transportation Office. The telephone number is (580) 252-3496. Riding a bus is a privilege. Disciplinary problems can lead to a student's temporary or permanent removal from the bus.

Cafeteria

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price.

**ALL students will receive FREE breakfast and lunch for the 26-27 school year.

All students are urged to participate in the school lunch program. Two lines are provided in the cafeteria. The lunch room management and your fellow students will appreciate your cooperation in:

1. Depositing lunch litter in wastebaskets.
2. Returning all trays and utensils to the dishwasher area.
3. Leaving the table and floor around you in a clean condition for others.

Milk may be purchased in the cafeteria.

The Duncan Public School Child Nutrition Department requests a prepayment plan on all meal accounts. The cafeteria cashier will send out low balance letters when meal accounts have a $5.20 credit balance. This will allow time for parents to increase the meal account to avoid a negative account balance.

If an account becomes a negative balance; the cafeteria cashier will contact the parent/guardian by phone and send a letter by mail stating that all cafeteria meals served will need to be paid in full each day. If no payments or parent request for payment arrangements are received, then the student will begin receiving an alternate meal. Charging on meal accounts is not permissible without the receipt of a written request from the parent requesting payment arrangements or expressing an interest in applying for free and reduced meals. At the time of the written request, a five (5) day extension of meal charges will be granted. If the parent/guardian has not remitted payment within the five day extension, the cafeteria cashier will notify the parent/guardian by phone and mail stating that on the sixth day the student will

receive an alternate meal until the meal account is in good standing.

The alternate meal consists of the following food items:

Breakfast: Toast and Milk

Lunch: Peanut Butter Sandwich and Milk

If the student has an allergy to peanut butter, a cheese sandwich or an appropriate substitution and milk will be provided by Child Nutrition.

In accordance with federal law and United States Department of Agriculture (USDA) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 202509 Mail Stop 9410, or call 202-720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

All students are encouraged to fill out a Free and Reduced Meals application (one per family). The guidelines to qualify change every year. The information on this application is strictly confidential.

Ala carte items are offered daily. Items are offered that range from fifty cents to $1.50. This area is strictly CASH ONLY. No charges are allowed, however, checks will be accepted for the amount of purchase.

Change of Address

Students who change their residence or telephone number after enrollment should report the change promptly to the office.

Clubs and Organizations

In compliance with HB1826, the following clubs/organizations are offered at Duncan High School:

Academics Team

Mission: The purpose of this organization is to provide a competitive intellectual outlet for highly academic high school students, enabling cerebral growth and stimulation outside the traditional academic arena.

Art Club

Mission: The purpose of this organization is to provide students an opportunity to participate in art-related activities that give students an exposure to art and community service.

DECA

Mission: The purpose of this organization is to enhance the co-curricular education of students with interests in marketing, management and entrepreneurship.

FFA

Mission: The purpose of this organization is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural

education.

Key Club

Mission: The purpose of this organization is to provide its members with opportunities to provide service, build character and develop leadership.

National Forensic/Drama Club

Mission: The purpose of this organization is to encourage and motivate high school students to participate in and become proficient in the forensic arts: debate, public speaking, and interpretation.

National Honor Society

Mission: The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Duncan High School.

Student Council

Mission: The purpose of this organization shall be to develop, encourage, and promote policies, practices and activities to enhance the quality of school programs and student life and the levels of student achievement at Duncan High School.

Students Against Destructive Decisions

Mission: The purpose of this organization is to provide students with the best prevention tools possible to deal with the issues of underage drinking, other drug use, impaired driving, and other destructive decisions.

Parents or guardians shall be responsible for preventing their student from participating in a club or organization in which permission is withheld. Parents or guardians shall also be responsible for retrieving their student from attendance at a club or organization in which permission is withheld. It is further the responsibility of the parent to notify the school if they are withholding permission for a student to participate in any of the clubs or organizations.

College Admission - High School Requirements

See "Graduation Requirements."

College Day

Duncan High School Seniors will be allowed four (4) days during the year to visit college campuses. Juniors will be allowed two (2) college days. These days will not count as an absence as long as the student brings confirmation from the college visited. This must be on a college letterhead or the likeness.

Credit Recovery

Students in need of any credit recovery courses will be enrolled in the ~~Thrive~~ program. These courses will have to be completed at home, above and beyond the regular school day. Students will work online, through ~~Thrive~~, with their instructors. For more information, students will need to visit with their counselor.

Concurrent Enrollment

Concurrent Director- Jennifer Kinnaird

Duncan High School Sophomores, Juniors and Seniors who meet the requirements set forth in the Rules of the Oklahoma State Board of Education are eligible for concurrent enrollment in a college or university in the Oklahoma State System of Higher Education. Tuition waivers are available for all seniors for up to 18 credit hours, to all juniors for up to 9 credit hours and to all sophomores for up to 9 credit hours, who meet the requirements listed below for sophomores. Students are responsible for all other costs which may include fees, books, parking permit, student ID, and any other associated costs. Any student interested in Concurrent Enrollment should contact their high school counselor. In order to enroll concurrently in college coursework, students must meet the following requirements:

ACT composite score of 20 or higher (S.A.T. 1020/940)) OR 3.0 GPA AND rank in the top 50% of their graduating class.

Duncan High School Partnership with Cameron University

While students may choose to concurrently enroll through any accredited college or university for which they qualify, Duncan High School partners with Cameron University to offer concurrent enrollment courses on the DHS campus.

To be admitted as a concurrent student through Cameron University, students must have:

- A cumulative high school GPA of 3.0 or higher, OR
- A composite ACT score of 19 or higher.

For College Algebra or other college-level math courses, students must have:

- A cumulative high school GPA of 3.25 or higher, OR
- A score of 19 or higher on the ACT Math subtest.

Students must also meet any additional admission, placement, or course-specific requirements established by Cameron University.

High school students may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester-credit-hours. According to the Oklahoma State Regents for Higher Education, for the purposes of calculating workload, one-half high school credit shall be equivalent to three semester-credit-hours of college work. Students wishing to exceed the allowed number of hours must receive permission from the principal at Duncan High School and from the university in which the student plans to concurrently enroll.

Students must be able to complete all high school graduation requirements by the end of the Spring semester of their Senior year, including all courses required for college entrance.

Students may only enroll in curricular areas (English, math, and science) as long as they achieve a minimum ACT score of 19 on the corresponding subtest. In addition, an ACT score of 19 must be achieved on the reading subtest to enroll in any other subject (history, psychology, humanities, speech,

etc.)

Concurrently enrolled students will receive 1 Carnegie unit for each 3 semester hour college course passed.

Sophomore Concurrent Enrollment Program

(A Partnership with Cameron University)

This contract outlines the requirements and responsibilities for students seeking to participate in the Concurrent Enrollment Program at Cameron University. By signing this contract, the student and their parent/guardian agree to adhere to the following criteria and conditions:

Eligibility Criteria

1. ___Application and Admission: Students must apply and be admitted to Cameron University.

2. ___Academic Performance: Students must have taken the Pre-ACT and achieved a GPA of 3.8 or higher.

3. ___Teacher Recommendations: Students must provide three teacher recommendations, with at least one recommendation coming from an English teacher.

4. ___Attendance Requirements: Students must meet school attendance requirements for eligibility during their freshman year or the previous semester.

5. ___Time Commitment: Students must be able to afford a two-hour block of time in their schedule.

6. ___Orientation Attendance: Students and a parent must attend the Cameron orientation night.

Corridor and Hall Passes

Corridor passes are issued by the office when a pupil leaves the room for any reason. The pass must be signed by the office staff issuing it with the time of departure and destination. A pass is to be used for one destination only.

Other teachers' classes are not to be interrupted. If a student wishes to see a teacher during his/her conference period, arrangements for this must be made in advance.

Digital hall passes will be used through Minga. A student MUST have a digital hall pass issued via Minga if they are in the hallway during class time. Failure to have a pass will result in the student being counted truant.

Counseling and Guidance

The chief responsibility of counselors is to assist individuals with personal, educational and vocational

counseling. Everyone needs a person with whom he or she can discuss, frankly and confidentially, the things which may be bothering him or her. Counselors are the people at Duncan High School who can help students. Counselors will ensure that students are scheduled into proper classes, help students think through plans for the future, and tell students about the various occupational fields. Students may contact a counselor by obtaining a pass from a classroom teacher, during the lunch period, or before/after school

DHS Counselors:

Cherity Carter- 9th Grade

Rachel Terry- 12th Grade and 10th Grade A-K

Delaney O'Dell- 11th Grade and 10th Grade L-Z

Melanie Smith

Students will be divided equally between the counselors. Counselors will have a roster of their students and will make personal contact within the first two weeks of school.

Credits Accepted for Graduation

Duncan High School will recognize and accept credits toward graduation from any state-accredited high school. DHS will also accept any credit approved by the Oklahoma State Department of Education including career-tech courses taken for Math or Technology credit.

Detention

Detention period is a time when the student is assigned to stay before/after school, or during lunch, for any infraction of acceptable student behavior. **Students should fully understand that any teacher or staff member in the building has the authority to correct student misconduct at any time.** The detention period will be set by the teacher or by administration. Each student placed in the detention period will report to the place designated by the teacher or administration. The student is required to bring school work or reading materials to detention.

Discipline and Control of Students - Board of Education Policy

Duncan High School shall adhere to the Discipline Policies established by the Duncan Public Schools' Board of Education and set forth in the Duncan Board of Education Policies and Procedures Manual.

Dress and Appearance Regulations

Duncan Public Schools respect the students' rights to express themselves appropriately in the way they dress. All students who attend Duncan Public Schools are also expected to respect the school community by dressing appropriately for a PreK-12 educational environment. Student attire should facilitate participation in learning as well as the health and safety of students and personnel. This policy is intended to provide guidance for students, staff, and parents.

Clothing

- Clothing must cover areas from one armpit across to the other armpit (in front and in back), extending down to cover the students buttocks when standing or bending.
- Tops must have shoulder straps.
- Clothing that is transparent, made of mesh, or has holes must cover skin and undergarments while meeting the expectations of #1.

- Midriff should not be exposed.
- Specialized courses may require specific attire, such as sports, uniforms, and/or safety gear.

Accessories

- Headgear including hats and hoodies are allowed as long as eyes and ears are not obstructed by the headgear. DHS staff reserves the right to ask students to remove the headgear if it is a distraction from learning.
- Sunglasses may not be worn to cover the student's eyes while inside the school.
- Clothing and accessories that endanger student or staff safety may not be worn.
- Clothing that is considered pajamas or bedtime wear is prohibited.
- Face paint is prohibited.

Shoes

- All students are required to wear shoes.
- Cleats, shoes with wheels, house shoes, or any shoe that limits physical activity or safety are not permitted.

Gang Related

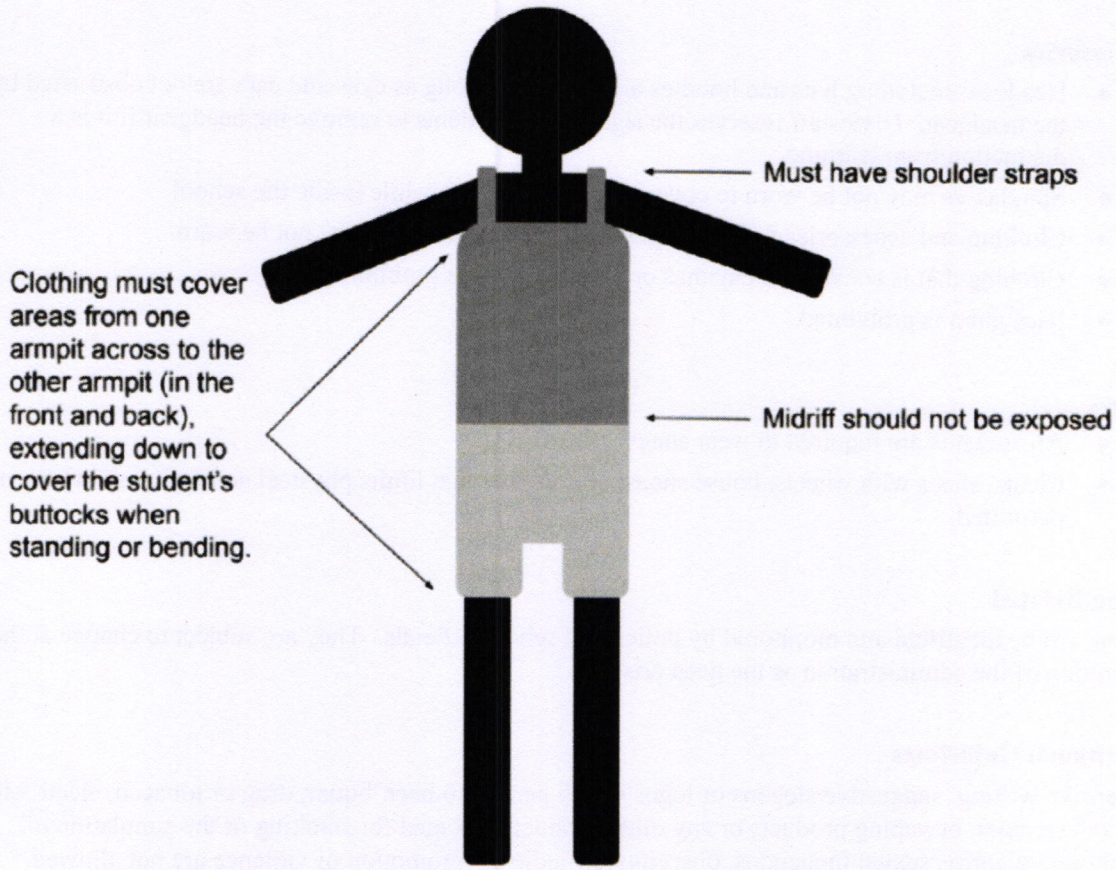
Items will be identified and monitored by police and school officials. They are subject to change at the discretion of the administration as the need arises.

Additional Guidelines

Offensive writing, suggestive slogans or logos which pertain to beer, liquor, drug or tobacco, electronic cigarettes/vapes, or vaping products or any other product packaged for smoking or the simulation of smoking; vulgarity, sexual innuendos, obscenity or nudity or promotion of violence are not allowed. Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, or religious affiliation.

School administration reserves the right to determine what constitutes appropriate dress. Clothing or accessories that create a disruption to the learning environment may not be allowed. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refused dress code appropriate clothing.

Dress Code Example



Students found in violation of DHS dress code will move through the following steps accordingly:

- An office referral will be completed by the reporting staff member, and the student will be called to the office by administration.
- If a dress code violation has been identified, the student will be removed from the general student population and placed in ISI due to the fact their clothing is not school-appropriate for the general classroom.
- Parent/guardian/legal custodian will be contacted and requested to bring alternate clothing to the school.
- Students will be called from ISI to change into appropriate clothing and be released back to class. The inappropriate clothing must go home with the parent/guardian/legal custodian.
- If the parent/guardian/legal custodian is unable to be reached or unable to bring clothing to the school, the student will remain in ISI for the remainder of the school day. The student **will not** be allowed to leave school, drive home, change clothing, and then return to school.
- Repetitive violations of this offense will result in increasing levels of discipline and

possible suspension from school.

Backpacks

Clear backpacks are required for all PK-12 students. The safety of our students is our top priority, and the District has taken several steps to ensure schools are a safe learning environment. Students can carry the following in their backpacks: A lunchbox and a pouch (pouches can be no larger than 5.5 x 8.5 inches) to hold personal items such as cell phones, money, and personal hygiene products.

Backpack Requirements:

- Backpacks must have clear, see-through front, sides, back and bottom.
- Mesh backpacks are not permitted
- Colored transparent backpacks are not allowed
- Backpacks may have colored straps
- District-issued Chromebook cases are permitted

Organizer Requirements:

- Mesh organizers are permitted in the backpack as long as staff are able to clearly see through the bag
- Front pocket mesh organizers are allowed
- Small clutch bags inside the clear backpack that must be 5.5 inches x 8.5 inches or smaller are allowed

Lunch Boxes:

- Non-clear lunch boxes are permitted
- Must be carried inside the clear backpack
- Drawstring bags and sling bags are not permitted for lunches

Bags and Instruments:

- Athletic/gym bags and instrument cases are not clear but must be stored as soon as the student arrives at school
- Must be placed in lockers or secured in classrooms or athletic locker rooms as designated by school staff

Drills

Practice drills will be held according to State Law throughout the school year. Complete instructions will be given to each teacher concerning the procedure to be followed by each student. (See Duncan Public Schools' Policy and Procedure Manual for drill information.)

Drug Testing Program – Board of Education Policy (Student)

Duncan High School shall adhere to the Student Drug Testing Program policy 6012-2 established by the Duncan Public Schools' Board of Education and set forth in the Duncan Board of Education Policies and Procedures Manual.

Education Plan During Out-of-School Suspension

Pursuant to 70 O.S. 24-202.3 (D), Duncan Public Schools provides the following out-of-school education plan for students suspended for six (6) days or longer. The education plan is designed for the eventual reintegration of the student. The education plan provides only for the core units* in which the students are enrolled. A copy of the education plan is provided to the student and the student's parent or guardian. It is the responsibility of the parent or guardian to provide the following until the student is readmitted to school:

1. A supervised, structured educational environment during the out-of-school suspension in which the student can meet the requirements of the education plan.

2. Monitor the student's educational progress while the student is on the education plan during the out-of school suspension.

*Core units in which the student is enrolled in include: English, mathematics, science, social studies and fine arts. Academic credit for work satisfactorily completed:

The student will receive 100% credit for work satisfactorily completed during the education plan. "Satisfactorily completed" means academic work completed and turned in to the school district on the required date and time.

All academic work completed as part of the education plan, but not turned in to the school district on the required date will receive an academic score of zero (0).

Procedure for receiving and turning in student assignments pertaining to the education plan during the out-of school suspension:

- A parent or guardian (or person other than the suspended student, mutually agreed upon by the parent or guardian and the administration) may pick up the student's assignment from 7:05 a.m. to 3:25 p.m. on Tuesday and Thursday. All assignments must be turned in to the school office no later than 8:00 a.m. on the day the student returns to campus from suspension.

Personal Electronic Devices

It is the policy of the Board of Education that a student may possess a personal electronic device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school upon consent of both the student's parent or guardian, and the superintendent or the superintendent's designee. Students may be issued a device by the school district such as a laptop, tablet or other electronic device. School-issued devices or school-approved devices are exempt from the requirements of this policy and shall be utilized only for educational purposes by students.

Students are prohibited from utilizing cell phones and personal electronic devices while on the campus of a public school district from bell to bell. Exceptions may be made as follows:

1. Emergency use of cell phones or personal electronic devices by students during the school day. Emergency use includes situations where immediate communication is needed for safety or urgent personal matters. This includes, but is not limited to:
    a. Medical Emergencies – Calling 911 or a parent if a student or someone nearby is having a severe health crisis (e.g., asthma attack, allergic reaction, seizure).; or
    b. Natural Disasters or Lockdowns – Communicating with law enforcement or family during events like tornados, fires, lockdowns, or other emergencies affecting the school; or
2. Use of cell phones or personal electronic devices by students who use them to monitor health issues. This includes, but is not limited to, glucose monitoring which may occur multiple times during the school day; or
3. Students with special needs may use cell phones or personal electronic devices during class time or during the school day if their IEP, Medical Plan, or 504 Plan explicitly requires it as assistive technology for medically or educationally necessary purposes. To qualify for this exception, the use must be listed as a documented accommodation necessary for instruction or communication within the student's IEP, Medical Plan, or 504 Plan.

"Bell to bell" means the time between the first bell ringing at the start of the school day to begin instructional time until the dismissal bell at the end of the school day to end instructional time. Middle School and Elementary can not have a phone out when they arrive at school until they leave.

"Personal electronic device" means a personal device capable of connecting to a smart phone, the Internet, or a cellular or Wi-Fi network, or directly connecting to another similar device. Personal electronic devices include, but are not limited to, smart watches, smart headphones, laptops, tablets, and smart glasses. Personal electronic devices shall not include school-issued or school approved devices that are specifically limited for use in classroom instruction.

Students found to be using any personal electronic device for any illegal purpose, violation of privacy, or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device may be confiscated by the administration of the school district. Any personal wireless communication device that is confiscated will be returned to the student or parent. Students violating this rule may be disallowed from carrying any wireless telecommunication device following the incident unless the device is utilized to monitor a health condition

Students found to be in possession of or using a personal electronic device in violation of the rules shall be subject to disciplinary action under the student discipline policy. Punishment for violation will be determined by the administration on a case-by-case basis.

REFERENCE: 70 O.S. §1-126
70 O.S. §24-101.1, et seq.
70 O.S. §24-102

Upon entering each classroom, all students will be expected to place their phones in the pocket chart,

where they will remain until the end of class. The only exceptions will be for those with situations listed in the above policy.

Eligibility During a Semester

- Scholastic eligibility for students will be checked after three weeks (during the fourth week) of a semester 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 on Monday, the day eligibility is checked.
- A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in on the day of the grade check, he/she will be placed on probation for the next one-week period. If a student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility periods will begin on Monday and end on Sunday.

If a student misses more than the maximum number of 8 days in any single class during the semester, the student shall be ineligible for the remainder of the semester regardless of their grades. School activity absences will not count towards the 8 day limit. This applies to ALL dances, prom, and other events that grade eligibility applies to.

Documentation for absences may be turned into the attendance clerk, as a reference, should the student need to meet with the attendance appeals committee at the end of each semester. Documentation will be reviewed by the attendance committee and a determination will be made as to whether or not the absence will be excused. The decision of the committee shall be final.

- A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one week period (Monday through Sunday).
- "Passing grade" means work of such character that credit would be entered on the records were the semester to close at that time.

Enrollment Guidelines

All students who enroll in courses at Duncan High School must adhere to the following guidelines:

1. The Office Procedures class is limited to juniors and seniors. All students must enroll in seven (7) units. Students who are enrolled in concurrent classes must be enrolled in the equivalent of seven (7) units, combining their high school classes and concurrent classes.
2. Students who are in their first year of high school will be classified as freshmen. Second-year high school students will be classified as sophomores. Third-year high school students will be classified as juniors. Fourth-year high school students will be classified as seniors. Seniors will not receive a diploma from Duncan High School unless all graduation requirements have been met.

Extra-curricular Activities

Every student is encouraged to attend and/or participate in all extra-curricular contests and activities.

Grade Point Average

A student's cumulative Grade Point Average is determined by dividing the total number of quality points earned by the total number of courses taken. A student's current Grade Point Average is determined by dividing the number of quality points earned during the current grading period by the number of courses taken during the same grading period. Duncan High School's grading system is based on a 4.0 grading scale as follows:

A = 4 quality points
B = 3 quality points
C = 2 quality points
D = 1 quality point
F = 0 quality points

Students who take an accelerated class and earn a grade of "C" or higher shall receive an adjustment in their weighted grade point average. Duncan High School's weighted grading system will be based on a 5.0 grading scale as follows:

A = 5 quality points
B = 4 quality points
C = 3 quality points
The weighted formula above will be used for weighted class ranking. The weighted quality points will be earned by taking courses weighted by Duncan High School.

Grading System

Duncan High School
Course Grading Policy
Academic Year: 2026–2027

Philosophy and Purpose

The grading policy at Duncan High School is designed to measure student academic progress, mastery of the Oklahoma Academic Standards (OAS), and consistent engagement with course material. Our goal is to provide a balanced evaluation that rewards daily consistency, regular formative assessment, and cumulative comprehension.

Grading Structure

In alignment with district guidelines, final semester grades are calculated using a weighted system divided into two primary categories: **Semester Coursework** and the **Semester Cumulative Examination**.

Category	Weight	Description

Semester Coursework	**80%**	Includes all daily work, homework, in-class assignments, laboratory exercises, projects, and unit quizzes/tests administered throughout the semester.
Semester Exam	**20%**	A comprehensive, cumulative examination administered at the conclusion of the semester to assess overall retention and mastery of the Oklahoma Academic Standards.

Grade Scale

Semester percentages are converted to a standard letter grade based on the Oklahoma state grading scale:

- **A:** 90% – 100% (Excellent Mastery)
- **B:** 80% – 89% (Above Average Mastery)
- **C:** 70% – 79% (Average Mastery)
- **D:** 60% – 69% (Below Average/Passing)
- **F:** Below 60% (Failing / No Credit)

Policy Details & Expectations

1. Semester Coursework (80% of Final Grade)

Because this category comprises the vast majority of a student's grade, daily participation and timely completion of tasks are critical to academic success.

- **Daily Work & Homework:** Designed to provide practice and formative feedback.
- **Quizzes & Tests:** Administered regularly to assess progress before the final exam.

2. Semester Exam (20% of Final Grade)

The semester exam is a mandatory component of the course. It serves as a benchmark for student readiness for subsequent coursework and state-mandated testing (such as Oklahoma College and Career Readiness Assessments).

- **Absences:** Students with an excused absence on the day of the semester exam must schedule a makeup exam with the instructor or attendance office within the designated finals week window. Unexcused absences will result in a zero for the exam.

Progress Tracking

Parents and students are strongly encouraged to monitor academic standing weekly via the online grading portal *in Infinite Campus.*

A Note on Academic Integrity: Cheating, plagiarism, or the unauthorized use of artificial intelligence tools on any assignment, quiz, or exam will result in a grade of zero for that task and a referral to administration in accordance with the Student Handbook.

Class rank and GPA will be based on a 4.0 Grading Scale. Weighted rank and GPA will be provided upon request.

Multi-year State Graduation Requirements

GRADUATION OVERVIEW	COLLEGE PREPARATORY/WORK READY CURRICULUM	CORE CURRICULUM	STANDARD CURRICULUM REQUIREMENTS FOR ALL
GRAD YEAR CURRICULUM REQUIREMENTS	CLASS OF 2025-2029*	CLASS OF 2025-2029*	CLASS OF 2030*
Language Arts	4	4	4
Mathematics	3	3	4**
Laboratory Science	3	3	3
History & Citizenship Skills	3	3	3
World Languages	2 of the same	1 WL **OR** CT	Potential pathway units
Computer Technology	2 or 2 of same WL	1 WL **OR** CT	Potential pathway units
Additional Unit	1	n/a	n/a
Fine Arts/Speech	1	1	Potential pathway units
Pathway Units	n/a	n/a	6
Electives	6	8	3
Total Number of Units Required	23	23	23

*Schools can opt into the Class of 2030 requirements as per HB 2672.

**Math consists of Algebra 1, Geometry or Algebra 2 and 2 additional math determined at local level

Additional Requirements:	ICAP
	FAFSA
	PFL
	CPR
	CCR Assessments (ACT/SAT, Science, US History)
	US Naturalization Test

Last Modified on Mar 19, 2025

****Duncan High School Requires 25 credits to graduate.**

*Beginning with the Class of 2023, students will be required to complete an ICAP (Individualized

Career Academic Plan) and a Capstone experience (determined by each student's ICAP) to meet graduation requirements. ICAPs will be completed during advisory or with the student's counselor.

Students who are only one credit short of meeting graduation requirements by the end of their senior year may be allowed to participate in commencement exercises with approval. No student will receive a diploma or be considered a graduate of Duncan High School until all the requirements for graduation have been met.

At the discretion of the superintendent or the superintendent's designee, up to two (2.0) non-statutory elective credits may be waived for students who have experienced special or unusual circumstances as a high school student. The determination to waive credits will be made on a case-by-case basis. Factors that must be considered include, but are not limited to, whether the student's circumstances are atypical for a high school student or whether the circumstances are beyond the student's control. A student, or a parent/guardian or counselor on behalf of a student, may submit a written request using the district's form for Elective Credit Waiver to the superintendent or superintendent's designee, who may waive up to two (2.0) non-statutory elective credit requirements when it is in the best interest of the student.

Under no circumstances can a student have fewer than 23 credits, the State of Oklahoma's minimum requirement for graduation.

Duncan High School Early Graduation Board Policy #5023

Any Duncan High School student who wishes to complete graduation requirements in the first semester of his/her senior year must meet the following criteria:

Application Process - The following elements are required as part of the application for early graduation.

1. Applicants for early graduation must submit an application through their counselor no later than the first day of school of their senior year.
2. Applicants must have completed a minimum of 20 credits before the start of their senior year and must be on track to attain the 25 required credits for graduation before the end of the first semester.
3. In addition to credits, graduation requirements include:
    a. All required assessments (ACT, US History, Science, and Naturalization)
    b. Personal Financial Literacy
    c. ICAP requirements (Beginning with the 2020-2021 school year)
    d. Required OKSDE CPR training
    e. Completion of FAFSA or a signed waiver
4. Students must have been present at school for a minimum of 90% of class time during the first semester to graduate early.
5. Students must provide the following in their application:
    a. Reason for Early Graduation
    b. Post-Secondary Career Plans and Goals

Graduation Committee Review

Once the student has submitted the completed application the Graduation Committee consisting of DHS principal staff, counseling staff, and at least one teacher will review the request. The board will take into consideration all information in the application as well as the following:

1. Student Attendance over the course of the high school career
2. Student behavior both in class and in their extracurricular activities
3. Student discipline records
4. Any special circumstances requiring early graduation that the student makes the committee aware of that was not part of the original application due to unforeseen circumstances

The committee will make a recommendation to either allow or not allow early graduation based on the information presented. Appeals to the committee decision must be directed to the office of the Superintendent.

Graduation

Students graduating early will have the option to participate in the May graduation ceremony.

Early graduation is considered a privilege. Students requesting this privilege must be moving forward with their post-high school lives. Therefore students who graduate early will not be permitted to participate in any school based extracurricular activities. Students also forfeit the privilege of attending the Junior/Senior prom and may not be a candidate for the Crossman Award. Students are advised to carefully consider this in determining the decision to graduate early.

It is the responsibility of the student to remain in contact with their counselor for information concerning graduation activities and the May ceremony.

Highly Qualified Teachers - No Child Left Behind Act of 2001 - Parents Right to Know

According to Section 1111 (6) (A) – Qualifications, the parents of any student attending Duncan Public Schools may request, and the district will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

According to the Act the information listed above must only be provided to parents who request the information.

Honor Roll

In order to qualify for the Honor Roll, a student must have a grade point average of 3.25 for the Semester, and at the close of each Semester, names of students making the honor roll will be submitted to The Duncan Banner for publication.

Honor Societies

Duncan High School participates in the National Honor Society and the Oklahoma Honor Society.

In-School Intervention (ISI)

The In-School-Intervention shall be an alternative to the regular school environment during the regular school day and shall be used as disciplinary action for those students in grades nine (9) through twelve (12) who have demonstrated that they cannot, or will not, abide by the rules of the district. The In-School Intervention shall be separate and apart from the regular classroom program of the school. The Principal (Assistant Principal) shall have the authority to assign a student to In-School Intervention. The length of the assignment shall be determined by the DHS Discipline Matrix and the Principal (Assistant Principal). In the event of misbehavior while serving ISI, additional days may be assigned by the In-School Intervention teacher with the consent of the Principal (Assistant Principal) who assigned the student. The Principal (Assistant Principal) shall notify the parent(s) or guardian of a student assigned to the In-School Intervention program prior to the actual assignment. During such notification, the parent(s) or guardian shall be notified of the reason for the assignment and the number of days assigned. The decision of the Principal (Assistant Principal) to make an assignment to In-School Intervention shall be final.

Study and work assignments shall be made by the student's regular teacher(s), and the student shall work on the assignments daily and full credit shall be granted for all acceptable work completed. Counselors from the school and other appropriate sources such as police officers and judges may come in periodically to counsel with students.

The student shall report promptly at 7:45 a.m. daily, and surrender any electronic devices (including cell phones) for secure storage during the day. The student will remain in the In-School Intervention classroom until the end of school at 3:11 p.m. daily each day that he/she is assigned to In-School Intervention. The student will not be permitted to leave the In-School Intervention classroom during the regular day except for bathroom use or under some type of authentic emergency. The student may either bring his/her own lunch from home or purchase a lunch from the school cafeteria. Lunch will be eaten in the ISI classroom. If an ISI student is picked up from school by his/her parent/legal guardian before the completion of the student's assigned ISI time, the remaining ISI time will be noted and must be served by the student upon his/her return to school before the student is re-admitted to the general classroom.

Any student serving In-School Intervention cannot participate in any school sponsored activity during the date(s) of the ISI. (Board Policy # 6027)

Internet Usage

All students will be required to read and sign an Internet Usage Agreement prior to accessing the Internet while on campus. Once students have returned their signed agreement, they will be allowed to access internet services while using campus electronics, such as computers. DHS internet services are not available for use on personal student devices. A violation of the Internet Usage Agreement will be disciplined according to the DHS Discipline Matrix and will result in the student banned from internet and electronic device/computer use for a specified length of time. All class work, tests, and projects will be submitted by the student through hand-written and hand-designed modes.

Junior-Senior Prom

1. Prom will be open to all Duncan High School juniors and seniors (including Virtual students and those attending the. Alternative Education Academy) who are currently attending classes and are

not under administrative suspension or currently assigned to ISI.

2. Students ineligible due to grades and/or attendance will not be allowed to attend the Junior-Senior Prom. Grades will be checked five (5) days prior to Prom. To be eligible to attend prom, a student must be passing all classes on that day and meet attendance requirements.
3. Students who are eligible to attend Prom may invite a guest according to the following guidelines:
    a. A Prom Guest Application must be completed and turned in to the Principal by the deadline set by the administration.
    b. The guest must provide references that can and will be checked prior to Prom.
    c. The guest must be approved by Duncan High School administration.
    d. The guest must have purchased a Guest Ticket.
    e. A prom guest must be at least a junior in high school and/or only one year out of high school.
    f. A DHS student who brings a guest will be responsible for the guest's behavior. If a guest is removed from Prom, the DHS student who brought the guest will also be removed from Prom. No refunds will be given.
4. All eligible students and guests will be required to show photo identification upon arrival at Prom.
5. Students and guests may be required to submit to a breathalyzer test before entering Prom. Students and guests found to be under the influence of drugs or alcohol will be denied entry to Prom. Students and guests denied entry will be held by school administration and/or a resource officer until they can be retrieved by a parent or guardian.
6. Students and guests will not be allowed to re-enter Prom after leaving unless permission has been granted in writing by a principal and they are escorted by a proper Prom sponsor (teacher, administrator, or security guard) to and from their destination.
7. Students' and guests' conduct will be regulated in accordance with the Duncan Public School's Policies and Procedures Handbook.
8. Students and guests may not remove decorations from Prom. Souvenirs and Invitations will be distributed by the Junior Class Sponsor following Prom. Photo I.D. must be presented to receive these items.
9. Students and guests must abide by the rules and regulations of the facility rented.

Students will be held responsible for their actions and the actions of their guests. Unacceptable behavior at Prom will be handled according to the Duncan High School Discipline Matrix.

Leaving School During the Day

Only in the case of an emergency shall students leave the campus during school hours (with the exception of lunch) and then only through clearance with the office which will require the permission of a parent / guardian. A student who goes home ill at noon without clearance from the office must have clearance from his/her parent before he/she can be readmitted to school. **No teacher has the authority to excuse a student to leave the campus. Leaving school without receiving the "permit to leave building" pass from the office is truancy.**

Library Regulations

The library is open from 7:30 a.m. to 3:15 p.m. It is maintained as a place to find information to supplement courses taught at school and leisure reading. Students must obey all library rules in order to maintain their library privileges.

Checking out materials

1. Most books are checked out for two weeks and may be renewed once for two additional weeks. Students may check out a maximum of two books at a time. Permission may be obtained from the librarian to borrow additional books if needed for reference or a special project. Students with overdue books will not be allowed to check out additional materials. Notice of overdue books shall be posted and passed to classroom teachers.
2. Overnight materials shall be returned before first period on the following day. Reserve books, reference books, magazines and pamphlets are loaned for overnight use.
3. Lost and badly damaged books are the financial responsibility of the person who borrowed them.
4. A fine of five cents per school day is charged on overdue books. A fine of five cents per school hour is charged on overnight materials not returned before first period on the date due.
5. The library staff and administration have the right to suspend library privileges of those who do not comply with the library rules regarding loans and conduct.

Students and their parents/guardians are hereby informed that it is a misdemeanor under Oklahoma law to remove or attempt to remove any library media center material from the premises of a library media center facility without authority; or to mutilate, destroy, alter or otherwise damage, in whole or in part, any library media center materials, or to fail to return any library media center materials which have been lent to said person by the library media center facility. Said person will have seven days after demand has been made to return the library media center materials or disciplinary/legal actions will proceed.

Lost and Found

A lost and found department is maintained in the main office. Students who find articles or who have lost articles should report this to the office.

Medication

No medicine shall be administered unless the parent or guardian of the student requiring the medication has given the school prior written authorization to administer the medication. The parent or guardian of any student requiring medication during school shall bring the medication to the school the student attends and complete and sign the "Medication Authorization Form." All medicine brought to school must be accompanied by a "Physician's Order Form" before school personnel will administer the medication. Each school shall keep on file the written authorization(s) of the parent or guardian of the student to administer medicine to the student. Parents must go to the school their child attends and sign the necessary forms. Each student participating in athletics and each student participating in any other activity that requires travel outside the school district must have a "Medical Release Form" on file before he or she will be allowed to participate.

Oklahoma's Promise

- An Oklahoma resident;
- Enrolled in the eighth, ninth, 10th or 11th grade in an Oklahoma high school (homeschool students must be age 13, 14, 15 or 16); and
- A student whose parents' federal adjusted gross income does not exceed:
    - $60,000 with 1 or 2 dependent children OR
    - $70,000 with 3 or 4 dependent children OR

- $80,000 with 5 or more dependent children.

Special income provisions may apply to:

- Children adopted from certain court-ordered custody and children in the custody of court-appointed legal guardians.
- Social Security benefits based on the disability or death of the student's parent(s).

Additional documentation may be required. Contact the Oklahoma's Promise office for more information.

Applications must be:

- Completed during the school year in the student's eighth-, ninth-, 10th- or 11th-grade year (for homeschool students, the application must be completed while the student is age 13, 14, 15 or 16) and
- Witnessed by the student's parent(s), custodial parent(s) or legal guardian(s) who also agree to help the student comply with Oklahoma's Promise requirements.

**In addition, the federal adjusted gross income (AGI) of the student's parents (or the income of the student if the student is officially determined to be financially independent of their parents) may not exceed $100,000 at the time the student begins college and prior to receiving the scholarship. This income limit will be applied each year the student is enrolled in postsecondary education.*

Required Courses for Oklahoma's Promise

Units	Courses
4	English (grammar, composition, literature; courses should include an integrated writing component)
3	Lab science (biology, chemistry, physics or any lab science certified by the school district; general science with or without a lab may not be used to meet this requirement)
3	Mathematics (Algebra I, Algebra II, geometry, trigonometry, math analysis, pre-calculus, statistics and probability [must have completed geometry and Algebra II], calculus, Advanced Placement [AP] statistics)
3	History and citizenship skills (including one unit of American history and two additional units from the subjects of history, economics, geography, government, non-Western culture)
2	Additional units of subjects previously listed or selected from: computer science, foreign language, any Advanced Placement course, psychology, sociology, or any concurrent liberal arts and science course at a State System institution
15	**Total Required Units**

Parking

This policy outlines the parking guidelines for students and staff at Duncan High School. It aims to ensure an organized and safe parking environment for everyone on campus. Please review and adhere to the following rules:

Student Parking

Eligible Parking Lots:

1. Students are permitted to park in the following areas:\
    a. Gym Parking Lot
    b. Tennis Parking Lot
    c. Front Main Parking Lot
2. Parking Permits
    a. All students must purchase a parking permit from the school office for $8.00. The permit must be displayed prominently on the vehicle at all times while on school property.

3. Parking Lot Conduct:
    a. Students are expected to drive safely and adhere to a speed limit of 10 mph within parking areas.
    b. Loud music, reckless driving, and loitering in parking lots are prohibited.

4. Violations and Consequences:
    a. Students who park in unauthorized areas or violate parking rules may face disciplinary actions, including fines, loss of parking privileges, or other consequences as deemed appropriate by school administration.

Faculty and Staff Parking

1. Designated Parking Areas:
    a. Faculty and staff are required to park in the following designated areas:
        i. Back Parking Lot
        ii. Science Parking Lot
        iii. Gym Parking lot (this is also student parking)
        iv. Front Main Parking Lot by the Rail

2. Parking Identification:
    a. Faculty and staff must display a valid parking identification provided by the school.

General Parking Rules

1. Unauthorized Vehicles:
    a. Unauthorized vehicles parked on school property will be subject to towing at the owner's expense
2. Safety and Security:
    a. The school is not responsible for any damage or theft that occurs in parking areas. It is advised that all vehicles be locked and valuables not be left in plain sight.

3. Handicap Parking:
    a. Handicap parking spaces are reserved for vehicles with valid handicap permits. Unauthorized use of these spaces is prohibited and may result in fines and towing.

By following these guidelines, we can maintain a safe and efficient parking environment for all students and staff. Thank you for your cooperation.

Perfect Attendance

Perfect Attendance is awarded at the end of the school year at the annual Awards Assembly. Students may only miss two (2) hours of school during a school year to qualify for this award. **Certificates will be awarded at the Awards Assembly to students with two or more years of perfect attendance.**

Pom and Cheerleading

Pom tryouts date/time will be determined by the coach and athletic director. The number of pom squad members will be decided by the natural break in scores and may fluctuate from year to year. Cheerleading tryouts date/time will be determined by the coach and athletic director. The number of cheerleaders will be decided by the natural break in scores and may fluctuate from year to year.

Proficiency Based Promotion Policy & Testing Schedule

As a result of HB 1017, students shall have the opportunity to demonstrate proficiency in the core areas as identified in 70 O.S. 11-103.6:1

A. Social Studies
B.. Languages
C. Language Arts
D. Mathematics
E. The Arts
F. Science

Proficiency for advancing to the next level of study will be demonstrated by a score of 90% or comparable performance on an assessment or demonstration. Students entering Duncan High School from a non-accredited high school or homeschool shall, upon providing written evidence of study in a particular core subject, have the opportunity to demonstrate proficiency in that specific subject. Proficiency will be demonstrated by a score of 60% or better on an assessment or demonstration. Students demonstrating proficiency in a core curriculum area will be given credit and a letter grade based on the percentile score earned on the assessment or demonstration. These students will be given the opportunity to advance to the next level of study in the appropriate curriculum area. Proficiency assessment will measure mastery of Oklahoma Academic Standards.

The opportunity for proficiency assessment will be offered during August and April. Students should register with their counselor at least two weeks in advance for the spring test. Summer testing requests will be received in the superintendent's office. A parent or guardian will need to sign the registration form.

Scheduling and Schedule Changes

Students complete Course Request Forms during the Pre-Enrollment period. Requests for courses must be approved by the school counselors. When final approval has been given, the students' requests are fed into a computer for scheduling and assignment. Students do not select their teachers.

Students who wish to change their schedule must fill out a Schedule Request Change Form and turn it in to the Counselor's Office prior to the 8th day of the semester. Beginning with the Class of 2023, schedule changes will be made ONLY if it satisfies the student's ICAP. Schedule changes will be completed in the following order of priority:

1. An incomplete schedule
2. Course already completed
3. Prerequisite not met
4. Missing a graduation requirement

Once these academic changes are made, elective changes will be considered on a space-available basis if they:

1. Meet college and career goals
2. Do not impact other class sizes
3. Do not compel teacher changes

Students will be called to the Counselor's Office when it is their turn to discuss their schedule change.

Schedule changes after the 8th day of the semester:

1. A formal request must be completed and submitted directly to the student's assigned guidance counselor. This request must be completed by the student (which includes an extensive written explanation of why the schedule change is desired). *Please note: schedule change requests made because of a desire to have the same class as friends, closer parking, personal dislike of a teacher, or so forth will not add to the effectiveness of a student's education, and therefore, will not be considered or approved by DHS Administration.
2. The counselor will review the request and determine if the reason(s) for the request are adequate to necessitate bringing the request before DHS administration.
3. If the request is determined to be necessary for the student's education or best for the operation of Duncan High School, the request will be approved and the change will be made by the counseling department.
4. If the request is not deemed as necessary for the student's education or would result in a negative effect on the education provided by Duncan High School to its students, the request will be denied and the decision will be final.

School Day

The school day is defined as any part of the day during which the students and/or faculty are expected to be at school, a school-sponsored practice or a school-sponsored activity. The day includes the lunch period if the student remains on the school campus.

School Records (FERPA)

School records will be made available to parents of students or eligible students according to the guidelines set forth in the Family Educational Rights & Privacy Act (FERPA). FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. FERPA guidelines are explained in detail in the Duncan Board of Education Policies and Procedures Manual and

are available online at: http://www.ed.gov/offices/OM/fpco/.

Secret Societies

No recognition will be given to any fraternity, sorority or secret society. No evidence of membership shall be exhibited on school grounds.

Student Behavior

Student behavior is addressed in the Duncan Public Schools' Board of Education Policies and Procedures Manual. Duncan High School will adhere to all policies established by the Duncan Public School's Board of Education.

All teachers have been requested to be on the alert for any student behavior which is in violation of school regulations. Students should behave in a manner that will be a credit to the school. Visitors judge a school by the neatness of the campus and parking lots. Please do your part in keeping the campus clean.

- Vending machine snacks or "grab & go" from the cafeteria will be allowed in the classrooms ONLY at teacher discretion. No outside fountain drinks allowed. Stanley cups and water bottles are allowed.
- No drinks, other than drinks purchased on campus out of vending machines, will be allowed in classrooms without a doctor's note.
- See DHS Discipline Matrix for other infractions.

During lunch time students are to mingle in front of the high school or in the courtyard area behind the main building. Students are expected to behave with dignity and treat others with respect. This includes the use of appropriate language and actions. **The possession and or use of any dangerous weapon or substance at school or at a school function will be grounds for immediate suspension from school.** Students found using drugs or alcohol or under the influence of drugs or alcohol at school will be disciplined according to the guidelines of the DHS Discipline Matrix.

Duncan High School is a "No Bullying Zone." Bullying, harassment, or hazing of any type will not be tolerated.

Student Council

Preamble to the Constitution

"Recognizing the need for an organization for representation of the student body, to work independently and in cooperation with representatives of the school administration concerning matters of school activities, and esteeming highly the value of training in civic responsibility and the development of leadership, we associate ourselves together and for our school ordain and enact the following constitution..."

Membership

1. Must apply to become members during the Spring of the current school year. A leadership committee composed of advisors and officers (and teacher/coach input) will meet and choose the members based on applications. (and potentially interviews). Members for the new school year will be announced by the beginning of the new school year.

2. Any current student may apply for Student Council.
3. Students must maintain a 2.5 GPA and not have any grades lower than a 70/C in any class.
4. The term of office for all representatives of the Student Council shall end with the school year.
5. All members must serve on at least 1 committee during the school year.

Student Identification Card Policy

Student ID Cards

Duncan High School promotes a safe environment for our educational community. Proper identification of all students and staff members is essential to ensure that all persons on campus are approved to be in the school. The student identification (ID) card is required for students to participate in many school sponsored activities. Students must comply with the following ID policy:

- Students will receive a new, free of charge, official school identification (ID) at the beginning of each school year.
- ALL students may wear their own lanyard but also must wear their valid ID cards at all times while on campus or when participating in any school sponsored activity.
- Students are required to have their own ID cards (sharing ID cards is not allowed).
- Students must report a lost or stolen ID and obtain a replacement immediately.
- Students may be charged for replacement ID cards/lanyards.
- Students MUST wear their school ID when attending events as a spectator (i.e. games, concerts, etc.)

Students who do not follow the ID policies will be subject to disciplinary action outlined in our discipline matrix.

Student Insurance

The high school maintains a group accident insurance policy. This insurance is available to all members of the student body at a normal cost and is sold soon after school begins in the fall. It is recommended that all students taking physical education, athletics and shop classes participate in the program.

Student Participation

No person shall, on the basis of race, creed, or sex, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any educational program or activity in the Duncan Public Schools.

Student Searches

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 pupil or property in the possession of the pupil when said pupil 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, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search 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. 70 O.S. Section 24-102 (First paragraph of statute)

The extent of any search conducted pursuant to this section shall be reasonably related to the objective of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. In no event shall a strip search of a student be allowed. No student's clothing, except cold weather outerwear, shall be removed prior to or during the conduct of any warrantless search.

The superintendent, principal, teacher, or security personnel searching or authorizing the search shall have authority to detain the pupil to be searched and to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property that might be in the pupil's possession including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Students found to be in possession of such an item shall be subject to the provisions of Section 24-101.3 of this title.

Pupils 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.

School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of pupils. 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 pupils in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.

Tardies

Tardies: A student is tardy if he/she is not in his/her classroom when the tardy bell rings. Tardies will be calculated weekly. Consequences for tardies will be administered as notated:

- 4-6 per week: 1 day ASD
- 7+ per week: 1 day ISI
- After 20 total tardies: ASD no longer given
- 4-6 per week: 1 day ISI
- 7+ per week: 2 days ISI
- 25 total tardies: ~~NO TEST EXEMPTION~~

Telephone Usage

A telephone for students' use is provided for students in the office. This telephone is not to be used for social calls. Students may use it before school, during the lunch period, and after school. Students will not be called out of classes to the telephone except for emergency calls only. Students who need to use the phone during class time may do so ONLY with a note from the teacher.

Textbooks

All students will be issued appropriate textbooks in the basic subjects. Students and their parents are

accountable for all issued textbooks and will be required to pay for lost or damaged books. Financial obligations: The principal may hold transcripts, withdrawal forms, or other records of the school relating to any student who fails to return a textbook, library book, or until all financial obligations are cleared.

Transcript Requests

All current and former students needing a transcript must create an account at parchment.edu. Once the account is created, a transcript can be requested. It will be sent directly to the email provided or to the university indicated in the request. This is free of charge for current students and there is a small fee for former students.

Vehicle Regulations

Students who drive automobiles onto school property subject the automobiles to a search upon "reasonable suspicion." An alert by a drug interdiction canine is an example of many circumstances that may substantiate reasonable suspicion.

All students who commute to school by car or motorcycle are required to park in the designated student parking lots, as mandated by the school board regulations. To ensure compliance, students must obtain a parking permit from the school office. This process involves completing an information card, paying a $8.00 annual parking fee, and displaying a parking decal.

1. Obtain an Information Card: Students must fill out the necessary details on the information card provided by the office.
2. Pay the Parking Fee: A fee of $8.00 is required for the annual parking permit.
3. Display the Parking Decal: Once obtained, the parking decal should be placed on the rearview mirror of the vehicle the student will drive to school.

Students are expected to leave their vehicles parked in the designated areas throughout the school day. Vehicles may only be used during lunch or after school hours. However, students may receive special permission from the office to use their vehicle during the school day for emergencies, internships, concurrent classes, or RRTC classes.

By adhering to these guidelines, students contribute to a safe and orderly environment on campus.

Visitors

We warmly welcome parents to visit Duncan High School at any time. If you wish to meet with a teacher, appointments can be scheduled before or after school hours. Teachers are also available during their planning periods by appointment. To arrange a meeting, please contact the school's office or reach out directly to the teacher.

Our school is open to accredited visitors throughout the day. To ensure the safety and security of our campus, visitors are required to present their driver's license for scanning at the front office. Once approved, a visitor badge will be issued, which must be worn at all times while on campus. For convenience and guidance, visitors may be accompanied by school representatives during their visit.

We appreciate your understanding and cooperation in maintaining a secure and conducive learning environment.

Weighted Courses

Duncan High School has designated the following courses as weighted:

1. All Concurrent Courses
2. All BioMed Courses
3. All Pre-Engineering Courses
4. All STEM Courses
5. Trigonometry/Pre-Calculus
6. Calculus
7. All Advanced Courses
8. All Pre-AP Courses
9. All AP Courses
10. Physics
11. Chemistry II
12. Anatomy & Physiology taken through the LPN & Long Term Care programs at Red River Technology Center

These courses represent the exclusive list of those that will be considered for weighted credit at Duncan High School. Students transferring from other schools will only have the opportunity to receive weighted credit for the courses listed above. This policy ensures a consistent and rigorous academic standard for all students.

Withdrawal from School

For students under the age of 18, it is necessary for a parent or legal guardian to provide their signature on a withdrawal form before the student can officially leave school. Mrs. Milburn, the registrar, is responsible for overseeing this process to ensure compliance with school policies and legal requirements.

Returning School Property

Students are expected to return any school-owned items such as textbooks, equipment, supplies, or library books to the teacher who originally issued them. This helps maintain the school's inventory and ensures that resources are available for other students.

Resolving Obligations

Before Duncan High School can send official student records to another institution, all outstanding obligations must be resolved. This includes returning any borrowed materials and settling any financial dues. Mrs. Milburn will ensure that once these responsibilities are fulfilled, the school will promptly forward the necessary documents to the requesting school.

Withdrawal from School to Homeschool

Duncan High School acknowledges and respects the rights of parents and guardians who choose to homeschool their children. Should a parent or guardian wish to withdraw a student for homeschooling purposes, they are required to complete a standard withdrawal form available at the high school. Please note that Duncan High School does not accept or recognize credits earned during a student's homeschooling period.

Discipline Matrix

DUNCAN PUBLIC SCHOOLS

SECONDARY SCHOOLS DISCIPLINE MATRIX

Note: The administration of Duncan Middle School And Duncan High School reserves the right to determine alternative discipline techniques when warranted and agreed upon by the administration and/or campus discipline committees.

BEHAVIOR	CONSEQUENCES				
Class I	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
1. Electronic Devices	Device stays in office for 5 days or until released to parent; 1 Det	Device stays in office for 5 days or until released to parent; 1 ISI	Device stays in office for 5 days or until released to parent; 2 ISI. Device not allowed to return to school.	Device confiscated until picked up by parent; See #9 *Defiance of Authority* 4th Offense	Device confiscated until picked up by parent; See #9 *Defiance of Authority* 5th Offense
2. Dress Code Violation *Student will conform to dress code. Refusal will cause student to be sent home or spend the day in ISI. After the 1st referral students will be assigned discipline for each infraction.*	Warning – Student will conform to dress code.	2 ISI	3 ISI	4 ISI	5 ISI
3. Excessive Tardies – *Calculated Weekly Repeat Offenses – See Truancy*	4-6 per week 1 Det	7+ per week 1 ISI	After 20 4-6 per week: 1 day ISI 7+ per week: 2 days ISI	After 20 4-6 per week: 1 day ISI 7+ per week: 2 days ISI	After 20 4-6 per week: 1 day ISI 7+ per week: 2 days ISI
4. Failure to Serve Detention	1 Chance for Make-Up	1 ISI	2 ISI	3 ISI	5 ISI
5. Public Display of Affection	Verbal Warning	2 Det	1 ISI	2 ISI	3 ISI
6. Failure to wear student ID	1 hour detention	2 Det	1 ISI	3 ISI	5 ISI
7. Parking Violation	Warning	1 Det	3 Det	1 ISI	3 ISI
Minor Offenses	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
8. Defacing Property	1 ISI	3 ISI	3 Days OSS	6 Days OSS	20 Days OSS
9. Defiance of Authority	1 Det	3 Days Det	3 Days ISI	6 Days ISI	3 Days OSS
10. Possession / Use Tobacco/Paraphernalia Including E-Vapes and/or electronic cigarettes	3 days OSS Seizure of Items Possible Ticket from DPD	6 days OSS Seizure of Items Possible Ticket from DPD	9 Days OSS Seizure of Items Possible Ticket from DPD	20 Days OSS Seizure of Items Possible Ticket from DPD	1 Semester OSS Seizure of Items Possible Ticket from DPD
11. Class Disruption / Disorderly Conduct	1 Det	2 to 3 Det	1 ISI	3 ISI	6 ISI/ 3 OSS
12. Physical Altercation / Non-injury (pushing/shoving, etc)	3 Det	3 ISI	6 Days ISI	3 Days OSS	6 Days OSS
13. Cheating/Plagiarism	Possible 0%, 1 Det	0%, 2 ISI	0%, 5 ISI	3 Days OSS	6 Days OSS
14. Throwing Objects	Verbal Warning	1 Det	2 Det	1 day ISI	3 days ISI

15. Truancy - *defined as any absence from school or school activities lasting one or more days or part or parts of any school day without a valid excuse and without the permission of a parent, guardian or school official.*	1 Class = 1 ISI	2 to 4 classes = 3 ISI	Over 4 classes = 5 ISI	Additional Offenses = 10 ISI, Possible Truancy Citation	20 ISI Possible Truancy Citation
16. Theft *Principals will have discretion to determine the severity of the theft. The consequences listed may be altered if harsher punishment is warranted by the type of theft committed.*	6 ISI Possible Arrest	3 OSS Possible Arrest	6 OSS Possible Arrest	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest
17. Lying/False Information, Withholding Information (Lying by omission)	3 ISI	6 ISI	3 OSS	6 OSS	10 OSS
18. Altering Records	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
19. Gang Related Behavior	6 Days OSS	9 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
20. Inciting Drama: *May include, but not limited to gossip, spreading rumors, encouraging fighting or spreading false information.*	3 Days ISI	6 Days ISI	3 Days OSS	Administrative Discretion Per Bullying / Harassment Policy	Administrative Discretion Per Bullying / Harassment Policy
21. Inappropriate Use of School Device	Principal Discretion	Principal Discretion	Principal Discretion	Principal Discretion	Principal Discretion
Major Category II	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
22. Physical Violence/Fighting	5 Days OSS Possible Ticket or Arrest	10 Days OSS Possible Ticket or Arrest	20 Days OSS Possible Ticket or Arrest	30 Days OSS Possible Ticket or Arrest	1 Semester OSS Possible Ticket or Arrest
23. Bullying/Harassment	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
24. Verbal Assault/Threats *Name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others.* **Verbal Assault/Threats-** *Excessive Anger in a person who insults or verbally abuses another.* *Principals will have discretion to determine the level of abuse, threat, or assault. The consequences listed may be altered if harsher punishment is warranted by the abuse/ assault/threat.*	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
25. Vandalism	5 Days OSS, Restitution, Possible Arrest	10 Days OSS, Restitution, Possible Arrest	20 Days OSS, Restitution, Possible Arrest	1 Semester OSS, Restitution, Possible Arrest	2 Semesters OSS, Restitution, Possible Arrest
26. Indecent Exposure	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
27. Gambling	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
28. Profanity/Gestures	3 Days ASD	3 Days ISI	6 Days ISI	3 Days OSS	6 Days OSS
29. Profanity/Gestures Directed at Staff	5 Days OSS	10 Days OSS	20 Days OSS	40 Days OSS	1 Semester OSS
30. Blackmail/Forced Action	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
31. Immoral Conduct	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS

32. Sexual Harassment	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
33. Possession/Distribution of Pornography	3 Days OSS	6 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
34. Nonconsensual Touching *Touching-any physical contact of a sexual nature that occurs without the explicit, voluntary, and informed consent of the person being touched.*	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
35. Prescribed Medicine Violation	5 Days OSS Possible Arrest	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	2 Semesters OSS Possible Arrest
36. Failure to Comply with Metal Detector Search	5 Days OSS	10 Days OSS	20 Days OSS	1 Semester OSS	2 Semesters OSS
37. Drug Paraphernalia	10 Days OSS, Possible Arrest	20 Days OSS, Possible Arrest	30 Days OSS, Possible Arrest	1 Semester OSS, Possible Arrest	2 Semesters OSS, Possible Arrest
38. Threatening with a Replica Weapon	10 Days OSS	20 Days OSS	40 Days OSS	1 Semester OSS	2 Semesters OSS
39. Conduct of Extreme Nature	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
Note on Category II Offenses:	*Repeated minor offenses may become a major offense at any time when less severe punishment has failed.*	*Repeated Major Category II may become a Major Category I offense at any time when less severe punishment has failed.*			

Major Category I

1. Possession/Use of Alcohol/Drugs, Intoxicants/Inhalants	20 Days OSS Possible Arrest	40 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	1 Calendar Year OSS Possible Arrest	1 Calendar Year OSS Possible Arrest
2. Distribution of Non-Controlled Substance (real or fake).	25 Days OSS Possible Arrest	45 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	1 Calendar Year OSS Possible Arrest	1 Calendar Year OSS, Possible Arrest
3. Assault and Battery with Injury	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	2 Semesters OSS Possible Arrest	1 Calendar Year OSS, Possible Arrest
4. Licentious Behavior, Sexual Misconduct, or Lewdness	10 Days OSS Possible Arrest	20 Days OSS Possible Arrest	1 Semester OSS Possible Arrest	2 Semesters OSS Possible Arrest	1 Calendar Year OSS, Possible Arrest
5. Violation of Criminal/Civil Law	10 Days OSS Possible Arrest	20 Days OSS Arrest by Law Enforcement	1 Semester OSS Arrest by Law Enforcement	2 Semesters OSS Arrest by Law Enforcement	1 Year OSS Arrest by Law Enforcement
6. Adjudication as a Delinquent (school property or functions)	30 Days OSS	60 Days OSS	1 Semester OSS	2 Semesters OSS	1 Year OSS
7. Repeated Category 2 Offenses	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
8. Threats Directed at Staff: *Threats can be verbal, in writing, through the use of electronics, or through social media. Threats do not have to be communicated directly to a staff member to be considered legitimate. The use of threatening language toward staff in conversation amongst students either verbally or electronically will be considered a threat toward staff. All students are directly responsible for material posted on their social media outlets.*	Level 1: low level, carrying a minimal risk to the victim. Up to 10 Days OSS Mandatory Counseling at the expense of the parent. Law Enforcement Contact	Level 2: threats that could possibly be effected but are not realistic. Up to 1 Full Semester OSS Mandatory Counseling at the expense of the parent. Law Enforcement Contact	Level 3: pose a serious and imminent danger to others. Up to 2 Full Semesters OSS Mandatory Counseling at the expense of the parent. Law Enforcement Contact		

Threats will be reviewed and categorized by the Threat Assessment Team.		Possible Arrest	Possible Arrest		
9. Assault on a Staff Member: Physical Violence	Suspension for the rest of the current semester and the next consecutive semester				
9. Conduct of Extreme Character	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
Weapon Free Schools	1st Offense	2nd Offense	3rd Offense		
1. **Possession of Weapon Other Than Firearm**	Up to 1 Semester OSS / Dependent upon weapon type and situation. Possible Arrest		Up to 1 Year OSS, Possible Arrest	Superintendent's Discretion, Possible Arrest	
2. **Possession of Firearm**	1 Year OSS Arrest by Law Enforcement		Superintendent's Discretion Arrest by Law Enforcement		

The Duncan Public Schools Discipline Matrix is aligned with local school board policy, Oklahoma State Department of Education mandates, and Oklahoma School Law. Law enforcement may be called in any situation in which site administrators believe that such a call is appropriate to ensure the safety of students, faculty, and staff. Revised June 2019.

Principals may at their own discretion reduce the prescribed punishment by up to half value if the student is cooperative during and provides credible information to the process of the investigation. This practice shall only be applied through the second offense. Class I behaviors are exempt from this practice.

Duncan High School is a bullying free zone. Students who are found to be guilty of bullying will be dealt with by the Principal in accordance to Duncan Public School Board policies 6049 – 6051.

Minor Offense Consequence Resolutions above 3 day suspensions are considered a repeat offense and are upgraded to Major Category II guidelines under the District discipline policy 6027. The consequences listed in the Minor Offense section reflect this policy.

Major Category II Consequence Resolutions above 9 day suspensions are considered a repeat offense and are upgraded to Major Category I guidelines under the District discipline policy 6027. The consequences listed in the Major Category II section reflect this policy.

Concurrent Enrollment Handbook and Contract

The concurrent enrollment program at DHS is designed to allow students to attain college credit while simultaneously earning high school credit through accredited Oklahoma universities and colleges.

Current Handbook Policy:

Duncan High School Juniors and Seniors who meet the requirements set forth by the Rules of the Oklahoma State Board of Education and Oklahoma State Regents for Higher Education are eligible for concurrent enrollment in a college or university in the Oklahoma State System of Higher Education. Tuition waivers are available for all seniors for up to 18 college credits and to Juniors for up to 9 college credits. Students are responsible for all other costs which may include fees, books, and any other associated costs. However, any student who chooses to take concurrent courses on the DHS campus, through Cameron University, all costs will be covered by Duncan Public Schools. Any student interested in Concurrent Enrollment should contact our concurrent coordinator, Mrs. Jennifer Kinnaird at 255-0700 or jennifer.kinnaird@duncanps.org. In order to enroll concurrently in college coursework, students must meet the following requirements:

ACT composite score of 19 or higher (S.A.T. 1020/940) **OR** 3.0 GPA AND rank in the top 50% of their

graduating class.

High school students may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester-credit-hours. According to the Oklahoma State Regents for Higher Education, **for the purposes of calculating workload**, one-half high school credit shall be equivalent to three semester-credit-hours of college work. Students wishing to exceed the allowed number of hours must receive permission from the principal at Duncan High School and from the university in which the student plans to concurrently enroll.

Students must be able to complete all high school graduation requirements by the end of the Spring semester of their Senior year, including all courses required for college entrance.

Students may only enroll in curricular areas (English, math, and science) as long as they achieve a minimum ACT score of 19 on the corresponding subtest. In addition, an ACT score of 19 must be achieved on the reading subtest to enroll in any other subject (history, psychology, humanities, speech, etc.)

Concurrently enrolled students will receive 1 high school credit for each 3 semester hour college course passed.

NOTE: Some Oklahoma colleges and universities have amended their requirements for concurrent enrollment. These can change at any time. For more information please contact your counselor, concurrent coordinator, or the college/university you plan to attend. DHS will recognize the most current requirements from any accredited Oklahoma institution of higher learning.

Duncan High School Specific Requirements:

In addition to the Oklahoma State Regents for Higher Education requirements, Duncan High School students must meet and maintain the following campus requirements in order to obtain and continue enrollment in concurrent courses:

- Students must attend the concurrent meeting with a parent/guardian and meet with their counselor and/or concurrent coordinator **before** enrolling in concurrent courses.
- Senior students **MUST** have a completed FAFSA. Enrollment in a selected course must be forwarded to the school counselor immediately following enrollment.
- Courses that do not fall within the student's graduation plan will not be approved by Duncan High School unless the student has already completed all graduation requirements.
- Students must meet with the concurrent coordinator, **once per week** and allow her to view the student's current grade in the course. The meeting schedule will be set by the coordinator. Students who are failing or are in danger of not receiving credit for a concurrent course **WILL be advised** to drop the course at the recommendation of the counselor/concurrent coordinator. Students who drop will be placed in an on campus course consistent with their graduation requirements and plan. ***Dropping a course will result in the student reimbursing any fees paid***

by the school. Failure to notify the concurrent coordinator of a dropped class may result in disciplinary action including but not limited to consequences for truancy under the Oklahoma school attendance law and the loss of credit which could affect graduation requirements.

- Students must provide their college transcript to their counselor/and or the concurrent coordinator immediately upon completion of the concurrent course in order to receive credit for the course.
- Students will continue to check their Duncan High School email account daily and respond to any request from their counselor and principals.
- Students must understand that high school graduation requirements will receive priority over concurrent enrollment requests. It is our job to ensure that students will graduate from high school. Students may be pulled from their concurrent courses and placed at the high school to finish any missing graduation requirements.
- Students who fail a college course will reimburse Duncan High School for any fees and tuition paid on the student's behalf.
- Grades from the concurrent enrollment issuing college/university WILL post to the high school transcript. The high school has no authority to override or to not post the grade earned by the student.
- **Duncan High School cannot intervene on the student's behalf with any college or university issue. That responsibility lies with the student and parent. Upon enrolling in concurrent courses the student becomes a college/university student. As such, the student bears responsibility for being their own advocate with the college/university.**

8 Week / Modified Schedule Courses:

Students taking an 8 week or modified schedule course are subject to the expectations outlined above. Additionally students taking these courses will comply with the following expectations:

- Students enrolling in 8 week courses will be required to enroll in two 8 week courses during the same semester.
- Courses required for graduation must be completed by the first 8 week period offering. Students failing these courses during the first 3 weeks will drop and will be placed in the corresponding course at Duncan High School.
- The decision to drop a course will be made by the counselor and/or student no later than 3 weeks into the modified schedule course depending on select university policy.

Failure to comply with the policies above will result in the student not being allowed to participate in the concurrent program for the remainder of their Duncan High School enrollment.

Duncan High School Concurrent Contract Agreement

Student Name:_____

I have read and understand the requirements for concurrent enrollment at Duncan High School. I understand that my enrollment is contingent upon the agreement on the terms and conditions set forth by Duncan High School. I understand that as a college student I am responsible for turning in all enrollment information and my final transcript to my high school counselor and/or concurrent coordinator.

Student INITIAL_____

Parent INITIAL_____

I understand that if I drop a course either by my choice or by the advice of my counselor/concurrent coordinator that I am responsible to reimburse the school any fees that have been paid on my behalf.

Student INITIAL_____

Parent INITIAL_____

I further understand that my counselor/concurrent coordinator can require that I drop a course that I am failing and place me in an on campus high school course that is in line with my high school graduation plan.

Student INITIAL_____

Parent INITIAL_____

I understand that by taking a concurrent course that I am considered a college student by my college/university. As such I understand that Duncan High School cannot and will not intervene with my college/university on my behalf.

Student INITIAL_____

Parent INITIAL_____

I understand that I am still a high school student and must check my email daily and meet with Mrs. Kinnaird once per week and/or at the counselor's/concurrent coordinator request to review my concurrent grade. I must also adhere to all rules/policies/procedures set forth by Duncan Public Schools. As such I will allow my high school counselor/concurrent coordinator to view my concurrent grading assignments.

Student INITIAL_____

Parent INITIAL_____

I understand that any grade assigned by my college/university WILL appear on my high school transcript. I understand that Duncan High School has no authority to alter any concurrent grade or to choose not to post a grade assigned by my concurrent institution.

Student INITIAL_____

Parent INITIAL_____

I understand that if I become in danger of failing my concurrent course(s) my counselor/concurrent coordinator has the authority to require me to drop the course at my expense and place me in an equivalent course at Duncan High School.

Student INITIAL_____

Parent INITIAL_____

Finally, I understand that failure to comply with this contract will result in me no longer being able to participate in the Duncan High School concurrent program during my enrollment.

Student INITIAL_____

Parent INITIAL_____

Senior students **MUST** have a completed FAFSA (Free Application for Federal Student Aid) by February 1, 2027.

Student INITIAL_____

Parent INITIAL_____

Student Signature and Date_____

Parent/Guardian Signature and Date_____

**For office use only.

Date submitted: _____

Concurrent Coordinator Signature_____

Counselor Signature_____

Duncan Public Schools Virtual Education Handbook

What is Virtual Learning

Virtual learning is an alternative to traditional in-person instruction. Students enrolled in virtual learning complete coursework from home, aligned with the Oklahoma Academic Standards (OAS) and approved by the Oklahoma State Department of Education.

Success in virtual learning requires a high level of personal responsibility and self-motivation, as the program is designed for independent learners who need minimal daily guidance.

Students are expected to log in and complete assignments daily, working toward completion of their courses by the designated target dates. All virtual coursework is delivered through Edgenuity, the online learning platform used by Duncan Public Schools. Duncan virtual students have access to core subject teachers during morning hours for academic support.

How to Apply for Virtual Learning

1. **Visit the Application Page**
    - Go to www.duncanps.org.
    - On the main paige, in the black task bar locate and click on "Virtual Student Application.
    - Or click on "Enrollment Portal" and click on the box "Virtual Student Application.
2. **Complete the Application**
    - Submit the application online.
    - A parent/guardian email is required unless the student is an adult living independently.
3. **Schedule an Enrollment Meeting**
    - A high school representative will contact the parent/guardian to schedule an in-person meeting.
    - Both the student and a parent/guardian must attend unless the student is an adult living independently.
    - During the meeting the grade-level counselor, parent/guardian, student and the virtual director will discuss the student's transcript, graduation progress and requirements as well as the reason(s) for requesting virtual learning and a support plan.
4. **IEP Consideration (if applicable)**
    - If the student receives special education services, a meeting with the educational advocate team is required to determine appropriate placement. Approval may be delayed due to this step.
5. **Approval Notification**
    - Students must follow their current schedule until official approval is granted.
    - Approval notifications will be delivered via phone, email, or during the in-person meeting, depending on the situation.

What Happens After Approval

Once a student is approved for virtual learning:

- Login information will be emailed to the student and guardian.
- Instructions for setting up the Parent Portal will be included.
- If a Chromebook is needed, visit the school site Library to complete the required paperwork.

Important Virtual Learning Dates

Summer

- Virtual Application Opens: July 1, 2026

Fall Semester

- Last Day to Switch to Virtual: September 18, 2026
- Virtual Course Completion Deadline: December 11, 2026
- Spring Virtual Enrollment Window: November 20, 2026 – January 22, 2027

Spring Semester

- Last Day to Switch to Virtual: January 22, 2027
- Virtual Course Completion Deadline: May 10, 2027

Late Enrollment Policy: In the case of special circumstances requiring enrollment after the deadline, a meeting with the Virtual Learning Committee must be scheduled. The committee's decision is final.

Committee Members Include: *Virtual Director, *Site Principal, *Grade-Level Counselor, *Teacher(s), and *Special Services Representative (if applicable).

Virtual Teacher Contact Information

If students need subject-specific assistance, they should contact the Virtual Director. Teachers are available for Google Meet sessions during their scheduled support hours. The virtual director will assist in setting up the Google Meet session.

Virtual Guardian Responsibilities

Guardians of students enrolled in virtual learning are expected to support student success by following these guidelines:

Maintain Communication: Stay in regular contact with teachers and administrators regarding student progress, attendance, testing, and other educational matters.

Be Compliant: Meet with the grade-level counselor before beginning virtual coursework. Ensure the student attends all required in-person events (e.g., state testing, ACT, ICAP, CPR certification, graduation, photo days). Virtual students must follow all Duncan Public Schools policies.

Monitor Communication Tools: Check email and the Rooms app regularly. Email is the school's primary method of communication for virtual students. Students and guardians should check their accounts daily.

Ensure Internet Access: Provide a reliable internet connection. Set up the Edgenuity Parent Portal upon approval to monitor progress and grades. The access code will be included in the setup email. For assistance:
https://help.imagineedgenuity.com/hc/en-us/articles/360042912494-Family-Portal-Activating-and-accessing-the-Family-Portal

Support Student Engagement: Encourage daily logins and monitor course completion. Call the school to report absences when necessary. Support decisions made regarding academic plans and discipline.

Virtual Student Responsibilities Contract

Failure to follow the expectations outlined below may result in removal from the virtual learning program and/or a return to in-person instruction.

Progress and Attendance: Students must make consistent progress and complete coursework each school day. Logging in without *completing assignments* may result in an absence. Refusal to work is considered insubordination and may lead to disciplinary action.

Course Guide: Follow the Edgenuity Course Map to remain on pace. Instructional guide: https://help.imagineedgenuity.com/hc/en-us/articles/10389043480087-EdgeEX-Using-the-Course-Map-in-the-Student-Learning-Experience

Communication: Check DPS Gmail and Rooms daily. Failure to check email may result in missed deadlines and academic consequences.

Testing Attendance: Attendance is mandatory for all required testing events. Details will be emailed. Students are responsible for checking emails and attending on assigned days.

Counselor Contacts:

- Grades 6–8: Matt Middick, matt.middick@duncanps.org & Amy Armstrong, amy.armstrong@duncanps.org
- 9th Grade: Cherity Carter - cherity.carter@duncanps.org
- 10th Grade (A-K), 12th Grade: Rachel Terry - rachel.terry@duncanps.org
- 10th Grade (L-Z), 11th Grade: Delaney O'Dell - delaney.odell@duncanps.org

Academic Integrity: All work submitted must be the student's own. Plagiarism, the unauthorized use of AI tools, sharing login credentials, or using external cheating websites will result in immediate disciplinary action and potential removal from the program.

School Policies: All Duncan Public Schools rules and procedures apply to virtual students.

Virtual Attendance ~~Contract~~

*Students must log in daily and complete assigned work. If unable to do so, a parent/guardian must call the Virtual Director and explain the reason for not completing daily work.

Documentation is encouraged for the following absences:

- Doctor visits
- Counseling appointments
- Maternity/Paternity Absence: (A plan will be developed in advance with the advisory committee. Fathers may be granted one week of leave, with additional time considered upon request.)

*Students with six or more absences in one semester may be required to meet with the Virtual Advisory Committee to determine continued eligibility.

In compliance with Oklahoma School Law (Section 387/Part 2), a student who has been absent without a valid excuse for ten (10) consecutive days shall be removed from the district's attendance roll beginning with the eleventh day.

Virtual Grading Policy

Courses must be 100% completed by the assigned semester deadline.The Relative Grade (which includes zeros for incomplete assignments) will be recorded on the transcript as the final grade. The course may then need to be repeated virtually or taken in person. Seniors should remain aware of earlier deadlines for the virtual program.

Virtual FAQs

What do I do if I need a test or quiz unlocked? A review of prior work may occur before unlocking tests or quizzes. Unlocks will occur on the next school day.

How much work should I complete each day? Follow the daily assignments listed in the Course Map in Edgenuity.

What happens if I fall behind? Students must complete additional work to catch up. The only way to return to on-pace status is to complete more than the daily minimum.

How long should I work each day? The required time varies depending on the student and the assignments. Students who minimize idle time and remain focused may finish in a few hours.

What should I include when contacting the Virtual Director? Include the course name, semester (A or B), the date of assignment, quiz or test and specific topic or section. This allows for a more efficient response.

Virtual Glossary

Relative Grade – The grade a student would earn if they stopped working in the course on a particular day. This grade includes zeros for incomplete work. This is the final grade that is recorded in Infinite Campus at the end of each semester.

Actual Grade – The grade adjusts for progress. It reflects how far behind or ahead the student is compared to the expected schedule. This grade is used by the Virtual Director to evaluate the student's standing and performance in the course.

Overall Grade – The grade based on a student's completed work only.

Start Date – The date the student is enrolled in virtual courses.

Target Date – The date by which the course should be completed.

Tile – The course icon on the Edgenuity dashboard - An "A" indicates first semester, a "B" indicates second semester. If no letter appears, the course is one semester in length.

Dashboard – The Edgenuity homepage, where all enrolled courses are displayed

Course Map – A tool within Edgenuity showing daily assignments needed to meet the target date - Access it by clicking the house icon on the top left of the dashboard.

Duncan Public Schools Alternative Education Academy Handbook

Alternative Education Academy is designed to help students achieve their graduation goals in an alternative setting to that of the traditional classroom. This setting allows students to work toward course completion at a pacing that is tailored to their educational needs. Additionally, students receive life-skills training and participate in activities designed to help them form healthy relationships with peers, family, and professionals in the community.

Enrollment is limited to students who have been recommended by administrators or counselors who believe a student will be successful in this environment. Students and Guardians may request consideration for alternative education by making an appointment with their grade-level counselors to discuss admission to the program.

Enrollment is only possible for students enrolled in Duncan Public Schools.

Schedule

Start time is 7:45 am and end time is 3:11 pm.

The first half of the school day will focus on the core curriculum. The second half of the school day, alternative education students are required to participate in one of the following curriculum paths: work release, RRTC, concurrent enrollment, or remain on campus to work in Edgenuity. Pending administrative approval, students may enroll in courses/programs on campus to meet their educational needs.

Attendance/Absences

Attendance should be a top priority. Your enrollment may be terminated if you do not comply with the attendance policy.

A phone call from a parent/guardian is required for each absence. If a student reaches 6 absences in a semester (18 weeks), the student and parents/guardians may be required to meet with the Alternative Education Academy Advisory Committee to discuss the student's continued placement in the alternative program. Committee members include: *Alternative Education Director, *Site Principal, *Grade-Level Counselor, *Alternative Education Lead Teacher, and *Special Services representative (if applicable).

If a student misses school because of illness, a parent/guardian must call the main office at 580-255-0700. A doctor's note may be required. This policy applies to absences taken for family/child illnesses as well.

Students should not miss school for work commitments. School schedules are set by our district calendar and by our scheduled periods. All time committed to work should be arranged around required school attendance.

Academic Progress

Progress is individualized for each student at the Alternative Education Academy; therefore, your progress contract may be different from other students. Your progress contract is based on your current number of credits and your grade-level classification. If students do not meet their progress goals, parents/guardians and the student will be called in to discuss a new plan. If progress goals continue to be ignored, students will be dismissed from the program.

Transportation

Students who wish to attend the Academy and require transportation to the school must call the Transportation Office. The telephone number for transportation is (580) 252- 3496. Riding a bus is a privilege. Disciplinary problems while riding the bus can lead to a student's temporary or permanent removal from the bus.

Cafeteria/Food & Drinks

All alternative students will be given time to pick up breakfast and lunch from the cafeteria. We walk to the cafeteria as a group, collect our trays, and walk back to the West Building.

Students may bring sealed drinks and snacks to have during breaks. No food deliveries will be allowed. Students are not allowed to bring in drinks in cups/glasses that are not sealed.

Dress Code

The Duncan High School dress code will be followed. Students are to be dressed appropriately for the school day. Students who are cold natured should bring a jacket to regulate their comfort, as blankets are not allowed on campus.

Graduation

All seniors who complete the required credits are eligible to participate in Duncan High School's graduation ceremony and senior activities, provided they are in good standing. It is the student's responsibility to be aware of and available for senior events in which they would like to participate. Information regarding graduation and senior events will be shared by counselors and senior sponsors, so make sure to check all outlets Duncan High School uses to share information (email, ThrillShare, Facebook, and the DPS website).

Medication

Students who need medication during school hours MUST submit medications to the nurse and follow all district policies regarding medication. No staff member is allowed to provide medication to students. Students are also not allowed to have medication on their person; all medication (prescription or otherwise) will be distributed through the nurse's office.

Behavior

All students must comply with the following behavior guidelines. If students do not comply with these guidelines, their enrollment in the alternative education program may be terminated.

Students are to be engaged in coursework while in the classroom. They are not to talk excessively, be in and out of the classrooms repeatedly, or create disturbances in the classroom.

Disrespectful behavior is not allowed. A primary goal of the staff is to treat students fairly and with respect; as a result, we expect the same from our students. Disrespect includes, but is not limited to: sleeping in class, refusing to work, using profanity, taunting students, and arguing with faculty or students.

Students are expected to follow all behavior expectations of Duncan High School and Duncan Public Schools. Students who do not follow the expected behavior guidelines will be subject to consequences as outlined in the Duncan High School Discipline Matrix.

Electronic Devices

**See DHS handbook for full policy.

Parking

Students who drive to school are required to purchase a parking decal from the main office and park in the appropriate spaces each day.

Visitors

Visitors are not permitted on campus. If there is a need for a visitor to be on campus, prior approval from administration is required and the visitor must check in through the Main Office.

Campus Security

The Alternative Education Academy is a closed campus, meaning once students check in for the day, they must remain in the West building until the conclusion of the day. Students will not be permitted to leave campus for any reason without being checked out by a parent/guardian. Call 580-255-0700 to speak to the staff if you need to pick up your student.

District Expectations

The Duncan Public Schools district rules and policies apply to the Alternative Education Academy just as they apply to all schools in the district.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent **no later than** noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: District / Gift & Talented

Vendor Requested: N/A

Item Request Description:

DISTRICT GIFTED & TALENTED PLAN FOR FY 26-27

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

submitted via email by Stacy Smith 10/22/2026 (Calendar)

Requestor or Principal — Date

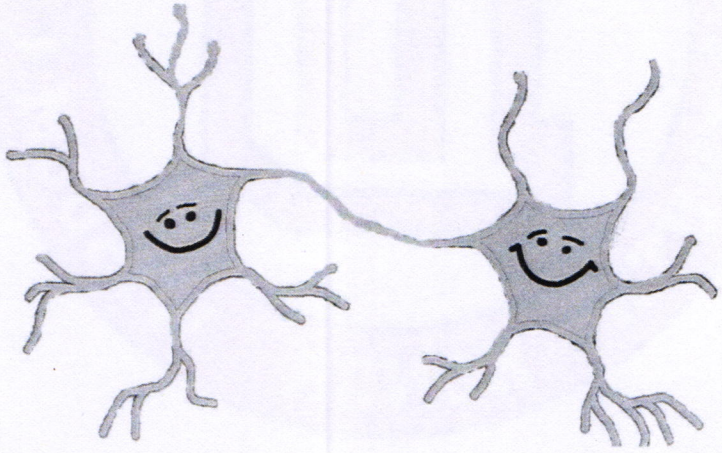
Budget Administrator or Business Office Manager — Date

Superintendent — Date: OCT 23 2026



Duncan Public Schools
District Gifted & Talented
Education Plan
2026-2027

Duncan Public Schools
District Gifted and Talented Education Plan



"Duncan Public School District views children as treasure chests waiting to be opened ~~~ to have the individual traits of giftedness come forth and seek golden opportunities to give evidence of high performance."

Cindy Parks

Retired educator and mentor of Gifted and Talented Education

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Gifted and Talented Forms

INTRODUCTION

The Duncan Public Schools shall provide appropriate educational services in order to develop the potential gifts within each child. "Gifted and talented children" are those who have evidenced high performance capability in cognitive ability such as intellectual or academic achievement; or in creativity and talent areas. Students will be provided equity of educational opportunities that develop cognitive and creative talents. The Gifted and Talented Plan will provide multiple options and multiple opportunities for students to develop their gifts and talents.

I.Definition

"Gifted and talented children" means those children identified at the preschool, elementary, and secondary level as having demonstrated potential abilities of high performance capability and needing differentiated or accelerated education or services. For the purposes of this definition, category one students are those who have scored at the ninety seventh percentile (97th percentile) or above on any nationally standardized test of intellectual ability.

A. *Said definition may also include category two students who have advanced intellectual and academic abilities and who meet the multi-criteria requirements set forth in the Duncan Public Schools Identification/Selection Matrix.*

B. *Said definition may also include category two students who excel in one or more of the following talent areas and who meet the criteria on the Talent Identification/Selection Matrix. Talent areas include:*

1. *Creative thinking ability*
2. *Leadership*
3. *Visual and performing arts*
4. *Specific academic ability*

"Children and youth with outstanding talent perform, or show the potential for performing, at remarkably high levels of accomplishment when compared with others of their age, experience, or achievement. These children and youth exhibit high performance capability in intellectual, creative, or artistic areas, possess an unusual leadership capacity, or excel in specific academic fields. They require services or activities not ordinarily provided by the schools. Outstanding talents are present in children and youth from all cultural groups, across all economic strata, and in all areas of human endeavor." (U.S. Department of Education, 1993)

II.Mission Statement

Duncan Public Schools believes that there are gifted students whose intellectual capacity, rate of learning, and potential for creative contributions demand experiences different from, but connected to the regular curriculum. These students exhibit high performance, or the potential to achieve in intellectual, creative, or artistic areas; possess strong leadership capacity; or excel in specific academic fields. It is essential to provide diverse, appropriate, and ongoing learning experiences and environments that incorporate the academic, psychological, and social needs of students. It is our responsibility to provide students with educational opportunities that teach, challenge, and expand their knowledge, while simultaneously developing independent, self-directed learners who continuously generate questions, analyze, synthesize, and evaluate information and ideas.

III.Philosophy

Duncan Public Schools is committed to identifying and providing for the unique intellectual, social, emotional, and career needs of Gifted and Talented (GT) students. It is our goal to provide appropriate educational programs and services through instructional, curricular, and administrative modifications to create educational opportunities for Gifted and Talented students, which will maximize their individual potential. We believe that Gifted and Talented students exist in all racial, ethnic, and socio-economic groups across gender, and we are committed to identifying them and providing appropriate services.

Identification for Gifted Programming

Identification of gifted students is an ongoing process extending from entry to school through grade twelve. Students may be nominated and considered for placement in gifted programming options throughout their school experience. Procedures used in the identification of gifted students will be nondiscriminatory with respect to gender, race, ethnicity, economic background, national origin or handicapping condition. Identification procedures will be communicated to staff and parents in a variety of ways.

The Gifted and Talented district website will include but is not limited to the following information:

- District Gifted and Talented Plan,
- identification criteria and procedures,
- nomination forms.

IV.Identification Procedures

A. Steps in the Identification Process

1. A nationally standardized school ability test shall be administered periodically to all students.

2. The Duncan Public Schools will utilize a variety of assessments appropriate to the child's skills and abilities and will make those available for students who have been nominated for the Gifted and Talented Program.

3. Parents will be contacted for written permission to assess students who have been nominated for placement in the Gifted and Talented Program when the exam is not part of the entire grade level assessment that is routinely administered. When students do not qualify based on the test results, parents may request an additional assessment by contacting the Gifted and Talented Coordinator.

4. Automatic Placement - Category 1: Students scoring at or above the 97th percentile on the composite score of a nationally standardized school ability test shall be identified in the Duncan Public Schools Gifted and Talented Program.

5. Assessed Placement - Category 2: Nominations may be made by parents, teachers, students (self or peers), community members, and other professionals at any time during a student's school experience.

6. The gifted and talented site committee will use the Duncan Public Schools Identification/Selection Matrix. A total of twelve points on the matrix qualifies students for inclusion in Category 2 of the Gifted and Talented Program which utilizes multiple criteria to identify students for placement in the Duncan Gifted and Talented Program. When students do not qualify with one assessment, parents may request that an additional assessment be administered. No single criterion or score is used to exclude a student from being identified.
7. Students moving into the Duncan Public Schools district from another district or school shall be identified as Category 1, gifted and talented using a previous composite test score of 97th percentile or better on a nationally standardized school ability test with supporting evidence. Duncan Public Schools reserves the right to accept or reevaluate all Category 2 identifications based on records.

8. All students meeting the above criteria will be identified for Gifted Child Count and shall receive program options that best meet their needs through effective support, appropriate pacing of curriculum and instruction and school wide enrichment.

9. Professional development is provided each year to the Gifted and Talented Coordinator and Gifted and Talented Site Committee members regarding the procedures for identification of gifted/talented students.

B. Parent Notification and Information

1. Parents of all students identified for the State Department of Education Child Count shall be notified in writing of their student's placement in the Gifted and Talented Program. Parents will need to sign and return the permission form for their child to participate in the gifted and talented program. The forms are on file with the Gifted and Talented Coordinator.

2. A written summary of the gifted education programming plan shall accompany the notification.

3. Parents will receive information on the gifted and talented identification process as well as how the curriculum will challenge their gifted student beyond the regular classroom instruction. Parents can get information about the Gifted and Talented Program and its services from the Gifted and Talented

Coordinator, the district website, and from principals and teachers.

4. All parents of gifted and talented children are encouraged to communicate with the Gifted and Talented Coordinator and to offer their ideas and recommendations for programming options and resources for serving gifted and talented students.

C. Review of Progress

1. An informal review of progress and appropriate program options shall be ongoing. Options provided will be coordinated between classroom teachers and the Gifted and Talented Coordinator.

2. Students may be removed from a program option or service which is not meeting their educational needs with prior notification to the site Gifted and Talented representative, Gifted and Talented Coordinator, and following a conference with parents and appropriate instructional staff.

3. Students whose needs are not met by current programming options will be considered for other program options or strategies, which may better meet their needs.

4. Students may be removed from the gifted programming option or strategy by parent request at any time. Alternative options may be sought in order to meet the student's needs.

5. Strict confidentiality procedures, as elsewhere defined in Board policy, will be followed in regard to records of placement decisions and data on all nominated students.

6. Parents may appeal a placement decision with which they disagree. Appeals will be made to the Gifted Site Committee and/or the Gifted and Talented Coordinator.

D. Due Process Procedures

1. Parents and/or teachers may request the administration of a standardized written or oral ability test for a student without recent ability test scores, or for a student for whom a written ability test may be an inadequate measure of the child's ability. Written parental permission is required before an individual evaluation may be administered.

2. No test scores are released outside the school except to the parent or by written permission by the parent.

3. Recent nationally standardized ability and achievement test scores provided by other school districts will be accepted in accordance with the identification procedures outlined above.

Plans and Development of the Gifted Program

A. District Gifted Education Plan and Program Development

The District will submit to the State Department of Education any updates or changes to the Gifted and Talented Education Plan. The report to the State Department of Education will also include child count numbers of identified students as of October 1st each year who have been placed in the gifted program. Also included in the report will be a Gifted and Talented Education Program proposed budget for the current school year.

Updates or changes to the Duncan Public Schools Gifted and Talented Education Plan will reflect feedback from the District Gifted and Talented Local Advisory Committee, Duncan Public Schools Board of Education, and school sites.

B. Site Gifted and Talented Program Development

1. Each Gifted and Talented Site Committee will align with the district's Gifted and Talented Program Plan. The committee will aid in identifying multiple options and opportunities for meeting the needs of its gifted and talented students. Gifted child educational programming is ongoing and is part of the school schedule. Differentiated education shall be in place within three weeks of the beginning of the school year.

2. Each Gifted and Talented Site Committee will follow the district's Gifted and Talented Program Plan which includes specific information about how the school will address the district's goals for providing appropriate pacing, school-wide enrichment, and affective support.

3. The certified staff members of the Gifted and Talented Site Committee will review student records and nomination forms for the identification of gifted/talented students.

4. The Gifted and Talented Site Committee will consist of an administrator, the Gifted and Talented Coordinator, the Gifted and Talented Site Resource teacher, a classroom teacher, and a parent(s).

C. Professional Development

Opportunities for professional development in gifted and talented education will be provided for all certified staff members. The professional development will help teachers understand the learning needs and characteristics of gifted and talented children and to develop strategies and options that assist gifted and talented students in reaching their maximum potential.

Topics for professional development may include differentiated instructional strategies, modifications of curriculum and instruction, assessment of learning readiness, social/emotional needs of gifted and talented students, learning styles, twice-exceptional students, research on

acceleration, underachievement, and perfectionism.

Professional development opportunities may be obtained through:

1. Local, state, and national conferences with a gifted and talented education focus (i.e., OKSTE, OAGCT, NSGC)
2. Professional development workshops for faculty meeting sessions provided by district or site personnel who are trained in gifted and talented education.
3. Gifted and Talented Mentorship Program
4. Gifted and Talented Local Advisory Board
5. Advanced Placement Training Conferences

D. Parent Involvement and Education

Parent involvement will be a key component in the development of the District Gifted and Talented Plan. Parental involvement roles include the following:

1. Gifted and Talented Local Advisory Committee member
2. Participant in own child's gifted education plan development
3. Resource person
4. Guest Speaker
5. Mentor
6. Volunteer/Sponsor
7. Group Leader
8. Tutor
9. Participant in gifted and talented education meetings

Evaluation

1. A systematic plan for ongoing evaluation will be part of gifted programming planning and implementation. The ongoing evaluation process will be reviewed by the District's Local Advisory Committee.

2. Administrators, teachers, and students will annually evaluate gifted educational programming at each school site. Evaluation results will be analyzed and communicated to programming gifted site representatives, the district level, and as appropriate, to students and parents.

3. The evaluation process includes components of gifted education programming including:

    a. Identification
    b. Curriculum and Instruction
    c. Professional Development
    d. Community Involvement
    e. Evaluation process
    f. Parent Involvement

g. Programming options

4. The evaluation process will focus on the appropriateness of educational programming provided for gifted students.

5. Data for evaluation will be obtained from a variety of instruments, procedures, and information sources including students, parents, teachers, and community resource persons.

6. Student's progress will be assessed with attention to mastery of content, higher level thinking skills, and creativity.

7. Advanced content courses will be noted on student transcripts.

District Gifted Education Local Advisory Committee

A. The Local Advisory Committee members will consist *of at least three (3) but no more than eleven (11) members, at least one-third (⅓) of whom shall be selected from a list of nominations submitted by associations whose purpose is advocacy for gifted and talented children.* [70 O.S. 1210.308(A)]

B. The Local Advisory Committee *shall serve two-year terms, with alternating terms of service. The committee members will consist of parents of children identified as gifted and talented and community members who may be, but are not required to be, parents of students within the district.* [70 O.S. 1210.308(A)]

C. The Local Advisory Committee will be demographically representative of the community.

D. The first meeting of the Local Advisory Committee will be called by the district superintendent on or before October 1 of each year, and will meet at other times as necessary. At the first meeting of each year, the committee will elect a chair and a vice chair.

E. *The Local Advisory Committee will assist in the formulation of district goals for gifted education, assist in the development of the district plan for gifted child educational programming, assist in preparation of the district report on gifted child educational programming, and perform other advisory duties as requested by the Board of Education.* [70 O.S. 1210.308(A)]

F. The Local Advisory Committee will meet at other times during the year as necessary in meeting space furnished by the district. All meetings of the Local Advisory Committee are subject to the provisions of the Oklahoma Open Meetings Act.

G. The school district will furnish staff that has training in gifted and talented education for the Local Advisory Committee.

Gifted Education Program Staff

A. Qualifications of Gifted Educational Program Staff

1. Teachers hold a valid Oklahoma teaching certificate appropriate to the grade levels included in the program.

2. Gifted educational program coordinators hold a valid Oklahoma teaching certificate.

3. Gifted educational program coordinators will participate in in-service or college training designed to educate and assist them in the area of gifted education.

B. Roles and Responsibilities of Gifted Education Program Staff

Board of Education – Elected representatives of the community.

Superintendent - Works with the advisory committee, oversees the district gifted and talented director who files reports and information as required by the State Department of Education relative to gifted educational programming.

Gifted and Talented District Director - Works with the advisory committee. Files the district report on gifted programming. Submits information as required by the State Department of Education, including the yearly gifted child count. Prepares the district gifted and talented budget in conjunction with the gifted advisory committee and the superintendent. Files other reports and information as are required by the State Department of Education relative to gifted educational programming.

Gifted Advisory Committee – Assists in the formulation of district goals and district gifted educational plan in conjunction with the gifted and talented coordinator and superintendent. Performs other duties as requested by the Board of Education.

Site Principal – Coordinates gifted educational programming. Ensures that the teaching staff understands that the responsibility to provide differentiated programming for gifted students lies with the classroom teacher. Works with the site committee coordinating gifted educational programming and completes such reports and information as required by the district coordinator for gifted educational programming. Assists with the yearly gifted child count.

District Gifted Coordinator – Works with the site committees. Assists the principal in coordinating the site programming options and with reports and information as required by the district director. Assists the district gifted and talented director with the yearly gifted child count.

Gifted Site Coordinator – Works with the site committee and district gifted coordinator. Assists the

principal in coordinating the site programming options, reports, and information as required.

Gifted Site Committee – The site principal, counselor(s), and/or teachers work with the site coordinator to screen and identify gifted students. Assists in coordinating gifted educational programming and with reports and information as required by the principal and site coordinator.

Teaching Staff - Responsible for providing and documenting differentiated programming for gifted students. Implements appropriate programming options. Teachers with direct involvement with gifted and talented students will participate in training to assist them in gifted education

Expenditures Report

A. An expenditures report for the previous school year will be submitted by the superintendent to the State Department of Education by August 1 of each year as required by [70 O.S. 1210.307(D)].

B. The report will outline the expenditures made by the District during that year for gifted child educational programming. [70 O.S. 1210.D)

C. The report will identify expenditures by major object codes and program classifications pursuant to the Oklahoma cost Accounting System.

Differentiated Education

Differentiated education includes multiple programming options and curriculum which is modified in pace, breadth, and depth.

A. Programming Strategies

1. Programming strategies are coordinated to guide the development of gifted students from the time they are identified through graduation from high school.
2. Students' placement in programming strategies is based on their abilities, needs and interests.
3. Gifted educational programming is ongoing and a part of the school schedule.
4. Differentiated instruction shall be in place within three weeks of the beginning of the school term.

B. Curriculum

1. Curriculum for the gifted student extends or replaces the regular curriculum.
2. Curriculum is differentiated in content, process, and /or product
3. Content is differentiated in breadth, depth, and/or pace.
4. Processes for gifted students stress creativity and higher level thinking skills
5. Developmental appropriateness is a fundamental consideration.
6. Curriculum is planned to assure continuity.

Definition of Terms

Accelerated Class/Honors/Enriched - Classes with course content normally taught at a high grade level or content in greater depth.

Advanced Placement - Courses provided at the secondary level for which students may receive college credit by examination (administered by the Advanced Placement Program of the College Board).

Academic and Creative Competitions – Organized opportunities for students to enter local, regional, state national contests in a variety of areas.

Acceleration of Content – Practices designed to allow progress through the curriculum and/or grade levels at a rate faster than the average.

Cluster Groups – Grouping of high ability students within a classroom that are an integrated part of the class, but may have some different learning opportunities and material with which to work.

Concurrent Enrollment - Qualified students may enroll in college courses concurrently while in high school according to district and university guidelines.

Continuous Progress - Appropriate instruction delivered that allows students to move ahead as content and skills are mastered.

Correspondence Courses – This option allows high school students to satisfy accredited goals through an approved university.

Cross-Grade Grouping – Opportunity for a student to work in advanced grade-level settings.

Curriculum Compacting – Adjustment of the instructional plan for students who have mastered some or all of the content to be covered in a unit.

Differentiated Curriculum – Curriculum designed to meet the needs of gifted students that is modified in pace, breadth, and depth. The curriculum will stress creativity and higher level thinking skills. Instruction will be differentiated according to content, process, and/or product.

Duke Talent Search - Program for seventh graders conducted by Duke University to identify academically talented youth and inform them about the abilities and academic options.

Education Station - A pull-out program designed for gifted and talented students in third - eighth grades.Gifted students will be exposed to enrichment options/opportunities that will appeal to a variety of interests. They will not be required to make up the work they miss, unless it is a test.

Elective Courses – Gifted students' needs in the areas of visual arts, performing arts and leadership are met through a variety of curricular offerings: band, vocal music, art, leadership classes, etc.

Enrichment in the Regular Classroom – Experiences provided in regular classrooms that are supplemental to the established curriculum and which are purposefully planned with the needs, interests and capabilities of particular students in mind. This curriculum is made up of learning experiences with greater depth and/or breadth for the student who understands abstract ideas, enjoys complexity and has either a deep or wide range of interests.

Flexible grouping – An instructional strategy where students are grouped together to receive appropriately challenging instruction.

Guidance and Counseling – Assists students in planning their academic careers, and addresses the specific social-emotional needs of the gifted to include under-achievement.

Intelligence – the ability to learn, reason, and problem solve.

Intelligence Quotient – A numerical representation of intelligence. IQ is derived from dividing mental age (result from an intelligence test) by the chronological age times 100. Traditionally an average IQ is considered to be 100.

Mentorship Program – Students work with local professionals to prepare for career readiness and employability skills base. Students are exposed to high-level careers and receive high school credit.

Multi-age Group – A strategy which allows a student to travel to appropriate grade classrooms for instruction when the students need instruction at an advanced level.

Ongoing Assessment - Students' abilities and needs are continually assessed through both formal and informal means designed to discover and nurture talent. The results are used as the basis for individual educational planning.

Online Courses - High school courses taken online through a state approved curriculum.

Project Lead The Way Gateway To Technology – Enriched STEM curriculum made available to middle school students.

Project Lead The Way Introduction to Engineering and Design(IED) – curriculum made available to high school students.

Project Lead The Way Launch – Enriched STEM curriculum for elementary students.

Proficiency-Based Promotion Test – Students who demonstrate proficiency in a set of competencies at the 90% level shall be advanced to the next level of study in the appropriate curricular areas. This decision will take into consideration social, emotional, physical, and mental growth. For 9-12 courses, students receive credit toward graduation upon satisfactory completion of a comprehensive examination and demonstration of proficiency.

Summer Enrichment – Programs offered at various sites as funding allows.

Duncan Public Schools
Gifted and Talented Forms

Duncan Public Schools Gifted & Talented

How Students Are Identified For The GT Program

THROUGH NOMINATION	THROUGH TESTING		THROUGH TALENT
Student, Parent or Teacher Nominate Student for Gifted Program	CogAT Group Testing of all 2nd grade students		Student, Parent or Teacher Nominate Student
Requests for Additional Assessments and/or Talent Review are Accepted at Any Time.			
GSC Completes "Identification/ Selection Matrix"	Students who score In 97%ile or above are automatically placed in Gifted **Category 1**	Students who score in 88%ile or above may be given an alternative School Ability Test (Slosson)	Complete Nomination Form and Gather Evidence
A score of 12 or more results in Gifted Category 2 Placement	Parent Permission form is Sent	Students who score in 97%ile or above on an Alternative School Ability Test are automatically place in Gifted **Category 1**	Students who do not meet the 97%ile on an alternative School Ability Test may pursue the Gifted Program through **Category 2**	District Gifted Coordinator creates committee of teachers with content expertise
Parent Permission form is Sent		Parent Permission Form is sent	GSC Completes "Identification/ Selection Matrix	Committee examines and rates evidence using the Identification/ Selection Matrix"
			A score of 12 or results in Gifted **Category 2** Placement	A score of 12 or more results in Gifted **Category 2** Placement
			Parent Permission Form is Sent	Parent Permission Form is sent

*All School Ability Test Scores refer to Percentile for COMPOSITE SCORE, not sub-test score

Duncan Public Schools Gifted and Talented

Parent Notification of Eligibility and Permission For Participation

Dear Parent/Guardian,

Your child, _____, has been identified for participation in the Duncan Public Schools Gifted and Talented Program. These program services may include one or more of the following:

- Differentiated curriculum in the regular classroom provided by the classroom teacher
- Cluster grouping with other gifted students for differentiated curriculum in the classroom
- Flexible grouping of gifted students for advanced or enriched curriculum during the school day
- Enrichment activities involving supplemental educational activities
- Special day classes designed for gifted and talented students
- Independent study provided through special tutors, mentors, or special courses
- Post-secondary education conducted by a college
- Other _____

To give permission for your child to participate in the DPS Gifted & Talented program:

1. Fill out and sign the form below
2. Return the form to the school office

Sincerely,
Stacy Smith
Duncan Public Schools District Gifted and Talented Coordinator
stacy.smith@duncanps.org
580-252-6801

Duncan Public Schools Gifted and Talented Permission For Participation

_____ _____
Print Child's First & Last Name School

_____ _____
Parent/Guardian Signature Date

____**YES**, I give permission for my child to participate in the DPS Gifted and Talented program.

____**NO**, I do not want my child to participate in the DPS Gifted and Talented program.

Duncan Public Schools Gifted & Talented

Permission for Student Testing

Dear Parent/Guardian,

Your child, _____, has been recommended for testing for possible participation in the Duncan Public Schools Gifted and Talented Program. The test to be administered will be a nationally standardized test of intellectual ability. Testing will take place at the school and will take approximately 40 minutes.

Students' eligibility in the gifted and talented program include a variety of information, including results of ability testing, academic achievement, teacher recommendations, parent information, and samples of student work.

You will be notified in writing about your child's eligibility for the gifted and talented program and options for program placement. If you have any questions, please contact the District Gifted and Talented Coordinator by email or phone.

To give permission for your child to be tested for the DPS Gifted & Talented program:

1. Fill out and sign the form below
2. Return the form to the school office

Sincerely,
Stacy Smith
Duncan Public Schools District Gifted and Talented Coordinator
stacy.smith@duncanps.org
580-252-6801

Duncan Public Schools Gifted and Talented Permission For Testing

_____ _____

Print Child's First & Last Name School

_____ _____

Parent/Guardian Signature Date

_____**YES**, I give permission for my child to be tested for the DPS Gifted & Talented program.

_____**NO**, I do not want my child to be tested for the DPS Gifted & Talented program.

Duncan Public Schools Gifted & Talented
Program Identification/Selection Matrix

NAME OF STUDENT: _____ GRADE: _____

SCHOOL: _____ DATE: _____

ASSESSMENT AREAS	2	4	6	8	10
Nationally Standardized Test of Intellectual Ability (Includes Standard Error of Measure) COGAT: Score_____ NNAT3: Score_____ OTHER: _____ Score_____	88%ile	89%ile	91%ile	93%ile	95%ile
	1	2	3	4	
STATE STANDARDIZED ASSESSMENT		PROFICIENT		ADVANCED	
Total Math					
Total Reading					
Total Science					
Total History					
	1	2	3	4	5
Achievement as demonstrated on ONE of the following tests:	85%ile	88%ile	91%ile	94%ile	97%ile
NATIONALLY STANDARDIZED TEST OF ACHIEVEMENT					
Total Math					
Total Reading					
ACT or SAT (see current National Norms)					
Math					
Reading					
8/9 PSAT					
	1	2			
ADVANCED/HONORS COURSEWORK					
Recommendation: Parent, Teacher, Self, Peer OR an average thereof		2	3		
COLUMN TOTALS					

Add column totals together. Overall Total: _____

An overall total of 12 or greater recommends program placement.

Duncan Public Schools Gifted & Talented
Nomination Form

NAME OF STUDENT: _____ **GRADE**_____ **DATE:** _____
Person completing this form: _____ **Teacher** _____ **Parent**_____ **Other**_____
In your opinion, is this child gifted? Yes_____ **No**_____
Is performance consistent with results of standardized tests? Yes_____ **No**_____

"'Gifted and Talented children' means those children identified at the preschool, elementary, and secondary level as having demonstrated potential abilities of high performance capability and needed differentiated or accelerated education or services". OSDE Title (70 O.S. 1210.301)

	Seldom	Occasionally	Often	Almost always		Seldom	Occasionally	Often	Almost always
ITEMS TO BE EVALUATED	**1**	**2**	**3**	**4**	**ITEMS TO BE EVALUATED**	**1**	**2**	**3**	**4**
Possesses a comfortable knowledge of basic skills and factual information					Flexibility able to approach ideas and problems from a number of perspectives; adaptable; able to find alternative ways of solving problems				
Enjoys learning; learns rapidly					Sensitivity to problems (Perceives problems that others may not see; is ready to question or change existing situation and suggest improvements)				
Persistence (Has ability and desire to follow through on work; concerned with completion; able to see a problem through)					Originality (Often uses original methods of solving problems, us able to combine ideas and materials in a number of ways, or creates products of unusual character or quality)				
In own interest									
In assigned tasks									
Intellectual curiosity (Pursues interest to understand or satisfy curiosity; question the common, ordinary, or the unusual; generates questions in connection with personal interest or group concerns)					Reasoning (Is logical, often generalizes or applies understanding in new situations, expands concepts into broader relationships, or sees parts in relation to the whole.)				
Enjoys the challenge of difficult problems, issues, and materials					Scientific method (Can define problems, formulate hypotheses, test ideas, and arrive at valid conclusions)				
Is alert, perceptive, and observant beyond his years; aware of many stimuli					Independence (Inclined to follows his organization and ideas rather than the structuring of others)				
Has advanced vocabulary for age and grade level					Elaboration (Concerned with detail and complexity; often involved with a variety of implications and consequences)				
Fluency of ideas (Produces a large number of ideas of products, often very quickly)									
Total Columns					Total Columns				

_____**Average of column totals (divide total by 16 to get average)**

BOARD APPROVED

NOV 10 2026

ITEM # V. H.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: District / Gift & Talented

Vendor Requested: N/A

Item Request Description:

DISTRICT GIFTED & TALENTED PLAN FOR FY 26-27

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

submitted via email by Stacy Smith 10/22/2026 KL Henderson

Requestor or Principal — Date

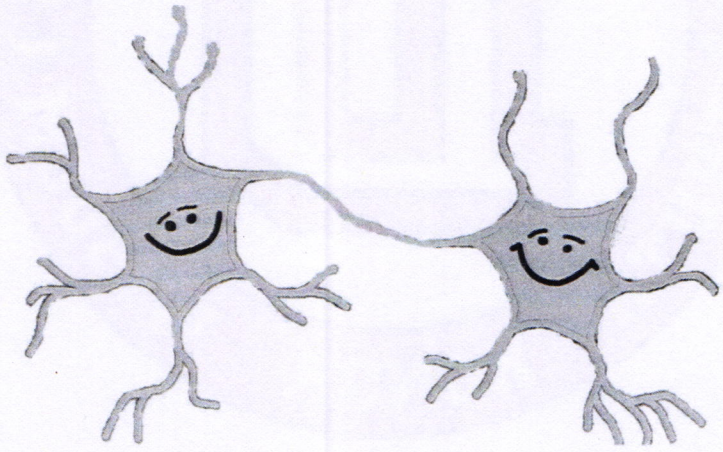
Budget Administrator or Business Office Manager — Date

Superintendent — Date: OCT 23 2026



Duncan Public Schools
District Gifted & Talented
Education Plan
2026-2027

Duncan Public Schools
District Gifted and Talented Education Plan



"Duncan Public School District views children as treasure chests waiting to be opened ~~~ to have the individual traits of giftedness come forth and seek golden opportunities to give evidence of high performance."

Cindy Parks

Retired educator and mentor of Gifted and Talented Education

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INTRODUCTION

The Duncan Public Schools shall provide appropriate educational services in order to develop the potential gifts within each child. "Gifted and talented children" are those who have evidenced high performance capability in cognitive ability such as intellectual or academic achievement; or in creativity and talent areas. Students will be provided equity of educational opportunities that develop cognitive and creative talents. The Gifted and Talented Plan will provide multiple options and multiple opportunities for students to develop their gifts and talents.

I.Definition

"Gifted and talented children" means those children identified at the preschool, elementary, and secondary level as having demonstrated potential abilities of high performance capability and needing differentiated or accelerated education or services. For the purposes of this definition, category one students are those who have scored at the ninety seventh percentile (97th percentile) or above on any nationally standardized test of intellectual ability.

A. *Said definition may also include category two students who have advanced intellectual and academic abilities and who meet the multi-criteria requirements set forth in the Duncan Public Schools Identification/Selection Matrix.*

B. *Said definition may also include category two students who excel in one or more of the following talent areas and who meet the criteria on the Talent Identification/Selection Matrix. Talent areas include:*

1. *Creative thinking ability*
2. *Leadership*
3. *Visual and performing arts*
4. *Specific academic ability*

"Children and youth with outstanding talent perform, or show the potential for performing, at remarkably high levels of accomplishment when compared with others of their age, experience, or achievement. These children and youth exhibit high performance capability in intellectual, creative, or artistic areas, possess an unusual leadership capacity, or excel in specific academic fields. They require services or activities not ordinarily provided by the schools. Outstanding talents are present in children and youth from all cultural groups, across all economic strata, and in all areas of human endeavor." (U.S. Department of Education, 1993)

II. Mission Statement

Duncan Public Schools believes that there are gifted students whose intellectual capacity, rate of learning, and potential for creative contributions demand experiences different from, but connected to the regular curriculum. These students exhibit high performance, or the potential to achieve in intellectual, creative, or artistic areas; possess strong leadership capacity; or excel in specific academic fields. It is essential to provide diverse, appropriate, and ongoing learning experiences and environments that incorporate the academic, psychological, and social needs of students. It is our responsibility to provide students with educational opportunities that teach, challenge, and expand their knowledge, while simultaneously developing independent, self-directed learners who continuously generate questions, analyze, synthesize, and evaluate information and ideas.

III. Philosophy

Duncan Public Schools is committed to identifying and providing for the unique intellectual, social, emotional, and career needs of Gifted and Talented (GT) students. It is our goal to provide appropriate educational programs and services through instructional, curricular, and administrative modifications to create educational opportunities for Gifted and Talented students, which will maximize their individual potential. We believe that Gifted and Talented students exist in all racial, ethnic, and socio-economic groups across gender, and we are committed to identifying them and providing appropriate services.

Identification for Gifted Programming

Identification of gifted students is an ongoing process extending from entry to school through grade twelve. Students may be nominated and considered for placement in gifted programming options throughout their school experience. Procedures used in the identification of gifted students will be nondiscriminatory with respect to gender, race, ethnicity, economic background, national origin or handicapping condition. Identification procedures will be communicated to staff and parents in a variety of ways.

The Gifted and Talented district website will include but is not limited to the following information:

- District Gifted and Talented Plan,
- identification criteria and procedures,
- nomination forms.

IV. Identification Procedures

A. Steps in the Identification Process

1. A nationally standardized school ability test shall be administered periodically to all students.

2. The Duncan Public Schools will utilize a variety of assessments appropriate to the child's skills and abilities and will make those available for students who have been nominated for the Gifted and Talented Program.

3. Parents will be contacted for written permission to assess students who have been nominated for placement in the Gifted and Talented Program when the exam is not part of the entire grade level assessment that is routinely administered. When students do not qualify based on the test results, parents may request an additional assessment by contacting the Gifted and Talented Coordinator.

4. Automatic Placement - Category 1: Students scoring at or above the 97th percentile on the composite score of a nationally standardized school ability test shall be identified in the Duncan Public Schools Gifted and Talented Program.

5. Assessed Placement - Category 2: Nominations may be made by parents, teachers, students (self or peers), community members, and other professionals at any time during a student's school experience.

6. The gifted and talented site committee will use the Duncan Public Schools Identification/Selection Matrix. A total of twelve points on the matrix qualifies students for inclusion in Category 2 of the Gifted and Talented Program which utilizes multiple criteria to identify students for placement in the Duncan Gifted and Talented Program. When students do not qualify with one assessment, parents may request that an additional assessment be administered. No single criterion or score is used to exclude a student from being identified.
7. Students moving into the Duncan Public Schools district from another district or school shall be identified as Category 1, gifted and talented using a previous composite test score of 97th percentile or better on a nationally standardized school ability test with supporting evidence. Duncan Public Schools reserves the right to accept or reevaluate all Category 2 identifications based on records.

8. All students meeting the above criteria will be identified for Gifted Child Count and shall receive program options that best meet their needs through effective support, appropriate pacing of curriculum and instruction and school wide enrichment.

9. Professional development is provided each year to the Gifted and Talented Coordinator and Gifted and Talented Site Committee members regarding the procedures for identification of gifted/talented students.

B. Parent Notification and Information

1. Parents of all students identified for the State Department of Education Child Count shall be notified in writing of their student's placement in the Gifted and Talented Program. Parents will need to sign and return the permission form for their child to participate in the gifted and talented program. The forms are on file with the Gifted and Talented Coordinator.

2. A written summary of the gifted education programming plan shall accompany the notification.

3. Parents will receive information on the gifted and talented identification process as well as how the curriculum will challenge their gifted student beyond the regular classroom instruction. Parents can get information about the Gifted and Talented Program and its services from the Gifted and Talented

Coordinator, the district website, and from principals and teachers.

4. All parents of gifted and talented children are encouraged to communicate with the Gifted and Talented Coordinator and to offer their ideas and recommendations for programming options and resources for serving gifted and talented students.

C. Review of Progress

1. An informal review of progress and appropriate program options shall be ongoing. Options provided will be coordinated between classroom teachers and the Gifted and Talented Coordinator.

2. Students may be removed from a program option or service which is not meeting their educational needs with prior notification to the site Gifted and Talented representative, Gifted and Talented Coordinator, and following a conference with parents and appropriate instructional staff.

3. Students whose needs are not met by current programming options will be considered for other program options or strategies, which may better meet their needs.

4. Students may be removed from the gifted programming option or strategy by parent request at any time. Alternative options may be sought in order to meet the student's needs.

5. Strict confidentiality procedures, as elsewhere defined in Board policy, will be followed in regard to records of placement decisions and data on all nominated students.

6. Parents may appeal a placement decision with which they disagree. Appeals will be made to the Gifted Site Committee and/or the Gifted and Talented Coordinator.

D. Due Process Procedures

1. Parents and/or teachers may request the administration of a standardized written or oral ability test for a student without recent ability test scores, or for a student for whom a written ability test may be an inadequate measure of the child's ability. Written parental permission is required before an individual evaluation may be administered.

2. No test scores are released outside the school except to the parent or by written permission by the parent.

3. Recent nationally standardized ability and achievement test scores provided by other school districts will be accepted in accordance with the identification procedures outlined above.

Plans and Development of the Gifted Program

A. District Gifted Education Plan and Program Development

The District will submit to the State Department of Education any updates or changes to the Gifted and Talented Education Plan. The report to the State Department of Education will also include child count numbers of identified students as of October 1st each year who have been placed in the gifted program. Also included in the report will be a Gifted and Talented Education Program proposed budget for the current school year.

Updates or changes to the Duncan Public Schools Gifted and Talented Education Plan will reflect feedback from the District Gifted and Talented Local Advisory Committee, Duncan Public Schools Board of Education, and school sites.

B. Site Gifted and Talented Program Development

1. Each Gifted and Talented Site Committee will align with the district's Gifted and Talented Program Plan. The committee will aid in identifying multiple options and opportunities for meeting the needs of its gifted and talented students. Gifted child educational programming is ongoing and is part of the school schedule. Differentiated education shall be in place within three weeks of the beginning of the school year.

2. Each Gifted and Talented Site Committee will follow the district's Gifted and Talented Program Plan which includes specific information about how the school will address the district's goals for providing appropriate pacing, school-wide enrichment, and affective support.

3. The certified staff members of the Gifted and Talented Site Committee will review student records and nomination forms for the identification of gifted/talented students.

4. The Gifted and Talented Site Committee will consist of an administrator, the Gifted and Talented Coordinator, the Gifted and Talented Site Resource teacher, a classroom teacher, and a parent(s).

C. Professional Development

Opportunities for professional development in gifted and talented education will be provided for all certified staff members. The professional development will help teachers understand the learning needs and characteristics of gifted and talented children and to develop strategies and options that assist gifted and talented students in reaching their maximum potential.

Topics for professional development may include differentiated instructional strategies, modifications of curriculum and instruction, assessment of learning readiness, social/emotional needs of gifted and talented students, learning styles, twice-exceptional students, research on

acceleration, underachievement, and perfectionism.

Professional development opportunities may be obtained through:

1. Local, state, and national conferences with a gifted and talented education focus (i.e., OKSTE, OAGCT, NSGC)
2. Professional development workshops for faculty meeting sessions provided by district or site personnel who are trained in gifted and talented education.
3. Gifted and Talented Mentorship Program
4. Gifted and Talented Local Advisory Board
5. Advanced Placement Training Conferences

D. Parent Involvement and Education

Parent involvement will be a key component in the development of the District Gifted and Talented Plan. Parental involvement roles include the following:

1. Gifted and Talented Local Advisory Committee member
2. Participant in own child's gifted education plan development
3. Resource person
4. Guest Speaker
5. Mentor
6. Volunteer/Sponsor
7. Group Leader
8. Tutor
9. Participant in gifted and talented education meetings

Evaluation

1. A systematic plan for ongoing evaluation will be part of gifted programming planning and implementation. The ongoing evaluation process will be reviewed by the District's Local Advisory Committee.

2. Administrators, teachers, and students will annually evaluate gifted educational programming at each school site. Evaluation results will be analyzed and communicated to programming gifted site representatives, the district level, and as appropriate, to students and parents.

3. The evaluation process includes components of gifted education programming including:

    a. Identification
    b. Curriculum and Instruction
    c. Professional Development
    d. Community Involvement
    e. Evaluation process
    f. Parent Involvement

g. Programming options

4. The evaluation process will focus on the appropriateness of educational programming provided for gifted students.

5. Data for evaluation will be obtained from a variety of instruments, procedures, and information sources including students, parents, teachers, and community resource persons.

6. Student's progress will be assessed with attention to mastery of content, higher level thinking skills, and creativity.

7. Advanced content courses will be noted on student transcripts.

District Gifted Education Local Advisory Committee

A. The Local Advisory Committee members will consist *of at least three (3) but no more than eleven (11) members, at least one-third (⅓) of whom shall be selected from a list of nominations submitted by associations whose purpose is advocacy for gifted and talented children.* [70 O.S. 1210.308(A)]

B. The Local Advisory Committee *shall serve two-year terms, with alternating terms of service. The committee members will consist of parents of children identified as gifted and talented and community members who may be, but are not required to be, parents of students within the district.* [70 O.S. 1210.308(A)]

C. The Local Advisory Committee will be demographically representative of the community.

D. The first meeting of the Local Advisory Committee will be called by the district superintendent on or before October 1 of each year, and will meet at other times as necessary. At the first meeting of each year, the committee will elect a chair and a vice chair.

E. *The Local Advisory Committee will assist in the formulation of district goals for gifted education, assist in the development of the district plan for gifted child educational programming, assist in preparation of the district report on gifted child educational programming, and perform other advisory duties as requested by the Board of Education.* [70 O.S. 1210.308(A)]

F. The Local Advisory Committee will meet at other times during the year as necessary in meeting space furnished by the district. All meetings of the Local Advisory Committee are subject to the provisions of the Oklahoma Open Meetings Act.

G. The school district will furnish staff that has training in gifted and talented education for the Local Advisory Committee.

Gifted Education Program Staff

A. Qualifications of Gifted Educational Program Staff

1. Teachers hold a valid Oklahoma teaching certificate appropriate to the grade levels included in the program.

2. Gifted educational program coordinators hold a valid Oklahoma teaching certificate.

3. Gifted educational program coordinators will participate in in-service or college training designed to educate and assist them in the area of gifted education.

B. Roles and Responsibilities of Gifted Education Program Staff

Board of Education – Elected representatives of the community.

Superintendent - Works with the advisory committee, oversees the district gifted and talented director who files reports and information as required by the State Department of Education relative to gifted educational programming.

Gifted and Talented District Director - Works with the advisory committee. Files the district report on gifted programming. Submits information as required by the State Department of Education, including the yearly gifted child count. Prepares the district gifted and talented budget in conjunction with the gifted advisory committee and the superintendent. Files other reports and information as are required by the State Department of Education relative to gifted educational programming.

Gifted Advisory Committee – Assists in the formulation of district goals and district gifted educational plan in conjunction with the gifted and talented coordinator and superintendent. Performs other duties as requested by the Board of Education.

Site Principal – Coordinates gifted educational programming. Ensures that the teaching staff understands that the responsibility to provide differentiated programming for gifted students lies with the classroom teacher. Works with the site committee coordinating gifted educational programming and completes such reports and information as required by the district coordinator for gifted educational programming. Assists with the yearly gifted child count.

District Gifted Coordinator – Works with the site committees. Assists the principal in coordinating the site programming options and with reports and information as required by the district director. Assists the district gifted and talented director with the yearly gifted child count.

Gifted Site Coordinator – Works with the site committee and district gifted coordinator. Assists the

principal in coordinating the site programming options, reports, and information as required.

Gifted Site Committee – The site principal, counselor(s), and/or teachers work with the site coordinator to screen and identify gifted students. Assists in coordinating gifted educational programming and with reports and information as required by the principal and site coordinator.

Teaching Staff - Responsible for providing and documenting differentiated programming for gifted students. Implements appropriate programming options. Teachers with direct involvement with gifted and talented students will participate in training to assist them in gifted education

Expenditures Report

A. An expenditures report for the previous school year will be submitted by the superintendent to the State Department of Education by August 1 of each year as required by [70 O.S. 1210.307(D)].

B. The report will outline the expenditures made by the District during that year for gifted child educational programming. [70 O.S. 1210.D)

C. The report will identify expenditures by major object codes and program classifications pursuant to the Oklahoma cost Accounting System.

Differentiated Education

Differentiated education includes multiple programming options and curriculum which is modified in pace, breadth, and depth.

A. Programming Strategies

1. Programming strategies are coordinated to guide the development of gifted students from the time they are identified through graduation from high school.
2. Students' placement in programming strategies is based on their abilities, needs and interests.
3. Gifted educational programming is ongoing and a part of the school schedule.
4. Differentiated instruction shall be in place within three weeks of the beginning of the school term.

B. Curriculum

1. Curriculum for the gifted student extends or replaces the regular curriculum.
2. Curriculum is differentiated in content, process, and /or product
3. Content is differentiated in breadth, depth, and/or pace.
4. Processes for gifted students stress creativity and higher level thinking skills
5. Developmental appropriateness is a fundamental consideration.
6. Curriculum is planned to assure continuity.

Definition of Terms

Accelerated Class/Honors/Enriched - Classes with course content normally taught at a high grade level or content in greater depth.

Advanced Placement - Courses provided at the secondary level for which students may receive college credit by examination (administered by the Advanced Placement Program of the College Board).

Academic and Creative Competitions – Organized opportunities for students to enter local, regional, state national contests in a variety of areas.

Acceleration of Content – Practices designed to allow progress through the curriculum and/or grade levels at a rate faster than the average.

Cluster Groups – Grouping of high ability students within a classroom that are an integrated part of the class, but may have some different learning opportunities and material with which to work.

Concurrent Enrollment - Qualified students may enroll in college courses concurrently while in high school according to district and university guidelines.

Continuous Progress - Appropriate instruction delivered that allows students to move ahead as content and skills are mastered.

Correspondence Courses – This option allows high school students to satisfy accredited goals through an approved university.

Cross-Grade Grouping – Opportunity for a student to work in advanced grade-level settings.

Curriculum Compacting – Adjustment of the instructional plan for students who have mastered some or all of the content to be covered in a unit.

Differentiated Curriculum – Curriculum designed to meet the needs of gifted students that is modified in pace, breadth, and depth. The curriculum will stress creativity and higher level thinking skills. Instruction will be differentiated according to content, process, and/or product.

Duke Talent Search - Program for seventh graders conducted by Duke University to identify academically talented youth and inform them about the abilities and academic options.

Education Station - A pull-out program designed for gifted and talented students in third - eighth grades.Gifted students will be exposed to enrichment options/opportunities that will appeal to a variety of interests. They will not be required to make up the work they miss, unless it is a test.

Elective Courses – Gifted students' needs in the areas of visual arts, performing arts and leadership are met through a variety of curricular offerings: band, vocal music, art, leadership classes, etc.

Enrichment in the Regular Classroom – Experiences provided in regular classrooms that are supplemental to the established curriculum and which are purposefully planned with the needs, interests and capabilities of particular students in mind. This curriculum is made up of learning experiences with greater depth and/or breadth for the student who understands abstract ideas, enjoys complexity and has either a deep or wide range of interests.

Flexible grouping – An instructional strategy where students are grouped together to receive appropriately challenging instruction.

Guidance and Counseling – Assists students in planning their academic careers, and addresses the specific social-emotional needs of the gifted to include under-achievement.

Intelligence – the ability to learn, reason, and problem solve.

Intelligence Quotient – A numerical representation of intelligence. IQ is derived from dividing mental age (result from an intelligence test) by the chronological age times 100. Traditionally an average IQ is considered to be 100.

Mentorship Program – Students work with local professionals to prepare for career readiness and employability skills base. Students are exposed to high-level careers and receive high school credit.

Multi-age Group – A strategy which allows a student to travel to appropriate grade classrooms for instruction when the students need instruction at an advanced level.

Ongoing Assessment - Students' abilities and needs are continually assessed through both formal and informal means designed to discover and nurture talent. The results are used as the basis for individual educational planning.

Online Courses - High school courses taken online through a state approved curriculum.

Project Lead The Way Gateway To Technology – Enriched STEM curriculum made available to middle school students.

Project Lead The Way Introduction to Engineering and Design(IED) – curriculum made available to high school students.

Project Lead The Way Launch – Enriched STEM curriculum for elementary students.

Proficiency-Based Promotion Test – Students who demonstrate proficiency in a set of competencies at the 90% level shall be advanced to the next level of study in the appropriate curricular areas. This decision will take into consideration social, emotional, physical, and mental growth. For 9-12 courses, students receive credit toward graduation upon satisfactory completion of a comprehensive examination and demonstration of proficiency.

Summer Enrichment – Programs offered at various sites as funding allows.

Duncan Public Schools
Gifted and Talented Forms

Duncan Public Schools Gifted & Talented

How Students Are Identified For The GT Program

<table>
<tr><th>THROUGH NOMINATION</th><th colspan="3">THROUGH TESTING</th><th>THROUGH TALENT</th></tr>
<tr><td>Student, Parent or Teacher Nominate Student for Gifted Program</td><td colspan="3">CogAT Group Testing of all 2nd grade students</td><td>Student, Parent or Teacher Nominate Student</td></tr>
<tr><td colspan="5">Requests for Additional Assessments and/or Talent Review are Accepted at Any Time.</td></tr>
<tr><td>GSC Completes "Identification/ Selection Matrix"</td><td>Students who score In 97%ile or above are automatically placed in Gifted Category 1</td><td colspan="2">Students who score in 88%ile or above may be given an alternative School Ability Test (Slosson)</td><td>Complete Nomination Form and Gather Evidence</td></tr>
<tr><td>A score of 12 or more results in Gifted Category 2 Placement</td><td>Parent Permission form is Sent</td><td>Students who score in 97%ile or above on an Alternative School Ability Test are automatically place in Gifted Category 1</td><td>Students who do not meet the 97%ile on an alternative School Ability Test may pursue the Gifted Program through Category 2</td><td>District Gifted Coordinator creates committee of teachers with content expertise</td></tr>
<tr><td>Parent Permission form is Sent</td><td></td><td>Parent Permission Form is sent</td><td>GSC Completes "Identification/ Selection Matrix</td><td>Committee examines and rates evidence using the Identification/ Selection Matrix"</td></tr>
<tr><td></td><td></td><td></td><td>A score of 12 or results in Gifted Category 2 Placement</td><td>A score of 12 or more results in Gifted Category 2 Placement</td></tr>
<tr><td></td><td></td><td></td><td>Parent Permission Form is Sent</td><td>Parent Permission Form is sent</td></tr>
</table>

*All School Ability Test Scores refer to Percentile for COMPOSITE SCORE, not sub-test score

Duncan Public Schools Gifted and Talented

Parent Notification of Eligibility and Permission For Participation

Dear Parent/Guardian,

Your child, _____, has been identified for participation in the Duncan Public Schools Gifted and Talented Program. These program services may include one or more of the following:

- Differentiated curriculum in the regular classroom provided by the classroom teacher
- Cluster grouping with other gifted students for differentiated curriculum in the classroom
- Flexible grouping of gifted students for advanced or enriched curriculum during the school day
- Enrichment activities involving supplemental educational activities
- Special day classes designed for gifted and talented students
- Independent study provided through special tutors, mentors, or special courses
- Post-secondary education conducted by a college
- Other _____

To give permission for your child to participate in the DPS Gifted & Talented program:

1. Fill out and sign the form below
2. Return the form to the school office

Sincerely,
Stacy Smith
Duncan Public Schools District Gifted and Talented Coordinator
stacy.smith@duncanps.org
580-252-6801

Duncan Public Schools Gifted and Talented Permission For Participation

_____ _____
Print Child's First & Last Name School

_____ _____
Parent/Guardian Signature Date

____**YES**, I give permission for my child to participate in the DPS Gifted and Talented program.

____**NO**, I do not want my child to participate in the DPS Gifted and Talented program.

Duncan Public Schools Gifted & Talented

Permission for Student Testing

Dear Parent/Guardian,

Your child, _____, has been recommended for testing for possible participation in the Duncan Public Schools Gifted and Talented Program. The test to be administered will be a nationally standardized test of intellectual ability. Testing will take place at the school and will take approximately 40 minutes.

Students' eligibility in the gifted and talented program include a variety of information, including results of ability testing, academic achievement, teacher recommendations, parent information, and samples of student work.

You will be notified in writing about your child's eligibility for the gifted and talented program and options for program placement. If you have any questions, please contact the District Gifted and Talented Coordinator by email or phone.

To give permission for your child to be tested for the DPS Gifted & Talented program:

1. Fill out and sign the form below
2. Return the form to the school office

Sincerely,
Stacy Smith
Duncan Public Schools District Gifted and Talented Coordinator
stacy.smith@duncanps.org
580-252-6801

Duncan Public Schools Gifted and Talented Permission For Testing

_____ _____

Print Child's First & Last Name School

_____ _____

Parent/Guardian Signature Date

_____**YES**, I give permission for my child to be tested for the DPS Gifted & Talented program.

_____**NO**, I do not want my child to be tested for the DPS Gifted & Talented program.

Duncan Public Schools Gifted & Talented

Program Identification/Selection Matrix

NAME OF STUDENT: _____ GRADE: _____

SCHOOL: _____ DATE: _____

ASSESSMENT AREAS	2	4	6	8	10
Nationally Standardized Test of Intellectual Ability (Includes Standard Error of Measure) **COGAT:** Score_____ **NNAT3:** Score_____ **OTHER:** _____ Score_____	88%ile	89%ile	91%ile	93%ile	95%ile
	1	2	3	4	
STATE STANDARDIZED ASSESSMENT		PROFICIENT		ADVANCED	
Total Math					
Total Reading					
Total Science					
Total History					
	1	2	3	4	5
Achievement as demonstrated on ONE of the following tests:	85%ile	88%ile	91%ile	94%ile	97%ile
NATIONALLY STANDARDIZED TEST OF ACHIEVEMENT					
Total Math					
Total Reading					
ACT or SAT **(see current National Norms)**					
Math					
Reading					
8/9 PSAT					
	1	2			
ADVANCED/HONORS COURSEWORK					
Recommendation: Parent, Teacher, Self, Peer OR an average thereof		2	3		
COLUMN TOTALS					

Add column totals together. Overall Total: _____

An overall total of 12 or greater recommends program placement.

Duncan Public Schools Gifted & Talented
Nomination Form

NAME OF STUDENT: _____ **GRADE**_____ **DATE:** _____
Person completing this form: _____ **Teacher** _____ **Parent**_____ **Other**_____
In your opinion, is this child gifted? Yes_____ **No**_____
Is performance consistent with results of standardized tests? Yes_____ **No**_____

"'Gifted and Talented children' means those children identified at the preschool, elementary, and secondary level as having demonstrated potential abilities of high performance capability and needed differentiated or accelerated education or services". OSDE Title (70 O.S. 1210.301)

	Seldom	Occasionally	Often	Almost always		Seldom	Occasionally	Often	Almost always
ITEMS TO BE EVALUATED	**1**	**2**	**3**	**4**	**ITEMS TO BE EVALUATED**	**1**	**2**	**3**	**4**
Possesses a comfortable knowledge of basic skills and factual information					Flexibility able to approach ideas and problems from a number of perspectives; adaptable; able to find alternative ways of solving problems				
Enjoys learning; learns rapidly					Sensitivity to problems (Perceives problems that others may not see; is ready to question or change existing situation and suggest improvements)				
Persistence (Has ability and desire to follow through on work; concerned with completion; able to see a problem through)					Originality (Often uses original methods of solving problems, us able to combine ideas and materials in a number of ways, or creates products of unusual character or quality)				
In own interest									
In assigned tasks									
Intellectual curiosity (Pursues interest to understand or satisfy curiosity; question the common, ordinary, or the unusual; generates questions in connection with personal interest or group concerns)					Reasoning (Is logical, often generalizes or applies understanding in new situations, expands concepts into broader relationships, or sees parts in relation to the whole.)				
Enjoys the challenge of difficult problems, issues, and materials					Scientific method (Can define problems, formulate hypotheses, test ideas, and arrive at valid conclusions)				
Is alert, perceptive, and observant beyond his years; aware of many stimuli					Independence (Inclined to follows his organization and ideas rather than the structuring of others)				
Has advanced vocabulary for age and grade level					Elaboration (Concerned with detail and complexity; often involved with a variety of implications and consequences)				
Fluency of ideas (Produces a large number of ideas of products, often very quickly)									
Total Columns					Total Columns				

_____**Average of column totals (divide total by 16 to get average)**

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Child Nutrition

Vendor Requested: Chickasaw Nation

Item Request Description: More for Summer feeding program through Chickasaw Nation

Dollar Amount Requested (if applicable): —

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: —

Signature of Requestor/Principal: Becky Barker, Requestor — Date: 11-3-26

Signature of Budget Director (Administrator →) — Date:

Signature of Assistant Superintendent — Date: 11/4/26

Memorandum of Understanding
Between Chickasaw Nation and
Duncan School District

I. Parties

This Memorandum of Understanding (MOU) is between Division of Nutrition Services of the Department of Health of the Chickasaw Nation, a federally recognized and sovereign Indian nation ("Nation") of P.O. Box 1548, Ada, OK 74821, and Duncan ("School"), Tax ID# 73-6021226 of address with Phone Number 580.255.0686 (collectively referred to herein as the "Parties" or individually as the "Party".)

II. Purpose

Nation receives funds from the United States Department of Agriculture (USDA) Food and Nutrition Services to operate the Summer Electronic Benefit Transfer for Children (SEBTC), the Packed Promise program ("Packed Promise") and other Nutrition Benefit Programs, as applicable, collectively referred to as ("Programs"). For the purpose of successfully completing the goals of the Programs, the Nation will partner with the School. The function of this MOU is to establish roles and responsibilities between the parties for the implementation of the Programs.

This MOU is not an obligation or commitment of funds, nor a basis for transfer of funds, but **rather** a basis of understanding between the Parties of the methods of performing the tasks herein. Unless otherwise agreed in writing, the Parties acknowledge that each Party shall bear its own costs in relation to this MOU.

III. Responsibilities and Duties

a. School:

i. For the purposes of streamlined certification as defined and described in the Federal Register, Volume 88, No. 249, the school shall provide the following data elements for students receiving and eligible for free and reduced meals:

- Student First Name
- Student Middle Initial (Optional)

- Student Last Name
- School ID
- Student State Testing Number
- School Name
- Student's Method of Certification for Free and Reduced-Price Lunch or Economic Disadvantaged Status (application, SNAP, TANF, WIC, FDPIR, Foster, Homeless, Migrant, Runaway, or Medicaid)
- Grade
- Birthdate
- Parent/Guardian's First Name
- Parent/Guardian's Last Name
- Household Mailing Address
- Household Physical Address (OPTIONAL)
- Household Phone Number(s)
- Household Email{s) (OPTIONAL)
- Language(s) Spoken in the Home (OPTIONAL)
- Preferred Method of Contact (OPTIONAL)
- Tribal membership (OPTIONAL)

ii. For the purposes of processing Summer EBT applications, the school shall provide the following data elements for all students enrolled who may be determined eligible via Summer EBT benefits via application as described in the Federal Register, Volume 88, No. 249:

- Student First Name
- Student Middle Initial (Optional)
- Student Last Name
- School Name
- Birthdate
- Individual free or reduced price eligibility status (when applicable)
- Tribal enrollment status (if applicable)

iii. For the purposes of processing Summer EBT applications, distribute all documents provided by Nation to all students through various means, including but not limited to, sending documents home with students in backpacks and folders. These documents will be used to recruit participants for the Programs.

iv. Verify enrollment and free and reduced lunch status of all applicants.

v. Provide verified information to the Chickasaw Nation Nutrition Services.

b. Nation:

i. Receive student data from the school for the purposes of streamlined certification.

ii. Receive Program applications online and by phone, verified enrollment, and verified free and reduced lunch status from the school.

iii. Use foregoing information to recruit participants within the School's student population for the Programs.

iv. Provide Program benefits for eligible participants in the School District's student population.

v. Keep student data confidential and ensure that it only be used for the purposes herein.

c. **Non-Disparagement:**

Both Parties hereby stipulate and agree that either Party may discuss non-confidential aspects of their experience with the other Party, however each party shall not in any shape, form or fashion whatsoever, make any disparaging remarks of any sort or otherwise communicate any disparaging information about the other Party or the other Party's employees, officers or agents in their professional capacities herein to any third party, including but not limited to statements on social or any other media. Further, each party agrees to take no action of any nature which is intended, or would reasonably be expected, to harm the other Party or its reputation or which would reflect or reasonably lead to unfavorable publicity to the other Party.

d. **Confidentiality:**

In the course of performing services, the parties recognize they may come in contact with or become familiar with information which may be considered confidential. The Parties agree to keep all such information confidential and not to discuss or divulge it to anyone other than the appropriate personnel or their designees for the purposes expressed herein.

IV. **Term of Agreement**

This Agreement shall commence on the date last signed below and shall renew automatically annually from such date. Any services provided under this Agreement or any renewal shall be contingent upon continued-Program funding from the USDA.

V. **Governing Law**

The Parties will use their best efforts to amicably resolve any dispute. Both the School and the Nation recognize, respect and accept the fact that under applicable laws each is governed by a separate sovereign with dominion over their respective territories and governments. By entering into this contractual relationship, neither the School nor the Nation has, in any way, caused the other's sovereignty to be waived or diminished.

VI. **Termination**

This Agreement may be terminated by either of the Parties upon thirty (30) days

written notice delivered to the other Party. The written notice of termination will be sent to the Party's address referenced on page one of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date last below written.

School:

Date: _____

_____

Duncan **Public School District**

Nation:

Date:_____

_____

Rebecca Chandler, Executive Officer of Nutrition Services Department of Health

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: District / Transportation

Vendor Requested: N/A

Item Request Description: DAVIS PUBLIC SCHOOLS AGREEMENT FOR STUDENT TRANSPORTATION TO THE OKLAHOMA SCHOOL FOR THE DEAF FOR FY 26-27

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for K. Gollaher — Requestor or Principal — Date: 10/30/20226

[signature] — ~~Budget Administrator or~~ Business Office Manager — Date: 11-02-2026

[signature] — Superintendent — Date: 11/4/26

AGREEMENT FOR TRANSPORTATION OF STUDENTS TO THE OKLAHOMA SCHOOL FOR THE DEAF

THIS AGREEMENT is made by and between DUNCAN PUBLIC SCHOOLS, Duncan, Stephens County, Oklahoma ("Duncan"), and DAVIS PUBLIC SCHOOLS, Davis, Murray County, Oklahoma ("Davis").

WHEREAS, Davis and Duncan have agreed that Duncan shall provide such daily transportation for the students of both school districts, which such transportation will be from 5859 Highway 110, Sulphur, Oklahoma, to The Oklahoma School for the Deaf, and back on a daily basis; and

WHEREAS, Davis is agreeable to paying a daily fee to Duncan to offset the cost of Duncan's transportation of Davis students.

NOW, THEREFORE, in consideration of the covenants and agreements hereinafter set forth, IT IS MUTUALLY AGREED between the parties as follows:

- Duncan agrees to transport Davis students to and from OSD on a daily basis. The student(s) will be picked up and dropped off by DPS transportation.
- If appropriate, given the age of the student(s), Davis agrees to provide Duncan with a car seat for such student(s).
- Davis agrees to pay Duncan a fee equal to $40.00 per student for each day that Duncan provides transportation for the Davis student(s), Duncan will invoice Davis on a quarterly basis; and
- The parties agree that either school district may cancel this Agreement at any time with thirty (30) days written notice to the other school district. In addition, in the event that Duncan ceases, temporarily or otherwise, to have students that require transportation to OSD, Duncan will promptly notify Davis and Davis will then be required to make other arrangements for Davis student(s) to be transported to and from OSD.

This agreement shall be effective from November 2, 2026 to June 30, 2027.

IN WITNESS WHEREOF, the parties hereto have set their hands effective November 10, 2026.

DUNCAN PUBLIC SCHOOLS

By:_____
President, Board of Education
"DUNCAN"

DAVIS PUBLIC SCHOOLS

By: Jamea Gilbert

Printed Name: Jamea Gilbert

Title: Superintendent

"DAVIS"

BOARD APPROVED

NOV 10 2026

ITEM # k. J.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: District / Transportation

Vendor Requested: N/A

Item Request Description: DAVIS PUBLIC SCHOOLS AGREEMENT FOR STUDENT TRANSPORTATION TO THE OKLAHOMA SCHOOL FOR THE DEAF FOR FY 26-27

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson for K. Gollaher — Requestor or Principal — Date: 10/30/2026

[signature] — ~~Budget Administrator or~~ Business Office Manager — Date: 11-02-2026

[signature] — Superintendent — Date: 11/4/26

AGREEMENT FOR TRANSPORTATION OF STUDENTS TO THE OKLAHOMA SCHOOL FOR THE DEAF

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WHEREAS, Davis and Duncan have agreed that Duncan shall provide such daily transportation for the students of both school districts, which such transportation will be from 5859 Highway 110, Sulphur, Oklahoma, to The Oklahoma School for the Deaf, and back on a daily basis; and

WHEREAS, Davis is agreeable to paying a daily fee to Duncan to offset the cost of Duncan's transportation of Davis students.

NOW, THEREFORE, in consideration of the covenants and agreements hereinafter set forth, IT IS MUTUALLY AGREED between the parties as follows:

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- If appropriate, given the age of the student(s), Davis agrees to provide Duncan with a car seat for such student(s).
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- The parties agree that either school district may cancel this Agreement at any time with thirty (30) days written notice to the other school district. In addition, in the event that Duncan ceases, temporarily or otherwise, to have students that require transportation to OSD, Duncan will promptly notify Davis and Davis will then be required to make other arrangements for Davis student(s) to be transported to and from OSD.

This agreement shall be effective from November 2, 2026 to June 30, 2027.

IN WITNESS WHEREOF, the parties hereto have set their hands effective November 10, 2026.

DUNCAN PUBLIC SCHOOLS

By: _____

President, Board of Education

"DUNCAN"

DAVIS PUBLIC SCHOOLS

By: Jamea Gilbert

Printed Name: Jamea Gilbert

Title: Superintendent

"DAVIS"

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

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School/Club/Department: Central Office

Vendor Requested: N/A

Item Request Description: AGREEMENT WITH SDE FOR THE ACCELERATE REGIONAL TUTORING INITIATIVES: DELIVERABLES PROGRAM

(this works alongside the Cameron Pathways MOU approved 10/13/26)

Dollar Amount Requested (if applicable): Payroll, Reimbursable

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: Project 716 (Grant)

Kelly Henderson — 11/05/2026
Requestor or Principal — Date

[signature] — 11-05-2026
Budget Administrator or Business Office Manager — Date

Dr Charna Byerly — NOV 05 2026
Superintendent — Date

This contractual agreement (hereafter "Agreement") is entered into between the State of Oklahoma *ex rel*, Oklahoma State Department of Education, 2500 N Lincoln Blvd, Oklahoma City, OK 73105, (hereafter "OSDE") and **Duncan Public Schools**, (hereafter "Vendor"), whose mailing address and contact information for the purpose of this Agreement is: **1702 W. Spruce Ave./P.O. Box 1548, Duncan, OK 73533.** OSDE and Vendor are sometimes referred to collectively as the "Parties" or individually the "Party".

1. **PURPOSE**
   - **1.1.** The purpose of this Agreement is: **To fulfill the Grant Agreement from the United States Department of Education with the Award Number of S411A250025 under CFDA number 84.411A in support of the project title *Accelerate Regional Tutoring Initiative*.**
   - **1.2.** To fulfill the purpose of this Agreement, OSDE and Vendor agree to incorporate by reference the attached **Accelerate Regional Tutoring Initiatives: Deliverables** ("Attachment A"). Attachment A is in addition to, and not in place of, any terms outlined in the Agreement. Should any of the provisions conflict, this Agreement governs in all respects unless preempted by federal laws and/or regulations.

2. **PAYMENT TERMS & AGREEMENT DURATION**

   Payments shall be distributed in accordance with **Attachment A**, and on a reimbursement basis as detailed in Attachment A. OSDE shall be reimbursed only for expenses that are authorized in writing by the Vendor, and subject to presentation of documentation reasonably satisfactory to Accelerate.

   It is further agreed by both parties that this Agreement shall be in effect from **July 1, 2026**, to **June 30, 2027**, with FOUR (4) one-year options to renew and ONE (1) 9-month option to renew through the end of the program but ending no later than **December 31, 2030**.

3. **INVOICING & PAYMENT**

   Pursuant to Title 74 O.S. § 85.44(B), invoices will be paid in arrears after products have been delivered or services provided. Interest on late payments made by the State of Oklahoma is governed by Title 62 O.S. § 34.71 and Title 62 O.S. § 34.72.

   Invoices shall be submitted to the Oklahoma State Department of Education by e-mail to SDEAccountsPayable@sde.ok.gov.

   Invoice remittance shall in every case possible be paid by Electronic Fund Transfer (EFT). Title 62 O.S. § 34.64(H) requires that payments from the State Treasury shall be conveyed solely through an electronic payment mechanism. New Vendors doing business with the OSDE for the first time must contact the Office of Management and Enterprise Services to register as a Vendor and receive a Supplier Identification Number before any payment can be made. New Vendors shall also contact the Office of Management and Enterprise Services to at EFT.Registration@omes.ok.gov to make arrangements to receive payment electronically.

   - **3.1. Standard Payment Terms:** Net-45 (Title 62 O.S. § 34.71).

APPROVED
By Niku Bayatfar at 10:06 am, Jul 31, 2026

4. TAX EXEMPTION

State agency acquisitions are exempt from state sales and federal excise taxes.

5. AUDIT AND RECORDS CLAUSE

As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any Agreement with the State, the Vendor agrees that any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant Agreement.

The Vendor is required to retain records relative to the Agreement for the duration of the Agreement and for a period of seven (7) years following completion and/or termination of the Agreement. If an audit, litigation, or other action involving such records is started before the end of the seven (7) year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved, or until the end of the seven (7) year retention period, whichever is later.

6. AGREEMENTS OPEN TO PUBLIC DISCLOSURE

Unless otherwise specified in the Oklahoma Open Records Act, Central Purchasing Act, or other applicable law, documents and information Vendor submits as part of or in connection with this Agreement are public records and subject to disclosure. Vendors claiming any portion of this Agreement as proprietary or confidential must specifically identify what documents or portions of documents they consider confidential and identify applicable law supporting their claim of confidentiality. The Superintendent of OSDE shall make the final decision as to whether the documentation or information is confidential.

7. ENTIRE AGREEMENT

This instrument contains the full understanding and agreement of the parties as to the subject matter hereof and may not be altered or amended except by written agreement signed by the parties. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the Agreement.

Either party may initiate a request to amend this Agreement. Request for any amendment must be made in good faith and in compliance with Applicable Law. All such amendments shall be in writing, dated, signed by the Parties and identified as an amendment.

8. AGREEMENT MODIFICATION

Any change to the Agreement, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by a person who is not specifically authorized by the OSDE in writing, or made unilaterally by the Vendor, is a breach of the Agreement. Unless otherwise specified by applicable law or rules, such changes, including unauthorized written Agreement Modifications, shall be void and without effect, and the Vendor shall not be entitled to any claim under this Agreement based on those changes.

9. NON-APPROPRIATION CLAUSE

The terms of any Agreement and any Purchase Order issued for multiple years under the Agreement are contingent upon sufficient appropriations being made by the Legislature or other appropriate government entity. Notwithstanding any language to the contrary in the purchase order

APPROVED
By Niku Bayatfar at 10:06 am, Jul 31, 2026

or any other Agreement document, the OSDE may terminate its obligations under the Agreement if sufficient appropriations are not made by the Legislature or other appropriate governing entity to pay amounts due for multiple year agreements. The decision of the OSDE as to whether sufficient appropriations are available shall be accepted by the Vendor and shall be final and binding.

10. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Oklahoma. Any dispute or controversy arising under or in relation to this Agreement shall be litigated exclusively in a court of competent jurisdiction in the State of Oklahoma. The state and federal courts and authorities with jurisdiction in the State of Oklahoma shall have exclusive jurisdiction over all controversies which shall arise under or in relation to this Agreement.

11. CHOICE OF VENUE

The venue for any action, claim, dispute or litigation relating in any way to the Agreement shall be in Oklahoma County, Oklahoma.

12. TERMINATION FOR CAUSE

The Vendor may terminate the Agreement for default or other just cause with a 30-day written request and upon written approval from the OSDE. The OSDE may terminate the Agreement for default or any other just cause upon a 30-day written notification to the Vendor.

The OSDE may terminate the Agreement immediately, without a 30-day written notice to the Vendor, when violations are found to be an impediment to the function of an agency and detrimental to its cause, when conditions preclude the 30-day notice, or when the OSDE determines that an administrative error occurred prior to Agreement performance.

If the Agreement is terminated, the OSDE shall be liable only for payment for products and/or services delivered and accepted.

13. TERMINATION FOR CONVENIENCE

The OSDE may terminate the Agreement, in whole or in part, for convenience only if the OSDE determines that termination is in the State's best interest. The OSDE shall terminate the Agreement for convenience by delivering to the Vendor a Notice of Termination for Convenience specifying the terms and effective date of Agreement termination. The Agreement termination date shall be a minimum of 30 days from the date the Notice of Termination for Convenience is issued by the OSDE.

If the Agreement is terminated, the OSDE shall be liable only for products and/or services delivered and accepted, and for costs and expenses (exclusive of profit) reasonably incurred prior to the date upon which the Notice of Termination for Convenience was received by the Vendor.

14. COUNTING OF DAYS

Except where otherwise specifically provided, any reference in this Agreement to a period of "days" means calendar days, not business days.

15. SEVERABILITY

Any provision of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction only, be ineffective to the extent of such prohibition or unenforceability without

APPROVED
By Niku Bayatfar at 10:06 am, Jul 31, 2026

invalidating the remaining provisions thereof, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction.

16. CAPTIONS

The captions of the paragraphs of this Agreement are for convenience only and shall be disregarded in construing the terms of this Agreement.

17. INSURANCE

The Vendor shall obtain and retain insurance, including worker's compensation, automobile insurance and general liability, as applicable, or as required by State or Federal law, prior to commencement of any work in connection with the Agreement. Vendor shall timely renew the policies to be carried pursuant to this section throughout the term of the Agreement and shall provide the OSDE with evidence of such insurance and renewals.

18. TRAVEL EXPENSES

In accordance with Title 74 O.S. § 85.40, ALL travel expenses to be incurred by the Vendor in performance of the Agreement shall be included in the total bid price/Agreement amount.

19. EMPLOYMENT RELATIONSHIP

The Agreement does not create an employment relationship. Individuals performing services required by this Agreement are not employees of the OSDE. The Vendor's employees shall not be considered employees of the OSDE for any purpose and accordingly shall not be eligible for rights or benefits accruing to state employees.

20. COMPLIANCE WITH APPLICABLE LAWS

The products and services supplied under the Agreement shall comply with all applicable federal, state and local laws, and the Vendor shall maintain all applicable licenses and permit requirements.

21. UNAUTHORIZED OBLIGATIONS

At no time during the performance of this Agreement shall the Vendor have the authority to obligate the OSDE for payment of any goods or services over and above the awarded Agreement. If the need arises for goods or services over and above the Agreement for this project, Vendor shall cease the project and contact OSDE for approval prior to proceeding.

22. ASSIGNMENT

Vendor's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the OSDE.

23. EQUAL OPPORTUNITY AND DISCRIMINATION

The Vendor certifies they are an Equal Opportunity Employer, a provider of services and/or assistance, and is in compliance with the 1964 Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, as amended and Executive Orders 11246 and 11375. The Vendor assures compliance with the Americans with Disabilities Act of 1990 (Public Law 101-336), all amendments to, and all requirements imposed by the regulations issued pursuant to this act.

24. LOBBYING

APPROVED
By Niku Bayatfar at 10:07 am, Jul 31, 2026

The Vendor certifies they are in compliance with the Anti-Lobbying law, Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over $100,000.00 as defined at 45 CFR 93, Section 93.105 and 93.110.

25. ENVIRONMENTAL PROTECTION

If the payments under the Agreement are expected to exceed $100,000.00, then Vendor must comply with all applicable Federal Laws such as Section 306 of the Clean Air Act (42 U.S.C. 1857 (L)), Section 508 of the Clean Water Act (33 U.S.C. 1638), Executive Order 11738, and Environmental Protection Agency Regulations (40 C.F.R Part 15), which prohibit the use under nonexempt Federal Agreements, grants or loans of facilities included on the EPA List of Violating Facilities.

26. DRUG-FREE WORKPLACE

The Vendor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988, and implemented at 45 CFR part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610.

27. STUDENT DATA ACCESSIBILITY, TRANSPARENCY & ACCOUNTABILITY (If student data will not be shared, disregard paragraph 27).

Vendor's ability to provide services under this Agreement may require OSDE to share student data containing confidential personally identifiable information ("PII") from education records maintained by OSDE with Vendor. Vendor agrees to comply with all state and federal laws relating to student data and privacy, including the Family Educational Rights and Privacy Act, (20 U.S.C § 1232g; 34 CFR Part 99) ("FERPA") and the Oklahoma Student Data Accessibility, Transparency, and Accountability Act of 2013, (Title 70 O.S. § 3-168).

Student data released to Vendor will be limited to data points specifically listed in this Agreement. If Vendor determines that there is a legitimate need to receive or access additional student data and that such data is necessary to perform required duties, Vendor shall submit a written request to OSDE detailing the data needed and state the purpose of the disclosure. If OSDE determines that access is necessary and appropriate, this Agreement may be modified in accordance with request. No additional data shall be provided until the Agreement is modified to reflect the additional data disclosures.

Vendor will safeguard the confidentiality and integrity of all data received pursuant to this Agreement, place limitations on its use, and maintain compliance with all applicable privacy laws. Vendor shall establish appropriate administrative, technical and physical safeguards to ensure the security and confidentiality of all student data.

Student information from education records cannot be published in a way that would allow individual students or their parents to be identified. Any reports or published information that is a result of or derived from confidential student data containing PII provided by OSDE shall not allow individuals to be directly or indirectly identified and shall contain no individual student level data. Vendor may use student data from education records to perform contractual duties as required by this Agreement, but any published results must be presented in a manner which protects the privacy and confidentiality of students. The OSDE shall be provided with the opportunity to review all results prior to publication.

APPROVED
By Niku Bayatfar at 10:07 am, Jul 31, 2026

Vendor shall require all staff to comply with the data security and confidentiality provisions set forth herein. Only those employees that are directly involved in performing tasks outlined herein and who have a legitimate interest in providing services according to the terms of this Agreement shall be entitled to access student data. Vendor shall take steps to maintain confidentiality of student information from education records. OSDE reserves the right to claim privilege for any student data information that may be procured as part of the discovery process.

This Agreement does not constitute a release of student-level data for the vendor's discretionary use. Access to (or disclosure of) confidential student information contained from education records pursuant to the terms of this Agreement shall not constitute an assignment of ownership of the information provided. OSDE retains all ownership rights to the data transferred pursuant to this Agreement, and Vendor shall not obtain any right, title, or interest in any of the data furnished by OSDE.

Data transferred pursuant to this Agreement may only be used to carry out the responsibilities throughout the duration of the projects, task and assignments specified herein. Any unauthorized use of the data files beyond the terms specified in the Agreement is not permitted. Vendor shall not use the data for purposes other than the projects, task and assignments identified herein. Information shall be limited to that which may be procured in the discovery process and through normal electronic discovery means.

Vendor shall immediately notify the OSDE if there is any unauthorized access or breach to the data provided by the OSDE and take reasonable steps to mitigate any breach. In the event a breach occurs, Vendor will take reasonable steps and implement corrective procedures to ensure that further breaches do not occur.

OSDE shall be notified immediately if Vendor receives a request for the student data containing PII provided by the SDE. If Vendor becomes legally compelled to disclose any confidential PII (whether by judicial or administrative order, applicable law, rule or regulation, or otherwise) then Vendor shall use all reasonable efforts to provide OSDE with prior notice before disclosure so that OSDE may seek a protective order or other appropriate remedy to prevent the disclosure. If a protective order or other remedy is not obtained prior to when any legally compelled disclosure is required, Vendor shall only disclose that portion of the confidential PII that it is legally required to disclose.

Vendor may determine that it is necessary to employ a contractor or subcontractor to fulfill contractual obligations under the Agreement. Vendor shall ensure, by written agreement, that any contractor or subcontractor employed by Vendor remains in compliance with FERPA, (20 USC § 1232g; 34 CFR Part 99), and the Oklahoma Student Data Accessibility, Transparency, and Accountability Act of 2013 (Title 70 O.S. § 3-168). Vendor shall enter into a Data Sharing Agreement with any contractor or subcontractor employed by Vendor. A copy of said Data Sharing Agreement shall be forwarded to OSDE prior to the release of any student data or personally identifiable information.

The OSDE will immediately terminate this Agreement and this Agreement shall not be renewed due to the intentional breach of any of the terms and conditions of the data security and confidentiality provisions set forth herein by Vendor and OSDE may revoke any other existing RFP's or Agreement with Vendor.

APPROVED
By Niku Bayatfar at 10:07 am, Jul 31, 2026

The OSDE may seek monetary, restitutive and punitive damages against Vendor for a breach of any of the terms and conditions of the data security and confidentiality provisions set forth herein as allowed by law.

Upon notification of a breach in the terms and conditions of the data security and confidentiality provisions set forth herein, the OSDE will not release any additional confidential personally identifiable information ("PII") from education records maintained by OSDE to the Vendor until corrective procedures have been implemented to ensure further breaches do not occur.
Upon completion of the services detailed in this Agreement or upon termination of this Agreement, Vendor shall immediately destroy all PII that was disclosed by the OSDE and provided to Vendor for the purposes detailed in this Agreement. Within ten (10) days of destruction, Vendor shall provide written notification to the OSDE of the date and method of destruction of these records.

28. FORCE MAJEURE

A party is not liable for failure to perform the party's obligations if such failure is a result of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), strikes or labor disputes, embargoes, government orders, epidemics, pandemics or other similar events beyond the reasonable control of the party. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of an event described in this clause. If an event of Force Majeure occurs, the party injured by the other's inability to perform may elect one of the following remedies:

28.1. to terminate this Agreement in whole or in part; or

28.2. to suspend the Agreement, in whole or part, for the duration of the Force Majeure circumstances.

The party experiencing the Force Majeure circumstances shall cooperate with and assist the injured party in all reasonable ways to minimize the impact of Force Majeure on the injured party.

29. NON-COLLUSION CERTIFICATION. Pursuant to Title 74 O.S. § 85.22, any competitive bid submitted to this state, or contract executed by the state for an acquisition in excess of the fair and reasonable acquisition threshold amount, shall contain a certification, dated and in substantially the following form. I certify:

74 O.S. § 85.22

A. For purposes of any competitive bid or contract executed by the state for an acquisition in excess of the fair and reasonable acquisition threshold amount, I certify:

1. I am the duly authorized agent of the above-named supplier or bidder for the purpose of certifying the facts pertaining to the existence of collusion among and between bidders and suppliers and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in connection with the prospective acquisition.

2. I am fully aware of the facts and circumstances surrounding the acquisition or making of the bid to which this statement relates and have been personally and directly involved in

APPROVED
By Niku Bayatfar at 10:07 am, Jul 31, 2026

the events leading to the acquisition or submission of such bid.

3. Neither the business entity that I represent in this certification nor anyone subject to the business entity's direction or control has been a party to:
   a. Any collusion among bidders or suppliers in restraint of freedom of competition by agreement to bid or contract at a fixed price or to refrain from bidding or contracting.
   b. Any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract.
   c. Any discussions between bidders or suppliers and any state official concerning exchange of money or other thing of value for special consideration in connection with the prospective contract.

B. I certify, if awarded the contract, whether competitively bid or not, neither the business entity I represent nor anyone subject to the business entity's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of this state any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement relates.

74 O.S. § 85.42

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

74 O.S. § 582

For the purpose of a contract for goods or services, the supplier also certifies it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the state.

74 O.S. § 12005

For the purpose of a contract for goods or services, the supplier also certifies it is not currently engaged in a boycott of energy companies and will not boycott energy companies during the term of the contract.

DEBARMENT, SUSPENSION OR OTHER RESPONSIBILITY MATTERS

The Vendor certifies to the best of their knowledge and belief, that they and their principals, and any subcontractors: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State or local department or agency; Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) Agreement; or for violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses aforementioned in this section; and Have not within a three-year period preceding this Agreement had one or more public (Federal, State or local) Agreements terminated for cause or default.

If the Vendor is unable to certify to any of the statements in this certification, the Vendor must attach an explanation of such circumstances under separate cover with reference to this Agreement.

APPROVED
By Niku Bayatfar at 10:08 am, Jul 31, 2026

74.O.S. § 85.5

For the purposes of a contract for the physical performance of services, the supplier also certifies it and any subcontractors are in compliance with the provisions of Section 1313 of Title 25 of the Oklahoma Statutes requiring all suppliers to register and participate in the Status Verification System to verify the work eligibility status of all new employees. The Status Verification System includes but is not limited to the free Employment Verification Program (E-Verify) available at www.dhs.gov/E-Verify.

21 O.S. § 1289.31

For the purpose of a contract for goods or services, the supplier also certifies it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate against a firearm entity or firearm trade association during the term of the contract.

74.O.S. § 85.22C

List of all known business or familial relationships that currently exist or which existed within one year prior to the date on this form between any officer or director of the supplier and any officer or employee of the state agency listed on Page 1. State the names of persons with such relationships, their position within the organization, and the nature of such relationships.

1.
2.
3.

If no such relationships exist, check the box below:

☑ There are no known business or familial relationships that currently exist or which existed within one year prior to the date on this form between any officer or director of the supplier and any officer or employee of the state agency stated above.

74 O.S. § 85.42(B)

Pursuant to 74 O.S. § 85.42(B), the supplier certifies that no person involved in any manner in the development, approval or negotiation of the contract, including change orders, extensions, renewals or amendments, while employed by the State of Oklahoma shall be employed or given anything of value to fulfill any services provided under the contract, including change orders, extensions, renewals or amendments.

30. EXECUTION BY COUNTERPARTS

This Agreement may be executed in any number of counterparts by facsimile, electronic, scanned or digital signature and when executed so it shall be deemed an original signature.

The counterparts of this Agreement and all ancillary documents may be executed and delivered by facsimile or other electronic signature by any of the parties to any other party and the receiving party may rely on the receipt of such document so executed and delivered by facsimile or other electronic means as if the original had been received.

31. THIRD PARTY BENEFICIARIES.

Nothing in this Agreement, expressed or implied, does, or is intended to, confer upon any person, other than the parties hereto and their respective assigns, any rights, or remedies under, or by reason of, this Agreement.

APPROVED
By Niku Bayatfar at 10:08 am, Jul 31, 2026

32. BINDING EFFECT.
This Agreement binds the parties hereto and any successors and assigns of the parties.

33. GOVERNMENTAL TORT CLAIMS ACT.
By entering into this Agreement, OSDE and its "employees," as defined by the Governmental Tort Claims Act, 51 O.S. § 151, et seq., do not waive sovereign immunity or any defenses or any limitations of liability as may be provided for by law. No provision of this Agreement modifies and/or waives any provision of the Governmental Tort Claims Act.

34. NOTICES.
Whenever notice is required to be given in writing, such notice shall emailed and mailed by certified mail, restricted delivery, return receipt requested, and directed to the respective parties at the following addresses:

Vendor:	Duncan Public Schools
Attn:	Dr. Channa Byerly
Email:	channa.byerly@duncanps.org
Address:	1702 W. Spruce Ave./P.O. Box 1548, Duncan, OK 73533
Telephone:	(580) 255-0686

OSDE:	Oklahoma State Department of Education
Attn:	Heather Mastin
Email:	heather.mastin@sde.ok.gov
Address:	2500 North Lincoln Blvd., Oklahoma City, OK, 73105
Telephone:	405-522-3132

35. VENDOR RESPONSIBLE FOR ITS ACTIONS.
The OSDE shall not insure or indemnify the Vendor or its employees or contractors or subcontractors for their acts, omissions or conduct under this Agreement. The Vendor shall be solely responsible for its own acts, omissions and conduct and the acts, omissions and conduct of its employees or contractors or subcontractors while acting in the course and scope of employment and/or in the performance of their duties and obligations under this Agreement. Neither party shall insure or indemnify the other for the same.

APPROVED
By Niku Bayatfar at 10:08 am, Jul 31, 2026

OKLAHOMA STATE DEPARTMENT OF EDUCATION AGREEMENT

IN WITNESS THEREOF, the parties through their duly authorized representatives have accepted the terms of this Agreement.

Vendor: **Duncan Public Schools**
1702 W. Spruce Ave. / P.O. Box 1548
Duncan, OK 73533

Date: _____ _____
Signature of Authorized Representative

Oklahoma State Department of Education
2500 N Lincoln Blvd
Oklahoma City OK 73105

Date: _____ _____
Certified this date Tom Newell, Chief of Staff

APPROVED
By Niku Bayatfar at 10:08 am, Jul 31, 2026

ATTACHMENT A

Accelerate Regional Tutoring Initiative: Deliverables

Project Code: 716

Year 1 (2026-2027) Total $25,000 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2026 - October 31, 2026 (Yr. 1)

Date	Deliverable	Evidence	Completed
July – August 2026	Program manager established	Manager Name	
August - Sept 2026	Master Schedule	Copy of Schedule	
Sept – Oct 2026	Master Schedule Confirmed	Site visit	
August – Sept. 2026	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2026	District and school enrollment	Enrollment Numbers	
August – October 2026	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2026	BOY Screening completed	Data shared	
September 2026	BOY Screening uploaded		
September – October 2026	Student selection by Oct. 18	Student Roster	
October 2026	Tutoring begins by October 12, 2026	Tutoring Dates: 24 total weeks required	

APPROVED
By Niku Bayatfar at 10:21 am, Jul 31, 2026

		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2026 - December 31, 2026 (Yr. 1)

Date	Deliverable	Evidence	Completed
December 31, 2026	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2027 - March 13, 2027 (Yr. 1)

Date	Deliverable	Evidence	Completed
	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2027 – May 31, 2027 (Yr. 1)

Date	Deliverable	Evidence	Completed
	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
	EOY Screening	Data Shared	
	EOY data uploaded		

APPROVED
By Niku Bayatfar at 10:22 am, Jul 31, 2026

		Total	**$9,000**

Year 2 (2027-2028) Total $25,625 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2027 - October 31, 2027 (Yr. 2)

Date	**Deliverable**	**Evidence**	**Completed**
July – August 2027	Program manager established	Manager Name	
August - Sept 2027	Master Schedule	Copy of Schedule	
Sept – Oct 2027	Master Schedule Confirmed	Site visit	
August – Sept. 2027	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2027	District and school enrollment	Enrollment Numbers	
August – October 2027	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2027	BOY Screening completed	Data shared	
September 2027	BOY Screening uploaded		
September – October 2027	Student selection by Oct. 18	Student Roster	
October 2027	Tutoring begins by October 12, 2027	Tutoring Dates: 24 total weeks required	

APPROVED
By Niku Bayatfar at 10:22 am, Jul 31, 2026

		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2027 - December 31, 2027 (Yr. 2)

Date	Deliverable	Evidence	Completed
Dec. 2027	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2028 - March 13, 2028 (Yr. 2)

Date	Deliverable	Evidence	Completed
Jan. - Mar. 2028	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
Mar. 2028	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2028 – May 31, 2028 (Yr. 2)

Date	Deliverable	Evidence	Completed
Mar. - May 2028	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		

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By Niku Bayatfar at 10:22 am, Jul 31, 2026

May 2028	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$9,625**

Year 3 (2028-2029) Total $26,250 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2028 - October 31, 2028 (Yr. 3)

Date	**Deliverable**	**Evidence**	**Completed**
July – August 2028	Program manager established	Manager Name	
August - Sept 2028	Master Schedule	Copy of Schedule	
Sept – Oct 2028	Master Schedule Confirmed	Site visit	
August – Sept. 2028	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2028	District and school enrollment	Enrollment Numbers	
August – October 2028	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2028	BOY Screening completed	Data shared	
September 2028	BOY Screening uploaded		

APPROVED
By Niku Bayatfar at 10:22 am, Jul 31, 2026

September – October 2028	Student selection by Oct. 18	Student Roster	
October 2028	Tutoring begins by October 12, 2028	Tutoring Dates: 24 total weeks required	
		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2028 - December 31, 2028 (Yr. 3)

Date	Deliverable	Evidence	Completed
Nov. - Dec. 2028	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2029 - March 13, 2029 (Yr. 3)

Date	Deliverable	Evidence	Completed
Jan. - Mar. 2029	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
Mar. 2029	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2029 – May 31, 2029 (Yr. 3)

Date	Deliverable	Evidence	Completed

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By Niku Bayatfar at 10:22 am, Jul 31, 2026

Mar. - May 2029	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
May 2029	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$10,250**

Year 4 (2029-2030) Total $26,840 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2029 - October 31, 2029 (Yr. 4)

Date	Deliverable	Evidence	Completed
July – August 2029	Program manager established	Manager Name	
August - Sept 2029	Master Schedule	Copy of Schedule	
Sept – Oct 2029	Master Schedule Confirmed	Site visit	
August – Sept. 2029	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2029	District and school enrollment	Enrollment Numbers	
August – October 2029	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2029	BOY Screening completed	Data shared	

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By Niku Bayatfar at 10:22 am, Jul 31, 2026

September 2029	BOY Screening uploaded		
September – October 2029	Student selection by Oct. 18	Student Roster	
October 2029	Tutoring begins by October 12, 2029	Tutoring Dates: 24 total weeks required	
		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2029 - December 31, 2029 (Yr. 4)

Date	**Deliverable**	**Evidence**	**Completed**
Nov. - Dec. 2029	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2030- March 13, 2030 (Yr. 4)

Date	**Deliverable**	**Evidence**	**Completed**
Jan - Mar 2030	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
Mar. 2030	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2030 – May 31, 2030 (Yr. 4)

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By Niku Bayatfar at 10:22 am, Jul 31, 2026

Date	Deliverable	Evidence	Completed
Mar - May 2030	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
May 2030	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$10,840**

Oklahoma EIR District Assurances and Payment Schedule

To receive payments related to serving as a site host, the District agrees to the following:

Ensuring Each Site Is Functional for Tutoring

1. The District will assign dedicated program managers to oversee daily school operations.
2. The District will submit quarterly deliverables to OSDE project staff.
3. The District will align and coordinate instruction with tier 1 curriculum and tiered support structures.
4. The District will provide student performance data at Beginning, Middle, and End of Year intervals.
5. The District will work with providers to ensure 24 weeks of tutoring is delivered at the site per academic year.
6. The District will administer tutoring in accordance with program guidelines.
7. The District will ensure participating students meet high-need eligibility requirements.
8. The District will submit data and evaluations promptly according to the deliverable schedule.
9. The District will ensure all submitted data and evaluations are accurate and delivered within set deadlines.

Commitments Required by the Evaluation

In each year of the study, Districts will:

1. Enter a data sharing agreement with Mathematica that includes the data elements described in items 2 through 9 below, to support study implementation and to inform the evaluation of the implementation and impact of the tutoring.
2. **Beginning-of-year screener.**

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By Niku Bayatfar at 10:22 am, Jul 31, 2026

    a. To ensure a sufficient number of weeks of tutoring, complete the beginning of year literacy screener assessment by the third full week of school, e.g. by September 11, 2026 for a district that begins school on August 20, 2026; begin the end of year literacy screener no earlier than four weeks prior to the end of the school year, e.g. May 3, 2027 for a district whose last day is May 28, 2027.
    b. Share student-level beginning-of-year screener data with tutoring providers and the evaluation partner, Mathematica, within one week of the end of screener testing to allow prompt identification of students to receive tutoring. Include the State Testing Number for each student so that the evaluation partner can later request state test records from OSDE for these students.
3. **End-of-year screener, state test and demographic data.** Share student-level end-of-year screener assessment data and demographic data with the evaluation partner, Mathematica, within three weeks of the end of the screening window.
4. **State assessment data.** Provide student-level state English Language Arts assessment data for students who took the state assessment, within three weeks after the district receives the data.
5. **Cost data.** To inform estimates of the full cost of the tutoring, provide data on district costs of supporting the tutoring, including cost of personnel involved in implementing or supporting tutoring; student and staff devices that enable tutoring; curricular materials provided by the district to tutors; and human resources staff or other administrative costs associated with supporting the tutoring programs.
6. **District staff interviews.** Up to two district staff members participate in a one-hour interview once per year during the study. These interviews provide valuable information on how tutoring was implemented, including support provided to enable implementation and challenges encountered by the district.
7. **School leader interviews.** One school leader at each school participates in a one-hour interview or focus group once per year during the study. These interviews provide valuable information on school leaders' impressions about how tutoring implementation worked and the supports the school provided.

During SY 2027-28 and SY 2028-29 randomized control trials:

8. **Longitudinal state assessment and screener data.** Provide state English Language Arts assessment scores and literacy screener scores for students in the study sample, for the second spring after tutoring occurred, e.g. the spring 2029 test score for a student who was in the study sample in SY 2027-28. Provide literacy screener scores for students in the study sample, for the spring before tutoring occurred, e.g. the spring 2026 screener score for a student who was in the study sample in SY 2027-28.
9. **Teacher survey data.** Encourage teachers to complete a voluntary survey to report the individualized instruction that tutored and non-tutored students are receiving, once per year. This survey helps place tutoring in the context of the range of individualized supports, such as pull-out or push-in services, that students might receive.

    Provide student names as part of the student beginning-of-year screener dataset in fall 2027 and fall 2028 to support administration of the teacher survey. We are requesting

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By Niku Bayatfar at 10:22 am, Jul 31, 2026

student name to help administer this teacher survey because it asks teachers about the individualized supports received by each study sample member in their class. We will not analyze the student data or survey responses in any way that could identify individual students; we will store names separately from all other student data as a security measure; and we will destroy all student name data at the end of the study.

10. Allocate tutoring on the basis of random assignment, where eligible students within the same class are randomly assigned to receive a higher-dosage version of the tutoring program, a slightly lower-dosage version, or not to receive tutoring and only receive the school's regular instruction. Specifically, schools receiving Air Reading virtual tutoring will have students randomly assigned to receive tutoring 4 days per week, receive tutoring 3 days per week, or to receive the school's typical/legacy intervention support. Schools receiving ECRI in-person tutoring will have students randomly assigned to receive tutoring in 2-student groups, receive tutoring in 4-student groups, or to receive the school's typical/legacy intervention support.

For Participation with Air Reading

1. The District is accountable for reinforcing student attendance throughout the duration of the program, maintaining a minimum 85% student attendance average.
    a. If attendance data shows a school falling below an average attendance of 85%, the District will convene a special review session with the school within 10 business days and submit a corrective action plan within 10 business days thereafter to improve school attendance.
2. The District is accountable to maintain the technology platform and services to successfully support students.
    a. The District is required to ensure students can access the platform, meeting hardware, software and bandwidth requirements stated by the Provider.
    b. The District is required to facilitate students' access to the technology platform and services, as prescribed by the minimum dosage requirements of the Provider, including a "start by" date and a total duration (e.g. number of weeks) of the program.
    c. If tracking data shows consistent implementation challenges across multiple schools, both parties will convene a special implementation review session within 15 days.
3. The District is accountable to staff sufficient paraprofessionals, teachers, or other personnel to successfully supervise students during tutoring.
4. The District is required to maintain adequate physical space to ensure students have access to a quiet learning environment for tutoring.
5. The District and the Provider will also convene every four weeks in evidence-based continuous improvement meetings, to discuss any challenges to student participation or implementation.
6. The District is accountable for maintaining these requirements for up to three years of the study.

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By Niku Bayatfar at 10:23 am, Jul 31, 2026

See attached table for EIR deliverables below:

Accelerate EIR Regional Tutoring Initiative: Deliverables

Project Code: 716

Year 1 (2026-2027) Total $25,000 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2026 - October 31, 2026 (Yr. 1)

Date	Deliverable	Evidence	Completed
July – August 2026	Program manager established	Manager Name	
August - Sept 2026	Master Schedule	Copy of Schedule	
Sept – Oct 2026	Master Schedule Confirmed	Site visit	
August – Sept. 2026	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2026	District and school enrollment	Enrollment Numbers	
August – October 2026	Tutor Training-4 hours/AIR	Log of Training attendance	

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By Niku Bayatfar at 10:23 am, Jul 31, 2026

Completed by September 11,2026	BOY Screening completed	Data shared	
September 2026	BOY Screening uploaded		
September – October 2026	Student selection by Oct. 18	Student Roster	
October 2026	Tutoring begins by October 12, 2026	Tutoring Dates: 24 total weeks required	
		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2026 - December 31, 2026 (Yr. 1)

Date	Deliverable	Evidence	Completed
December 31, 2026	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2027 - March 13, 2027 (Yr. 1)

Date	Deliverable	Evidence	Completed
	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		

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By Niku Bayatfar at 10:23 am, Jul 31, 2026

	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2027 – May 31, 2027 (Yr. 1)

Date	Deliverable	Evidence	Completed
	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$9,000**

Year 2 (2027-2028) Total $25,625 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2027 - October 31, 2027 (Yr. 2)

Date	**Deliverable**	**Evidence**	**Completed**
July – August 2027	Program manager established	Manager Name	
August - Sept 2027	Master Schedule	Copy of Schedule	
Sept – Oct 2027	Master Schedule Confirmed	Site visit	

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By Niku Bayatfar at 10:23 am, Jul 31, 2026

August – Sept. 2027	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2027	District and school enrollment	Enrollment Numbers	
August – October 2027	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2027	BOY Screening completed	Data shared	
September 2027	BOY Screening uploaded		
September – October 2027	Student selection by Oct. 18	Student Roster	
October 2027	Tutoring begins by October 12, 2027	Tutoring Dates: 24 total weeks required	
		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2027 - December 31, 2027 (Yr. 2)

Date	Deliverable	Evidence	Completed
Dec. 2027	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

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By Niku Bayatfar at 10:23 am, Jul 31, 2026

Quarter 3 Deliverables – January 1, 2028 - March 13, 2028 (Yr. 2)

Date	**Deliverable**	**Evidence**	**Completed**
Jan. - Mar. 2028	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
Mar. 2028	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2028 – May 31, 2028 (Yr. 2)

Date	Deliverable	Evidence	Completed
Mar. - May 2028	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
May 2028	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$9,625**

APPROVED
By Niku Bayatfar at 10:23 am, Jul 31, 2026

Year 3 (2028-2029) Total $26,250 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2028 - October 31, 2028 (Yr. 3)

Date	Deliverable	Evidence	Completed
July – August 2028	Program manager established	Manager Name	
August - Sept 2028	Master Schedule	Copy of Schedule	
Sept – Oct 2028	Master Schedule Confirmed	Site visit	
August – Sept. 2028	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2028	District and school enrollment	Enrollment Numbers	
August – October 2028	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2028	BOY Screening completed	Data shared	
September 2028	BOY Screening uploaded		
September – October 2028	Student selection by Oct. 18	Student Roster	

APPROVED
By Niku Bayatfar at 10:23 am, Jul 31, 2026

October 2028	Tutoring begins by October 12, 2028	Tutoring Dates: 24 total weeks required	
		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2028 - December 31, 2028 (Yr. 3)

Date	Deliverable	Evidence	Completed
Nov. - Dec. 2028	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2029 - March 13, 2029 (Yr. 3)

Date	Deliverable	Evidence	Completed
Jan. - Mar. 2029	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
Mar. 2029	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

Quarter 4 Deliverables March 16, 2029 – May 31, 2029 (Yr. 3)

Date	Deliverable	Evidence	Completed
Mar. - May 2029	Completed required hours of dosage per participating program.	Tutoring log and student attendance	

APPROVED
By Niku Bayatfar at 10:23 am, Jul 31, 2026

	Mathematica Evaluation		
May 2029	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$10,250**

Year 4 (2029-2030) Total $26,840 x qty of tutoring sites

Quarter 1 Deliverables – July 1, 2029 - October 31, 2029 (Yr. 4)

Date	**Deliverable**	**Evidence**	**Completed**
July – August 2029	Program manager established	Manager Name	
August - Sept 2029	Master Schedule	Copy of Schedule	
Sept – Oct 2029	Master Schedule Confirmed	Site visit	
August – Sept. 2029	Tutor selection and onboarding	Tutor Roster	
Oct 1, 2029	District and school enrollment	Enrollment Numbers	
August – October 2029	Tutor Training-4 hours/AIR	Log of Training attendance	
Completed by September 11,2029	BOY Screening completed	Data shared	

APPROVED
By Niku Bayatfar at 10:23 am, Jul 31, 2026

September 2029	BOY Screening uploaded		
September – October 2029	Student selection by Oct. 18	Student Roster	
October 2029	Tutoring begins by October 12, 2029	Tutoring Dates: 24 total weeks required	
		Total	**$10,000**

Quarter 2 Deliverables: November 1, 2029 - December 31, 2029 (Yr. 4)

Date	**Deliverable**	**Evidence**	**Completed**
Nov. - Dec. 2029	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
		Total	**$2,500**

Quarter 3 Deliverables – January 1, 2030- March 13, 2030 (Yr. 4)

Date	**Deliverable**	**Evidence**	**Completed**
Jan - Mar 2030	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
Mar. 2030	MOY Screening	Data Shared	
	MOY data uploaded		
		Total	**$3,500**

APPROVED
By Niku Bayatfar at 10:23 am, Jul 31, 2026

Quarter 4 Deliverables March 16, 2030 – May 31, 2030 (Yr. 4)

Date	Deliverable	Evidence	Completed
Mar - May 2030	Completed required hours of dosage per participating program.	Tutoring log and student attendance	
	Mathematica Evaluation		
May 2030	EOY Screening	Data Shared	
	EOY data uploaded		
		Total	**$10,840**

To receive payments related to tutor wages to administer the ECRI model, the District agrees to the following:

For Participation with the Enhanced Core Reading Instruction (ECRI)

1. The District will hire and maintain the number of paraprofessionals needed to facilitate daily, 30-minute, ECRI tutoring groups consistent with the specifications of the study (1:2 and 1:4; up to 7 tutoring sessions per day per paraprofessional).
2. The District will identify a district lead with expertise in literacy instruction to be the primary local/district point of contact for the tutoring model.
3. The District will identify a school lead to be the school point of contact for the tutoring model.
4. The District will modify master schedules as needed to allow for delivery of tutoring instruction in addition to regular Tier 1 (core) instruction.
5. The District will provide relevant core reading program materials for tutoring groups (i.e., decodable text for every student in the group and sound-spelling cards for each group) and ECRI coaches, if needed.
6. The District will administer district screening and progress monitoring assessments consistent with district policy and provide scores to ECRI coaches to support school and district data-based decision making related to ECRI implementation.
7. The District will receive and manage ECRI materials (e.g., lesson books, kits, charts, overview guides) for use in tutoring groups.
8. The District will provide suitable space for small group tutoring session delivery.
9. The District will provide space for ECRI coaches to provide initial training to paraprofessionals and coaching visit debrief meetings.

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

10. The District will support student attendance at tutor sessions (e.g., by ensuring students leave class for tutoring sessions on time).
11. The District will allow ECRI coaches to deliver training, observe tutoring groups, model lessons, and provide feedback to paraprofessionals to support the quality of ECRI tutoring.
12. The District will support the school lead and district lead to meet regularly with ECRI coaches during in-person coaching visits and via virtual meetings in between visits.
13. The District will support the district lead and/or school lead to facilitate weekly tutor meetings with paraprofessionals.
14. The District will support paraprofessionals to work with the ECRI coach, district lead, and school lead during coaching visits, virtual coaching sessions, and weekly tutor meetings.
15. The District will support paraprofessionals to collaborate with classroom teachers where appropriate to support aligned instruction and student reading skill development.
16. The District will submit summary logs to ECRI documenting the time spent by the District Lead, School Lead, and paraprofessionals delivering ECRI tutoring. (ECRI will approve these summary logs and provide the reports to OSDE in order to generate payments to districts.)
17. The District will provide feedback to the ECRI provider via surveys or other methods to support improved implementation of the model

See table of ECRI deliverable payments included below:

Accelerate Regional Tutoring Initiative: **ECRI Tutoring Monthly Deliverables**

Years (2026-2030)

Project Code: 716

Year 1 (August 2026 - May 2027) *Pay at the end of each month.

August 2026

Date	Deliverables	Evidence	School Site/District	Payment
8/2026	In-person ECRI training	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2026	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2026	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

September 2026

Date	Deliverables	Evidence	School Site/District	Payment
9/2026	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

9/2026	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

October 2026

Date	Deliverables	Evidence	School Site/District	Payment
10/2026	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
10/2026	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

November 2026

Date	Deliverables	Evidence	School Site/District	Payment
11/2026	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19)
11/2026	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

December 2026

Date	Deliverables	Evidence	School Site/District	Payment
12/2026	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
12/2026	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

January 2027

Date	Deliverables	Evidence	School Site/District	Payment
1/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
1/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

February 2027

Date	Deliverables	Evidence	School Site/District	Payment
2/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
2/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

March 2027

Date	Deliverables	Evidence	School Site/District	Payment

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

3/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
3/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

April 2027

Date	Deliverables	Evidence	School Site/District	Payment
4/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
4/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

May 2027

Date	Deliverables	Evidence	School Site/District	Payment
5/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19)
5/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

Year 2 (August 2027 - May 2028)

August 2027

Date	Deliverables	Evidence	School Site/District	Payment
8/2027	In-person ECRI training	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

September 2027

Date	Deliverables	Evidence	School Site/District	Payment
9/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
9/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

October 2027

Date	Deliverables	Evidence	School Site/District	Payment
10/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

10/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

November 2027

Date	Deliverables	Evidence	School Site/District	Payment
11/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
11/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

December 2027

Date	Deliverables	Evidence	School Site/District	Payment
12/2027	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
12/2027	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

January 2028

Date	Deliverables	Evidence	School Site/District	Payment
1/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
1/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

February 2028

Date	Deliverables	Evidence	School Site/District	Payment
2/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
2/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

March 2028

Date	Deliverables	Evidence	School Site/District	Payment
3/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
3/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

April 2028

Date	Deliverables	Evidence	School Site/District	Payment
4/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
4/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

May 2028

Date	Deliverables	Evidence	School Site/District	Payment
5/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
5/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

Year 3 (August 2028 - May 2029)

August 2028

Date	Deliverables	Evidence	School Site/District	Payment
8/2028	In-person ECRI training	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

September 2028

Date	Deliverables	Evidence	School Site/District	Payment
9/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
9/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

October 2028

Date	Deliverables	Evidence	School Site/District	Payment
10/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
10/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

November 2028

Date	Deliverables	Evidence	School Site/District	Payment
11/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
11/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

December 2028

Date	Deliverables	Evidence	School Site/District	Payment
12/2028	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
12/2028	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

January 2029

Date	Deliverables	Evidence	School Site/District	Payment
1/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
1/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

February 2029

Date	Deliverables	Evidence	School Site/District	Payment
2/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
2/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

March 2029

Date	Deliverables	Evidence	School Site/District	Payment
3/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
3/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

April 2029

Date	Deliverables	Evidence	School Site/District	Payment
4/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
4/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

May 2029

Date	Deliverables	Evidence	School Site/District	Payment
5/2029	Weekly Tutoring Logs for Month	Verified by ECRI		Per District Scale ($13-$19/hr)
5/2029	Weekly Tutoring Meeting for Month	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

Year 4 (August 2029 - May 2030)

August 2029

Date	Deliverables	Evidence	School Site/District	Payment
8/2029	In-person ECRI training	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
8/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

September 2029

Date	Deliverables	Evidence	School Site/District	Payment
9/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
9/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

October 2029

Date	Deliverables	Evidence	School Site/District	Payment
10/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
10/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

November 2029

Date	Deliverables	Evidence	School Site/District	Payment
11/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
11/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

December 2029

Date	Deliverables	Evidence	School Site/District	Payment
12/2029	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
12/2029	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

January 2030

Date	Deliverables	Evidence	School Site/District	Payment
1/2030	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
1/2030	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

February 2030

Date	Deliverables	Evidence	School Site/District	Payment
2/2030	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
2/2030	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

March 2030

Date	Deliverables	Evidence	School Site/District	Payment
3/2030	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
3/2030	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

April 2030

Date	Deliverables	Evidence	School Site/District	Payment
4/2030	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
4/2030	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

May 2030

Date	Deliverables	Evidence	School Site/District	Payment
5/2030	Weekly Tutoring Logs	Verified by ECRI		Per District Scale ($13-$19/hr)
5/2030	Weekly Tutoring Meeting	Verified by ECRI		Per District Scale ($13-$19/hr)

APPROVED
By Niku Bayatfar at 10:24 am, Jul 31, 2026

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: District

Vendor Requested: Byte and Associates, LLC

Item Request Description: CONTRACTED LPC SERVICES FOR 26-27

Dollar Amount Requested (if applicable): $12,000.00

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: 034 - Therapy & Counseling Svcs

Kelly Henderson — 11/09/2026

Requestor or Principal — Date

[signature] — 11-09-2026

Budget Administrator or Business Office Manager — Date

Dr Chanda Byerly — NOV 09 2026

Superintendent — Date

TRENDS REQUISITION

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
SHIP TO
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date: 11/9/26
Requested by: Dr. Channa Byerly
School/Dept:
Account/Prog:

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Use current catalog information Include Pricing for the Total of all Units.
Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
BYTE AND ASSOCIATES, LLC

Quantity	Item No/Description	Unit Price	Total Price	FY	FUND	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
1	LPC Services	$ 12,000.00	$ 12,000.00	7	11	034	2333	336				050
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 12,000.00									

DESCRIPTION: CONTRACTED LICENSED PROF COUNSELING SVCS FOR 26-27

Kelly Vendrow 11/09/26
Signature of Requestor -REQUIRED- **Date**

Dr Channa Byerly
Signature of Administrator -REQUIRED- **Date**

AGREEMENT

THIS AGREEMENT is entered into on the 10th day of November, 2026, by and between **INDEPENDENT SCHOOL DISTRICT NO. 1 OF STEPHENS COUNTY, OKLAHOMA,** commonly known as Duncan Public Schools (the, "District") and **BYTE AND ASSOCIATES LLC** (the "Provider").

RECITALS:

WHEREAS, the District desires to make District's school sites available to qualified mental health providers providing mental health counseling services to District students and employees (the "Services"); and

WHEREAS, Provider desires to provide such Services at District's school sites under the terms and conditions of this Agreement.

NOW, THEREFORE, the parties agree as follows:

1. In consideration for the Services, the District shall provide to Provider $1,000.00 per month. Provider shall issue an invoice to the District for such costs no later than the 5th day of each month for the Services provided in the previous month. The term of this agreement shall commence on the Effective Date and continue through June 30, 2027. Thereafter, upon mutual written agreement, the Parties may extend this agreement for additional one-year terms parallel to the District's fiscal year.

2. Provider may have access to certain District school sites for the purpose of providing Services to District students and employees. The Providers delivering Services will possess licensure or certification from the State of Oklahoma as mental health providers.

3. The District will work with the Provider to arrange a schedule for the delivery of the Services that meets the needs of students and employees and does not interfere unreasonably with the student's or employee's other activities. In regard to Students receiving Services, the following guidelines shall apply:

   a. Services cannot significantly interfere with instructional time required by the student to be academically successful. Services must be delivered on a schedule that maintains the integrity of the student's instructional program. Services must allow the student's time in instruction to meet state accreditation requirements.

   b. Services cannot deprive a student from experiencing needed social time/experiences.

4. The Provider will provide Services to District's students only with the consent of a student's parents. Prior to the first delivery of Services, Provider must submit Documentation of

parental/guardian consent for Services. A parental consent form is attached to this Agreement as Exhibit "A".

5. Provider's Services rendered to Students shall be performed to the reasonable satisfaction of the District and shall address specific therapeutic needs, plan and provide appropriate therapies and activities, and assess, modify and improve the Services provided to each student as dictated by the student's individual needs and consistent with the terms of this Agreement;

6. If Provider's employee fails to perform Services in accordance with directions provided or to the District's satisfaction, Provider's administrative representative will be contacted and so informed. In the event that said issues are not resolved to the District's satisfaction, Provider will, upon written request by the District, remove that employee immediately from the school.

7. All wages, taxes, benefits and other employment-related expenses and duties associated with the Provider's employees are the sole responsibility of Provider.

8. The Provider's employees will provide Services at assigned school sites only during school hours, upon appointment, when the particular school is in session according to the District's 2026-2027 school calendar. Provider may not take students off of school property to provide Services pursuant to this Agreement.

9. Provider will maintain all records, logs and documentation, including progress notes, prepared by the Provider's employees concerning students and Services provided in compliance with the Family Educational Rights and Privacy Act.

10. Under no circumstances shall Provider invoice, or attempt to collect a co-pay or other fee from: a student, employee, parent, the District, any student or employee's private insurance, or any parent's private insurance, for Services provided pursuant to this Agreement.

11. Provider agrees to and shall defend, indemnify and hold the District, its officers, administrators, board members, employees, agents, assigns and attorneys harmless from and against any and all liability, loss or expense, including reasonable attorneys' fees, or claims for injury or damages that are caused by or result from the negligent or intentional acts or omissions of Provider, its officers, agents, employees, or contractors.

12. Provider agrees that, prior to performing any Services under this Agreement, Provider will obtain or cause its employees to obtain a Commercial General Liability ("CGL") insurance policy and a Professional Liability insurance policy ("PL"), each insuring Provider and/or its employees in an amount not less than $250,000.00 for personal injury to or death of any individual, and $2,000,000.00 in the aggregate for personal injury or death. Provider agrees to name District as an additional insured and must maintain the required insurance policies at all times while this Agreement is in effect. Provider agrees that it will furnish the District with verification of the insurance policies required by this Agreement. If any of the required insurance policies are cancelled during this school year, Provider must immediately notify the District and

cease providing Services. In no event shall any counselor assigned by the Provider to provide Services unless they are covered by CGL and PL insurance policies as described in this paragraph.

13. Further, Provider affirms that its employees and anyone who will be on District property and acting on behalf of Provider in performance of this Agreement are covered by Workers' Compensation Insurance and shall in no event be entitled to any such coverage from the District.

14. The Provider's employees will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and applicable guidance.

15. The District and Provider agree that student safety is a top priority. Provider agrees that it will not hire any individual to perform Services on District property, whether as an officer, agent, employee, or contractor, who has been convicted of a felony within the past 10 years; or at any time has been convicted of, or pled guilty or no contest to, a charge involving illegal chemical substances or a sexual offense. Provider hereby certifies that none of its employees working on District property are currently registered or required to be registered under the provisions of the Oklahoma Sex Offenders Registration Act or the Mary Rippy Violent Offender Registration Act. Provider shall submit written proof to the District that all of Provider's employees providing Services on District property have passed background checks including a nationwide criminal check, multi-state sex offender check, OSBI criminal record check and a current drug screening prior to their entering upon District Property. All Providers' employees must have in their possession, at all times, a current photo ID which identifies them as an employee of the Provider. If, at any time, a Provider's employee demonstrates actions which are inappropriate or creates a disruption within the school, the site principal may require that the person leave District property and not return without specific permission of the superintendent of schools.

15. Provider understands its employees are bound by the requirements of Oklahoma law that make them a mandatory reporter of child abuse, child neglect, and sexual abuse, sexual assault, and sexual misconduct. Prior to placement by Service Provider at a District school site, Service Provider employees must undergo training on their duty to report to law enforcement **and** the Oklahoma Department of Human Services if they have reason to believe that a child is a victim of abuse or neglect and to report to law enforcement where they receive allegations of sexual abuse, sexual assault, or sexual misconduct. District may at any time request that Service Provider furnish proof of such training and employee acknowledgement of the same

16. Both the Provider and the District may terminate this Agreement for any reason upon thirty (30) days' written notice. Termination of this Agreement by the District may be effectuated by the Superintendent of the District or the Superintendent's designee.

17. No failure or delay in the exercise of any right, remedy, power or privilege hereunder shall operate as a waiver thereof; and no single or partial exercise of any right, remedy, power or privilege hereunder shall preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege. The rights, remedies, powers and privileges herein provided are cumulative and not exclusive of any rights, remedies, powers and privileges provided by law or in equity.

18. THIS AGREEMENT IS NOT ASSIGNABLE, AND THE OBLIGATIONS OF THIS AGREEMENT MAY NOT BE SUBCONTRACTED OR OTHERWISE DELEGATED TO OTHERS.

IN WITNESS WHEREOF, the District and Provider have executed this Agreement on the day and year first above written.

DUNCAN PUBLIC SCHOOLS

By: _____

President, Board of Education

BYTE AND ASSOCIATES

By: _____

Name: _____

Title: _____

SCHEDULE A

11/10/26

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Cathey	Tletta	Elementary Financial Clerk	6	12/31/2026

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Bryant	Seginald	Asst HS Basketball (Contract Coach)	-	Never Worked

EMPLOYMENT				
Last Name	**First Name**	**New Position**	**Pending**	**Contract**
		Teacher	Emergency Certification/Background	Temporary
		Custodian		Support
		Teacher Assistant/Paraprofessional	Background	Support
		Bus Monitor/Special Needs	Background	Support
		Asst HS Boys Track		Contract Coach

ADJUNCT TEACHERS			
Last Name	**First Name**	**Position**	**Site**

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**

BOARD APPROVED

NOV 10 2026

ITEM # 9

SCHEDULE A

11/10/26

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Cathey	Tletta	Elementary Financial Clerk	6	12/31/2026

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Bryant	Seginald	Asst HS Basketball (Contract Coach)	-	Never Worked

EMPLOYMENT				
Last Name	**First Name**	**New Position**	**Pending**	**Contract**
		Teacher	Emergency Certification/Background	Temporary
		Custodian		Support
		Teacher Assistant/Paraprofessional	Background	Support
		Bus Monitor/Special Needs	Background	Support
		Asst HS Boys Track		Contract Coach

ADJUNCT TEACHERS			
Last Name	**First Name**	**Position**	**Site**

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**

BOARD APPROVED

NOV 10 2026

ITEM # 9

SCHEDULE A

11/10/26

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Cathey	Tletta	Elementary Financial Clerk	6	12/31/2026

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Bryant	Seginald	Asst HS Basketball (Contract Coach)	-	Never Worked

EMPLOYMENT					
Last Name	**First Name**	**New Position**	**Pending**	**Contract**	
		Teacher	Emergency Certification/Background	Temporary	Angela Boles
		Custodian		Support	Sandy Dominguez
		Teacher Assistant/Paraprofessional	Background	Support	Jeremy Glenn
		Bus Monitor/Special Needs	Background	Support	Belinda Tune
		Asst HS Boys Track		Contract Coach	David Starnes

ADJUNCT TEACHERS			
Last Name	**First Name**	**Position**	**Site**

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**

Site Name: MARK TWAIN ELEM. CAFETERIA **Date:** 10 /07 /2026

Product Description	Model Number	Serial Number	Qty	Condition	Recycle, Dispose, or Transferable
HOT CART	CRESCOR	N/A	1 SMALL	NOT WORKING	DISPOSE OF CANNOT REPAIR
Add additional pages as needed.					
Authorized Site Signature: Becky Barnes-CN					
Date of Board Approval:					

Maintenance acknowledgement

Admin acknowledgement

Before completing the Surplus Form, please initial:

☐ _____ Items have been offered by the site administrator to other sites within the district (DPS).

If no one within our district wants any of the items, fill out this Surplus Form, sign/date it, and send the original to the Maintenance Director.

SURPLUSED ITEMS MUST BE DOCUMENTED/TRACKED IN YOUR SITE'S INVENTORY.

ONLY TEACHER DESKS, STUDENT DESKS, & CHAIRS WILL BE STORED FOR FUTURE DISTRICT USE.

RETAIN RECEIPTS/DOCUMENTS FOR 2 YEARS.

Maintenance Office Only:

☐ _____Items have been offered to other districts within Stephens County if not needed by DPS.

☐ _____Items have been offered to the public by sale.

☐ _____Items have been disposed of or recycled properly.

Site Name: MAINTENANCE Old Bus Barn Date: 11/3/26

Product Description	Model Number	Serial Number	Qty	Condition	Recycle, Dispose, or Transferable
Toro reel	NA	NA	1	very bad	Dispose
John Deere	2006	TC2653-D 140775	1	Poor	Dispose
Kubota Mower	VD331LP	11261	1	Poor	Dispose
CRAFTSMAN	247.371080	18190-VG 0287	1	Poor	Dispose
Weedeater Cub Cadet	25A-262	IC058-P 10280	1	Poor	Dispose
Tiller Ariens 5018	05709	—	1	Poor	Dispose
Add additional pages as needed.					
Authorized Site Signature: [signature]					
Date of Board Approval:					

[signature] Maintenance acknowledgement

[signature] Admin acknowledgement

Before completing the Surplus Form, please initial:

☐ _____ Items have been offered by the site administrator to other sites within the district (DPS).

If no one within our district wants any of the items, fill out this Surplus Form, sign/date it, and send the original to the Maintenance Director.

SURPLUSED ITEMS MUST BE DOCUMENTED/TRACKED IN YOUR SITE'S INVENTORY.

ONLY TEACHER DESKS, STUDENT DESKS, & CHAIRS WILL BE STORED FOR FUTURE DISTRICT USE.

RETAIN RECEIPTS/DOCUMENTS FOR 2 YEARS.

Maintenance Office Only:

☐ _____Items have been offered to other districts within Stephens County if not needed by DPS.

☐ _____Items have been offered to the public by sale.

☐ _____Items have been disposed of or recycled properly.

BOARD APPROVED

NOV 10 2026

ITEM # 10

Site Name: MARK TWAIN ELEM. CAFETERIA **Date:** 10 /07 /2026

Product Description	Model Number	Serial Number	Qty	Condition	Recycle, Dispose, or Transferable
HOT CART	CRESCOR	N/A	1 SMALL	NOT WORKING	DISPOSE OF CANNOT REPAIR

Add additional pages as needed.

Authorized Site Signature: Becky Barnes-CN

Date of Board Approval: 11-10-2026 Kd Henderson

Maintenance acknowledgement

Admin acknowledgement

Before completing the Surplus Form, please initial:

☐ _____ Items have been offered by the site administrator to other sites within the district (DPS).

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☐ _____Items have been disposed of or recycled properly.

MAINTENANCE

Site Name: Old Bus Barn

Date: 11/3/26

BOARD APPROVED
NOV 10 2026

ITEM # 10

Product Description	Model Number	Serial Number	Qty	Condition	Recycle, Dispose, or Transferable
Toro reel	NA	NA	1	very bad	Dispose
John Deere	2006	TC2653-D 140775	1	Poor	Dispose
Kubota Mower	VD321LP	11261	1	Poor	Dispose
Craftsman Weedeater	247.371080	18190-VG 0287	1	Poor	Dispose
Cub Cadet Tiller	25A-262	TC058-P 10280	1	Poor	Dispose
Ariens 5018	05709	—	1	Poor	Dispose
Add additional pages as needed.					
Authorized Site Signature:					
Date of Board Approval: 11-10-2026					

Maintenance acknowledgement

Admin acknowledgement

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NOTICE TO THE STEPHENS COUNTY CLERK

THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA previously scheduled for 6:00 P.M. in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

Tuesday, June 9, 2026	Tuesday, September 15, 2026
Thursday, June 25, 2026	Tuesday, October 13, 2026
Tuesday, July 14, 2026	Tuesday, November 10, 2026
Tuesday, August 18, 2026	Tuesday, December 8, 2026

WILL NOW BE HELD AT 6:00 P.M. IN THE BOARD ROOM OF THE ADMINISTRATION OFFICE, LOCATED AT 1702 WEST SPRUCE, DUNCAN, OK.

Tuesday, June 9, 2026	Tuesday, September 15, 2026
Thursday, June 25, 2026	Tuesday, October 13, 2026
Tuesday, July 14, 2026	Tuesday, November 10, 2026
Tuesday, August 18, 2026	Tuesday, December 8, 2026

This letter serves as the statutory notice required by 25 O.S. § 311 and is provided more than 10 days in advance of the first meeting in June in accordance with state law.

STATE OF OKLAHOMA
STEPHENS COUNTY
RECORDED OR FILED
2026 MAY 28 AM 11:07
JENNY MOORE
COUNTY CLERK
BOOK ____ PAGE ____
BY: ____ DEPUTY

Kelly Henderson
Clerk, Duncan Board of Education

05/28/2026

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

NOTICE TO THE STEPHENS COUNTY CLERK OF THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA.

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The dates for the monthly Regular Meetings in 2026 are as follows:

Tuesday, January 13, 2026

Tuesday, February 10, 2026

Tuesday, March 10, 2026

Tuesday, April 14, 2026

Tuesday, May 12, 2026

Tuesday, June 9, 2026

Thursday, June 25, 2026

Tuesday, July 14, 2026

Tuesday, August 18, 2026

Tuesday, September 15, 2026

Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
JESSICA DENISE
COUNTY CLERK
BY _____ DEPUTY

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

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Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
JESSICA DENISE
COUNTY CLERK
BY _____ DEPUTY

BOARD APPROVED

OCT 13 2026

ITEM # 6.H.

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Tuesday, January 12, 2027

Tuesday, February 9, 2027

Tuesday, March 9, 2027

Tuesday, April 13, 2027

Tuesday, May 11, 2027

Tuesday, June 8, 2027

Thursday, June 24, 2027

Tuesday, July 13, 2027

Tuesday, August 10, 2027

Tuesday, September 14, 2027

Tuesday, October 12, 2027

Tuesday, November 9, 2027

Tuesday, December 14, 2027

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECORDED OR FILED
2026 OCT 20 PM 2:03
BOOK ____ PAGE ____
JENNY MOORE
COUNTY CLERK
BY ____ DEPUTY

NOTICE TO THE STEPHENS COUNTY CLERK

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This letter serves as the statutory notice required by 25 O.S. § 311 and is provided more than 10 days in advance of the first meeting in June in accordance with state law.

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STEPHENS COUNTY
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2026 MAY 28 AM 11:07
JENNY MOORE
COUNTY CLERK
BOOK ____ PAGE ____
BY: ____ DEPUTY

Kelly Henderson
Clerk, Duncan Board of Education

05/28/2026

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

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Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
JESSICA DENISE
COUNTY CLERK
BY _____ DEPUTY

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

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Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
JESSICA DENISE
COUNTY CLERK
BY _____ DEPUTY

Regular Meeting of the Board of Education
Tuesday, November 10, 2026 6:00 PM

Administration Building
1702 W. Spruce
P.O. Box 1548
Duncan, Oklahoma 73534-1548

Minutes

1. **Call to order** and roll call:
Buckholts Burch Kamal Lolar Neal
Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Misty Burch:	Present
Zinnia Kamal:	Present
Krista Lolar:	Present
Greg Neal:	Present

Also present were the following: Dr. Channa Byerly, Kasey Brenneis, Kim Ellis, Cathy Barker, Sonia Norton, Allison Lovett, Emily Hornberger, and Lori McCann.

2. **Flag Salute**
The flag salute was led by Board President, Krista Lolar.

3. **Public participation** and/or discussion
There was no public participation and/or discussion.

4. **Superintendent's Report**

4.A. District Update
Dr. Byerly celebrated staff and students on past and future plans and accomplishments.

5. Discussion and possible motion to approve the **additions, amendments, and/or deletions to district policy and procedure**:
Motion to approve the additions, amendments, and deletions to district policy and procedure as listed on Items 5.A.-5.M. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea

Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

5.A. **Policy 4025-1 Staff Members and Electronic or Digital Communications** - amendment

5.B. **Policy 5014-1 Third Grade Retention** (Regulation) - addition of new policy

5.C. **Policy 5015 Strong Readers Act** - amendment

5.D. **Policy 6003-1 School Administered Medication** - amendment

5.E. **Policy 6003-3 Self-Administration of Medication** - deletion

5.F. **Policy 6003-4 Parental Authorization to Administer Self-Administered Medicine** - amendment

5.G. **Policy 6003-5 Log of the Administration of Medicine** - deletion

5.H. **Policy 6006 Reporting Suspected Child Abuse and/or Neglect** - amendment

5.I. **Policy 6006-1 Abuse, Neglect, Exploitation and Trafficking** - addition of new policy

5.J. **Policy 6023 Student Transfers** - amendment

5.K. **Policy 6049 Bullying** - amendment

5.L. **Policy 6050 Prohibiting Bullying (Regulation)** - amendment

5.M. **Policy 6051 Prohibiting Bullying (Investigation Procedures)** - amendment

6. **Consent Agenda**

All of the following items, which concern reports and items of a routine nature normally approved at board meetings, 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:

Motion to approve Consent Agenda items # 6.A.-6.J and 6.L. as listed and discussed. There was no action taken on item 6.K. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Misty Burch: Yea
Zinnia Kamal: Yea
Krista Lolar: Yea
Greg Neal: Yea
Yea: 5, Nay: 0

6.A. **Minutes** of the October 13, 2026 Regular Meeting

6.B. **Monthly Financial Reports**

6.C. **Activity Fund Reports**

6.D. **Additions, deletions, and/or changes to Activity Fund Sub-accounts**

6.E. **District Fundraisers**

6.F. **Encumbrance Reports**
General Fund 11 Purchase Order Numbers 11629-11691, total dollar value of $116,996.14
Building Fund 21 Purchase Orders, Number 21179-21207, total dollar value of $93,379.59
Bond Fund 36 Purchase Orders, Number 36718-36722, total dollar value of $16,881.89
Insurance Fund 86 Purchase Orders, Number 8607-8608, total dollar value of $86,069.00
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

6.G. **Student Handbook 26-27** Course Update for Duncan High School

6.H. **District Gifted & Talented Plan** for 26-27

6.I. **Chickasaw Nation MOU** for Summer EBT Program

6.J. **Davis Public Schools Agreement** for transportation of students to the Oklahoma School for the DEAF

6.K. **Oklahoma State Department of Education Apprenticeship Agreement** for the Accelerate Regional Tutoring Initiative for district staff

6.L. **Byte and Associates, LLC** - contract for LPC (License Professional Counselor) services in the amount of $12,000.00

7. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations and employment as listed on Schedule A, inclusive.

Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 6:15 P.M. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

8. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Retirements, resignations and

employment as listed on Schedule A, inclusive. No action was taken in Executive Session.
There was no Executive Session, therefore the meeting continued.

9. Discussion and possible action regarding retirements, resignations and employment as listed on **Schedule A** attached
Motion to approve retirements, resignations and employment as listed on Schedule A. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

10. Discussion and possible action regarding declaration of miscellaneous items as **surplus**
Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Misty Burch:	Yea
Zinnia Kamal:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Yea: 5, Nay: 0

11. Discussion and possible action regarding **New Business**
There was no New Business.

12. **The next Regular Meeting of the Board of Education will be held on Tuesday, December 8, 2026 at 6:00 P.M. at the Administration Building at 1702 W. Spruce, Duncan, OK**

13. **Adjournment**
This concludes the business that came before the Board on November 10, 2026 and at 6:17 P.M. Board President Krista Lolar declared the meeting adjourned.

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the agenda for this Regular Meeting of November 10, 2026 was posted on the door of the Administration Building at 4:50 P.M., Monday, November 9, 2026 by Board Clerk, Kelly Henderson. Notice of this meeting was filed with the Stephens County Clerk October 15, 2025, and again on May 28, 2026 due to an address update/change made by the City of Duncan Department of Emergency Management.

I also certify that at least 24 hours prior to this meeting the agenda of this meeting was posted on the school district website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION

Kasey Brenneis

Kasey Brenneis, Deputy Board Clerk



SCHEDULE A

11/10/26

RETIREMENT				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Cathey	Tletta	Elementary Financial Clerk	6	12/31/2026

RESIGNATIONS				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Bryant	Seginald	Asst HS Basketball (Contract Coach)	-	Never Worked

EMPLOYMENT					
Last Name	First Name	New Position	Pending	Contract	
		Teacher	Emergency Certification/Background	Temporary	Angela Boles
		Custodian		Support	Sandy Dominguez
		Teacher Assistant/Paraprofessional	Background	Support	Jeremy Glenn
		Bus Monitor/Special Needs	Background	Support	Belinda Tune
		Asst HS Boys Track		Contract Coach	David Starnes

ADJUNCT TEACHERS			
Last Name	First Name	Position	Site

CONTRACT CHANGES			
Last Name	First Name	Site Assignment	Effective

EXTRA-DUTY CONTRACT CHANGES		
Last Name	First Name	New Position