



Harding Charter Preparatory School District

Regular Governance Board Meeting

Published on April 4, 2025 at 8:08 AM CDT

Date and Time

Tuesday April 8, 2025 at 6:00 PM CDT

Location

District Office Building (Pavilion)
12600 N. Kelley Avenue
Oklahoma City, OK, 73131

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Call the Meeting to Order			
B. Record Attendance			1 m
II. Recognitions			6:01 PM
A. Teacher of the Month - Brittany Dalton, Christine Carlison, and Sabrina Lindsley	FYI	Steven Stefanick	1 m
III. Public Comments			

	Purpose	Presenter	Time
IV. Committee Reports			6:02 PM
A. Executive Committee	FYI	Ryan Coleman	3 m
B. Finance Committee	FYI	Lisa Miller	3 m
C. Academic Committee	FYI	Michelle Hudson	3 m
D. Communications Committee	FYI	Tiffany Ellis	3 m
E. Superintendent Evaluation	FYI	Michael Pedder	3 m
V. Consent Agenda			6:17 PM
A. Regular Governance Board Minutes 3/11/2025	Approve Minutes	Steven Stefanick	1 m
B. Human Resources Report	Vote	Steven Stefanick	1 m
C. Monthly Financial Report	Vote	Steven Stefanick	1 m
D. General Fund Purchase Orders (176 - 179)	Vote	Steven Stefanick	1 m
E. Building Fund Purchase Orders (16 - 17)	Vote	Steven Stefanick	1 m
F. Gift Fund Purchase Orders (126 - 127)	Vote	Steven Stefanick	1 m
G. Monthly Credit Card Statement	Vote	Steven Stefanick	1 m
H. Purchase Order Changes Report	Vote	Steven Stefanick	1 m
I. Request for Temporary Appropriations Approval of State Aid and/or Federal Funds for Schools	Vote	Steven Stefanick	1 m
J. Quote from Quo Vadimus for 3rd grade laptops and cart for 2025-2026.	Vote	Steven Stefanick	1 m
VI. Superintendent's Report			6:27 PM
A. Superintendent Report	FYI	Steven Stefanick	20 m
VII. Informational Items			6:47 PM

	Purpose	Presenter	Time
A. Charter School Program Grant Update	FYI	Steven Stefanick	3 m
B. Federal Programs 2024-2025 Update	FYI	Steven Stefanick	3 m
VIII. Action Items			6:53 PM
A. Discussion and action on accepting the recommendation from the HCP Executive Committee to nominate Tiffany Ellis to fill the Vice President vacancy on the governance board.	Vote	Ryan Coleman	5 m
B. Discussion and action regarding the HCP Strategic Growth Proposal.	Vote	Steven Stefanick	20 m
C. Discussion and action regarding revisions to the Performance Reviews Policy.	Vote	Steven Stefanick	5 m
D. Discussion and action regarding revisions to the School Handbooks for 2025-2026.	Vote	Steven Stefanick	10 m
IX. New Business			
X. Executive Session			7:33 PM
A. Motion to enter into Executive Session for discussions pursuant to 25 O.S. § 307 (B) (1) (4) to discuss on superintendent's recommendation to terminate the employment of Cheyenne Huffman (Mathes), HCP Teacher 2024 - 2025.	Discuss	Steven Stefanick	20 m
XI. Action on Executive Session			7:53 PM
A. Action, if any, concerning the employment of Cheyenne Mathes (Huffman), HCP Teacher 2024 - 2025.	Vote	Steven Stefanick	1 m
XII. Executive Session			7:54 PM
A. Motion to enter into Executive Session for discussions, if any regarding the evaluation and	Vote	Ryan Coleman	20 m

	Purpose	Presenter	Time
employment of the Superintendent, pursuant to 25 O.S.§, 307 (B)(1) and 70 O.S.§, 5-118			
XIII. Action on Executive Session			8:14 PM
A. Action, if any, concerning the evaluation or employment of Superintendent.	Vote	Ryan Coleman	1 m
XIV. Closing Items			8:15 PM
A. Adjourn Meeting	Vote		

Coversheet

Teacher of the Month - Brittany Dalton, Christine Carllson, and Sabrina Lindsley

Section: II. Recognitions
Item: A. Teacher of the Month - Brittany Dalton, Christine Carllson, and Sabrina Lindsley
Purpose: FYI
Submitted by: Steven Stefanick

BACKGROUND:

Congratulations to our most recent Teacher of the Months from each school site for their excellence in collaborating with their colleagues!

Coversheet

Regular Governance Board Minutes 3/11/2025

Section:	V. Consent Agenda
Item:	A. Regular Governance Board Minutes 3/11/2025
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Regular Governance Board Meeting on March 11, 2025

APPROVED



Harding Charter Preparatory School District

Minutes

Regular Governance Board Meeting

Date and Time

Tuesday March 11, 2025 at 6:00 PM

Location

District Office Building (Pavilion)

12600 N. Kelley Avenue

Oklahoma City, OK, 73131

Directors Present

Angela Parker, Lisa Miller, Michelle Hudson, Rachel Durham, Ryan Coleman, Tiffany Ellis, Tyler Stroud

Directors Absent

Michael Pedder

Ex Officio Members Present

Judy Luster

Non Voting Members Present

Judy Luster

Guests Present

Jordan Fofland, Lou Falsetti, Pat McKinstry, Rachel Dowell, Steven Stefanick

I. Opening Items

A. Call the Meeting to Order

Ryan Coleman called a meeting of the board of directors of Harding Charter Preparatory School District to order on Tuesday Mar 11, 2025 at 6:24 PM.

B. Record Attendance

II. Action Items

A. Discussion and action regarding contractual partnership with Simple Grants.

Jessica explained the process of Simple Grants via Zoom.

B. Discussion and action regarding 2023-2024 annual Financial Audit.

Maria from Sanders Bledsoe and Gullekson went over our audit for 2023-2024 via telephone call.

Rachel Durham made a motion to accept the financial audit for 2023-2024.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Tiffany Ellis	Aye
Ryan Coleman	Aye
Rachel Durham	Aye
Michael Pedder	Absent
Michelle Hudson	Aye
Angela Parker	Aye
Lisa Miller	Aye
Tyler Stroud	Aye

C. Discussion and action regarding HCPES @ Kelley Cardiac Emergency Response Plan.

Rachel Durham made a motion to amend the motion to add the new changes to the HCPES @ Kelley Cardiac Emergency Response Plan. Approve the original motion.

Tiffany Ellis seconded the motion.

Made a motion to accept the amended cardiac Emergency response plan.

The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Ryan Coleman	Aye
Tyler Stroud	Aye
Angela Parker	Aye
Michael Pedder	Absent
Lisa Miller	Aye
Tiffany Ellis	Aye

Roll Call

Michelle Hudson Aye

D. Discussion and action regarding Middle School Discipline Policy Revisions.

Tiffany Ellis made a motion to approve the changes to the Middle School Discipline Policy.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Rachel Durham Aye

Michael Pedder Absent

Tiffany Ellis Aye

Michelle Hudson Aye

Ryan Coleman Aye

Angela Parker Aye

Lisa Miller Aye

Tyler Stroud Aye

III. Recognitions

A. Teacher of the Month - Rachel Alvarado, Lydia Couvas, Jordan Gupton

Mr. Stefanick gave a shout out to the teachers of the month.

IV. Committee Reports

A. Executive Committee

Ryan Coleman stated that the executive session will have a report next month.

B. Finance Committee

Lisa Miller mentioned that the board conference was very informative and learned several financial striges that HCP might need to implement. Some of the suggestions HCP has already implemented.

C. Academic Committee

The Academic Committee did not meet yet. No report.

D. Communications Committee

The Communications Committee did not meet. No report.

E. Superintendent Evaluation

Ryan Coleman stated that there would be information on the Superintendent Evaluation next month.

V. Consent Agenda

A. Regular Governance Board Minutes 2/11/2025

Rachel Durham made a motion to approve the regular governance board minutes from 2/11/2025.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman	Aye
Tyler Stroud	Aye
Tiffany Ellis	Aye
Lisa Miller	Aye
Michelle Hudson	Aye
Michael Pedder	Absent
Angela Parker	Aye
Rachel Durham	Aye

Rachel Durham made a motion to approve the minutes from 2/11/2025 Regular Governance Board Meeting on 02-11-25.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Michael Pedder	Absent
Lisa Miller	Aye
Rachel Durham	Aye
Angela Parker	Aye
Tyler Stroud	Aye
Ryan Coleman	Aye
Michelle Hudson	Aye
Tiffany Ellis	Aye

B. Work Session Governance Board Minutes 2/25/2025

Rachel Durham made a motion to approve the minutes from 2/25/25 work session Work Session of Governance Board on 02-25-25.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Michael Pedder	Absent
Rachel Durham	Aye
Ryan Coleman	Aye
Tiffany Ellis	Aye

Roll Call

Tyler Stroud Aye
 Michelle Hudson Aye
 Lisa Miller Aye
 Angela Parker Aye

C. Human Resources Report

Rachel Durham made a motion to approve the Human Resources Report,.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Tiffany Ellis Aye
 Rachel Durham Aye
 Angela Parker Aye
 Ryan Coleman Aye
 Lisa Miller Aye
 Michelle Hudson Aye
 Michael Pedder Absent
 Tyler Stroud Aye

D. Monthly Financial Report

Rachel Durham made a motion to accept the monthly financial report.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud Aye
 Lisa Miller Aye
 Ryan Coleman Aye
 Michael Pedder Absent
 Tiffany Ellis Aye
 Rachel Durham Aye
 Angela Parker Aye
 Michelle Hudson Aye

E. General Fund Purchase Orders (167 - 175)

Rachel Durham made a motion to accept the general fund purchase orders (167-175).

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud Aye
 Michael Pedder Absent
 Angela Parker Aye
 Ryan Coleman Aye

Roll Call

Tiffany Ellis Aye
 Lisa Miller Aye
 Rachel Durham Aye
 Michelle Hudson Aye

F. Building Fund Purchase Orders (no new purchase orders)

Rachel Durham made a motion to accept the building fund purchase orders. With no new purchases orders.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Michael Pedder Absent
 Ryan Coleman Aye
 Tyler Stroud Aye
 Angela Parker Aye
 Michelle Hudson Aye
 Lisa Miller Aye
 Tiffany Ellis Aye
 Rachel Durham Aye

G. Gift Fund Purchase Orders (124-125)

Rachel Durham made a motion to accept the gift fund purchase orders (124-125).

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Michael Pedder Absent
 Tiffany Ellis Aye
 Tyler Stroud Aye
 Rachel Durham Aye
 Ryan Coleman Aye
 Lisa Miller Aye
 Angela Parker Aye
 Michelle Hudson Aye

H. Monthly Credit Card Statement

Rachel Durham made a motion to accept the monthly credit card statement.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Ryan Coleman Aye
 Rachel Durham Aye
 Lisa Miller Aye

Roll Call

Michelle Hudson Aye
Tyler Stroud Aye
Michael Pedder Absent
Angela Parker Aye
Tiffany Ellis Aye

I. Purchase Order Changes Report

Rachel Durham made a motion to accept the purchase order change report.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Michael Pedder Absent
Angela Parker Aye
Michelle Hudson Aye
Lisa Miller Aye
Rachel Durham Aye
Tiffany Ellis Aye
Tyler Stroud Aye
Ryan Coleman Aye

J. Contract with Securly for laptop monitoring and online filtering program for 2025-2026.

Rachel Durham made a motion to to accept the Skecurly for laptop monitoring and online filtering program for 2025-2026.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Tyler Stroud Aye
Ryan Coleman Aye
Michelle Hudson Aye
Lisa Miller Aye
Tiffany Ellis Aye
Michael Pedder Absent
Rachel Durham Aye
Angela Parker Aye

K. Contract with Powers for HVAC preventative maintenance for 2025-2026.

Rachel Durham made a motion to accept the contract with Powers for HVAC preventative maintenance for 2025-2026.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Lisa Miller	Aye
Michelle Hudson	Aye
Rachel Durham	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Tyler Stroud	Aye
Ryan Coleman	Aye
Michael Pedder	Absent

L. Contract with Bledsoe, Hewett, and Gullekson for 2024-2025 financial audit.

Rachel Durham made a motion to accept the contract with Bledsoe, Hewett, and Gullekson for 2024-2025 financial audit.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Michelle Hudson	Aye
Lisa Miller	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Ryan Coleman	Aye
Michael Pedder	Absent
Tyler Stroud	Aye

M. Quote from United Mechanical to install new split HVAC system in IT server room at high school.

Rachel Durham made a motion to accept the quote from United Mechanical to install a new split HVAC system in IT server room at the high school.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Lisa Miller	Aye
Michelle Hudson	Aye
Tyler Stroud	Aye
Ryan Coleman	Aye
Angela Parker	Aye
Tiffany Ellis	Aye
Michael Pedder	Absent

N. Quote from KI Furniture for elementary school meeting room and office furniture.

Rachel Durham made a motion to accept the quote from KI Furniture for elementary school meeting room and office furniture.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Angela Parker	Aye
Ryan Coleman	Aye
Michelle Hudson	Aye
Tyler Stroud	Aye
Tiffany Ellis	Aye
Rachel Durham	Aye
Michael Pedder	Absent
Lisa Miller	Aye

O. Quote from Marketsource for elementary school child nutrition appliances.

Rachel Durham made a motion to accept the quote from Marketsource for elementary school child nutrition appliances.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Lisa Miller	Aye
Michelle Hudson	Aye
Michael Pedder	Absent
Angela Parker	Aye
Tyler Stroud	Aye
Tiffany Ellis	Aye
Ryan Coleman	Aye

P. Quote from Bison Electric for high school electrical upgrades.

Rachel Durham made a motion to accept the quote from Bison Electric for high school electrical upgrades.

Tyler Stroud seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Rachel Durham	Aye
Michael Pedder	Absent
Angela Parker	Aye
Tiffany Ellis	Aye
Michelle Hudson	Aye
Lisa Miller	Aye
Tyler Stroud	Aye
Ryan Coleman	Aye

VI. Superintendent's Report

A. Superintendent Report

Mr. Stefanick went over his Superintendent report.

B. HCP Organizational Chart 2025-2026

Mr. Stefanick explained the new HCP organizational Chart for 2025-2026.

C. HCP Priority Plan 2025-2026

Mr. Stefanick and Rachel Dowell explained the HCP's 2025-2026 Priority Work. There was several board members with questions about the HP Priority Plan for 2025-2026.

VII. Informational Items

A. Charter School Program Grant Update

No action.

B. Federal Programs 2024-2025 Update

No action.

C. Anglin Public Relations Results 2024-2025.

Mr. Stefanick discussed the report from Anglin Public Relations. He learned the best areas to target next year for enrollment.

D. NWEA Map Growth Winter Report

Rachel Dowell made a point to highlight the 11th graders. The 11th grade is growing very well.

HCP needs to have high quality instruction. If students stay at HCP growth increases.

VIII. Action on Executive Session

A. Action, if any, concerning the evaluation or employment of Superintendent.

No action was taken.

IX. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:37 PM.

Respectfully Submitted,

Judy Luster

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:37 PM.

Respectfully Submitted,

Judy Luster

Coversheet

Human Resources Report

Section: V. Consent Agenda
Item: B. Human Resources Report
Purpose: Vote
Submitted by: Steven Stefanick
Related Material: HCP Personnel Report-April.xlsx

RECOMMENDATION:

Recommendation to hire all individuals as listed in the Human Resource Report.

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

HCP Personnel Report-April.xlsx

Coversheet

Monthly Financial Report

Section:	V. Consent Agenda
Item:	C. Monthly Financial Report
Purpose:	Vote
Submitted by:	
Related Material:	Harding March, 2025 financial report (1).pdf

**HARDING CHARTER PREPARATORY
SCHOOL DISTRICT
OKLAHOMA CITY, OKLAHOMA**

MONTHLY FINANCIAL REPORT

MARCH 31, 2025

TABLE OF CONTENTS

Table of Contents

Compilation Report

Statement of Assets, Liabilities, and Net Assets – Cash Basis 1

Statement of Revenue and Expenses – General Fund - Cash Basis 2

Supplemental Information

Detailed Revenue Summary – General Fund - Cash Basis 3

Statement of Expenses Two Year Comparison
by Object – General Fund - Cash Basis 4-5

3 Year Comparison – General Fund - Cash Basis 6

Supplemental Reports

Revenue/Expenditure Summary – Building Fund

Revenue/Expenditure Summary – Gifts Fund

Revenue/Expenditure Summary – Activity Fund

Purchase Order Registers

Encumbrance Registers

Payment Registers



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

April 1, 2025

Honorable Board of Trustees
Harding Charter Preparatory School District
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Harding Charter Preparatory School District as of February 28, 2025, and the related statements of revenues and expenses – cash basis for the eight (8) months then ended. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the school's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Harding Charter Preparatory School District.

Sincerely,

Jenkins & Kemper
Certified Public Accountants, P.C.

HARDING CHARTER PREPARATORY SCHOOL DISTRICT
MARCH 31, 2025
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund	Building Fund	Grant Fund	Totals
Assets				
Cash	\$ 1,291,087.64	395,265.23	121,028.79	1,807,381.66
Investments	-	-	18,038.88	18,038.88
Total Assets	<u>1,291,087.64</u>	<u>395,265.23</u>	<u>139,067.67</u>	<u>1,825,420.54</u>
Liabilities				
Outstanding Warrants	306,455.30	696.01	10,397.59	317,548.90
Reserves	77.73	-	-	77.73
Total Liabilities	<u>306,533.03</u>	<u>696.01</u>	<u>10,397.59</u>	<u>317,626.63</u>
Cash Fund Balance	<u>\$ 984,554.61</u>	<u>394,569.22</u>	<u>128,670.08</u>	<u>1,507,793.91</u>

SEE ACCOUNTANT'S COMPILATION REPORT

-1-

**HARDING CHARTER PREPARATORY SCHOOL DISTRICT - 2024-25 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS**

	Source Codes	2023-24 Actual	2023-24 3/31/2024	% of YTD to Actual	2024-25 Budgeted	2024-25 As of 03/31/25	% of YTD to Budj.
Revenue							
Summer School	1230	\$ 14,470.00		0.0%	1,723.40	1,723.40	100.0%
Interest	1310	18,993.90	7,819.53	41.2%	50,000.00	29,885.46	59.8%
Lost Textbooks	1540	645.00	400.00	62.0%	13.25	13.25	100.0%
Miscellaneous Reimb.	1590	11,796.22	13,839.74	117.3%	10,231.17	10,231.17	100.0%
Donations	1610				100.00	100.00	100.0%
Student Lunches	1710	97,521.04	74,979.32	76.9%	100,000.00	60,276.46	60.3%
Foundation & Incentive Aid	3210	6,293,854.63	4,517,205.59	71.8%	7,078,704.86	5,096,310.72	72.0%
Flexible Benefit	3250	523,689.88	377,056.71	72.0%	611,473.22	439,579.12	71.9%
Reading Sufficiency	3415				3,929.22	3,929.22	100.0%
Textbooks	3420	61,266.55	61,266.55	100.0%	65,471.36	65,471.36	100.0%
School Resource Officer Grant (376)	3436	6,829.00	6,829.00	100.0%	91,829.62	91,829.62	100.0%
School Resource Officer Grant-Prior Y	3436				85,171.00	85,171.00	100.0%
Maternity Leave	3437				6,187.00	6,187.00	100.0%
Ace Technology	3690	9,507.38		0.0%	10,300.00		0.0%
TSEIP	3690	8,200.00		0.0%			
State Matching	3720	3,854.94	1,927.47	50.0%	2,167.68	2,167.68	100.0%
Title I (511)	4210	202,377.99	64,793.15	32.0%	199,153.51	117,248.32	58.9%
Title II-Part A (541)	4271	84,829.57	84,593.92	99.7%	43,622.70	41,616.65	95.4%
Title III-A (571)	4281				1,653.34		0.0%
Title III, EL (572)	4281				10,906.19		0.0%
Title IV, Part A Student Support (552)	4442	13,923.39	13,756.11	98.8%	10,000.00		0.0%
Special Education - Flowthrough (621)	4310	198,309.27	132,069.28	66.6%	177,193.38	111,258.02	62.8%
Spec Ed PD (615)	4310				540.00		0.0%
Emergency Connectivity Fund Grant	4689	164,400.00	164,400.00	100.0%			
Towne Branch Foundation Grant	4689				284,042.79	284,042.79	100.0%
LETRS (726)	4689				1,292.00	1,292.00	100.0%
CSP Grant (771)	4689	63,000.00		0.0%	850,000.00	567,532.66	66.8%
ESSER III (795)	4689	10,915.57	5,360.75	49.1%			
USDA Supply Chain Assist. (759)	4705	27,066.72	27,066.72	100.0%			
Federal Lunches	4710	269,283.95	188,823.25	70.1%	300,000.00	152,345.39	50.8%
Federal Breakfasts	4720	51,293.86	37,273.01	72.7%	65,000.00	23,404.31	36.0%
Prior Year Federal Revenue	799	320,250.65	320,250.65	100.0%			
Correcting Entry	5600	(4,131.44)	(5,647.93)	136.7%	122.00	122.00	100.0%
Total revenue		8,452,148.07	6,094,062.82	72.1%	10,060,827.69	7,191,737.60	71.5%
Cash fund balance (beginning)	6110	430,604.42	430,604.42		457,675.20	457,675.20	
Lapsed Approp/Estopped Warr.	6130-6140	36,370.02	31,876.09				
Total revenue and beg. balance		8,919,122.51	6,556,543.33		10,518,502.89	7,649,412.80	
Expenditures							
	Object Codes						
Payroll	100-200	5,974,920.32	4,111,965.60	68.8%	6,874,000.00	4,625,478.80	67.3%
Non-payroll	300-900	2,486,526.99	1,785,436.96	71.8%	3,132,629.62	2,039,379.39	65.1%
Total expenditures		8,461,447.31	5,897,402.56	69.7%	10,006,629.62	6,664,858.19	66.6%
Ending Balance		\$ 457,675.20	659,140.77		511,873.27	984,554.61	

SEE ACCOUNTANT'S COMPILATION REPORT

-2-

SUPPLEMENTAL INFORMATION

**HARDING CHARTER PREPARATORY SCHOOL DISTRICT - 2024-2025 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS**

General Fund	<u>Interest</u>	Reimb./		Student		Other	State	Federal	Federal	
	<u>Interest</u>	<u>Correcting Entry</u>	<u>Donations</u>	<u>Lunches</u>	<u>State Aid</u>	<u>State Sources</u>	<u>Matching</u>	<u>Child Nut.</u>	<u>Program</u>	<u>Total</u>
July	\$ 3,735.97	5,071.03		1,418.52	-	85,171.00	-	-	-	95,396.52
August	2,187.02	1,771.18		10,898.54	555,389.05	198,817.30	-	-	267,165.02	1,036,228.11
September	2,373.07	118.00		6,588.65	555,389.04	47,688.34	-	-	117,271.85	729,428.95
October	2,640.39	25.00		4,269.60	555,389.05	53,645.23	-	20,390.79	318,797.23	955,157.29
November	2,816.83	-		3,865.25	555,389.04	47,458.24	-	36,764.34	122,938.26	769,231.96
December	3,085.63	-		3,382.75	555,389.05	85,330.01	-	37,332.90	82,992.32	767,512.66
January	3,769.02	213.25		4,636.00	1,045,555.39	64,673.61	2,167.68	29,102.79	69,549.66	1,219,667.40
February	4,274.42	100.00	100.00	22,184.40	637,083.44	54,436.20	-	-	31,877.48	750,055.94
March	5,003.11	4,791.36		3,032.75	636,726.66	54,947.39		52,158.88	112,398.62	869,058.77
April										-
May										-
June										-
Totals	\$ 29,885.46	12,089.82	100.00	60,276.46	5,096,310.72	692,167.32	2,167.68	175,749.70	1,122,990.44	7,191,737.60

FOR INTERNAL USE ONLY

-3-

HARDING CHARTER PREPARATORY SCHOOL DISTRICT - 2024-25 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

<u>Classification (Project)</u>	<u>Object</u>	<u>2023-24 Actual</u>	<u>2024-25 Budgeted</u>	<u>2024-25 3/31/2025</u>	<u>% of YTD to Budg.</u>
000 General Fund					
Salaries	100	\$ 4,012,476.83	4,700,000.00	3,143,308.36	66.88%
Employee Benefits	200	1,025,148.76	1,230,000.00	838,263.19	68.15%
Worker's Compensation	290	27,380.01	33,000.00	25,865.92	78.38%
Professional Services	300	282,902.90	271,000.00	180,218.30	66.50%
Water Utilities	410	36,164.27	50,000.00	46,645.48	93.29%
Cleaning Services	420	221,394.24	32,500.00	22,787.99	70.12%
Repairs and Maint. Services	430	250,630.69	134,200.00	104,303.25	77.72%
Rental Services	440	289,734.58	279,000.00	185,359.38	66.44%
Insurance	520	55,402.50	2,000.00	1,145.50	57.28%
Communications Services	530	35,165.33	28,000.00	20,004.53	71.44%
Advertising	540	2,894.84	2,400.00	2,402.01	100.08%
Printing and Binding	550	10,891.15	10,500.00	3,103.21	29.55%
Staff Travel	580	16,667.92	1,000.00	800.61	80.06%
Supplies and Materials	600	43,826.78	193,000.00	98,172.35	50.87%
Energy	620	253,667.69	275,000.00	168,700.33	61.35%
Books and Periodicals	640	2,544.00	32,500.00	-	0.00%
Equipment and Furniture	650	66,046.93	232,000.00	222,344.20	95.84%
Awards, Gifts, Decorations	682	3,795.61	5,500.00	2,250.47	40.92%
Land/Building Improvements	720	45,300.00	2,000.00	-	0.00%
Appliances/Technology	730		160,500.00	29,108.26	18.14%
Paid to Sponsor	805	62,938.54	61,200.00	38,225.00	62.46%
Dues and Fees	810	15,564.70	32,000.00	13,009.46	40.65%
Staff Registration & Tuition	860	25,510.00	32,000.00	10,368.00	32.40%
Reimbursement	930	953.27	500.00	146.00	29.20%
Subtotal		6,787,001.54	7,799,800.00	5,156,531.80	66.11%
Elementary Expansion					
Repairs & Maintenance Services	430		25,000.00		0.00%
Subtotal		-	25,000.00	-	0.00%
Child Nutrition (Proj. 285,763,764)					
Cleaning, Repairs & Maintenance Services	420-430	1,800.00	5,500.00	1,350.00	24.55%
Food Service Management	500-999	408,094.99	457,500.00	257,870.44	56.37%
Subtotal		409,894.99	463,000.00	259,220.44	55.99%
Textbooks (Proj. 333)					
Services/Materials	300-860	50,400.33			
		50,400.33	-	-	
Flexible Benefit Allowance (Proj. 331-335)					
Salaries/Employee Benefits	100-299	513,787.30	632,500.00	413,161.18	65.32%
State Arts Council Grant (Proj. 337)					
Supplies & Materials	600	495.00			
Ace Technology (Proj. 361)					
Supplies & Materials	600	9,507.38			
School Resource Officer (proj. 376)					
Supplies & Materials	650	92,000.00	91,829.62		0.00%
Basic Prog, CY (Proj. 511)					
Salaries/Employee Benefits	100-299	177,162.54	173,500.00	125,488.05	72.33%
Services/Materials	300-860	120,943.81	12,000.00		0.00%
Subtotal		298,106.35	185,500.00	125,488.05	67.65%
Part A Eng Lan Acq (Proj. 572)					
Salaries/Employee Benefits	100-299		83,611.02	38,893.68	46.52%
Services/Materials	300-860		5,888.98	2,400.00	40.75%
Subtotal			89,500.00	41,293.68	46.14%
Special Education (Proj. 621)					
Salaries/Employee Benefits	100-299	169,328.64	138,000.00	105,258.02	76.27%
Services/Materials	300-860	23,489.04	20,000.00	6,000.00	30.00%
Subtotal		192,817.68	158,000.00	111,258.02	70.42%
ARP-IDEA (Proj. 628)					
Services/Materials	300-860	3,353.77			
Science of Reading Stipend (Proj. 726)					
Salaries/Employee Benefits	100-299		1,500.00	1,292.60	86.17%

FOR INTERNAL USE ONLY

-4-

HARDING CHARTER PREPARATORY SCHOOL DISTRICT - 2024-25 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

<u>Classification (Project)</u>	<u>Object</u>	2023-24 <u>Actual</u>	2024-25 <u>Budgeted</u>	2024-25 <u>3/31/2025</u>	% of YTD <u>to Budg.</u>
Commodity Credit Corp (CCC) (Proj. 759)					
Services/Materials	300-860	27,066.72			
CSP (Project 771-772)					
Services/Materials	300-860	66,100.68	560,000.00	556,612.42	99.40%
ESSER III (Proj. 795)					
Salaries/Employee Benefits	100-299	10,915.57			
Services/Materials	300-860				
		10,915.57	-	-	
Grand Total		8,461,447.31	10,006,629.62	6,664,858.19	66.60%
Payroll Expenses	100-200	5,908,819.64	6,874,000.00	4,625,478.80	67.29%
Non-Payroll Expenses	300-900	2,552,627.67	3,132,629.62	2,039,379.39	65.10%
Totals		\$ 8,461,447.31	10,006,629.62	6,664,858.19	66.60%

HARDING CHARTER PREPARATORY SCHOOL DISTRICT - 2024-25 FISCAL YEAR 3 YEAR COMPARISON - GENERAL FUND - CASH BASIS

	2022-23 Expenditures		2023-24 Expenditures		2024-25 Expenditures	
	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>
July	\$ 63,028.45	107,522.35	84,506.91	197,814.80	334,422.39	110,861.95
August	402,088.27	244,558.47	501,169.38	182,039.56	295,357.39	566,560.54
September	416,811.27	170,449.52	521,688.09	175,322.84	562,433.11	189,482.14
October	413,500.63	163,722.07	504,953.17	201,635.61	565,960.46	196,351.54
November	421,718.69	152,741.43	494,052.24	329,566.71	568,281.21	71,650.65
December	442,390.30	103,313.27	516,965.24	175,762.94	551,506.98	106,652.94
January	394,425.25	119,584.18	492,137.51	207,667.87	571,879.58	297,155.64
February	432,626.50	231,556.39	504,042.60	162,958.98	592,234.95	259,732.90
March	414,187.50	207,089.28	492,450.46	152,667.65	583,402.73	240,931.09
April	425,011.28	157,871.20	489,377.06	151,213.85		
May	809,500.96	226,818.93	1,350,461.95	189,307.01		
June	308,241.60	570,904.28	23,115.71	360,569.17		
	<u>4,943,530.70</u>	<u>2,456,131.37</u>	<u>5,974,920.32</u>	<u>2,486,526.99</u>	<u>4,625,478.80</u>	<u>2,039,379.39</u>
		<u>7,399,662.07</u>		<u>8,461,447.31</u>		<u>6,664,858.19</u>

	2022-23 Expenditures		2023-24 Expenditures		2024-25 Expenditures	
	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>	<u>Salary</u>	<u>Non-salary</u>
July	63,028.45	107,522.35	84,506.91	197,814.80	334,422.39	110,861.95
August	402,088.27	244,558.47	501,169.38	182,039.56	295,357.39	566,560.54
September	416,811.27	170,449.52	521,688.09	175,322.84	562,433.11	189,482.14
October	413,500.63	163,722.07	504,953.17	201,635.61	565,960.46	196,351.54
November	421,718.69	152,741.43	494,052.24	329,566.71	568,281.21	71,650.65
December	442,390.30	103,313.27	516,965.24	175,762.94	551,506.98	106,652.94
January	394,425.25	119,584.18	492,137.51	207,667.87	571,879.58	297,155.64
February	432,626.50	231,556.39	504,042.60	162,958.98	592,234.95	259,732.90
March	414,187.50	207,089.28	492,450.46	152,667.65	583,402.73	240,931.09
April						
May						
June						
	<u>\$ 3,400,776.86</u>	<u>1,500,536.96</u>	<u>4,111,965.60</u>	<u>1,785,436.96</u>	<u>4,625,478.80</u>	<u>2,039,379.39</u>
		<u>4,901,313.82</u>		<u>5,897,402.56</u>		<u>6,664,858.19</u>

FOR INTERNAL USE ONLY

-6-

04/01/2025 11:50:00 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Revenue/Expenditure Summary

Options: Fund: 21, Date Range: 7/1/2024 - 3/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
000 NON-CATEGORICAL EXP	\$0.00	\$449,603.61	\$0.00	\$5,040.00	\$444,563.61	\$5,000.00	\$439,563.61
318 GREAT EXP.	\$0.00	\$309,828.05	\$0.00	\$359,822.44	(\$49,994.39)	\$149,588.18	(\$199,582.57)
Total	\$0.00	\$759,431.66	\$0.00	\$364,862.44	\$394,569.22	\$154,588.18	\$239,981.04

04/01/2025 11:51:06 AM

Page 1 of 1

HARDING CHARTER PREPARATORY SCHOOL DISTRICT**Revenue/Expenditure Summary****Options:** Fund: 81, Date Range: 7/1/2024 - 3/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
000 NON-CATEGORICAL EXP	\$0.00	(\$266,283.47)	\$384,471.00	\$116,903.23	\$1,284.30	\$347.63	\$936.67
011 STEM	\$0.00	\$10,514.31	\$0.00	\$3,150.00	\$7,364.31	\$0.00	\$7,364.31
013 ART CLASS	\$0.00	\$4,001.21	\$0.00	\$4,001.21	\$0.00	\$0.00	\$0.00
020 UNENCUMBERED	\$0.00	\$24,640.58	\$8,161.22	\$23,596.27	\$9,205.53	\$0.00	\$9,205.53
022 FAMILY AND CONSUMER SCIENCE	\$0.00	\$10,771.29	\$0.00	\$1,125.00	\$9,646.29	\$0.00	\$9,646.29
023 CLYDE RIGGS SCHOLARSHIPS	\$0.00	\$11,067.91	\$0.00	\$6,838.71	\$4,229.20	\$4,229.20	\$0.00
025 ATHLETIC REPAIRS	\$0.00	\$4,150.75	\$0.00	\$0.00	\$4,150.75	\$0.00	\$4,150.75
026 ELEMENTARY EXPANSION	\$0.00	\$11,980.27	(\$48.11)	\$11,932.16	\$0.00	\$0.00	\$0.00
027 KIRKPATRICK GRANT 2023	\$0.00	\$3,804.24	\$0.00	\$2,586.98	\$1,217.26	\$0.00	\$1,217.26
028 MIDDLE SCHOOL FINE ARTS	\$0.00	\$23,235.34	\$0.00	\$7,053.18	\$16,182.16	\$0.00	\$16,182.16
032 HORTICULTURE	\$0.00	\$5,096.82	\$0.00	\$1,975.12	\$3,121.70	\$0.00	\$3,121.70
033 PIANO	\$0.00	\$3,489.82	\$0.00	\$0.00	\$3,489.82	\$0.00	\$3,489.82
038 TEACHER CHOSEN PROJECTS	\$0.00	\$13,738.56	\$0.00	\$953.96	\$12,784.60	\$0.00	\$12,784.60
039 TOWN BRANCH FOUNDATION GRANT	\$0.00	\$397,500.00	(\$397,500.00)	\$0.00	\$0.00	\$0.00	\$0.00
120 2020 SCHOLARSHIPS	\$0.00	\$3,662.97	\$0.00	\$0.00	\$3,662.97	\$3,662.97	\$0.00
121 2021 SCHOLARSHIPS	\$0.00	\$11,693.53	\$0.00	\$2,007.89	\$9,685.64	\$9,685.64	\$0.00
122 2022 SCHOLARSHIPS	\$0.00	\$20,611.01	\$0.00	\$1,000.00	\$19,611.01	\$19,611.01	\$0.00
123 2023 SCHOLARSHIPS	\$0.00	\$27,328.28	\$285.00	\$11,760.74	\$15,852.54	\$15,852.54	\$0.00
124 2024 SCHOLARSHIPS	\$0.00	\$9,551.11	\$3,630.89	\$9,000.00	\$4,182.00	\$4,182.00	\$0.00
125 2025 SCHOLARSHIPS	\$0.00	\$2,000.00	\$1,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
Total	\$0.00	\$332,554.53	\$0.00	\$203,884.45	\$128,670.08	\$57,570.99	\$71,099.09

04/01/2025 11:51:39 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 2

Revenue/Expenditure Summary**Options:** Fund: 60, Date Range: 7/1/2024 - 3/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
800 UNKNOWN ITEMS NEED INFO	\$0.00	\$4,108.00	\$0.00	\$0.00	\$4,108.00	\$0.00	\$4,108.00
801 LIFE SKILL PROGRAMS	\$0.00	\$0.00	\$23,237.19	\$22,488.05	\$749.14	\$0.00	\$749.14
802 DICTIONARIES	\$0.00	\$0.00	\$36.82	\$0.00	\$36.82	\$0.00	\$36.82
803 CHESS CLUB	\$0.00	\$196.00	\$365.98	\$138.60	\$423.38	\$0.00	\$423.38
804 YOUTH IN ACTION	\$0.00	\$0.00	\$201.86	\$0.00	\$201.86	\$0.00	\$201.86
805 PARKING	\$0.00	\$0.00	\$183.68	\$0.00	\$183.68	\$0.00	\$183.68
806 HCP OFFICE	\$0.00	\$7,174.88	\$5,403.89	\$6,876.40	\$5,702.37	\$0.00	\$5,702.37
807 ART CLUB	\$0.00	\$447.00	\$0.00	\$35.62	\$411.38	\$0.00	\$411.38
809 WORLD LANGUAGE	\$0.00	\$0.00	\$538.82	\$530.96	\$7.86	\$0.00	\$7.86
810 SPORTS - GENERAL	\$0.00	\$12,414.25	\$11,560.44	\$12,816.09	\$11,158.60	\$0.00	\$11,158.60
811 NEWSPAPER	\$0.00	\$583.55	\$321.95	\$374.49	\$531.01	\$0.00	\$531.01
812 SPORTS - CROSS COUNTRY	\$0.00	\$630.00	\$7,435.60	\$1,972.50	\$6,093.10	\$0.00	\$6,093.10
813 UNIFORMS	\$0.00	\$500.00	\$629.80	\$524.00	\$605.80	\$0.00	\$605.80
815 AGENDAS	\$0.00	\$1,745.00	\$2,365.71	\$1,744.94	\$2,365.77	\$0.00	\$2,365.77
816 SPORTS - VOLLEYBALL	\$0.00	\$3,905.12	\$5,054.38	\$2,460.51	\$6,498.99	\$0.00	\$6,498.99
818 SPORTS - SOFTBALL	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00
819 A/P TESTING	\$0.00	\$27,269.00	\$43,905.35	\$33,526.33	\$37,648.02	\$0.00	\$37,648.02
820 STUDENT COUNCIL	\$0.00	\$6,861.71	\$1,603.33	\$5,036.27	\$3,428.77	\$0.00	\$3,428.77
821 ACT	\$0.00	\$0.00	\$597.49	\$0.00	\$597.49	\$0.00	\$597.49
822 JUNIOR CLASSICAL LEAGUE	\$0.00	\$0.00	\$409.08	\$0.00	\$409.08	\$0.00	\$409.08
823 SPORTS - GIRLS SOCCER	\$0.00	\$1,310.60	\$1,140.81	\$1,841.41	\$610.00	\$0.00	\$610.00
824 SPORTS - BOYS SOCCER	\$0.00	\$2,823.00	\$1,068.90	\$2,428.59	\$1,463.31	\$0.00	\$1,463.31
825 SPORTS - ARCHERY	\$0.00	\$0.00	\$254.29	\$0.00	\$254.29	\$0.00	\$254.29
827 MOCK TRIAL	\$0.00	\$0.00	\$540.60	\$0.00	\$540.60	\$0.00	\$540.60
828 GOLF	\$0.00	\$0.00	\$27.05	\$0.00	\$27.05	\$0.00	\$27.05
831 DRAMA	\$0.00	\$1,683.94	\$1,851.58	\$1,167.68	\$2,367.84	\$0.00	\$2,367.84
832 VOCAL MUSIC	\$0.00	\$4,464.95	\$1,387.44	\$3,618.71	\$2,233.68	\$0.00	\$2,233.68
833 YEARBOOK	\$0.00	\$3,961.29	\$2,044.72	\$2,472.35	\$3,533.66	\$0.00	\$3,533.66
834 BAND	\$0.00	\$11,341.19	\$5,474.73	\$11,731.78	\$5,084.14	\$0.00	\$5,084.14
835 SENIOR CAPSTONE	\$0.00	\$0.00	\$12.53	\$0.00	\$12.53	\$0.00	\$12.53
836 ORCHESTRA	\$0.00	\$3,394.09	\$189.09	\$1,401.45	\$2,181.73	\$840.00	\$1,341.73
837 MOVIE HISTORY CLUB	\$0.00	\$0.00	\$247.84	\$0.00	\$247.84	\$0.00	\$247.84
839 SPEECH & DEBATE	\$0.00	\$0.00	\$170.78	\$78.00	\$92.78	\$0.00	\$92.78
841 CLASS OF 2009	\$0.00	\$0.00	\$138.98	\$0.00	\$138.98	\$0.00	\$138.98
842 SPORTS - BASEBALL	\$0.00	\$0.00	\$7,253.17	\$3,525.30	\$3,727.87	\$0.00	\$3,727.87
844 GOLF	\$0.00	\$0.00	\$782.00	\$157.00	\$625.00	\$0.00	\$625.00
845 NATIONAL HONOR SOCIETY	\$0.00	\$364.00	\$3,136.36	\$427.10	\$3,073.26	\$0.00	\$3,073.26
851 MEDIA CENTER	\$0.00	\$15.00	\$1,115.94	\$291.99	\$838.95	\$0.00	\$838.95
852 STEM CLUB	\$0.00	\$0.00	\$3,139.34	\$0.00	\$3,139.34	\$0.00	\$3,139.34
854 SENIOR CLASS	\$0.00	\$7,360.80	\$2,875.16	\$5,794.94	\$4,441.02	\$0.00	\$4,441.02
855 CHILD NUTRITION CLEARING ACCOUNT	\$0.00	\$25,498.56	\$0.00	\$19,064.60	\$6,433.96	\$0.00	\$6,433.96
857 PARENT FUNDRAISERS	\$0.00	\$13,848.68	\$8,749.70	\$8,531.30	\$14,067.08	\$0.00	\$14,067.08
859 SPORTS - BOYS BASKETBALL	\$0.00	\$0.00	\$978.34	\$525.09	\$453.25	\$0.00	\$453.25
860 SPORTS - CHEERLEADING	\$0.00	\$1,970.80	\$2,827.24	\$1,760.25	\$3,037.79	\$0.00	\$3,037.79
861 SPORTS - TENNIS	\$0.00	\$246.00	\$1,533.89	\$390.00	\$1,389.89	\$0.00	\$1,389.89
862 SPORTS - TRACK	\$0.00	\$135.00	\$2,163.75	\$680.00	\$1,618.75	\$0.00	\$1,618.75
863 CONCESSIONS	\$0.00	\$2,142.66	\$2,399.27	\$2,036.29	\$2,505.64	\$0.00	\$2,505.64
864 SPORTS - GIRLS BASKETBALL	\$0.00	\$554.80	\$1,783.82	\$1,689.32	\$649.30	\$0.00	\$649.30
865 ACADEMIC TEAM	\$0.00	\$0.00	\$178.87	\$0.00	\$178.87	\$0.00	\$178.87
867 HARDING CARING 4 PEOPLE	\$0.00	\$0.00	\$67.00	\$0.00	\$67.00	\$0.00	\$67.00
870 JUNIOR CLASS	\$0.00	\$3,577.18	\$10,299.02	\$4,015.29	\$9,860.91	\$0.00	\$9,860.91
871 CALISTHENICS CLUB	\$0.00	\$75.00	\$0.00	\$0.00	\$75.00	\$0.00	\$75.00
872 SPORTS - SWIMMING	\$0.00	\$2,160.00	\$459.41	\$2,169.66	\$449.75	\$352.00	\$97.75
873 BLACK STUDENT UNION	\$0.00	\$887.00	\$2,030.51	\$75.20	\$2,842.31	\$0.00	\$2,842.31
874 NAVIGATORS	\$0.00	\$225.00	\$928.00	\$303.81	\$849.19	\$0.00	\$849.19
875 LATINX STUDENT UNION	\$0.00	\$2,849.47	\$2,313.07	\$2,246.31	\$2,916.23	\$0.00	\$2,916.23
876 FRENCH EXCHANGE PROGRAM	\$0.00	\$0.00	\$2,108.20	\$0.00	\$2,108.20	\$0.00	\$2,108.20

04/01/2025 11:51:39 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT**Revenue/Expenditure Summary****Options:** Fund: 60, Date Range: 7/1/2024 - 3/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
877 BAKING CLUB	\$0.00	\$452.75	\$828.06	\$176.94	\$1,103.87	\$0.00	\$1,103.87
878 ASIAN STUDENT UNION	\$0.00	\$374.00	\$0.00	\$0.00	\$374.00	\$0.00	\$374.00
901 ICMS GENERAL ACTIVITY	\$0.00	\$24,350.02	\$50,161.30	\$28,625.24	\$45,886.08	\$0.00	\$45,886.08
935 ELEMENTARY	\$0.00	\$7,504.06	\$0.00	\$2,378.89	\$5,125.17	\$0.00	\$5,125.17
943 ICMS ALL SPORTS ACCOUNT	\$0.00	\$14,610.83	\$10,351.49	\$10,791.48	\$14,170.84	\$0.00	\$14,170.84
Total	\$0.00	\$204,015.18	\$237,063.62	\$208,920.73	\$232,158.07	\$1,192.00	\$230,966.07

04/01/2025 11:52:44 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 1

Purchase Order Register**Options:** Year: 2024-2025, Fund(s): GEN FUND-FOR OP, Date Range: 3/1/2025 - 3/31/2025

PO No	Date	Vendor No	Vendor	Description	Amount
176	03/13/2025	8820	SIMPLE GRANTS	GRANT WRITING SERVICES	9,800.00
177	03/13/2025	8659	KI FURNITURE	ELEMENTARY SCHOOL FURNITURE	51,692.00
178	03/13/2025	1983	MARKET SOURCE	KITCHEN EQUIPMENT	17,195.58
179	03/13/2025	8689	BISON ELECTRIC	LIGHT FIXTURE INSTALLATION	26,401.00
Non-Payroll Total:					\$105,088.58
Payroll Total:					\$25,704.95
Report Total:					\$130,793.53

04/01/2025 11:53:15 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 1

Purchase Order Register**Options:** Year: 2024-2025, Fund(s): BUILDING FUND, Date Range: 3/1/2025 - 3/31/2025

PO No	Date	Vendor No	Vendor	Description	Amount
16	03/03/2025	8635	ABSOLUTE RESAURANT SERVICE	SERVICE/REPAIR	1,000.00
17	03/13/2025	41	UNITED MECHANICAL	HVAC SPLIT UNIT INSTALLATION	12,500.00
Non-Payroll Total:					\$13,500.00
Payroll Total:					\$0.00
Report Total:					\$13,500.00

04/01/2025 11:53:33 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 1

Purchase Order Register**Options:** Year: 2024-2025, Fund(s): GIFTS FUND, Date Range: 3/1/2025 - 3/31/2025

PO No	Date	Vendor No	Vendor	Description	Amount
126	03/05/2025	8657	DARL WOLF	REPAIRS/MAINTENANCE	578.62
127	03/12/2025	8766	ARVEST BANK SERVICES	FEBRUARY CREDIT CARD PAYMENT	705.52
Non-Payroll Total:					\$1,284.14
Payroll Total:					\$0.00
Report Total:					\$1,284.14

Encumbrance Register**Options:** Year: 2024-2025, Date Range: 3/1/2025 - 3/31/2025, Fund(s): GEN FUND-FOR OP

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1	07/01/2024	1987	ABSOLUTE DATA SHREDDING	PAPER SHREDDING	15.00
11	5	07/01/2024	701	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLY	0.00
11	12	07/01/2024	4	CHATTERBOX COMM, LLC	SPEECH THERAPY	10,000.00
11	14	07/01/2024	5	CITY OF OKC WATER	WATER SERVICE	55.21
11	39	07/01/2024	8598	ENCORE ENERGY	NATURAL GAS	0.00
11	40	07/01/2024	8531	FINALSITE	SCHOOL WEBSITE	0.00
11	78	07/01/2024	1395	POWERSCHOOL GROUP, LLC	STUDENT INFORMATION SYSTEM SOFTWARE	14,085.21
11	80	07/01/2024	24	QUO VADIMUS SYS SERVICES	CAMERA SYSTEM	2,255.00
11	91	07/01/2024	1743	SMITH FARM AND GARDEN	MAINTENANCE ON MOWERS AND EQUIPMENT	0.00
11	108	07/01/2024	1689	WASTE CONNECTIONS OF OK, INC.	WASTE MANAGEMENT	0.00
11	137	10/25/2024	8766	ARVEST BANK SERVICES	JANUARY CREDIT CARD PAYMENT	-1,311.94
11	138	10/25/2024	8766	ARVEST BANK SERVICES	FEBRUARY CREDIT CARD PAYMENT	0.00
11	159	01/15/2025	24	QUO VADIMUS SYS SERVICES	ELEMENTARY INTERACTIVE MOBILE WHITEBOARD	7,992.00
11	173	02/13/2025	8680	LAKESHORE	ELEMENTARY SCHOOL CLASSROOM CONSUMABLES	5,696.16
11	176	03/13/2025	8820	SIMPLE GRANTS	GRANT WRITING SERVICES	9,800.00
11	177	03/13/2025	8659	KI FURNITURE	ELEMENTARY SCHOOL FURNITURE	51,692.00
11	178	03/13/2025	1983	MARKET SOURCE	KITCHEN EQUIPMENT	17,195.58
11	179	03/13/2025	8689	BISON ELECTRIC	LIGHT FIXTURE INSTALLATION	26,401.00
Non-Payroll Total:						\$143,875.22
Payroll Total:						\$2,051.40
Balance Forward:						\$9,860,695.59
Report Total:						\$10,006,622.21

04/01/2025 11:54:45 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 1

Encumbrance Register**Options:** Year: 2024-2025, Date Range: 3/1/2025 - 3/31/2025, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	5	07/01/2024	8702	MEDINA HANDYMAN SERVICES LLC	JANITORIAL SERVICES	0.00
21	10	07/01/2024	41	UNITED MECHANICAL	HVAC MAINT/REPAIR	5,206.02
21	14	09/12/2024	8742	AMERICAN ELEVATOR COMPANY	ELEVATOR REPAIR	1,000.00
21	16	03/03/2025	8635	ABSOLUTE RESAURANT SERVICE	SERVICE/REPAIR	1,000.00
21	17	03/13/2025	41	UNITED MECHANICAL	HVAC SPLIT UNIT INSTALLATION	12,500.00
Non-Payroll Total:						\$19,706.02
Payroll Total:						\$0.00
Balance Forward:						\$499,744.60
Report Total:						\$519,450.62

04/01/2025 11:54:58 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 1

Encumbrance Register**Options:** Year: 2024-2025, Date Range: 3/1/2025 - 3/31/2025, Fund(s): GIFTS FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	103	08/15/2024	701	AMAZON CAPITAL SERVICES	STEAMER/CLOTHING RACK	160.50
81	110	09/30/2024	8683	WENGER CORPORATION	MUSIC SORTING RACK	2,969.03
81	117	10/24/2024	1233	EDMOND MUSIC	INSTRUMENTS/REPAIR/SUPPLIES	1,249.75
81	126	03/05/2025	8657	DARL WOLF	REPAIRS/MAINTENANCE	578.62
81	127	03/12/2025	8766	ARVEST BANK SERVICES	FEBRUARY CREDIT CARD PAYMENT	705.52
Non-Payroll Total:						\$5,663.42
Payroll Total:						\$0.00
Balance Forward:						\$255,792.02
Report Total:						\$261,455.44

04/01/2025 11:55:31 AM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 2

Encumbrance Register**Options:** Year: 2024-2025, Date Range: 3/1/2025 - 3/31/2025, Fund(s): SCHOOL ACTIVITY FNDS

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
60	104	07/01/2024	90000	BANCFIRST	BANK FEES	205.06
60	161	10/16/2024	2011	SCHOOLSAFEID, LLC	BADGE STICKERS FOR BROTHER PRINTER/SHIPPING	0.00
60	165	10/16/2024	701	AMAZON CAPITAL SERVICES	OFFICE ITEMS	0.00
60	166	10/16/2024	80176	STEVEN STEFANICK	AED MACHINES	0.00
60	169	10/16/2024	1992	ELAN FINANCIAL SERVICES	OCTOBER CREDIT CARD PAYMENT	0.00
60	374	03/05/2025	8815	LINDA TORRES	SWAG SHOP TSHIRT PAYMENT	518.00
60	375	03/05/2025	701	AMAZON CAPITAL SERVICES	BULLETIN BOARD PAPER ROLL	95.90
60	376	03/05/2025	8816	TAYLOR LOWELL	MATERIALS FOR SOCK PUPPETS	126.36
60	377	03/05/2025	57	INTER-CITY VIOLIN STUDIOS INC.	KRUTZ STUDENT CARBON BASS BOW	135.00
60	378	03/05/2025	96	OSSAA	OSSAA LARGE GROUP CONTEST ENTRY FEE	100.00
60	379	03/05/2025	160	J.W. PEPPER	SHEET MUSIC	224.99
60	380	03/05/2025	701	AMAZON CAPITAL SERVICES	CLASSROOM/OFFICE SUPPLIES	340.10
60	381	03/05/2025	160	J.W. PEPPER	SHEET MUSIC	69.97
60	382	03/05/2025	1353	EDMOND/GILLIAM/LARSEN MUSIC	TUBA REPAIR	135.00
60	383	03/05/2025	56	SAM'S CLUB	CONCESSIONS/FLOWERS/FOOD SUPPLIES/HONORROLL	1,220.65
60	384	03/12/2025	80321	TIFFANY BRIGGS	PROM TICKETS	96.00
60	385	03/12/2025	1353	EDMOND/GILLIAM/LARSEN MUSIC	HORN REPAIR	270.00
60	386	03/12/2025	1353	EDMOND/GILLIAM/LARSEN MUSIC	CORNET REPAIR	110.00
60	387	03/12/2025	1353	EDMOND/GILLIAM/LARSEN MUSIC	PROGRESSIVE DUETS FOR CELLO	13.49
60	388	03/12/2025	96	OSSAA	OSSAA STATE SOLO/ENSEMBLE ENTRY FEE	100.00
60	389	03/12/2025	96	OSSAA	OSSAA STATE SOLO/ENSEMBLE ENTRY FEE ORCHESTRA	136.00
60	390	03/12/2025	96	OSSAA	OSSAA STATE GROUP CONTEST FEE	150.00
60	391	03/12/2025	96	OSSAA	OSSAA DISTRICT CONTEST SOLO/ENSEMBLE	408.00
60	392	03/12/2025	96	OSSAA	OSSAA DISTRICT CONTEST BAND SOLO/ENSEMBLES	342.00
60	393	03/12/2025	8817	WESTERN HEIGHTS TENNIS	WESTERN HEIGHTS TENNIS INVITATIONAL	190.00
60	394	03/12/2025	1799	ALL AMERICAN STRIPING	FIELD STRIPING/MOBILIZATION	255.00
60	395	03/12/2025	1801	ALL AMERICAN PIZZA	PIZZA FOR PATRIOT GRILL	45.50
60	396	03/12/2025	8818	EDMOND SANTA FE HIGH SCHOOL	TOURNAMENT ENTRY FEE	13.00
60	397	03/12/2025	8819	CHOCTAW/NICOMA PARK PUBLIC SCHOOLS	CHOCTAW YELLOWJACKET INVITATIONAL TRACK MEET	200.00
60	398	03/12/2025	1618	CROSSINGS CHRISTIAN SCHOOL	ENTRY FEES FOR SPEECH AND DEBATE TOURNAMENT	28.00
60	399	03/12/2025	701	AMAZON CAPITAL SERVICES	SUPPLIES	75.43
60	400	03/12/2025	80404	SIERRA J PAUL	PAINT	153.05
60	401	03/12/2025	2135	KATHY KEFFER-SHARPE	GASOLINE FOR TRAVEL	89.00
60	402	03/12/2025	1870	DON BRADLEY PICCOLO	COOLING SYSTEM/DRIP IRRIGATION REPAIR	1,950.00

Encumbrance Register**Options:** Year: 2024-2025, Date Range: 3/1/2025 - 3/31/2025, Fund(s): SCHOOL ACTIVITY FND5

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
60	403	03/12/2025	462	VILLAGE TRAVEL LLC	CHARTER BUS FOR OSSAA CONTEST	1,075.00
60	404	03/26/2025	701	AMAZON CAPITAL SERVICES	INK FOR CARD PRINTER/ID CARDS	74.97
60	405	03/26/2025	701	AMAZON CAPITAL SERVICES	REPLACEMENT VACUUM FOR MILLWOOD HS	189.99
60	406	03/26/2025	701	AMAZON CAPITAL SERVICES	SUPPLIES FOR ALL SCHOOL HOUSE STEM PROJECT	115.57
60	407	03/26/2025	701	AMAZON CAPITAL SERVICES	CONSTRUCTION PAPER	35.62
60	408	03/26/2025	701	AMAZON CAPITAL SERVICES	OFFICE ITEMS	54.95
60	409	03/26/2025	701	AMAZON CAPITAL SERVICES	PROM DECORATIONS	526.97
60	410	03/26/2025	143	JOSTENS AMERICA'S CLASS RING	MARCH YEARBOOK DEPOSIT	1,922.10
60	411	03/26/2025	566	SOCCER USA	NIKE PITCH SOCCER BALLS	180.00
60	412	03/26/2025	701	AMAZON CAPITAL SERVICES	ITEMS FOR SINGO NIGHT	44.01
60	413	03/26/2025	8773	LISA GRECHO	ACCESS TO SINGO MUSIC APP	55.00
60	414	03/26/2025	8810	KELLI NICHOLS	SINGO PRIZES	150.00
60	415	03/26/2025	8667	KEITA KISHINO	SOCCER OFFICIAL	70.00
60	416	03/26/2025	8681	CHRISTOPHER VARNEY	SOCCER OFFICIAL	125.00
60	417	03/26/2025	8668	GARETH BOOGAARD	SOCCER OFFICIAL	55.00
60	418	03/26/2025	8540	IAN HAMILTON	SOCCER OFFICIAL	55.00
60	419	03/26/2025	8533	THOMAS BRULAY	SOCCER OFFICIAL	55.00
60	420	03/26/2025	80543	GAYLE E OOTEN	FEE FOR FIRST MARKET PLACE	33.88
60	421	03/26/2025	566	SOCCER USA	SOCCER UNIFORMS	480.00
60	422	03/26/2025	2135	KATHY KEFFER-SHARPE	HOTEL ROOMS FOR STATE SWIM MEET	230.00
60	423	03/26/2025	566	SOCCER USA	SOCCER UNIFORMS FOR BOYS AND GIRLS	4,000.00
60	424	03/26/2025	8768	OK SECONDARY SCHOOL ACTIVITIES	REGIONAL SPEECH AND DEBATE TOURNEY ENTRY FEES	24.00
60	425	03/26/2025	8821	BRODY KIRKPATRICK	REFUND FOR AP TEST	80.00
60	426	03/26/2025	8657	DARL WOLF	FROZEN SPRINKLER VALVE/HEAT TAPE	1,498.28
60	427	03/26/2025	1916	JOLLY FARMER	PLANT SUPPLIES	6,938.06
Non-Payroll Total:						\$25,863.90
Payroll Total:						\$0.00
Balance Forward:						\$184,248.83
Report Total:						\$210,112.73

04/01/2025 12:00:09 PM

HARDING CHARTER PREPARATORY SCHOOL DISTRICT

Page 1 of 1

Payment Register**Options:** Year: 2024-2025, Fund Account: SCHOOL ACTIVITY FNDS, Date Range: 3/1/2025 - 3/31/2025, Print Payroll

Payments: True, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
377	03/05/2025	701	AMAZON CAPITAL SERVICES				\$436.00
378	03/05/2025	1353	EDMOND/GILLIAM/LARSEN MUS				\$135.00
379	03/05/2025	57	INTER-CITY VIOLIN STUDIOS INC.				\$135.00
380	03/05/2025	160	J.W. PEPPER				\$294.96
381	03/05/2025	8815	LINDA TORRES				\$518.00
382	03/05/2025	96	OSSAA				\$100.00
383	03/05/2025	56	SAM'S CLUB				\$1,220.65
384	03/05/2025	8816	TAYLOR LOWELL				\$126.36
385	03/03/2025	90000	BANCFIRST				\$48.06
386	03/12/2025	1801	ALL AMERICAN PIZZA				\$45.50
387	03/12/2025	1799	ALL AMERICAN STRIPING				\$255.00
388	03/12/2025	80321	TIFFANY BRIGGS				\$96.00
389	03/12/2025	8819	CHOCTAW/NICOMA PARK PUBLI				\$200.00
390	03/12/2025	1618	CROSSINGS CHRISTIAN SCHOOL				\$28.00
391	03/12/2025	1870	DON BRADLEY PICCOLO				\$1,950.00
392	03/12/2025	8818	EDMOND SANTA FE HIGH SCHO				\$13.00
393	03/12/2025	1353	EDMOND/GILLIAM/LARSEN MUS				\$380.00
394	03/12/2025	1353	EDMOND/GILLIAM/LARSEN MUS				\$13.49
395	03/12/2025	2135	KATHY KEFFER-SHARPE				\$89.00
396	03/12/2025	96	OSSAA				\$1,136.00
397	03/12/2025	80404	SIERRA J PAUL				\$153.05
398	03/12/2025	462	VILLAGE TRAVEL LLC				\$1,075.00
399	03/12/2025	8817	WESTERN HEIGHTS TENNIS				\$190.00
400	03/12/2025	701	AMAZON CAPITAL SERVICES				\$75.43
401	03/10/2025	90000	BANCFIRST				\$157.00
402	03/26/2025	701	AMAZON CAPITAL SERVICES				\$1,042.08
403	03/26/2025	8821	BRODY KIRKPATRICK				\$80.00
404	03/26/2025	8681	CHRISTOPHER VARNEY				\$125.00
405	03/26/2025	8668	GARETH BOOGAARD				\$55.00
406	03/26/2025	8540	IAN HAMILTON				\$55.00
407	03/26/2025	1916	JOLLY FARMER				\$6,938.06
408	03/26/2025	143	JOSTENS AMERICA'S CLASS RING				\$1,922.10
409	03/26/2025	2135	KATHY KEFFER-SHARPE				\$230.00
410	03/26/2025	8667	KEITA KISHINO				\$70.00
411	03/26/2025	8810	KELLI NICHOLS				\$150.00
412	03/26/2025	8773	LISA GRECHO				\$55.00
413	03/26/2025	8768	OK SECONDARY SCHOOL ACTIVIT				\$24.00
414	03/26/2025	80543	GAYLE E OOTEN				\$33.88
415	03/26/2025	566	SOCCER USA				\$4,660.00
416	03/26/2025	8533	THOMAS BRULAY				\$55.00
417	03/26/2025	8657	DARL WOLF				\$1,498.28
Non-Payroll Total:							\$25,863.90
Payroll Total:							\$0.00
Balance Forward:							\$183,056.83
Total:							\$208,920.73

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

Fund	Vendor No	Vendor Name	PO No	PO Date	PO Type	Description	Requested Date	Requested By	Approved Date	Encumbered	Certified	Paid	Unpaid	To PO Vendor	To Others
11	101	JOSTEN'S	55	7/1/2024	A	DIPLOMAAS	7/1/2024		7/1/2024	\$3,500.00	\$12.90	\$12.90	\$3,487.10	\$3,500.00	\$0.00
11	105	U.S. POSTAL SERVICE (CMRS-PP)	104	7/1/2024	A	POSTAGE	7/1/2024		7/1/2024	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00
11	108	WESTCO LAMINATING SERVICES	109	7/1/2024	A	LAMINATOR SUPPLY	7/1/2024		7/1/2024	\$500.00	\$208.00	\$208.00	\$292.00	\$500.00	\$0.00
11	110	CENGAGE LEARNING	170	2/13/2025	A	ELEMENTARY SCHOOL MATH CURRICULUM	2/13/2025		2/13/2025	\$6,854.40	\$0.00	\$0.00	\$6,854.40	\$6,854.40	\$0.00
11	1169	GUITAR CENTER	120	7/12/2024	A	CLASSROOM MANIPULATIVES	\$269.97		7/12/2024	\$269.97	\$269.97	\$269.97	\$0.00	\$269.97	\$0.00
11	1204	OK PUBLIC CHARTER SCHOOL ASSOC	67	7/1/2024	A	ANNUAL MEMBERSHIP	7/1/2024		7/1/2024	\$6,043.75	\$6,043.75	\$6,043.75	\$0.00	\$6,043.75	\$0.00
11	1216	VETS SEPTIC SERVICE	106	7/1/2024	A	GREASE TRAP DISPOSAL	7/1/2024		7/1/2024	\$5,400.00	\$1,350.00	\$1,350.00	\$4,050.00	\$5,400.00	\$0.00
11	122	OKLAHOMA EMPLOYMENT SECURITY COMM	73	7/1/2024	A	UNEMPLOYMENT	7/1/2024		7/1/2024	\$17,500.00	\$11,072.92	\$11,072.92	\$6,427.08	\$17,500.00	\$0.00
11	1256	GOPHER	118	7/12/2024	A	CLASSROOM MANIPULATIVES	7/12/2024		7/12/2024	\$5,563.89	\$5,563.89	\$5,563.89	\$0.00	\$5,563.89	\$0.00
11	1256	GOPHER	148	12/16/2024	A	BASKETBALL/SOCCER GOALS	12/16/2024		12/16/2024	\$6,169.95	\$6,169.95	\$6,169.95	\$0.00	\$6,169.95	\$0.00
11	1256	GOPHER	149	12/16/2024	A	PHYSICAL EDUCATION SUPPLIES	12/16/2024		12/16/2024	\$10,357.13	\$10,357.13	\$10,357.13	\$0.00	\$10,357.13	\$0.00
11	126	DICK BLICK ART MATERIALS	19	7/1/2024	A	ELEMENTARY ART SUPPLIES	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
11	126	DICK BLICK ART MATERIALS	20	7/1/2024	A	MIDDLE SCHOOL ART SUPPLIES	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
11	126	DICK BLICK ART MATERIALS	21	7/1/2024	A	HIGH SCHOOL ART SUPPLIES	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
11	1269	ACE MEDIA SUPPLY	2	7/1/2024	A	COPIER SUPPLIES/PRINTER CARTRIDGES	7/1/2024		7/1/2024	\$3,000.00	\$391.98	\$391.98	\$2,608.02	\$3,000.00	\$0.00
11	1276	FOLLETT SCHOOL SOLUTIONS	43	7/1/2024	A	TESTING MS LIBRARY DATABASE	7/1/2024		7/1/2024	\$750.23	\$750.23	\$750.23	\$0.00	\$750.23	\$0.00
11	1292	OKLAHOMA DHS	72	7/1/2024	A	COMMODITY DISTRIBUTION	7/1/2024		7/1/2024	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00
11	1335	OKLAHOMA CONSULTING AND ACCTNG	69	7/1/2024	A	ACCOUNTING SERVICES	7/1/2024		7/1/2024	\$48,000.00	\$36,000.00	\$36,000.00	\$12,000.00	\$48,000.00	\$0.00
11	1395	POWERSCHOOL GROUP, LLC	78	7/1/2024	A	STUDENT INFORMATION SYSTEM SOFTWARE	7/1/2024		7/1/2024	\$36,750.30	\$36,750.29	\$36,750.29	\$0.01	\$36,750.30	\$0.00
11	1408	HONORS GRADUATION	49	7/1/2024	A	CORDS FOR GRADUATION	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
11	1419	AVID CENTER - SI PAYMENT	8	7/1/2024	A	PD REGISTRATION/MEMBERSHIP	7/1/2024		7/1/2024	\$32,000.00	\$10,368.00	\$10,368.00	\$21,632.00	\$32,000.00	\$0.00
11	151	AMERICAN FIRE AND SAFETY	6	7/1/2024	A	FIRE INSPECTION	7/1/2024		7/1/2024	\$1,542.95	\$1,542.95	\$1,542.95	\$0.00	\$1,542.95	\$0.00
11	1550	CITY OF OKC POLICE DEPARTMENT	13	7/1/2024	A	ALARM CERTIFICATES/FEES	7/1/2024		7/1/2024	\$874.50	\$874.50	\$874.50	\$0.00	\$874.50	\$0.00
11	1574	OKLAHOMA COPIER SOLUTIONS	70	7/1/2024	A	ELEMENTARY COPIER	7/1/2024		7/1/2024	\$8,608.26	\$8,608.26	\$8,608.26	\$0.00	\$8,608.26	\$0.00
11	1574	OKLAHOMA COPIER SOLUTIONS	71	7/1/2024	A	COPIER LEASE/MAINT AGREEMENT	7/1/2024		7/1/2024	\$15,000.00	\$7,685.16	\$7,685.16	\$7,314.84	\$15,000.00	\$0.00
11	1607	FUNDS FOR LEARNING, LLC	45	7/1/2024	A	ADMIN MGMT SERVICES	7/1/2024		7/1/2024	\$4,999.00	\$4,999.00	\$4,999.00	\$0.00	\$4,999.00	\$0.00
11	1689	WASTE CONNECTIONS OF OK, INC.	108	7/1/2024	A	WASTE MANAGEMENT	7/1/2024		7/1/2024	\$17,500.00	\$12,139.69	\$12,139.69	\$5,360.31	\$17,500.00	\$0.00
11	17	OG&E	66	7/1/2024	A	ELECTRICITY	7/1/2024		7/1/2024	\$225,000.00	\$138,586.63	\$138,586.63	\$86,413.37	\$225,000.00	\$0.00
11	1743	SMITH FARM AND GARDEN	91	7/1/2024	A	MAINTENANCE ON MOWERS AND EQUIPMENT	7/1/2024		7/1/2024	\$1,000.00	\$810.26	\$810.26	\$189.74	\$1,000.00	\$0.00
11	1759	FIRETROL PROTECTION SYSTEMS, INC.	41	7/1/2024	A	FIRE MONITORING	7/1/2024		7/1/2024	\$7,581.00	\$7,027.71	\$7,027.71	\$553.29	\$7,581.00	\$0.00
11	184	NCS PEARSON, INC	130	9/19/2024	A	BOOKLETS	9/19/2024		9/19/2024	\$730.10	\$730.10	\$730.10	\$0.00	\$730.10	\$0.00
11	1869	INTRADO	52	7/1/2024	A	ROBO-CALL HOSTING	7/1/2024		7/1/2024	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$2,100.00	\$0.00
11	19	OKC PUBLIC SCHOOLS	68	7/1/2024	A	SPONSOR FEE/RENT	7/1/2024		7/1/2024	\$255,000.00	\$159,972.47	\$159,972.47	\$95,027.53	\$255,000.00	\$0.00
11	1983	MARKET SOURCE	178	3/13/2025	A	KITCHEN EQUIPMENT	3/13/2025		3/13/2025	\$17,195.58	\$0.00	\$0.00	\$17,195.58	\$17,195.58	\$0.00
11	1987	ABSOLUTE DATA SHREDDING	1	7/1/2024	A	PAPER SHREDDING	7/1/2024		7/1/2024	\$615.00	\$315.00	\$315.00	\$300.00	\$615.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	27	7/1/2024	A	JULY CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$39.00	\$39.00	\$39.00	\$0.00	\$39.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	28	7/1/2024	A	AUGUST CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$411.46	\$411.46	\$411.46	\$0.00	\$411.46	\$0.00
11	1992	ELAN FINANCIAL SERVICES	29	7/1/2024	A	SEPTEMBER CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	30	7/1/2024	A	OCTOBER CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$1,146.68	\$1,146.68	\$1,146.68	\$0.00	\$1,146.68	\$0.00
11	1992	ELAN FINANCIAL SERVICES	31	7/1/2024	A	NOVEMBER CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	32	7/1/2024	A	DECEMBER CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	33	7/1/2024	A	JANUARY CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	34	7/1/2024	A	FEBRUARY CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	35	7/1/2024	A	MARCH CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	36	7/1/2024	A	APRIL CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	37	7/1/2024	A	MAY CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1992	ELAN FINANCIAL SERVICES	38	7/1/2024	A	JUNE CREDIT CARD PAYMENT	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	1995	CLASSIC PAPER SUPPLY, INC.	15	7/1/2024	A	CUSTODIAL PAPER SUPPLIES	7/1/2024		7/1/2024	\$40,069.00	\$29,159.10	\$29,159.10	\$10,909.90	\$40,069.00	\$0.00
11	1997	IXL LEARNING	53	7/1/2024	A	CURRICULUM LICENSING	7/1/2024		7/1/2024	\$13,283.00	\$13,283.00	\$13,283.00	\$0.00	\$13,283.00	\$0.00
11	2006	OKLAHOMA SCHOOL ASSURANCE GROUP	74	7/1/2024	A	WORKERS COMP	7/1/2024		7/1/2024	\$14,793.00	\$14,793.00	\$14,793.00	\$0.00	\$14,793.00	\$0.00
11	2011	SCHOOLS&FEID, LLC	89	7/1/2024	A	LABELS/STICKERS/DECALS	7/1/2024		7/1/2024	\$4,500.00	\$2,773.85	\$2,773.85	\$1,726.15	\$4,500.00	\$0.00
11	2013	SHERWIN WILLIAMS	90	7/1/2024	A	PAINT AND SUPPLIES	7/1/2024		7/1/2024	\$250.00	\$42.33	\$42.33	\$207.67	\$250.00	\$0.00
11	2019	UNIFIRST	121	7/25/2024	A	CLEANING SUPPLIES	7/25/2024		7/25/2024	\$134.96	\$134.96	\$134.96	\$0.00	\$134.96	\$0.00
11	2034	DARL WOLF	110	7/1/2024	A	MIDDLE SCHOOL FENCING	7/1/2024		7/1/2024	\$23,009.57	\$23,009.57	\$23,009.57	\$0.00	\$23,009.57	\$0.00
11	2067	FP MAILING SOLUTIONS	44	7/1/2024	A	POSTAGE METER INK	7/1/2024		7/1/2024	\$1,000.00	\$395.40	\$395.40	\$604.60	\$1,000.00	\$0.00
11	2092	DE LAGE LANDEN FINANCIAL SERVICES	18	7/1/2024	A	COPIER LEASE/MAINT AGREEMENT	7/1/2024		7/1/2024	\$11,000.00	\$6,499.98	\$6,499.98	\$4,500.02	\$11,000.00	\$0.00
11	21	ONG	76	7/1/2024	A	NATURAL GAS	7/1/2024		7/1/2024	\$20,000.00	\$9,897.81	\$9,897.81	\$10,102.19	\$20,000.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	80	7/1/2024	A	CAMERA SYSTEM	7/1/2024		7/1/2024	\$7,255.00	\$4,755.00	\$4,755.00	\$2,500.00	\$7,255.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	81	7/1/2024	A	HS CLASSROOM INTERACTIVE PANELS	7/1/2024		7/1/2024	\$19,980.00	\$19,980.00	\$19,980.00	\$0.00	\$19,980.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	82	7/1/2024	A	MIDDLE SCHOOL DOOR ACCESS CONTROL	7/1/2024		7/1/2024	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	83	7/1/2024	A	STUDENT LAPTOPS AND CARTS	7/1/2024		7/1/2024	\$100,000.00	\$99,726.25	\$99,726.25	\$273.75	\$100,000.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	84	7/1/2024	A	COMPUTER TECH REPAIR/SUPPLIES	7/1/2024		7/1/2024	\$104,157.72	\$71,925.33	\$71,925.33	\$32,232.39	\$104,157.72	\$0.00
11	24	QUO VADIMUS SYS SERVICES	85	7/1/2024	A	ELEMENTARY TECHNOLOGY	7/1/2024		7/1/2024	\$179,363.00	\$179,363.00	\$179,363.00	\$0.00	\$179,363.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	158	1/15/2025	A	ELEMENTARY INTERACTIVE WHITEBOARDS	1/15/2025		1/15/2025	\$7,992.00	\$0.00	\$0.00	\$7,992.00	\$7,992.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	159	1/15/2025	A	ELEMENTARY INTERACTIVE MOBILE WHITEBOARD	1/15/2025		1/15/2025	\$12,845.00	\$12,845.00	\$12,845.00	\$0.00	\$12,845.00	\$0.00
11	24	QUO VADIMUS SYS SERVICES	160	1/15/2025	A	ELEMENTARY SOUND AND PROJECTOR SYSTEM	1/15/2025		1/15/2025	\$19,995.56	\$0.00	\$0.00	\$19,995.56	\$19,995.56	\$0.00
11	26	SCHOOL.OUTFITTERS	161	1/27/2025	A	BUTCHER PAPER RACK	1/27/2025		1/27/2025	\$492.64	\$461.99	\$461.99	\$306.65	\$492.64	\$0.00
11	26	SCHOOL.OUTFITTERS	165	1/30/2025	A	ELEMENTARY CLASSROOM SUPPLIES	1/30/2025		1/30/2025	\$3,443.58	\$3,443.58	\$3,443.58	\$0.00	\$3,443.58	\$0.00
11	276	BLED SOE, HEWETT AND GULLEKSON	10	7/1/2024	A	ANNUAL AUDIT	7/1/2024		7/1/2024	\$10,250.00	\$10,250.00	\$10,250.00	\$0.00	\$10,250.00	\$0.00
11	29	TERMINIX	102	7/1/2024	A	PEST CONTROL	7/1/2024		7/1/2024	\$10,000.00	\$5,958.64	\$5,958.64	\$4,041.36	\$10,000.00	\$0.00
11	357	SOBEL PIANO SERVICE	92	7/1/2024	A	PIANO TUNING	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
11	367	EAL'S ELECTRONICS CORPORATION	22	7/1/2024	A	ALARM MONITORING	7/1/2024		7/1/2024	\$6,500.00	\$3,910.00	\$3,910.00	\$2,590.00	\$6,500.00	\$0.00
11	38	CAROLINA BIOLOGICAL	11	7/1/2024	A	INSTRUCTIONAL SUPPLY - SCIENCE	7/1/2024		7/1/2024	\$3,686.06	\$1,186.06	\$1,186.06	\$2,500.		

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

11	49	MAYFAIR KEY AND LOCK SHOP	62	7/1/2024	A	INSTALLATION OF DOOR HARDWARE	7/1/2024		7/1/2024	\$8,957.50	\$670.00	\$670.00	\$8,287.50	\$8,957.50	\$0.00
11	5	CITY OF OKC WATER	14	7/1/2024	A	WATER SERVICE	7/1/2024		7/1/2024	\$50,055.21	\$46,645.48	\$46,645.48	\$3,409.73	\$50,055.21	\$0.00
11	51	SYLOGISTED, INC.	97	7/1/2024	A	GENERAL/ACTIVITY/GRANT ACCOUNT CHECKS	7/1/2024		7/1/2024	\$500.00	\$208.36	\$208.36	\$291.64	\$500.00	\$0.00
11	51	SYLOGISTED, INC.	98	7/1/2024	A	ACCOUNTING SOFTWARE/FORMS	7/1/2024		7/1/2024	\$8,270.00	\$0.00	\$0.00	\$8,270.00	\$8,270.00	\$0.00
11	529	COX COMMUNICATIONS INC.	16	7/1/2024	A	COMMUNICATIONS/TECH	7/1/2024		7/1/2024	\$15,000.00	\$9,819.17	\$9,819.17	\$5,180.83	\$15,000.00	\$0.00
11	53	WALKER COMPANIES	107	7/1/2024	A	STAMPS, BADGES	7/1/2024		7/1/2024	\$1,500.00	\$372.00	\$372.00	\$1,128.00	\$1,500.00	\$0.00
11	56	SAM'S CLUB	87	7/1/2024	A	VARIOUS BLDG/INSTRUCTIONAL/OFFICE SUPPLIES	7/1/2024		7/1/2024	\$10,009.47	\$4,378.22	\$4,378.22	\$5,631.25	\$10,009.47	\$0.00
11	599	OKLAHOMA STATE DEPT OF EDUCATION	75	7/1/2024	A	CHARTER SCHOOL CLOSURE REVOLVING FUND	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	614	EDUCATIONAL ADMINISTRATIVE SERVICES	25	7/1/2024	A	FEDERAL PROGRAM MGMT	7/1/2024		7/1/2024	\$18,000.00	\$0.00	\$0.00	\$18,000.00	\$18,000.00	\$0.00
11	65	SCHOLASTIC INC	147	12/16/2024	A	CLASSROOM NOVELS	12/16/2024		12/16/2024	\$6,950.93	\$6,950.93	\$6,950.93	\$0.00	\$6,950.93	\$0.00
11	701	AMAZON CAPITAL SERVICES	3	7/1/2024	A	ELEMENTARY ART SUPPLIES	7/1/2024		7/1/2024	\$1,000.00	\$403.20	\$403.20	\$596.80	\$1,000.00	\$0.00
11	701	AMAZON CAPITAL SERVICES	4	7/1/2024	A	MIDDLE SCHOOL ART SUPPLIES	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
11	701	AMAZON CAPITAL SERVICES	5	7/1/2024	A	INSTRUCTIONAL SUPPLY	7/1/2024		7/1/2024	\$3,500.00	\$399.62	\$399.62	\$3,100.38	\$3,500.00	\$0.00
11	701	AMAZON CAPITAL SERVICES	119	7/12/2024	A	CLASSROOM MANIPULATIVES	7/12/2024		7/12/2024	\$1,360.41	\$1,360.41	\$1,360.41	\$0.00	\$1,360.41	\$0.00
11	701	AMAZON CAPITAL SERVICES	172	2/13/2025	A	ELEMENTARY SCHOOL CLASSROOM CONSUMABLES	2/13/2025		2/13/2025	\$31,023.82	\$7,797.45	\$7,797.45	\$23,226.37	\$31,023.82	\$0.00
11	717	CRAIG PC'S SALES AND SERV INC. LLC	17	7/1/2024	A	HS WIRELESS ACCESS POINTS/MS BATTERY BACKUP	7/1/2024		7/1/2024	\$10,061.70	\$10,061.70	\$10,061.70	\$0.00	\$10,061.70	\$0.00
11	796	AMY PEMBERTON	7	7/1/2024	A	PSYCH EVAL SERVICES/THERAPY	7/1/2024		7/1/2024	\$25,000.00	\$19,890.00	\$19,890.00	\$5,110.00	\$25,000.00	\$0.00
11	797	HOLMES MURPHY & ASSOC., LLC	48	7/1/2024	A	SURETY BONDS	7/1/2024		7/1/2024	\$1,145.50	\$1,145.50	\$1,145.50	\$0.00	\$1,145.50	\$0.00
11	80009	THOMAS K. KINDINGER	50089	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$87,211.36	\$57,880.82	\$57,880.82	\$29,330.54	\$29,330.54	\$57,880.82
11	80015	KELLI TAYLOR	50090	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$90,080.90	\$60,083.10	\$60,083.10	\$29,997.80	\$29,997.80	\$60,083.10
11	80028	LESLIE PICCOLO	50088	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$83,670.83	\$55,771.82	\$55,771.82	\$27,899.01	\$27,899.01	\$55,771.82
11	80121	JUDY LUSTER	56	7/1/2024	A	REIMB SUPPLIES/TRAVEL	7/1/2024		7/1/2024	\$939.71	\$160.11	\$160.11	\$779.60	\$939.71	\$0.00
11	80121	JUDY LUSTER	50003	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$59,826.03	\$40,175.03	\$40,175.03	\$19,651.00	\$19,651.00	\$40,175.03
11	80122	CORY POCOCK	50086	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$94,287.94	\$62,769.07	\$62,769.07	\$31,518.87	\$31,518.87	\$62,769.07
11	80134	JOE HUGHES	50010	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$134,500.47	\$100,834.36	\$100,834.36	\$33,666.11	\$33,666.11	\$100,834.36
11	80144	ELIZABETH BOOMER	50084	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$84,064.46	\$56,358.18	\$56,358.18	\$27,706.28	\$27,706.28	\$56,358.18
11	80166	MICHAEL S. ROSS	50101	8/31/2024	P	PAYROLL	8/31/2024		8/31/2024	\$2,691.28	\$1,682.05	\$1,682.05	\$1,009.23	\$2,452.18	\$239.10
11	80176	STEVEN STEFANICK	93	7/1/2024	A	AVID PD HOTEL REGISTRATION	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	80176	STEVEN STEFANICK	94	7/1/2024	A	REIMB SUPPLIES/TRAVEL	7/1/2024		7/1/2024	\$3,539.55	\$3,539.55	\$3,539.55	\$0.00	\$3,539.55	\$0.00
11	80176	STEVEN STEFANICK	50011	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$177,145.57	\$132,824.50	\$132,824.50	\$44,321.07	\$44,321.07	\$132,824.50
11	80199	MARK BUSICK	50085	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$5,382.46	\$3,998.40	\$3,998.40	\$1,384.06	\$1,384.06	\$3,998.40
11	80215	EMMA C SMREKER	50087	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$75,301.24	\$50,173.94	\$50,173.94	\$25,127.30	\$25,127.30	\$50,173.94
11	80217	NOEL M YORK	50100	8/30/2024	P	PAYROLL	8/30/2024		8/30/2024	\$1,257.13	\$1,257.13	\$1,257.13	\$0.00	\$0.00	\$1,257.13
11	80237	MICHAEL LEWCHUK	50117	10/15/2024	P	PAYROLL	10/15/2024		10/15/2024	\$25.00	\$25.00	\$25.00	\$0.00	\$0.00	\$25.00
11	80246	KATHY L KEEFER-SHARPE	50103	8/31/2024	P	PAYROLL	8/31/2024		8/31/2024	\$2,152.96	\$2,152.96	\$2,152.96	\$0.00	\$1,532.04	\$620.92
11	80259	RACHEL M COX	50054	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$77,434.64	\$51,602.25	\$51,602.25	\$25,832.39	\$25,832.39	\$51,602.25
11	80265	LIHA M VILLANUEVA	50056	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$72,000.58	\$47,944.60	\$47,944.60	\$24,055.98	\$24,055.98	\$47,944.60
11	80297	HEATHER M HILL	50070	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$77,598.73	\$51,740.99	\$51,740.99	\$25,857.74	\$25,857.74	\$51,740.99
11	80301	RENEE COX	50006	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$121,311.08	\$91,177.36	\$91,177.36	\$30,133.72	\$30,133.72	\$91,177.36
11	80308	RICHARD DUNCAN	50102	8/31/2024	P	PAYROLL	8/31/2024		8/31/2024	\$4,590.46	\$2,629.70	\$2,629.70	\$1,960.76	\$4,216.74	\$373.72
11	80310	GREGORY MEERSCHAERT	50055	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$76,987.66	\$51,329.67	\$51,329.67	\$25,657.99	\$25,657.99	\$51,329.67
11	80321	TIFFANY BRIGGS	50014	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$77,718.10	\$51,555.13	\$51,555.13	\$26,162.97	\$26,162.97	\$51,555.13
11	80335	JENNIFER GILLIS	50057	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$78,817.69	\$52,566.49	\$52,566.49	\$26,251.20	\$26,251.20	\$52,566.49
11	80341	STASHA MORGAN	50105	8/31/2024	P	PAYROLL	8/31/2024		8/31/2024	\$3,229.46	\$3,229.46	\$3,229.46	\$0.00	\$2,770.54	\$458.92
11	80344	MAKINSLEY JEMISON	50106	8/31/2024	P	PAYROLL	8/31/2024		8/31/2024	\$4,844.19	\$4,844.19	\$4,844.19	\$0.00	\$4,144.81	\$699.38
11	80348	PATRICK T DENNIS	50104	8/31/2024	P	PAYROLL	8/31/2024		8/31/2024	\$1,614.79	\$922.76	\$922.76	\$692.03	\$1,483.59	\$131.20
11	80350	JENNIFER ADAMS	50049	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$76,454.02	\$50,948.89	\$50,948.89	\$25,505.13	\$25,505.13	\$50,948.89
11	80354	CHRISTINE CARLLSON	50050	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$76,326.36	\$50,900.70	\$50,900.70	\$25,425.66	\$25,425.66	\$50,900.70
11	80358	AMY GRESHAM	50051	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$54,021.77	\$36,269.76	\$36,269.76	\$17,752.01	\$17,752.01	\$36,269.76
11	80364	SUSAN LINDERER	50052	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$107,242.56	\$71,455.75	\$71,455.75	\$35,786.81	\$35,786.81	\$71,455.75
11	80368	KATHLEEN MOSELEY	50053	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$41,761.28	\$41,761.28	\$41,761.28	\$0.00	\$41,761.28	\$0.00
11	80373	PATRICIA RIDEN	50092	8/30/2024	P	PAYROLL	8/30/2024		8/30/2024	\$9,042.31	\$9,042.31	\$9,042.31	\$0.00	\$0.00	\$9,042.31
11	80376	NANCY STINSON	50004	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$54,067.03	\$40,600.31	\$40,600.31	\$13,466.72	\$13,466.72	\$40,600.31
11	80379	JAMI WEST	50005	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$124,833.08	\$93,308.49	\$93,308.49	\$31,524.59	\$31,524.59	\$93,308.49
11	80397	TYLER L MCCARRELL	50013	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$55,941.89	\$35,931.56	\$35,931.56	\$20,010.33	\$20,010.33	\$35,931.56
11	80404	SIERRA J PAUL	50047	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$66,827.57	\$44,563.32	\$44,563.32	\$22,264.25	\$22,264.25	\$44,563.32
11	80410	KEVIN SUAREZ	50046	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$68,961.51	\$45,660.43	\$45,660.43	\$23,301.08	\$23,301.08	\$45,660.43
11	80416	FALESHA PARKER - NASH	50093	8/30/2024	P	PAYROLL	8/30/2024		8/30/2024	\$14,033.38	\$14,033.38	\$14,033.38	\$0.00	\$0.00	\$14,033.38
11	80418	DYLAN C MCELVANY	50048	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$68,714.75	\$45,635.18	\$45,635.18	\$23,079.57	\$23,079.57	\$45,635.18
11	80419	RACHEL DOWELL	50007	7/15/2024	P	PAYROLL	7/15/2024		7/15/2024	\$146,961.52	\$110,413.85	\$110,413.85	\$36,547.67	\$36,547.67	\$110,413.85
11	80422	MARY R MENDUS	50059	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$72,069.84	\$48,044.84	\$48,044.84	\$24,025.00	\$24,025.00	\$48,044.84
11	80423	MEGAN E KNUDSON	50060	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$73,849.41	\$49,245.44	\$49,245.44	\$24,603.97	\$24,603.97	\$49,245.44
11	80426	DEBORAH K ALLEN	50062	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$85,461.86	\$56,974.48	\$56,974.48	\$28,487.38	\$28,487.38	\$56,974.48
11	80431	DALLAS P BANKS	50063	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$68,208.48	\$45,422.55	\$45,422.55	\$22,785.93	\$22,785.93	\$45,422.55
11	80435	MADELINE K KIMBALL	50076	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$32,453.64	\$32,453.64	\$32,453.64	\$0.00	\$0.00	\$32,453.64
11	80436	CHRIS HANSON	50058	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$75,923.08	\$50,679.54	\$50,679.54	\$25,243.54	\$25,243.54	\$50,679.54
11	80438	RENEE D THACKER	50064	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$65,734.47	\$42,895.61	\$42,895.61	\$22,838.86	\$22,838.86	\$42,895.61
11	80445	ALEIHA WHITE	50061	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$35,892.35	\$35,892.35	\$35,892.35	\$0.00	\$0.00	\$35,892.35
11	80449	GENEVIEVE HONIKER	50065	8/15/2024	P	PAYROLL	8/15/2024		8/15/2024	\$33,847.43	\$22,346.01	\$22,346.01			

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

11	80476	TRAVIS W RHODES	50073	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$76,933.59	\$51,287.24	\$51,287.24	\$25,646.35	\$25,646.35	\$51,287.24
11	80477	SARAH A SHOAF	50074	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$83,968.79	\$56,320.83	\$56,320.83	\$27,647.96	\$27,647.96	\$56,320.83
11	80480	DAVID R UNDERWOOD	50075	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$46,339.57	\$30,666.49	\$30,666.49	\$15,673.08	\$15,673.08	\$30,666.49
11	80482	AMY FRAME	50045	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$84,541.85	\$56,332.62	\$56,332.62	\$28,209.23	\$28,209.23	\$56,332.62
11	80486	ALISON M MCNEELY BUXTON	50095	8/30/2024	P	PAYROLL	8/30/2024	8/30/2024	\$384.32	\$384.32	\$384.32	\$0.00	\$0.00	\$384.32
11	80489	SHEILA K CARR	50111	8/31/2024	P	PAYROLL	8/31/2024	8/31/2024	\$1,345.62	\$768.92	\$768.92	\$576.70	\$1,236.34	\$109.28
11	80490	CARSON T HANSON	50113	9/13/2024	P	PAYROLL	9/13/2024	9/13/2024	\$5,290.17	\$5,290.17	\$5,290.17	\$0.00	\$0.00	\$5,290.17
11	80492	SHABAN M. SCOTT	50078	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$46,363.57	\$30,682.49	\$30,682.49	\$15,681.08	\$15,681.08	\$30,682.49
11	80495	PAIGE L CUDJOE	50079	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$72,342.76	\$48,871.25	\$48,871.25	\$23,471.51	\$23,471.51	\$48,871.25
11	80498	DONALD LEWIS	50107	8/31/2024	P	PAYROLL	8/31/2024	8/31/2024	\$4,844.19	\$4,844.19	\$4,844.19	\$0.00	\$4,144.81	\$699.38
11	80500	DEANDRE GOUDEAU	50108	8/31/2024	P	PAYROLL	8/31/2024	8/31/2024	\$2,153.01	\$2,153.01	\$2,153.01	\$0.00	\$1,846.99	\$306.02
11	80501	STEVEN W WAYNE	50109	8/31/2024	P	PAYROLL	8/31/2024	8/31/2024	\$2,153.01	\$2,153.01	\$2,153.01	\$0.00	\$1,846.99	\$306.02
11	80504	STEPHANIE A EASTERLING	50077	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$46,906.34	\$31,225.26	\$31,225.26	\$15,681.08	\$15,681.08	\$31,225.26
11	80505	ZAKERIA CHISM	50094	8/30/2024	P	PAYROLL	8/30/2024	8/30/2024	\$3,982.41	\$3,982.41	\$3,982.41	\$0.00	\$0.00	\$3,982.41
11	80507	ALEXANDRIA C VELDERS	50069	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$73,768.10	\$50,286.70	\$50,286.70	\$23,481.40	\$23,481.40	\$50,286.70
11	80510	COLLIN D SUITER	50001	7/15/2024	P	PAYROLL	7/15/2024	7/15/2024	\$828.91	\$828.91	\$828.91	\$0.00	\$705.09	\$123.82
11	80511	LUKE B MILLER	50000	7/15/2024	P	PAYROLL	7/15/2024	7/15/2024	\$904.27	\$904.27	\$904.27	\$0.00	\$0.00	\$904.27
11	80512	LANA INGRAM	50012	7/19/2024	P	PAYROLL	7/19/2024	7/19/2024	\$117,912.29	\$88,357.00	\$88,357.00	\$29,555.29	\$35,968.59	\$81,943.70
11	80513	KIARA MARIE BURDINE	50080	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$69,502.81	\$46,028.26	\$46,028.26	\$23,474.55	\$23,474.55	\$46,028.26
11	80514	NA'IMA A CURRIE	50081	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$46,360.02	\$30,678.94	\$30,678.94	\$15,681.08	\$15,681.08	\$30,678.94
11	80515	DEREK W DOWNERTH	50082	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$68,067.21	\$45,133.71	\$45,133.71	\$22,933.50	\$22,933.50	\$45,133.71
11	80516	ALICIA M GOODE	50083	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$67,451.17	\$44,678.33	\$44,678.33	\$22,772.84	\$22,772.84	\$44,678.33
11	80517	JORDAN N GUPTON	50030	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$63,261.99	\$42,390.06	\$42,390.06	\$20,871.93	\$20,871.93	\$42,390.06
11	80518	TED T HARTLEY	50015	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$69,550.98	\$46,117.81	\$46,117.81	\$23,433.17	\$23,433.17	\$46,117.81
11	80519	NATHAN P HOPKINS	50016	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$77,121.85	\$51,195.61	\$51,195.61	\$25,926.24	\$25,926.24	\$51,195.61
11	80520	SABRINA M LINDSLEY	50017	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$65,391.55	\$43,300.67	\$43,300.67	\$22,090.88	\$22,090.88	\$43,300.67
11	80521	EMILY R LOVING	50018	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$46,555.58	\$30,876.34	\$30,876.34	\$15,679.24	\$15,679.24	\$30,876.34
11	80522	RACHELLE F MILAM	50019	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$70,044.39	\$46,458.04	\$46,458.04	\$23,586.35	\$23,586.35	\$46,458.04
11	80523	JEFF M BRANSON	50020	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$56,753.97	\$37,244.69	\$37,244.69	\$19,509.28	\$19,509.28	\$37,244.69
11	80524	KARINA A CAMACHO	50031	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$93,407.41	\$61,071.32	\$61,071.32	\$32,336.09	\$32,336.09	\$61,071.32
11	80525	ANGELA HARE	50032	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$84,961.50	\$56,371.46	\$56,371.46	\$28,590.04	\$28,590.04	\$56,371.46
11	80526	BETTY L DORSEY	50033	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$76,973.24	\$51,096.24	\$51,096.24	\$25,877.00	\$25,877.00	\$51,096.24
11	80527	ASHLEY M HALL	50034	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$64,405.69	\$42,680.09	\$42,680.09	\$21,725.60	\$21,725.60	\$42,680.09
11	80528	CLAUDIA P HOYOS	50035	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$82,475.50	\$54,703.72	\$54,703.72	\$27,771.78	\$27,771.78	\$54,703.72
11	80529	JENETTE M INGWERSON	50036	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$71,817.97	\$48,344.70	\$48,344.70	\$23,473.27	\$23,473.27	\$48,344.70
11	80530	SHANNON D JONES	50037	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$69,378.35	\$45,964.93	\$45,964.93	\$23,413.42	\$23,413.42	\$45,964.93
11	80531	TAYLOR B LOWELL	50038	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$63,949.14	\$42,407.64	\$42,407.64	\$21,541.50	\$21,541.50	\$42,407.64
11	80532	CHEYENNE R MATHES	50039	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$62,752.23	\$41,492.17	\$41,492.17	\$21,260.06	\$21,260.06	\$41,492.17
11	80533	RANDOLYN G MC'AULIFFE-TURNER	50040	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$46,370.95	\$30,915.48	\$30,915.48	\$15,455.47	\$15,455.47	\$30,915.48
11	80534	BEN J PAYNE	50041	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$56,948.71	\$38,015.93	\$38,015.93	\$18,932.78	\$18,932.78	\$38,015.93
11	80535	DEVIN J VENY	50042	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$21,995.13	\$21,995.13	\$21,995.13	\$0.00	\$0.00	\$21,995.13
11	80536	BAYLEE N WRIGHT	50021	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$5,877.43	\$5,877.43	\$5,877.43	\$0.00	\$0.00	\$5,877.43
11	80537	ELISE CHARISSE WOOD	50022	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$75,177.92	\$50,070.72	\$50,070.72	\$25,107.20	\$25,107.20	\$50,070.72
11	80538	SUHAILA H TASHMAN	50023	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$70,219.17	\$46,587.16	\$46,587.16	\$23,632.01	\$23,632.01	\$46,587.16
11	80539	BRENT R SIMMONS	50024	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$87,090.04	\$57,834.47	\$57,834.47	\$29,255.57	\$29,255.57	\$57,834.47
11	80540	DESIREE A RYAN	50025	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$78,382.32	\$52,091.45	\$52,091.45	\$26,290.87	\$26,290.87	\$52,091.45
11	80541	TAMMY K RUSSELL	50026	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$98,067.43	\$65,158.03	\$65,158.03	\$32,909.40	\$32,909.40	\$65,158.03
11	80542	CRYSTAL M REGIN	50027	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$73,180.13	\$48,489.44	\$48,489.44	\$24,690.69	\$24,690.69	\$48,489.44
11	80543	GAYLE E OOTEN	50028	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$74,118.47	\$49,174.05	\$49,174.05	\$24,944.42	\$24,944.42	\$49,174.05
11	80544	AMANDA D NEAL	50029	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$77,474.71	\$51,355.73	\$51,355.73	\$26,118.98	\$26,118.98	\$51,355.73
11	80545	MEGHAN E MILLER	50043	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$67,712.82	\$44,854.55	\$44,854.55	\$22,858.27	\$22,858.27	\$44,854.55
11	80546	MARIA E COOPER	50044	8/15/2024	P	PAYROLL	8/15/2024	8/15/2024	\$70,263.25	\$46,597.80	\$46,597.80	\$23,665.45	\$23,665.45	\$44,937.99
11	80547	KORI D WILLIAMS	50091	8/16/2024	P	PAYROLL	8/16/2024	8/16/2024	\$4,575.15	\$4,575.15	\$4,575.15	\$0.00	\$3,704.00	\$871.15
11	80548	SHELBY KENT	50096	8/30/2024	P	PAYROLL	8/30/2024	8/30/2024	\$607.42	\$607.42	\$607.42	\$0.00	\$0.00	\$607.42
11	80553	SHANNON JACKSON	50114	9/13/2024	P	PAYROLL	9/13/2024	9/13/2024	\$1,968.35	\$1,968.35	\$1,968.35	\$0.00	\$0.00	\$1,968.35
11	80554	SARA MYERS-COMPTON	50115	9/13/2024	P	PAYROLL	9/13/2024	9/13/2024	\$69.17	\$69.17	\$69.17	\$0.00	\$0.00	\$69.17
11	80555	SHELBY NANCE	50097	8/30/2024	P	PAYROLL	8/30/2024	8/30/2024	\$38.43	\$38.43	\$38.43	\$0.00	\$0.00	\$38.43
11	80557	ELLIE SMITH	50098	8/30/2024	P	PAYROLL	8/30/2024	8/30/2024	\$468.98	\$468.98	\$468.98	\$0.00	\$0.00	\$468.98
11	80558	SHERRY SMITH	50099	8/30/2024	P	PAYROLL	8/30/2024	8/30/2024	\$1,983.67	\$1,983.67	\$1,983.67	\$0.00	\$0.00	\$1,983.67
11	80559	BRIANNA PEARSON	50118	10/31/2024	P	PAYROLL	10/31/2024	10/31/2024	\$61.49	\$61.49	\$61.49	\$0.00	\$0.00	\$61.49
11	80560	AJ FLOYD	50112	9/13/2024	P	PAYROLL	9/13/2024	9/13/2024	\$3,895.38	\$3,895.38	\$3,895.38	\$0.00	\$0.00	\$3,895.38
11	80566	ROTASHA L LEWIS	50116	9/13/2024	P	PAYROLL	9/13/2024	9/13/2024	\$1,699.26	\$1,699.26	\$1,699.26	\$0.00	\$0.00	\$1,699.26
11	80567	MCKENZIE DOBEY	50119	10/31/2024	P	PAYROLL	10/31/2024	10/31/2024	\$276.79	\$276.79	\$276.79	\$0.00	\$33.70	\$243.09
11	80568	BRITTANY R DALTON	50120	11/15/2024	P	PAYROLL	11/15/2024	11/15/2024	\$43,819.33	\$22,307.30	\$22,307.30	\$21,512.03	\$21,512.03	\$22,307.30
11	80569	TISSHA COOK	50121	11/29/2024	P	PAYROLL	11/29/2024	11/29/2024	\$2,732.98	\$2,732.98	\$2,732.98	\$0.00	\$0.00	\$2,732.98
11	80571	JUANITA JOHNSON	50122	12/13/2024	P	PAYROLL	12/13/2024	12/13/2024	\$384.40	\$384.40	\$384.40	\$0.00	\$0.00	\$384.40
11	80572	ANH VY NGUYEN	50123	12/13/2024	P	PAYROLL	12/13/2024	12/13/2024	\$4,179.04	\$4,179.04	\$4,179.04	\$0.00	\$0.00	\$4,179.04
11	80574	MARY STREVETT	50124	12/13/2024	P	PAYROLL	12/13/2024	12/13/2024	\$538.25	\$538.25	\$538.25	\$0.00	\$0.00	\$538.25
11	80575	KISH WASHINGTON	50127	12/13/2024	P	PAYROLL	12/13/2024	12/13/2024	\$45.81	\$45.81	\$45.81	\$0.00	\$0.00	\$45.81
11	80576	KHALIL FACTORY	50125	12/13/2024	P	PAYROLL	12/13/2024	12/13/2024	\$2,501.86	\$2,501.86	\$2,501.86	\$0.00	\$0.00	\$2,501.86
11	80578	OM												

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

11	813	THE HARTFORD	46	7/1/2024	A	PROPERTY/ELL INSURANCE	7/1/2024		7/1/2024	\$95,631.00	\$95,631.00	\$95,631.00	\$0.00	\$95,631.00	\$0.00
11	826	INTELLICORP	51	7/1/2024	A	BACKGROUND CHECKS	7/1/2024		7/1/2024	\$2,500.00	\$2,008.65	\$2,008.65	\$491.35	\$2,500.00	\$0.00
11	8457	NWEA	65	7/1/2024	A	BENCHMARK TESTING	7/1/2024		7/1/2024	\$14,435.00	\$14,435.00	\$14,435.00	\$0.00	\$14,435.00	\$0.00
11	8486	SAUCEE SICILIAN	88	7/1/2024	A	PROFESSIONAL DEVELOPMENT	7/1/2024		7/1/2024	\$2,006.38	\$2,006.38	\$2,006.38	\$0.00	\$2,006.38	\$0.00
11	8499	HEARTLAND SCHOOL SOLUTIONS	47	7/1/2024	A	POS SOFTWARE FOR CNP	7/1/2024		7/1/2024	\$2,190.83	\$2,190.83	\$2,190.83	\$0.00	\$2,190.83	\$0.00
11	8509	TBD (VENDOR NOT DETERMINED)	100	7/1/2024	A	PUBLISHING SERVICES	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	8509	TBD (VENDOR NOT DETERMINED)	101	7/1/2024	A	ELEMENTARY CURRICULUM	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	8509	TBD (VENDOR NOT DETERMINED)	105	7/1/2024	A	TEXTBOOKS/MATERIALS	7/1/2024		7/1/2024	\$65,000.00	\$0.00	\$0.00	\$65,000.00	\$65,000.00	\$0.00
11	8509	TBD (VENDOR NOT DETERMINED)	143	11/29/2024	A	FRAUDULENT PAYMENT 1,659.81 ON 11.29.24 PAYROLL	11/29/2024		11/29/2024	\$1,659.81	\$1,659.81	\$1,659.81	\$0.00	\$1,659.81	\$0.00
11	8531	FINALSITE	40	7/1/2024	A	SCHOOL WEBSITE	7/1/2024		7/1/2024	\$9,300.00	\$9,300.00	\$9,300.00	\$0.00	\$9,300.00	\$0.00
11	8569	WW CLEANING SOLUTIONS, LLC	113	7/1/2024	A	BUILDING CLEANING SERVICES	7/1/2024		7/1/2024	\$4,374.66	\$4,374.66	\$4,374.66	\$0.00	\$4,374.66	\$0.00
11	8598	ENCORE ENERGY	39	7/1/2024	A	NATURAL GAS	7/1/2024		7/1/2024	\$30,503.07	\$20,215.89	\$20,215.89	\$10,287.18	\$30,503.07	\$0.00
11	8600	KLS LEASING II, LLC	59	7/1/2024	A	ELEMENTARY BLDG RENT	7/1/2024		7/1/2024	\$85,000.00	\$63,451.80	\$63,451.80	\$21,548.20	\$85,000.00	\$0.00
11	8601	NUTRI-CLOUD	64	7/1/2024	A	ONLINE LUNCH FORMS	7/1/2024		7/1/2024	\$2,795.00	\$2,795.00	\$2,795.00	\$0.00	\$2,795.00	\$0.00
11	8602	PUREDATA CONSULTING INC.	79	7/1/2024	A	DATA DASHBOARD	7/1/2024		7/1/2024	\$5,000.00	\$3,218.40	\$3,218.40	\$1,781.60	\$5,000.00	\$0.00
11	8610	SUMMIT FIRE AND SECURITY LLC	95	7/1/2024	A	SECURITY MONITORING	7/1/2024		7/1/2024	\$5,245.07	\$4,047.07	\$4,047.07	\$1,198.00	\$5,245.07	\$0.00
11	8610	SUMMIT FIRE AND SECURITY LLC	96	7/1/2024	A	FIRE MONITORING	7/1/2024		7/1/2024	\$6,486.25	\$6,486.25	\$6,486.25	\$0.00	\$6,486.25	\$0.00
11	8625	TALKPATH LIVE	99	7/1/2024	A	THERAPIST STUDENT SERVICES	7/1/2024		7/1/2024	\$8,000.00	\$7,271.83	\$7,271.83	\$728.17	\$8,000.00	\$0.00
11	8631	TIMECLOCK PLUS, LLC	103	7/1/2024	A	IT SERVICES FOR SUBS	7/1/2024		7/1/2024	\$2,295.00	\$2,295.00	\$2,295.00	\$0.00	\$2,295.00	\$0.00
11	8652	HOUSE OF CLAY	50	7/1/2024	A	HIGH SCHOOL ART SUPPLIES	7/1/2024		7/1/2024	\$1,000.00	\$380.00	\$380.00	\$620.00	\$1,000.00	\$0.00
11	8657	DARL WOLF	168	2/13/2025	A	ELEMENTARY SCHOOL PLAYHOUSES & SANDBOX	2/13/2025		2/13/2025	\$8,900.00	\$8,900.00	\$8,900.00	\$0.00	\$8,900.00	\$0.00
11	8659	KI FURNITURE	58	7/1/2024	A	ELEMENTARY FURNITURE	7/1/2024		7/1/2024	\$160,560.50	\$160,560.50	\$160,560.50	\$0.00	\$160,560.50	\$0.00
11	8659	KI FURNITURE	145	12/16/2024	A	CAFETERIA TABLES	12/16/2024		12/16/2024	\$26,695.50	\$0.00	\$0.00	\$26,695.50	\$26,695.50	\$0.00
11	8659	KI FURNITURE	156	1/15/2025	A	ELEMENTARY CLASSROOM FURNITURE	1/15/2025		1/15/2025	\$63,711.50	\$0.00	\$0.00	\$63,711.50	\$63,711.50	\$0.00
11	8659	KI FURNITURE	177	3/13/2025	A	ELEMENTARY SCHOOL FURNITURE	3/13/2025		3/13/2025	\$51,692.00	\$0.00	\$0.00	\$51,692.00	\$51,692.00	\$0.00
11	8673	95% GROUP PHONICS CORE PROGRAM	124	8/15/2024	A	PROFESSIONAL DEVELOPMENT	8/15/2024		8/15/2024	\$360.00	\$360.00	\$360.00	\$0.00	\$360.00	\$0.00
11	8673	95% GROUP PHONICS CORE PROGRAM	171	2/13/2025	A	ELEMENTARY SCHOOL READING CURRICULUM	2/13/2025		2/13/2025	\$5,108.40	\$5,108.40	\$5,108.40	\$0.00	\$5,108.40	\$0.00
11	8674	LEXIA VOYAGER SOPRIS	125	8/15/2024	A	WRITING CURRICULUM	8/15/2024		8/15/2024	\$1,970.10	\$1,970.10	\$1,970.10	\$0.00	\$1,970.10	\$0.00
11	8674	LEXIA VOYAGER SOPRIS	163	1/30/2025	A	ELEMENTARY CLASSROOM SUPPLIES	1/30/2025		1/30/2025	\$1,313.40	\$1,313.40	\$1,313.40	\$0.00	\$1,313.40	\$0.00
11	8675	HANDWRITING WITHOUT TEARS	114	7/12/2024	A	WRITING CURRICULUM	7/12/2024		7/12/2024	\$1,407.80	\$1,407.80	\$1,407.80	\$0.00	\$1,407.80	\$0.00
11	8677	FROG STREET	115	7/12/2024	A	PROFESSIONAL DEVELOPMENT	7/12/2024		7/12/2024	\$1,899.00	\$1,899.00	\$1,899.00	\$0.00	\$1,899.00	\$0.00
11	8678	MYSTERY SCIENCE	116	7/12/2024	A	SCIENCE CURRICULUM	7/12/2024		7/12/2024	\$1,495.00	\$1,495.00	\$1,495.00	\$0.00	\$1,495.00	\$0.00
11	8679	QUAVERED	117	7/12/2024	A	MUSIC CURRICULUM	7/12/2024		7/12/2024	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00
11	8680	LAKESHORE	60	7/1/2024	A	ELEMENTARY INSTRUCTIONAL SUPPLY	7/1/2024		7/1/2024	\$16.14	\$16.14	\$16.14	\$0.00	\$16.14	\$0.00
11	8680	LAKESHORE	151	12/16/2024	A	BUTCHER PAPER DISPENSER	12/16/2024		12/16/2024	\$452.20	\$452.20	\$452.20	\$0.00	\$452.20	\$0.00
11	8680	LAKESHORE	173	2/13/2025	A	ELEMENTARY SCHOOL CLASSROOM CONSUMABLES	2/13/2025		2/13/2025	\$47,990.56	\$47,990.56	\$47,990.56	\$0.00	\$47,990.56	\$0.00
11	8689	BISON ELECTRIC	179	3/13/2025	A	LIGHT FIXTURE INSTALLATION	3/13/2025		3/13/2025	\$26,401.00	\$26,401.00	\$26,401.00	\$0.00	\$26,401.00	\$0.00
11	8690	GATEHOUSE MEDIA OK HOLDINGS, INC	134	7/1/2024	A	PUBLISHING SERVICES	10/3/2024		10/3/2024	\$764.99	\$764.99	\$764.99	\$0.00	\$764.99	\$0.00
11	8700	EDMENTUM	23	7/1/2024	A	CURRICULUM LICENSING	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	8701	EDUSKILLS	26	7/1/2024	A	ELL IDENTIFICATION SOFTWARE	7/1/2024		7/1/2024	\$3,740.00	\$3,740.00	\$3,740.00	\$0.00	\$3,740.00	\$0.00
11	8717	DIDAX	123	8/15/2024	A	ELEMENTARY SUPPLIES	8/15/2024		8/15/2024	\$391.73	\$391.73	\$391.73	\$0.00	\$391.73	\$0.00
11	8717	DIDAX	162	1/30/2025	A	ELEMENTARY CLASSROOM SUPPLIES	1/30/2025		1/30/2025	\$1,311.00	\$826.50	\$826.50	\$484.50	\$1,311.00	\$0.00
11	8723	PATRICK KINNEY	122	8/1/2024	A	LUNCH REIMB	8/1/2024		8/1/2024	\$24.00	\$24.00	\$24.00	\$0.00	\$24.00	\$0.00
11	8727	BOARDONTRACK	126	8/20/2024	A	GOVERNANCE BOARD MANAGEMENT SOFTWARE AND COACHING	8/20/2024		8/20/2024	\$6,662.50	\$6,662.50	\$6,662.50	\$0.00	\$6,662.50	\$0.00
11	8732	HORIZON	127	9/3/2024	A	CREDIT RECOVERY LICENSES	9/3/2024		9/3/2024	\$8,925.00	\$8,925.00	\$8,925.00	\$0.00	\$8,925.00	\$0.00
11	8743	ANGLIN PUBLIC RELATIONS	129	9/19/2024	A	PUBLIC RELATIONS	9/19/2024		9/19/2024	\$30,000.00	\$28,545.00	\$28,545.00	\$1,455.00	\$30,000.00	\$0.00
11	8751	LINDESEY TORRES	131	9/19/2024	A	LUNCH REIMB	9/19/2024		9/19/2024	\$54.00	\$54.00	\$54.00	\$0.00	\$54.00	\$0.00
11	8752	BRENDA COVER	132	9/19/2024	A	LUNCH REIMB	9/19/2024		9/19/2024	\$68.00	\$68.00	\$68.00	\$0.00	\$68.00	\$0.00
11	8753	VARSITY TUTORS	133	9/23/2024	A	ACADEMIC TUTORING PROGRAM	9/23/2024		9/23/2024	\$2,400.00	\$2,400.00	\$2,400.00	\$0.00	\$2,400.00	\$0.00
11	8766	ARVEST BANK SERVICES	135	10/25/2024	A	NOVEMBER CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$90.84	\$90.84	\$90.84	\$0.00	\$90.84	\$0.00
11	8766	ARVEST BANK SERVICES	136	10/25/2024	A	DECEMBER CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$3,228.70	\$3,228.70	\$3,228.70	\$0.00	\$3,228.70	\$0.00
11	8766	ARVEST BANK SERVICES	137	10/25/2024	A	JANUARY CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$688.06	\$688.06	\$688.06	\$0.00	\$688.06	\$0.00
11	8766	ARVEST BANK SERVICES	138	10/25/2024	A	FEBRUARY CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$2,000.00	\$883.05	\$883.05	\$1,116.95	\$2,000.00	\$0.00
11	8766	ARVEST BANK SERVICES	139	10/25/2024	A	MARCH CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
11	8766	ARVEST BANK SERVICES	140	10/25/2024	A	APRIL CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
11	8766	ARVEST BANK SERVICES	141	10/25/2024	A	MAY CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
11	8766	ARVEST BANK SERVICES	142	10/25/2024	A	JUNE CREDIT CARD PAYMENT	10/25/2024		10/25/2024	\$11,000.00	\$0.00	\$0.00	\$11,000.00	\$11,000.00	\$0.00
11	8790	PERFORMANCE SERVICES	144	12/16/2024	A	GYM BLEACHERS	12/16/2024		12/16/2024	\$55,985.00	\$0.00	\$0.00	\$55,985.00	\$55,985.00	\$0.00
11	8791	TRASHCANS UNLIMITED	146	12/16/2024	A	TRASHCANS	12/16/2024		12/16/2024	\$8,953.35	\$8,953.35	\$8,953.35	\$0.00	\$8,953.35	\$0.00
11	8792	ACCUCUT, LLC	150	12/16/2024	A	DIECUT MACHINE	12/16/2024		12/16/2024	\$3,040.00	\$3,040.00	\$3,040.00	\$0.00	\$3,040.00	\$0.00
11	8793	SCHOOLOUTFITTERS	152	12/16/2024	A	BULLETIN BOARDS	12/16/2024		12/16/2024	\$4,995.77	\$4,995.77	\$4,995.77	\$0.00	\$4,995.77	\$0.00
11	8794	KAPLAN	153	12/16/2024	A	PLAYGROUND EQUIPMENT	12/16/2024		12/16/2024	\$1,978.04	\$0.00	\$0.00	\$1,978.04	\$1,978.04	\$0.00
11	8794	KAPLAN	169	2/13/2025	A	ELEMENTARY SCHOOL PLAYGROUND EQUIPMENT	2/13/2025		2/13/2025	\$6,272.10	\$0.00	\$0.00	\$6,272.10	\$6,272.10	\$0.00
11	8796	CHAD DECKER	154	12/18/2024	A	SUMMER SCHOOL REFUND	12/18/2024		12/18/2024	\$250.00	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00
11	8799	INTERIOR CONNCETIONS	155	1/7/2025	A	INSTALLATION FOR CAFETERIA TABLES	1/7/2025		1/7/2025	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$2,100.00	\$0.00
11	8799	INTERIOR CONNCETIONS	157	1/15/2025	A	ELEMENTARY CLASSROOM FURNITURE INSTALLATION	1/15/2025		1/15/2025	\$5,985.00	\$0.00	\$0.00	\$5,985.00	\$5,985.00	\$0.00
11	8807	LEARNING WITHOUT TEARS	164	1/30/2025	A	ELEMENTARY CLASSROOM SUPPLIES	1/30/2025		1/30/2025	\$822.69	\$0.00	\$0.00	\$822.69	\$822.69	\$0.00
11	8808	CONSCIOUS DISCIPLINE	166	1/30/2025	A	ELEMENTARY CLASSROOM SUPPLIES	1/30/2025		1/30/2025	\$1,099.00	\$1,099.00	\$1,099.00	\$0.00	\$1,099.00	\$0.00
11	8811	KAW POWER & SAFETY	167	2/13/2025	A	ELEMENTARY SCHOOL WINDOW SECURITY FILM	2/13/2025		2/13/2025	\$10,062.50	\$0.00	\$0.00	\$10,062.50	\$10,062.50	\$0.00
11	8812	VEX ROBOTICS	174	2/13/2025	A	ELEMENTARY SCHOOL CLASSROOM MATERIALS	2/13/2025		2/13/2025	\$1,339.99	\$1,339.99	\$1,339.99	\$0.00	\$1,339.99	\$0.00
11	8813	WESTMUSIC	175	2/13/2025	A	ELEMENTARY SCHOOL CLASSROOM MATERIALS	2/13/2025		2/13/2025	\$3,386.04	\$0.00	\$0.00	\$3,386.04	\$3,386.04	\$0.00
11	8820	SIMPLE GRANTS	176	3/13/2025	A	GRANT WRITING SERVICES	3/13/2025		3/13/2025	\$9,800.00	\$4,900.00	\$4,900.00	\$4,900.00	\$9,800.00	\$0.00
11	90000	BANCFIRST	9	7/1/2024	A	BANK FEES	7/1/2024		7/						

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

11	90002	OSEEGIB	77	7/1/2024	A	DEN AND VIS PREMIUMS FOR TERMINATED EMPLOYESS	7/1/2024		7/1/2024	\$471.01	\$371.01	\$371.01	\$100.00	\$471.01	\$0.00
11	90016	TEACHER RETIREMENT SYSTEM	128	8/31/2024	A	TRS STATE CREDIT PAID ON RETIREES - NEEDED INFO	8/31/2024		8/31/2024	\$305.86	\$305.86	\$305.86	\$0.00	\$305.86	\$0.00
11	91	FLINN SCIENTIFIC INC.	42	7/1/2024	A	INSTRUCTIONAL SUPPLY - SCIENCE	7/1/2024		7/1/2024	\$2,000.00	\$1,099.33	\$1,099.33	\$900.67	\$2,000.00	\$0.00
11	943	WORTHINGTON DIRECT	111	7/1/2024	A	HS/MS CLASSROOM FURNITURE	7/1/2024		7/1/2024	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00	\$0.00
11	952	KEYSTONE FOOD SERVICE	57	7/1/2024	A	FOOD SERVICE MGMT	7/1/2024		7/1/2024	\$450,000.00	\$252,884.61	\$252,884.61	\$197,115.39	\$450,000.00	\$0.00
11	98	EDMOND PUBLIC SCHOOLS	24	7/1/2024	A	OPEN RECORDS REQUEST	7/1/2024		7/1/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
										\$ 10,006,622.21	\$ 6,664,858.19	\$ 6,664,858.19	\$ 3,341,764.02	\$ 5,376,683.31	\$ 4,629,938.90

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

Regular Governance Reporting - FY2024																					
Facility April 01, 2025 at 0:00 PM																					
Fund	Vendor No	Vendor Name	PO No	PO Date	PO Type	Description	Requested Date	Requested By	Approved Date	Encumbered	Certified	Paid	Unpaid	To PO Vendor	To Others						
21	1206	D & D INSTALLATIONS	4	7/1/2024	A	BLDG REPAIRS	7/1/2024		7/1/2024	\$2,647.70	\$2,429.02	\$2,429.02	\$218.68	\$2,647.70	\$0.00						
21	1527	URBAN LAWN AND LANDSCAPE INC	11	7/1/2024	A	LAWN SERVICE	7/1/2024		7/1/2024	\$50,000.00	\$40,159.98	\$40,159.98	\$9,840.02	\$50,000.00	\$0.00						
21	1946	CONTROL FIRE SYSTEMS	3	7/1/2024	A	SPRINKLER REPAIRS	7/1/2024		7/1/2024	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00						
21	1990	ALL & ALL LAWN SERVICE	1	7/1/2024	A	LAWN SERVICE	7/1/2024		7/1/2024	\$6,675.00	\$4,675.00	\$4,675.00	\$2,000.00	\$6,675.00	\$0.00						
21	41	UNITED MECHANICAL	10	7/1/2024	A	HVAC MAINT/REPAIR	7/1/2024		7/1/2024	\$160,206.02	\$113,924.61	\$113,924.61	\$46,281.41	\$160,206.02	\$0.00						
21	41	UNITED MECHANICAL	17	3/13/2025	A	HVAC SPLIT UNIT INSTALLATION	3/13/2025		3/13/2025	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$12,500.00	\$0.00						
21	544	POWERS	7	7/1/2024	A	HVAC REPAIR AND MAINT	7/1/2024		7/1/2024	\$10,040.00	\$5,040.00	\$5,040.00	\$5,000.00	\$10,040.00	\$0.00						
21	627	STAR LIGHTING & SUPPLY	8	7/1/2024	A	LIGHT FIXTURES	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00						
21	8600	KLS LEASING II, LLC	12	8/28/2024	A	BUILDING RENOVATIONS	8/28/2024		8/28/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00						
21	8619	THE PLUMBER OKC HVAC	9	7/1/2024	A	PLUMBING REPAIR	7/1/2024		7/1/2024	\$13,000.00	\$7,512.00	\$7,512.00	\$5,488.00	\$13,000.00	\$0.00						
21	8635	ABSOLUTE RESAURANT SERVICE	16	3/3/2025	A	SERVICE/REPAIR	3/3/2025		3/3/2025	\$1,000.00	\$696.01	\$696.01	\$303.99	\$1,000.00	\$0.00						
21	8689	BISON ELECTRIC	2	7/1/2024	A	ELECTRICAL REPAIRS	7/1/2024		7/1/2024	\$7,500.00	\$3,179.00	\$3,179.00	\$4,321.00	\$7,500.00	\$0.00						
21	8702	MEDINA HANDYMAN SERVICES LLC	5	7/1/2024	A	JANITORIAL SERVICES	7/1/2024		7/1/2024	\$206,310.00	\$140,379.92	\$140,379.92	\$65,930.08	\$206,310.00	\$0.00						
21	8703	NEXT LEVEL FLOORING, LLC	6	7/1/2024	A	HS/MS GYM FLOORING REPAIR AND REFINISH	7/1/2024		7/1/2024	\$38,360.40	\$38,360.40	\$38,360.40	\$0.00	\$38,360.40	\$0.00						
21	8731	ROTOROOTER	13	9/3/2024	A	DRAIN REPAIR	9/3/2024		9/3/2024	\$2,000.00	\$984.00	\$984.00	\$1,016.00	\$2,000.00	\$0.00						
21	8742	AMERICAN ELEVATOR COMPANY	14	9/12/2024	A	ELEVATOR REPAIR	9/12/2024		9/12/2024	\$2,042.50	\$1,853.50	\$1,853.50	\$189.00	\$2,042.50	\$0.00						
21	8771	ATLAS PLUMBING AND MECHANICAL INC.	15	11/13/2024	A	ELEMENTARY SCHOOL PLUMBING REPAIR	11/13/2024		11/13/2024	\$5,669.00	\$5,669.00	\$5,669.00	\$0.00	\$5,669.00	\$0.00						
										\$	519,450.62	\$	364,862.44	\$	364,862.44	\$	154,588.18	\$	519,450.62	\$	-

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

Fund	Vendor No	Vendor Name	PO No	PO Date	PO Type	Description	Requested Date	Requested By	Approved Date	Encumbered	Certified	Paid	Unpaid	To PO Vendor	To Others
60	101	JOSTEN'S	11	7/11/2024	A	COMMEMORATIVE SCHOOL PRODUCTS	7/11/2024		7/11/2024	\$1,018.45	\$1,018.45	\$1,018.45	\$0.00	\$1,018.45	\$0.00
60	101	JOSTEN'S	12	7/11/2024	A	COMMEMORATIVE SCHOOL PRODUCTS	7/11/2024		7/11/2024	\$653.10	\$653.10	\$653.10	\$0.00	\$653.10	\$0.00
60	101	JOSTEN'S	33	8/1/2024	A	YEARBOOK	8/1/2024		8/1/2024	\$1,836.48	\$1,836.48	\$1,836.48	\$0.00	\$1,836.48	\$0.00
60	1015	OKC ZOO	27	7/18/2024	A	ZOO TICKETS	7/18/2024		7/18/2024	\$312.00	\$312.00	\$312.00	\$0.00	\$312.00	\$0.00
60	108	WESTCO LAMINATING SERVICES	299	1/22/2025	A	LAMINATION PAPER	1/22/2025		1/22/2025	\$96.00	\$96.00	\$96.00	\$0.00	\$96.00	\$0.00
60	1087	OBU TRACK AND FIELD	23	7/11/2024	A	CROSS COUNTRY	7/11/2024		7/11/2024	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	1118	JUSTIN WINSCHIEL	327	1/29/2025	A	BASKETBALL REFEREE ASSIGNING	1/29/2025		1/29/2025	\$275.00	\$275.00	\$275.00	\$0.00	\$275.00	\$0.00
60	1162	KINGFISHER HIGH SCHOOL	79	9/5/2024	A	OKMEA ALL-STATE WORKSHOP FEES	9/5/2024		9/5/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	1162	KINGFISHER HIGH SCHOOL	136	10/3/2024	A	CROSS COUNTRY	10/3/2024		10/3/2024	\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00
60	1162	KINGFISHER HIGH SCHOOL	149	10/3/2024	A	ALL STATE WORKSHOP	10/3/2024		10/3/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	1162	KINGFISHER HIGH SCHOOL	157	10/10/2024	A	CROSS COUNTRY BOYS AND GIRLS FEES	10/10/2024		10/10/2024	\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00
60	1197	ZACHARY BANDY	305	1/22/2025	A	REFEREE FOR MIDDLE SCHOOL BASKETBALL GAMES	1/22/2025		1/22/2025	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00
60	1203	BETHANY PUBLIC SCHOOLS	85	9/5/2024	A	VOLLEYBALL TOURNAMENT	9/5/2024		9/5/2024	\$175.00	\$175.00	\$175.00	\$0.00	\$175.00	\$0.00
60	1206	D & D INSTALLATIONS	32	8/1/2024	A	GLASS REPLACEMENT	8/1/2024		8/1/2024	\$749.06	\$749.06	\$749.06	\$0.00	\$749.06	\$0.00
60	1233	EDMOND MUSIC	160	10/16/2024	A	TROMBONE/BARI SAX REPAIR	10/16/2024		10/16/2024	\$145.00	\$145.00	\$145.00	\$0.00	\$145.00	\$0.00
60	1233	EDMOND MUSIC	284	1/8/2025	A	ALL STATE PACKETS/THEORY BOOKS/PIANO SHEET MUSIC	1/8/2025		1/8/2025	\$135.40	\$135.40	\$135.40	\$0.00	\$135.40	\$0.00
60	1233	EDMOND MUSIC	311	1/22/2025	A	MUSIC PACKETS	1/22/2025		1/22/2025	\$81.00	\$81.00	\$81.00	\$0.00	\$81.00	\$0.00
60	1236	HUDL	224	11/20/2024	A	HUDL SILVER	11/20/2024		11/20/2024	\$1,550.00	\$1,550.00	\$1,550.00	\$0.00	\$1,550.00	\$0.00
60	1261	MARIAN ROBINSON	97	9/12/2024	A	VOLLEYBALL GAME OFFICIAL	9/12/2024		9/12/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	1261	MARIAN ROBINSON	110	9/19/2024	A	VOLLEYBALL GAME OFFICIAL	9/19/2024		9/19/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	1276	FOLLETT SCHOOL SOLUTIONS	147	10/3/2024	A	BARCODE LABELS FOR TEXTBOOKS	10/3/2024		10/3/2024	\$124.29	\$124.29	\$124.29	\$0.00	\$124.29	\$0.00
60	1349	OKMEA & OKCDA	172	10/31/2024	A	OKMEA AUDITION FEE	10/31/2024		10/31/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
60	1349	OKMEA & OKCDA	199	11/7/2024	A	STUDENT REGISTRATION FEE	11/7/2024		11/7/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
60	1349	OKMEA & OKCDA	283	1/8/2025	A	OKCDA REGISTRATION FOR PHOEBE MISCHLER	1/8/2025		1/8/2025	\$105.00	\$105.00	\$105.00	\$0.00	\$105.00	\$0.00
60	1352	SCHOOL DATEBOOKS	1	7/11/2024	A	PLANNERS	7/11/2024		7/11/2024	\$5,744.94	\$5,744.94	\$5,744.94	\$0.00	\$5,744.94	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	2	7/11/2024	A	MANHASSETT STAND CART	7/11/2024		7/11/2024	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	42	8/8/2024	A	SHEET MUSIC	8/8/2024		8/8/2024	\$147.10	\$147.10	\$147.10	\$0.00	\$147.10	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	162	10/16/2024	A	FLUTE REPAIR	10/16/2024		10/16/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	198	11/7/2024	A	BASS CLARINET REEDS	11/7/2024		11/7/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	247	12/4/2024	A	REEDS FOR WOODWIND INSTRUMENTS	12/4/2024		12/4/2024	\$127.75	\$127.75	\$127.75	\$0.00	\$127.75	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	360	2/13/2025	A	BAR REPAIR	2/13/2025		2/13/2025	\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	382	3/5/2025	A	TUBA REPAIR	3/5/2025		3/5/2025	\$135.00	\$135.00	\$135.00	\$0.00	\$135.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	385	3/12/2025	A	HORN REPAIR	3/12/2025		3/12/2025	\$270.00	\$270.00	\$270.00	\$0.00	\$270.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	386	3/12/2025	A	CORNET REPAIR	3/12/2025		3/12/2025	\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	1353	EDMOND/GILLIAM/LARSEN MUSIC	387	3/12/2025	A	PROGRESSIVE DUETS FOR CELLO	3/12/2025		3/12/2025	\$13.49	\$13.49	\$13.49	\$0.00	\$13.49	\$0.00
60	1388	MASON BROWN	268	12/18/2024	A	FRESHMAN BASKETBALL OFFICIALS	12/18/2024		12/18/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	1388	MASON BROWN	304	1/22/2025	A	JV/VARSITY OFFICIAL	1/22/2025		1/22/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	1398	CHARLES JONES	259	12/11/2024	A	BASKETBALL OFFICIALS	12/11/2024		12/11/2024	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	143	JOSTEN'S AMERICA'S CLASS RING	410	3/26/2025	A	MARCH YEARBOOK DEPOSIT	3/26/2025		3/26/2025	\$1,922.10	\$1,922.10	\$1,922.10	\$0.00	\$1,922.10	\$0.00
60	1481	OKCDA	64	8/22/2024	A	ALL STATE AUDITION RECORDINGS	8/22/2024		8/22/2024	\$130.00	\$130.00	\$130.00	\$0.00	\$130.00	\$0.00
60	1481	OKCDA	111	9/19/2024	A	ALL STATE AUDITION RECORDINGS	9/19/2024		9/19/2024	\$130.00	\$130.00	\$130.00	\$0.00	\$130.00	\$0.00
60	1521	INKLING DESIGN	171	10/24/2024	A	VOLLEYBALL APPARELL	10/24/2024		10/24/2024	\$1,494.90	\$1,494.90	\$1,494.90	\$0.00	\$1,494.90	\$0.00
60	1523	STROUD HIGH SCHOOL	163	10/16/2024	A	BOYS/GIRLS CROSS COUNTRY	10/16/2024		10/16/2024	\$140.00	\$140.00	\$140.00	\$0.00	\$140.00	\$0.00
60	1576	OKLAHOMA SHIRT COMPANY	37	8/1/2024	A	CHEER SHIRTS	8/1/2024		8/1/2024	\$530.96	\$530.96	\$530.96	\$0.00	\$530.96	\$0.00
60	1576	OKLAHOMA SHIRT COMPANY	357	2/13/2025	A	SWEATSHIRT/FEES/SHIPPING	2/13/2025		2/13/2025	\$1,595.55	\$1,595.55	\$1,595.55	\$0.00	\$1,595.55	\$0.00
60	160	J.W. PEPPER	15	7/11/2024	A	JOSHUA FIT THE BATTLE	7/11/2024		7/11/2024	\$23.60	\$23.60	\$23.60	\$0.00	\$23.60	\$0.00
60	160	J.W. PEPPER	49	8/15/2024	A	BOOKS/SHEET MUSIC	8/15/2024		8/15/2024	\$310.24	\$310.24	\$310.24	\$0.00	\$310.24	\$0.00
60	160	J.W. PEPPER	50	8/15/2024	A	SHEET MUSIC	8/15/2024		8/15/2024	\$408.99	\$408.99	\$408.99	\$0.00	\$408.99	\$0.00
60	160	J.W. PEPPER	51	8/15/2024	A	SHEET MUSIC	8/15/2024		8/15/2024	\$250.99	\$250.99	\$250.99	\$0.00	\$250.99	\$0.00
60	160	J.W. PEPPER	94	9/12/2024	A	SHEET MUSIC	9/12/2024		9/12/2024	\$104.99	\$104.99	\$104.99	\$0.00	\$104.99	\$0.00
60	160	J.W. PEPPER	379	3/5/2025	A	SHEET MUSIC	3/5/2025		3/5/2025	\$224.99	\$224.99	\$224.99	\$0.00	\$224.99	\$0.00
60	160	J.W. PEPPER	381	3/5/2025	A	SHEET MUSIC	3/5/2025		3/5/2025	\$69.97	\$69.97	\$69.97	\$0.00	\$69.97	\$0.00
60	1601	DOWNTOWN YMCA	225	11/20/2024	A	OCTOBER SWIM LANES	11/20/2024		11/20/2024	\$108.00	\$108.00	\$108.00	\$0.00	\$108.00	\$0.00
60	1601	DOWNTOWN YMCA	236	12/4/2024	A	OCTOBER SWIM LANES	12/4/2024		12/4/2024	\$81.00	\$81.00	\$81.00	\$0.00	\$81.00	\$0.00
60	1601	DOWNTOWN YMCA	272	12/18/2024	A	NOVEMBER SWIM LANES	12/18/2024		12/18/2024	\$108.00	\$108.00	\$108.00	\$0.00	\$108.00	\$0.00
60	1601	DOWNTOWN YMCA	279	1/8/2025	A	SWIM LANES	1/8/2025		1/8/2025	\$108.00	\$108.00	\$108.00	\$0.00	\$108.00	\$0.00
60	1601	DOWNTOWN YMCA	325	1/29/2025	A	SWIM LANES	1/29/2025		1/29/2025	\$108.00	\$108.00	\$108.00	\$0.00	\$108.00	\$0.00
60	1605	PAULS VALLEY ATHLETICS	371	2/26/2025	A	PSO TOURNAMENT	2/26/2025		2/26/2025	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	1618	CROSSINGS CHRISTIAN SCHOOL	398	3/12/2025	A	ENTRY FEES FOR SPEECH AND DEBATE TOURNAMENT	3/12/2025		3/12/2025	\$28.00	\$28.00	\$28.00	\$0.00	\$28.00	\$0.00
60	1658	SNO SITES	105	9/19/2024	A	ANNUAL ACCOUNT RENEWAL	9/19/2024		9/19/2024	\$279.50	\$279.50	\$279.50	\$0.00	\$279.50	\$0.00
60	1661	ANISSA WONTHAM	81	9/5/2024	A	VOLLEYBALL GAME OFFICIAL	9/5/2024		9/5/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	1661	ANISSA WONTHAM	155	10/10/2024	A	GIRLS VARSITY VOLLEYBALL	10/10/2024		10/10/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	1665	SCOTT DEROSA	131	9/26/2024	A	VOLLEYBALL GAME OFFICIAL	9/26/2024		9/26/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	1676	MENT APPAREL, LLC	235	12/4/2024	A	COLOR CANAS TSHIRTS	12/4/2024		12/4/2024	\$692.58	\$692.58	\$692.58	\$0.00	\$692.58	\$0.00
60	1676	MENT APPAREL, LLC	296	1/15/2025	A	CLASS OF 2025 TSHIRTS	1/15/2025		1/15/2025	\$575.28	\$575.28	\$575.28	\$0.00	\$575.28	\$0.00
60	1677	RANDY MUSICK	229	12/4/2024	A	JV/VARSITY OFFICIAL	12/4/2024		12/4/2024	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	1677	RANDY MUSICK	331	1/29/2025	A	BASKETBALL OFFICIAL	1/29/2025		1/29/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	1677	RANDY MUSICK	364	2/21/2025	A	BASKETBALL OFFICIAL	2/21/2025		2/21/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	1706	FAST STITCH	222	11/20/2024	A	EMBROIDERY	11/20/2024		11/20/2024	\$442.00	\$442.00	\$442.00	\$0.00	\$442.00	\$0.00
60	173	OKLAHOMA ASSOC OF STUDENT COUNCILS	114	9/19/2024	A	MEMBERSHIP DUES	9/19/2024		9/19/2024	\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
60	1764	BOUNDLESS NETWORK	241	12/4/2024	A	JERSEYS	12/4/2024		12/4/2024	\$509.00	\$509.00	\$509.00	\$0.00	\$509.00	\$0.00
60	1773	STEVEN E HUNTEMAN	269	12/18/2024	A	FRESHMAN BASKETBALL OFFICIALS	12/18/2024		12/18/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	1773	STEVEN E HUNTEMAN	303	1/22/2025	A	JV/VARSITY OFFICIAL	1/22/2025		1/22/2025	\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	1783	MATTHEW PRICE	228	12/4/2024	A	JV/VARSITY OFFICIAL	12/4/2024		12/4/2024	\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	1785	JOSEPH MAYE	356	2/13/2025</											

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

60	180	OK MUSIC EDUCATORS ASSOCIATION	152	10/10/2024	A	ALL STATE ORCHESTRA FEES	10/10/2024	10/10/2024	\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00
60	180	OK MUSIC EDUCATORS ASSOCIATION	164	10/16/2024	A	ALL STATE WINDS/PERCUSSION PRIMARY ENTRIES	10/16/2024	10/16/2024	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00
60	1801	ALL AMERICAN PIZZA	93	9/12/2024	A	PIZZA	9/12/2024	9/12/2024	\$45.50	\$45.50	\$45.50	\$0.00	\$45.50	\$0.00
60	1801	ALL AMERICAN PIZZA	150	10/10/2024	A	PIZZA FOR PATRIOT GRILL	10/10/2024	10/10/2024	\$45.50	\$45.50	\$45.50	\$0.00	\$45.50	\$0.00
60	1801	ALL AMERICAN PIZZA	205	11/13/2024	A	PIZZA FOR PATRIOT GRILL	11/13/2024	11/13/2024	\$55.93	\$55.93	\$55.93	\$0.00	\$55.93	\$0.00
60	1801	ALL AMERICAN PIZZA	239	12/4/2024	A	PIZZAS FOR HONOR ROLL KIDS	12/4/2024	12/4/2024	\$468.00	\$468.00	\$468.00	\$0.00	\$468.00	\$0.00
60	1801	ALL AMERICAN PIZZA	266	12/11/2024	A	PIZZA FOR PATRIOT GRILL	12/11/2024	12/11/2024	\$45.50	\$45.50	\$45.50	\$0.00	\$45.50	\$0.00
60	1801	ALL AMERICAN PIZZA	318	1/22/2025	A	PIZZAS FOR PATRIOT GRILL	1/22/2025	1/22/2025	\$45.50	\$45.50	\$45.50	\$0.00	\$45.50	\$0.00
60	1801	ALL AMERICAN PIZZA	351	2/13/2025	A	PIZZA FOR PATRIOT GRILL	2/13/2025	2/13/2025	\$45.50	\$45.50	\$45.50	\$0.00	\$45.50	\$0.00
60	1801	ALL AMERICAN PIZZA	352	2/13/2025	A	PIZZA	2/13/2025	2/13/2025	\$28.00	\$28.00	\$28.00	\$0.00	\$28.00	\$0.00
60	1801	ALL AMERICAN PIZZA	359	2/13/2025	A	PIZZA FOR HONOR ROLL KIDS	2/13/2025	2/13/2025	\$609.00	\$609.00	\$609.00	\$0.00	\$609.00	\$0.00
60	1801	ALL AMERICAN PIZZA	395	3/12/2025	A	PIZZA FOR PATRIOT GRILL	3/12/2025	3/12/2025	\$45.50	\$45.50	\$45.50	\$0.00	\$45.50	\$0.00
60	1870	DON BRADLEY PICCOLO	297	1/15/2025	A	GREENHOUSE SERVICE/PARTS	1/15/2025	1/15/2025	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00
60	1870	DON BRADLEY PICCOLO	402	3/12/2025	A	COOLING SYSTEM/DRIIP IRRIGATION REPAIR	3/12/2025	3/12/2025	\$1,950.00	\$1,950.00	\$1,950.00	\$0.00	\$1,950.00	\$0.00
60	1889	SWIMOUTLET.COM	238	12/4/2024	A	SWIM SUPPLIES/SHIPPING	12/4/2024	12/4/2024	\$51.16	\$51.16	\$51.16	\$0.00	\$51.16	\$0.00
60	1892	AMERICAN PLANT PRODUCTS	312	1/22/2025	A	PLANT SERVICES	1/22/2025	1/22/2025	\$373.58	\$373.58	\$373.58	\$0.00	\$373.58	\$0.00
60	1892	AMERICAN PLANT PRODUCTS	373	2/26/2025	A	PLANT MATERIALS	2/26/2025	2/26/2025	\$3,086.83	\$3,086.83	\$3,086.83	\$0.00	\$3,086.83	\$0.00
60	1903	BRYAN MUSICK	363	2/21/2025	A	BASKETBALL OFFICIAL	2/21/2025	2/21/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	1916	JOLLY FARMER	427	3/26/2025	A	PLANT SUPPLIES	3/26/2025	3/26/2025	\$6,938.06	\$6,938.06	\$6,938.06	\$0.00	\$6,938.06	\$0.00
60	1921	CARL ALBERT HIGH SCHOOL ATHLETICS	221	11/20/2024	A	CAHS SWIM MEET	11/20/2024	11/20/2024	\$35.00	\$35.00	\$35.00	\$0.00	\$35.00	\$0.00
60	1927	YUKON A TLETICS	342	2/5/2025	A	YUKON SWIM INVITE	2/5/2025	2/5/2025	\$70.00	\$70.00	\$70.00	\$0.00	\$70.00	\$0.00
60	1933	BRIDGE CREEK TRACK	70	9/5/2024	A	CROSS COUNTRY INVITATIONAL	9/5/2024	9/5/2024	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00
60	1934	WESTMOORE HS	68	9/5/2024	A	CROSS COUNTRY	9/5/2024	9/5/2024	\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
60	1992	ELAN FINANCIAL SERVICES	169	10/16/2024	A	OCTOBER CREDIT CARD PAYMENT	10/16/2024	10/16/2024	\$129.15	\$129.15	\$129.15	\$0.00	\$129.15	\$0.00
60	2011	SCHOOLSAFEID, LLC	161	10/16/2024	A	BADGE STICKERS FOR BROTHER PRINTER/SHIPPING	10/16/2024	10/16/2024	\$182.95	\$182.95	\$182.95	\$0.00	\$182.95	\$0.00
60	2011	SCHOOLSAFEID, LLC	326	1/29/2025	A	ID CAR TAGS/SHIPPING	1/29/2025	1/29/2025	\$32.95	\$32.95	\$32.95	\$0.00	\$32.95	\$0.00
60	2034	DARL WOLF	43	8/8/2024	A	FENCE REPAIR	8/8/2024	8/8/2024	\$6,987.18	\$6,987.18	\$6,987.18	\$0.00	\$6,987.18	\$0.00
60	2034	DARL WOLF	278	12/18/2024	A	ATHLETIC REPAIRS	12/18/2024	12/18/2024	\$1,627.00	\$1,627.00	\$1,627.00	\$0.00	\$1,627.00	\$0.00
60	2039	KATELYN HALL	66	8/22/2024	A	VOLLEYBALL GAME OFFICIAL	8/22/2024	8/22/2024	\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	2065	MITCH PARK YMCA	40	8/8/2024	A	JANUARY SWIM LANES	8/8/2024	8/8/2024	\$204.00	\$204.00	\$204.00	\$0.00	\$204.00	\$0.00
60	2065	MITCH PARK YMCA	281	1/8/2025	A	SWIM LANES	1/8/2025	1/8/2025	\$178.50	\$178.50	\$178.50	\$0.00	\$178.50	\$0.00
60	2065	MITCH PARK YMCA	324	1/29/2025	A	OCTOBER SWIM LANES	1/29/2025	1/29/2025	\$204.00	\$204.00	\$204.00	\$0.00	\$204.00	\$0.00
60	2065	MITCH PARK YMCA	370	2/21/2025	A	c	2/21/2025	2/21/2025	\$357.00	\$357.00	\$357.00	\$0.00	\$357.00	\$0.00
60	2088	QING HE	204	11/13/2024	A	BASKETBALL OFFICIAL	11/13/2024	11/13/2024	\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00
60	2135	KATHY KEEFER-SHARPE	6	7/11/2024	A	PROM PHOTOGRAPHER	7/11/2024	7/11/2024	\$1,160.00	\$1,160.00	\$1,160.00	\$0.00	\$1,160.00	\$0.00
60	2135	KATHY KEEFER-SHARPE	237	12/4/2024	A	GAS EXPENSE FOR TRIP TO ATLUS	12/4/2024	12/4/2024	\$75.00	\$75.00	\$75.00	\$0.00	\$75.00	\$0.00
60	2135	KATHY KEEFER-SHARPE	401	3/12/2025	A	GASOLINE FOR TRAVEL	3/12/2025	3/12/2025	\$89.00	\$89.00	\$89.00	\$0.00	\$89.00	\$0.00
60	2135	KATHY KEEFER-SHARPE	422	3/26/2025	A	HOTEL ROOMS FOR STATE SWIM MEET	3/26/2025	3/26/2025	\$230.00	\$230.00	\$230.00	\$0.00	\$230.00	\$0.00
60	2137	JACKIE ARDREY	59	8/15/2024	A	REFRESHMENTS	8/15/2024	8/15/2024	\$129.39	\$129.39	\$129.39	\$0.00	\$129.39	\$0.00
60	2138	MUSIC TRAVEL CONSULTANTS	343	2/5/2025	A	GROUP PAYMENT	2/5/2025	2/5/2025	\$4,819.00	\$4,819.00	\$4,819.00	\$0.00	\$4,819.00	\$0.00
60	222	BLUE AND GOLD SAUSAGE	223	11/20/2024	A	BLUE AND GOLD	11/20/2024	11/20/2024	\$5,662.00	\$5,662.00	\$5,662.00	\$0.00	\$5,662.00	\$0.00
60	24	QUO VADIMUS SYS SERVICES	98	9/12/2024	A	DOMAIN NAME RENEWAL	9/12/2024	9/12/2024	\$19.99	\$19.99	\$19.99	\$0.00	\$19.99	\$0.00
60	24	QUO VADIMUS SYS SERVICES	367	2/21/2025	A	4 IN 1 CARD READER SD, MICRO SD, CF, TF	2/21/2025	2/21/2025	\$39.75	\$39.75	\$39.75	\$0.00	\$39.75	\$0.00
60	288	PIONEER DRAMA SERVICE, INC	90	9/12/2024	A	DRAMA SCRIPTS	9/12/2024	9/12/2024	\$354.50	\$354.50	\$354.50	\$0.00	\$354.50	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	4	7/11/2024	A	GRADUATION PROGRAMS	7/11/2024	7/11/2024	\$2,040.00	\$2,040.00	\$2,040.00	\$0.00	\$2,040.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	5	7/11/2024	A	GRADUATION TICKETS	7/11/2024	7/11/2024	\$205.00	\$205.00	\$205.00	\$0.00	\$205.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	7	7/11/2024	A	8TH GRADE PROMOTION	7/11/2024	7/11/2024	\$330.00	\$330.00	\$330.00	\$0.00	\$330.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	9	7/11/2024	A	ENVELOPES	7/11/2024	7/11/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	44	8/8/2024	A	PRINTING SERVICES	8/8/2024	8/8/2024	\$315.00	\$315.00	\$315.00	\$0.00	\$315.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	108	9/19/2024	A	ADMIT TO CLASS FORMS	9/19/2024	9/19/2024	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	112	9/19/2024	A	RISE BANNERS FOR HALLWAYS	9/19/2024	9/19/2024	\$570.00	\$570.00	\$570.00	\$0.00	\$570.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	317	1/22/2025	A	ADMIT TO CLASS FORM	1/22/2025	1/22/2025	\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	39	ROCKET COLOR DOCUMENT CENTER	340	2/5/2025	A	COLOR PRINTING PAGE BOOSTERTHON FUNDRAISER	2/5/2025	2/5/2025	\$109.75	\$109.75	\$109.75	\$0.00	\$109.75	\$0.00
60	391	KURT THURMAN	294	1/15/2025	A	JV/VARSITY OFFICIAL	1/15/2025	1/15/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	400	CENTRAL OK DIRECTORS ASSOC.	103	9/12/2024	A	CODA MEMBERSHIP FEE/AUDITIONS	9/12/2024	9/12/2024	\$220.00	\$220.00	\$220.00	\$0.00	\$220.00	\$0.00
60	420	OKLAHOMA BASKETBALL COACHES ASSN	184	10/31/2024	A	OBCA MEMBERSHIP	10/31/2024	10/31/2024	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00
60	446	CAPPS VAN RENTAL	89	9/12/2024	A	VAN RENTAL	9/12/2024	9/12/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
60	453	OSM	145	10/3/2024	A	CONTEST ENTRIES	10/3/2024	10/3/2024	\$286.50	\$286.50	\$286.50	\$0.00	\$286.50	\$0.00
60	453	OSM	146	10/3/2024	A	MEMBERSHIP	10/3/2024	10/3/2024	\$75.00	\$75.00	\$75.00	\$0.00	\$75.00	\$0.00
60	453	OSM	264	12/11/2024	A	FALL MEDIA DAY MONDAY REGISTRATION FEES	12/11/2024	12/11/2024	\$224.00	\$224.00	\$224.00	\$0.00	\$224.00	\$0.00
60	462	VILLAGE TRAVEL LLC	403	3/12/2025	A	CHARTER BUS FOR OSSAA CONTEST	3/12/2025	3/12/2025	\$1,075.00	\$1,075.00	\$1,075.00	\$0.00	\$1,075.00	\$0.00
60	505	CHRISTIAN HERITAGE ACADEMY	133	10/3/2024	A	VOLLEYBALL TOURNAMENT	10/3/2024	10/3/2024	\$350.00	\$350.00	\$350.00	\$0.00	\$350.00	\$0.00
60	505	CHRISTIAN HERITAGE ACADEMY	358	2/13/2025	A	CRUSADER FESTIVAL	2/13/2025	2/13/2025	\$270.00	\$270.00	\$270.00	\$0.00	\$270.00	\$0.00
60	56	SAM'S CLUB	8	7/11/2024	A	AF SUPPLIES	7/11/2024	7/11/2024	\$158.82	\$158.82	\$158.82	\$0.00	\$158.82	\$0.00
60	56	SAM'S CLUB	77	9/5/2024	A	AF SUPPLIES	9/5/2024	9/5/2024	\$1,534.74	\$1,534.74	\$1,534.74	\$0.00	\$1,534.74	\$0.00
60	56	SAM'S CLUB	148	10/3/2024	A	AF SUPPLIES	10/3/2024	10/3/2024	\$2,705.05	\$2,705.05	\$2,705.05	\$0.00	\$2,705.05	\$0.00
60	56	SAM'S CLUB	180	10/31/2024	A	FOOD SUPPLIES	10/31/2024	10/31/2024	\$167.23	\$167.23	\$167.23	\$0.00	\$167.23	\$0.00
60	56	SAM'S CLUB	181	10/31/2024	A	FOOD SUPPLIES	10/31/2024	10/31/2024	\$204.04	\$204.04	\$204.04	\$0.00	\$204.04	\$0.00
60	56	SAM'S CLUB	182	10/31/2024	A	FOOD SUPPLIES	10/31/2024	10/31/2024	\$40.78	\$40.78	\$40.78	\$0.00	\$40.78	\$0.00
60	56	SAM'S CLUB	185	11/1/2024	A	ITEMS FOR BIRTHDAY CELEBRATION/PATRIOT GRILL	11/1/2024	11/1/2024	\$45.94	\$45.94	\$45.94	\$0.00	\$45.94	\$0.00
60	56	SAM'S CLUB	186	11/1/2024	A	CONCESSION STANDS	11/1/2024	11/1/2024	\$146.22	\$146.22	\$146.22	\$0.00	\$146.22	\$0.00
60	56	SAM'S CLUB	187	11/1/2024	A	STUDENT COUNCIL	11/1/2024	11/1/2024	\$221.32	\$221.32	\$221.32	\$0.00	\$221.32	\$0.00
60	56	SAM'S CLUB	188	11/1/2024	A	FLOUR TORTILLAS	11/1/2024	11/1/2024	\$13.92	\$13.92	\$13.92	\$0.00	\$13.92	\$0.00
60	56	SAM'S CLUB	189	11/1/2024	A	BREAKFAST FOOD	11/1/2024	11/1/2024	\$51.14	\$51.14	\$51.14	\$0.00	\$51.14	\$0.00
60	56	SAM'S CLUB	256	12/4/2024	A	SAMS INVOICES 10.20.24-11.14.24	12/4/2024	12/4/2024	\$1,337.85	\$1,337.85	\$1,337.85	\$0.00	\$1,337.85	\$0.00
60	56	SAM'S CLUB	288	1/8/2025	A	SUPPLIES	1/8/2025	1/8/2025	\$1,507.82	\$1,507.82	\$1,507.82	\$0.00	\$1,507.82	\$0.00
60	56	SAM'S CLUB	339	1/29/2025	A	AF SUPPLIES	1/29/2025	1/29/2025	\$994.80	\$994.80	\$994.80	\$0.00</		

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

60	56	SAM'S CLUB	383	3/5/2025	A	CONCESSIONS/FLOWERS/FOOD SUPPLIES/HONORROLL	3/5/2025		3/5/2025	\$1,220.65	\$1,220.65	\$1,220.65	\$0.00	\$1,220.65	\$0.00
60	566	SOCCER USA	411	3/26/2025	A	NIKE PITCH SOCCER BALLS	3/26/2025	\$180.00	3/26/2025	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00
60	566	SOCCER USA	421	3/26/2025	A	SOCCER UNIFORMS	3/26/2025	\$480.00	3/26/2025	\$480.00	\$480.00	\$480.00	\$0.00	\$480.00	\$0.00
60	566	SOCCER USA	423	3/26/2025	A	SOCCER UNIFORMS FOR BOYS AND GIRLS	3/26/2025	\$4,000.00	3/26/2025	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00
60	57	INTER-CITY VIOLIN STUDIOS INC.	377	3/5/2025	A	KRUTZ STUDENT CARBON BASS BOW	3/5/2025	\$135.00	3/5/2025	\$135.00	\$135.00	\$135.00	\$0.00	\$135.00	\$0.00
60	58	PENDER'S MUSIC COMPANY	280	1/8/2025	A	CONCERT AND CONTEST COLLECTION MUSIC	1/8/2025	\$24.99	1/8/2025	\$24.99	\$24.99	\$24.99	\$0.00	\$24.99	\$0.00
60	58	PENDER'S MUSIC COMPANY	316	1/22/2025	A	SOLO AND ENSEMBLE CONTEST REPERTOIRE BOOKS	1/22/2025	\$111.92	1/22/2025	\$111.92	\$111.92	\$111.92	\$0.00	\$111.92	\$0.00
60	621	GUTHRIE HS	134	10/3/2024	A	TRACK MEET	10/3/2024	\$95.00	10/3/2024	\$95.00	\$95.00	\$95.00	\$0.00	\$95.00	\$0.00
60	65	SCHOLASTIC INC	52	8/15/2024	A	ART MAGAZINE PRINT	8/15/2024	\$296.67	8/15/2024	\$296.67	\$296.67	\$296.67	\$0.00	\$296.67	\$0.00
60	684	THE COLLEGE BOARD	3	7/11/2024	A	AP EXAM PREP	7/11/2024	\$26,174.00	7/11/2024	\$26,174.00	\$26,174.00	\$26,174.00	\$0.00	\$26,174.00	\$0.00
60	684	THE COLLEGE BOARD	285	1/8/2025	A	PSAT'S	1/8/2025	\$5,982.82	1/8/2025	\$5,982.82	\$5,982.82	\$5,982.82	\$0.00	\$5,982.82	\$0.00
60	701	AMAZON CAPITAL SERVICES	58	8/15/2024	A	AF SUPPLIES	8/15/2024	\$278.30	8/15/2024	\$278.30	\$278.30	\$278.30	\$0.00	\$278.30	\$0.00
60	701	AMAZON CAPITAL SERVICES	74	9/5/2024	A	VOLLEYBALL EQUIPMENT	9/5/2024	\$175.66	9/5/2024	\$175.66	\$175.66	\$175.66	\$0.00	\$175.66	\$0.00
60	701	AMAZON CAPITAL SERVICES	75	9/5/2024	A	CRAFT PAPER/FEATHER PENS/BLANK BOOK	9/5/2024	\$75.43	9/5/2024	\$75.43	\$75.43	\$75.43	\$0.00	\$75.43	\$0.00
60	701	AMAZON CAPITAL SERVICES	76	9/5/2024	A	AF SUPPLIES	9/5/2024	\$80.06	9/5/2024	\$80.06	\$80.06	\$80.06	\$0.00	\$80.06	\$0.00
60	701	AMAZON CAPITAL SERVICES	82	9/5/2024	A	PLASTIC TRACKS FOR NEW SIGNAGE	9/5/2024	\$95.98	9/5/2024	\$95.98	\$95.98	\$95.98	\$0.00	\$95.98	\$0.00
60	701	AMAZON CAPITAL SERVICES	83	9/5/2024	A	BIRTHDAY CARDS FOR STUDENTS	9/5/2024	\$77.08	9/5/2024	\$77.08	\$77.08	\$77.08	\$0.00	\$77.08	\$0.00
60	701	AMAZON CAPITAL SERVICES	100	9/12/2024	A	AF DECORATIONS	9/12/2024	\$64.40	9/12/2024	\$64.40	\$64.40	\$64.40	\$0.00	\$64.40	\$0.00
60	701	AMAZON CAPITAL SERVICES	101	9/12/2024	A	AF SUPPLIES	9/12/2024	\$89.46	9/12/2024	\$89.46	\$89.46	\$89.46	\$0.00	\$89.46	\$0.00
60	701	AMAZON CAPITAL SERVICES	127	9/26/2024	A	GUM	9/26/2024	\$38.16	9/26/2024	\$38.16	\$38.16	\$38.16	\$0.00	\$38.16	\$0.00
60	701	AMAZON CAPITAL SERVICES	128	9/26/2024	A	AF SUPPLIES	9/26/2024	\$133.82	9/26/2024	\$133.82	\$133.82	\$133.82	\$0.00	\$133.82	\$0.00
60	701	AMAZON CAPITAL SERVICES	129	9/26/2024	A	WRISTBANDS	9/26/2024	\$255.96	9/26/2024	\$255.96	\$255.96	\$255.96	\$0.00	\$255.96	\$0.00
60	701	AMAZON CAPITAL SERVICES	165	10/16/2024	A	OFFICE ITEMS	10/16/2024	\$71.02	10/16/2024	\$71.02	\$71.02	\$71.02	\$0.00	\$71.02	\$0.00
60	701	AMAZON CAPITAL SERVICES	176	10/31/2024	A	BADGE PRINTING SUPPLIES	10/31/2024	\$69.46	10/31/2024	\$69.46	\$69.46	\$69.46	\$0.00	\$69.46	\$0.00
60	701	AMAZON CAPITAL SERVICES	177	10/31/2024	A	RECEIPT BOOKS/SHIPPING	10/31/2024	\$21.15	10/31/2024	\$21.15	\$21.15	\$21.15	\$0.00	\$21.15	\$0.00
60	701	AMAZON CAPITAL SERVICES	178	10/31/2024	A	GARMENT WEARING	10/31/2024	\$335.10	10/31/2024	\$335.10	\$335.10	\$335.10	\$0.00	\$335.10	\$0.00
60	701	AMAZON CAPITAL SERVICES	190	11/7/2024	A	COSTUME ITEMS AND PROPS	11/7/2024	\$268.42	11/7/2024	\$268.42	\$268.42	\$268.42	\$0.00	\$268.42	\$0.00
60	701	AMAZON CAPITAL SERVICES	192	11/7/2024	A	COMPUTER MOUSE/PENCILSHARPENER	11/7/2024	\$41.32	11/7/2024	\$41.32	\$41.32	\$41.32	\$0.00	\$41.32	\$0.00
60	701	AMAZON CAPITAL SERVICES	206	11/13/2024	A	ITMES FOR PO SPONSORED SINGO NIGHT	11/13/2024	\$86.57	11/13/2024	\$86.57	\$86.57	\$86.57	\$0.00	\$86.57	\$0.00
60	701	AMAZON CAPITAL SERVICES	207	11/13/2024	A	PADLOCKS/SHIPPING	11/13/2024	\$33.98	11/13/2024	\$33.98	\$33.98	\$33.98	\$0.00	\$33.98	\$0.00
60	701	AMAZON CAPITAL SERVICES	208	11/13/2024	A	UNDER ARMOUR TEAM LONG SLEEVE ZIP	11/13/2024	\$48.00	11/13/2024	\$48.00	\$48.00	\$48.00	\$0.00	\$48.00	\$0.00
60	701	AMAZON CAPITAL SERVICES	209	11/13/2024	A	PROJECTOR	11/13/2024	\$189.98	11/13/2024	\$189.98	\$189.98	\$189.98	\$0.00	\$189.98	\$0.00
60	701	AMAZON CAPITAL SERVICES	210	11/13/2024	A	SUPPLIES FOR JUNIOR CLASS FUNDRAISER	11/13/2024	\$121.76	11/13/2024	\$121.76	\$121.76	\$121.76	\$0.00	\$121.76	\$0.00
60	701	AMAZON CAPITAL SERVICES	215	11/20/2024	A	PROJECTOR	11/20/2024	\$0.00	11/20/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
60	701	AMAZON CAPITAL SERVICES	233	12/4/2024	A	AMAZON PURCHASE	12/4/2024	\$194.36	12/4/2024	\$194.36	\$194.36	\$194.36	\$0.00	\$194.36	\$0.00
60	701	AMAZON CAPITAL SERVICES	234	12/4/2024	A	CLASSROOM SUPPLIES	12/4/2024	\$53.33	12/4/2024	\$53.33	\$53.33	\$53.33	\$0.00	\$53.33	\$0.00
60	701	AMAZON CAPITAL SERVICES	276	12/18/2024	A	STUDENT COUNCIL CHRISTMAS SPIRIT WEEK ACTIVITIES	12/18/2024	\$288.28	12/18/2024	\$288.28	\$288.28	\$288.28	\$0.00	\$288.28	\$0.00
60	701	AMAZON CAPITAL SERVICES	277	12/18/2024	A	AMAZON ORDER	12/18/2024	\$82.86	12/18/2024	\$82.86	\$82.86	\$82.86	\$0.00	\$82.86	\$0.00
60	701	AMAZON CAPITAL SERVICES	286	1/8/2025	A	BATTERIES/COTTONBALLS/THERMOMETER/SHIPPING	1/8/2025	\$58.94	1/8/2025	\$58.94	\$58.94	\$58.94	\$0.00	\$58.94	\$0.00
60	701	AMAZON CAPITAL SERVICES	287	1/8/2025	A	CHRISTMAS GIFTS FOR THE HOLIDAY HELP PROGRAM	1/8/2025	\$45.45	1/8/2025	\$45.45	\$45.45	\$45.45	\$0.00	\$45.45	\$0.00
60	701	AMAZON CAPITAL SERVICES	291	1/15/2025	A	ENVELOPES	1/15/2025	\$34.53	1/15/2025	\$34.53	\$34.53	\$34.53	\$0.00	\$34.53	\$0.00
60	701	AMAZON CAPITAL SERVICES	298	1/22/2025	A	DRY ERASE WALL CALENDER	1/22/2025	\$49.99	1/22/2025	\$49.99	\$49.99	\$49.99	\$0.00	\$49.99	\$0.00
60	701	AMAZON CAPITAL SERVICES	335	1/29/2025	A	TREAT BAGS/HAND WARMERS/GLOVES	1/29/2025	\$70.14	1/29/2025	\$70.14	\$70.14	\$70.14	\$0.00	\$70.14	\$0.00
60	701	AMAZON CAPITAL SERVICES	336	1/29/2025	A	AMAZON ORDER	1/29/2025	\$919.66	1/29/2025	\$919.66	\$919.66	\$919.66	\$0.00	\$919.66	\$0.00
60	701	AMAZON CAPITAL SERVICES	337	1/29/2025	A	DRYING RACK/STORAGE BINS/BOUNTY	1/29/2025	\$64.40	1/29/2025	\$64.40	\$64.40	\$64.40	\$0.00	\$64.40	\$0.00
60	701	AMAZON CAPITAL SERVICES	338	1/29/2025	A	OFFICE ITEMS	1/29/2025	\$114.84	1/29/2025	\$114.84	\$114.84	\$114.84	\$0.00	\$114.84	\$0.00
60	701	AMAZON CAPITAL SERVICES	369	2/21/2025	A	HOMECOMING DECORATIONS	2/21/2025	\$125.29	2/21/2025	\$125.29	\$125.29	\$125.29	\$0.00	\$125.29	\$0.00
60	701	AMAZON CAPITAL SERVICES	375	3/5/2025	A	BULLETIN BOARD PAPER ROLL	3/5/2025	\$95.90	3/5/2025	\$95.90	\$95.90	\$95.90	\$0.00	\$95.90	\$0.00
60	701	AMAZON CAPITAL SERVICES	380	3/5/2025	A	CLASSROOM/OFFICE SUPPLIES	3/5/2025	\$340.10	3/5/2025	\$340.10	\$340.10	\$340.10	\$0.00	\$340.10	\$0.00
60	701	AMAZON CAPITAL SERVICES	399	3/12/2025	A	SUPPLIES	3/12/2025	\$75.43	3/12/2025	\$75.43	\$75.43	\$75.43	\$0.00	\$75.43	\$0.00
60	701	AMAZON CAPITAL SERVICES	404	3/26/2025	A	INK FOR CARD PRINTER/ID CARDS	3/26/2025	\$74.97	3/26/2025	\$74.97	\$74.97	\$74.97	\$0.00	\$74.97	\$0.00
60	701	AMAZON CAPITAL SERVICES	405	3/26/2025	A	REPLACEMENT VACUUM FOR MILLWOOD HS	3/26/2025	\$189.99	3/26/2025	\$189.99	\$189.99	\$189.99	\$0.00	\$189.99	\$0.00
60	701	AMAZON CAPITAL SERVICES	406	3/26/2025	A	SUPPLIES FOR ALL SCHOOL HOUSE STEM PROJECT	3/26/2025	\$115.57	3/26/2025	\$115.57	\$115.57	\$115.57	\$0.00	\$115.57	\$0.00
60	701	AMAZON CAPITAL SERVICES	407	3/26/2025	A	CONSTRUCTION PAPER	3/26/2025	\$35.62	3/26/2025	\$35.62	\$35.62	\$35.62	\$0.00	\$35.62	\$0.00
60	701	AMAZON CAPITAL SERVICES	408	3/26/2025	A	OFFICE ITEMS	3/26/2025	\$54.95	3/26/2025	\$54.95	\$54.95	\$54.95	\$0.00	\$54.95	\$0.00
60	701	AMAZON CAPITAL SERVICES	409	3/26/2025	A	PROM DECORATIONS	3/26/2025	\$526.97	3/26/2025	\$526.97	\$526.97	\$526.97	\$0.00	\$526.97	\$0.00
60	701	AMAZON CAPITAL SERVICES	412	3/26/2025	A	ITEMS FOR SINGO NIGHT	3/26/2025	\$44.01	3/26/2025	\$44.01	\$44.01	\$44.01	\$0.00	\$44.01	\$0.00
60	80121	JUDY LUSTER	57	8/15/2024	A	BREAKFAST FOR TEACHERS	8/15/2024	\$73.43	8/15/2024	\$73.43	\$73.43	\$73.43	\$0.00	\$73.43	\$0.00
60	80121	JUDY LUSTER	347	2/5/2025	A	POPCORN/NACHO TRAYS	2/5/2025	\$76.84	2/5/2025	\$76.84	\$76.84	\$76.84	\$0.00	\$76.84	\$0.00
60	80121	JUDY LUSTER	348	2/5/2025	A	WRISTBANDS	2/5/2025	\$16.76	2/5/2025	\$16.76	\$16.76	\$16.76	\$0.00	\$16.76	\$0.00
60	80122	CORY POCOCK	41	8/8/2024	A	PIZZA	8/8/2024	\$39.95	8/8/2024	\$39.95	\$39.95	\$39.95	\$0.00	\$39.95	\$0.00
60	80122	CORY POCOCK	47	8/15/2024	A	CHICK-FIL-A MEALS	8/15/2024	\$173.80	8/15/2024	\$173.80	\$173.80	\$173.80	\$0.00	\$173.80	\$0.00
60	80122	CORY POCOCK	251	12/4/2024	A	VELCRO	12/4/2024	\$21.96	12/4/2024	\$21.96	\$21.96	\$21.96	\$0.00	\$21.96	\$0.00
60	80122	CORY POCOCK	295	1/15/2025	A	VELCRO	1/15/2025	\$10.98	1/15/2025	\$10.98	\$10.98	\$10.98	\$0.00	\$10.98	\$0.00
60	80122	CORY POCOCK	372	2/26/2025	A	CANDY BARS	2/26/2025	\$34.80	2/26/2025	\$34.80	\$34.80	\$34.80	\$0.00	\$34.80	\$0.00
60	80128	BEN PELLEY	310	1/22/2025	A	FRESHMAN BASKETBALL OFFICIALS	1/22/2025	\$75.00	1/22/2025	\$75.00	\$75.00	\$75.00	\$0.00	\$75.00	\$0.00
60	80134	JOE HUGHES	123	9/26/2024	A	DINNER FOR STAFF	9/26/2024	\$41.92	9/26/2024	\$41.92	\$41.92	\$41.92	\$0.00	\$41.92	\$0.00
60	80134	JOE HUGHES	124	9/26/2024	A	PAINT AND PAINT SUPPLIES	9/26/2024	\$146.44	9/26/2024	\$146.44	\$146.44	\$146.44	\$0.00	\$146.44	\$0.00
60	80134	JOE HUGHES	125	9/26/2024	A	PIZZA FOR STAFF	9/26/2024	\$83.69	9/26/2024	\$83.69	\$83.69	\$83.69	\$0.00	\$83.69	\$0.00
60	80134	JOE HUGHES	154	10/10/2024	A	CANES MEAL	10/10/2024	\$37.12	10/10/2024	\$37.12	\$37.12	\$37.12	\$0.00	\$37.12	\$0.00
60	80134	JOE HUGHES	179	10/31/2024	A	NHS MEMBERSHIP RENEWAL	10/31/2024	\$95.00	10/31/2024	\$95.00	\$95.00	\$95.00	\$0.00	\$95.00	\$0.00
60	80134	JOE HUGHES	218	11/20/2024	A	LIGHTBULBS FOR OUTDOORS	11/20/2024	\$111.36	11/20/2024	\$111.36	\$111.36	\$111.36	\$0.00	\$111.36	\$0.00
60	80134	JOE HUGHES	333	1/29/2025	A	CANES AWESOME EAGELS	1/29/2025	\$68.79	1/29/2025	\$68.79	\$68.79	\$68.79	\$0.00	\$68.79	\$0.00
60															

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

60	80199	MARK BUSICK	22	7/1/2024	A	PAULS VALLEY TRACK MEET	7/1/2024		7/1/2024	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	80199	MARK BUSICK	24	7/1/2024	A	CHANDLER TRACK MEET	7/1/2024		7/1/2024	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00
60	80199	MARK BUSICK	25	7/1/2024	A	JOHN JACOBS INVITATIONAL TRACK MEET	7/1/2024		7/1/2024	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	80199	MARK BUSICK	117	9/26/2024	A	VAN RENTAL	9/26/2024		9/26/2024	\$252.50	\$252.50	\$252.50	\$0.00	\$252.50	\$0.00
60	80246	KATHY L KEEFFER-SHARPE	16	7/1/2024	A	OKLAHOMA COACHES ASSOCIATION REGISTRATION	7/1/2024		7/1/2024	\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	80246	KATHY L KEEFFER-SHARPE	17	7/1/2024	A	FLOWERS FOR STATE SWIM MEET	7/1/2024		7/1/2024	\$30.00	\$30.00	\$30.00	\$0.00	\$30.00	\$0.00
60	80246	KATHY L KEEFFER-SHARPE	18	7/1/2024	A	GAS FOR SWIM TRIP/CAR WASH	7/1/2024		7/1/2024	\$78.00	\$78.00	\$78.00	\$0.00	\$78.00	\$0.00
60	80246	KATHY L KEEFFER-SHARPE	366	2/21/2025	A	HOTEL ROOMS FOR STATE SWIM MEET	2/21/2025		2/21/2025	\$352.00	\$0.00	\$0.00	\$352.00	\$352.00	\$0.00
60	80308	RICHARD DUNCAN	14	7/1/2024	A	REIMB TRAVEL/FOOD	7/1/2024		7/1/2024	\$318.31	\$318.31	\$318.31	\$0.00	\$318.31	\$0.00
60	80308	RICHARD DUNCAN	19	7/1/2024	A	GIFT CARD	7/1/2024		7/1/2024	\$767.85	\$767.85	\$767.85	\$0.00	\$767.85	\$0.00
60	80308	RICHARD DUNCAN	20	7/1/2024	A	GIFT CARD	7/1/2024		7/1/2024	\$258.94	\$258.94	\$258.94	\$0.00	\$258.94	\$0.00
60	80308	RICHARD DUNCAN	21	7/1/2024	A	AMAZON GIFT CARDS	7/1/2024		7/1/2024	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00
60	80308	RICHARD DUNCAN	28	7/25/2024	A	VAN RENTAL	7/25/2024		7/25/2024	\$872.12	\$872.12	\$872.12	\$0.00	\$872.12	\$0.00
60	80308	RICHARD DUNCAN	29	7/25/2024	A	BASEBALL BANQUET SUPPLIES	7/25/2024		7/25/2024	\$191.52	\$191.52	\$191.52	\$0.00	\$191.52	\$0.00
60	80308	RICHARD DUNCAN	30	7/25/2024	A	SENIOR NIGHT SUPPLIES	7/25/2024		7/25/2024	\$157.39	\$157.39	\$157.39	\$0.00	\$157.39	\$0.00
60	80308	RICHARD DUNCAN	34	8/1/2024	A	BUFFALO WILD WINGS	8/1/2024		8/1/2024	\$411.11	\$411.11	\$411.11	\$0.00	\$411.11	\$0.00
60	80308	RICHARD DUNCAN	35	8/1/2024	A	BASEBALL TEAM MEALS	8/1/2024		8/1/2024	\$448.06	\$448.06	\$448.06	\$0.00	\$448.06	\$0.00
60	80308	RICHARD DUNCAN	36	8/1/2024	A	GAS FOR MOWER	8/1/2024		8/1/2024	\$21.01	\$21.01	\$21.01	\$0.00	\$21.01	\$0.00
60	80321	TIFFANY BRIGGS	384	3/12/2025	A	PROM TICKETS	3/12/2025		3/12/2025	\$96.00	\$96.00	\$96.00	\$0.00	\$96.00	\$0.00
60	80335	JENNIFER GILLIS	151	10/10/2024	A	AMERICAN CHORAL DIRECTORS ASSOCIATION MEMBERSHIP	10/10/2024		10/10/2024	\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
60	80335	JENNIFER GILLIS	244	12/4/2024	A	LITTLE CAESAR'S 10 PIZZAS	12/4/2024		12/4/2024	\$69.90	\$69.90	\$69.90	\$0.00	\$69.90	\$0.00
60	80335	JENNIFER GILLIS	289	1/8/2025	A	PIZZAS CHOIR CONCERT DINNER	1/8/2025		1/8/2025	\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	80335	JENNIFER GILLIS	290	1/15/2025	A	OKCDA ALLSTATE HOTEL ROOMS	1/15/2025		1/15/2025	\$504.62	\$504.62	\$504.62	\$0.00	\$504.62	\$0.00
60	80335	JENNIFER GILLIS	319	1/22/2025	A	OKCDA PARKING AT WYNDHAM HOTEL	1/22/2025		1/22/2025	\$73.86	\$73.86	\$73.86	\$0.00	\$73.86	\$0.00
60	80335	JENNIFER GILLIS	320	1/22/2025	A	OKMEA HYATT HOTEL AND CONFERENCE PARKING	1/22/2025		1/22/2025	\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	80335	JENNIFER GILLIS	321	1/22/2025	A	CHORAL PLAYBOOK, HARMONIC WARM UPS, POEMS FOR TWO	1/22/2025		1/22/2025	\$75.51	\$75.51	\$75.51	\$0.00	\$75.51	\$0.00
60	80335	JENNIFER GILLIS	322	1/22/2025	A	REIMBURSE FOR OKMEA HYATT HOTEL ROOMS IN TULSA	1/22/2025		1/22/2025	\$873.90	\$873.90	\$873.90	\$0.00	\$873.90	\$0.00
60	80358	AMY GRESHAM	106	9/19/2024	A	CHICK-FIL-A MEALS	9/19/2024		9/19/2024	\$199.00	\$199.00	\$199.00	\$0.00	\$199.00	\$0.00
60	80358	AMY GRESHAM	126	9/26/2024	A	TEDS FOOD	9/26/2024		9/26/2024	\$59.45	\$59.45	\$59.45	\$0.00	\$59.45	\$0.00
60	80358	AMY GRESHAM	139	10/3/2024	A	SONIC DRINKS	10/3/2024		10/3/2024	\$15.60	\$15.60	\$15.60	\$0.00	\$15.60	\$0.00
60	80358	AMY GRESHAM	200	11/13/2024	A	POPCORN PHARMACY	11/13/2024		11/13/2024	\$41.85	\$41.85	\$41.85	\$0.00	\$41.85	\$0.00
60	80358	AMY GRESHAM	245	12/4/2024	A	STAFF APPRECIATION	12/4/2024		12/4/2024	\$93.88	\$93.88	\$93.88	\$0.00	\$93.88	\$0.00
60	80358	AMY GRESHAM	270	12/18/2024	A	CREAMERS FOR COFFEE/COCOA BAR FOR TEACHERS	12/18/2024		12/18/2024	\$18.29	\$18.29	\$18.29	\$0.00	\$18.29	\$0.00
60	80358	AMY GRESHAM	313	1/22/2025	A	STRAWS AND CANDY CANES	1/22/2025		1/22/2025	\$17.94	\$17.94	\$17.94	\$0.00	\$17.94	\$0.00
60	80379	JAMI WEST	53	8/15/2024	A	BACK TO SCHOOL TEACHER BREAKFAST	8/15/2024		8/15/2024	\$155.40	\$155.40	\$155.40	\$0.00	\$155.40	\$0.00
60	80379	JAMI WEST	84	9/5/2024	A	TEA FOR TEACHERS	9/5/2024		9/5/2024	\$45.43	\$45.43	\$45.43	\$0.00	\$45.43	\$0.00
60	80379	JAMI WEST	274	12/18/2024	A	TREATS FOR STAFF MEETING	12/18/2024		12/18/2024	\$42.99	\$42.99	\$42.99	\$0.00	\$42.99	\$0.00
60	80397	TYLER L MCCARRELL	67	8/22/2024	A	LARGE WHITE EGGS	8/22/2024		8/22/2024	\$13.88	\$13.88	\$13.88	\$0.00	\$13.88	\$0.00
60	80397	TYLER L MCCARRELL	240	12/4/2024	A	AWESOME EAGLES LUNCH	12/4/2024		12/4/2024	\$65.72	\$65.72	\$65.72	\$0.00	\$65.72	\$0.00
60	80404	SIERRA J PAUL	202	11/13/2024	A	TUPPERWARE/ZIPLOC BAGS	11/13/2024		11/13/2024	\$24.88	\$24.88	\$24.88	\$0.00	\$24.88	\$0.00
60	80404	SIERRA J PAUL	219	11/20/2024	A	SHEIN PURCHASE	11/20/2024		11/20/2024	\$287.33	\$287.33	\$287.33	\$0.00	\$287.33	\$0.00
60	80404	SIERRA J PAUL	400	3/12/2025	A	PAINT	3/12/2025		3/12/2025	\$153.05	\$153.05	\$153.05	\$0.00	\$153.05	\$0.00
60	80410	KEVIN SUAREZ	159	10/10/2024	A	FIRST AID, HEALTH AND SAFETY COURSE	10/10/2024		10/10/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	80461	TAMARA D MCMANIS	323	1/22/2025	A	PANERA SOUP	1/22/2025		1/22/2025	\$153.93	\$153.93	\$153.93	\$0.00	\$153.93	\$0.00
60	80466	LYDIA M COUVAS	314	1/22/2025	A	SUPPLIES FOR STUDENT COUNCIL SPIRIT WEEK	1/22/2025		1/22/2025	\$51.78	\$51.78	\$51.78	\$0.00	\$51.78	\$0.00
60	80475	LAEKYNN N PARISH	191	11/7/2024	A	FIRST AID, HEALTH AND SAFETY COURSE	11/7/2024		11/7/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	80476	TRAVIS W RHODES	13	7/1/2024	A	REIMB FOR COLLEGE CLASSES	7/1/2024		7/1/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	80495	PAIGE L CUDJOE	45	8/8/2024	A	CHEER TOTE BAGS	8/8/2024		8/8/2024	\$245.00	\$245.00	\$245.00	\$0.00	\$245.00	\$0.00
60	80495	PAIGE L CUDJOE	55	8/15/2024	A	CHEER SUPPLIES	8/15/2024		8/15/2024	\$88.13	\$88.13	\$88.13	\$0.00	\$88.13	\$0.00
60	80495	PAIGE L CUDJOE	118	9/26/2024	A	COACHING TRAINING	9/26/2024		9/26/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	80495	PAIGE L CUDJOE	232	12/4/2024	A	FIRST AID, HEALTH AND SAFETY COURSE	12/4/2024		12/4/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	80507	ALEXANDRIA C VELDERS	39	8/8/2024	A	AF SUPPLIES REIMB	8/8/2024		8/8/2024	\$174.24	\$174.24	\$174.24	\$0.00	\$174.24	\$0.00
60	80507	ALEXANDRIA C VELDERS	196	11/7/2024	A	FIRST AID, HEALTH AND SAFETY COURSE	11/7/2024		11/7/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	80507	ALEXANDRIA C VELDERS	315	1/22/2025	A	OKMEA WINTER CONFERENCE	1/22/2025		1/22/2025	\$130.00	\$130.00	\$130.00	\$0.00	\$130.00	\$0.00
60	80528	CLAUDIA P HOYOS	113	9/19/2024	A	DEPOSIT REFUND	9/19/2024		9/19/2024	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	80529	JENETTE M INGVERSON	62	8/22/2024	A	FUNDAMENTALS OF COACHING	8/22/2024		8/22/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	80543	GAYLE E OOTEN	420	3/26/2025	A	FEE FOR FIRST MARKET PLACE	3/26/2025		3/26/2025	\$33.88	\$33.88	\$33.88	\$0.00	\$33.88	\$0.00
60	81	MTM RECOGNITION CORP.	10	7/1/2024	A	PLAQUES	7/1/2024		7/1/2024	\$157.00	\$157.00	\$157.00	\$0.00	\$157.00	\$0.00
60	81	MTM RECOGNITION CORP.	173	10/31/2024	A	DOUBLE TRIM TROPHIES	10/31/2024		10/31/2024	\$138.60	\$138.60	\$138.60	\$0.00	\$138.60	\$0.00
60	815	EDMOND NORTH HIGH SCHOOL	193	11/7/2024	A	ENTRY FEES FOR SPEECH AND DEBATE TOURNAMENT	11/7/2024		11/7/2024	\$4.00	\$4.00	\$4.00	\$0.00	\$4.00	\$0.00
60	823	VARSITY SPIRIT FASHIONS & SUPPLIES	26	7/18/2024	A	CHEERLEADING UNIFORMS	7/18/2024		7/18/2024	\$818.25	\$818.25	\$818.25	\$0.00	\$818.25	\$0.00
60	823	VARSITY SPIRIT FASHIONS & SUPPLIES	231	12/4/2024	A	VARSITY SUPPLIES/SHIPPING	12/4/2024		12/4/2024	\$3,758.80	\$3,758.80	\$3,758.80	\$0.00	\$3,758.80	\$0.00
60	844	ROBERT ROOP	230	12/4/2024	A	JV/VARSITY OFFICIAL	12/4/2024		12/4/2024	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00
60	8487	CENTRAL OK CHORAL DIRECTOR'S ASSOC.	130	9/26/2024	A	AUDITION ENTRY FEES	9/26/2024		9/26/2024	\$130.00	\$130.00	\$130.00	\$0.00	\$130.00	\$0.00
60	8487	CENTRAL OK CHORAL DIRECTOR'S ASSOC.	183	10/31/2024	A	COCDA PARTICIPATION FEES	10/31/2024		10/31/2024	\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00
60	8500	JONATHAN NUBINE	330	1/29/2025	A	BASKETBALL OFFICIAL	1/29/2025		1/29/2025	\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	8533	THOMAS BRULAY	419	3/26/2025	A	SOCCER OFFICIAL	3/26/2025		3/26/2025	\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	8540	IAN HAMILTON	418	3/26/2025	A	SOCCER OFFICIAL	3/26/2025		3/26/2025	\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	8557	CROOKED OAK ATHLETICS	220	11/20/2024	A	TOURNAMENT FEE	11/20/2024		11/20/2024	\$300.00	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00
60	8557	CROOKED OAK ATHLETICS	226	12/4/2024	A	TOURNAMENT FEE	12/4/2024		12/4/2024	\$300.00	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00
60	8563	TRAVIS RHODES	250	12/4/2024	A	HOTEL ROOMS FOR OASC STATE	12/4/2024		12/4/2024	\$610.52	\$610.52	\$610.52	\$0.00	\$610.52	\$0.00
60	8607	JUSTIN MARSHALL	140	10/3/2024	A	VOLLEYBALL GAME OFFICIAL	10/3/2024		10/3/2024	\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8622	SOUTHERN NAZARENE UNIVERSITY	211	11/13/2024	A	TOURNAMENT ENTRY FEE FOR SNU TOURNAMENT	11/13/2024		11/13/2024	\$9.00	\$9.00	\$9.00	\$0.00	\$9.00	\$0.00
60	8630	DON LEWIS	271	12/18/2024	A	GAS/HOTEL FOR TRIP TO MADILL	12/18/2024		12/18/2024	\$300.68	\$300.68	\$300.68	\$0.00	\$300.68	\$0.00

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

60	8636	GARY REEVES	365	2/21/2025	A	BASKETBALL OFFICIAL	2/21/2025		\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	8648	GREGORY RIDEAU	355	2/13/2025	A	BASKETBALL OFFICIAL	2/13/2025		\$75.00	\$75.00	\$75.00	\$0.00	\$75.00	\$0.00
60	8657	DARL WOLF	426	3/26/2025	A	FROZEN SPRINKLER VALVE/HEAT TAPE	3/26/2025		\$1,498.28	\$1,498.28	\$1,498.28	\$0.00	\$1,498.28	\$0.00
60	8667	KEITA KISHINO	415	3/26/2025	A	SOCCER OFFICIAL	3/26/2025		\$70.00	\$70.00	\$70.00	\$0.00	\$70.00	\$0.00
60	8668	GARETH BOOGAARD	417	3/26/2025	A	SOCCER OFFICIAL	3/26/2025		\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	8672	RATCLIFF INK	54	8/15/2024	A	STAFF T-SHIRTS	8/15/2024		\$510.44	\$510.44	\$510.44	\$0.00	\$510.44	\$0.00
60	8672	RATCLIFF INK	73	9/5/2024	A	STAFF SHIRTS	9/5/2024		\$822.29	\$822.29	\$822.29	\$0.00	\$822.29	\$0.00
60	8681	CHRISTOPHER VARNEY	416	3/26/2025	A	SOCCER OFFICIAL	3/26/2025		\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
60	8683	WENGER CORPORATION	87	9/12/2024	A	MUSIC SORTING RACK	9/12/2024		\$1,511.77	\$1,511.77	\$1,511.77	\$0.00	\$1,511.77	\$0.00
60	8697	MAC MUSIC/MANUEL ANTONIO CARRILLO	368	2/21/2025	A	DISTRICT SOLO ACCOMPANIMENT REHEARSAL/PERFORMANCE	2/21/2025		\$840.00	\$0.00	\$0.00	\$840.00	\$840.00	\$0.00
60	8699	OU SCHOOL OF MUSIC	282	1/8/2025	A	OU MENS DAY WORKSHOP REGISTRATION FEE	1/8/2025		\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00
60	8722	ANGELA HARE	31	7/25/2024	A	CONTINUING EDUCATION	7/25/2024		\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	8724	GREAT AMERICAN PIZZA	46	8/8/2024	A	PIZZA FOR 5TH GRADE SPUD NIGHT	8/8/2024		\$59.97	\$59.97	\$59.97	\$0.00	\$59.97	\$0.00
60	8725	ALL PADLOCKS	48	8/15/2024	A	COMBINATIONS LOCKS	8/15/2024		\$1,328.00	\$1,328.00	\$1,328.00	\$0.00	\$1,328.00	\$0.00
60	8726	PAIGE CARMAN	56	8/15/2024	A	TRAINING/CERTIFICATION IN CPR/AED/FIRST AID	8/15/2024		\$645.25	\$645.25	\$645.25	\$0.00	\$645.25	\$0.00
60	8728	CHEF CURRY TO GO	61	8/22/2024	A	BAKED POTATO BAR	8/22/2024		\$420.00	\$420.00	\$420.00	\$0.00	\$420.00	\$0.00
60	8729	JAMES MEIERDIERKS	63	8/22/2024	A	VOLLEYBALL GAME OFFICIAL	8/22/2024		\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
60	8729	JAMES MEIERDIERKS	142	10/3/2024	A	VOLLEYBALL GAME OFFICIAL	10/3/2024		\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
60	8729	JAMES MEIERDIERKS	203	11/13/2024	A	BASKETBALL OFFICIAL	11/13/2024		\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00
60	8730	ELAINE SHAW	65	8/22/2024	A	VOLLEYBALL GAME OFFICIAL	8/22/2024		\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	8733	NTL ASSOCIATION STUDENT COUNCILS	69	9/5/2024	A	STUDENT COUNCIL MEMBERSHIP RENEWAL	9/5/2024		\$95.00	\$95.00	\$95.00	\$0.00	\$95.00	\$0.00
60	8734	EMME BRUMMELL	71	9/5/2024	A	VOLLEYBALL GAME OFFICIAL	9/5/2024		\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	8734	EMME BRUMMELL	156	10/10/2024	A	GIRLS JF VOLLEYBALL/GIRLS V VB	10/10/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8735	YARDLEY Y SALGADO	72	9/5/2024	A	VOLLEYBALL GAME OFFICIAL	9/5/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8735	YARDLEY Y SALGADO	80	9/5/2024	A	VOLLEYBALL GAME OFFICIAL	9/5/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8736	NATE COTTON	78	9/5/2024	A	REIMB FOR BIRTHDAY MARQUEE	9/5/2024		\$15.00	\$15.00	\$15.00	\$0.00	\$15.00	\$0.00
60	8737	DRAMATIC PUBLISHING	86	9/12/2024	A	PLAYBOOKS FOR DRAMA	9/12/2024		\$239.64	\$239.64	\$239.64	\$0.00	\$239.64	\$0.00
60	8738	BARTLESVILLE HIGH SCHOOL	88	9/12/2024	A	STATE OASC FEES	9/12/2024		\$750.00	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00
60	8739	MEGAN MCCLENDON	95	9/12/2024	A	VOLLEYBALL GAME OFFICIAL	9/12/2024		\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
60	8740	KUINTUN NEWMAN	96	9/12/2024	A	VOLLEYBALL GAME OFFICIAL	9/12/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8740	KUINTUN NEWMAN	122	9/26/2024	A	VOLLEYBALL GAME OFFICIAL	9/26/2024		\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	8740	KUINTUN NEWMAN	132	9/26/2024	A	VOLLEYBALL GAME OFFICIAL	9/26/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8740	KUINTUN NEWMAN	137	10/3/2024	A	VOLLEYBALL GAME OFFICIAL	10/3/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8740	KUINTUN NEWMAN	158	10/10/2024	A	GIRLS JV VOLLEYBALL	10/10/2024		\$45.00	\$45.00	\$45.00	\$0.00	\$45.00	\$0.00
60	8741	SIGNS NOW	99	9/12/2024	A	BASKETBALL DECAL ON WHITEBOARD	9/12/2024		\$131.88	\$131.88	\$131.88	\$0.00	\$131.88	\$0.00
60	8744	AMERICAN SCHOOL COUNSELOR ASSOC	107	9/19/2024	A	COUNSELOR CURRICULUM	9/19/2024		\$130.68	\$130.68	\$130.68	\$0.00	\$130.68	\$0.00
60	8745	EARNEST OPOKU	109	9/19/2024	A	VOLLEYBALL GAME OFFICIAL	9/19/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8745	EARNEST OPOKU	243	12/4/2024	A	BASKETBALL OFFICIAL	12/4/2024		\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00
60	8746	DICKSON CROSS COUNTRY	115	9/19/2024	A	CROSS COUNTRY MEET	9/19/2024		\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	8747	NEWCASTLE PUBLIC SCHOOLS	116	9/19/2024	A	CROSS COUNTRY MEET	9/19/2024		\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	8755	KALYN DRAKE	119	9/26/2024	A	VOLLEYBALL GAME OFFICIAL	9/26/2024		\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
60	8755	KALYN DRAKE	141	10/3/2024	A	VOLLEYBALL GAME OFFICIAL	10/3/2024		\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	8756	TERRY FELLESTEIN	120	9/26/2024	A	VOLLEYBALL GAME OFFICIAL	9/26/2024		\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
60	8757	TOREY SNELL	121	9/26/2024	A	VOLLEYBALL GAME OFFICIAL	9/26/2024		\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
60	8757	TOREY SNELL	138	10/3/2024	A	VOLLEYBALL GAME OFFICIAL	10/3/2024		\$65.00	\$65.00	\$65.00	\$0.00	\$65.00	\$0.00
60	8759	OKLAHOMA BIBLE ACADEMY	135	10/3/2024	A	CROSS COUNTRY	10/3/2024		\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	8760	THE SCRIPTORIUM	143	10/3/2024	A	SHIRTS FOR RESALE	10/3/2024		\$3,113.16	\$3,113.16	\$3,113.16	\$0.00	\$3,113.16	\$0.00
60	8761	COLES GARDEN WEDDING AND EVENT CNTR	153	10/10/2024	A	VENUE RENTALEVENT SECURITY FEE	10/10/2024		\$1,900.00	\$1,900.00	\$1,900.00	\$0.00	\$1,900.00	\$0.00
60	8763	CHICKASAW ATHLETIC DEPARTMENT	167	10/16/2024	A	GIRLS BASKETBALL SUPER SCRIMMAGE	10/16/2024		\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
60	8764	SOUTHWEST COVENANT SCHOOLS	170	10/16/2024	A	GIRLS/BOYS VARSITY CROSS COUNTRY	10/16/2024		\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00
60	8765	ESMERALDA SANTANA	168	10/16/2024	A	LUNCH REIMBURSEMENT	10/16/2024		\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
60	8766	ARVEST BANK SERVICES	255	12/4/2024	A	NOVEMBER CREDIT CARD	12/4/2024		\$100.78	\$100.78	\$100.78	\$0.00	\$100.78	\$0.00
60	8766	ARVEST BANK SERVICES	361	2/13/2025	A	JANUARY CREDIT CARD PAYMENT	2/13/2025		\$473.26	\$473.26	\$473.26	\$0.00	\$473.26	\$0.00
60	8767	HERITAGE HALL XC	174	10/31/2024	A	CROSS COUNTRY MEET	10/31/2024		\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	8768	OK SECONDARY SCHOOL ACTIVITIES	175	10/31/2024	A	PARTICIPATION FEES	10/31/2024		\$830.00	\$830.00	\$830.00	\$0.00	\$830.00	\$0.00
60	8768	OK SECONDARY SCHOOL ACTIVITIES	424	3/26/2025	A	REGIONAL SPEECH AND DEBATE TOURNEY ENTRY FEES	3/26/2025		\$24.00	\$24.00	\$24.00	\$0.00	\$24.00	\$0.00
60	8769	OKIE PRINT	195	11/7/2024	A	TEAM TSHIRTS	11/7/2024		\$251.79	\$251.79	\$251.79	\$0.00	\$251.79	\$0.00
60	8769	OKIE PRINT	201	11/13/2024	A	STAFF	11/13/2024		\$55.16	\$55.16	\$55.16	\$0.00	\$55.16	\$0.00
60	8769	OKIE PRINT	254	12/4/2024	A	SPIRIT TSHIRT	12/4/2024		\$949.52	\$949.52	\$949.52	\$0.00	\$949.52	\$0.00
60	8769	OKIE PRINT	300	1/22/2025	A	STAFF SHIRTS	1/22/2025		\$822.29	\$822.29	\$822.29	\$0.00	\$822.29	\$0.00
60	8769	OKIE PRINT	301	1/22/2025	A	SWEATSHIRTS FOR NAVIGATORS	1/22/2025		\$303.81	\$303.81	\$303.81	\$0.00	\$303.81	\$0.00
60	8770	JOSE DIAZ	197	11/7/2024	A	LUNCH REIMBURSEMENT	11/7/2024		\$19.60	\$19.60	\$19.60	\$0.00	\$19.60	\$0.00
60	8772	JOHNNY VICK	212	11/20/2024	A	ATHLETE SUPER SCRIMMAGE	11/20/2024		\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
60	8773	LISA GRECHO	213	11/20/2024	A	BALLOONS FOR SINGO NIGHT FROM PARTY CITY	11/20/2024		\$84.72	\$84.72	\$84.72	\$0.00	\$84.72	\$0.00
60	8773	LISA GRECHO	214	11/20/2024	A	SINGO GAME SYSTEM	11/20/2024		\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	8773	LISA GRECHO	413	3/26/2025	A	ACCESS TO SINGO MUSIC APP	3/26/2025		\$55.00	\$55.00	\$55.00	\$0.00	\$55.00	\$0.00
60	8774	VICTORIA MURIOKI	216	11/20/2024	A	REIMBURSEMENT FOR AP TEST	11/20/2024		\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	8775	ROSA HERNANDEZ	217	11/20/2024	A	REIMBURSEMENT FOR AP TEST	11/20/2024		\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00
60	8776	CHRIS MOODY	227	12/4/2024	A	ATHLETIC TRAINER SERVICES	12/4/2024		\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00
60	8777	BURDIS BOYD	242	12/4/2024	A	BASKETBALL OFFICIAL	12/4/2024		\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00
60	8777	BURDIS BOYD	293	1/15/2025	A	JV/VARSITY OFFICIAL	1/15/2025		\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00
60	8778	KIMBERLY SHELTON	246	12/4/2024	A	LUNCH REIMBURSEMENT	12/4/2024		\$89.60	\$89.60	\$89.60	\$0.00	\$89.60	\$0.00
60	8779	CHANDLER PUBLIC SCHOOLS	248	12/4/2024	A	42 HURDLES	12/4/2024		\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00
60	8780	RESTO ATHLETIC	249	12/4/2024	A	BASKETBALL JERSEY/SHORT/SHIPPING	12/4/2024		\$2,329.00	\$2,329.00	\$2,329.00	\$0.00	\$2,329.00	\$0.00
60	8781	BRYANA MAYBERRY	252	12/4/2024	A	SUPPLIES FOR NATIONAL HONOR SOCIETY	12/4/2024		\$20.13	\$20.13	\$20.13	\$0.00	\$20.13	\$0.00
60	8781	BRYANA MAYBERRY	253	12/4/2024	A	CANDY FOR TURKEY BINGO	12/4/2024		\$26.26	\$26.26	\$26.26	\$0.00	\$26.26	\$0.00
60	8783	OKMEA	257	12/11/2024	A	OKMEA AUDITION FEE	12/11/2024		\$220.00	\$220.00	\$220.00	\$0.00	\$220.00	\$0.00

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

60	8783	OkMEA	258	12/11/2024	A	STUDENT REGISTRATION FEE	12/11/2024	12/11/2024	\$175.00	\$175.00	\$175.00	\$0.00	\$175.00	\$0.00						
60	8783	OkMEA	344	2/5/2025	A	CONFERENCE DUES	2/5/2025	2/5/2025	\$130.00	\$130.00	\$130.00	\$0.00	\$130.00	\$0.00						
60	8783	OkMEA	345	2/5/2025	A	CONFERENCE REGISTRATION	2/5/2025	2/5/2025	\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00						
60	8783	OkMEA	346	2/5/2025	A	EMERGENCY ALL STATE AUDITION REGISTRATION	2/5/2025	2/5/2025	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00						
60	8784	EDWIN L COMBS	260	12/11/2024	A	REFEREE FOR MIDDLE SCHOOL BASKETBALL GAMES	12/11/2024	12/11/2024	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00						
60	8785	HEATH SELCER	261	12/11/2024	A	REFEREE FOR MIDDLE SCHOOL BASKETBALL GAMES	12/11/2024	12/11/2024	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00						
60	8786	ELIZABETH WYATT	262	12/11/2024	A	BASKETBALL OFFICIAL	12/11/2024	12/11/2024	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00						
60	8787	CHARLES FRAZIER	263	12/11/2024	A	BASKETBALL OFFICIAL	12/11/2024	12/11/2024	\$160.00	\$160.00	\$160.00	\$0.00	\$160.00	\$0.00						
60	8788	DJ CHAPEL	267	12/11/2024	A	DJ SERVICES FOR WINTER FORMAL DANCE	12/11/2024	12/11/2024	\$300.00	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00						
60	8797	BRITANY HARVEY	273	12/18/2024	A	CHEERLEADING LESSONS	12/18/2024	12/18/2024	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00						
60	8798	MATTHEW CARD	275	12/18/2024	A	LOW BRASS MUSIC LESSONS	12/18/2024	12/18/2024	\$592.96	\$592.96	\$592.96	\$0.00	\$592.96	\$0.00						
60	88	COMMUNITY CHRISTIAN SCHOOL	102	9/12/2024	A	ENTRY FEE FOR CROSS COUNTRY	9/12/2024	9/12/2024	\$120.00	\$120.00	\$120.00	\$0.00	\$120.00	\$0.00						
60	8800	CODIE MCDANIEL	306	1/22/2025	A	REFEREE FOR MIDDLE SCHOOL BASKETBALL GAMES	1/22/2025	1/22/2025	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00						
60	8801	JASON ANDERSON	307	1/22/2025	A	REFEREE FOR MIDDLE SCHOOL BASKETBALL GAMES	1/22/2025	1/22/2025	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00						
60	8802	GREGORY BROWN	308	1/22/2025	A	REFEREE FOR MIDDLE SCHOOL BASKETBALL GAMES	1/22/2025	1/22/2025	\$180.00	\$180.00	\$180.00	\$0.00	\$180.00	\$0.00						
60	8803	ROBERT RYKER ROBINSON	309	1/22/2025	A	FRESHMAN BASKETBALL OFFICIALS	1/22/2025	1/22/2025	\$75.00	\$75.00	\$75.00	\$0.00	\$75.00	\$0.00						
60	8804	T3 BOUNDLESS NETWORK	328	1/29/2025	A	MISSING TSHIRT	1/29/2025	1/29/2025	\$15.00	\$15.00	\$15.00	\$0.00	\$15.00	\$0.00						
60	8805	CORNELL L SKON	329	1/29/2025	A	BASKETBALL OFFICIALS	1/29/2025	1/29/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00						
60	8806	ERIC SOLOMON	332	1/29/2025	A	REIMBURSEMENT FOR AP TEST	1/29/2025	1/29/2025	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00						
60	8809	EMBASSY SUITES OKLAHOMA CITY	350	2/13/2025	A	SENIOR LUNCHEON VENUE DEPOSIT	2/13/2025	2/13/2025	\$2,242.50	\$2,242.50	\$2,242.50	\$0.00	\$2,242.50	\$0.00						
60	8810	KELLI NICHOLS	354	2/13/2025	A	DINNER FOR TEACHERS	2/13/2025	2/13/2025	\$281.28	\$281.28	\$281.28	\$0.00	\$281.28	\$0.00						
60	8810	KELLI NICHOLS	414	3/26/2025	A	SINGO PRIZES	3/26/2025	3/26/2025	\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00						
60	8814	LORI CREWS (WEST NSDA CHAPTER DUES)	362	2/21/2025	A	WEST NSDA CHAPTER DUES	2/21/2025	2/21/2025	\$30.00	\$30.00	\$30.00	\$0.00	\$30.00	\$0.00						
60	8815	LINDA TORRES	374	3/5/2025	A	SWAG SHOP TSHIRT PAYMENT	3/5/2025	3/5/2025	\$518.00	\$518.00	\$518.00	\$0.00	\$518.00	\$0.00						
60	8816	TAYLOR LOWELL	376	3/5/2025	A	MATERIALS FOR SOCK PUPPETS	3/5/2025	3/5/2025	\$126.36	\$126.36	\$126.36	\$0.00	\$126.36	\$0.00						
60	8817	WESTERN HEIGHTS TENNIS	393	3/12/2025	A	WESTERN HEIGHTS TENNIS INVITATIONAL	3/12/2025	3/12/2025	\$190.00	\$190.00	\$190.00	\$0.00	\$190.00	\$0.00						
60	8818	EDMOND SANTA FE HIGH SCHOOL	396	3/12/2025	A	TOURNAMENT ENTRY FEE	3/12/2025	3/12/2025	\$13.00	\$13.00	\$13.00	\$0.00	\$13.00	\$0.00						
60	8819	CHOCTAW/NICOMA PARK PUBLIC SCHOOLS	397	3/12/2025	A	CHOCTAW YELLOWJACKET INVITATIONAL TRACK MEET	3/12/2025	3/12/2025	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00						
60	8821	BRODY KIRKPATRICK	425	3/26/2025	A	REFUND FOR AP TEST	3/26/2025	3/26/2025	\$80.00	\$80.00	\$80.00	\$0.00	\$80.00	\$0.00						
60	90000	BANCFIRST	104	7/1/2024	A	BANK FEES	7/1/2024	7/1/2024	\$2,039.00	\$2,039.00	\$2,039.00	\$0.00	\$2,039.00	\$0.00						
60	94	OKLAHOMA CHORAL DIRECTORS ASSOC.	91	9/12/2024	A	OKCDA JAZZ AUDITION FEE	9/12/2024	9/12/2024	\$20.00	\$20.00	\$20.00	\$0.00	\$20.00	\$0.00						
60	94	OKLAHOMA CHORAL DIRECTORS ASSOC.	92	9/12/2024	A	OKCDA AUDITION FEE	9/12/2024	9/12/2024	\$40.00	\$40.00	\$40.00	\$0.00	\$40.00	\$0.00						
60	94	OKLAHOMA CHORAL DIRECTORS ASSOC.	194	11/7/2024	A	OKCDA PRACTICE/ACCOMPANIMENT ALL STATE TRACKS	11/7/2024	11/7/2024	\$45.00	\$45.00	\$45.00	\$0.00	\$45.00	\$0.00						
60	96	OSSAA	265	12/11/2024	A	OSSAA LARGE GROUP CONTEST ENTRY FEE	12/11/2024	12/11/2024	\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00						
60	96	OSSAA	378	3/5/2025	A	OSSAA LARGE GROUP CONTEST ENTRY FEE	3/5/2025	3/5/2025	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00						
60	96	OSSAA	388	3/12/2025	A	OSSAA STATE SOLO/ENSEMBLE ENTRY FEE	3/12/2025	3/12/2025	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00						
60	96	OSSAA	389	3/12/2025	A	OSSAA STATE SOLO/ENSEMBLE ENTRY FEE ORCHESTRA	3/12/2025	3/12/2025	\$136.00	\$136.00	\$136.00	\$0.00	\$136.00	\$0.00						
60	96	OSSAA	390	3/12/2025	A	OSSAA STATE GROUP CONTEST FEE	3/12/2025	3/12/2025	\$150.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00						
60	96	OSSAA	391	3/12/2025	A	OSSAA DISTRICT CONTEST SOLO/ENSEMBLE	3/12/2025	3/12/2025	\$408.00	\$408.00	\$408.00	\$0.00	\$408.00	\$0.00						
60	96	OSSAA	392	3/12/2025	A	OSSAA DISTRICT CONTEST BAND SOLO/ENSEMBLES	3/12/2025	3/12/2025	\$342.00	\$342.00	\$342.00	\$0.00	\$342.00	\$0.00						
60	966	DERRICK GRADY	302	1/22/2025	A	JV/VARSITY OFFICIAL	1/22/2025	1/22/2025	\$210.00	\$210.00	\$210.00	\$0.00	\$210.00	\$0.00						
60	979	DGP PUBLISHING	144	10/3/2024	A	TEACHER GUIDE 1ST EDITION	10/3/2024	10/3/2024	\$82.65	\$82.65	\$82.65	\$0.00	\$82.65	\$0.00						
60	979	DGP PUBLISHING	334	1/29/2025	A	5TH AND 6TH GRADE TEACHER GUIDES	1/29/2025	1/29/2025	\$82.65	\$82.65	\$82.65	\$0.00	\$82.65	\$0.00						
60	984	MIDWEST CITY HS ATHLETICS	60	8/22/2024	A	VOLLEYBALL TOURNAMENT	8/22/2024	8/22/2024	\$225.00	\$225.00	\$225.00	\$0.00	\$225.00	\$0.00						
60	984	MIDWEST CITY HS ATHLETICS	341	2/5/2025	A	MIDWEST CITY INVITATIONAL TRACK MEET	2/5/2025	2/5/2025	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00						
60	99999	HARDING CHARTER PREP	349	2/10/2025	A	CLOSE CNP CLEARING ACCOUNT	2/10/2025	2/10/2025	\$18,905.40	\$18,905.40	\$18,905.40	\$0.00	\$18,905.40	\$0.00						
									\$	210,112.73	\$	208,920.73	\$	208,920.73	\$	1,192.00	\$	210,112.73	\$	-

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

Fund	Vendor No	Vendor Name	PO No	PO Date	PO Type	Description	Requested Date	Requested By	Approved Date	Encumbered	Certified	Paid	Unpaid	To PO Vendor	To Others
81	1233	EDMOND MUSIC	117	10/24/2024	A	INSTRUMENTS/REPAIR/SUPPLIES	10/24/2024		10/24/2024	\$4,084.15	\$4,084.15	\$4,084.15	\$0.00	\$4,084.15	\$0.00
81	1293	GARRETT EAKERS	22	7/1/2024	A	SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$3,057.75	\$0.00	\$0.00	\$3,057.75	\$3,057.75	\$0.00
81	1559	DONORSNAP	108	9/19/2024	A	ANNUAL MEMBERSHIP	9/19/2024		9/19/2024	\$450.00	\$450.00	\$450.00	\$0.00	\$450.00	\$0.00
81	160	J.W. PEPPER	111	9/30/2024	A	SHEET MUSIC	9/30/2024		9/30/2024	\$1,075.21	\$1,075.21	\$1,075.21	\$0.00	\$1,075.21	\$0.00
81	1719	PROJECT LEAD THE WAY	100	8/15/2024	A	ENGINEERING PARTICIPATION	8/15/2024		8/15/2024	\$4,100.00	\$4,100.00	\$4,100.00	\$0.00	\$4,100.00	\$0.00
81	1745	METRO SIGN CORPORATION	104	8/15/2024	A	DIGITAL PRINT	8/15/2024		8/15/2024	\$2,440.00	\$2,440.00	\$2,440.00	\$0.00	\$2,440.00	\$0.00
81	1821	AMAYA BENNETT	48	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	1827	CIARA PATTERSON	54	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	1837	AUTUMN HARRIS	51	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	1844	MAKIA SULLIVAN	1	7/1/2024	A	SCHOLARSHIPS - 20	7/1/2024		7/1/2024	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00
81	1845	EVELYN MARTINEZ	6	7/1/2024	A	CAROLE KELLEY AVID SCHOLARSHIP - 20	7/1/2024		7/1/2024	\$583.77	\$0.00	\$0.00	\$583.77	\$583.77	\$0.00
81	1852	JESSLYN CHAIN	5	7/1/2024	A	HCP SCHOLARSHIP - ENGLISH - 20	7/1/2024		7/1/2024	\$25.69	\$0.00	\$0.00	\$25.69	\$25.69	\$0.00
81	1853	VANESSA LOPEZ	91	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$1,800.00	\$0.00
81	1854	JOSEPH ONEMA	4	7/1/2024	A	HCP SCHOLARSHIP - WORLD LANGUAGE - 20	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	1858	LILLIAN ROWE	3	7/1/2024	A	HCPOO SCHOLARSHIP - 20	7/1/2024		7/1/2024	\$53.51	\$0.00	\$0.00	\$53.51	\$53.51	\$0.00
81	1859	JULISSA PONCE	2	7/1/2024	A	HCPOO SCHOLARSHIP - 20	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	1873	J'TAEILL HEATH	7	7/1/2024	A	SCHOLARSHIPS - 21	7/1/2024		7/1/2024	\$864.46	\$864.46	\$864.46	\$0.00	\$864.46	\$0.00
81	1886	ELLA ROWE	59	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	1891	TORY NGUYEN	27	7/1/2024	A	JAY SHANKER SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	1892	AMERICAN PLANT PRODUCTS	113	10/3/2024	A	PLANT SUPPLIES	10/3/2024		10/3/2024	\$1,923.51	\$1,923.51	\$1,923.51	\$0.00	\$1,923.51	\$0.00
81	1892	AMERICAN PLANT PRODUCTS	114	10/3/2024	A	PLANT SUPPLIES	10/3/2024		10/3/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	1952	TILLY BOOZE	20	7/1/2024	A	DOROTHY PROSSER - KELLER SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	1957	LATRIEL OLIVER	19	7/1/2024	A	JAN KORDISCH SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$12.39	\$0.00	\$0.00	\$12.39	\$12.39	\$0.00
81	1960	GAGE SLOVAK	21	7/1/2024	A	CLAVIN KELLEY SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	1962	KEVIN WILLIAMSON	13	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$374.07	\$143.43	\$143.43	\$230.64	\$374.07	\$0.00
81	1963	NICHOLAS MELVIN	18	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	1964	JACOB SHELLEY	11	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	1968	LIV CHAMBERS	14	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	1969	MANDA HAMILTON	15	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	1972	NATHANIEL ETHERINGTON	17	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	1973	JOSHUA SISSON	12	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	1977	DEEPIKA SITARAMAN	9	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	1978	MONICA TREVIZO	16	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	1981	EVAN CARAYO	10	7/1/2024	A	HCP SCHOLARSHIP - 21	7/1/2024		7/1/2024	\$560.61	\$0.00	\$0.00	\$560.61	\$560.61	\$0.00
81	2034	DARL WOLF	98	7/25/2024	A	RE-ANCHOR SPEED BUMP FOR ES	7/25/2024		7/25/2024	\$1,743.02	\$1,743.02	\$1,743.02	\$0.00	\$1,743.02	\$0.00
81	53	WALKER COMPANIES	101	8/15/2024	A	PRINTING SERVICES	8/15/2024		8/15/2024	\$9,927.20	\$9,927.20	\$9,927.20	\$0.00	\$9,927.20	\$0.00
81	701	AMAZON CAPITAL SERVICES	103	8/15/2024	A	STEAMER/CLOTHING RACK	8/15/2024		8/15/2024	\$3,779.66	\$3,779.66	\$3,779.66	\$0.00	\$3,779.66	\$0.00
81	750	TLC GARDEN CENTERS	125	2/21/2025	A	GARDEN MATERIALS	2/21/2025		2/21/2025	\$51.61	\$51.61	\$0.00	\$51.61	\$51.61	\$0.00
81	80176	STEVEN STEFANICK	116	10/24/2024	A	PROFESSIONAL DEVELOPMENT LODGING	10/24/2024		10/24/2024	\$880.92	\$880.92	\$880.92	\$0.00	\$880.92	\$0.00
81	80349	MALACHAI D. CANTY	8	7/1/2024	A	SCHOLARSHIPS - 21	7/1/2024		7/1/2024	\$2,382.00	\$0.00	\$0.00	\$2,382.00	\$2,382.00	\$0.00
81	80512	LANA INGRAM	122	12/18/2024	A	SEAL GRIPPER PRIMER PAINT/SUPPLIES	12/18/2024		12/18/2024	\$177.13	\$177.13	\$177.13	\$0.00	\$177.13	\$0.00
81	8427	ANA MATLACK	37	7/1/2024	A	HCP FINE ARTS SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8428	ANTHONY MENSAH	38	7/1/2024	A	HCP ENGLISH DEPT. SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8431	CORYON LIDDELL	25	7/1/2024	A	JORDAN MCFADDEN SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$882.00	\$0.00	\$0.00	\$882.00	\$882.00	\$0.00
81	8436	ISABELLA REDDICK	23	7/1/2024	A	SARAH & LARRY BLACKLEDGE SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$171.26	\$0.00	\$0.00	\$171.26	\$171.26	\$0.00
81	8438	JAYME ESCOBAR	28	7/1/2024	A	HCPOO SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8439	KIAWNNAH LADAY	31	7/1/2024	A	HCP SCIENCE DEPT. SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8440	KRISTEN HIGGINS	30	7/1/2024	A	HCP WORLD LANGUAGE SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8440	KRISTEN HIGGINS	35	7/1/2024	A	HCP HISTORY DEPT. SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8444	MICAH MCMAHAN	36	7/1/2024	A	HCP HISTORY DEPT. SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8445	MICHAEL CRABB	33	7/1/2024	A	HCP MATH DEPT. SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8446	MY VU	26	7/1/2024	A	JAY SHANKER SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	8446	MY VU	29	7/1/2024	A	HCPOO SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8449	REYNA SUN	32	7/1/2024	A	HCP PRINCIPAL SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8450	RYAN MCLAUGHLIN	24	7/1/2024	A	MARK SULLIVAN SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8450	RYAN MCLAUGHLIN	39	7/1/2024	A	HCP ATHLETIC SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8451	SEBASTIAN DOVER	34	7/1/2024	A	HCP MATH DEPT. SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8452	THOMAS HARBISON	40	7/1/2024	A	CALVIN KELLEY SCHOLARSHIP - 22	7/1/2024		7/1/2024	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00
81	8472	ANNE DANIEL	49	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8472	ANNE DANIEL	50	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8477	SINAYA GASTON	79	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8492	POOJITA SITARAMAN	73	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8492	POOJITA SITARAMAN	74	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00
81	8509	TBD (VENDOR NOT DETERMINED)	102	8/15/2024	A	TBD	8/15/2024		8/15/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8510	JAZMIN PONCE	41	7/1/2024	A	SCHOLARSHIP - CLYDE RIGGS 2023	7/1/2024		7/1/2024	\$5,000.00	\$1,838.71	\$1,838.71	\$3,161.29	\$5,000.00	\$0.00
81	8511	JULISSA SOTO	42	7/1/2024	A	SCHOLARSHIP - CLYDE RIGGS 2023	7/1/2024		7/1/2024	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00
81	8512	MICHAEL BISHOP	43	7/1/2024	A	SCHOLARSHIP - CLYDE RIGGS 2023	7/1/2024		7/1/2024	\$1,067.91	\$0.00	\$0.00	\$1,067.91	\$1,067.91	\$0.00
81	8515	NED'S CATERING	99	8/15/2024	A	CATERING SERVICE	8/15/2024		8/15/2024	\$1,430.00	\$1,430.00	\$1,430.00	\$0.00	\$1,430.00	\$0.00
81	8570	ACHARIYA NASH	44	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	8571	ADAM PETERS	45	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8572	ALISHA LEROY	46	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8573	AMARI TRICE	47	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$3,063.28	\$705.94	\$705.94	\$2,357.34	\$3,063.28	\$0.00
81	8574	CALLEN DOZIER	52	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00
81	8574	CALLEN DOZIER	53	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$500.00	\$500.00	\$0.00		

Harding Charter Preparatory School District - Regular Governance Board Meeting - Agenda - Tuesday April 8, 2025 at 6:00 PM

81	8578	EMILY DICKERSON	60	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	8579	EVA ITUARTE	61	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8580	ISRAEL IBANEZ	62	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$554.80	\$554.80	\$195.20	\$750.00	\$0.00
81	8581	JASMINE RAMIREZ-MOSQUEDA	63	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8582	JOHN VASQUEZ	64	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8583	JULIAN MELTON	65	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8584	KATHY GALINDO	66	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	8585	LENIN AYALA FONSECA	67	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00
81	8586	MICHAEL LASALA	68	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8586	MICHAEL LASALA	69	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00
81	8587	NANCY PHAM	70	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00
81	8588	NOLAWI DAWIT	71	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8588	NOLAWI DAWIT	72	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8589	ROMAN AGUILAR	75	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8590	SALIHA PANJWANI	76	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00
81	8591	SEAN CARR	77	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	8592	SHAKIRA RUSSELL	78	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
81	8593	THOMAS ETHERINGTON	80	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8594	YAMILETH PONCE	81	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$750.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00
81	8595	YASMINE MINOR	82	7/1/2024	A	SCHOLARSHIP - 23	7/1/2024		7/1/2024	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
81	8600	KLS LEASING II, LLC	112	10/3/2024	A	BUILDING SERVICES	10/3/2024		10/3/2024	\$113,457.21	\$113,457.21	\$113,457.21	\$0.00	\$113,457.21	\$0.00
81	8619	THE PLUMBER OKC HVAC	97	7/11/2024	A	PLUMBING REPAIR	7/11/2024		7/11/2024	\$7,350.00	\$7,350.00	\$7,350.00	\$0.00	\$7,350.00	\$0.00
81	8635	ABSOLUTE RESAURANT SERVICE	118	11/13/2024	A	TECHNICIAN	11/13/2024		11/13/2024	\$4,010.21	\$4,010.21	\$4,010.21	\$0.00	\$4,010.21	\$0.00
81	8657	DARL WOLF	126	3/5/2025	A	REPAIRS/MAINTENANCE	3/5/2025		3/5/2025	\$578.62	\$578.62	\$578.62	\$0.00	\$578.62	\$0.00
81	8683	WENGER CORPORATION	110	9/30/2024	A	MUSIC SORTING RACK	9/30/2024		9/30/2024	\$4,480.80	\$4,480.80	\$4,480.80	\$0.00	\$4,480.80	\$0.00
81	8705	MARIAH CANTY	83	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8706	SHAREEFAH JAMES	84	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8707	GRACE SLOVAK	85	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
81	8708	MIGUEL ORDAZ-BENITEZ	86	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00
81	8708	MIGUEL ORDAZ-BENITEZ	92	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00
81	8709	ASHLEE DE LORE MORALES	87	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8710	SYRIAH COTTON	88	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8711	BRIANNA FAST	89	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$882.00	\$0.00	\$0.00	\$882.00	\$882.00	\$0.00
81	8712	SUSANNAH TONEY	90	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00
81	8713	JULIO PONCE	93	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8714	LILY BOEVERS	94	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8715	KAITLYN SIMMONS	95	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8716	ULYSSA MATA-PONCE	96	7/1/2024	A	SCHOLARSHIP - 24	7/1/2024		7/1/2024	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00
81	8748	OFFICE SIGN COMPANY	106	9/19/2024	A	INTERIOR ROOM SIGNAGE	9/19/2024		9/19/2024	\$1,313.64	\$1,313.64	\$1,313.64	\$0.00	\$1,313.64	\$0.00
81	8749	NOAH'S PARK	107	9/19/2024	A	SWING SEATS AND CHAIN/INSTALLATION	9/19/2024		9/19/2024	\$1,495.00	\$1,495.00	\$1,495.00	\$0.00	\$1,495.00	\$0.00
81	8750	ASTECH, INC.	109	9/19/2024	A	ASBESTOS INSPECTION	9/19/2024		9/19/2024	\$1,285.00	\$1,285.00	\$1,285.00	\$0.00	\$1,285.00	\$0.00
81	8762	PUTNAM CITY SCHOOLS	115	10/16/2024	A	FEES	10/16/2024		10/16/2024	\$13.00	\$13.00	\$13.00	\$0.00	\$13.00	\$0.00
81	8766	ARVEST BANK SERVICES	120	12/4/2024	A	NOVEMBER CREDIT CARD PAYMENT	12/4/2024		12/4/2024	\$529.42	\$529.42	\$529.42	\$0.00	\$529.42	\$0.00
81	8766	ARVEST BANK SERVICES	123	1/8/2025	A	DECEMBER CREDIT CARD PAYMENT	1/8/2025		1/8/2025	\$1,812.93	\$1,812.93	\$1,812.93	\$0.00	\$1,812.93	\$0.00
81	8766	ARVEST BANK SERVICES	124	2/13/2025	A	JANUARY CREDIT CARD PAYMENT	2/13/2025		2/13/2025	\$1,431.51	\$1,431.51	\$1,431.51	\$0.00	\$1,431.51	\$0.00
81	8766	ARVEST BANK SERVICES	127	3/12/2025	A	FEBRUARY CREDIT CARD PAYMENT	3/12/2025		3/12/2025	\$705.52	\$705.52	\$705.52	\$0.00	\$705.52	\$0.00
81	8782	CHRIS FREDERICK	119	12/4/2024	A	L&L EASY FIRE MODEL E238-240 KILN	12/4/2024		12/4/2024	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00
81	8789	GREEN FOR LIFE ENVIROMENTAL	121	12/11/2024	A	HAULING SERVICES	12/11/2024		12/11/2024	\$449.47	\$449.47	\$449.47	\$0.00	\$449.47	\$0.00
81	90000	BANCFIRST	105	7/1/2024	A	BANK FEES	7/1/2024		7/1/2024	\$650.00	\$302.37	\$302.37	\$347.63	\$650.00	\$0.00
										\$ 261,455.44	\$ 203,884.45	\$ 203,884.45	\$ 57,570.99	\$ 261,455.44	\$ -

Coversheet

Monthly Credit Card Statement

Section:	V. Consent Agenda
Item:	G. Monthly Credit Card Statement
Purpose:	Vote
Submitted by:	
Related Material:	Credit Card Statement.pdf



Account Number: XXXX XXXX XXXX 7800

HARDING CHARTER PREP

Statement Closing Date: 03/31/25

Page 1 of 4

Corporate Account Summary

Previous Balance		\$1,568.58
Purchases and other Charges	+	\$1,396.23
Cash Advances	+	\$0.00
Credits	-	\$0.00
Payments	-	\$1,588.57
Late Payment Charge	+	\$0.00
Finance Charges	+	\$0.00
New Balance		\$1,376.24
Disputed Amount		\$0.00

Call Customer Service 1-800-356-8085

Lost or Stolen Credit Card 1-800-356-8085

Manage your account online at:

www.arvest.com

Corporate Account Summary

Past Due Amount	\$0.00
Credit Limit	\$15,000.00
Available Credit Limit	\$13,623.76
Cash Advance Credit Limit	\$0.00
Days in Billing Cycle	31
Statement Closing Date	03/31/25
Minimum Payment Due	\$41.00
Payment Due Date	04/24/25

Please send billing inquiries and correspondence to:

ARVEST BANK

P.O. BOX 6139

NORMAN, OK 73070-6139

Corporate Account Activity

Trans Date	Post Date	Reference Number	Description	Amount
03/21	03/21	74494575080000000001935	PAYMENT RECEIVED - THANK YOU	-\$1,588.57

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
PURCHASES	0.00%	\$0.00	\$0.00
CASH ADVANCES	0.00%	\$0.00	\$0.00

Cardholder Account Summary

Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
STEVEN STEFANICK XXXX XXXX XXXX 2296	\$15,000	\$0.00	\$1,361.81	\$0.00	\$1,361.81
JUDY LUSTER XXXX XXXX XXXX 2304	\$15,000	\$0.00	\$34.42	\$0.00	\$34.42

DETACH HERE: To ensure proper credit, please include lower portion with your payment.

ARVEST BANK
P.O. BOX 6139
NORMAN, OK 73070-6139

☐ New address, phone number or email? PRINT on back.

HARDING CHARTER PREP
SCHOOL DISTRICT
12600 N KELLEY AVE
OKLAHOMA CITY OK 73131-1869

Account Number XXXX XXXX XXXX 7800
New Balance \$1,376.24
Minimum Payment Due \$41.00
Payment Due Date 04/24/25

Amount enclosed

\$

To ensure proper credit, please return this portion with
your payment. Make checks payable to CARD SERVICES.

Arvest Bank
PO BOX 2149
Lowell AR 72745

4485630001717800 0004100 0137624



Account Number: XXXX XXXX XXXX 7800
 HARDING CHARTER PREP
 Statement Closing Date: 03/31/25

Page 3 of 4

Cardholder Account Activity

STEVEN STEFANICK			Credit Limit		Credits	Purchases	Cash Advances	Total Activity
XXXX XXXX XXXX 2296			\$15,000		\$0.00	\$1,361.81	\$0.00	\$1,361.81
Trans Date	Post Date	Reference Number	Description	Amount				
03/10	03/10	24793385069000936776032	FACEBK *F4TXDK4MD2 650-5434800 CA	\$6.34				
03/23	03/24	74609055082100009087985	FOREIGN CURRENCY CONVERSION MARKUP	\$9.56				
03/22	03/24	24717055082870823047506	AMERICAN AI 0010267912868 OKLAHOMA CTY OK	\$75.00				
			STEFANICK/STEVE					
03/20	03/24	24445005080300598004975	PY *BROKEN BOW CABIN LODG BROKEN BOW OK	\$250.83				
			05/27/25 61714					
03/23	03/24	74609055082100009087985	MS* HOTELLILLAROBERTS HELSINKI	\$956.94				
03/24	03/25	24000775083100012226846	SIGNUPGENIUS SIGNUPGENIUS. NC	\$11.99				
03/26	03/27	74920545086000007922639	FOREIGN CURRENCY CONVERSION MARKUP	\$0.47				
03/26	03/27	74920545086000007922639	ROYAL RAVINTOLAT OY HELSINKI	\$47.41				
03/27	03/28	74920545087000006732384	FOREIGN CURRENCY CONVERSION MARKUP	\$0.03				
03/27	03/28	74920545087000006732384	YLVA PALVELUT OY HELSINKI	\$3.24				
JUDY LUSTER			Credit Limit		Credits	Purchases	Cash Advances	Total Activity
XXXX XXXX XXXX 2304			\$15,000		\$0.00	\$34.42	\$0.00	\$34.42
Trans Date	Post Date	Reference Number	Description	Amount				
03/07	03/10	24692165066106043912047	LOWES #02540* OKLAHOMA CITY OK	\$34.42				

Coversheet

Purchase Order Changes Report

Section: V. Consent Agenda
Item: H. Purchase Order Changes Report
Purpose: Vote
Submitted by: Steven Stefanick
Related Material: HCP Purchase Order Update Report - April 2025 (2).xlsx

RECOMMENDATION:

Recommendation to update the following purchase orders as listed in the document.

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

HCP Purchase Order Update Report - April 2025 (2).xlsx

Coversheet

Request for Temporary Appropriations Approval of State Aid and/or Federal Funds for Schools

Section: V. Consent Agenda
Item: I. Request for Temporary Appropriations Approval of State Aid and/or
Federal Funds for Schools
Purpose: Vote
Submitted by: Steven Stefanick
Related Material: Temporary Appropriations Request.pdf

RECOMMENDATION:

Request to update temporary appropriations for 2024-2025 and submit to the county clerk.

REQUEST FOR APPROVAL OF STATE AID AND/OR FEDERAL FUNDS FOR SCHOOLS
GENERAL FUND

S.A.&I. 307 Harding Independence Charter District, Oklahoma County School District No. E-030

To the County Clerk of Oklahoma County, State of Oklahoma:

We, the undersigned, duly qualified and acting officers of the Governing Board of the aforementioned school district of said County and State hereby certify that the notice of approval of the following State and/or Federal funds has been received and is currently on file in the school's business office:

1. <u>Foundation & Sal Inc Aid (3210)</u>	\$ 290,327.49
2. <u>Flexible Benefits (3250)</u>	20,526.56
3. <u>Purchase of Textbooks (333-3420)</u>	5,711.81
4. <u>Strong Readers (367-3415)</u>	3,929.22
5. <u>CSP Grant (771-4689)</u>	300,000.00
6. _____	-
7. _____	-
8. _____	-
9. _____	-
10. _____	-
Total	<u>\$ 620,495.08</u>

We further certify that these funds are in addition to and in excess of the State and/or Federal funds previously appropriated for the school district. We, therefore, request that the school's appropriations be increased by the following amounts:

Purpose or Item of Appropriation	Prior Approved Appropriations	Requested Application of Funds	Current Approved Appropriations	Added by County Clerk
1. Current Expense	9,972,116.59	620,495.08	10,592,611.67	620,495.08
2. Interest Reserve	-	-	-	-
3. Grand Total	9,972,116.59	620,495.08	10,592,611.67	620,495.08

Submitted, by order of the Board, this _____ day of _____ 20____.

President of the Board

Clerk

CERTIFICATE OF COUNTY CLERK

STATE OF OKLAHOMA, COUNTY OF OKLAHOMA, ss:

I, the duly qualified and acting County Clerk in and for the said County and State, do hereby certify that I have added the requested amounts to the appropriations of the school district in the manner requested by the School's Board of Education.

Done at _____ Oklahoma, this _____ day of _____ 20____.

County Clerk

(SEAL)

By _____ Deputy

Coversheet

Quote from Quo Vadimus for 3rd grade laptops and cart for 2025-2026.

Section: V. Consent Agenda
Item: J. Quote from Quo Vadimus for 3rd grade laptops and cart for 2025-2026.
Purpose: Vote
Submitted by: Steven Stefanick
Related Material: Quote_Harding Charter Prep Elementary_874 (1) (1).pdf

BACKGROUND:

Technology for 3rd grade classroom for 2025-2026. This will have no financial impact as this is reimburseable.

RECOMMENDATION:

Recommendation to approve quote from Quo Vadimus.



Quote
Quote Number:
874

Payment Terms:
 Expiration Date:
 04/19/2025

Quote Prepared For

Steven Stefanick
Harding Charter Prep Elementary
 12600 N. Kelley Ave
 Oklahoma City, OK 73131
 United States
 Phone:4057673003
 sstefanick@hardingcharterprep.org

Quote Prepared By

Michael Dotter
Quo Vadimus Tech LLC
 12101 N. MacArthur Blvd., Suite 152
 Oklahoma City, Oklahoma 73162
 United States
 Phone:405-250-1393
 Fax:
mdotter@qvadimus.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
One-Time Items					
1)	30	Lenovo 300w Gen 4 Lenovo 300w G4 - Intel N100 (0.80GHz 6MB) - 11.6in 1366 x 768 Touch - Windows 11 Pro 64 - 4.0GB - 1x128GB SSD M.2 2242 PCIe Gen3 TLC - Intel UHD Graphics - BT 5.1 or above,WiFi6 AX201 2x2 - 5MP with Mic - 3 Cell Li-Pol 47Wh - 1 Year Mail-in,Black-English	\$496.37	\$496.37	\$14,891.10
2)	30	GumDrop 300w Gen 4 case	\$32.00	\$32.00	\$960.00
3)	1	32 laptop Cart Royal Blue Includes Shipping	\$1,410.00	\$1,410.00	\$1,410.00
One-Time Total				\$17,261.10	
Subtotal				\$17,261.10	
Total Taxes				\$0.00	
Total				\$17,261.10	

Authorizing Signature _____

Date _____

Interest Charges on Past Due Accounts and Collection Costs Overdue amounts shall be subject to a monthly finance charge. In addition, customer shall reimburse all costs and expenses for attorney's fees incurred in collecting any amounts past due. Additional training or Professional Services can be provided at our standard rates.

Coversheet

Superintendent Report

Section:	VI. Superintendent's Report
Item:	A. Superintendent Report
Purpose:	FYI
Submitted by:	
Related Material:	Superintendent Report - April.pdf

Superintendent
Governance Board
April 2025

2024-2025 Enrollment

HCPES @ Kelley – Total Enrollment

August	September	October	November	December	January	February	March	April	May
106	104	111	111	108	107	106	105	105	

PK Grade: 34/40

K Grade: 24/22

1st Grade: 24/22

2nd Grade: 23/22

HCPMS @ Independence – Total Enrollment

August	September	October	November	December	January	February	March	April	May
446	405	407	394	392	390	384	382	380	

5th Grade: 96/100

6th Grade: 99/100

7th Grade: 96/100

8th Grade: 89/100

HCPHS – Total Enrollment

August	September	October	November	December	January	February	March	April	May
572	544	542	539	534	532	509	505	499	

9th Grade: 148/160

10th Grade: 132/150

11th Grade: 118/140

12th Grade: 101/130

HCP – Total Enrollment

August	September	October	November	December	January	February	March	April	May
1,124	1,053	1,060	1,044	1,034	1,029	999	992	984	

2024-2025 New Enrollment Submissions

PK Grade: 40 (need 4 more)

K Grade: 12 (need 2 more)

1st Grade: 0 (filled)

2nd Grade: 0 (filled)

3rd Grade: 1 (filled)

5th Grade: 97 (need 8 more)

6th Grade: 25 (filled)

7th Grade: 10 (need 1 more)

8th Grade: 9 (need 3 more)

9th Grade: 148 (need 12 more)

10th Grade: 148 (need 2 more)

11th Grade: 5 (need 3 more)

12th Grade: 3 (need 9 more)

Grant Submissions

1. Currently in discussions with FuelOKC regarding financial support for second elementary school building for an early childhood center. **VERBAL COMMITMENT: \$200,000 - \$500,000.00 + start-up funds for 2nd elementary school. Will learn final commitment after May 8th.**
2. Submitted Oklahoma Child Nutrition Grant for high school and middle school to purchase new ice machines and ovens. **DENIED**

Celebrations / Recognitions

- Huge Congratulations to HCPHS Choir!

What an incredible performance at the district solo & ensemble contest! A special shoutout to our amazing pianist, senior Matthew Albers, for his outstanding accompaniment!

Solos (Superior Rating):

Oliver Etherington, Phoebe Mischler, Ahmir Carter, John Paul Henderson, Raegan Wilson, Genesis Cifuentes, Natasha Nguyen, Hannah Tichenor, Tegan Ashley, Claire Kellert, Reagan Kintsel

Ensembles (Superior Rating):

Ladies Quartet: Eva Stone, Reagan Kintsel, Phoebe Mischler, Genesis Cifuentes

Men's Quartet: Ahmir Carter, John Paul Henderson, Preston Dukes, Oliver Etherington

Excellent Ratings:

Duets: Raegan Wilson & Natasha Nguyen | Claire Kellert & Oliver Etherington

Solo: Chaezell Henderson

We are so proud of our talented musicians! 🎵🌈 Best of luck at State! 🎵💙

- Congratulations to our HCPHS Band Solo & Ensemble Participants!

What an amazing showcase of talent! Superior-rated soloists and ensembles are headed to the State Contest in April!

Superior Solos:

AJ Covey – Clarinet

Shaun Laskey – Euphonium

Samuel Carr – Flute

Lucas Helm – Bass Clarinet

Superior Ensembles:

Flute Trio: Noel Mercer, Lizzeth Hernandez, Samuel Carr

Bass Clarinet Duet: Lucas Helm, Ian Ward

Excellent Solos:

Jana Suarez – Clarinet

Eliana Hicks – Clarinet

Yaaron Amoorpour – Clarinet

Sophia Doonkeen – Clarinet

Rachel Carr – Clarinet

Noel Mercer – Flute

Marcus Rambo – Tuba

Diego Ibanez – Alto Sax

Angel Lopez – Tenor Sax

Excellent Ensembles:

Clarinet Ensemble: Sophia Doonkeen, Jana Suarez, Rachel Carr, Yaaron Amoorpour, Eliana Hicks, AJ Covey, Lucas Helm

Flute Duet: Lizzeth Hernandez, Noel Mercer

Clarinet Trio: Sophia Doonkeen, AJ Covey, Lucas Helm

We are so proud of all of our talented musicians! Best of luck at State!

- For the month of February, we honored students who exemplified COOPERATION – working together, supporting others, and demonstrating teamwork in and out of the classroom!

Congratulations to these incredible students! Your dedication to cooperation makes our school community stronger!

Front Row: Kason James, Bruno de Leon, August Dean, Lyndn Arter, Evelyn Begaye, Julian Ruiz, Adalyn Sheperd

Back Row: Ja'Siah Montgomery-Hyatt, Dekoven Edwards III, Aleah Guaddarama, Myrion Suggs, Sylvie Walker, Lincoln Stefanick

Keep up the great work!

- A huge congratulations to Ms. Kelli Taylor and the HCPHS Band for making history! They earned a superior rating in both stage performance and sight reading—an incredible achievement!
- Huge congratulations to the Marionette staff for earning the All-Oklahoma award from Oklahoma Scholastic Media!

A special shoutout to senior editor Becca Jolly for taking 3rd place and receiving an honorable mention in feature writing! 🍌🌟

The team had an amazing time at Spring Media Day at the Paycom Center, hearing from incredible speakers like Jenni Carlson (The Oklahoman) and Tevis Hillis (News 9).

Superintendent Current Projects

1. Staff/Student ID Cards – **Complete**
2. Digital Human Resource System – **Complete**
3. Digital Substitute Assignment Program – **Complete**
4. HCP Staff Alarm Accessibility Updates – **Complete**
5. HCPHS Door Access Control – **Complete**
6. HCPMS New Signage – **Complete**
7. HCP Performance Bonus Program – **Complete**
8. HCPHS New Gymnasium Floor – **Complete**
9. HCPMS New Gymnasium Floor – **Complete**
10. HCPHS/MS New Key system – **Complete**
11. HCPHS Updated Wireless Access Points – **Complete** (waiting for installation).
12. HCPMS Door Access Control – In Progress (installation will occur in June).
13. HCP Updated Cameras – **Complete**
14. HCPHS Interactive Panels (5) – **Complete**
15. HCPHS/HCPMS Student Laptops (221) – In Progress (installation in Summer 2025)
16. HCPHS/HCPMS Door Repairs – **Complete**
17. HCPMS Updated Fencing – **Complete**
18. HCP Superintendent Teacher Leadership Committee – **Complete**
 - a. Seven HCP teachers will join district leadership monthly to discuss and collaborate on current or upcoming projects.
 - i. Alicia Goode – HCPES @ Kelley - 2nd Grade
 - ii. Sabrina Lindsley – HCPES @ Kelley – 1st Grade
 - iii. Jordan Gupton – HCPES @ Kelley - Kindergarten
 - iv. Crystal Regin – HCPES @ Kelley – Art/Music
 - v. Alexandria Velders – HCPMS @ Independence – Music

- vi. Rodney Nichols – HCPHS – College Readiness
- vii. Angela Collymore – HCPHS - Science
- 19. ClassDojo – **Complete**
 - a. Internal communication tool (similar to Facebook) for each individual school and teacher to be able to communicate directly with families.
- 20. Comprehensive Academic Family Engagement Program – In Process
- 21. Varsity Tutors – **Complete**
 - a. We are excited to announce an exciting partnership with Varsity Tutors for Schools, a Nerdy (NYSE: NRDY) company and the leading platform for live online tutoring, to provide all district students with access to the Varsity Tutors for Schools platform at no cost to our students or families. The partnership extends from now until June 30, 2030, ensuring students, educators and parents have a rich set of powerful resources for school years to come.
 - b. The comprehensive platform integrates interactive study tools, collaborative workspaces, and dynamic tutoring resources, including:
 - i. ● 24/7 On-Demand Chat Tutoring
 - ii. ● On-Demand Essay Review
 - iii. ● Live Enrichment and Remediation Classes
 - iv. ● SAT and ACT Test Prep Classes
 - v. ● Celebrity-Led StarCourse Classes
 - vi. ● Self Study Resources
 - vii. ● College & Career Readiness Resources
 - viii. ● Recorded Enrichment Classes
- 22. High-Dosage Tutoring Pilot Program – **Complete**
- 23. Charter Network Accelerator Program – In Progress
 - a. Funding provided for HCP to join the Charter Network Accelerator Program, designed to help charter senior leadership refine operations to support future growth and learn about priority initiatives.
 - b. HCP will be moving to Annual Priority Work, a laser focused approach to gain momentum in academics. This new work will include much discussions, change in resource allocations, and possibly position changes.
- 24. HCP Alumni 2015 Reunion/Gala Event – In Progress
- 25. Clever Application Overall – **Complete**
 - a. Building one application that has all student logins for the array of technology programs used district-wide. To ensure school success, we will not be launching Clever until 2025-2026.
- 26. HCP Shuttle Transportation Program – **Complete**
 - a. Due to cost and renovation needs, HCP will not be moving forward with the transportation program for next year.
- 27. HCP Uniform Program – **Complete**
 - a. HCP will be transitioning to a new uniform provider with Oklahoma Shirt Company beginning in school year 2025-2026.
- 28. HCPHS New Light Fixtures – **Complete**
- 29. HCP Leadership Restructuring – **Complete**
- 30. HCP College Prep Program – **Complete**
- 31. HCP Priority Plan 2025-2026 - **Complete**
- 32. New Lottery and Registration System – In Progress
- 33. New Parent Volunteer Program – In Progress
- 34. Fundraising for Early Childhood Center – In Progress
- 35. SimpleGrants Comprehensive Plan – In Progress

Coversheet

Charter School Program Grant Update

Section:	VII. Informational Items
Item:	A. Charter School Program Grant Update
Purpose:	FYI
Submitted by:	
Related Material:	CSP_Reimbursement_Summary - April.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

CSP_Reimbursement_Summary - April.xlsx

Coversheet

Federal Programs 2024-2025 Update

Section:	VII. Informational Items
Item:	B. Federal Programs 2024-2025 Update
Purpose:	FYI
Submitted by:	
Related Material:	Federal Claims Update - April.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Federal Claims Update - April.xlsx

Coversheet

Discussion and action regarding the HCP Strategic Growth Proposal.

Section: VIII. Action Items
Item: B. Discussion and action regarding the HCP Strategic Growth Proposal.
Purpose: Vote
Submitted by: Steven Stefanick
Related Material: HCP Strategic Growth Proposal.pdf

BACKGROUND:

Proposal from Superintendent Stefanick in regards to the growth of HCP schools and plan of action to achieve such.

Harding Charter Preparatory School District

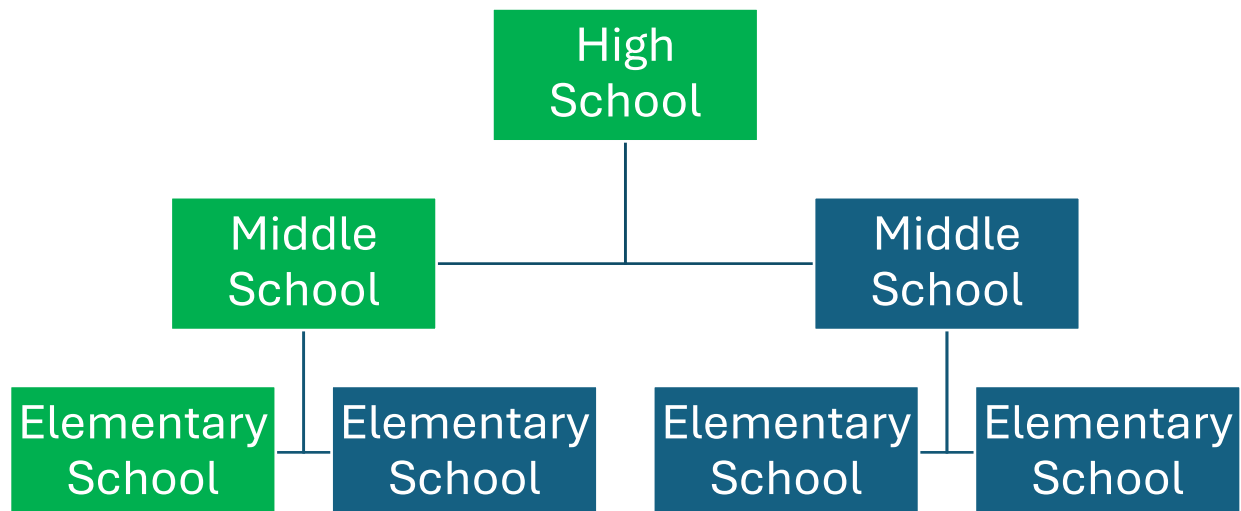
Enrollment Growth Model

Mission

To provide more high-quality education seats for Oklahoma City students and create sustainability in the next 5-10 years

Introduction

Harding Charter Preparatory School District is committed to fostering a robust educational framework that provides a seamless transition for students from elementary school through high school, with a focus on sustainability and high-quality feeder patterns. The district plans to operate four elementary schools, two middle schools, and one high school. This facility plan emphasizes the importance of sustainability and quality feeder patterns, ensuring that all students have access to equitable resources, strong academic foundations, and a supportive environment as they progress through the educational continuum.



*Green represents current HCP schools.

*Blue represents future HCP schools.

Challenges

In order for the Harding Charter Preparatory School District to accomplish such task, the district will need to position itself for not only capital campaigns and initial funding, but also secure long-term loan funding to secure school properties. After recent discussions with charter loan vendors, there are a few requirements that we must meet.

Requirement #1: No school site shall have less than 350 students.

Requirement #2: No class size shall be less than 25 students, but prefer 30 students for financial sustainability.

Requirement #3: The charter must be able to pay approximately 12% towards a loan.

In our current model, several of these requirements are not reachable. One, the elementary school model is set to only serve a maximum of 270 students. Two, some of our schools have the preferred class size amount of 25. And lastly, our district runs on a flat budget, leaving little room for error or investment.

Proposed Growth Model

After countless hours of research and analyzing other school district (traditional and charter), it is clear that classroom sizes do not have any correlation to the quality of education unless classroom sizes are less than or equal to 15 students. Unfortunately, 15 students in a classroom is unreachable in Oklahoma due to low per-pupil education funding. Instead, the research shows that a high-quality teacher of 20 students will have the same academic results as a high-quality teacher of 30 students in a classroom. What matters are the resources and supports provided to each of those teachers.

To put our district in a position to grow our schools and provide more supports, we propose the following model.

Elementary School – 4 campuses

Grade-Level	# of Classrooms	# of Students	# of Staff	Student:Staff Ratio
PK	2	60	6	10:1
K	2	60	4	15:1
1 st	2	60	4	15:1
2 nd	2	60	4	15:1
3 rd	2	60	4	15:1
4 th	2	60	2	30:1
Total	12	360	24	15:1

This model above would introduce lowering ratios in each classroom by introducing a Teacher Assistant Model. In Pre-Kindergarten, three adults (a teacher and two teacher assistants) will be in each classroom. In Kindergarten-3rd Grade, two adults (a teacher and teacher assistant) will be in each classroom. In 4th Grade, the model will change to replicate the middle school. In addition, this model would increase the number of students in our elementary schools from 270 to 360, a 90-student increase for one school, or 360 additional students total.

Middle School – 2 campuses

Grade-Level	# of Students	# of Students in Core Classes	Student:Staff Ratio
5 th	120	30	30:1
6 th	120	30	30:1
7 th	120	30	30:1
8 th	120	30	30:1

This model would increase the number of students in our middle schools from 420 to 480, a 60-student increase, or 240 additional students total.

High School – 1 campus

Grade-Level	# of Students	# of Students in Core Classes	Student:Staff Ratio
9 th	240	30	30:1
10 th	230	30	28:75:1
11 th	220	30	27.5:1
12 th	210	30	26.25:1

This model would increase the number of students in our high school from 580 to 960, a 360-student increase.

However, for the short time until two middle school feeders are established, we will have the following model.

Grade-Level	# of Students	# of Students in Core Classes	Student:Staff Ratio
9 th	180	30	30:1
10 th	170	30	28:75:1
11 th	160	30	27.5:1
12 th	150	30	26.25:1

Immediately Financial Impact

While it is hard to predict revenue produced by each student as each student has a different Weight Average Daily Membership (WADM) Calculation, we can easily predict that if the demographics remain consistent, the average student is \$7,000.00 yearly. In addition, Redbud Funds will provide approximately \$500.00 per student. Lastly, Federal Funds will provide approximately \$400.00 per student.

Elementary School

Additional Revenue: **\$630,000.00** (90 students x \$7,000.00)

Additional Expense: **\$450,000.00** (10 additional teacher assistants x \$45,000.00)

Net Income: **\$180,000.00** (8% increase).

Middle School

Additional Revenue: **\$420,000.00** (60 students x \$7,000.00)

Additional Expense: **\$0.00**

Net Income: **\$420,000.00** (15% increase).

High School

Additional Revenue: **\$560,000.00** (80 students x \$7,000.00)

Additional Expense: **\$0.00**

Net Income: **\$560,000.00** (16% increase).

District

Additional Revenue: **\$1,160,000.00** (12% increase).

Additional Redbud Revenue: **\$115,000.00** (1.3% increase).

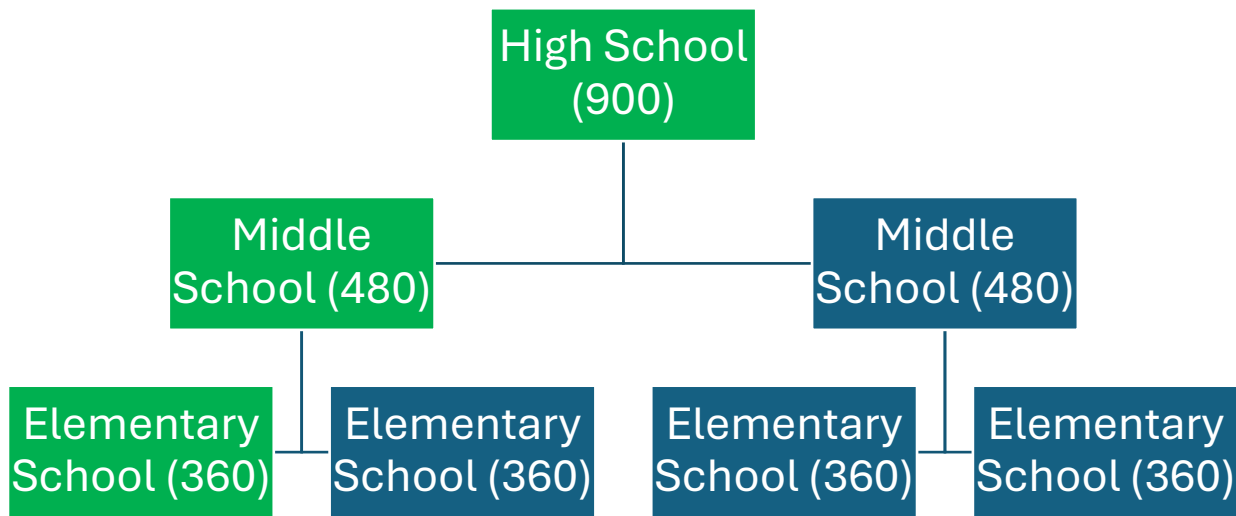
Additional Federal Funds: **\$92,000.00** (1% increase).

Total Additional Funds: **\$1,367,000.00** (14.3% increase).

*If we did not assume attrition at the high school, we would have an additional \$414,000.00 in additional revenue.

Enrollment Growth Model

Below will provide a clear picture of the strategic growth model with a total of 3,300 students.



Executive Summary

As you can see from the above proposal, our strategic growth vision can be accomplished and open new doors for financial options and sustainability. By adopting this model, the three challenges are addressed with no school less than 350 students, classroom ratios increase to provide financial sustainability, and 12% is saved for potential charter loans.

Coversheet

Discussion and action regarding revisions to the Performance Reviews Policy.

Section:	VIII. Action Items
Item:	C. Discussion and action regarding revisions to the Performance Reviews Policy.
Purpose:	Vote
Submitted by:	Steven Stefanick
Related Material:	Performance Reviews.pdf

RECOMMENDATION:

Recommendation from CAO Dowell for revisions to the Performance Review policy.

Performance Reviews

The following criteria will be followed for performance reviews of faculty members.

~~Two~~ **One** performance reviews will be conducted each year for all non-administrative faculty members **by February 1**. ~~One will be conducted in the fall, and one will be conducted in the spring by the same administrator. If, at any point during the evaluation process, a faculty member's performance is found to be below effective, the reviewing administrator may place the faculty member on a Plan of Improvement. This plan will clearly outline specific performance goals, evaluation parameters, and a completion deadline. If the faculty member being reviewed is found to score below effective in overall score, the administrator who reviews the employee will establish a Plan for Improvement that clearly states performance goals and evaluation parameter(s) as well as a date of completion. If the Plan for Improvement is not completed to satisfaction or completed at all, then the administrator may determine disciplinary action be taken, including but not limited to reassignment of duties, demotion, suspension, termination of employment, or non-renewal for the following year. Faculty members have the same rights to due process only for suspension and termination of employment and to the Complaint Procedure, as does any other employee.~~

~~If the faculty member being reviewed is found to be below effective in any area during the fall evaluation, the administrator will clearly state performance goals and evaluation parameter(s) to be established for the spring evaluation. If the faculty member being reviewed is found to be below effective in any areas during the spring evaluation, then the administrator may determine disciplinary action be taken, including but not limited to reassignment of duties, demotion, suspension, termination of employment, or non-renewal for the following year. Faculty members have the same rights to due process only for suspension and termination of employment and to the Complaint Procedure, as does any other employee.~~

The superintendent will conduct annual performance reviews for the principals and district staff.

If the principal or district staff being reviewed is found to score below effective in any area, the superintendent who reviews the employee will establish a Plan for Improvement that clearly states performance goals and evaluation parameter(s) as well as a date of completion. If the Plan for Improvement is not completed to satisfaction or completed at all, then the superintendent may determine disciplinary action be taken, including but not limited to reassignment of duties,

demotion, suspension, termination of employment, or non-renewal for the following year. Principals and district staff have the same rights to due process only for suspension and termination of employment and to the Complaint Procedure, as does any other employee.

The job performance of the superintendent will be evaluated annually by the governance board. If the superintendent is found to have unsatisfactory performance in any area, then a strategy for improvement shall be established by the governance board and a date of completion shall be set. If the strategy for improvement is not completed to satisfaction or completed at all, then the governance board may determine disciplinary action not limited to reassignment of duties, demotion, suspension, or termination of employment. The superintendent has the same rights to due process as does any other employee.

~~[Approved by the Governance Board on 2/13/2024]~~

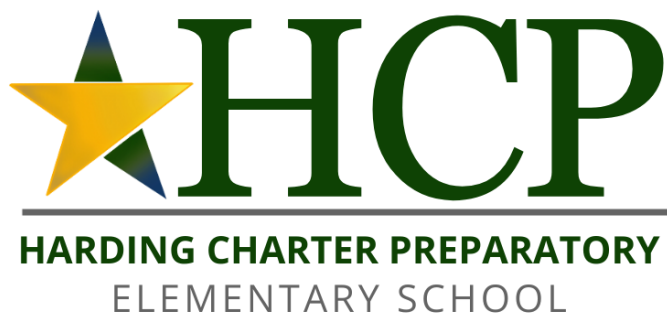
Coversheet

Discussion and action regarding revisions to the School Handbooks for 2025-2026.

Section:	VIII. Action Items
Item:	D. Discussion and action regarding revisions to the School Handbooks for 2025-2026.
Purpose:	Vote
Submitted by:	Steven Stefanick
Related Material:	HCPES Student Handbook 25-26.pdf HCPMS Student Handbook 25-26.pdf HCPHS Student Handbook 25-26.pdf

RECOMMENDATION:

Recommendations to approve each school handbook for 2025-2026



2025-2026
Student Handbook

Philosophy of Harding Charter Preparatory School District, Vision Statement and District Office Contact Information	3
---	---

General School Information

Harding Charter Preparatory Elementary School at Kelley Mission Statement	6
School Office Contact Information.....	6
School Calendar.....	7
What to do if?	8
Daily Schedules	8
Arrival & Dismissal Procedures	8
Emergency Drills	10
FERPA	10
Immunizations	11
Medication	12
Child Nutrition Programs	12
Child Nutrition Charges.....	13
Financial Obligations	13
Lost and Found Articles	14
Telephone Calls & Messages.....	14
Visitors	14
Flowers & Gift Deliveries	14
Pledge of Allegiance	14
Computing Device Usage Policy	14
Academic Grading Scale	15
Promotion and Retention Criteria of PK - 4	15
Strong Readers Act.....	16
Learning Behaviors for Success.....	15
Grade Viewing	16
Volunteer Hours	16
Asbestos Hazard Emergency Response Act of 1986	16

Attendance Information

Attendance Policies & Procedures	18
Tardy Policy	19

General Expectations

HCP General Expectations	21
General School Rules	21
Uniform Dress Code	21
Inappropriate Language	23
Cafeteria Behavior	24
Recess Expectations.....	24
Hallway Expectations	24
Head Lice.....	25
Pink Eye (Conjunctivitis)	25
Vomiting.....	25
Fever.....	25
Potty Training.....	25
Parties	25
Safe & Healthy Schools.....	26
Cell Phones & Other Electronic Devices	26
Media Release Protection	26
Search and Seizure	26
Fighting	27
Destruction of School Property	28
Bullying Prevention	28
Smoking, Vaping and Dipping	29
Soliciting	30

Disciplinary Policies & Procedures

Behaviors/Acts Subject to Discipline	32
Types of Discipline	33
Out-of-School Disciplinary Procedures	34
Dangerous Weapons	39
Drug- and Alcohol-Free School Policy/Discipline for Student Violation of Drug/Alcohol Policy.....	40

Effective Date/Retroactivity of Student Handbook 41

Philosophy of Harding Charter Preparatory School District

Our principal interest is the welfare, educational experience and achievement of each student. Faculty, administration and parents hold high expectations for student academic achievement and have, therefore, designed a rigorous curriculum to prepare our students for the academic demands in all schools and in their studies beyond high school.

We believe an optimal educational environment is achievable through a secure and safe school experience. Parents will support the administration and faculty toward that goal. The highest standards of professional behavior and ethics are expected from our administration and staff. Parents will support the staff and administration in a mutually respectful manner.

We understand the design, administration, and governance of this district are unique. As with all new enterprises, we will strive to continuously improve our district and provide the very best for the children we serve.

The program model for Harding Charter Preparatory includes:

College Preparatory Environment – We highlight college and career opportunities for our students from the earliest ages. We create opportunities for students to develop leadership and advocacy skills, along with involvement in a holistic program to include fine arts, athletics, culturally responsive programs and activities, and community service initiatives.

Rigorous Teaching and Learning – We offer a challenging, vertically aligned, standards-based curriculum that prepares students for academic success at the highest levels. Our teachers implement engaging instructional strategies to support student learning and monitor student academic growth with high-quality formative and summative assessments.

Comprehensive Student Supports – We support the success of our students by offering a comprehensive school counseling program, implementing AVID strategies, providing targeted interventions and a robust after-school tutoring program, and building time into our schedule to intentionally support students.

Community Engagement – We create strategic partnerships with community stakeholders that enable the success of our students and staff. We collaborate with families in many ways throughout the year, offering multiple avenues of engagement including monthly service days, parent organization meetings and activities, providing support to each of our schools, and membership on our Governance Board.

Operating Principles – We maintain a school environment to ensure that every student is known and valued. We cultivate a positive school culture by supporting collaboration and data-informed decision making through distributive leadership. We recruit a highly qualified and diverse faculty, whom we retain by providing high-quality professional learning opportunities and establishing mutually respectful relationships.

Harding Charter Preparatory School District Vision Statement

*Our vision is to prepare all graduates for success at any
post-secondary educational institution.*

District Office Contact Information

Superintendent – Steven Stefanick

Email – sstefanick@hiedhardingcharterprep.org.org

Field Code Changed

Chief Academic Officer – Rachel Dowell

Email – rdowell@hardingcharterprep.org

Chief Operating Officer – Pat McKinstry

Email – pmckinstry@hardingcharterprep.org

Business Manager – Judy Luster

Email – jluster@hardingcharterprep.org

~~12600 N Kelley Avenue~~ ~~1301 NE 101st Street~~

Oklahoma City, OK 73131

405-767-3003 ext. 800

www.~~hied~~hardingcharterprep.org

GENERAL SCHOOL INFORMATION

Harding Charter Preparatory Elementary School at Kelley Mission Statement

*Our mission is to prepare our students to be successful
in a middle school honors program.*

School Office Contact Information

Office – 405-767-3003 ext. 3

Fax – 405-609-1677

Website – www.hardingcharterprep.org

School Breakfast

7:00 a.m. – 7:25 a.m.

School Hours

7:30 a.m. – 2:45 p.m.

Principal Offices

7:00 a.m. – 4:15 p.m.

Attendance Office

7:00 a.m. – 4:15 p.m.

Classroom Teachers

7:00 a.m. – 3:15 p.m.

After School Program

3:00 p.m. – 6:00 p.m.

12600 N Kelley Avenue
Oklahoma City, OK 73131

Harding Charter Preparatory Elementary School at Kelley 2025-26 Calendar

August 5	Normal Office Hours Resume
August 5	New Staff Professional Development
August 6 - 9	Professional Development
August 12	Open House
August 12 - 13	Staff Work Day
August 14	Classes Begin
September 2	Labor Day – No Classes
September 16	Parent Teacher Conferences (4:30pm – 7:30pm)
September 18	Parent Teacher Conferences (4:30pm – 7:30pm)
September 20	No Classes
October 17 - 21	Fall Break – No Classes
October 17	Professional Development
November 25 - 29	Thanksgiving Break – No Classes
December 19	End of Semester
December 20	Staff Work Day
December 20 - January 6	Winter Break – No Classes
January 7	Staff Workday
January 8	Classes Resume
January 20	MLK Day - No Classes
February 11	Parent Teacher Conferences (4:30pm – 7:30pm)
February 13	Parent Teacher Conferences (4:30pm – 7:30pm)
February 14	No Classes
February 17	Professional Development
March 17 - 21	Spring Break – No Classes
April 18	Spring Friday (Snow Day) – No Classes
May 21	End of Semester
May 21	8 th Grade Ceremony
May 22	Staff Work Day

What to do if?

Your child is absent	a parent or guardian is to call the school that day
Your child becomes ill at school	a parent/guardian will be notified
Your child must leave school	a parent or guardian must check the student out at the main office
Your child is having difficulty in class	talk to your child's teacher
Your child loses a personal item	check the lost and found
You are moving and must withdraw from school	a parent or guardian must notify the front office

Daily Schedules

7:00-7:25: Morning drop off/breakfast

7:30-2:45: Instructional Time

(each grade level & classroom teacher will have an individual schedule available to parents at curriculum night)

2:45-3:15: Dismissal

Arrival & Dismissal Procedures

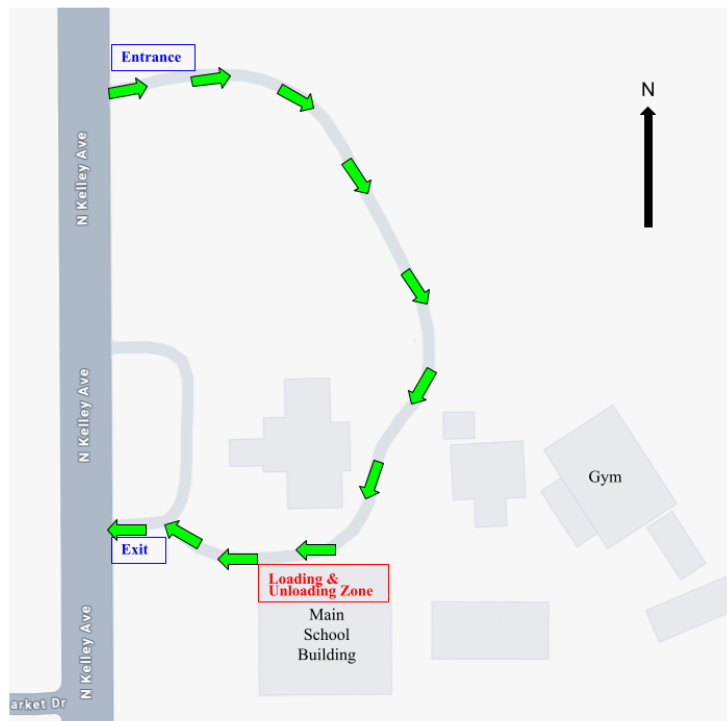
Arrival

- Drop off will be from 7:00-7:30am (~~Mondays, students may be dropped off between 7:00-8:30am~~). If a student arrives after 7:30am (~~8:30am on Mondays~~), they are considered tardy and will need to be signed in by an adult at the front office.
- Enter HCPES through the north gate of the property. Follow the road along the east side of the property, pulling in from the east facing west in front of the school. Students will be dropped off under the overhang of the school building.
- Pull your car as far forward into the loading zone as traffic allows. Drivers may drop-off students only when HCPES staff are outside on duty.
- Parents/Guardians, please be ready and quick. We need to keep the line moving. Have your child's coats and backpacks ready for a quick drop off.
- Staff will supervise students as they exit vehicles, offer assistance, and guide them along the walkway into the school. We ask that parents/guardians stay in the vehicle.
- Students will unload from the driver's side of the vehicle only. (Move booster seats to this side)

Dismissal

- Dismissal will begin daily at 2:45pm.
- Enter HCPES through the north gate of the property. Follow the road along the east side of the property, pulling in from the east facing west in front of the school. Students will be picked up from under the overhang of the school building.
- Students will remain in classrooms until their number is displayed. Parents remain in the car. A car rider tag must be displayed to release students.
- YMCA Aftercare: YMCA staff will meet students in the school cafeteria at 3:00pm daily. Parents will pick up and check out with the YMCA through the front doors.
- Early checkout ends 15 minutes prior to the end of the school day.
- Changing end of day transportation is discouraged. However, if you need to change the daily norm of transportation, please send in a detailed signed note to the office that morning or call the office up to one hour before dismissal.

- For another adult to pick up your child, he/she must be listed on the school record as authorized to do so. If you need to update information on your student's record, please contact the front office. It is imperative that we are able to reach you or another authorized person in an emergency.
- Late Pick-Up: Students should be picked up no later than 15 minutes after dismissal time. If a student is habitually left at the school, he/she will be sent to our YMCA onsite program. The YMCA charges a fee for students who are left in their care and not a regular YMCA registered student.



Emergency Drills

In cases of an actual tornado, fire, or lockdown, persons are to follow these drill procedures.

In the case of a tornado drill, persons should move in an orderly manner to assigned locations as quickly as possible. Students should be seated on the floor and await further instructions. *Teachers will take their emergency bags with them so they can take roll and account for all students.*

In the event of a fire drill, the siren and strobes will be the signal that all persons must leave the building by the nearest exit, in accordance with the plan posted in each classroom. All persons exiting should

withdraw to a distance of one hundred (100) feet from the building and remain there until the sirens conclude and a school official signals to students, indicating that the building may be reentered safely. *Teachers will take their emergency bags with them so they can take roll and account for all students.*

In the case of a lockdown drill, persons should move in an orderly manner to assigned locations as quickly as possible. Students should be seated on the floor and await further instructions. Classrooms will be locked and emergency personnel will be notified immediately.

Drills are conducted at various times throughout the school year.

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents of students under 18 years of age and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.
2. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
3. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or in violation of student's rights.
4. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading or in violation of the student's rights.
5. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
6. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Governance Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student participating in school service program or serving on an official committee, or assisting another school official in performing their tasks.

7. The district is permitted to disclose what is termed "directory information" of a student to others without consent of the student or parents, if the student is under 18 years of age. The student or

parent, if the student is under 18 years of age, may restrict or prevent the release of all or any part of the information designated as “directory information” without their prior consent provided that the student or parent, if the student is under 18 years of age, notifies the school, in writing, within ten (10) days of receipt of this handbook, that any or all of the “directory information” should not be released without the student’s or parent’s, if the student is under 18 years of age, prior consent. “Directory information” is designated as: the student’s name, address, telephone listing, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility.

8. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW Washington, D.C. 20202-4605

Immunizations

Oklahoma law requires that parents or guardians of all minor children in grades kindergarten through twelfth for all public, parochial or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, the student must have received or be in the process of receiving immunizations before the first day of school for the following:

Age/Grade	Required Immunizations with Cumulative Doses required		Recommended Immunizations
PreK	4 DTaP (diphtheria, tetanus, pertussis) 1 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	3 IPV (polio) 2 Hep A (hepatitis A) 3 Hep B (hepatitis B)	Seasonal influenza (flu) 2nd varicella at 4 years old Polio on or after 4th birthday
Kindergarten-6th Grade	5 DTaP (diphtheria, tetanus, pertussis) 2 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	4 IPV (polio) ◀ 2 Hep A (hepatitis A) 3 Hep B (hepatitis B)	Seasonal influenza (flu) 2nd varicella at 4 years old Polio on or after 4th birthday
7th-12th Grade	1 Tdap (tetanus, diphtheria, pertussis)• 5 DTaP (diphtheria, tetanus, pertussis) 2 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	4 IPV (polio) ◀ 2 Hep A (hepatitis A) 3 Hep B (hepatitis B)■	Seasonal influenza (flu) 2-3 HPV (human papillomavirus) 1-2 MCV4 (meningococcal ACWY) 2-3 Men B (meningococcal serotype B)

◀ If the 3rd dose of IPV is administered on or after the child's 4th birthday, and at least six months from the previous dose, then the 4 th dose of IPV is not required.

- Students 11 through 15 years of age who have not received Hep B vaccine may receive a 2-dose series of Merck® Adult Hepatitis B vaccine to comply with this requirement. All other children (younger or older) must receive 3 doses of pediatric hepatitis B vaccine.
- The Centers for Disease Control and Prevention (CDC) recommends a dose of Tdap on or after the 10th birthday even if previously received. An inadvertent dose of DTaP on or after the 10th birthday may be accepted for the 7th grade Tdap requirement

Medication

Pursuant to Oklahoma law, only medication that has been prescribed for a student by a physician will be administered by school personnel. Medication brought to school to be administered by school personnel will:

- A. Be in a prescription vial or bottle, with the pharmacy label that states the physician's name, the name of the medication, and the directions for the administration of the medication of a particular student. This could include an over-the-counter medication such as cough medicine, aspirin, or any other domestic remedies, ONLY if a physician has made a diagnosis and has directed that a specific medication be given to that student. Non-prescription medicines must be in the original container and accompanied by the guardian's written permission for administration at school.
- B. A written request, signed by the parent or guardian, must accompany the medication, stating the name of the medication, the amount to be given, and the time it is to be given.
- C. Medication that is given for longer than ten (10) days or "only when necessary" (PRN) will require a written and signed statement by the physician. Forms for the physician's statement are available in the school office.

If it is necessary for a student to take prescribed medicine during the school day or have medicine in their possession, the student must have a written request and instructions by the physician turned into the main office. A student may then obtain written permission to be released from class at the appropriate time for the purpose of taking such medication.

Child Nutrition Programs

Funds may be added to student accounts through the main office. Checks made payable for meal funds will NOT be exchanged for cash. Applications for free or reduced breakfasts/lunches may be completed from the district website. Free or reduced breakfasts/lunches cannot be shared with other students. **All outside food delivery services are prohibited unless delivered by the parent or guardian of a student.**

Child Nutrition Charges

In compliance with the Healthy, Hunger-Free Kids Act of 2010 and SP 46-2016, the district implements the following lunch charge policy:

Local Meal Charge Policy Considerations

1. Students who are unable to pay for their meal at the time of the meal service may charge either breakfast or lunch on the student's school lunch account;
2. The limit for student charges is \$100;

3. If a student charges a meal, the student will be allowed to receive a reimbursable meal with no limitations;
4. Families can find assistance by contacting the principal;
5. The school will notify households for negative balances by email, phone, or direct mail.

Local Meal Charge Policy Communication Requirements

1. Households will be notified of the charge policy at the beginning of each year;
2. Transfer students will be notified of the charge policy during enrollment;
3. Parents will be notified at the time of any changes to the charge policy;
4. Staff will be trained annually on the lunch charge policy.

Alternate Meal Policy Considerations

1. If a student charges a meal, the student will be allowed to receive a reimbursable meal with no limitations.
2. **If a student reaches the limit of \$300 in charges, then the student will receive an alternate meal instead of the child nutrition program meal.**

Delinquent/Bad Debt Practices

1. Households will be notified of delinquent debt monthly;
2. Households who are delinquent and may be approved for free/reduced lunch services will be encouraged to submit an application;
3. Households will be notified by mail of unpaid meal charges, expected payment dates, and collection efforts;
4. The principal will determine whether the achievement of program purposes would be jeopardized by the diversions of staff time and effort to collect payment;
5. Accounts with a negative balance as of May 31 may be referred to the school's legal counsel or designated collection agency for payment;
6. The school may solicit donations or use general fund collections to ensure that funds will be obtained to restore any unallowable bad debt to the School Food Service Account.

Financial Obligations

Students are expected to take care of any financial obligation that they may incur. If a student does not, the following may occur:

1. The student will not be allowed to pick up the following year's enrollment schedule.
2. The student's grades will not be sent out.
3. The student will not be allowed to participate in extracurricular activities.

Lost and Found Articles

Students are responsible for their personal items used at or brought to school. Personal items should be marked with the student's full name. Students who have lost items may look for them in the lost and found. Students finding articles in the school should bring them to the main office. All unclaimed items are given to a charity at the close of each semester.

Phone Calls & Messages

Only the front office staff, teachers, or administration can make phone calls at our school. Students are not allowed to use the office phone, except in special cases. If a student is sick and need to be picked up, the front office staff will notify parents.

Visitors

Our children's safety is important to us. While we welcome visitors, we must maintain a secure campus. All visitors must sign in through the Lobby Guard System located in the office foyer. All visitors must utilize their driver's license or other photo identification to obtain access and a visitor badge. Please do not walk your child to class and/or visit the classroom as this can disrupt the class or monopolize the teacher's time. All outside building doors will remain secured during school hours.

Parents are welcome to eat breakfast or lunch with their child, whether it is purchased at school or brought in to school. If parents want to eat the school lunch with their child, they must pay the exact amount in advance at the office. There is a guest table designated for parents and their child in the cafeteria.

Flowers & Gift Deliveries

Flowers, balloons, and other gift deliveries will be accepted. Staff/Students will be notified that they have a delivery, which will be held in the front office for pick up at the end of the school day.

Pledge of Allegiance

The Pledge of Allegiance to the United States Flag and the Oklahoma Pledge may be recited during morning announcements, programs, and assemblies throughout the school year. Students have the right not to participate, but non-participating students must remain silent and respect the rights of others during the ceremony.

Computing Device Usage Policy

Access to the internet is available on computing devices throughout the school and through Wi-Fi. Student use will be at the discretion of the teacher in the classroom. However, before any student is given permission to use the internet, they must have signed the Internet Agreement part of the enrollment process.

The following policies apply to any computing device at HCP. Failure to comply with these policies will result in disciplinary action through the office and loss of computing device privileges. Damages to computing devices will be at the expense of the student's family.

- No chat rooms and/or instant messaging may be accessed on any computing device at HCP.

- No games or applications may be installed on any district computing device.
- Computing devices and their supported technology are to be treated with care and respect.
- Any unauthorized use of the computing device network is strictly forbidden.
- Only school-related use of the computing devices is authorized.
- No cloning or copying software that is on a district computing device.

Academic Grading Scale

HCPES uses Standards-Based Grading in grades PreK-4th grade. Standards-based grading emphasizes assessing students' mastery of specific learning standards rather than overall subject performance. Unlike traditional grading, which provides a single letter grade, standards-based grading breaks down the curriculum into clear learning objectives. Teachers assess students on each standard, offering targeted feedback for individual concepts or skills. Standards-based grading promotes clear learning objectives, accurate assessment, targeted feedback, individualized learning, a growth mindset, and improved communication.

Implementation involves employing a proficiency scale in core subjects. The goal is to achieve "M," indicating the meeting of academic standards. In contrast to traditional grading, Standards-Based Grading assesses solely on achievement, separates behavioral assessments, and allows students to showcase growth on a continuum towards end-of-year goals. Grades will go out quarterly.

Academics Key:

- M = Meeting or exceeding grade level expectations
- P = Progressing: on track for meeting grade level expectations (in development)
- L = Limited Progress: experiencing difficulty; needs time & support
- U = Unsatisfactory: not approaching expectations even with time & support

Promotion & Retention Criteria for PreK – 4

Students who demonstrate academic competence will be considered eligible for promotion to the next higher level by following district guidelines and state laws. Academic competency is indicated based on criterion referenced test results, teacher observations, course grades, and attendance in grades PK-4.

- Students who miss more than 15% of instruction with excused and/or unexcused absences will be recommended for retention. The School Attendance Committee will make the ultimate decision. The decision will be made at the end of the second semester.

Any parent or guardian, who is dissatisfied with the decision to retain a child, may appeal the decision by following the Parent Complaint Policy found in the HCP Policy and Procedure Manual.

Strong Readers Act

The purpose of the Strong Readers Act is to ensure that progression from one grade to another is determined, in part, upon proficiency in reading, that school district board of education policies facilitate reading instruction and intervention services to address student reading needs, and that each student and his or her parent or legal guardian be informed of that student's reading progress.

The Strong Readers Act can be divided into three main sections:

1. Early Identification of Reading Difficulties
2. Clear, Consistent Parent Communication
3. Increased Time and Improved Literacy Instruction

1. Early Identification of Reading Difficulties

The Strong Readers Act serves to ensure that all students are assessed, beginning in kindergarten, to determine their current level of proficiency in the basic areas of reading. All students who score at the 40%ile or below will also receive a Dyslexia Screener and results will be shared with families.

In addition to providing the screener three times per year, HCP teachers utilize progress monitoring throughout the year to determine the extent to which instruction and intervention are meeting the student's needs.

2. Clear, Consistent Parent Communication

The Strong Readers Act places great attention on parent communication. Reading success requires support from many different people. With the help of the family and as a result of his or her own hard work, each child has a greater chance of becoming a successful reader.

Every student who does not meet established grade-level benchmark level targets on an approved screening instrument must have a Student Literacy Intervention Plan (SLIP). The SLIP is created once a student has been identified as having reading difficulty (below the 40%ile) The SLIP will provide: the child's specific area of need, the instructional services and supports for that student, and strategies and online resources that families can use to help their child succeed. This SLIP is discussed with parents at conferences. Every student's SLIP will be included in the student's cumulative folder.

3. Increased Time and Improved Literacy Instruction

The Strong Readers Act requires that specific amounts of time be reserved every day for literacy instruction. Every student in grades K-4 receives 90 minutes of core reading instruction. During this time, instruction is designed to help students master the reading skills required for their grade level.

In addition to the 90 minutes of core instruction, students who are not meeting the established grade-level benchmark receive additional minutes of targeted intervention. This extra support is designed to fill gaps in students' foundational reading skills.

Tier 1 (all students receive in the general classroom)

90 minutes daily scientific research-based reading instruction.

Tier 1+ (26th-39thile)

90 minutes daily scientific research-based reading instruction PLUS additional intervention time at least 2-3x/week.

Tier 2 (11th-25thile)

90 minutes daily scientific research-based reading instruction PLUS additional intervention time at least 3-5x/week.

Tier 3 (1st-10thile)

90 minutes Daily scientific research-based reading instruction PLUS additional intervention time at least 30 minutes daily.

Learning Behaviors for Success

~~Learning Behaviors for Success represent observable behaviors crucial for a student's success in school, work, and life. These qualities contribute to our social curriculum and warrant reporting to parents.~~

~~Learning Behaviors for Success is not isolated but seamlessly integrated into the school culture, evident in daily classroom instruction and assessment. Thus, these ratings reflect the qualities exhibited by your child across all content areas, emphasizing a comprehensive assessment rather than focusing on a single discipline.~~

Learning Behaviors for Success Key:

- ~~● E = Excellent~~
- ~~● S = Satisfactory~~
- ~~● N = Needs Improvement~~
- ~~● U = Unsatisfactory~~

Grade Viewing

~~Grades can be viewed by signing on to PowerSchool. In the event you cannot access PowerSchool, please feel free to call or email the main office.~~

Volunteer Hours

Students

The HCP Governance Board views the Community Service component of our students' education as a means of developing awareness by our students of their role in the community. We hope to instill an attitude of responsibility toward their community and a sense of ownership in that community. Community service is one method of developing skills in collaborative work, strategic planning, assessment of outcomes, negotiating skills, and communication skills. Therefore, the governance board

believes that age-appropriate community service projects are an asset to the curriculum. Each student must learn about the importance of community service and complete a service each year arranged by the school administration.

Parents/Families

The HCP Governance Board believes that a parent's participation in the education of their child is one of the most important aspects of a child's educational success. Parental participation in the education process is at the core of our school's foundation. Therefore, the governance board has established a Parent/Family Participation Program to provide parents with various activities and projects to assist the school and support their child's education. Participation in the Parent/Family Participation Program is encouraged for each parent who wishes to admit their student to the school.

Each family is ~~encouraged~~ **required** to complete a minimum of twenty-five (~~25~~ **15**) hours of volunteer time per school year. It is the duty of parents to maintain their own records. The office shall supply each family with "time sheets" that are used to record the type of task performed, the time involved in completing the activity or to indicate the money spent on purchasing items to complete the activity or to aid in the classroom. The awarding of volunteer hours for tasks is outlined below:

- A. If a family member or guardian wishes to participate in a volunteer activity on behalf of the student, then those hours of volunteer time shall be counted toward the family's volunteer time.
- B. If a student, family member or guardian provides classroom materials and/or purchases materials to complete a volunteer and/or education-related task, the family will receive one (1) hour of volunteer credit for every \$20.00 spent.

Asbestos Hazard Emergency Response Act of 1986

This act requires the inspection of all buildings for asbestos. The district has complied with this act. A management plan documenting these inspections is on file for public review. Upon request, you may view the plan which is located in the district's office. Additionally, information regarding any asbestos-related activities, planned or in progress, will be disseminated by posting a notice or using handout bulletins, flyers and/or using newspaper public notice statements.

The asbestos identified in our management plan will be checked regularly by a licensed asbestos company and by our staff to scrutinize any changes in the material which could cause a health hazard. We will continue to monitor the asbestos as defined by EPA guidelines. If changes occur, we will notify the appropriate people as described by law.

ATTENDANCE INFORMATION

Attendance Policies and Procedures

Attendance is vital to the education of our students. Students don't learn when they are not in the classroom. Thus, it is not only important that every student attend school but also are not tardy. Secondly, failure to attend school is detrimental to the student because excess absences can result in various penalties, including financial, for both the student and district.

Commented [LF1]: To advise parents & students of the costs of non-attendance

Oklahoma County Truancy Laws

It is important to understand the laws concerning school attendance and truancy. Oklahoma Law holds parents responsible for their child's attendance at school. Oklahoma State Law requires that school officials keep attendance records and report excessive absences to the Oklahoma County District Attorney Office for the misdemeanor offense of Failure to Comply with the Compulsory Education Law. The penalty for this offense is up to five (5) days in the County Jail for every unexcused absence and/or \$50.00 fine per day after the notice has been given. Fines and jail time increase for subsequent offenses. School officials are required to inform the District Attorney when a student has missed ten (10) or more days of school.

District Attorney's Criteria for Absences that Do Not Count Against Attendance

- A. Medical Absences - Documentation of doctor visits and medical absences must be turned into the office no later than five days after the visit in order to not count against attendance.
- B. Funeral Absences - Documentation of missing school for funeral-related purposes must be turned into the office no later than five days after the event in order to not count against attendance.
- C. Judicial Absences - Documentation of judiciary-related absences must be turned into the office no later than five days after the event in order to not count against attendance.
- D. Religious Absences – Documentation of religious-related absences must be turned into the office no later than five days after the event in order to not count against attendance.

If any forgery occurs with above documentation, local authorities will be notified.

Excused Absences

Excused absences are those absences that a parent has excused either by phone or written notice. Absences need to be excused by a parent on the day of the absence; otherwise, it remains unexcused. Students are allowed to make up schoolwork for days that they have an excused absence; the number of days absent plus one will be allowed. Excused absences count against the eight (8) allowed absences per semester.

Unexcused Absences

Unexcused absences are those absences that a parent has not excused either by phone or written notice. Absences need to be excused by a parent on the day of the absence; otherwise, it remains unexcused. Students are not allowed to make up schoolwork for days that they have an unexcused absence. Unexcused absences count against the eight (8) allowed absences per semester.

Attendance and Makeup Work

If a problem of absenteeism persists, a conference may be held with the parent, the student and the principal. A behavioral or attendance contract may be written and signed by the parent and student, if

under 18 years of age, or the student may be subject to further disciplinary action, including withdrawal from HCP.

When a student is absent, makeup work will be allowed only if the absence is excused. It is the responsibility of the student to arrange with the teacher to make up work and/or take tests.

In the event of an extended illness, three (3) weeks or more, arrangements can be made for homebound instruction.

Checking In and Out

Students must be signed out at the front office before they are permitted to leave before regular dismissal time. Students may only be checked out by individuals designated by the parents/guardians on enrollment forms; changes may be made by contacting the office. Students who leave and return to school the same day must be signed in at the front office by a parent/guardian or designated individual upon returning.

Attendance Summary

The following chart will provide a summary to students and families regarding which absences count against a student's attendance. Students are only allowed eight (8) unexcused/excused absences per semester.

Count Against Student Attendance	Does Not Count Against Student Attendance
Unexcused/Excused Absences	Medical Absences (with documentation)
	Funeral Absences (with documentation)
	Judicial Absences (with documentation)
	Religious Absences (with documentation)

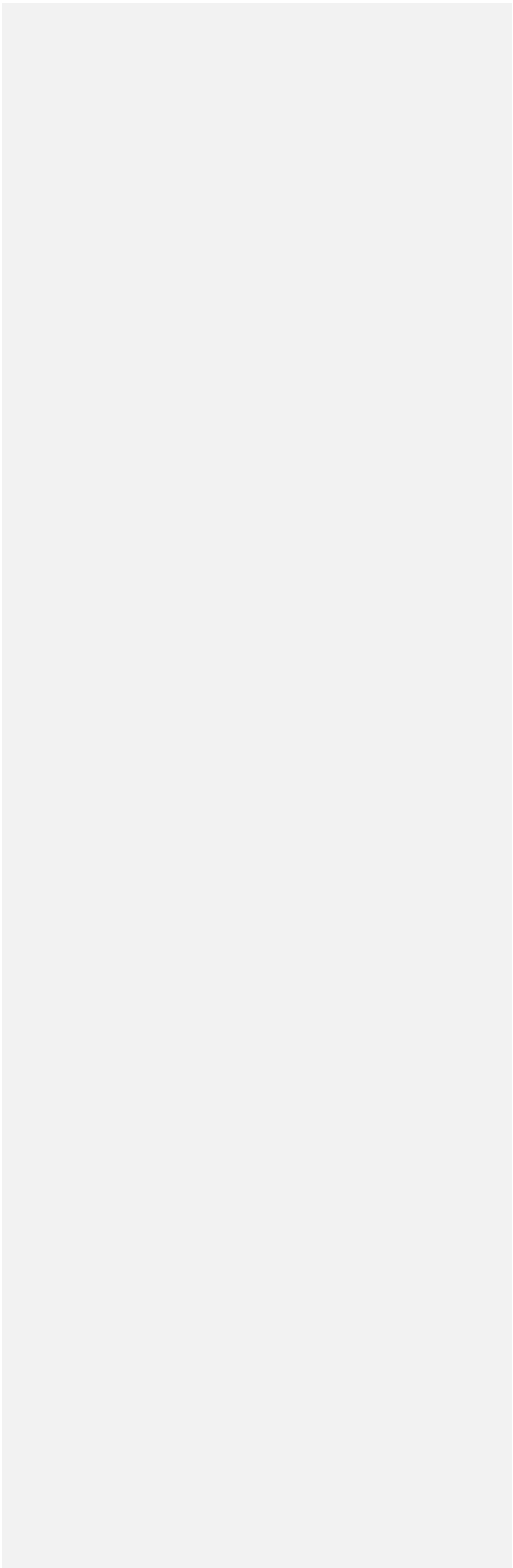
Tardy Policy

HCP values the learning experiences that take place in the classroom environment and considers them to be a meaningful and essential part of its educational system. Tardiness tends to disrupt the continuity of the instructional process, and time lost from class is irretrievable, particularly in terms of opportunity for interaction and exchange of ideas among students and between teachers and students. Therefore, classroom punctuality is considered to be an integral part of the students' course of study.

A tardy, defined as not being in the classroom. **Tardiness will be excused for administrative reasons only.** All tardies accumulate for each semester in each class. The consequences may include, but are not limited to:

1. Parent/Guardian Contact
2. Conference with student and/or parent/guardian
3. Detention

GENERAL EXPECTATIONS



HCP General Expectations

HCP recognizes that students do not surrender any rights of citizenship while in attendance. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for obedience to school rules.

General School Rules

Students will be expected to follow the rules set forth in this handbook as well as those which might be established by the administration and individual teachers throughout the year.

Articles Prohibited in School

Problems arise each year because students bring articles that are hazardous to the safety of others or interfere in some way with the school instructional program. Such items include radios, cassette/CD players, skateboards, chains, cards, toys or any other item deemed inappropriate. These items will be taken from the student and released (upon request) to the student's parent/guardian.

Uniform Dress Code

Pants

- Pants must be khaki or navy blue.
- Pants must be plain or pleated front and must have belt loops.
- Pants must fit properly and may not have tears, splits, rips or frayed hems.
- Pants such as hip huggers, stretch pants and leggings are not permitted.
- Pants made of denim material are not permitted.

Shorts

- Shorts must be khaki or navy blue.
- Shorts must be plain or pleated front and must have belt loops.
- Shorts must fit properly and may not have tears, splits, rips or frayed hems.
- Shorts must be an appropriate length, no more than three (3) inches above the knee.

Skirts

- ~~Skirts must be khaki or navy blue; skirts in approved plaid from the school uniform store are also permitted.~~
- ~~Skirts must fit properly and may not have tears, splits, rips or frayed hems.~~
- ~~Skirts must be an appropriate length, no more than three (3) inches above the knee.~~

Jumpers/Dresses

- Jumpers/Dresses must be khaki or navy blue; jumpers/dresses in approved plaid from the school uniform store are also permitted.

Shirts

- Shirts must be hunter green, navy, or white.
- Only polo shirts are permitted; both short-sleeved and long-sleeved shirts are permitted.
- Shirts may have the official HCP logo but are not required to.
 - jumpers and dresses are permitted from the school uniform store.
 - Shirts with the HCP logo must come from the school uniform store.
 - Shirts without the HCP logo must not have any other logos or insignias.

- Shirts may not be rolled or tied, and the collar may not be tucked in the neck or altered in any way.
- Shirts with hoods are not permitted.

Sweatshirts

- Sweatshirts must be hunter green or navy.
- Sweatshirts may have the official HCP logo but are not required to.
 - Sweatshirts with the HCP logo must come from the school uniform store.
 - Sweatshirts without the HCP logo must not have any other logos or insignias.
- Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.
- If a sweatshirt or pullover is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)

Coats, Jackets, and Pullovers

- Personal coats and/or jackets are not permitted during the school day. Coats and jackets brought to school should remain in students' lockers during the school day.
- HCP pullovers and jackets from the school uniform store are permitted during the school day.
- Jackets considered to be spirit attire may be worn only on HCP Spirit Fridays.
- Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.
- If sweatshirt is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)

HCP Spirit Fridays

- Spirit attire includes shirts, sweatshirts, pullovers and jackets that represents HCP and has been approved by administration.
- Spirit attire may only be worn on Fridays.
- Spirit attire may not be cut, altered or homemade. Spirit attire may not be rolled and/or tied.

Shoes

- Tennis shoes and leather style shoes are acceptable.
- Shoes with open toes, open heels, and/or visible holes are not permitted.
- House shoes, slippers, slides, crocs and flip flops are not permitted.

Personal Items (non-academic)

- Must be left in designated area for the entire school day.

Eyewear

- Only prescription eyewear is approved to be worn during the school day.
- Sunglasses may not be worn during the school day, even if they are prescription sunglasses.

Headwear and Head Coverings

- Headwear and head coverings are only allowed for religious reasons, provided the individual notifies the administration.
- Headbands must not exceed two inches in width and cannot be bandana print.

Medical/Air Filtration Face Masks

- Medical/Air Filtration face masks are allowed
- Masks must be school appropriate and cannot be bandana print.

Out of Uniform Days (requires approval from the administration)

- Clothing must be acceptable and appropriate.
- The fundamentals of the HCP Dress Code Policy apply to Out of Uniform Days. The fundamentals of HCP Policy include:
 - Length of shorts and/or skirts
 - HCP shoe policy
 - Headwear and Head Coverings policy
 - Backpack, Purses & Fanny Pack policy
 - Eyewear policy
 - Medical/Air Filtration Face Mask policy
- A sleeveless shirt less than four inches wide at the shoulder must have a sleeved shirt underneath.
- No clothing with hoods (hoodies).
- No clothing with tears, splits, rips or frayed hems.
- No exposed midriffs.
- No plunging necklines.
- Tights and/or leggings may not be worn as pants. They can only be worn under bottoms that abide by the HCP length of shorts and/or skirt policy.

Students will be informed about any violation of the dress code and added to the uniform violation list.

The final decision will be based on the judgment of the administration. If the administration deems the clothing of a student inappropriate or a distraction to the educational environment at any time, the student must make arrangements to change into appropriate clothing or remain in the office while at school.

The consequences may include, but are not limited to:

1. Parent/Guardian Contact
2. Conference with student and/or parent/guardian
3. Detention

Inappropriate Language

HCP recognizes that racism, bigotry, gender bias and sexual orientation bias are not conducive to learning and the educational experience. They will not be tolerated and are explicitly prohibited while on school grounds, in school vehicles, at school-sponsored activities or at school-sanctioned events. All persons are to be treated with respect and addressed by their announced preference.

It is expected that language used at school be respectful and appropriate. Foul language, including, but not limited to, profanity, obscenity, and vulgarity, has no place at school or during a school-sponsored activity. Offensive language, including, but not limited to, language based on sex, sexual orientation, race, color, national origin, disability, age or other referenced bias, will not be tolerated. It shall not be a defense to this prohibition that the slur(s) or word(s) were spoken at, between or to members of the same group.

The consequences may include, but are not limited to:

1. Parent/Guardian Contact
2. Conference with student and/or parent/guardian
3. Detention

Cafeteria Behavior

In order to keep the cafeteria orderly, clean and attractive, the following rules must be observed:

- Students will keep their hands and feet and objects to themselves.
- Students will walk in the cafeteria.
- Students will eat quietly and use good manners.
- Students will finish eating any food items before leaving the cafeteria.
- Students will stay in their seats until dismissed. (To get help, students will raise their hands.)
- Students will clean up after themselves.
- Everyone will treat everyone with dignity and respect.
- Students will sit in designated areas/tables.
- Students will get permission from a monitor/teacher before going to the restroom.

The consequences may include, but are not limited to:

1. Parent/Guardian Contact
2. Conference with student and/or parent/guardian
3. Detention

Recess Expectations

- Students will stay within the designated areas. They will not leave the playground without permission.
- Students will limit throwing and kicking of objects to balls in games. Rocks, dirt, sticks, twigs and gravel will remain on the ground.
- Students will respect the rights of others to use their own space. They will avoid fighting, wrestling, shoving, spitting and games that may cause injury to others.
- Students will refrain from name calling, teasing and cursing. They will treat other people with respect.
- Games will be open to all students wishing to play.
- Students will leave toys, nuisance items, games, skateboards, skates, scooters, baseballs, footballs, electronic devices, etc. at home.
- Students will only be able to leave the playground with permission from a monitor/teacher.

The consequences may include, but are not limited to:

1. Parent/Guardian Contact
2. Conference with student and/or parent/guardian
3. Detention

Hallway Expectations

Teachers are expected to accompany and supervise their students during transport through the hallways when going to specials, lunch or other class events.

Students should walk quietly and in an orderly manner (e.g. skater walk) to maintain a climate conducive to learning.

Students who are leaving the classroom to use the restroom, run an errand for a teacher, etc, must abide by hallway procedures:

- Keep voice at level 0
- Walk on the right side of the hallway
- Keep your arms to yourself and your eyes forward.

Head Lice

When a student is found to have live head lice or nits:

1. The parent is notified, and information related to detection and elimination of head lice and nits may be provided to the parent or guardian.
2. The student will be sent home from School so as to avoid any other students or staff from being infected.
3. The parent is instructed that the student must be treated before returning to School, and evidence of the treatment should be provided to the School (e.g., used treatment container/note).
4. The school may check the student's head upon return to School. If live lice or nits are found, the student should not return to the classroom. Parents will be instructed to remove all live lice and nits before the student returns.
5. If only nits are found, the parent will be notified to keep combing them out with a lice comb at least daily for the next two weeks.
6. School staff may do follow up head checks to confirm lice and nit elimination efforts.
7. If live lice or nits are found, the process of notification to parents/guardians begins again.

When to check beyond the identified student with live lice or nits:

1. Determine if the student has siblings in the School. If yes, then check the siblings.
2. Full classroom screenings for head lice may be done as deemed necessary by the Superintendent, or designee.

Pink Eye (Conjunctivitis)

Students with pink eye should stay home if they have eye redness with thick discharge, crusting, or discomfort. Those with bacterial conjunctivitis may return after 24 hours of antibiotic treatment. Students with viral conjunctivitis should stay home until symptoms improve. Allergic or irritant conjunctivitis is not contagious, and students may attend if they feel well.

Vomiting

Students who vomit should stay home until they are symptom-free for at least 24 hours without medication. If vomiting is due to a contagious illness, students should also be free of fever and other symptoms before returning to school.

Fever

Students with a fever of **100°F or higher** should stay home and may return to school only after being **fever-free for 24 hours without the use of medication**. If the fever is accompanied by other symptoms of illness, students should remain home until they are feeling well enough to participate in school activities.

Potty Training

Students are expected to be fully potty trained before attending school. This means they can independently use the restroom, wipe, flush, and wash their hands. Occasional accidents may happen, but frequent accidents may require a meeting with parents to discuss readiness for school. Parents should provide a change of clothes in case of an accident.

Parties

No more than three class parties are planned during the school year. When these class parties occur may change from year to year. Teachers may plan special events (not additional parties) that are an extension of the regular curriculum. Parents may assist with special activities anytime during the school year under the direct supervision of the classroom teacher. It is critical that a certified teacher is always responsible for students.

Please bring healthy snacks and treats for parties. HCP asks that parents refrain from a large amount of sugary treats, cookies, and cupcakes for parties. Store packaged items only are allowed.

Floral or balloon bouquets that are delivered to school will not be delivered to classrooms but kept in the office. The student may be called out of his/her class to see the arrangement, but will not be delivered to class.

If you are planning a private birthday party, please work with the teacher to distribute invitations in an unobtrusive manner. Invitations are allowed to be distributed in class only if the entire class is invited.

Safe & Healthy Schools

Schools play a critical role in promoting the health of young people and helping them establish lifelong healthy behaviors. Research shows that healthy schools can help improve students' academic performance and overall health. Our goal is to serve the whole child, including strategies and resources for all students to be safe, healthy, challenged, engaged, and supported.

As part of safe and healthy schools, HCP asks that parents help ensure our students are making good, healthy choices. Please send snacks that are healthy and non-sugary. Please do not send candy or soda pop to school for breakfast, lunch, or snack. Please also do not send cupcakes or other sugary treats for your child's birthday to school.

Cell Phones & Other Electronic Devices

A student may possess an electronic device (cellular phone, iPhone, AirPods, ear bud, smartwatch, iPod, tablet, etc.) while on school premises. **ALL SUCH DEVICES ARE TO BE LEFT IN THE STUDENT'S BACKPACK DURING THE SCHOOL DAY.** Such devices may not be activated, seen, or heard during school hours (7:30 a.m. – 2:30 p.m.). If a student calls/texts for any reason, or if a school employee receives information that a phone call/text was made, and such is confirmed, even if the student was not observed making the call/text, such will be considered as if the phone was observed being used and is an infraction of this policy. Upon confirmation that the use of a device or phone call/text was made, the student will receive the appropriate discipline and the phone confiscated. Students violating this policy shall be subject to the following:

FIRST OFFENSE: Electronic device will be confiscated, taken to the office, and returned to the student at the end of the school day.

SECOND OFFENSE: Electronic device will be confiscated, taken to the office, and parent or guardian must come to retrieve it.

THIRD OFFENSE: Electronic device will be confiscated, taken to the office, and must be picked up by the parent or guardian. The device will no longer be allowed to be on campus.

Media Release Protection

The use of an electronic device to record or take photos of any school activities or event is not permitted. It is illegal for any party, other than those that have been approved to do such, to record students.

Search and Seizure

The superintendent, principal, teacher, or security personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search of any student or property in the possession of the student when said student is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a student, 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.

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 student 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 student's possession including the authority to authorize any other persons they deem necessary to restrain such student or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, 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.

Students shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property. School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of students. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search. Schools shall inform students in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.

Fighting

It is the student's and/or parents' responsibility to immediately notify a counselor or administrator of any pending conflict that may result in a fight. Seldom will a fight occur without prior reason.

Once a fight occurs, the students involved in fighting may be disciplined as follows:

FIRST OFFENSE:

1. Student is sent home for the remainder of the day.
2. Consultation meeting must occur with administration before student is readmitted into the school.

SECOND OFFENSE:

1. Three (3) day out-of-school suspension.
2. Consultation meeting must occur with administration before student is readmitted into the school.

SUBSEQUENT OFFENSE(S):

1. Five (5) day out-of-school suspension.
2. Consultation meeting must occur with administration before student is readmitted into the school.

***Note: Fighting offenses are inclusive of the student's academic career at the school. This policy is limited to covers fighting that occurs on school grounds/property, at school-related and/or sponsored events/activities, or under the supervision of school personnel. It also covers when the student arrives at the school grounds/property until the student enters the building or departs**

from school grounds/property until the student enters their parent's/guardian's or approved driver's vehicle.

Any such conduct that disrupts the educational environment regardless of whether the conduct occurs at or on any of the above circumstances or away from school property or is in the presence/possession of their parent(s)/guardian(s) shall be subject to discipline.

In instances where any of the above occurs while in the presence of their parent(s)/guardian(s) or where the student is in the possession of their parent(s)/guardian(s) the district will contact the local police department as well as the Department of Human Services to handle it.

Destruction of School Property

All students are responsible for proper use of HCP facilities and property. Any student who causes damage to or destroys any property or facility will be required to make financial restitution in the amount of the damage or destruction and/or be required to provide an appropriate amount and type of school service time. Students may also be subject to discipline.

Bullying Prevention

Students are prohibited from bullying, harassing, threatening, or intimidating other students or school personnel.

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

The following steps shall apply to the investigation of reported incidents of harassment, intimidation, bullying, or threatening behavior:

1. If any person is aware of, observes, or is a victim of bullying, harassing, threatening, or intimidating behavior or communications from a student, such person must report the behavior or communication to the school principal.
2. The principal will gather information deemed necessary to evaluate the incident to determine the severity of the incident and the potential for future violence.
3. After completing any necessary investigation, the principal shall determine if the student accused of bullying, harassing, threatening, or intimidating behavior or communications engaged in prohibited conduct and, if so, shall determine the appropriate discipline.
4. Parents and guardians of both victims and perpetrator of verified bullying will be notified by site administration regarding the situation and steps taken to rectify the actions of students involved.
5. During the investigation, the principal may take appropriate action to ensure the safety of all students or school personnel involved.
6. If warranted, the principal shall notify law enforcement of the reported incident and cooperate with any law enforcement investigation.

7. If the student's actions are determined to constitute harassing, intimidating, threatening, hazing, or bullying behavior or communications, the principal may, as a condition and part of any disciplinary action that is taken, recommend that available community mental health care options be provided to the student.
8. The principal may further require the student (if 18 or over) or the parent or guardian of the student to allow the mental health care provider to disclose any information concerning the student who has received mental health care for conduct which indicates an explicit threat to the safety of students or school personnel as a condition of being allowed to return to school.
9. The principal may also require that the student and the student's parent or guardian meet with the administrator, a school counselor, and/or other appropriate school personnel before being allowed to return to school.
10. If a student is found to have falsely accused another student of harassment, intimidation, bullying, or threatening behavior as a means of retaliation, reprisal or as a means of bullying, then they may be assigned disciplinary consequences as deemed appropriate by the principal.

Definitions/Terms of this regulation:

- A. "At school" means on school grounds, in school vehicles, at school-sponsored activities or at school-sanctioned events.
- B. "Electronic communication" means the communication of any written, verbal, pictorial or video content by means of an electronic device, including, but not limited to, a telephone, or mobile or cellular telephone or other wireless telecommunication device or computing device.
- C. "Threatening behavior" means any pattern or 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.
- D. Appropriate school personnel consist of site administration (principal, assistant principals and/or administrative interns), counselors, and/or teachers.

Information from this regulation shall be posted on in areas deemed appropriate by school principal, and will be included in all student and faculty handbooks.

The district will conduct an annual training of preventing, identifying, responding and reporting incidents of bullying with their faculty and staff. The district will also provide for an educational program for students and parents in preventing, identifying, responding to and reporting incidents of bullying.

An anonymous reporting system, HCP CARES, is available to students and parents/guardians on the district website. This reporting system is to report concerns within the school.

Smoking, Vaping and Dipping

The use or possession of tobacco in any form by students is prohibited by Federal Law. This policy applies to students while on campus (parking lot included), at after school activities, or any school-related function. **This policy includes vaping or any form thereof.** Students violating this policy will be subject to the following per semester:

FIRST OFFENSE: Student is sent home for the remainder of the day.

SECOND OFFENSE: Three (3) days out-of-school suspension; conference with parents and principal.

THIRD OFFENSE: Five (5) days out-of-school suspension; conference with parents and principal.

Note: This policy is limited to smoking, vaping, and dipping that occurs on school grounds/property and/or at school-related and/or sponsored events/activities.

Soliciting

Students may not display, distribute, solicit contributions, collect funds, offer to sell, or sell any item to students unless the principal has granted permission, or through approved student activities or organizations.

Disciplinary Policies & Procedures

Behaviors/Acts Subject to Discipline

The administration, faculty and staff at HCP are committed to protecting the right of all students to an education without interference. Students are expected to share this responsibility by helping to maintain an atmosphere conducive to a good education. Therefore, any student who disrupts the educational process will be disciplined accordingly.

HCP recognizes and emphasizes the need for school administrators to protect the procedural due process rights of students in discipline cases. The policy of HCP must be consistent with the due process rights of students and must provide appropriate processes for fair and consistent treatment of students.

Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

1. The seriousness of the offense;
2. The effect of the offense on other students;
3. Whether the offense is physically or mentally injurious to other people;
4. Whether the incident is isolated or habitual behavior;
5. The manifestation of a disability;
6. Any other circumstances which may be appropriately considered

Standards of behavior for all members of society are generally a matter of common sense. Some behaviors are not acceptable in society generally, and particularly in a school environment. When, in the judgment of a teacher or administrator, a student misbehaves, is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

HCPES Behavior Matrix		
Tier 1 Minor behaviors that impact the student "Teachable Moments"	Tier 2 Minor behaviors that impede learning or safety (Teacher Managed)	Tier 3 Major behaviors that are harmful or illegal (Administrator Managed)
<ul style="list-style-type: none"> • Off task behaviors, not working • Not listening/paying attention • Noises that disrupt • Rocking, tilting, falling out of seat • Leaving seat without permission • Playing in restroom • Name calling/teasing • Talking out of turn • Getting out of line • Toys at school • Noncompliance • Sleeping 	<ul style="list-style-type: none"> • Continuation of Tier 1 behaviors after corrections and parent contact • Defiance • Poor attitude/rudeness • Inappropriate language/comments • Dishonesty • Swearing • Inappropriate use of playground equipment • Play fighting • Poking/touching • Argumentative • Consistently not following directions even with 	<ul style="list-style-type: none"> • Continuation of Tier 2 behaviors after corrections and parent contact • Significant disruption • Significant defiance • Throwing furniture/dangerous materials • Physical aggression/fight with intent to cause bodily harm • Vandalism • Verbally threatening behavior • Physically threatening behavior

<ul style="list-style-type: none"> • Blurting/talking out • Horseplaying 	redirection	<ul style="list-style-type: none"> • Sexual/racial harassment • Weapons • Illegal substances
Next Steps		
<ul style="list-style-type: none"> • Redirect student • Reteach expected behavior • Visual, non-verbal, physical prompt • Proximity • Warning • Move to another seat • Conversation with student 	<ul style="list-style-type: none"> • Assign student to buddy teacher • Move to “take a break” area • Loss of privileges • Student reflection sheet • Logical/natural consequences 	<ul style="list-style-type: none"> • Logical/natural consequence • Policy referred consequence if applicable • Office referral if deemed necessary
Teacher addresses with student and documents incident.	Teacher notifies parents/guardians and documents incident.	Administration notifies parents/guardians and documents incident.

Types of Discipline

The following types of discipline can be imposed, including other reasonable measures commensurate with the offense. Failure to comply may result in additional disciplinary action.

Behavioral Consultation

A behavioral consultation is the calling together of a panel consisting of the student, their parent(s), teachers, and principal to consider behavior of a student and make recommendations concerning the situation.

Administrative Detention

The principal and/or assistant principal may assign detention as a discipline measure. Administrative detentions may include, but are not limited to, in-school detentions such as lunch detention, recess detention, and after-school detentions.

Restricted Privileges

Restricted privileges are the denial of privileges such as student activities and/or extracurricular events.

In-School Suspension

The principal and/or assistant principal may assign in-school suspension as a disciplinary measure. In-school suspension dates and times are at their discretion. In-school suspension also includes the discipline of Restricted Privileges.

Out-of-School Suspension

Out-of-school suspension is the removal of a student from the school for a period of time. The length of the suspension will depend on the severity of the offense. The history of prior offenses or discipline or lack thereof may also be taken into consideration. **Any suspension that exceeds ten (10) consecutive days will result in the enrollment transfer revoked at the end of the school year.**

Out-of-School Disciplinary Procedures

The term out-of-school suspension refers to removal from the school for a period of time. Before the imposition of out-of-school discipline, the principal shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspension.

Alternative in-school placement and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve the due process procedures set forth herein.

- I. Grounds for Imposing Out-of-School Suspensions (follows 70 O.S. §24-101.3)
 - A. Violation of a school regulation.
 - B. Possession of an intoxicating beverage, low-point beer, as defined by Section 37 O.S. §163.2, 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.
 - C. Possession of a dangerous weapon (as defined herein) or a controlled dangerous substance while on or within two thousand (2,000) feet of a public-school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances.
 - D. Any student found in possession of a firearm while on any public-school property or while in any school bus or other vehicle used by a public school for transportation of students or teachers shall be suspended out-of-school for a period of not less than one (1) year, with said length of the term being determined by the district governance board, which, however, may be modified by the district superintendent on a case-by-case basis.
 1. For purposes of this paragraph the term "firearm" shall mean: (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.
 2. The term "destructive device" means—(A) any explosive, incendiary, or poison gas— (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses; (B) any type of weapon (other than a shotgun or a shotgun shell which the Attorney General finds is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and (C) any combination of parts either designed or intended for use in converting any device into any destructive device described in subparagraph (A) or (B) and from which a destructive device may be readily assembled. See 18 U.S.C., Section 921.
 - E. Any student found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or a person volunteering for a school shall be suspended for **30 school days** ~~the remainder of the current semester and the next consecutive semester~~. The term of the suspension may be modified by the district superintendent on a case-by-case basis. Any student who has been suspended for a violent offense which is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that

teacher. In addition, student's enrollment transfer will be revoked at the end of the second semester.

II. Terms for Out-of-School Suspensions

- A. Five (5) days or less
- B. More than five (5) days, including:
 - 1. More than ten (10) days
 - 2. Through the end of the current semester
 - 3. Through the end of the current semester and the following semester
 - 4. Not less than one (1) year
 - 5. Except as otherwise provided for in 70 O.S. §24-101(C)(2) - (I-D, hereinabove), no out-of-school suspension shall extend beyond the current semester and the succeeding semester.

III. Conferences

The principal will keep records of each out-of-school suspension conference containing the date of the conference, the names of the persons present, the time duration of the conference, and the basis for rejection of alternative school in-school placement disciplinary options.

A. Pre-Out-of-School Suspension Conference

- 1. When a student less than 18 years of age may be subjected to out-of-school suspension, the principal shall immediately notify the parent by phone or monitor the student calling the parent with the suspension notice and give notice to the student and/or parent, in writing, that the student is being suspended out of school and that other available options have been considered and rejected.
- 2. The principal will conduct an informal conference with the student with at least one (1) parent and the student. The conference will be held during a school business day, with consideration given to the hours of working parents whenever possible. The conference will be held as soon as possible after the out-of-school suspension has been imposed but before it goes into effect.
- 3. At a conference with the student and/or parent, the principal shall read the policy, rule, or regulation that the student is charged with having violated and shall discuss the student's conduct that violated the policy, rule or regulation. The principal will also explain the basis for an out-of-school suspension rather than the use of alternative options.
- 4. The student and/or parent shall be asked whether they understand the policy, rule or regulation and be given a full opportunity to explain and discuss the student's conduct.
- 5. If it is concluded that an out-of-school suspension is appropriate, the student and/or parent shall be advised that the student is being suspended and the length of the out-of-school suspension.
- 6. At the conclusion of the conference, the principal shall state whether they will terminate or modify the out-of-school suspension.

B. Immediate Out-of-School Suspension without Pre-Out-of-School Suspension Conference

- 1. A student may be suspended out-of-school without the above pre-out-of-school suspension conference with the student and/or parent only in situations where the conduct of the student reasonably indicates to the principal that the continued presence of the student in the building will constitute an immediate danger to the health or safety of the students, school employees, or visitors; harm to school property; or a continued substantial disruption of the educational process.

2. In such cases, an out-of-school suspension conference with the parent, will be scheduled as soon as possible after the student has been removed from the building.
3. Any conferences shall occur within five (5) school business days of the imposition of the out-of-school suspension and will be held during school business days, with consideration given to the hours of working parents whenever possible.
4. The conference shall follow the same procedures as set out in IIIA above.

IV. Student Privileges While Under Out-of-School Suspension or Under Other Disciplinary or Correctional Measures

- A. Participation in the extracurricular activities of the school is a privilege and not a right. Accordingly, when a student's behavior results in an out-of-school or in-school suspension, the student immediately forfeits the privilege of participating in and/or attending all extracurricular activities of the school during the suspension time.
- B. In addition, when a principal decides to impose other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the offense committed by the student. Extracurricular activities include, but are not limited to, all school-sponsored teams, clubs, organizations, ceremonies, student government, band and all other school-sponsored activities and organizations.

V. Individualized Plan for Out-of-School Suspension

A. Education Plans

1. At its discretion, the district may provide an education plan for students suspended out-of-school for five (5) days or less.
2. Out-of-school suspensions in excess of five (5) days shall include an Individualized Plan for Out-of-School Suspension, which shall describe either a home-based school work assignment setting or other appropriate work assignment setting.
3. The plan shall be prepared by the principal with the assistance of other school employees as warranted by the circumstances of the out-of-school suspension.
4. The plan shall be available to the parents of the student suspended out-of-school and shall be complied with by the parent.
5. The parent or guardian shall be responsible for provision of a supervised, structured environment in which the parent or guardian shall bear responsibility for monitoring the student's educational progress until the student is readmitted into school.

B. Education Services

1. No education services are required in a required school setting if a student has been:
 - a) adjudicated as a delinquent for an offense defined as a violent crime in 57 O.S. § 571,
 - b) convicted as an adult of an offense defined as a violent crime in 57 O.S. § 571,
 - c) removed from a public or private school in the State of Oklahoma or another state by administrative or judicial process for a violent act or an

- act showing deliberate or reckless disregard for the health or safety of faculty or other students,
- d) suspended as provided for in 70 O.S. §24-101.3(C)(3), or
- e) removed from a public or private school in the state or another state by administrative or judicial process for an act of using electronic communication, as defined in §24-100.3 of this title, with intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or other students.

2. The school in which a student as described in 70 O.S. §24-101.3(F)(1) is subsequently enrolled may elect to not provide education services in the regular school setting until the school determines that the student no longer poses a threat to self, other students or school district faculty or employees.

- a) Until the school in which such student subsequently enrolls or re-enrolls determines that the student no longer poses a threat to self, other students or school district faculty or employees, the school may provide education services through an alternative school setting, home-based instruction, or other appropriate setting.
- b) If the school provides education services to the student at a district school facility, the school shall notify any student or school district faculty or employee victims of the student, when known, and shall ensure that the student will not be allowed in the general vicinity of or contact with a victim of the student, provided the victim notifies the school of the victim's desire to refrain from contact with the offending student.

C. IEP Students

Students suspended out-of-school who are on an individualized education plan pursuant to the Individuals with Disabilities Education Act, P.L. No. 101-476, or who are subject to the provisions of 70 O.S. §24-101.3(F) and who are on an individualized education plan shall be provided the education and related services in accordance with the student's individualized education plan.

VI. Appeals

Any student, parent or guardian who is aggrieved by any decision of the principal regarding the imposition of out-of-school discipline may appeal as set forth hereinbelow. Failure to follow the timelines herein will result in a waiver of the right to review and/or appeal.

- A. Students suspended out-of-school for ten (10) or fewer days shall have the right to appeal the decision to the Superintendent. Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension. Upon full investigation of the matter, the superintendent shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out-of-school suspension. The superintendent will render a decision as soon as is practical, preferably no more than five (5) school business days from the written notice of appeal. The decision of the superintendent is final and not subject to appeal to the governance board.
- B. Students suspended out-of-school for more than ten (10) days and students suspended for possession of a firearm while on any school property or while in any school bus or other vehicle used by a public school for transportation of students or teachers, may request a review of the suspension with the superintendent of the district. If the superintendent does not withdraw the suspension, the student shall have the right to appeal the decision of the

superintendent to the district governance board. Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension.

The governance board may conduct the hearing and render the final decision or may appoint a hearing officer to render the final decision. Upon full investigation of the matter, the board or the hearing officer shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out-of-school suspension. The governance board or hearing officer will render a decision as soon as is practical, preferably no more than fifteen (15) school business days from the written notice of appeal. The decision shall be final.

Any student to be suspended for 10 days or more consecutively will have their transfer revoked as stated in the Oklahoma Transfer law at the end of the school year.

VII. Appeal Hearing

A. Rules

1. The board may conduct the hearing and render the final decision or may appoint a hearing officer to conduct the hearing and render the final decision.
2. The board president, their designated representative or the hearing officer shall be responsible for ensuring that the order of procedure is followed.
3. The board president, their designated representative or the hearing officer shall ensure that the hearing is held in a respectful and dignified manner.
4. The board president, their designated representative or the hearing officer shall make all rulings regarding objections to any testimony, evidence introduction or arguments and relevancy of board member questions.
5. All arguments will only discuss the evidence presented during the hearing and shall not raise or discuss any extraneous matters not presented during the hearing or relevant thereto.
6. The student, their parent or guardian or attorney may choose to hold Part B of the hearing in open session, provided a duly signed waiver of FERPA is provided prior to the hearing, otherwise the hearing will be held in closed session. Once the hearing starts, neither the student, their parent, guardian or attorney can request, mandate or choose to have Part B conducted in an open session.
7. The board's discussion and deliberations of the suspension shall be in closed session. Board members may review any and all evidence presented during the hearing to assist them in rendering their decision.
8. The board's vote on the suspension shall be conducted in open session and by a roll call vote.

No person or persons shall be permitted to disrupt or attempt to disrupt the hearing proceedings, and any person or persons doing so or attempting to do so will be removed from the hearing. The board president, their designated representative or the hearing officer shall have the authority to order the removal of any such person(s) and such person(s) shall not be permitted to return to the hearing.

B. Order of procedure for the hearing will be as follows:

1. Opening statement by district representative, unless waived.
2. Opening statement by student representative, unless waived.

3. Presentation of district's evidence/witnesses, if any, followed by cross-examination of any witnesses by student representative and redirect by district representative, unless waived.
4. Questions from board members. (Questions are only permitted for clarification of evidence/testimony already presented.)
5. Presentation of student's evidence/witnesses, if any, followed by cross-examination of any witnesses by district representative and redirect by student representative, if any.
6. Questions from board members. (Questions are only permitted for clarification of evidence/testimony already presented.)
7. Presentation of any rebuttal evidence/witnesses by district, if any, followed by cross-examination by student representative and redirect by district representative.
8. Closing argument by district representative, unless waived.
9. Closing argument by student representative, unless waived.
10. Rebuttal argument by district representative, unless waived.
11. Upon close of evidence, the board shall convene in a closed session to deliberate and discuss the matter

Dangerous Weapons

It is the policy of HCP to absolutely prohibit the use and/or possession of dangerous weapons and/or firearms on school premises or at school functions and /or sponsored activities regardless of where such are taking place. The policy on dangerous weapons is applicable to all students, without regard to grade or age.

- A. This policy shall include but not be limited to (a) a firearm, which meets the definition as set forth in HCP's Grounds for Imposing Out-Of-School Suspensions I-D, (b) rifles, pistols or shotguns of any caliber, BB guns or air pistols, potato throwers, dart guns or blow guns, any other device the purpose of which is to throw, discharge or fire objects, bullets, or shells or any facsimile of same.
 - Any violation of this policy shall result in the-immediate discipline of all students involved for a period of time which may include suspension for the remainder of the semester and the entire next semester or up to one full calendar year or longer (for firearms) or for any term less than one calendar year (for weapons other than firearms).
 - Any student who knowingly aids, accompanies, assists, or participates with another student in the violation of this policy, shall also be subject to suspension as set forth above.
- B. This policy shall also include but not be limited to (1) knives of all sizes and types, (2) brass knuckles, chains, clubs, and sharp instruments, (3) explosives, bombs, combustible fluids or materials, firecrackers, poisons, chemicals or spray paint and/or (4) knives, weapons or devices (other than those subject to HCP's Grounds for Imposing Out-Of-School Suspensions I-D).
 - Any student who knowingly aids, accompanies, assists, or participates with another student in the violation of this part of this policy, shall be subject to discipline as set forth below.
1. **Warning:** A warning will be given when the knife, weapon or device (a) has not been displayed or used in a threatening manner and (b) has not caused any harm, injury,

destruction or damage and (c) is a knife or device commonly used or carried by persons for use other than as a weapon and (d) no verbal threats to use such knife, weapon or device in an inappropriate manner have preceded the possession and (e) the student has no prior school disciplinary record of physical violence, aggression, injury, damage or threats.

2. **Suspension:** Suspension for not less than ten (10) days and not more than two (2) semesters shall occur under any of the following conditions: (a) if the student has previously been warned not to bring such knife, weapon or device on school property or to school events; or (b) when the knife, weapon or device is one not commonly carried and is used, intended or designated for the purpose of causing physical injury or property damage; or (c) when the particular circumstances surrounding the use or possession of the knife, weapon or device reflects that such possession posed a danger to persons or property.
3. **Automatic Long-term Suspension:** Suspension for not less than the current semester and not more than the current and ensuing semesters shall occur under any of the following conditions: (a) when the knife, weapon or device was used or displayed in a threatening manner; or (b) when the knife, weapon or device has caused harm, injury, destruction or damage to persons or property; or (c) when the student involved has threatened any other person with harm or physical injury with a knife, weapon or device, or (d) the student has a prior school disciplinary record of violence, aggression, injury, damage or threats.

Drug- and Alcohol-Free School Policy

It is the policy of HCP that no student shall possess, use, transmit, share, provide, sell, conspire to sell or possess, be in the chain of sale or distribution, disrupt the educational process including, but not limited to, nonalcoholic beer, look-a-likes, etc., or be under the influence of any narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverages, non-intoxicating beverage (defined by law, i.e., 3.2 beer), counterfeit drugs (i.e., K2), drug paraphernalia or chemicals which provide a mood-altering effect. This policy applies while on school-owned or provided transportation; on school premises; at school functions; at school-sponsored activities, events, performances, contests, and/or competitions, athletic or otherwise; during lunch; or while under the supervision of school personnel **whether or not such disrupts the educational process.**

It is the responsibility of all school personnel to report suspected violations of this policy to an administrator. The administrator will notify the parent(s) if the student is under 18, impose appropriate consequences according to the discipline policy and report the incident to the local authorities. School discipline will be imposed independent of any court action. No district employee or governance board member shall be civilly liable for any action taken in reporting any suspected violations of this policy. Any student violating this policy and their parents will be provided with a list of resources and encouraged to obtain drug/alcohol education, counseling, and/or chemical dependency treatment as appropriate, which shall be at the parent's expense.

Discipline for Student Violations of Drug/Alcohol Policy

- I. Conspiracy to sell drugs or alcohol or the sale of drugs or alcohol or the distribution of drugs or alcohol or the delivery of drugs or alcohol.

Students violating this policy by engaging in any of the above shall be suspended for the remainder of the current semester and all of the following semester, regardless of whether the following semester is in a new school year.

II. Possession of, use of, sharing or being under the influence of any drug or alcohol. Students violating this policy by engaging in any of these acts shall be disciplined as follows:

A. First Offense

1. Student shall receive out-of-school suspension for a period of six (6) weeks, subject to the following.
 - a. A two-week reduction may be granted if the student and the parents/guardians agree to the following:
 - i. To meet with an administration representative.
 - ii. To obtain, from a licensed practitioner, an alcohol/drug use assessment which may recommend counseling, education, treatment, and/or drug testing. The cost of any assessment or recommended counseling, education, treatment, testing, etc. will be the sole responsibility of the student's parent or guardian.
 - b. An additional one-week reduction may be granted if compliance with the assessment recommendations is verified with documentation signed by the person conducting the assessment.
2. If the student complies with a and/or b above, the suspension may be reduced, as noted therein, at the discretion of the principal.

B. Second Offense

Student shall receive out-of-school suspension for the remainder of the current semester and all of the following semester.

III. Each act shall be considered a separate violation.

Effective Date/Retroactivity of Student Handbook

This Student Handbook shall be effective beginning with the 2025-2026 year and shall continue in effect until such time as it is amended or revised by the HCP Governance Board.



2024-2025
Student Handbook

Formatted: Centered

Philosophy of Harding Independence Charter District <u>Charter Preparatory School District</u> , Vision Statement and District Office Contact Information	32
--	----

General School Information

Independence Charter Middle School <u>Harding Charter Preparatory Middle School at Independence</u> Mission Statement	64
School Office Contact Information	64
Faculty and Staff	5
HICDHCP Governance Board	6
School Calendar	76
What to do if?	87
Daily Schedules	87
Emergency Drills	98
FERPA	98
Armed Forces Student Access	109
Immunizations	109
Medication	110
Child Nutrition Programs	120
Child Nutrition Charges	120
Financial Obligations	131
Leaving After School	131
Lost and Found Articles	132
Telephone Calls & Messages	132
Visitors	142
Flowers & Gift Deliveries	142
Pledge of Allegiance	142
Computing Device Usage Policy	142
Academic Grading Scale	143
Character Grading Scale	153
Extracurricular Activity Eligibility	154
Counseling Office	164
Grade Viewing	175
Progress Reports	15
Library/Media Center	175
Lost and Damaged Textbooks	176
Volunteer Hours	186
Asbestos Hazard Emergency Response Act of 1986	187

Attendance Information

Attendance Policies & Procedures	2019
Tardy Policy	2120

General Expectations

ICMSHCP General Expectations	242
General School Rules	242
Uniform Dress Code	253
Public Displays of Affection	265
Inappropriate Language	285
Cafeteria Behavior	296
Closed Campus Rules	3027
Recess Expectations	3027
Hallway Expectations	3028
Hall Passes	3028
Dismissal Expectations	3028
Cheating/Plagiarism	3128
Cell Phones & Other Electronic Devices	3129
Media Release Protection	32
Lockers	3229
Search and Seizure	3240
Fighting	330
Destruction of School Property	334
Fraternities, Sororities, Gangs	344
Bullying Prevention	344
Smoking, Vaping and Dipping	352
Student ID Badges	36
Soliciting	363

Disciplinary Policies & Procedures

Behaviors/Acts Subject to Discipline	385
Types of Discipline	396
Out-of-School Disciplinary Procedures	4037
Dangerous Weapons	4542
Drug- and Alcohol-Free School Policy/Discipline for Student Violation of Drug/Alcohol Policy	473
Effective Date/Retroactivity of Student Handbook	486

|

Philosophy of Harding ~~Independence Charter District~~Charter Preparatory School District

Parents who desired the best educational experiences for their children founded both Independence Charter Middle School (ICMS) and Harding Charter Preparatory High School (HCPHS) and later opened Harding Charter Preparatory Elementary School (HCPES). The educational philosophy of ICMS and HCPHS our schools is that of a small school environment where the former prepares their students for a college preparatory high school and the latter is a College Board, Advanced Placement Curriculum. A highly trained faculty aids in the implementation of our rigorous curriculum. The Harding Independence Charter District (HICD) faculty and administration employ a transitional philosophy from the environment of elementary and middle school to the rigors and demands of high school. ICMS and HCPHS Our schools are staffed by a committed group of professionals who provide the structure and environment to use the full range of their professional expertise in providing the best educational experiences for the children they serve. We believe in a collaborative environment where faculty and administration work together for the benefit of students.

Commented [SS1]: Need to rewrite to reflect elementary school.

Our principal interest is the welfare, educational experience and achievement of each student. Faculty, administration and parents hold high expectations for student academic achievement and have, therefore, designed a rigorous curriculum to prepare our students for the academic demands in ~~both all~~ schools and in their studies beyond high school.

We believe an optimal educational environment is achievable through a secure and safe school experience. Parents will support the administration and faculty toward that goal. The highest standards of professional behavior and ethics are expected from our administration and staff. Parents will support the staff and administration in a mutually respectful manner.

We understand the design, administration, and governance of this district are unique. As with all new enterprises, we will strive to continuously improve our district and provide the very best for the children we serve.

The program model for Harding Charter Preparatory includes:

Formatted: No underline, Font color: Auto

College Preparatory Environment – We highlight college and career opportunities for our students from the earliest ages. We create opportunities for students to develop leadership and advocacy skills, along with involvement in a holistic program to include fine arts, athletics, culturally responsive programs and activities, and community service initiatives.

Formatted: Font color: Auto

Formatted: No underline, Font color: Auto

Formatted: Font color: Auto

Rigorous Teaching and Learning – We offer a challenging, vertically aligned, standards-based curriculum that prepares students for academic success at the highest levels. Our teachers implement engaging instructional strategies to support student learning and monitor student academic growth with high-quality formative and summative assessments.

Formatted: No underline, Font color: Auto

Formatted: Font color: Auto

Comprehensive Student Supports – We support the success of our students by offering a comprehensive school ~~counseling~~ support program, implementing AVID strategies, providing targeted interventions and a robust after-school tutoring program, and building time into our schedule to intentionally support students.

Formatted: No underline, Font color: Auto

Formatted: No underline, Font color: Auto, Strikethrough

Formatted: No underline, Font color: Auto

Formatted: Font color: Red

Formatted: No underline, Font color: Auto

Formatted: Font color: Auto

Community Engagement – We create strategic partnerships with community stakeholders that enable the success of our students and staff. We collaborate with families in many ways throughout the year, offering multiple avenues of engagement including monthly service days, parent organization meetings and activities, providing support to each of our schools, and membership on our Governance Board.

Formatted: No underline, Font color: Auto

Formatted: Font color: Auto

Operating Principles – We maintain a school environment to ensure that every student is known and valued. We cultivate a positive school culture by supporting collaboration and data-informed decision making through distributive leadership. We recruit a highly qualified and diverse faculty, whom we retain by providing high-quality professional learning opportunities and establishing mutually respectful relationships.

Formatted: No underline, Font color: Auto

Harding ~~Independence~~ Charter Preparatory School ~~Charter~~ District Vision Statement

Our vision is to prepare all graduates for success at any post-secondary educational institution.

Formatted: Centered, Space After: 0 pt, Tab stops: Not at 0.25" + 0.5" + 1"

District Office Contact Information

Superintendent – Steven Stefanick
Email – ss Stefanick@hiedhardingcharterprep.org
Office – 405-767-3003 ext. 401

Field Code Changed

Chief Academic Officer – Rachel Dowell
Email – rdowell@hardingcharterprep.org
Office – 405-767-3003 ext. 402
Chief Operating Officer – Pat McKinstry
Email – pmckinstry@hardingcharterprep.org

Formatted: Font color: Red

Business Manager – Judy Luster
Email – jluster@hardingcharterprep.org
Office – 405-767-3003 ext. 400

12600 N Kelley Avenue1301 NE 101st Street

Oklahoma City, OK 73131
405-767-3003 ext. 800
www.hiedhardingcharterprep.org
~~12600 N Kelley Avenue~~1301 NE 101st Street

~~Oklahoma City, OK 73131~~
~~www.hiedhardingcharterprep.org~~

District Office Contact Information

Superintendent — Steven Stefanick
Email — ~~sstefanick@hardingcharterprep.org~~sstefanick@hied.org
Office — ~~405-767-3003 ext. 4~~

~~12600 N Kelley Avenue~~
~~Oklahoma City, OK 73131~~

GENERAL SCHOOL INFORMATION

**Independence Charter Middle School-Harding Charter Preparatory
Middle School at Independence**
Mission Statement

*Our mission is to prepare our students
to be successful in a college-preparatory high school.*

School Office Contact Information

Office – 405-767-3003 ext. 2

Fax – 405-609-1677

Website – ~~www.hied.org~~ hardingcharterprep.org

School Breakfast

7:15 a.m. – 7:35 a.m.

School Hours

7:45 a.m. – ~~3:00-4:45~~ p.m.

Principal Offices

7:15 a.m. – 4:~~30-45~~ p.m.

Attendance Office

7:15 a.m. – 4:~~30-45~~ p.m.

Counseling Office

~~7:15 a.m. – 3:15 p.m.~~

Formatted: Strikethrough

Classroom Teachers

7:15 a.m. – 3:~~30-45~~ p.m.

After School ~~Activities-Activities (M, T, TH, F)~~
~~3:00-4:50~~ p.m. – 4:~~30-45~~ p.m.

Formatted: Centered

3232 NW 65th Street
Oklahoma City, OK 73116

Faculty and Staff

Faculty/Staff	Subject Area	Degrees and Universities
Adams, Jennifer	Fine Arts	BA, University of Tulsa M.F.A., Brandeis University
Allen, Deborah	English Language Learner Coordinator	BA, University of Louisiana-Lafayette MA, University of Louisiana-Lafayette
Banks, Dallas	Social Studies	BA, University of Central Oklahoma M.Ed., University of Central Oklahoma
Beam, Sydney	Spanish	BA Ed., Oklahoma State University
Bishop, Amanda	Media Specialist/AVID	BA, University of California, Santa Barbara MA, Vanderbilt University
Bouchereau, Sherry	Science	BA, University of Oklahoma MS, Oklahoma State University
Carlson, Christine	English	BS Ed., University of Oklahoma
Conner, James	Business Manager	
Flores, Pablo	Custodian	-
Frame, Amy	Social Studies	BA, University of Central Oklahoma
Gresham, Amy	Administrative Assistant	-
Halpern, Kimberly	Reading	BS, East Central University MS, Northeastern State University
Hanson, Chris	Social Studies	BA, University of Central Oklahoma
Henderson, Dainta	Mathematics / Athletic Director	BS, Bellevue University MA, Western Governors University
Jones, De'Andre	Musie	BA Ed., Fisk University
Kimball, Madeline	English	BS Ed., Southwestern Oklahoma State University
Knudson, Megan	English	BA, University of Oklahoma MA, University of Oklahoma
Linderer, Susan	Counselor	BS Ed., Oklahoma State University M.Ed., University of Central Oklahoma
Mack, Apriel Nikolle	Mathematics	M.Ed., Grand Canyon University
McElvany, Dylan	Science	BS, Saint Gregory's University
Mendus, Mary	Mathematics	BS Ed., University of Central Oklahoma
Moseley, Kathy	Reading	BS Ed., Chadron State College
Shoaf, Sarah	Special Education Coordinator	BA, Louisiana State University
Stringer, Larry	Health / PE	-
Thacker, Renee	Science	BS, University of Southern Mississippi
Turner, Chris	Science	BA, Baylor University
Vogt, Deborah	Fine Arts	BM, Oklahoma City University MM, Oklahoma City University
West, Jami	Principal	BS Ed., Oklahoma Baptist University M.Ed., Wichita State University M.Ed., University of Central Oklahoma
White, Aleiha	Computer Science	BS, Langston University

Harding Independence Charter Charter Preparatory School District, Inc. Governance Board

Dr. Jeree Frost	Suzanne Ritchel	Member	Member
Ryan Coleman	Dr. Jeree Frost	Vice President	Member
Jack Harbin	Ryan Coleman	Member	Vice President
To be elected September 2023		Member	
Amanda Bridges	Amanda Bridges	Member	Member
Angela Parker	Angela Parker	Member	Member
To be elected September 2023		Member	
Lisa Miller		Member	
Lisa Miller	Michael Pedder	Member	President
Michael Pedder	Pat McKinstry	President	Member
Pat McKinstry	Lisa Boevers	Member	Secretary
Lisa Boevers	Steven Stefanick	Secretary	
Steven Stefanick	Lou Falsetti	Superintendent	
Lou Falsetti	Judy Luster	Legal Counsel	

Independence Charter Middle SchoolHarding Charter Preparatory Middle School at Independence 2024-25 Calendar

August 5	Normal Office Hours Resume
August 7	August 5
August 8	Camp Patriot 5 th Grade Orientation (5 th Grade Only)
August 14	New Teacher Staff to HICDP Professional Development
August 14	Professional Development
August 14	Schedule Pickup Day Schedule Pick-Up Day
August 15	Classes Begin
August 29	August 12 - 13
August 29	ICMS Open House / Curriculum Night Staff Work Day
September 4	August 14
September 4	Labor Day - No Classes Classes Begin
October 18	August 22
October 18	PSAT / College Day Open House
October 18	September 2
October 18	End of 9 weeks Labor Day - No Classes
October 19	September 17
October 19	Parent Teacher Conference - Das (4:30pm - 7:30pm)
September 19	Parent Teacher Conferences (4:30pm - 7:30pm)
September 20	No Classes
October 19, 20, 23	October
October 17 - 21	Fall Break - No Classes

Formatted: Centered

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted Table

Formatted: Highlight

Formatted: Superscript, Highlight

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

November 20 – November 24	Thanksgiving Break – No Classes Professional Development
October 17	
December 19, 20	Semester Finals Thanksgiving Break – No Classes
24 November 25 - 29	
December 19 24	End of Semester
December 20 22	Record Day Staff Work Day
December 20 2 - January 6	Winter Break – No Classes
January 8 January 7	Professional Development Staff Workday
January 9 January 8	Classes Resume
January 15 January 20	MLK Day - No Classes
February 19 February 10	Parent Conference Day Parent Teacher Conferences (4:30pm – 7:30pm)
March 15 February 12	End of 9 Weeks Parent Teacher Conferences (4:30pm – 7:30pm)
February 14	No Classes
February 17	Professional Development
March 18 – 22 March 17 - 21	Spring Break – No Classes
April 18 19	Spring Friday (Snow Day) – No Classes
May 20, 21, 22	Semester Finals
May 21 22	End of Semester
May 21 2	ICMS Graduation 8 th Grade Ceremony
May 23 May 22	Record Day Staff Work Day

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

Formatted: Highlight

Formatted: Line spacing: 1.5 lines

What to do if?

You are absent your parent or guardian is to call the school that day
 You become ill at school..... go immediately to the Main Office
 You must leave school go to the office and check out, even if your parent has already called
 You have a locker problem go to the Main Office
~~You wish to request schedule changes go to the Main Office~~
 You are having difficulty in a class talk to your teacher
 You lose your lunch money go to the Main Office
 You lose a personal item report it to the Main Office
~~You wish to report a theft report it to the Main Office~~
~~You are moving and must withdraw from school go to the Main Office~~

Daily Schedules

MONDAY SCHEDULE

5 TH / 6 TH GRADE	7 TH / 8 TH GRADE
1 st 8:45am – 9:30am	1 st 8:45am – 9:30am
2 nd 9:33am – 10:15am	2 nd 9:33am – 10:15am
3 rd 10:18am – 11:00am	3 rd 10:18am – 11:00am
Lunch/Tutorial 11:03am – 11:43am	4 th 11:03am – 11:45am
4 th 11:46am – 12:28pm	Lunch/Tutorial 11:48am – 12:28pm
5 th 12:31pm – 1:13pm	5 th 12:31pm – 1:13pm
6 th 1:16pm – 1:58pm	6 th 1:16pm – 1:58pm
7 th 2:01pm – 2:46pm	7 th 2:01pm – 2:46pm

TUESDAY – THURSDAY SCHEDULE

5 TH / 6 TH GRADE	7 TH / 8 TH GRADE
1 st 7:45am – 8:35am	1 st 7:45am – 8:35am
2 nd 8:38am – 9:28am	2 nd 8:38am – 9:28am
3 rd 9:31am – 10:21am	3 rd 9:31am – 10:21am
4 th 10:24am – 11:14am	4 th 10:24am – 11:14am
Lunch/Tutorial 11:17am – 12:07am	5 th 11:17am – 12:07pm
5 th 12:10pm – 1:00pm	Lunch/Tutorial 12:10pm – 1:00pm
6 th 1:03pm – 1:53pm	6 th 1:03pm – 1:53pm
7 th 1:56pm – 2:46pm	7 th 1:56pm – 2:46pm

FRIDAY SCHEDULE

5 TH / 6 TH GRADE	7 TH / 8 TH GRADE
1 st 7:45am – 8:30am	1 st 7:45am – 8:30am
2 nd 8:33am – 9:15am	2 nd 8:33am – 9:15am
3 rd 9:18am – 10:00am	3 rd 9:18am – 10:00am
4 th 10:03am – 10:45am	4 th 10:03am – 10:45am
Lunch/Tutorial 10:48am – 11:28am	5 th 10:48am – 11:30am
5 th 11:31am – 12:13pm	Lunch/Tutorial 11:33am – 12:13pm

Formatted: Font: 16 pt, Underline, Highlight

Formatted: Highlight

Formatted: Font: 16 pt, Underline, Highlight

Formatted: Highlight

Formatted: Left

Formatted: Left

Formatted: Left

6 th 12:16pm – 12:58pm	6 th 12:16pm – 12:58pm
7 th 1:01pm - 1:43pm	7 th 1:01pm – 1:43pm
House 1:46pm – 2:46pm	House 1:46pm – 2:46pm

Monday Schedule

*The following schedule will be used for late start Monday.
A two minute warning bell will be given to students at 8:43 a.m.*

Formatted: Centered

<u>5th / 6th Grade</u>		<u>7th / 8th Grade</u>	
1 st 8:45	9:26 a.m.	1 st 8:45	9:26 a.m.
2 nd 9:29	10:10 a.m.	2 nd 9:29	10:10 a.m.
3 rd 10:13	10:54 a.m.	3 rd 10:13	10:54 a.m.
Lunch/Tutorial 10:57 – 11:47 a.m.		4 th 10:57 – 11:47 a.m.	
4 th 11:50	12:31 p.m.	Lunch/Tutorial 11:50 – 12:06 a.m.	
5 th 12:34	1:15 p.m.	5 th 12:09	12:59 p.m.
6 th 1:18	1:59 p.m.	6 th 1:02	1:52 p.m.
7 th 2:02	2:45 p.m.	7 th 1:55	2:45 p.m. FIRST LUNCH
<u>SECOND LUNCH</u>			
1 st 8:45	9:31 a.m.	1 st 8:45	9:31 a.m.
2 nd 9:35	10:16 a.m.	2 nd 9:35	10:16 a.m.
3 rd 10:20	11:01 a.m.	3 rd 10:20	11:01 a.m.
5 th / 6 th Lunch	11:05 – 11:45 p.m.	4 th 11:05	11:45 p.m.
4 th 11:49	12:30 p.m.	7 th / 8 th Lunch	11:50 – 12:30 p.m.
5 th 12:34	1:15 p.m.	5 th 12:34	1:15 p.m.
6 th 1:19	2:00 p.m.	6 th 1:19	2:00 p.m.
7 th 2:04	2:45 p.m.	7 th 2:04	2:45 p.m.

Tuesday – Friday Schedule

*The following schedule will be used for Tuesday – Thursday
A two minute warning bell will be given to students at 7:43 a.m.
Lunch is based on 4th hour teacher.*

Formatted: Centered

<u>FIRST LUNCH</u>		<u>5th / 6th Grade</u>	
<u>SECOND LUNCH</u>		<u>7th / 8th Grade</u>	
Advisory 7:45	8:25 a.m.	Advisory 7:45	8:25 a.m.
1 st 7:45	8:29 – 8:35 9:13 a.m.	1 st 7:45	8:29 – 8:35 9:13 a.m.
2 nd 8:38	9:17 – 9:28 10:01 a.m.	2 nd 8:38	9:17 – 9:28 10:01 a.m.
3 rd 9:31	10:05 – 10:21 10:49 a.m.	3 rd 9:31	10:05 – 10:21 10:49 a.m.
5 th / 6 th Lunch	Lunch/Tutorial 10:24 – 11:13 11:33 a.m.	4 th 10:53	11:37
4 th 11:37	12:21 p.m. 11:16 – 12:06 p.m.	7 th / 8 th Lunch	Lunch/Tutorial 11:41 – 12:21 p.m. 11:16 – 12:06 a.m.
5 th 12:09	12:25 – 12:59 09 p.m.	5 th 12:09	12:25 – 12:59 09 p.m.
6 th 1:02	1:13 – 1:52 7 p.m.	6 th 1:02	1:13 – 1:52 7 p.m.
7 th 1:55	2:01 – 2:45 p.m.	7 th 1:55	2:01 – 2:45 p.m.

Emergency Drills

In cases of an actual tornado or fire, persons are to follow these drill procedures.

In the case of a tornado drill, persons should move in an orderly manner to assigned locations as quickly as possible. Students should be seated on the floor and await further instructions. *Teachers will take their emergency bags with them so they can take roll and account for all students.*

In the event of a fire drill, the siren and strobes will be the signal that all persons must leave the building by the nearest exit, in accordance with the plan posted in each classroom. All persons exiting should withdraw to a distance of one hundred (100) feet from the building and remain there until the sirens conclude and a school official signals to students, indicating that the building may be reentered safely. *Teachers will take their emergency bags with them so they can take roll and account for all students.*

In the case of a lockdown drill, persons should move in an orderly manner to assigned locations as quickly as possible. Students should be seated on the floor and await further instructions. Classrooms will be locked and emergency personnel will be notified immediately.

Drills are conducted at various times throughout the school year.

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents of students under 18 years of age and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.
2. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
3. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or in violation of student's rights.
4. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading or in violation of the student's rights.
5. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
6. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Governance Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student participating in school service program or serving on an official committee, or assisting another school official in performing their tasks.

7. The district is permitted to disclose what is termed "directory information" of a student to others without consent of the student or parents, if the student is under 18 years of age. The student or parent, if the student is under 18 years of age, may restrict or prevent the release of all or any part of the information designated as "directory information" without their prior consent provided that the student or parent, if the student is under 18 years of age, notifies the school, in writing, within ten (10) days of receipt of this handbook, that any or all of the "directory information" should not be released without the student's or parent's, if the student is under 18 years of age, prior consent. "Directory information" is designated as: the student's name, address, telephone listing, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility.

8. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW Washington, D.C. 20202-4605

Armed Forces Student Access

Federal law requires local educational agencies to provide military recruiters, upon request, access to specific information on a secondary school student, unless the parent of the student or the student opts out of the disclosure of this information, in which case the information may not be released without the parent's or student's prior written consent. A request to opt out of the disclosure of the specific information must be in writing and only a parent of a secondary school student may submit such until the secondary school student has reached 18 years of age. At 18 years of age, the secondary school student may request in writing to opt out of the disclosure of information.

Immunizations

~~Oklahoma law requires that parents or guardians of all minor children in grades kindergarten through twelfth for all public, parochial or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, the student must have received or be in the process of receiving immunizations before the first day of school for the following:~~

~~5 DPT/DTaP/TD ————— 3 HEP B (7th Grade)~~

4 Polio ————— 2 HEP A (7th-Grade)

2 MMR (7th-Grade) ————— Tdap Booster (7th-Grade)

Immunizations

Oklahoma law requires that parents or guardians of all minor children in grades kindergarten through twelfth for all public, parochial or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, the student must have received or be in the process of receiving immunizations before the first day of school for the following:

<u>Age/Grade</u>	<u>Required Immunizations with Cumulative Doses required</u>	<u>Recommended Immunizations</u>
<u>PreK</u>	4 DTaP (diphtheria, tetanus, pertussis) 1 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	3 IPV (polio) 2 Hep A (hepatitis A) 3 Hep B (hepatitis B) Seasonal influenza (flu) 2nd varicella at 4 years old Polio on or after 4th birthday
<u>Kindergarten-6th Grade</u>	5 DTaP (diphtheria, tetanus, pertussis) 2 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	4 IPV (polio) ◀ 2 Hep A (hepatitis A) 3 Hep B (hepatitis B) Seasonal influenza (flu) 2nd varicella at 4 years old Polio on or after 4th birthday
<u>7th-12th Grade</u>	1 Tdap (tetanus, diphtheria, pertussis)* 5 DTaP (diphtheria, tetanus, pertussis) 2 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	4 IPV (polio) ◀ 2 Hep A (hepatitis A) 3 Hep B (hepatitis B) ■ Seasonal influenza (flu) 2-3 HPV (human papillomavirus) 1-2 MCV4 (meningococcal ACWY) 2-3 Men B (meningococcal serotype B)

◀ If the 3rd dose of IPV is administered on or after the child's 4th birthday, and at least six months from the previous dose, then the 4-th dose of IPV is not required.

■ Students 11 through 15 years of age who have not received Hep B vaccine may receive a 2-dose series of Merck® Adult Hepatitis B vaccine to comply with this requirement. All other children (younger or older) must receive 3 doses of pediatric hepatitis B vaccine.

• The Centers for Disease Control and Prevention (CDC) recommends a dose of Tdap on or after the 10th birthday even if previously received. An inadvertent dose of DTaP on or after the 10th birthday may be accepted for the 7th grade Tdap requirement.

Medication

Pursuant to Oklahoma law, only medication that has been prescribed for a student by a physician will be administered by school personnel. Medication brought to school to be administered by school personnel will:

- Be in a prescription vial or bottle, with the pharmacy label that states the physician's name, the name of the medication, and the directions for the administration of the medication of a particular student. This could include an over-the-counter medication such as cough medicine, aspirin, or any other domestic remedies, ONLY if a physician has made a diagnosis and has

directed that a specific medication be given to that student. Non-prescription medicines must be in the original container and accompanied by the guardian's written permission for administration at school.

- B. A written request, signed by the parent or guardian, must accompany the medication, stating the name of the medication, the amount to be given, and the time it is to be given.
- C. Medication that is given for longer than ten (10) days or "only when necessary" (PRN) will require a written and signed statement by the physician. Forms for the physician's statement are available in the school office.

If it is necessary for a student to take prescribed medicine during the school day or have medicine in their possession, the student must have a written request and instructions by the physician turned into the main office. A student may then obtain written permission to be released from class at the appropriate time for the purpose of taking such medication.

Child Nutrition Programs

Students may purchase meal funds through the main office. Checks made payable for meal funds will NOT be exchanged for cash. Applications for free or reduced breakfasts/lunches may be complete from the district website. Free or reduced breakfasts/lunches cannot be shared with other students. **All outside food delivery services are prohibited unless delivered by parent or guardian of student.**

Child Nutrition Charges

In compliance with the Healthy, Hunger-Free Kids Act of 2010 and SP 46-2016, the district implements the following lunch charge policy:

Local Meal Charge Policy Considerations

1. Students who are unable to pay for their meal at the time of the meal service may charge either breakfast or lunch on the student's school lunch account;
2. The limit for student charges is ~~\$100~~ ~~\$300+00~~;
3. If a student charges a meal, the student will be allowed to receive a reimbursable meal with no limitations;
4. Families can find assistance by contacting the principal;
5. The school will notify households for negative balances by email, phone, or direct mail.

Formatted: Strikethrough

Formatted: Font color: Red

Local Meal Charge Policy Communication Requirements

1. Households will be notified of the charge policy at the beginning of each year;
2. Transfer students will be notified of the charge policy during enrollment;
3. Parents will be notified at the time of any changes to the charge policy;
4. Staff will be trained annually on the lunch charge policy.

Alternate Meal Policy Considerations

1. If a student charges a meal, the student will be allowed to receive a reimbursable meal with no limitations.

~~4.2. If a student reaches the limit of \$300 in charges, then the student will receive an alternate meal instead of the child nutrition program meal.~~

Formatted: Font: Bold

Delinquent/Bad Debt Practices

1. Households will be notified of delinquent debt monthly;
2. Households who are delinquent and may be approved for free/reduce lunch services will be encouraged to submit an application;
3. Households will be notified by mail of unpaid meal charges, expected payment dates, and collection efforts;
4. The principal will determine whether the achievement of program purposes would be jeopardized by the diversions of staff time and effort to collect payment;
5. Accounts with a negative balance as of May 31 may be referred to the school's legal counsel or designated collection agency for payment;
6. The school may solicit donations or use general fund collections to ensure that funds will be obtained to restore any unallowable bad debt to the School Food Service Account.

Financial Obligations

Students are expected to take care of any financial obligation that they may incur. If a student does not, the following may occur:

1. The student will not be allowed to pick up the following year's enrollment schedule.
2. The student's grades will not be sent out.
- ~~3. The student's records will not be released to other schools.~~
- 4.3. The student will not be allowed to participate in extracurricular activities.

Leaving After School

Students must exit the school building immediately at the close of the school day unless participating in an after-school program, event or activity with a teacher, coach or sponsor. Only students involved in activities or athletics may remain in the building beyond ~~3:002:45~~ p.m. and must be under the direct supervision of a teacher, coach or sponsor. Any students that fail to participate in such will be removed from the school building at 3:~~2040~~ p.m., unless wind chill is below 40 degrees, heat index is above 90 degrees or an emergency arises. Students, unless involved in an after-school program, event or activity with a teacher, coach or sponsor shall leave the campus at the close of the school day. It is the responsibility of the parents to ensure that students are picked up by 4:~~3045~~ p.m. If students are continually picked up late, the following may be instituted:

- Student being taken by an administrator to the local police station to be picked up by parent/guardian.
- Department of Human Services being called.

Lost and Found Articles

Students are responsible for their personal items used at or brought to school. Personal items should be marked with the student's full name. Students who have lost items may ask for them in the main office.

Students finding articles in the school should bring them to the main office. All unclaimed items are given to a charity at the close of the school year.

Telephone Calls & Messages

Students may use the telephone in the office only to contact parents or guardians. If a call has to be made during class time, *students must first obtain permission from their teacher*. Students abusing this privilege may lose this privilege.

The policy toward messages for students is as follows:

- Students are generally not called to the office telephone. In case of sickness or emergency, which the caller must indicate, messages will be delivered to students.
- Parents/guardians are the only people who may call and leave messages to be delivered to students.

Visitors

~~ICMSHCP~~ does not allow visitors to attend classes/lunch with a student. Only persons with legitimate business at the school or parents will be allowed. All visitors and parents should sign in at the office and should leave promptly when their business is completed.

Flowers & Gift Deliveries

Flowers, balloons, and other gift deliveries will be accepted. Staff/Students will be notified that they have a delivery, which will be held in the front office for pick up at the end of the school day.

Pledge of Allegiance

The Pledge of Allegiance to the United States Flag and the Oklahoma Pledge may be recited during programs and assemblies throughout the school year. Students have the right not to participate, but non-participating students must remain silent and respect the rights of others during the ceremony.

Computing Device Usage Policy

Student use of networked computing devices is available from 7:~~45~~~~15~~ a.m. to ~~3:00~~~~2:45~~ p.m. each day. However, student use will be at the discretion of the teacher using the classroom.

Access to the internet is available on computing devices throughout the school and through Wi-Fi. However, before any student is given permission to use the internet, they must have signed the Internet Agreement part of the enrollment process.

The following policies apply to any computing device at ~~ICMSHCP~~. Failure to comply with these policies will result in disciplinary action through the office and loss of computing device privileges. Damages to computing devices will be at the expense of the student's family.

- No chat rooms and/or instant messaging may be accessed on any computing device at ~~ICMSHCP~~.
- No games or applications may be installed on any district computing device.
- Computing devices and their supported technology are to be treated with care and respect.
- Any unauthorized use of the computing device network is strictly forbidden.
- Only school-related use of the computing devices is authorized.

- No cloning or copying software that is on a district computing device.

Academic Grading Scale

A - 90% to 100%

B - 80% to 89%

C - 70% to 79%

D - 60% to 69%

F - 0% to 59%

I - Incomplete. For the fall semester, incompletes must be completed within two weeks of the beginning of the spring semester. For the spring semester, incompletes must be completed by May 30th.

NC - No Credit. On the 9th absence (excused and/or unexcused), students will receive a “no credit” on their transcript for the semester. If students are passing at the end of the semester, they will receive a No Credit (NC) for the class in which the absence limit has been exceeded. If they are failing, the failing grade will be recorded.

In order to maintain the consistency and the meaning of the grading system, the following method of determining grades will be used.

1. The teacher will utilize grading patterns that are fairly administered and based on identified criteria. A minimum of two grades per week will be submitted by the teacher to provide opportunities to all students. Students and parents will receive prior notification of the criteria and objectives.
2. The teacher will use multi-criteria assessment, measuring student mastery of the stated objectives through projects, daily assignments, tests, etc.
3. Nine-week evaluation will include multi-criteria assessments as listed above.
4. All semester grades will be calculated as followed:
 - Eighteen weeks average = 90%
 - Semester exam/project/performance = 10%

Character Grading Scale

Conduct grades are based on the following criteria:

Excellent (E) – follows uniform policy, punctual, rarely absent, completes assignments on time, prepared for class, exemplifies “work hard and be nice,” follows the **ICMSHCP** Code of Conduct, communicates respectfully, seeks help when needed, actively participates in class, goes above and beyond, takes ownership for learning, assists peers

Satisfactory (S) – follows uniform policy, punctual, completes assignments on time, prepared for class, minimal absences, works towards developing the **ICMSHCP** character traits, puts forth good effort to follow the **ICMSHCP** Code of Conduct, participates in class

Needs Improvement (N) – uniform infractions, pattern of tardiness and/or absences, pattern of not completing assignments, is not prepared for class, disrespectful attitude, use of confrontational gestures instead of communicating how to solve a problem

Unsatisfactory (U) – out of uniform on a consistent basis (this includes wearing non-uniform jackets to class), consistent tardiness and/or absences, not turning in assignments or making up missed work, is not prepared for class, defiant, disrespectful to others, showing poor choices with following the ~~ICMSHCP~~ character traits, not following the ~~ICMSHCP~~ Code of Conduct.

Promotion & Retention Criteria for 5-8

Students who demonstrate academic competence will be considered eligible for promotion to the next higher level by following district guidelines and state laws. Academic competency is indicated based on course grades and attendance in grades 5-8.

· Students who miss more than 15% of instruction with excused and/or unexcused absences will be recommended for retention. The School Attendance Committee will make the ultimate decision. The decision will be made at the end of the second semester.

· Students in 5th, 6th, 7th, and 8th grade who fail TWO OR MORE CORE SUBJECTS throughout the school year must attend summer school for remediation to be promoted to the next higher level. The cost of summer school is at the expense of the parent/guardian of the student.

Any parent or guardian, who is dissatisfied with the decision to retain a child, may appeal the decision by following the Parent Complaint Policy found in the HCP Policy and Procedure Manual.

Extracurricular Activity Eligibility

Any student competing in any extracurricular activity must maintain scholastic eligibility in order to participate. Scholastic eligibility is defined for every student as receiving a passing grade at or above ~~70%~~ 60% as well as an E or S conduct grade in each subject they were enrolled in during the previous semester, even if said semester is from the previous school year and/or student was enrolled in another school.

If a student does not meet this requirement, they are not eligible to participate during the first six weeks of the new semester the athletic competition period, even if said semester is in a new school year.

Example: Any student who failed a class in the 20243 Spring Semester is ineligible to participate for the first six weeks of their athletic competition period (defined as beginning at the 1st competition date) until Monday, September 23⁵, 20243. (These dates will change to reflect applicable years.)

Students who do not meet this requirement are not eligible to participate during the first six weeks of the new semester, even if said semester is in a new school year.

Example: Any student who failed a class in the 20243 Spring Semester is ineligible to participate until Monday, September 23⁵, 20243. (These dates will change to reflect applicable years.)

Scholastic eligibility will be checked three weeks after the start of each semester and each succeeding week thereafter. These grade checks will be done every Thursday. The period of ineligibility will always begin the *following Monday and end on Sunday*.

Students must have passing grades at or above ~~70%~~ 60% in all subjects in which they are enrolled during a semester. Students not passing at or above ~~70%~~ 60% in all subjects in which they are enrolled

Formatted: Font: 16 pt, Bold, Underline, Font color: Red

Formatted: Centered

Formatted: Font: 12 pt, Font color: Red

Formatted: Font: 12 pt, Font color: Red

Formatted: Normal (Web), Font Alignment: Auto, Pattern: Clear

Formatted: Font: Times, 12 pt, Font color: Red

Formatted: Strikethrough

Formatted: Font color: Red

Formatted: Strikethrough

Formatted: Font color: Red

Formatted: Strikethrough

Formatted: Font color: Red

on the day of the grade check will be on probation for the next one-week period, as stated above. Students still failing one or more classes during the next week on the grade check day (even if it is a different class/subject than the prior week) will be ineligible to participate during the next one-week period. Students will not regain eligibility until they are passing all subjects on the day grade checks are done. During a week of ineligibility, students may still participate in practices. All ineligibility periods run from Monday to Sunday following the date of the most previous grade check. Even if students regain a passing status the day of a grade check, they are not able to participate until the following Monday.

Incomplete grades and no credits will be considered to be the same as failing grades in determining scholastic eligibility. A passing grade is defined as making a D or higher.

Example: Any student who failed a class in the 20243 Fall Semester is ineligible to participate for the first six weeks of their athletic competition period (defined as beginning at the 1st competition date) until Monday, September 23⁵, 20243. (These dates will change to reflect applicable years.) Any student who fails a class in the 20243 Fall Semester will be ineligible until Tuesday Monday, February 17⁹, 20254. (These dates will change to reflect applicable years.)

Incomplete grades and no credits will be considered to be the same as failing grades in determining scholastic eligibility. A passing grade is defined as making a C or higher.

Example: Any student who fails a class in the 20243 Fall Semester will be ineligible until Tuesday Monday, February 17⁹, 20254. (These dates will change to reflect applicable years.)

Formatted: Strikethrough

Counseling Office

The school counselor's role is student advocacy and support, as well as parent and teacher support. The student is the central focus; collaborating with and providing support for parents and teachers will enhance the child's academic and social/emotional outcomes. Parents are essential school family members and are encouraged to contact the school counselor with insights and issues their child may be experiencing.

Formatted: Font: (Default) Times New Roman,

School data is used to identify areas of need, set goals, and drive the comprehensive school counseling program. The program addresses student, parent, and teacher concerns about academic and career advisement and other aspects of each student's school experience.

Formatted: Strikethrough

All are welcome and encouraged to contact the school counselor through school email, phone call, or request an appointment through the district's website. Students may complete the small form in the front office if they choose, and they will be called to the counseling office when time is available. The counselor can provide help by:

Formatted: Font: (Default) Times New Roman,

Formatted: Strikethrough

Formatted: Font: (Default) Times New Roman,

- Working with students to decide on ways to solve personal, social, or academic problems
- Working with students to develop academic, social, and/or coping skills
- Listening to students with a neutral, non-judgmental ear when they are having troubles inside or outside the school environment
- Supporting students with ADHD, anxiety, and other issues that affect their learning

Guidance services are available to every student in the school. These services include:

Formatted: Strikethrough

- Assistance with educational planning
- Study help
- Help with home, school, and/or social concerns
- Discussion about questions a student feels they need to address

~~The counseling office believes that parent input is important and encourages parent involvement.~~

~~Parents/Guardians may contact the counseling office to request a meeting to be held any school day at 7:15 a.m. with the teachers as well as the counselor and an administrator. No group meetings will be held after school. If a parent/guardian is late for a scheduled meeting, the meeting may be rescheduled or may continue without the attendance of one or more teachers.~~

~~An anonymous reporting system, HICDHCP CARES, is available to students and parents/guardians on the district website. This reporting system is to report concerns within the school.~~

Grade Viewing

Grades can be viewed by signing on to PowerSchool. In the event you cannot access PowerSchool, please feel free to call or email the Counseling Office. Grades are submitted by teachers before eligibility cutoff for each week.

Library/Media Center

~~ICMSHCP~~ Media Center contains materials to meet the research and recreational reading needs of our students. To ensure excellence in library service, it is important that students comply with the following guidelines:

1. The media center is open every school day with some exceptions. Students are welcome at all times during the school day for the purpose of research, study, or recreational reading. Media passes are required from classroom teachers during class times, but not before/after school.
2. Up to three items may be checked out. If a student requires more than three items for a special project, the staff may extend check-out privileges. A clean return history will determine if privileges are extended. Regular circulating books are checked out for a two-week period, with one renewal option. Reference books may be checked out after school and returned the following morning.
3. Fines for overdue items are assessed as follows:
 - Regular circulating books: \$.10 per day past the due date.
 - Reference books: \$.25 per hour beginning with first hour of the morning they are due.
4. Materials that are lost or damaged must be paid for by the student.
5. Fines will accumulate to a maximum of the cost of replacing the item until the item is either paid for or returned.
6. Grades and transcripts will not be released to anyone, including students, parents or any other educational institution, until all outstanding library obligations are paid in full.
7. Internet usage is restricted to information needs related only to school assignments. Students are required to have the Internet Agreement on file signed by a parent/guardian. Use of the internet for other than permitted uses will result in serious disciplinary action.
8. Theft or attempted theft of library materials or pranks played with the media center's security system will result in serious disciplinary action.

Lost and Damaged Textbooks

Each textbook has a different number on it. When the student is issued a textbook, the student is responsible for that numbered textbook. Whether the book is lost, stolen or damaged, the student is responsible. Books that have been lost or damaged must be paid for by the student. Students shall pay for books in the main office.

If anything happens to a student's textbook that hinders them from returning it to the teacher at the close of school, the student will not receive grades, nor will their grades be released to any person or entity until the obligation is resolved.

Volunteer Hours

Students

The ~~HCD-HCP~~ Governance Board views the Community Service component of our students' education as a means of developing awareness by our students of their role in the community. We hope to instill an attitude of responsibility toward their community and a sense of ownership in that community. Community service is one method of developing skills in collaborative work, strategic planning, assessment of outcomes, negotiating skills, and communication skills. Therefore, the governance board believes that age-appropriate community service projects are an asset to the curriculum. ~~It is required that each student learn about the importance of community service and complete a project each year that will be arranged by the school administration. Each student must learn about the importance of community service and complete a service each year arranged by the school administration.~~

Parents/Families

The ~~HCD-HCP~~ Governance Board believes that a parent's participation in the education of their child is one of the most important aspects of a child's educational success. Parental participation in the education process is at the core of our school's foundation. Therefore, the governance board has established a Parent/Family Participation Program to provide parents with various activities and projects to assist the school and support their child's education. Participation in the Parent/Family Participation Program is encouraged for each parent who wishes to admit their student to the school.

Each family is ~~encouraged~~ **required** to complete a minimum of ~~twenty-five~~ **fifteen** (25, 15) hours of volunteer time per school year. It is the duty of parents to maintain their own records. The office shall supply each family with "time sheets" that are used to record the type of task performed, the time involved in completing the activity or to indicate the money spent on purchasing items to complete the activity or to aid in the classroom. The awarding of volunteer hours for tasks is outlined below:

- A. If a family member or guardian wishes to participate in a volunteer activity on behalf of the student, then those hours of volunteer time shall be counted toward the family's volunteer time.
- B. If a student, family member or guardian provides classroom materials and/or purchases materials to complete a volunteer and/or education-related task, the family will receive one (1) hour of volunteer credit for every \$20.00 spent.

Asbestos Hazard Emergency Response Act of 1986

This act requires the inspection of all buildings for asbestos. The district has complied with this act. A management plan documenting these inspections is on file for public review. Upon request, you may view the plan which is located in the district's office. Additionally, information regarding any asbestos-

Formatted: Strikethrough

Formatted: Font color: Red

Formatted: Strikethrough

Formatted: Font color: Red

Formatted: Strikethrough

Formatted: Font color: Red, Not Strikethrough

related activities, planned or in progress, will be disseminated by posting a notice or using handout bulletins, flyers and/or using newspaper public notice statements.

The asbestos identified in our management plan will be checked regularly by a licensed asbestos company and by our staff to scrutinize any changes in the material which could cause a health hazard. We will continue to monitor the asbestos as defined by EPA guidelines. If changes occur, we will notify the appropriate people as described by law.

Formatted: Centered

ATTENDANCE INFORMATION

Attendance Policies and Procedures

Attendance is vital to the education of our students. Students don't learn when they are not in the classroom. Thus, it is not only important that every student attend school but also are not tardy. Secondly, failure to attend school is detrimental to the student because excess absences can result in various penalties, including financial, for both the student and district.

Commented [LF2]: To advise parents & students of the costs of non-attendance

Formatted: Font color: Red

Formatted: Normal

Oklahoma County Truancy Laws

It is important to understand the laws concerning school attendance and truancy. Oklahoma Law holds parents responsible for their child's attendance at school. Oklahoma State Law requires that school officials keep attendance records and report excessive absences to the Oklahoma County District Attorney Office for the misdemeanor offense of Failure to Comply with the Compulsory Education Law. The penalty for this offense is up to five (5) days in the County Jail for every unexcused absence and/or \$50.00 fine per day after the notice has been given. Fines and jail time increase for subsequent offenses. School officials are required to inform the District Attorney when a student has missed ten (10) or more days of school.

District Attorney's Criteria for Absences that Do Not Count Against Attendance

- A. Medical Absences - Documentation of doctor visits and medical absences must be turned into the office no later than five days after the visit in order to not count against attendance.
- B. Funeral Absences - Documentation of missing school for funeral-related purposes must be turned into the office no later than five days after the event in order to not count against attendance.
- C. Judicial Absences - Documentation of judiciary-related absences must be turned into the office no later than five days after the event in order to not count against attendance.
- D. Religious Absences – Documentation of religious-related absences must be turned into the office no later than five days after the event in order to not count against attendance.

If any forgery occurs with above documentation, local authorities will be notified.

Excused Absences

Excused absences are those absences that a parent has excused either by phone or written notice. Absences need to be excused by a parent on the day of the absence; otherwise, it remains unexcused. Students are allowed to make up schoolwork for days that they have an excused absence; the number of days absent plus one will be allowed. **Excused absences count against the eight (8) allowed absences per semester.**

Formatted: Font: Bold

Unexcused Absences

Unexcused absences are those absences that a parent has not excused either by phone or written notice. Absences need to be excused by a parent on the day of the absence; otherwise, it remains unexcused. Students are not allowed to make up schoolwork for days that they have an unexcused absence.

Unexcused absences count against the eight (8) allowed absences per semester.

Formatted: Font: Bold

Attendance and Makeup Work

If a problem of absenteeism persists, a conference may be held with the parent, the student and the principal. A behavioral or attendance contract may be written and signed by the parent and student, if

under 18 years of age, or the student may be subject to further disciplinary action, including withdrawal from ICMSHCP.

When a student is absent, makeup work will be allowed only if the absence is excused. It is the responsibility of the student to arrange with the teacher to make up work and/or take tests. All makeup work is due within a reasonable amount of time. The number of days absent plus one will be allowed; however, if work is not made up or arrangements have not been made by the end of the grading term, a zero will be recorded for those assignments.

In the event of an extended illness, three (3) weeks or more, arrangements can be made for homebound instruction.

School Activity Absences

Students attending any approved activity during school hours must arrange with the teacher for any classroom work before the actual event occurs. School activities include such activities as artistic/musical endeavors, sporting events and college visits. Students will not receive additional time to complete such assignments unless permitted by the teacher. Students will not be penalized on their attendance for any approved activity. Students may only have ten (10) school activity absences per year. Once the student has surpassed the allowable amount, all school activity absences will become an excused absence.

Checking In and Out

Students leaving school before regular dismissal time must check out through the office before leaving campus. Parent contact with the office is necessary before a student is cleared to leave. Students must be signed out before they are permitted to leave. Students may only be checked out by individuals designated by the parents/guardians on enrollment forms; changes may be made by contacting the office. Any absences without permission are considered unexcused. Students leaving campus without prior approval from the office **WILL NOT BE EXCUSED AFTER THE FACT.** Students who leave and return to school the same day must report and sign in at the office upon returning.

Attendance Summary

The following chart will provide a summary to students and families regarding which absences count against a student's attendance. Students are only allowed eight (8) unexcused/excused absences per semester.

<u>Count Against Student Attendance</u>	<u>Does Not Count Against Student Attendance</u>
Unexcused/Excused Absences	School Activities – up to 10 days
▲	Medical Absences (with documentation)
▲	Funeral Absences (with documentation)
▲	Judicial Absences (with documentation)
▲	Religious Absences (with documentation)

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Tardy Policy

ICMSHCP values the learning experiences that take place in the classroom environment and considers them to be a meaningful and essential part of its educational system. Tardiness tends to disrupt the continuity of the instructional process, and time lost from class is irretrievable, particularly in terms of

opportunity for interaction and exchange of ideas among students and between teachers and students. Therefore, classroom punctuality is considered to be an integral part of the students' course of study.

A tardy, defined as not being in the classroom, becomes an absence after ~~five~~ fifteen (15) minutes of class time has elapsed. **Tardiness will be excused for administrative reasons only.** All tardies accumulate for each semester in each class. Students displaying excessive tardy behavior each semester may be disciplined as follows:

1. Three (3) tardies in a class:

- Parent contacted by ~~the classroom teacher~~ an administrator
- ~~One (1) session of administrative detention~~

2. Six (6) tardies in a class:

- Parent contacted by an administrator
- ~~Two~~ One (12) sessions of administrative detention

3. Nine (9) tardies in a class:

- Conference with parents and an administrator
- ~~Two~~ One (12) days of in-school suspension

● Subsequent three (3) tardies in a class after nine (9)

~~4. Twelve (12) tardies in a class:~~

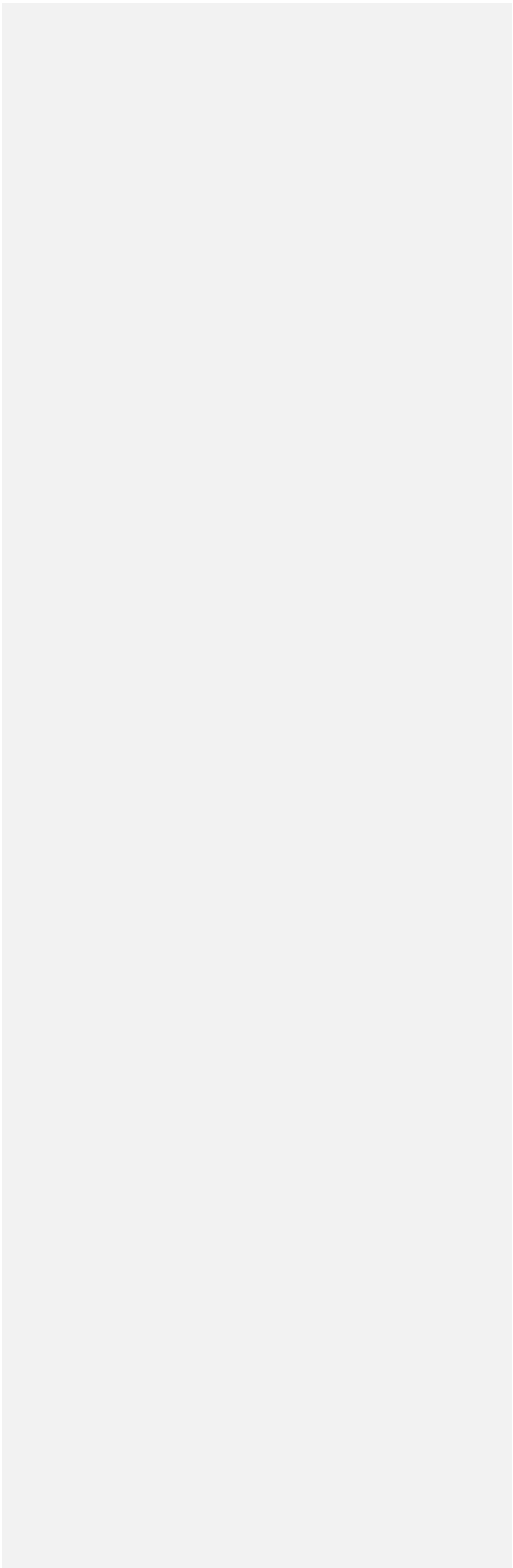
- Conference with parents and an administrator
- Two (2) days of ~~out~~ in-of-school suspension

Formatted: Strikethrough

Formatted: Font color: Red

Formatted: Indent: Left: 0.75", No bullets or numbering

GENERAL EXPECTATIONS



ICMSHCP General Expectations

ICMSHCP recognizes that students do not surrender any rights of citizenship while in attendance. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for obedience to school rules.

General School Rules

Students will be expected to follow the rules set forth in this handbook as well as those which might be established by the administration and individual teachers throughout the year.

Articles Prohibited in School

Problems arise each year because students bring articles that are hazardous to the safety of others or interfere some way with the school instructional program. Such items include radios, cassette/CD players, skateboards, chains, cards, toys or any other item deemed inappropriate. These items will be taken from the student and released (upon request) to the student's parent/guardian.

Hall Signs

Posting or distributing written or photographic materials on campus is prohibited without prior approval from the principal.

Assemblies

During the school year, a number of planned assemblies have been scheduled. Some of these assemblies will be for the purpose of fostering school spirit; these are usually in the form of pep assemblies. Others will focus on the many and varied talents of the students. All assemblies will be the result of the hard work and efforts of the participants. Behavior should reflect how you would like to be treated if you were one of the participants. Follow these guidelines for attending assemblies:

1. Always report to class first.
2. Wait until the announcement for dismissal.
3. Go quickly and quietly with the class and teacher to the gym or auditorium.
4. Reserve cheering and whistling for pep assemblies.

Students who choose not to behave in accordance with the above list of guidelines will not be permitted to attend future assemblies. If a large group of students does not abide by these guidelines, it will result in the cancellation of the assembly.

Travel Conduct

All students who use school transportation, including approved carpooling, to a school event or function are subject to regulations. Any misbehavior which distracts the driver is a very serious violation and jeopardizes the safety of everyone. Students will be cited for the following:

1. Failing to remain seated
2. Failing to properly use seat belts when available
3. Refusing to obey the driver
4. Fighting and/or spitting

5. Throwing objects
6. Hanging out of the window
7. Using tobacco and/or alcohol
8. Profanity
9. Lighting matches
10. Vandalism
11. Disruptive or unruly conduct

All violations to this policy will follow Student Handbook policies and procedures.

Uniform Dress Code

Pants

- Pants must be khaki or navy blue.
- Pants must be plain or pleated front and must have belt loops.
- Belts are required to be worn with pants at all times.
- Pants must fit properly and may not have tears, splits, rips or frayed hems.
- Pants such as hip huggers, stretch pants and leggings are not permitted.

Shorts

- Shorts must be khaki or navy blue.
- Shorts must be plain or pleated front and must have belt loops.
- Belts are required to be worn with shorts at all times.
- Shorts must fit properly and may not have tears, splits, rips or frayed hems.
- Shorts must be an appropriate length, no more than three (3) inches above the knee.

Skirts

- ~~Skirts must be khaki or navy blue; skirts in approved plaid from the school uniform store are also permitted.~~
- ~~Skirts must fit properly and may not have tears, splits, rips or frayed hems.~~
- ~~Skirts must be an appropriate length, no more than three (3) inches above the knee.~~

Formatted: Strikethrough

Shirts

- Shirts must be hunter green, navy or white.
- Only polo shirts are permitted; both short-sleeved and long-sleeved shirts are permitted.
- Shirts may have the official HCP logo but are not required to.
 - Shirts with the HCP logo must come from the school uniform store.
 - Shirts without the HCP logo must not have any other logos or insignias.
- Shirts may not be rolled or tied, and the collar may not be tucked in the neck or altered in any way.
- Shirts with hoods are not permitted.
- Seniors: Black polo shirts are permitted for members of the Senior Class only.
- ~~ALL SHIRTS ARE TO BE TUCKED IN AT ALL TIMES.~~

Formatted

Formatted: Strikethrough

Sweatshirts

- Sweatshirts must be hunter green, navy, or white.
- Sweatshirts may have the official HCP logo but are not required to.
 - Sweatshirts with the HCP logo must come from the school uniform store.
 - Sweatshirts without the HCP logo must not have any other logos or insignias.
- Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.
- If sweatshirt is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)

Formatted

Coats, Jackets, and Pullovers

- Personal coats and/or jackets are not permitted during the school day. Coats and jackets brought to school should remain in students' lockers during the school day.
- HCP pullovers and jackets from the school uniform store are permitted during the school day.
- Jackets considered to be spirit attire may be worn only on HCP Spirit Fridays.
- Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.
- If sweatshirt is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)

Formatted: List Paragraph, Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

HCP Spirit Fridays

- Spirit attire includes shirts, sweaters, sweatshirts, pullovers and jackets that represent an approved HCP club, sport, or organization and has been approved by administration.
- Spirit attire may only be worn on Fridays.
- Spirit attire may not be cut, altered or homemade. Spirit attire may not be rolled and/or tied.
- Seniors: College shirts, sweatshirts and pullovers are permitted on Fridays for members of the Senior Class only.

Extracurricular Competition Days (requires approval from the administration)

- On days when an HCP extracurricular club, team or organization has a competition (such as a game, tournament or contest), members of that club, team or organization may wear matching shirts, sweatshirts and/or pullovers.
- Shirts worn under the matching sweatshirts or pullovers must meet dress code.
- Jackets are not permitted, even if they are HCP jackets.
- Matching attire in black is not permitted unless approved by administration.

Shoes

- Tennis shoes and leather style shoes are acceptable.
- Shoes with open toes, open heels, and/or visible holes are not permitted.
- House shoes, slippers, slides, crocs and flip flops are not permitted.

Personal Items (non-academic)

- Must be left in designated area for the entire school day.

Eyewear

- Only prescription eyewear is approved to be worn during the school day.
- Sunglasses may not be worn during the school day, even if they are prescription sunglasses.

Headwear and Head Coverings

- Headwear and head coverings are only allowed for religious reasons, provided the individual notifies the administration.
- Headbands must not exceed two inches in width and cannot be bandana print.

Medical/Air Filtration Face Masks

- Medical/Air Filtration face masks are allowed
- Masks must be school appropriate and cannot be bandana print.

Out of Uniform Days (requires approval from the administration)

- Clothing must be acceptable and appropriate.
- The fundamentals of the HCP Dress Code Policy apply to Out of Uniform Days. The fundamentals of HCP Policy include:
 - Length of shorts and/or skirts
 - HCP Shoe policy
 - Headwear and Head Coverings policy
 - Backpack, Purses & Fanny Pack policy
 - Eyewear policy
 - Medical/Air Filtration Face Mask policy
- A sleeveless shirt less than four inches wide at the shoulder must have a sleeved shirt underneath.
- No clothing with hoods (hoodies).
- No clothing with tears, splits, rips or frayed hems.
- No exposed midriffs.
- No plunging necklines.
- Tights and/or leggings may not be worn as pants. They can only be worn under bottoms that abide by the HCP length of shorts and/or skirt policy.

Students will be informed about any violation of the dress code and added to the uniform violation list.

The final decision will be based on the judgment of the administration. If the administration deems the clothing of a student inappropriate or a distraction to the educational environment at any time, the student must make arrangements to change into appropriate clothing or remain in the office while at school.

Students with three (3) violations within the designated two-week time period will receive two hours of administrative detention.

Note: Violations of this policy are cumulative within the designated two-week time period. Each student begins each designated two-week time period with zero offenses of this policy.

Note: To support HCP families with the new school branding beginning in Fall 2024, any previous logo uniforms (polo shirts, sweatshirts, and pullovers) will be permitted by returning students only, except for those in the color red.

Uniform Dress Code

Pants

- ~~Pants must be khaki or navy blue.~~

- ~~Pants may be plain or pleated front and must have belt loops.~~
- ~~Belts are required to be worn with pants at all times.~~
- ~~Pants must fit properly and may not have tears, splits, rips or frayed hems.~~
- ~~Pants such as hip huggers, stretch pants and leggings are not permitted.~~
- ~~Pants made of denim material are not permitted.~~

Shorts

- ~~Shorts must be khaki or navy blue.~~
- ~~Shorts may be plain or pleated front and must have belt loops.~~
- ~~Belts are required to be worn with shorts at all times.~~
- ~~Shorts must fit properly and may not have tears, splits, rips or frayed hems.~~
- ~~Shorts must be an appropriate length, no more than three (3) inches above the knee.~~

Skirts

- ~~Skirts must be khaki or navy blue; skirts in approved plaid from authorized vendors are also permitted.~~
- ~~Skirts must fit properly and may not have tears, splits, rips or frayed hems.~~
- ~~Skirts must be an appropriate length, no more than three (3) inches above the knee.~~

Shirts

- ~~Shirts must be navy, white or red.~~
- ~~Only polo shirts and oxford shirts are permitted; both short-sleeved and long-sleeved shirts are permitted.~~
- ~~Shirts may have the official ICMS logo but are not required to.~~
 - ~~Shirts with the ICMS logo must come from an authorized vendor.~~
 - ~~Shirts without the ICMS logo must not have any other logos or insignias.~~
- ~~Shirts may not be rolled or tied, and the collar may not be tucked in the neck or altered in any way.~~
- ~~Shirts with hoods are not permitted.~~
- ~~**ALL SHIRTS ARE TO BE TUCKED IN AT ALL TIMES.**~~

Sweaters, Sweatshirts and Pullovers

- ~~Sweaters, sweatshirts and pullovers must have the ICMS logo and come from an authorized vendor.~~
- ~~Clothing with a hood (hoodie) is not permitted, even if it is an ICMS hoodie or ICMS spirit attire.~~
- ~~If sweater, sweatshirt or pullover is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)~~

ICMS Spirit Fridays

- ~~Spirit attire includes shirts, sweaters, sweatshirts, pullovers and jackets that represent an approved ICMS club, sport, or organization and has been approved by administration.~~
- ~~Spirit attire may only be worn on Fridays.~~
- ~~Spirit attire may not be cut, altered or homemade. Spirit attire may not be rolled and/or tied.~~

Coats and Jackets

- ~~Wearing coats and/or jackets is not permitted during the school day.~~

Formatted

- ~~5th Grade: Coats and jackets brought to school should remain in designated area during the school day.~~
- ~~6th–8th Grade: Coats and jackets brought to school should remain in students' lockers during the school day.~~
- ~~Jackets considered to be spirit attire may be worn only on ICMS Spirit Fridays.~~

~~Shoes~~

- ~~Tennis shoes and leather style shoes are acceptable.~~
- ~~Shoes with open toes, open heels, and/or visible holes are not permitted.~~
- ~~House shoes, slippers, slides, crocs and flip-flops are not permitted.~~

~~Backpacks, Purses, Blankets & Fanny Packs~~

- ~~5th Grade: must be left in designated area for the entire school day.~~
- ~~6th–8th Grades: must be left in student lockers for the entire school day.~~

~~Eyewear~~

- ~~Only prescription eyewear is approved to be worn during the school day.~~
- ~~Sunglasses may not be worn during the school day, even if they are prescription sunglasses.~~

~~Headwear and Head Coverings~~

- ~~Headwear and head coverings are only allowed for religious reasons, provided the individual notifies the administration.~~
- ~~Headbands must not exceed two inches in width and cannot be bandana print.~~

~~Medical/Air Filtration Face Masks~~

- ~~Medical/Air Filtration face masks are allowed~~
- ~~Masks must be school appropriate and cannot be bandana print.~~

~~Out of Uniform Days (requires approval from the administration)~~

- ~~Clothing must be acceptable and appropriate.~~
- ~~The fundamentals of the ICMS Dress Code Policy apply to Out of Uniform Days. The fundamentals of ICMS Policy include:~~
 - ~~Length of shorts and/or skirts~~
 - ~~ICMS shoe policy~~
 - ~~Headwear and Head Coverings policy~~
 - ~~Backpack, Purses & Fanny Pack policy~~
 - ~~Eyewear policy~~
 - ~~Medical/Air Filtration Face Mask policy~~
- ~~A sleeveless shirt less than four inches wide at the shoulder must have a sleeved shirt underneath.~~
- ~~No clothing with hoods (hoodies).~~
- ~~No clothing with tears, splits, rips or frayed hems.~~
- ~~No exposed midriffs.~~
- ~~No plunging necklines.~~
- ~~Tights and/or leggings may not be worn as pants. They can only be worn under bottoms that abide by the ICMS length of shorts and/or skirt policy.~~

~~Students will be informed about any violation of the dress code and added to the uniform violation list.~~

~~The final decision will be based on the judgment of the administration. If the administration deems the clothing of a student inappropriate or a distraction to the educational environment at any time, the student must make arrangements to change into appropriate clothing or remain in the office while at school.~~

~~Students with three (3) violations within the designated two-week time period will receive two hours of administrative detention.~~

~~Note: Violations of this policy are cumulative within the designated two-week time period. Each student begins each designated two-week time period with zero offenses of this policy.~~

Public Displays of Affection

The school will insist that all couples conduct themselves in such a fashion that attention of others is not attracted to their behavior. No public display of affection should occur while on campus, at school activities, or at any school-related function. Offending students will have their attention called to the matter and, should it recur, appropriate disciplinary action will be taken. Public affection includes but not limited to holding hands, hugging, kissing, etc.

Students violating the public display of affection policy shall be disciplined as followed:

FIRST OFFENSE: Warning and possibly further action

SECOND OFFENSE: Two (2) hours of administrative detention

THIRD OFFENSE: One (1) day of in-school suspension

Inappropriate Language

~~HICDHCP~~ recognizes that racism, bigotry, gender bias and sexual orientation bias are not conducive to learning and the educational experience. They will not be tolerated and are explicitly prohibited while on school grounds, in school vehicles, at school-sponsored activities or at school-sanctioned events. All persons are to be treated with respect and addressed by their announced preference.

It is expected that language used at school be respectful and appropriate. Foul language, including, but not limited to, profanity, obscenity, and vulgarity, has no place at school or during a school-sponsored activity. Offensive language, including, but not limited to, language based on sex, sexual orientation, race, color, national origin, disability, age or other referenced bias, will not be tolerated. It shall not be a defense to this prohibition that the slur(s) or word(s) were spoken at, between or to members of the same group.

Foul Language (e.g., profanity, obscenity and vulgarity)

Foul language and/or pictures on the internet, T-shirts or other clothing are considered inappropriate use of language. A student using foul language and/or pictures shall be disciplined with any of the following:

1. In class, on school grounds, or at school activity and was not directed to a staff member or student: two (2) hours administrative detention

2. On any electronic device that disrupts the normal operation of the school: one (1) day in-school suspension.
3. Directed at a staff member or student: two (2) days of ~~out~~in-of-school suspension.

Offensive Language (e.g., language based on sex, sexual orientation, race, color, national origin, disability, age or other referenced bias)

Offensive wording and/or pictures on the internet, T-shirts or other clothing are considered inappropriate use of language. A student using offensive language and/or pictures shall be disciplined with any of the following:

1. In class, on school grounds, or at school activity and was not directed to a staff member or student: ~~two-one~~ (12) days of in-school suspension.
2. On any electronic device that disrupts the normal operation of the school: two (2) days in-school suspension.
3. Directed at a staff member or student: three (3) days of ~~in~~out-of-school suspension.

Cafeteria Behavior

In order to keep the cafeteria orderly, clean and attractive, the following rules must be observed:

1. Students need to sit down with no more than 6 to a table and wait for a duty teacher to dismiss the students' table before getting in the lunch line.
2. Students will be dismissed for the lunch line when the table is full and students are calmly and quietly seated.
3. Cutting in line is prohibited unless a student has a pass.
4. Students need to remain quiet in the lunch line out of respect for our cafeteria workers.
5. Students need to raise their hands and wait for teacher permission to leave the table for any reason.
6. All students, regardless of grade level, will use the 6th grade restrooms during lunch.
7. Restaurant rules apply. Students should only visit with others at their table, and volume should be appropriate.
8. Students need to wait for teacher dismissal to go outside and/or return to class at the end of the lunch period.
9. Out of respect for our school and our custodian, students will clean up their areas before being dismissed.
10. Food and drinks may not be tossed or thrown.
11. Food and drinks are prohibited outside the cafeteria, ~~other than water.~~
12. During the lunch periods, students must enter and exit the school through the cafeteria doors.

Formatted: Font color: Red

Failure to follow these rules may result in the following:

FIRST OFFENSE: Warning and possibly further action

SECOND OFFENSE: Cleaning tables

THIRD OFFENSE: Sent to Principal's office.
Parents contacted.
Removed from cafeteria for two (2) days

FOURTH OFFENSE: Removed from cafeteria for five (5) days and possible suspension.

FIFTH OFFENSE: Removed from the cafeteria for the remainder of the semester.
Conference with parents and principal.

Closed Campus / Skipping Class Rules

Students at **ICMSHCP** are not allowed to leave the building or skip class. If it becomes absolutely necessary for a student to leave the building, they must be checked out through the office by a parent or guardian and the student must sign out through the office. Violation of this rule will result in the following disciplinary actions:

FIRST OFFENSE: One (1) day ~~outin-of~~ school suspension ~~or six (6) hours of detention~~

SECOND OFFENSE: Two (2) days ~~outin-of~~ school suspension ~~or twelve (12) hours of detention~~

THIRD OFFENSE: Five (5) days ~~outin-of~~ school suspension

Students are subject to being searched upon re-entering the school if reasonable suspicion exists for such.

Recess Expectations

~~In order to keep recess safe and orderly, the following rules must be observed:~~

- ~~A. When outside for recess or other activities, students are to remain on or inside the track, the basketball court or by the swings. Students cannot be around the storage sheds, fences surrounding the property, behind the portable complex or climbing trees or other outdoor features.~~
- ~~A. Students must not sit on the retaining wall.~~
- ~~B. Playground equipment must be used appropriately and returned to the designated place when finished. No sports or recess equipment may be brought from home.~~
- ~~C. Students are expected to respond immediately to the whistle.~~
- ~~D. Students must not climb fences, trees, etc.~~
- ~~E. As in all other areas of school, students are expected to show respect to other students, the teachers and the campus at all times.~~

~~FIRST OFFENSE: Warning and possibly further action~~

~~SECOND OFFENSE: Cleaning tables~~

~~THIRD OFFENSE: Sent to Principal's office.
Parents contacted.~~

~~Removed from recess for two (2) days~~

~~FOURTH OFFENSE: Removed from recess for five (5) days and possible suspension.~~

~~FIFTH OFFENSE: Removed from recess for the remainder of the semester.
Conference with parents and principal.~~

Hallway Expectations

To keep hallways safe and orderly, the following rules must be observed:

- Walk at all times; running in the halls is not permitted.
- Use road rules and stay to the right side of the hallway while walking.
- Keep hands, feet, ~~etetc.~~ to yourself.
- Noise level should be appropriate for indoors.
- Keep hallways and floors clean and clear.
- Students should only be in the appropriate hallway, (i.e. The hallway the class they are scheduled for is in.)
- Show respect to other students, the teachers and the campus at all times.
- Be purposeful and continue moving to class to avoid tardiness.

Hall Passes

Students are not permitted in the halls during the class period without an agenda signed by an authorized staff member or with an official office hall pass.

Dismissal Expectations

In order to keep dismissal safe and orderly, the following rules must be observed:

- A. Walk at all times.
- B. Walk on sidewalks if available.
- C. Show respect to other students, the teachers and the campus at all times.
- D. Do not approach or enter strange automobiles. Invitations to do so should be reported immediately at home and at school.
- E. Remain on school grounds before and after school, unless specifically instructed otherwise by faculty and/or parents. Written parental permission or notification is necessary for students to leave the school ground.

Cheating/Plagiarism

Plagiarism is defined as the act of appropriating the literary composition of another, or parts or passages of their writings or the ideas or language of the same and passing them off as the product of one's own mind. It does not require the exact duplication of another's work. Cheating will be considered the act or intent of gaining, receiving or giving knowledge for an assignment or test answers without teacher approval.

The penalty, for either offense, will be a zero for the assignment or test. Students shall not be allowed to make up work or otherwise receive credit when cheating or plagiarism is involved. Parents of repeat offenders will have a conference with administration.

Cell Phones & Other Electronic Devices

A student may possess an electronic device (cellular phone, iPhone, AirPods, ear bud, smartwatch, iPod, tablet, etc.) while on school premises. ~~ALL SUCH DEVICES ARE TO BE LEFT IN THE STUDENT'S LOCKER DURING THE SCHOOL DAY FOR 6th – 8th GRADERS AND IN A DESIGNATED AREA AS DETERMINED BY ADMINISTRATION FOR 5TH GRADERS.~~ Such devices may not be activated, seen, or heard during school hours (7:45 a.m. – 2:45 p.m.). If a student calls/texts for any reason, or if a school employee receives information that a phone call/text was made, and such is confirmed, even if the student was not observed making the call/text, such will be considered as if the phone was observed being used and is an infraction of this policy. Upon confirmation that the use of a device or phone call/text was made, the student will receive the appropriate discipline and the phone confiscated. Students violating this policy shall be subject to the following:

FIRST OFFENSE: Electronic device will be confiscated, taken to the office, and returned to the student at the end of the school day.

SECOND OFFENSE: Electronic device will be confiscated, taken to the office, and parent or guardian must come to retrieve it. Student will receive a 2-hour administrative detention.

THIRD OFFENSE: Electronic device will be confiscated, taken to the office, and must be picked up by the parent or guardian. Student will receive one day of in-school suspension.

FOURTH-SUBSEQUENT OFFENSE: Electronic device will be confiscated, taken to the office, and must be picked up by the parent or guardian. Student will receive ~~three-two~~ days of ~~in-out~~ of-school suspension.

*****ICMSHCP** is not responsible for lost or stolen devices that are brought on to school property, whether they are left in lockers or confiscated and taken to the office. ***

Note: Violations of this policy are cumulative within the school year. Each student begins the school year with zero offenses of this policy.

Media Release Protection

~~The use of an electronic device to record or take photos of any school activities or event is not permitted. It is illegal for any party, other than those that have been approved to do such, to record students.~~

Formatted: No underline, Font color: Auto

Formatted: Font color: Auto

Formatted: Font: Not Bold

Lockers

Lockers are provided for the student's convenience. If for any reason the locker is not in good working order, report it to the office. Slamming and kicking locker doors often cause latches to break and is not

permitted. **Decorating the outside of lockers is prohibited unless the administration has given approval.** Stickers and tape will damage the surface of the lockers and is not permitted. Students writing on lockers or defacing them in any way will be expected to pay for the damages and will lose the privilege of using one.

Lockers are required to be used. Students must store personal belongings (backpacks, purses, phones, earbuds, etc.) in their assigned locker during the school day. Lockers are expected to remain locked with the locks provided by the school anytime the assigned student is not using them. Food and drinks must not be stored or left in lockers overnight.

Lockers may be accessed by students at 7:45 ~~a.m.~~ (8:45 a.m. on Mondays), before and after lunch, and at dismissal.

The school does not assume responsibility for property removed or stolen from lockers. Students should never give their lock combinations to another student. Periodic locker checks and clean-outs will be made throughout the year.

If a student loses their lock given by the school, the replacement cost will be \$10.00.

Formatted: Font color: Red

Search and Seizure

The superintendent, principal, teacher, or security personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search of any student or property in the possession of the student when said student is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a student, 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.

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 student 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 student's possession including the authority to authorize any other persons they deem necessary to restrain such student or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, 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.

Students shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property. School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of students.

School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search. Schools shall inform students in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.

Fighting

It is the student's and/or parents' responsibility to immediately notify a counselor or administrator of any pending conflict that may result in a fight. Seldom will a fight occur without prior reason. ~~Any physical altercation is considered a fight.~~

Once a fight occurs, the students involved in fighting may be disciplined as follows:

FIRST OFFENSE:

1. Three (3) to five (5) day out-of-school suspension, depending on severity.
2. Consultation meeting must occur with administration before student is readmitted into the school.

SECOND OFFENSE:

1. Ten (10) day out-of-school suspension.
2. Consultation meeting must occur with administration before student is readmitted into the school.

SUBSEQUENT OFFENSE(S):

1. Thirty (30) day out-of-school suspension.
2. Consultation meeting must occur with administration before student is readmitted into the school.
- ~~2-3. Student's enrollment transfer will be revoked at the end of the academic school year.~~

Formatted: Font color: Red

~~*Note: Fighting offenses are inclusive of the student's academic career at the school. This policy is limited to covers fighting that occurs on school grounds/property, at school-related and/or sponsored events/activities, or under the supervision of school personnel. It also covers when the student arrives at the school grounds/property until the student enters the building or departs from school grounds/property until the student enters their parent's/guardian's or approved driver's vehicle.~~

~~Any such conduct that disrupts the educational environment regardless of whether the conduct occurs at or on any of the above circumstances or away from school property or is in the presence/possession of their parent(s)/guardian(s) shall be subject to discipline.~~

~~In instances where any of the above occurs while in the presence of their parent(s)/guardian(s) or where the student is in the possession of their parent(s)/guardian(s) the district will contact the local police department as well as the Department of Human Services to handle it.~~

~~*Note: Fighting offenses are inclusive of the student's academic career at ICMS or academic career at HCP the school. This policy is limited to fighting that occurs on school grounds/property.~~

~~or at school-related and/or sponsored events/activities, or under the supervision of school personnel.~~

Destruction of School Property

All students are responsible for proper use of ICMSHCP facilities and property. Any student who causes damage to or destroys any property or facility will be required to make financial restitution in the amount of the damage or destruction and/or be required to provide an appropriate amount and type of school service time. Students may also be subject to discipline.

Fraternities, Sororities, Gangs

ICMSHCP does not approve of fraternities, sororities, gangs, or secret societies within the school, at school activities, or on school property. Such organizations shall in no way exert influence, directly or indirectly, upon the school or any of its programs.

Bullying Prevention

Students are prohibited from bullying, harassing, threatening, or intimidating other students or school personnel.

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

The following steps shall apply to the investigation of reported incidents of harassment, intimidation, bullying, or threatening behavior:

1. If any person is aware of, observes, or is a victim of bullying, harassing, threatening, or intimidating behavior or communications from a student, such person must report the behavior or communication to the school principal.
2. The principal will gather information deemed necessary to evaluate the incident to determine the severity of the incident and the potential for future violence.
3. After completing any necessary investigation, the principal shall determine if the student accused of bullying, harassing, threatening, or intimidating behavior or communications engaged in prohibited conduct and, if so, shall determine the appropriate discipline.
4. Parents and guardians of both victims and perpetrator of verified bullying will be notified by site administration regarding the situation and steps taken to rectify the actions of students involved.
5. During the investigation, the principal may take appropriate action to ensure the safety of all students or school personnel involved.
6. If warranted, the principal shall notify law enforcement of the reported incident and cooperate with any law enforcement investigation.
7. If the student's actions are determined to constitute harassing, intimidating, threatening, hazing, or bullying behavior or communications, the principal may, as a condition and part of any

disciplinary action that is taken, recommend that available community mental health care options be provided to the student.

8. The principal may further require the student (if 18 or over) or the parent or guardian of the student to allow the mental health care provider to disclose any information concerning the student who has received mental health care for conduct which indicates an explicit threat to the safety of students or school personnel as a condition of being allowed to return to school.
9. The principal may also require that the student and the student's parent or guardian meet with the administrator, a school counselor, and/or other appropriate school personnel before being allowed to return to school.
10. If a student is found to have falsely accused another student of harassment, intimidation, bullying, or threatening behavior as a means of retaliation, reprisal or as a means of bullying, then they may be assigned disciplinary consequences as deemed appropriate by the principal.

Definitions/Terms of this regulation:

- A. "At school" means on school grounds, in school vehicles, at school-sponsored activities or at school-sanctioned events.
- B. "Electronic communication" means the communication of any written, verbal, pictorial or video content by means of an electronic device, including, but not limited to, a telephone, or mobile or cellular telephone or other wireless telecommunication device or computing device.
- C. "Threatening behavior" means any pattern or 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.
- D. Appropriate school personnel consist of site administration (principal, assistant principals and/or administrative interns), counselors, and/or teachers.

Information from this regulation shall be posted on in areas deemed appropriate by school principal, and will be included in all student and faculty handbooks.

The district will conduct an annual training of preventing, identifying, responding and reporting incidents of bullying with their faculty and staff. The district will also provide for an educational program for students and parents in preventing, identifying, responding to and reporting incidents of bullying.

[An anonymous reporting system, HICD CARES, is available to students and parents/guardians on the district website. This reporting system is to report concerns within the school.](#)

Smoking, Vaping and Dipping

The use or possession of tobacco in any form by students is prohibited by Federal Law. This policy applies to students while on campus (parking lot included), at after school activities, or any school-related function. **This policy includes vaping or any form thereof.** Students violating this policy will be subject to the following per semester:

FIRST OFFENSE: Two (2) days out-of-school suspension; parents contacted.

SECOND OFFENSE: Five (5) days out-of-school suspension; conference with parents and principal.

THIRD OFFENSE: Out-of-school suspension for nine (9) weeks. Student's enrollment transfer will be revoked at the end of the academic school year.

Note: This policy is limited to smoking, vaping, and dipping that occurs on school grounds/property and/or at school-related and/or sponsored events/activities.

Formatted: Normal, Left

Student ID Badges

In a continuing effort to increase security at all Harding Charter Preparatory Secondary Sites, new Student Identification Badge procedures will be enforced for the 2024-2025 school year. The faculty and administration want to take all measures to ensure the safety of our students, teachers, staff, and patrons.

The student's I.D. badge will be used for access to child nutrition programs, and access to materials in the media center. Students will be issued one free photo ID during schedule pickup or during registration.

If a student is missing an I.D. badge for child nutrition programs or access to materials in the media center, the following steps will be followed:

1st Offense – Students will be provided with an additional Student ID Badge to access child nutrition and media center programs.

2nd Offense – Students will be provided with an additional Student ID Badge to access child nutrition and media center programs. Guardian(s) of the student will be contacted to inform them of the offense.

3rd Offense – Students will be provided with an additional Student ID Badge to access child nutrition and media center programs. Guardian(s) of the student will be contacted to inform that no additional Student ID Badges will be provided and either the guardian(s) of the student must pay \$5.00 for a replacement, or the student will receive alternative meals.

Subsequent Offense – Students will be provided with an alternative meal instead of the normal child nutrition program and will not be able to access materials in the media center until a new ID is purchased for \$5.00.

Each school must maintain a list of children who have reported lost and stolen tickets and the number of occurrences for each child. Prior to denying a replacement, the list must be checked to see if the child has reached the limit on replacements.

This procedure does not apply to primary students (PK – 4) or to students with disabilities that may make them unable to take full responsibility for their Student ID Badges.

Student ID Badges

~~In a continuing effort to increase security at all Harding Charter Preparatory Secondary Sites, new Student Identification Badge procedures will be enforced for the 2024-2025 school year. The faculty and administration want to take all measures to ensure the safety of our students, teachers, staff, and patrons.~~

~~The student's I.D. badge will be used for access to child nutrition programs, and access to materials in the media center.~~

~~Students will be issued one free photo ID during schedule pickup or during registration. Duplicate copies of I.D. badges will not be allowed to provide for a higher level of access control and security. Subsequent IDs may be purchased (\$5.00) in the event an ID is lost, but the prior I.D. will be deactivated and unusable. All lost IDs must be immediately reported to the site's main office.~~

Soliciting

Students may not display, distribute, solicit contributions, collect funds, offer to sell, or sell any item to students unless the principal has granted permission, or through approved student activities or organizations.

Disciplinary Policies & Procedures

The administration, faculty and staff at ~~HCHD~~HCP are committed to protecting the right of all students to an education without interference. Students are expected to share this responsibility by helping to maintain an atmosphere conducive to a good education. Therefore, any student who disrupts the educational process will be disciplined accordingly.

Behaviors/Acts Subject to Discipline

The following behaviors at school, on school property, while in school vehicles or going to or from or attending school events will result in disciplinary action. This list, though extensive, is not to be considered an exhaustive listing, due to the evolving nature of society.

1. Acts of violence against person or property
2. Adjudication as a delinquent for a non-violent offense,
3. Aiding/Abetting any unlawful act.
4. Arson
5. Assault
6. Assault & battery
7. Bullying in any form
8. Conspiracy of any unlawful act
9. Disruptive or other inappropriate behavior/acts
10. Gang-related activities
11. Extortion
12. Failure to report knowledge of illegal or dangerous activities which could harm others
13. False reports or false calls of inappropriate events
14. Fighting
15. Forgery
16. Gambling
17. Hazing (initiations) in connection with any school activity
18. Horseplaying
19. Immorality
20. Inappropriate public behavior
21. Indecent exposure
22. Possession of a caustic substance
23. Possession of guns, knives, weapons, facsimile of a weapon
24. Possession of obscene materials
25. Possession of stolen property
26. Possession, threats or use of a dangerous weapon and related instrumentalities (i.e., bullets, shells, gun powder, pellets, knife, etc.)
27. Possession, use, distribution, sale, conspiracy to sell or possess, being in the chain of sale or distribution, or being under the influence of alcoholic beverages and/or controlled dangerous substances (as defined by Oklahoma law)
28. Provoking/Instigating of inappropriate or destructive behavior
29. Sexual assault harassment or other types harassment of individuals, including, but not limited to, students, school employees and volunteers
- ~~Sexual assault or harassment, or other harassment of individuals, including, but not limited to, students, school employees and volunteers~~
30. Theft
31. Threatening or actually harming a school official verbally, physically, or in writing or text on social network sites

Formatted: Font: (Default) +Body (Calibri)

Commented [LF3]: To separate sexual harassment from other types

Formatted: Font: (Default) +Body (Calibri)

- 32. Trespassing
- 33. Verbal or written threats, or threatening behavior towards the school community or individuals within the school community
- 34. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee, or the school
- 35. Use or possession of tobacco in any form
- 36. Vandalism
- 37. Violation of school regulation(s)
- 38. Violent offense (See Title 57 O.S. section 571)
- 39. Willful disobedience of a directive of any school official

Behaviors/Acts Subject to Discipline

The following behaviors at school, on school property, while in school vehicles or going to or from or attending school events will result in disciplinary action. This list, though extensive, is not to be considered an exhaustive listing, due to the evolving nature of society.

- ~~1. Acts of violence against person or property~~
- ~~2. Adjudication as a delinquent for a non-violent offense~~
- ~~3. Arson~~
- ~~4. Assault~~
- ~~5. Assault & battery~~
- ~~6. Bullying in any form~~
- ~~7. Disruptive or other inappropriate behavior/acts~~
- ~~8. Gang-related activities~~
- ~~9. Extortion~~
- ~~10. False reports or false calls~~
- ~~11. Fighting~~
- ~~12. Forgery~~
- ~~13. Gambling~~
- ~~14. Hazing (initiations) in connection with any school activity~~
- ~~15. Immorality~~
- ~~16. Inappropriate public behavior~~
- ~~17. Indecent exposure~~
- ~~18. Possession of a caustic substance~~
- ~~19. Possession of guns, knives, weapons, facsimile of a weapon~~
- ~~20. Possession of obscene materials~~
- ~~21. Possession of stolen property~~
- ~~22. Possession, threats or use of a dangerous weapon and related instrumentalities (i.e., bullets, shells, gun powder, pellets, knife, etc.)~~
- ~~23. Possession, use, distribution, sale, conspiracy to sell or possess, being in the chain of sale or distribution, or being under the influence of alcoholic beverages and/or controlled dangerous substances (as defined by Oklahoma law)~~
- ~~24. Sexual or other harassment of individuals, including, but not limited to, students, school employees and volunteers~~
- ~~25. Theft~~
- ~~26. Threatening or actually harming a school official verbally, physically, or in writing or text on social network sites~~

- ~~27. Verbal or written threats, or threatening behavior towards the school community or individuals within the school community~~
- ~~28. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee, or the school~~
- ~~29. Use or possession of tobacco in any form~~
- ~~30. Vandalism~~
- ~~31. Violation of school regulation(s)~~
- ~~32. Violent offense (See Title 57 O.S. section 571)~~
- ~~33. Willful disobedience of a directive of any school official~~

In addition, conduct occurring outside of the normal school day or off school property that has a direct and immediate negative effect on the discipline or educational process or effectiveness of the school will also result in disciplinary action, which may include in-school placement options or out-of-school suspension.

The above-listed behaviors of Fighting, Assault, Assault & Battery, and Horseplaying that occurs on school grounds/property, at school-related and/or sponsored events/activities, or under the supervision of school personnel or when the student arrives at the school grounds/property until the student enters the building or departs from school grounds/property until the student enters their parent's/guardian's or approved driver's vehicle is subject to discipline.

~~HICDHCP~~ recognizes and emphasizes the need for school administrators to protect the procedural due process rights of students in discipline cases. The policy of ~~HICDHCP~~ must be consistent with the due process rights of students and must provide appropriate processes for fair and consistent treatment of students.

Types of Discipline

The following types of discipline can be imposed, including other reasonable measures commensurate with the offense. Failure to comply may result in additional disciplinary action.

Teacher Detention

A teacher may assign detention to a student as a disciplinary measure. Detention must be before and/or after school hours. Detention dates and times are at the discretion of each individual teacher.

Administrative Detention

The principal and/or assistant principal may assign detention as a discipline measure. Administrative detentions may include, but are not limited to, in-school detentions such as lunch detention, recess detention, and after-school detentions.

Attendance and Behavior Plans

Attendance and behavior plans may be written for a student who has a truancy or behavior problem. These plans are designed to improve a student's attendance or behavior in order to prevent suspension.

Behavioral Consultation

A behavioral consultation is the calling together of a panel consisting of the student, their parent(s), teachers, and principal to consider behavior of a student and make recommendations concerning the situation.

Suspension from Classroom

Suspension from classroom is the removal of a student from a particular teacher's classroom for a period of time.

Restricted Privileges

Restricted privileges are the denial of privileges such as student activities and/or extracurricular events, including sports.

In-School Suspension

The principal and/or assistant principal may assign in-school suspension as a disciplinary measure. In-school suspension dates and times are at their discretion. In-school suspension also includes the discipline of Restricted Privileges. If a student is removed from in-school suspension for disruptive or disrespectful behavior, then out-of-school suspension will be imposed.

Out-of-School Suspension

Out-of-school suspension is the removal of a student from the school for a period of time. The length of the suspension will depend on the severity of the offense. The history of prior offenses or discipline or lack thereof may also be taken into consideration. Any suspension that exceeds ten (10) consecutive days will result in the enrollment transfer revoked at the end of the school year.

Out-of-School Disciplinary Procedures

The term out-of-school suspension refers to removal from the school for a period of time. Before the imposition of out-of-school discipline, the principal shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspension, such as placement in an alternative school setting, reassignment to another classroom, or in-school detention.

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve the due process procedures set forth herein.

- I. Grounds for Imposing Out-of-School Suspensions (follows 70 O.S. §24-101.3)
 - A. Violation of a school regulation.
 - B. Possession of an intoxicating beverage, low-point beer, as defined by Section 37 O.S. §163.2, 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.
 - C. Possession of a dangerous weapon (as defined herein) or a controlled dangerous substance while on or within two thousand (2,000) feet of a public-school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances.
 - D. Any student found in possession of a firearm while on any public-school property or while in any school bus or other vehicle used by a public school for transportation of students or teachers shall be suspended out-of-school for a period of not less than one (1) year, with said length of the term being determined by the district governance board, which, however, may be modified by the district superintendent on a case-by-case basis.

1. For purposes of this paragraph the term "firearm" shall mean: (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.

2. The term "destructive device" means—(A) any explosive, incendiary, or poison gas— (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses; (B) any type of weapon (other than a shotgun or a shotgun shell which the Attorney General finds is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and (C) any combination of parts either designed or intended for use in converting any device into any destructive device described in subparagraph (A) or (B) and from which a destructive device may be readily assembled. See 18 U.S.C., Section 921.

E. Any student in grades sixth (6th) to eighth (8th) found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or a person volunteering for a school shall be suspended for the remainder of the current semester and the next consecutive semester.

E. Any student in grade fifth (5th) found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or a person volunteering for a school shall be suspended for 30 days. The term of the suspension may be modified by the district superintendent on a case-by-case basis. Any student who has been suspended for a violent offense which is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher. In addition, student's enrollment transfer will be revoked at the end of the second semester.

Formatted: Font color: Red

Formatted: Font color: Red, Superscript

Formatted: Font color: Red

Formatted: Font color: Red

Formatted: Font color: Red, Superscript

Formatted: Font color: Red

Formatted: Pattern: Clear

Formatted: Font color: Red

Formatted: Font color: Red

Formatted: Indent: Left: 1.13", No bullets or numbering

Formatted: Font color: Red

II. Terms for Out-of-School Suspensions

- A. Five (5) days or less
- B. More than five (5) days, including:
 1. More than ten (10) days
 2. Through the end of the current semester
 3. Through the end of the current semester and the following semester
 4. Not less than one (1) year
 5. Except as otherwise provided for in 70 O.S. §24-101(C)(2) - (I-D, hereinabove), no out-of-school suspension shall extend beyond the current semester and the succeeding semester.

III. Conferences

The principal will keep records of each out-of-school suspension conference containing the date of the conference, the names of the persons present, the time duration of the conference, and the basis for rejection of alternative school in-school placement disciplinary options.

- A. Pre-Out-of-School Suspension Conference

1. When a student less than 18 years of age may be subjected to out-of-school suspension, the principal shall immediately notify the parent by phone or monitor the student calling the parent with the suspension notice and give notice to the student and/or parent, in writing, that the student is being suspended out of school and that other available options have been considered and rejected.
2. The principal will conduct an informal conference with the student, if aged 18 years or older, otherwise with at least one (1) parent and the student. The student, if aged 18 years or older, may choose not to have a parent present at any of the out-of-school suspension conferences; said choice shall be in writing, signed by the student and witnessed by one staff member. The conference will be held during a school business day, with consideration given to the hours of working parents whenever possible. The conference will be held as soon as possible after the out-of-school suspension has been imposed but before it goes into effect.
 - a. At a conference with the student and/or parent, the principal shall read the policy, rule, or regulation that the student is charged with having violated and shall discuss the student's conduct that violated the policy, rule or regulation. The principal will also explain the basis for an out-of-school suspension rather than the use of alternative options.
 - b. The student and/or parent shall be asked whether they understand the policy, rule or regulation and be given a full opportunity to explain and discuss the student's conduct.
 - c. If it is concluded that an out-of-school suspension is appropriate, the student and/or parent shall be advised that the student is being suspended and the length of the out-of-school suspension.
 - d. At the conclusion of the conference, the principal shall state whether they will terminate or modify the out-of-school suspension. If the parent and/or student, if aged 18 years or older, agrees with the principal's decision, they will be asked to sign a waiver of review. If the parent and/or student, if aged 18 years or older, is not in agreement, they may avail themselves of the appeal process.

B. Immediate Out-of-School Suspension without Pre-Out-of-School Suspension Conference

1. A student may be suspended out-of-school without the above pre-out-of-school suspension conference with the student and/or parent only in situations where the conduct of the student reasonably indicates to the principal that the continued presence of the student in the building will constitute an immediate danger to the health or safety of the students, school employees, or visitors; harm to school property; or a continued substantial disruption of the educational process.
2. In such cases, an out-of-school suspension conference with the student, if aged 18 years or older, or with the parent, if student is a minor, will be scheduled as soon as possible after the student has been removed from the building.
3. Any conferences shall occur within five (5) school business days of the imposition of the out-of-school suspension and will be held during school business days, with consideration given to the hours of working parents whenever possible.
4. The conference shall follow the same procedures as set out in IIIA above

IV. Student Privileges While Under Out-of-School Suspension or Under Other Disciplinary or Correctional Measures

Participation in the extracurricular activities of the school is a privilege and not a right. Accordingly, when a student's behavior results in an out-of-school or in-school suspension, the student immediately forfeits the privilege of participating in and/or attending all extracurricular activities of the school during the suspension time.

In addition, when a principal decides to impose other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the offense committed by the student. Extracurricular activities include, but are not limited to, all school-sponsored teams, clubs, organizations, ceremonies, student government, band and all other school-sponsored activities and organizations.

V. Individualized Plan for Out-of-School Suspension

A. Education Plans

1. At its discretion, the district may provide an education plan for students suspended out-of-school for five (5) days or less.
2. Out-of-school suspensions in excess of five (5) days shall include an Individualized Plan for Out-of-School Suspension, which shall describe either a home-based school work assignment setting or other appropriate work assignment setting.
 - a. The plan shall be prepared by the principal with the assistance of other school employees as warranted by the circumstances of the out-of-school suspension.
 - b. The plan shall be available to the parents of the student suspended out-of-school and shall be complied with by the parent.
 - c. The parent or guardian shall be responsible for provision of a supervised, structured environment in which the parent or guardian shall bear responsibility for monitoring the student's educational progress until the student is readmitted into school.
 - d. The plan shall provide for the core units which the student is enrolled in. Core units shall consist of the minimum English, mathematics, science, social studies and art units required by the Oklahoma State Department of Education.
 - e. The plan shall set out the procedure for education and shall also address academic credit for work satisfactorily completed.

B. Education Services

1. No education services are required in a required school setting if a student has been:
 - a. adjudicated as a delinquent for an offense defined as a violent crime in 57 O.S. § 571,
 - b. convicted as an adult of an offense defined as a violent crime in 57 O.S. § 571,
 - c. removed from a public or private school in the State of Oklahoma or another state by administrative or judicial process for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students,
 - d. suspended as provided for in 70 O.S. §24-101.3(C)(3), or
 - e. removed from a public or private school in the state or another state by administrative or judicial process for an act of using electronic communication, as defined in §24-100.3 of this title, with intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or other students.

2. The school in which a student as described in 70 O.S. §24-101.3(F)(1) is subsequently enrolled may elect to not provide education services in the regular school setting until the school determines that the student no longer poses a threat to self, other students or school district faculty or employees.
 - a. Until the school in which such student subsequently enrolls or re-enrolls determines that the student no longer poses a threat to self, other students or school district faculty or employees, the school may provide education services through an alternative school setting, home-based instruction, or other appropriate setting.
 - b. If the school provides education services to the student at a district school facility, the school shall notify any student or school district faculty or employee victims of the student, when known, and shall ensure that the student will not be allowed in the general vicinity of or contact with a victim of the student, provided the victim notifies the school of the victim's desire to refrain from contact with the offending student.

C. IEP Students

Students suspended out-of-school who are on an individualized education plan pursuant to the Individuals with Disabilities Education Act, P.L. No. 101-476, or who are subject to the provisions of 70 O.S. §24-101.3(F) and who are on an individualized education plan shall be provided the education and related services in accordance with the student's individualized education plan.

VI. Appeals

Any student, parent or guardian who is aggrieved by any decision of the principal regarding the imposition of out-of-school discipline may appeal as set forth hereinbelow. Failure to follow the timelines herein will result in a waiver of the right to review and/or appeal.

A. Students suspended out-of-school for ten (10) or fewer days shall have the right to appeal the decision to the Superintendent. Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension. Upon full investigation of the matter, the superintendent shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out-of-school suspension. The superintendent will render a decision as soon as is practical, preferably no more than five (5) school business days from the written notice of appeal. The decision of the superintendent is final and not subject to appeal to the governance board.

Formatted: Font: (Default) Calibri

Any student to be suspended for 10 days or more for one action will have their transfer revoked as stated in the Oklahoma Transfer law at the end of the school year.

Formatted: No bullets or numbering

=

A. Students suspended out of school for ten (10) or fewer days shall have the right to appeal the decision to an appellate committee consisting of the superintendent and two (2) representatives from of the Superintendent's Leadership Committee; the two (2) representatives shall be selected by the superintendent. Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension. Upon full investigation of the matter, the committee shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out of school suspension. The committee will render a decision as soon as is practical, preferably no more than five (5) school business

~~days from the written notice of appeal. The decision of the committee is final and not subject to appeal to the governance board.~~

B. Students suspended out-of-school for more than ten (10) days and students suspended for possession of a firearm while on any school property or while in any school bus or other vehicle used by a public school for transportation of students or teachers, may request a review of the suspension with the superintendent of the district. If the superintendent does not withdraw the suspension, the student shall have the right to appeal the decision of the superintendent to the district governance board. Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension.

The governance board may conduct the hearing and render the final decision or may appoint a hearing officer to render the final decision. Upon full investigation of the matter, the board or the hearing officer shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out-of-school suspension. The governance board or hearing officer will render a decision as soon as is practical, preferably no more than fifteen (15) school business days from the written notice of appeal. The decision shall be final.

Any student to be suspended for 10 days or more consecutively will have their transfer revoked as stated in the Oklahoma Transfer law at the end of the school year.

Formatted: Underline

VII. Appeal Hearing

A. Rules

1. The board may conduct the hearing and render the final decision or may appoint a hearing officer to conduct the hearing and render the final decision.
2. The board president, their designated representative or the hearing officer shall be responsible for ensuring that the order of procedure is followed.
3. The board president, their designated representative or the hearing officer shall ensure that the hearing is held in a respectful and dignified manner.
4. The board president, their designated representative or the hearing officer shall make all rulings regarding objections to any testimony, evidence introduction or arguments and relevancy of board member questions.
5. All arguments will only discuss the evidence presented during the hearing and shall not raise or discuss any extraneous matters not presented during the hearing or relevant thereto.
6. The student, their parent or guardian or attorney may choose to hold Part B of the hearing in open session, provided a duly signed waiver of FERPA is provided prior to the hearing, otherwise the hearing will be held in closed session. Once the hearing starts, neither the student, their parent, guardian or attorney can request, mandate or choose to have Part B conducted in an open session.
7. The board's discussion and deliberations of the suspension shall be in closed session. Board members may review any and all evidence presented during the hearing to assist them in rendering their decision.
8. The board's vote on the suspension shall be conducted in open session and by a roll call vote.

No person or persons shall be permitted to disrupt or attempt to disrupt the hearing proceedings, and any person or persons doing so or attempting to do so will be removed from

the hearing. The board president, their designated representative or the hearing officer shall the authority to order the removal of any such person(s) and such person(s) shall not be permitted to return to the hearing.

- B. Order of procedure for the hearing will be as follows:
1. Opening statement by district representative, unless waived.
 2. Opening statement by student representative, unless waived.
 3. Presentation of district's evidence/witnesses, if any, followed by cross-examination of any witnesses by student representative and redirect by district representative, unless waived.
 4. Questions from board members. (Questions are only permitted for clarification of evidence/testimony already presented.)
 5. Presentation of student's evidence/witnesses, if any, followed by cross-examination of any witnesses by district representative and redirect by student representative, if any.
 6. Questions from board members. (Questions are only permitted for clarification of evidence/testimony already presented.)
 7. Presentation of any rebuttal evidence/witnesses by district, if any, followed by cross-examination by student representative and redirect by district representative.
 8. Closing argument by district representative, unless waived.
 9. Closing argument by student representative, unless waived.
 10. Rebuttal argument by district representative, unless waived.
 11. Upon close of evidence, the board shall convene in a closed session to deliberate and discuss the matter

Dangerous Weapons

It is the policy of ~~HCHD~~HCP to absolutely prohibit the use and/or possession of dangerous weapons and/or firearms on school premises or at school functions and /or sponsored activities regardless of where such are taking place. The policy on dangerous weapons is applicable to all students, without regard to grade or age.

A. This policy shall include but not be limited to (a) a firearm, which meets the definition as set forth in ~~HCHD~~HCP's Grounds for Imposing Out-Of-School Suspensions I-D, (b) rifles, pistols or shotguns of any caliber, BB guns or air pistols, potato throwers, dart guns or blow guns, any other device the purpose of which is to throw, discharge or fire objects, bullets, or shells or any facsimile of same.

- Any violation of this policy shall result in the-immediate discipline of all students involved for a period of time which may include suspension for the remainder of the semester and the entire next semester or up to one full calendar year or longer (for firearms) or for any term less than one calendar year (for weapons other than firearms).
- Any student who knowingly aids, accompanies, assists, or participates with another student in the violation of this policy, shall also be subject to suspension as set forth above.

B. This policy shall also include but not be limited to (1) knives of all sizes and types, (2) brass knuckles, chains, clubs, and sharp instruments, (3) explosives, bombs, combustible fluids or materials, firecrackers, poisons, chemicals or spray paint and/or (4) knives, weapons or devices (other than those subject to ~~HCHD~~HCP's Grounds for Imposing Out-Of-School Suspensions I-D).

- Any student who knowingly aids, accompanies, assists, or participates with another student in the violation of this part of this policy, shall be subject to discipline as set forth below.

- Warning:** A warning will be given when the knife, weapon or device (a) has not been displayed or used in a threatening manner and (b) has not caused any harm, injury, destruction or damage and (c) is a knife or device commonly used or carried by persons for use other than as a weapon and (d) no verbal threats to use such knife, weapon or device in an inappropriate manner have preceded the possession and (e) the student has no prior school disciplinary record of physical violence, aggression, injury, damage or threats.
- Suspension:** Suspension for not less than ten (10) days and not more than two (2) semesters shall occur under any of the following conditions: (a) if the student has previously been warned not to bring such knife, weapon or device on school property or to school events; or (b) when the knife, weapon or device is one not commonly carried and is used, intended or designated for the purpose of causing physical injury or property damage; or (c) when the particular circumstances surrounding the use or possession of the knife, weapon or device reflects that such possession posed a danger to persons or property.
- Automatic Long-term Suspension:** Suspension for not less than the current semester and not more than the current and ensuing semesters shall occur under any of the following conditions: (a) when the knife, weapon or device was used or displayed in a threatening manner; or (b) when the knife, weapon or device has caused harm, injury, destruction or damage to persons or property; or (c) when the student involved has threatened any other person with harm or physical injury with a knife, weapon or device, or (d) the student has a prior school disciplinary record of violence, aggression, injury, damage or threats.

Drug- and Alcohol-Free School Policy

It is the policy of HCP that no student shall possess, use, transmit, share, provide, sell, conspire to sell or possess, be in the chain of sale or distribution of the following which includes, but is not limited to, of any narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverages, nonalcoholic beer, look-a-likes, etc., or be under the influence of any narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverages, non-intoxicating beverage (defined by law, i.e., 3.2 beer), counterfeit drugs (i.e., K2), drug paraphernalia or chemicals which provide a mood-altering effect. This policy applies while on school-owned or provided transportation; on school premises; at school functions; at school-sponsored activities, events, performances, contests, and/or competitions, athletic or otherwise; during lunch; or while under the supervision of school personnel whether or not such disrupts the educational process.

1.

It is the policy of HICD that no student shall possess, use, transmit, share, provide, sell, conspire to sell or possess, be in the chain of sale or distribution or be under the influence of any narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverages, non-intoxicating beverage (defined by law, i.e., 3.2 beer), counterfeit drugs (i.e., K2), drug paraphernalia or chemicals which provide a mood-altering effect. This policy applies while on school-owned or provided transportation; on school premises; at school functions; at school-sponsored

Formatted: Font: Times New Roman

~~activities, events, performances, contests, and/or competitions, athletic or otherwise; during lunch; or while under the supervision of school personnel.~~

It is the responsibility of all school personnel to report suspected violations of this policy to an administrator. The administrator will notify the parent(s) if the student is under 18, impose appropriate consequences according to the discipline policy and report the incident to the local authorities. School discipline will be imposed independent of any court action. No district employee or governance board member shall be civilly liable for any action taken in reporting any suspected violations of this policy. Any student violating this policy and their parents will be provided with a list of resources and encouraged to obtain drug/alcohol education, counseling, and/or chemical dependency treatment as appropriate, which shall be at the parent's expense.

Discipline for Student Violations of Drug/Alcohol Policy

- I. Conspiracy to sell drugs or alcohol or the sale of drugs or alcohol or the distribution of drugs or alcohol or the delivery of drugs or alcohol.

Students violating this policy by engaging in any of the above shall be suspended for the remainder of the current semester and all of the following semester, regardless of whether the following semester is in a new school year.

- II. Possession of, use of, sharing or being under the influence of any drug or alcohol. Students violating this policy by engaging in any of these acts shall be disciplined as follows:

A. First Offense

1. Student shall receive out-of-school suspension for a period of six (6) weeks, subject to the following.
 - a. A two-week reduction may be granted if the student and the parents/guardians agree to the following:
 - i. To meet with an administration representative.
 - ii. To obtain, from a licensed practitioner, an alcohol/drug use assessment which may recommend counseling, education, treatment, and/or drug testing. The cost of any assessment or recommended counseling, education, treatment, testing, etc. will be the sole responsibility of the student's parent or guardian.
 - b. An additional one-week reduction may be granted if compliance with the assessment recommendations is verified with documentation signed by the person conducting the assessment.
2. If the student complies with a and/or b above, the suspension may be reduced, as noted therein, at the discretion of the principal.

B. Second Offense

Student shall receive out-of-school suspension for the remainder of the current semester and all of the following semester.

- III. Each act shall be considered a separate violation.

Effective Date/Retroactivity of Student Handbook

This Student Handbook shall be effective beginning with the 202~~543~~-202~~654~~ year and shall continue in effect until such time as it is amended or revised by the ~~HICD~~HCP Governance Board.



2025-2026
Student Handbook

Philosophy of Harding Independence Charter District <u>Harding Charter Preparatory School District</u> , Vision Statement and District Office Contact Information	3
--	---

General School Information

Harding Charter Preparatory High School Mission Statement	6
School Office Contact Information	6
School Calendar.....	7
What to do if?	8
Daily Schedules	8
Emergency Drills	9
FERPA	9
Armed Forces Student Access	10
Immunizations	10
Medication	11
Child Nutrition Programs	12
Child Nutrition Charges	12
Financial Obligations	13
Leaving After School	13
Lost and Found Articles	13
Telephone Calls & Messages	13
Visitors	14
Flowers & Gift Deliveries	14
Pledge of Allegiance	14
Computing Device Usage Policy	14
Academic Grading Scale	14
Semester Final Exam Exemptions	15
Grade Classification	15
Graduation Requirements	15
<u>Promotion and Retention Criteria for 9-12.....</u>	<u>15</u>
Valedictorian and Salutatorian	16
Extracurricular Activity Eligibility	16
Schedule Change Requests	17
Concurrent Enrollment	17
Metro Technology Center Enrollment	20
<u>Counseling Office.....</u>	<u>21</u>
<u>Scholarship and other Opportunities</u>	
Grade Viewing	22
Transcripts	22
Library/Media Center	22
Lost and Damaged Textbooks	23
Volunteer Hours.....	23
Asbestos Hazard Emergency Response Act of 1986.....	24

Attendance Information

Attendance Policies & Procedures	26
Tardy Policy	28

General Expectations

<u>HCPHCP</u> General Expectations	30
General School Rules	30
Uniform Dress Code	31
Public Displays of Affection	33
Inappropriate Language	34
Cafeteria Behavior	35
Closed Campus Rules	35
Hallway Expectations	36
Hall Passes	36
Parking	36
Cheating/Plagiarism	36
Cell Phones & Other Electronic Devices	36
<u>Media Release Protection.....</u>	<u>37</u>
Lockers	37
Search and Seizure	38
Student Vehicle Rules	38
Fighting	39
Destruction of School Property	40
Fraternities, Sororities, Gangs	40
Bullying Prevention	40
Smoking, Vaping and Dipping	42
<u>Student ID Badges.....</u>	<u>42</u>
Soliciting	42

Disciplinary Policies & Procedures

Behaviors/Acts Subject to Discipline	44
Types of Discipline	45
Out-of-School Disciplinary Procedures	46
Dangerous Weapons	51
Drug- and Alcohol-Free School Policy/Discipline for Student Violation of Drug/Alcohol Policy.....	53
Effective Date/Retroactivity of Student Handbook	54

Philosophy of ~~Harding Independence Charter District~~ Harding Charter Preparatory School District

~~Parents who desired the best educational experiences for their children founded both Independence Charter Middle School (ICMS) and Harding Charter Preparatory High School (HCPHS) and later opened Harding Charter Preparatory Elementary School (HCPES). The educational philosophy of ICMS and HCPHS our schools is that of a small school environment where the former prepares their students for a college preparatory high school and the latter is a College Board, Advanced Placement Curriculum. A highly trained faculty aids in the implementation of our rigorous curriculum. The Harding Independence Charter District (HICD) faculty and administration employ a transitional philosophy from the environment of elementary and middle school to the rigors and demands of high school. ICMS and HCPHS Our schools are staffed by a committed group of professionals who provide the structure and environment to use the full range of their professional expertise in providing the best educational experiences for the children they serve. We believe in a collaborative environment where faculty and administration work together for the benefit of students.~~

Commented [SS1]: Need to rewrite to reflect elementary school.

Our principal interest is the welfare, educational experience and achievement of each student. Faculty, administration and parents hold high expectations for student academic achievement and have, therefore, designed a rigorous curriculum to prepare our students for the academic demands in both schools and in their studies beyond high school.

We believe an optimal educational environment is achievable through a secure and safe school experience. Parents will support the administration and faculty toward that goal. The highest standards of professional behavior and ethics are expected from our administration and staff. Parents will support the staff and administration in a mutually respectful manner.

We understand the design, administration, and governance of this district are unique. As with all new enterprises, we will strive to continuously improve our district and provide the very best for the children we serve.

The program model for Harding Charter Preparatory includes:

College Preparatory Environment – We highlight college and career opportunities for our students from the earliest ages. We create opportunities for students to develop leadership and advocacy skills, along with involvement in a holistic program to include fine arts, athletics, culturally responsive programs and activities, and community service initiatives.

Rigorous Teaching and Learning – We offer a challenging, vertically aligned, standards-based curriculum that prepares students for academic success at the highest levels. Our teachers implement engaging instructional strategies to support student learning and monitor student academic growth with high-quality formative and summative assessments.

Comprehensive Student Supports – We support the success of our students by offering a comprehensive school support program, implementing AVID strategies, providing targeted interventions and a robust after-school tutoring program, and building time into our schedule to intentionally support students.

Community Engagement – We create strategic partnerships with community stakeholders that enable the success of our students and staff. We collaborate with families in many ways throughout the year, offering multiple avenues of engagement including monthly service days, parent organization meetings and activities, providing support to each of our schools, and membership on our Governance Board.

Operating Principles – We maintain a school environment to ensure that every student is known and valued. We cultivate a positive school culture by supporting collaboration and data-informed decision making through distributive leadership. We recruit a highly qualified and diverse faculty, whom we retain by providing high-quality professional learning opportunities and establishing mutually respectful relationships.

~~Harding Independence Charter District~~**Harding Charter Preparatory School District**

Vision Statement

Our vision is to prepare all graduates for success at any post-secondary educational institution.

District Office Contact Information

Superintendent – Steven Stefanick

Email – sstefanick@hiedhardingcharterprep.org

Field Code Changed

Chief Academic Officer – Rachel Dowell

Email – rdowell@hardingcharterprep.org

Chief Operating Officer – Pat McKinstry

Email – pmckinstry@hardingcharterprep.org

Business Manager – Judy Luster

Email – jluster@hardingcharterprep.org

~~12600 N Kelley Avenue~~**1301 NE 101st Street**

Oklahoma City, OK 73131

405-767-3003 ext. 800

www.~~hied~~hardingcharterprep.org

~~Oklahoma City, OK 73131~~

GENERAL SCHOOL INFORMATION

Harding Charter Preparatory High School Mission Statement

Our mission is to provide each student with an academically challenging and equitable educational experience through an Advanced Placement curriculum, which will prepare all graduates for success at a four-year university.

School Office Contact Information

Office – ~~405-767-3003 ext. 1~~ ~~405-606-8742~~

Fax – 405-609-1677

Website – ~~www.hied~~ www.hardingcharterprep.org

School Doors Open

7:30 a.m.

School Hours

8:00 a.m. – 3:15 p.m.

Principal Offices

7:30 a.m. – 4:45 p.m.

Attendance Office

7:30 a.m. – 4:45 p.m.

Counseling Office

~~7:30 a.m. – 4:00 p.m.~~

Classroom Teachers

7:30 a.m. – 3:45 p.m.

After-School Activities

3:15 – 4:45 p.m.

~~Summer Office Hours (M – TH)~~

~~8:00 a.m. – 3:00 p.m.~~

1301 NE 101st Street
Oklahoma City, OK 73131

Formatted: Strikethrough, Highlight

Formatted: Left

Faculty and Staff

Faculty/Staff	Subject Area	Degrees and Universities
Allen, Deborah	English Language Learner Coordinator	BA, University of Louisiana-Lafayette MA, University of Louisiana-Lafayette
Alvarado, Rachel	Science	BA, Brigham Young University
Baker, Carlissa	Counselor	BA, University of Oklahoma MS, Langston University
Baquer, Ashley	Math	BS, University of Central Oklahoma
Boomer, Elizabeth	English	BA Ed., University of Central Oklahoma
Call, Jacob	World Language	BA Ed., University of Central Oklahoma
Campbell, Keith	Assistant Principal	BA, Eastern Nazarene College MA, Southern Nazarene University
Chavez, Rebecca	Business Manager	
Cox, Renee	Assistant Principal	BS, Oklahoma State University M.Ed., Lamar University
Eaton, Mike	Math	BS, University of Oklahoma
Ferguson, Michael	Fine Arts	BA, University of Oklahoma
Frederick, Chris	Art	BA, East Central University
Ford, Julianne	English	BS Ed., Oklahoma Baptist University
Gillis, Jennifer	Fine Arts	BM, University of Tulsa MM, University of Oklahoma PhD, University of Oklahoma
Hensley, Margaret	AVID	BS, Oklahoma State University M.Ed., Oklahoma State University
Hill, Heather	Science	BS, University of Central Oklahoma MA, University of Central Oklahoma
Hughes, Joe	Principal	BS, St. Gregory's University MS, Langston University
Jennings, Susan	Family & Consumer Science	BS, Louisiana Tech University MS, Southern Arkansas University
Kindinger, Tom	Math/Science	BSE, University of Michigan MS, Michigan State University
Kraus, Michael	World Language	BS, St. Meinrad College MA, University of Oklahoma
Leenders, Katie	English	BA Ed., University of Central Oklahoma
Lewchuk, Michael	Math	MA, University of Windsor PhD, University of Western Ontario
McNeal, Lori	Counselor	M.Ed., University of Northern Iowa
McNeill, Daniel	Social Studies	BA, University of Maryland
Meersehaert, Gregory	Science	BS Ed., Saginaw Valley State University
Nichols, Rodney	Social Studies	BS, Oklahoma State University MS, Oklahoma State University
Piccolo, Leslie	Science / Health / PE	BS Ed., University of Central Oklahoma
Poock, Cory	Health / PE / Athletic Director	BS, University of Central Oklahoma BS, Oklahoma City University MS, Oklahoma City University
Rhodes, Travis	Social Studies	BS, Southern Nazarene University
Shoaf, Sarah	Special Education Coordinator	BA, Louisiana State University
Stone, Mark	Science	BS, Oklahoma State University MA, Southern Nazarene University
Suarez, Kevin	Computer Science	BA, University of Oklahoma
Smreker, Emma	World Language	BA, University of Oklahoma
Stinson, Nancy	Administrative Assistant	
Taylor, Kelli	Fine Arts	BM Ed., University of Central Oklahoma MM, University of Central Oklahoma
Thomas, Jillian	Media Specialist	BA Ed., University of Oklahoma MS, Oklahoma State University
Tracy, Jessica	Math	BA, Southern Nazarene University MA, Southern Nazarene University
Villanueva, Liba	World Language	BA Ed., University of Central Oklahoma
Walsh, David	English	BA, University of California at Santa Barbara MA, University of Central Oklahoma

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Strikethrough

Harding Charter Preparatory High School 2025-26 Calendar

August 5	Normal Office Hours Resume
August 5	9 th Grade Orientation
August 5	New Staff Professional Development
August 6 - 9	Professional Development
August 12	Schedule Pick-Up Day
August 12 - 13	Staff Work Day
August 14	Classes Begin
August 22	Open House
September 2	Labor Day – No Classes
September 16	Parent Teacher Conferences (4:30pm – 7:30pm)
September 18	Parent Teacher Conferences (4:30pm – 7:30pm)
September 20	No Classes
October 17 - 21	Fall Break – No Classes
October 17	Professional Development
November 25 - 29	Thanksgiving Break – No Classes
December 19	End of Semester
December 20	Staff Work Day
December 20 - January 6	Winter Break – No Classes
January 7	Staff Workday
January 8	Classes Resume
January 20	MLK Day - No Classes
February 11	Parent Teacher Conferences (4:30pm – 7:30pm)
February 13	Parent Teacher Conferences (4:30pm – 7:30pm)
February 14	No Classes
February 17	Professional Development
March 17 - 21	Spring Break – No Classes
April 18	Spring Friday (Snow Day) – No Classes
May 21	End of Semester
May 21	Senior Robing
May 22	Staff Work Day
May 22	Senior Luncheon
May 24	Graduation

Formatted: Centered

What to do if?

You are absent your parent or guardian is to call the school that day
 You become ill at school.....go immediately to the Main Office
 You must leave schoolgo to the office and check out, even if your parent has already called
 You have a locker problemgo to the Main Office
 You need to register a vehiclego to the Main Office
 You wish to request schedule changesgo to the Main Office
 You are having difficulty in a classtalk to your teacher
 You lose your lunch moneygo to the Main Office
 You lose a personal itemreport it to the Main Office
 You wish to report a theftreport it to the Main Office
 You are moving and must withdraw from schoolgo to the Main Office
 You are having parking problemsgo to the Main Office

Daily Schedules

MONDAY SCHEDULE

1 st 9:00am – 9:43am	1 st 9:00am – 9:43am
2 nd 9:48am – 10:32am	2 nd 9:48am – 10:32am
3 rd 10:37am – 11:21am	3 rd 10:37am – 11:21am

Lunch is based on 4th hour teacher.

Lunch 11:21am – 11:48am	4 th 11:26am – 12:09pm
4 th 11:53am – 12:36pm	Lunch 12:09pm – 12:36pm
5 th 12:41pm – 1:24pm	5 th 12:41pm – 1:24pm
6 th 1:29pm – 2:12pm	6 th 1:29pm – 2:12pm
7 th 2:17pm – 3:00pm	7 th 2:17pm – 3:00pm

TUESDAY – FRIDAY SCHEDULE

Advisory 8:00am – 8:43am	Advisory 8:00am – 8:43am
1 st 8:48am – 9:33am	1 st 8:48am – 9:33am
2 nd 9:38am – 10:23am	2 nd 9:38am – 10:23am
3 rd 10:28am – 11:13am	3 rd 10:28am – 11:13am

Lunch is based on 4th hour teacher.

Lunch 11:13am – 11:40am	4 th 11:18am – 12:03pm
4 th 11:45am – 12:30pm	Lunch 12:03pm – 12:30pm
5 th 12:35pm – 1:20pm	5 th 12:35pm – 1:20pm
6 th 1:25pm – 2:10pm	6 th 1:25pm – 2:10pm
7 th 2:15pm – 3:00pm	7 th 2:15pm – 3:00pm

Emergency Drills

In cases of an actual tornado or fire, persons are to follow these drill procedures.

In the case of a tornado drill, persons should move in an orderly manner to assigned locations as quickly as possible. Students should be seated on the floor and await further instructions. *Teachers will take their emergency bags with them so they can take roll and account for all students.*

In the event of a fire drill, the siren and strobes will be the signal that all persons must leave the building by the nearest exit, in accordance with the plan posted in each classroom. All persons exiting should withdraw to a distance of one hundred (100) feet from the building and remain there until the sirens conclude and a school official signals to students, indicating that the building may be reentered safely. *Teachers will take their emergency bags with them so they can take roll and account for all students.*

In the case of a lockdown drill, persons should move in an orderly manner to assigned locations as quickly as possible. Students should be seated on the floor and await further instructions. Classrooms will be locked and emergency personnel will be notified immediately.

Drills are conducted at various times throughout the school year.

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents of students under 18 years of age and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.
2. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
3. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or in violation of student's rights.
4. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading or in violation of the student's rights.
5. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
6. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff

and law enforcement unit personnel); a person serving on the Governance Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student participating in school service program or serving on an official committee, or assisting another school official in performing their tasks.

7. The district is permitted to disclose what is termed “directory information” of a student to others without consent of the student or parents, if the student is under 18 years of age. The student or parent, if the student is under 18 years of age, may restrict or prevent the release of all or any part of the information designated as “directory information” without their prior consent provided that the student or parent, if the student is under 18 years of age, notifies the school, in writing, within ten (10) days of receipt of this handbook, that any or all of the “directory information” should not be released without the student’s or parent’s, if the student is under 18 years of age, prior consent. “Directory information” is designated as: the student’s name, address, telephone listing, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility.

8. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW Washington, D.C. 20202-4605

Armed Forces Student Access

Federal law requires local educational agencies to provide military recruiters, upon request, access to specific information on a secondary school student, unless the parent of the student or the student opts out of the disclosure of this information, in which case the information may not be released without the parent’s or student’s prior written consent. A request to opt out of the disclosure of the specific information must be in writing and only a parent of a secondary school student may submit such until the secondary school student has reached 18 years of age. At 18 years of age, the secondary school student may request in writing to opt out of the disclosure of information.

Oklahoma law requires that parents or guardians of all minor children in grades kindergarten through twelfth for all public, parochial or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, the student must have received or be in the process of receiving immunizations for DPT/DT, Oral Polio, Measles, and Rubella. Measles immunizations must have been administered after one year of age. Hib

Formatted: Heading 1, Indent: Left: -0.01", Right: -0.01"

immunizations are also required for students entering the seventh grade:**Immunizations**

Oklahoma law requires that parents or guardians of all minor children in grades kindergarten through twelfth for all public, parochial or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, the student must have received or be in the process of receiving immunizations before the first day of school for the following:

<u>Age/Grade</u>	<u>Required Immunizations with Cumulative Doses required</u>	<u>Recommended Immunizations</u>
<u>PreK</u>	4 DTaP (diphtheria, tetanus, pertussis) 1 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	3 IPV (polio) 2 Hep A (hepatitis A) 3 Hep B (hepatitis B) Seasonal influenza (flu) 2nd varicella at 4 years old Polio on or after 4th birthday
<u>Kindergarten-6th Grade</u>	5 DTaP (diphtheria, tetanus, pertussis) 2 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	4 IPV (polio) ◀ 2 Hep A (hepatitis A) 3 Hep B (hepatitis B) Seasonal influenza (flu) 2nd varicella at 4 years old Polio on or after 4th birthday
<u>7th-12th Grade</u>	1 Tdap (tetanus, diphtheria, pertussis)• 5 DTaP (diphtheria, tetanus, pertussis) 2 MMR (measles, mumps, rubella) 1 Varicella (chickenpox)	4 IPV (polio) ◀ 2 Hep A (hepatitis A) 3 Hep B (hepatitis B)■ Seasonal influenza (flu) 2-3 HPV (human papillomavirus) 1-2 MCV4 (meningococcal ACWY) 2-3 Men B (meningococcal serotype B)

Formatted: Indent: Left: -0.01", Right: -0.01"

Formatted: Indent: Left: -0.01", Right: -0.01"

Formatted: Indent: Left: -0.01", Right: -0.01"

Formatted: Indent: Left: -0.01", Right: -0.01"

◀ If the 3rd dose of IPV is administered on or after the child's 4th birthday, and at least six months from the previous dose, then the 4th dose of IPV is not required.

■ Students 11 through 15 years of age who have not received Hep B vaccine may receive a 2-dose series of Merck® Adult Hepatitis B vaccine to comply with this requirement. All other children (younger or older) must receive 3 doses of pediatric hepatitis B vaccine.

• The Centers for Disease Control and Prevention (CDC) recommends a dose of Tdap on or after the 10th birthday even if previously received. An inadvertent dose of DTaP on or after the 10th birthday may be accepted for the 7th grade Tdap requirement

Medication

Pursuant to Oklahoma law, only medication that has been prescribed for a student by a physician will be administered by school personnel. Medication brought to school to be administered by school personnel will:

- Be in a prescription vial or bottle, with the pharmacy label that states the physician's name, the name of the medication, and the directions for the administration of the medication of a particular student. This could include an over-the-counter medication such as cough medicine, aspirin, or any other domestic remedies, ONLY if a physician has made a diagnosis and has directed that a specific medication be given to that student. Non-prescription medicines must be

in the original container and accompanied by the guardian's written permission for administration at school.

- B. A written request, signed by the parent or guardian, must accompany the medication, stating the name of the medication, the amount to be given, and the time it is to be given.
- C. Medication that is given for longer than ten (10) days or "only when necessary" (PRN) will require a written and signed statement by the physician. Forms for the physician's statement are available in the school office.

If it is necessary for a student to take prescribed medicine during the school day or have medicine in their possession, the student must have a written request and instructions by the physician turned into the main office. A student may then obtain written permission to be released from class at the appropriate time for the purpose of taking such medication.

Child Nutrition Programs

Students may purchase meal funds through the main office. Checks made payable for meal funds will NOT be exchanged for cash. Applications for free or reduced breakfasts/lunches may be complete from the district website. Free or reduced breakfasts/lunches cannot be shared with other students. **All outside food delivery services are prohibited unless delivered by parent or guardian of student.**

Child Nutrition Charges

In compliance with the Healthy, Hunger-Free Kids Act of 2010 and SP 46-2016, the district implements the following lunch charge policy:

Local Meal Charge Policy Considerations

- 1. Students who are unable to pay for their meal at the time of the meal service may charge either breakfast or lunch on the student's school lunch account;
- 2. The limit for student charges is \$300;
- 3. If a student charges a meal, the student will be allowed to receive a reimbursable meal with no limitations;
- 4. Families can find assistance by contacting the principal;
- 5. The school will notify households for negative balances by email, phone, or direct mail.

Local Meal Charge Policy Communication Requirements

- 1. Households will be notified of the charge policy at the beginning of each year;
- 2. Transfer students will be notified of the charge policy during enrollment;
- 3. Parents will be notified at the time of any changes to the charge policy;
- 4. Staff will be trained annually on the lunch charge policy.

Alternate Meal Policy Considerations

- 1. If a student charges a meal, the student will be allowed to receive a reimbursable meal with no limitations.

2. If a student reaches the limit of \$300 in charges, then the student will receive an alternate meal instead of the child nutrition program meal.

Delinquent/Bad Debt Practices

1. Households will be notified of delinquent debt monthly;
2. Households who are delinquent and may be approved for free/reduce lunch services will be encouraged to submit an application;
3. Households will be notified by mail of unpaid meal charges, expected payment dates, and collection efforts;
4. The principal will determine whether the achievement of program purposes would be jeopardized by the diversions of staff time and effort to collect payment;
5. Accounts with a negative balance as of May 31 may be referred to the school's legal counsel or designated collection agency for payment;
6. The school may solicit donations or use general fund collections to ensure that funds will be obtained to restore any unallowable bad debt to the School Food Service Account.

Financial Obligations

Students are expected to take care of any financial obligation that they may incur. If a student does not, the following may occur:

1. The student will not be allowed to pick up the following year's enrollment schedule.
2. The student's grades will not be sent out.
3. The student will not be allowed to participate in extracurricular activities.

Leaving After School

Students must exit the school building immediately at the close of the school day unless participating in an after-school program, event or activity with a teacher, coach or sponsor. Only students involved in activities or athletics may remain in the building beyond 3:35 p.m. and must be under the direct supervision of a teacher, coach or sponsor. Any students that fail to participate in such will be removed from the school building at 3:35 p.m., unless wind chill is below 40 degrees, heat index is above 90 degrees or an emergency arises. Students, unless involved in an after-school program, event or activity with a teacher, coach or sponsor shall leave the campus at the close of the school day, but no later than 4:30 p.m., and shall not loiter around or on the school grounds. It is the responsibility of the parents to ensure that students are picked up by 4:45 p.m. If the student drives their own vehicle to school, then they are responsible for complying with this policy.

Failure to comply with this policy may result in:

- Student being taken to the local police station by an administrator to be picked up by parent/guardian.
- Department of Human Services being called.

Lost and Found Articles

Students are responsible for their personal items used at or brought to school. Personal items should be marked with the student's full name. Students who have lost items may ask for them in the main office. Students finding articles in the school should bring them to the main office. All unclaimed items are given to a charity at the close of the school year.

Telephone Calls & Messages

Students may use the telephone in the office only to contact parents or guardians. If a call has to be made during class time, *students must first obtain permission from their teacher*. Students abusing this privilege may lose this privilege.

The policy toward messages for students is as follows:

- Students are generally not called to the office telephone. In case of sickness or emergency, which the caller must indicate, messages will be delivered to students.
- Parents/guardians are the only people who may call and leave messages to be delivered to students.

Visitors

HCPHCPHS does not allow visitors to attend classes/lunch with a student. Only persons with legitimate business at the school or parents will be allowed. All visitors and parents should sign in at the office and should leave promptly when their business is completed.

Flowers & Gift Deliveries

Flowers, balloons, and other gift deliveries will be accepted. Staff/Students will be notified that they have a delivery, which will be held in the front office for pick up at the end of the school day.

Pledge of Allegiance

The Pledge of Allegiance to the United States Flag and the Oklahoma Pledge may be recited during programs and assemblies throughout the school year. Students have the right not to participate, but non-participating students must remain silent and respect the rights of others during the ceremony.

Computing Device Usage Policy

Student use of networked computing devices is available from 8:00 a.m. to 3:15 p.m. each day. However, student use will be at the discretion of the teacher using the classroom.

Access to the internet is available on computing devices throughout the school and through Wi-Fi. However, before any student is given permission to use the internet, they must have signed the Internet Agreement part of the enrollment process.

The following policies apply to any computing device at HCPHCPHS. Failure to comply with these policies will result in disciplinary action through the office and loss of computing device privileges. Damages to computing devices will be at the expense of the student's family.

- No chat rooms and/or instant messaging may be accessed on any computing device at HCPHCPHS.
- No games or applications may be installed on any district computing device.

- Computing devices and their supported technology are to be treated with care and respect.
- Any unauthorized use of the computing device network is strictly forbidden.
- Only school-related use of the computing devices is authorized.
- No cloning or copying software that is on a district computing device.

Academic Grading Scale

A - 90% to 100%
B - 80% to 89%
C - 70% to 79%
D - 60% to 69%
F - 0% to 59%

I – Incomplete. For the fall semester, incompletes must be completed within two weeks of the beginning of the spring semester. For the spring semester, incompletes must be completed by May 30th.

NC - No Credit. On the 9th absence (excused and/or unexcused), students will receive a “no credit” on their transcript for the semester. If students are passing at the end of the semester, they will receive a No Credit (NC) for the class in which the absence limit has been exceeded. If they are failing, the failing grade will be recorded.

In order to maintain the consistency and the meaning of the grading system, the following method of determining grades will be used.

1. The teacher will utilize grading patterns that are fairly administered and based on identified criteria. A minimum of two grades per week will be submitted by the teacher to provide opportunities to all students. Students and parents will receive prior notification of the criteria and objectives.
2. The teacher will use multi-criteria assessment, measuring student mastery of the stated objectives through projects, daily assignments, tests, etc.
3. Nine-week evaluation will include multi-criteria assessments as listed above.
4. All semester grades will be calculated as followed:
 - Eighteen weeks average = 80%
 - Semester exam/project/performance = 20%

Semester Final Exam Exemptions

Students may be exempted from the second semester final exam in any Advanced Placement course by following these guidelines. There are no exemptions for first semester final exams.

1. Students must have at least a “C” average in the current enrolled Advanced Placement course by May 1.
2. Students must enroll and participate in the Advanced Placement exam scheduled in May for that course.

Students may opt to take the semester examination. However, the student must accept the risk that the test score may lower their semester grade. The decision to take the test must be made one week prior to the final examination week.

Grade Classification

The following criteria will be used to determine the classification of students by grade at the beginning of the Fall Semester:

- Twenty-One (21) credits to be classified as a senior and member of the present graduating class.
- Fourteen (14) credits to be classified as a junior.
- Seven (7) credits to be classified as a sophomore.

Graduation Requirements

To graduate from ~~HCPHCP HS~~ with a standard diploma, a student must:

- Earn a total of twenty-eight (28) credits.
- Satisfy HCP Credit Requirement
- Take each core subject for four (4) consecutive years ~~of during high school~~^{9th – 12th}.
- Earn a ~~personal~~ financial literacy passport (complete in ~~CapstoneCollege~~^{CapstoneCollege} ~~Readiness~~).
- Complete the Individual Career and Academic Plan.
- Be trained in CPR/AED (complete in ~~CapstoneCollege~~^{CapstoneCollege} ~~Readiness~~).
- Complete a Free Application for Federal Student Aid (FAFSA)
- Pass the U.S. Citizenship Test (beginning with the Class of 2025).

Formatted: Superscript

Formatted: Superscript

HCP HS Credit Requirement

ENGLISH-	4 credits
SCIENCE-	4 credits
MATHEMATICS-	4 credits
SOCIAL STUDIES-	4 credits
COLLEGE READINESS	3 credits
WORLD LANGUAGES (SAME) or 2 credits of Technology	2 credits during high school)-
HEALTH-	1/2 credit
FINE ARTS and/or SPEECH	1 credit
SENIOR CAPSTONE COLLEGE READINESS-	1 credit
ELECTIVES	8 credits

Flexibility to the ~~HCPHCP HS~~ requirements may be provided only to those students transferring in after freshmen year.

A SENIOR MUST BE WITHIN ONE CREDIT BY APRIL 15TH TO PARTICIPATE IN SENIOR ACTIVITIES

Oklahoma Academic Standard Testing Requirements

- 11th Grade State ACT (taken in grade 11)
- CCRA State Science Exam (taken in grade 11)
- CCRA State US History Exam (taken in grade 11)

Promotion & Retention Criteria for 9-12

Students who demonstrate academic competence will be considered eligible for promotion to the next higher level by following district guidelines and state laws. Academic competency is indicated based on course grades and attendance in grades 9-12.

- Students who miss more than 15% of instruction with excused and/or unexcused absences will be recommended for retention. The School Attendance Committee will make the ultimate decision. The decision will be made at the end of the second semester.
- Students in 9th, 10th, and 11th grade who fail FOUR SEMESTER CLASSES (2 credits) throughout the school year must attend summer school to attempt to recover at least TWO SEMESTER CLASSES (1 credit) to be promoted to the next higher level. The cost of summer school is at the expense of the parent/guardian of the student.

Any parent or guardian, who is dissatisfied with the decision to retain a child, may appeal the decision by following the Parent Complaint Policy found in the HCP Policy and Procedure Manual.

Valedictorian and Salutatorian

The valedictorian will be the senior having the highest weighted GPA. The salutatorian will be the senior with the second-highest weighted GPA. To qualify as a valedictorian or salutatorian, the student must be enrolled in ~~HCPHCPHS~~ at the beginning of the fall semester of their senior year and have had no major infractions of the ~~HCPHCPHS~~ Code of Conduct. Any credits earned prior to entering high school will not be used to calculate GPA.

Extracurricular Activity Eligibility

Any student competing in any extracurricular activity must maintain scholastic eligibility in order to participate. Scholastic eligibility is defined for every student as receiving a passing grade in each subject they were enrolled in during the previous semester, even if said semester is from the previous school year and/or student was enrolled in another school.

If a student does not meet this requirement, they are not eligible to participate during the first six weeks of ~~the new semester~~ **the athletic competition period**, even if said semester is in a new school year.

Example: Any student who failed a class in the 202~~43~~ Spring Semester is ineligible to participate for the first six weeks of their athletic competition period (defined as beginning at the 1st competition date) until Monday, September 2~~35~~, 202~~43~~. (These dates will change to reflect applicable years.)

Scholastic eligibility will be checked three weeks after the start of each semester and each succeeding week thereafter. These grade checks will be done every Thursday. The period of ineligibility will always begin the *following Monday and end on Sunday*.

A student must have a passing grade in all subjects in which they are enrolled during a semester. Students not passing all subjects in which they are enrolled on the day of the grade check will be on probation for the next one-week period, as stated above. Students still failing one or more classes during the next week on the grade check day (even if it is a different class/subject than the prior week) will be

ineligible to participate during the next one-week period. Students will not regain eligibility until they are passing all subjects on the day grade checks are done. During a week of ineligibility, students may still participate in practices. All ineligibility periods run from Monday to Sunday following the date of the most previous grade check. Even if students regain a passing status the day of a grade check, they are not able to participate until the following Monday.

Incomplete grades and no credits will be considered to be the same as failing grades in determining scholastic eligibility. A passing grade is defined as making a D or higher.

Example: Any student who failed a class in the 2024³ Fall Semester is ineligible to participate for the first six weeks of their athletic competition period (defined as beginning at the 1st competition date) until Monday, September 2³⁵, 2024³. (These dates will change to reflect applicable years.)
Any student who fails a class in the 2024³ Fall Semester will be ineligible until Tuesday Monday, February 1⁷⁹, 2025⁴. (These dates will change to reflect applicable years.)

Schedule Change Requests

Students wishing to change their schedules must complete the appropriate form at the beginning of the semester by the last day of the first week of school before 3:15 p.m. The forms may be picked up in the main office. Also, students enrolled in a full-year class may not drop this class for the next semester without administrative approval.

Concurrent Enrollment

Students identified as High School Juniors or Seniors will be allowed to enroll at a metropolitan college or university while enrolled at ~~HCPHCPHS~~, provided certain requirements are met. The following explains the eligibility requirements.

RESEARCH UNIVERSITY	
A student must meet at least one of the following requirements	
National ACT	24
Pre-ACT (10 th Grade)	24
SAT	1160
PSAT or PSAT/NMSQT	1160
GPA and Class Rank	3.0 (unweighted) and top 33.3 percent
REGIONAL UNIVERSITY	
A student must meet at least one of the following requirements	
National ACT	20
Pre-ACT (10 th Grade)	20
SAT	1030
PSAT 10 or PSAT/NMSQT	1030
GPA and Class Rank	3.0 (unweighted) and top 50 percent
COMMUNITY COLLEGE	
A student must meet at least one of the following requirements	
National ACT	19
Pre-ACT (10 th Grade)	19
SAT	990
PSAT 10 or PSAT/NMSQT	990

GPA and Class Rank	3.0 (unweighted)
--------------------	------------------

All concurrent students must have a signed statement from the high school principal stating that they are eligible to satisfy requirements for graduation from ~~HCPHCPHS~~ (including curriculum requirements for college admission) no later than the spring of the senior year and must also provide written permission from a parent or legal guardian. A high school student 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. For the purpose of calculating workload, one-half high school unit shall be equivalent to three semester credit hours of college work.

Also, concurrent students may not enroll in remedial (zero-level) course work offered by colleges and universities designed to remove high school deficiencies.

When a student earns college credit through concurrent enrollment, ~~HCPDHCP~~ shall provide academic credit for any concurrently enrolled higher education courses that are correlated with the academic credit awarded by ~~HCPHCPHS~~. Academic credit shall only be transcribed as elective credit if there is no correlation between the concurrent enrollment higher education course and a course provided by the school.

COURSE PLACEMENT FOR ALL CONCURRENT STUDENTS

At minimum, concurrent students shall demonstrate college readiness in a particular subject area to be eligible to enroll in a college-level course in the corresponding subject area. A high school student not demonstrating college readiness in science reasoning, mathematics or English will not be permitted enrollment in the corresponding college subject area. A student who is unable to demonstrate college readiness in reading will not be permitted enrollment in any other collegiate course (outside the subjects of science, mathematics and English). Concurrent enrollment students are prohibited from enrolling in any form of developmental education, including any configuration in which developmental education is embedded within a credit-bearing course. A concurrent student will be eligible to enroll based on the criteria detailed in the chart below.

Course Placement: Juniors & Seniors				
Test Subject Area	General Examples of College Courses	ACT or Pre-ACT	SAT, PSAT 10, or PSAT/NMSQT	Other
English	English Comp I English Comp II	19 English	510 Evidence Based Reading and Writing	Satisfy an institution's English assessment and course placement measure
Math	Quantitative Reasoning Functions & Modeling Elementary Statistics College Algebra	19 Math	510 Math	Satisfy an institution's math assessment and course placement measure
Reading	US History Government Psychology Sociology	19 Reading	510 Evidence Based Reading and Writing	Satisfy an institution's reading assessment and course placement measure
Science	General Biology	19 Science	N/A	Satisfy an institution's science assessment and course placement measure

DUAL ENROLLMENT

The following courses taken through concurrent enrollment have been approved by HCHC/HCP for dual enrollment (earned academic credit at two institutions).

COLLEGE COURSE	<u>HCHC/HCP</u> COURSE
ENGLISH	
English Composition I	1 unit of Elective
English Composition II	1 unit of AP English Literature & Composition *Students must take English Composition I and II
MATHEMATICS	
College Algebra	1 unit of Pre-AP Algebra II
Pre-Calculus	1 unit of AP Pre-Calculus & Trigonometry
Calculus I	1 unit of AP Calculus AB
Calculus II	1 unit of AP Calculus BC
Statistics	1 unit of AP Statistics
SOCIAL STUDIES	
American History Survey to 1877	1 unit of AP United States History
American History Survey from 1877	1 unit of AP United States History
American Federal Government	1 unit of AP Government & Politics
SCIENCE	
General Biology I (Lab Required)	1 unit of AP Biology
General Chemistry I (Lab Required)	1 unit of AP Chemistry
Physics I (Lab Required)	1 unit of AP Physics I
FINE ARTS	
Music Appreciation	1 unit of Fine Arts
Art Appreciation	1 unit of Fine Arts
Humanities	1 unit of Fine Arts
Introduction to Communications	1 unit of Speech
WORLD LANGUAGES	
Elementary Spanish I	1 unit of Spanish I
Elementary Spanish II	1 unit of Spanish II
Elementary French I	1 unit of French I
Elementary French II	1 unit of French II

Any college course taken through concurrent enrollment but not listed above is approved by HCHC/HCP for elective credit and will count towards high school graduation requirements. Courses that are one (1) and two (2) hours will be transcribed as a ½ unit for high school credit and courses that are three (3) hours will receive 1 unit.

Concurrent courses may be taken in the summer or during the school year, and students can take up to six hours of free tuition per semester. However, if arrangements are not made with the counselor, students will be liable for all tuition and fees. Students will be responsible for any applicable fees and books required.

Students may seek approval for academic core credit for courses not listed above. Requests for consideration must be made by a school administrator or counselor to the superintendent. The request shall be submitted to the superintendent no later than ten (10) school days prior to the start of the college course.

All concurrent college courses where credit is earned will be entered on the high school transcript along with the grade earned in the class. Grades placed on the transcript will be used for GPA and class ranking calculations and will be assigned a 5.0 weight on the ~~HCPHCPHS~~ weighted grading scale.

Students must adhere to the GPA requirements set forth by the college to remain eligible to enroll in any courses for the following semester.

College course grades will be monitored and used for determining OSSAA eligibility on a weekly basis and students are required to follow the procedures for reporting grades to the high school.

Students will be required to provide an official transcript with final semester grades for each college course taken concurrently. Transcripts should be submitted to the high school principal no later than five (5) school days after grades are made available by the higher education institution.

Although grades lower than a C will be transcribed for high school credit, some colleges may require the course to be repeated in order to fulfill degree requirements.

Students who withdraw from a course during the semester without enrolling in another college course during the same term are required to notify their high school counselor within one (1) school day. Students will be enrolled in a high school course at that time, which may or may not count for high school credit depending on the date enrolled.

Students who fail to report grades or to notify their counselor as specified above may receive additional academic and/or disciplinary consequences which may include an F grade assigned for the concurrent course or assigned elective.

Metro Technology Center Enrollment

When it is in the best interest of the students of ~~HCPHCPHS~~, students may enroll at Metro Technology Center in Oklahoma City by following the guidelines below while at ~~HCPHCPHS~~. To learn more about these programs, students are encouraged to visit the counselling office.

Only juniors and seniors will be allowed to enroll at Metro Technology Center. Students may enroll in any **two-year program** that ensures the graduation requirements of ~~HCPHCPHS~~ are met as outlined in this Student Handbook.

To ensure students meet graduation requirements of ~~HCPHCPHS~~, students are only be permitted to take morning sessions at Metro Technology Center and must return to ~~HCPHCPHS~~ by 4th hour. Any student wishing to enroll at Metro Technology Center must notify their counselor prior to enrollment. Should the decision to enroll occur over the summer, students must notify their principal by August 1 for scheduling purposes.

Counseling Office

The school counselor's role is student advocacy and support, as well as parent and teacher support. The student is the central focus; collaborating with and providing support for parents and teachers will enhance the child's academic and social/emotional outcomes. Parents are essential school family members and are encouraged to contact the school counselor with insights and issues their child may be experiencing.

Formatted: Font: (Default) Times New Roman,

School data is used to identify areas of need, set goals, and drive the comprehensive school counseling program. The program addresses student, parent, and teacher concerns about academic and career advisement and other aspects of each student's school experience.

Formatted: Font: (Default) Times New Roman,

All are welcome and encouraged to contact the school counselor through school email, phone call, or request an appointment through the district's website. Students may complete the small form in the front office if they choose, and they will be called to the counseling office when time is available. The counselor can provide help by:

Formatted: Font: (Default) Times New Roman,

Formatted: Font: (Default) Times New Roman,

- Working with students to decide on ways to solve personal, social, or academic problems
- Working with students to develop academic, social, and/or coping skills
- Listening to students with a neutral, non-judgmental ear when they are having troubles inside or outside the school environment
- Supporting students with ADHD, anxiety, and other issues that affect their learning

Formatted: Font: (Default) Times New Roman,

Parents/Guardians may contact the counseling office to request a meeting to be held any school day at 7:30 a.m. with the teachers as well as the counselor and an administrator. No group meetings will be held after school. If a parent/guardian is late for a scheduled meeting, the meeting may be rescheduled or may continue without the attendance of one or more teachers.

An anonymous reporting system, HCP CARES, is available to students and parents/guardians on the district website. This reporting system is to report concerns within the school.

The counselors are located on Hallway A upstairs and downstairs. Guidance services are available to every student in the school. These services include:

- Assistance with educational planning
- Study help
- Help with home, school, and/or social concerns
- Discussion about questions a student feels they need to address

The counseling office believes that parent input is important and encourages parent involvement.

Parents/Guardians may contact the counseling office to request a meeting to be held any school day at 7:30 a.m. with the teachers as well as the counselor and an administrator. No group meetings will be held after school. If a parent/guardian is late for a scheduled meeting, the meeting may be rescheduled or may continue without the attendance of one or more teachers.

An anonymous reporting system, HCD CARES, is available to students and parents/guardians on the district website. This reporting system is to report concerns within the school.

Scholarships and Other Opportunities

Scholarships and other opportunities are available to those students who have achieved excellence in academics and have also scored well on college entrance examinations. There are also special scholarships/opportunities and awards for students who have demonstrated outstanding talent, for example, in athletics, music, art, leadership, etc. Information is available in the Counseling Office and distributed through various classes and/or online.

ACT, PSAT & SAT

The ACT is a college entrance test. Students can take this test on any of the national testing dates. (See the Counseling Office for details.) Students are encouraged to take the ACT early and often, as this will help them become comfortable with standardized testing and is proven to help raise scores. Eleventh grade students take the ACT (at no cost to the student) during school in April as a state assessment. The April ACT will collect additional information about students' college and career interests, including high school course/grade information, student profile, and interest inventory. A request to opt out of the disclosure of the specific information must be in writing by the end of 1st semester, and only a parent of a secondary school student may submit such until the secondary school student has reached 18 years of age. At 18 years of age, the secondary school student may request in writing to opt out of the disclosure of information.

The PSAT is administered to the 9th, 10th, and 11th graders to prepare them for college entrance exams. When students take the PSAT in the 11th grade, their score can qualify them for National Merit Finalist ranking. The SAT tests are designed to assess students' academic readiness for college. These exams provide a path to opportunities, financial support, and scholarships.

Grade Viewing

Grades can be viewed by signing on to PowerSchool. In the event you cannot access PowerSchool, please feel free to call or email the Counseling Office. Grades are submitted by teachers before eligibility cutoff for each week.

Transcripts

Transcripts needed for military use, scholarship consideration, college applications, or prospective employer information may be requested from the counseling office or through the district website. Please allow 24 hours processing time, excluding weekends and holidays.

Seniors who are accepted at one or more college(s) should request a transcript of final grades to be sent to the college where they plan to enroll.

Library/Media Center

~~HCPH~~~~CPHS~~ Media Center contains materials to meet the research and recreational reading needs of our students. To ensure excellence in library service, it is important that students comply with the following guidelines:

1. The media center is open every school day with some exceptions. Students are welcome at all times during the school day for the purpose of research, study, or recreational reading. Media passes are required from classroom teachers during class times, but not before/after school.

2. Up to three items may be checked out. If a student requires more than three items for a special project, the staff may extend check-out privileges. A clean return history will determine if privileges are extended. Regular circulating books are checked out for a two-week period, with one renewal option. Reference books may be checked out after school and returned the following morning.
3. Fines for overdue items are assessed as follows:
 - Regular circulating books: \$.10 per day past the due date.
 - Reference books: \$.25 per hour beginning with first hour of the morning they are due.
4. Materials that are lost or damaged must be paid for by the student.
5. Fines will accumulate to a maximum of the cost of replacing the item until the item is either paid for or returned.
6. Grades and transcripts will not be released to anyone, including students ~~or -parents-or-any-other educational institution~~, until all outstanding library obligations are paid in full.
7. Internet usage is restricted to information needs related only to school assignments. Students are required to have the Internet Agreement on file signed by a parent/guardian. Use of the internet for other than permitted uses will result in serious disciplinary action.
8. Theft or attempted theft of library materials or pranks played with the media center's security system will result in serious disciplinary action.

Lost and Damaged Textbooks

Each textbook has a different number on it. When the student is issued a textbook, the student is responsible for that numbered textbook. Whether the book is lost, stolen or damaged, the student is responsible. Books that have been lost or damaged must be paid for by the student. Students shall pay for books in the main office.

If anything happens to a student's textbook that hinders them from returning it to the teacher at the close of school, the student will not receive grades, nor will their grades be released to any person ~~or entity~~ until the obligation is resolved.

Volunteer Hours

Students

The ~~HICDHCP~~ Governance Board views the Community Service component of our students' education as a means of developing awareness by our students of their role in the community. It is expected that each student will complete thirty (30) hours of community service per year. We hope to instill an attitude of responsibility toward their community and a sense of ownership in that community. Community service is one method of developing skills in collaborative work, strategic planning, assessment of outcomes, negotiating skills, and communication skills. Therefore, the governance board believes that age-appropriate community service projects are an asset to the curriculum. The governance board believes that students must be aware that they are representatives of and ambassadors for the school as they work in the community. Students must be capable of carrying out the community service without endangering their academic achievement or safety. Students will be expected to maintain their grades, attend classes and recognize that the activity to which they are volunteering their services is secondary to their primary goal of receiving an education.

Parents/Families

The ~~HICDHCP~~ Governance Board believes that a parent's participation in the education of their child is one of the most important aspects of a child's educational success. Parental participation in the education process is at the core of our school's foundation. Therefore, the governance board has established a Parent/Family Participation Program to provide parents with various activities and projects to assist the school and support their child's education. Participation in the Parent/Family Participation Program is encouraged for each parent who wishes to admit their student to the school.

Each family is ~~encouraged~~ **required** to complete a minimum of ~~twenty-five~~ **fifteen (15)** hours of volunteer time per school year. It is the duty of parents to maintain their own records. The office shall supply each family with "time sheets" that are used to record the type of task performed, the time involved in completing the activity or to indicate the money spent on purchasing items to complete the activity or to aid in the classroom. The awarding of volunteer hours for tasks is outlined below:

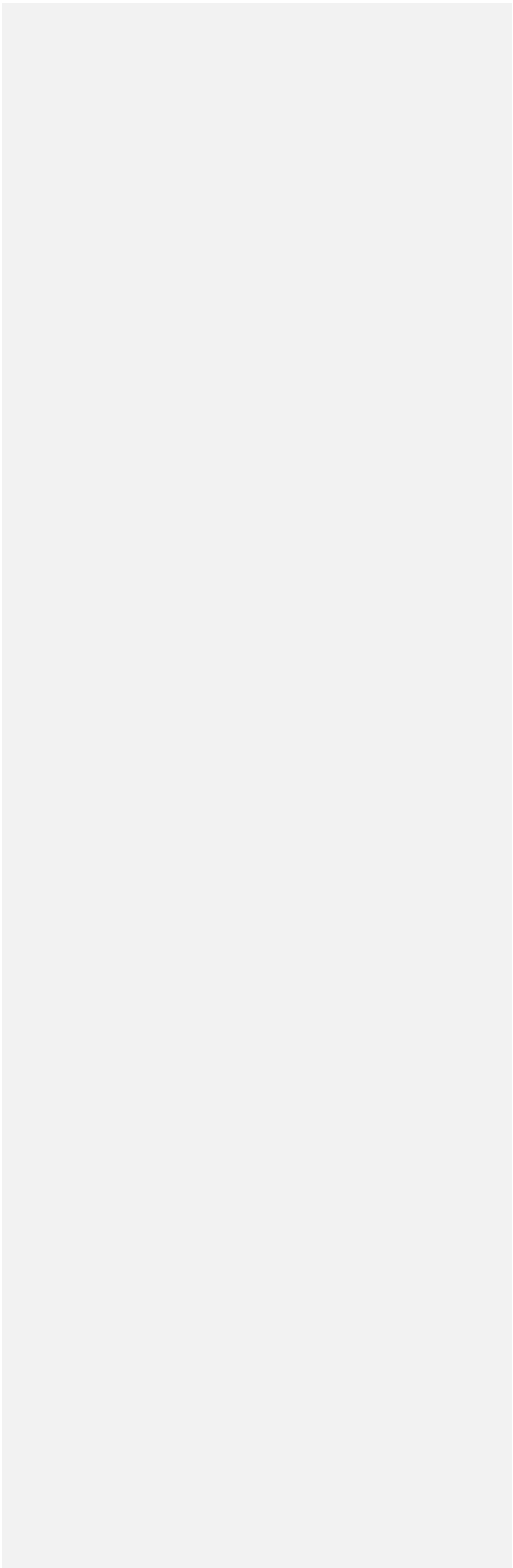
- A. If a family member or guardian wishes to participate in a volunteer activity on behalf of the student, then those hours of volunteer time shall be counted toward the family's volunteer time.
- B. If a student, family member or guardian provides classroom materials and/or purchases materials to complete a volunteer and/or education-related task, the family will receive one (1) hour of volunteer credit for every \$20.00 spent.

Asbestos Hazard Emergency Response Act of 1986

This act requires the inspection of all buildings for asbestos. The district has complied with this act. A management plan documenting these inspections is on file for public review. Upon request, you may view the plan which is located in the district's office. Additionally, information regarding any asbestos-related activities, planned or in progress, will be disseminated by posting a notice or using handout bulletins, flyers and/or using newspaper public notice statements.

The asbestos identified in our management plan will be checked regularly by a licensed asbestos company and by our staff to scrutinize any changes in the material which could cause a health hazard. We will continue to monitor the asbestos as defined by EPA guidelines. If changes occur, we will notify the appropriate people as described by law.

ATTENDANCE INFORMATION



Attendance Policies and Procedures

Attendance is vital to the education of our students. Students don't learn when they are not in the classroom. Thus, it is not only important that every student attend school but also are not tardy. Secondly, failure to attend school is detrimental to the student because excess absences can result in various penalties, including financial, for both the student and district.

Commented [LF2]: To advise parents & students of the costs of non-attendance

Oklahoma County Truancy Laws

It is important to understand the laws concerning school attendance and truancy. Oklahoma Law holds parents responsible for their child's attendance at school. Oklahoma State Law requires that school officials keep attendance records and report excessive absences to the Oklahoma County District Attorney Office for the misdemeanor offense of Failure to Comply with the Compulsory Education Law. The penalty for this offense is up to five (5) days in the County Jail for every unexcused absence and/or \$50.00 fine per day after the notice has been given. Fines and jail time increase for subsequent offenses. School officials are required to inform the District Attorney when a student has missed ten (10) or more days of school.

District Attorney's Criteria for Absences that Do Not Count Against Attendance

- A. Medical Absences - Documentation of doctor visits and medical absences must be turned into the office no later than five days after the visit in order to not count against attendance.
- B. Funeral Absences - Documentation of missing school for funeral-related purposes must be turned into the office no later than five days after the event in order to not count against attendance.
- C. Judicial Absences - Documentation of judiciary-related absences must be turned into the office no later than five days after the event in order to not count against attendance.
- D. Religious Absences – Documentation of religious-related absences must be turned into the office no later than five days after the event in order to not count against attendance.

If any forgery occurs with above documentation, local authorities will be notified.

Excused Absences

Excused absences are those absences that a parent has excused either by phone or written notice. Absences need to be excused by a parent on the day of the absence; otherwise, it remains unexcused. Students are allowed to make up schoolwork for days that they have an excused absence; the number of days absent plus one will be allowed. Excused absences count against the eight (8) allowed absences per semester.

Unexcused Absences

Unexcused absences are those absences that a parent has not excused either by phone or written notice. Absences need to be excused by a parent on the day of the absence; otherwise, it remains unexcused. Students are not allowed to make up schoolwork for days that they have an unexcused absence. Unexcused absences count against the eight (8) allowed absences per semester.

Attendance and Makeup Work

If a problem of absenteeism persists, a conference may be held with the parent, the student and the principal. A behavioral or attendance contract may be written and signed by the parent and student, if under 18 years of age, or the student may be subject to further disciplinary action, including withdrawal from ~~HCPHCPHS~~.

When a student is absent, makeup work will be allowed only if the absence is excused. It is the responsibility of the student to arrange with the teacher to make up work and/or take tests. All makeup work is due within a reasonable amount of time. The number of days absent plus one will be allowed; however, if work is not made up or arrangements have not been made by the end of the grading term, a zero will be recorded for those assignments.

In the event of an extended illness, three (3) weeks or more, arrangements can be made for homebound instruction.

School Activity Absences

Students attending any approved activity during school hours must arrange with the teacher for any classroom work before the actual event occurs. **School activities include such activities as artistic/musical endeavors, sporting events and college visits.** Students will not receive additional time to complete such assignments unless permitted by the teacher. Students will not be penalized on their attendance for any approved activity. **Students may only have ten (10) school activity absences per year. Once the student has surpassed the allowable amount, all school activity absences will become an excused absence.**

College Visits

~~Students classified as juniors and seniors may take college visits and not be penalized on their attendance, however such will count as a school activity absence. All college visit days include travel time. This is a privilege that has been granted by the HICD Governance Board. Please take this privilege seriously and use the days wisely.~~

- ~~• Juniors are allowed 2 days of college visits in the 2nd semester of their junior year.~~
- ~~• Seniors are allowed 4 days of college visits during their senior year.~~
- ~~• All allowed college visit days include travel time.~~

Students may pick up the college visit form in the office. These forms *must* be turned into the office *before* the actual visit date. Students are required to get confirmation from the college visited. Most colleges will gladly confirm that you have visited them, and many colleges even have their own form that you may use in addition to our form. Students should talk with their teachers in advance of the visit to get their homework, as this is considered a “~~day at school~~**school activity**” and not a normal excused absence.

Students should always make plans in advance with the college they want to visit. Colleges usually have designated times for tours and speakers to answer questions. Students are reminded that while at the college, college rules will apply, and unacceptable behavior may result in loss of privileges. ***After Spring Break, college visits must be approved by the principal.***

Checking In and Out

Students leaving school before regular dismissal time must check out through the office before leaving campus. Parent contact with the office is necessary before a student is cleared to leave. Students must be signed out before they are permitted to leave. Students may only be checked out by individuals designated by the parents/guardians on enrollment forms; changes may be made by contacting the office. Any absences without permission are considered unexcused. Students leaving campus without prior approval from the office **WILL NOT BE EXCUSED AFTER THE FACT.** Students who leave and return to school the same day must report and sign in at the office upon returning.

Attendance Summary

The following chart will provide a summary to students and families regarding which absences count against a student's attendance. Students are only allowed eight (8) unexcused/excused absences per semester.

<u>Count Against Student Attendance</u>	<u>Does Not Count Against Student Attendance</u>
Unexcused/Excused Absences	School Activities – up to 10 days
	Medical Absences (with documentation)
	Funeral Absences (with documentation)
	Judicial Absences (with documentation)
	Religious Absences (with documentation)

Formatted: Centered

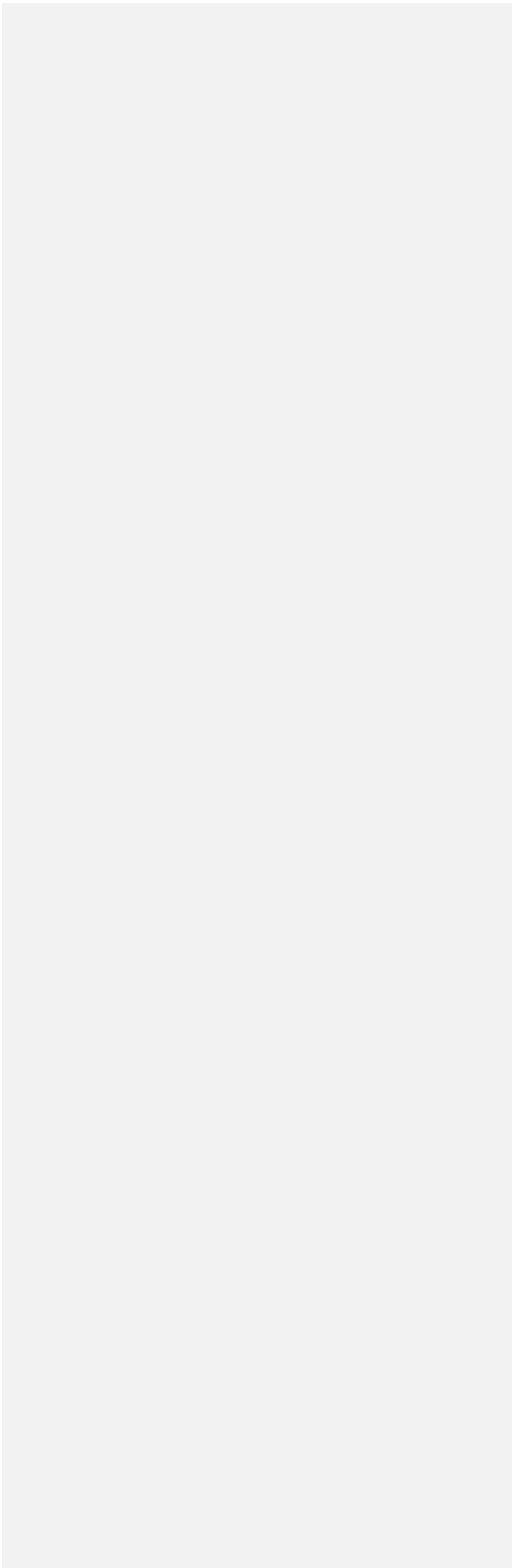
Tardy Policy

HCPHCPHS values the learning experiences that take place in the classroom environment and considers them to be a meaningful and essential part of its educational system. Tardiness tends to disrupt the continuity of the instructional process, and time lost from class is irretrievable, particularly in terms of opportunity for interaction and exchange of ideas among students and between teachers and students. Therefore, classroom punctuality is considered to be an integral part of the students' course of study.

A tardy, defined as not being in the classroom, becomes an absence after ~~five~~ fifteen (5) (15) minutes of class time has elapsed. **Tardiness will be excused for administrative reasons only.** All tardies accumulate for each semester in each class. Students displaying excessive tardy behavior each semester may be disciplined as follows:

1. Three (3) tardies in a class:
 - Parent contacted by ~~an administrator~~ the classroom teacher
2. Six (6) tardies in a class:
 - Parent contacted by an administrator
 - ~~Two~~ One (12) sessions of administrative detention
3. Nine (9) tardies in a class:
 - Conference with parents and an administrator
 - ~~Two~~ One (12) days of in-school suspension
4. ~~Twelve~~ Subsequent three (3) (12) tardies in a class after nine (9):
 - Conference with parents and an administrator
 - Two (2) days of ~~in~~ out of school suspension

GENERAL EXPECTATIONS



HCPHCP General Expectations

HCPHCPHS recognizes that students do not surrender any rights of citizenship while in attendance. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for obedience to school rules.

General School Rules

Students will be expected to follow the rules set forth in this handbook as well as those which might be established by the administration and individual teachers throughout the year.

Articles Prohibited in School

Problems arise each year because students bring articles that are hazardous to the safety of others or interfere some way with the school instructional program. Such items include radios, cassette/CD players, skateboards, chains, cards, toys or any other item deemed inappropriate. These items will be taken from the student and released (upon request) to the student's parent/guardian.

Hall Signs

Posting or distributing written or photographic materials on campus is prohibited without prior approval from the principal.

Assemblies

During the school year, a number of planned assemblies have been scheduled. Some of these assemblies will be for the purpose of fostering school spirit; these are usually in the form of pep assemblies. Others will focus on the many and varied talents of the students. All assemblies will be the result of the hard work and efforts of the participants. Behavior should reflect how you would like to be treated if you were one of the participants. Follow these guidelines for attending assemblies:

1. Always report to class first.
2. Wait until the announcement for dismissal.
3. Go quickly and quietly with the class and teacher to the gym or auditorium.
4. Reserve cheering and whistling for pep assemblies.

Students who choose not to behave in accordance with the above list of guidelines will not be permitted to attend future assemblies. If a large group of students does not abide by these guidelines, it will result in the cancellation of the assembly.

Travel Conduct

All students who use school transportation, including approved carpooling, to a school event or function are subject to regulations. Any misbehavior which distracts the driver is a very serious violation and jeopardizes the safety of everyone. Students will be cited for the following:

1. Failing to remain seated
2. Failing to properly use seat belts when available
3. Refusing to obey the driver
4. Fighting and/or spitting

5. Throwing objects
6. Hanging out of the window
7. Using tobacco and/or alcohol
8. Profanity
9. Lighting matches
10. Vandalism
11. Disruptive or unruly conduct

All violations to this policy will follow Student Handbook policies and procedures.

Uniform Dress Code

Pants

- Pants must be khaki or navy blue.
- Pants ~~may~~**must** be plain or pleated front and must have belt loops.
- Belts are required to be worn with pants at all times.
- Pants must fit properly and may not have tears, splits, rips or frayed hems.
- Pants such as hip huggers, stretch pants and leggings are not permitted.

Shorts

- Shorts must be khaki or navy blue.
- Shorts ~~may~~**must** be plain or pleated front and must have belt loops.
- Belts are required to be worn with shorts at all times.
- Shorts must fit properly and may not have tears, splits, rips or frayed hems.
- Shorts must be an appropriate length, no more than three (3) inches above the knee.

Skirts

- ~~Skirts must be khaki or navy blue; skirts in approved plaid from authorized vendors ~~the school~~ uniform store are also permitted.~~
- ~~Skirts must fit properly and may not have tears, splits, rips or frayed hems.~~
- ~~Skirts must be an appropriate length, no more than three (3) inches above the knee.~~

Shirts

- Shirts must be hunter green, navy or white.
- Only polo shirts are permitted; both short-sleeved and long-sleeved shirts are permitted.
- Shirts may have the official HCP logo but are not required to.
 - Shirts with the HCP logo must come from the school uniform store.
 - Shirts without the HCP logo must not have any other logos or insignias.
- Shirts may not be rolled or tied, and the collar may not be tucked in the neck or altered in any way.
- Shirts with hoods are not permitted.
- ~~Shirts must be hunter green or white.~~
- ~~Only polo shirts and oxford shirts are permitted; both short-sleeved and long-sleeved shirts are permitted.~~
- ~~Shirts may have the official HCP logo but are not required to.~~

Formatted

- ~~Shirts with the HCP logo must come from an authorized vendor.~~
- ~~Shirts without the HCP logo must not have any other logos or insignias.~~
- ~~Shirts may not be rolled or tied, and the collar may not be tucked in the neck or altered in any way.~~
- ~~Shirts with hoods are not permitted.~~
- Seniors: Black polo ~~and oxford~~ shirts are permitted for members of the Senior Class only.
- ~~**ALL SHIRTS ARE TO BE TUCKED IN AT ALL TIMES.**~~

Sweatshirts

- Sweatshirts must be hunter green, navy, or white.
- Sweatshirts may have the official HCP logo but are not required to.
 - Sweatshirts with the HCP logo must come from the school uniform store.
 - Sweatshirts without the HCP logo must not have any other logos or insignias.
- Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.
- If sweatshirt is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)

Formatted

Coats, Jackets, and Pullovers

- Personal coats and/or jackets are not permitted during the school day. Coats and jackets brought to school should remain in students' lockers during the school day.
- HCP pullovers and jackets from the school uniform store are permitted during the school day.
- Jackets considered to be spirit attire may be worn only on HCP Spirit Fridays.
- Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.
- If sweatshirt is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)

Formatted: List Paragraph, Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

Sweaters, Sweatshirts and Pullovers

- ~~Sweaters, sweatshirts and pullovers must have the HCP logo and come from an authorized vendor.~~
- ~~Clothing with a hood (hoodie) is not permitted, even if it is an HCP hoodie or HCP spirit attire.~~
- ~~If sweater, sweatshirt or pullover is removed, the shirt underneath MUST meet dress code policy. (This includes when outside the building.)~~
- ~~Seniors: Black HCP sweaters, HCP sweatshirts and HCP pullovers are permitted for members of the Senior Class only.~~

HCPHCP Spirit Fridays

- Spirit attire includes shirts, sweaters, sweatshirts, pullovers and jackets that represent an approved HCPHCP club, sport, or organization and has been approved by administration.
 - Spirit attire may only be worn on Fridays.
 - Spirit attire may not be cut, altered or homemade. Spirit attire may not be rolled and/or tied.
 - Seniors: College shirts, sweatshirts and pullovers are permitted on Fridays for members of the Senior Class only.

Extracurricular Competition Days (requires approval from the administration)

- On days when an HCPHCP extracurricular club, team or organization has a competition (such as a game, tournament or contest), members of that club, team or organization may wear matching shirts, ~~sweaters~~, sweatshirts and/or pullovers.

- Shirts worn under the matching ~~sweaters~~, sweatshirts or pullovers must meet dress code.
- Jackets are not permitted, even if they are ~~HCPHCP~~ jackets.
- Matching attire in black is not permitted unless approved by administration.

~~Coats and Jackets~~

- ~~• Wearing coats and/or jackets is not permitted during the school day. Coats and jackets brought to school should remain in students' lockers during the school day.~~
- ~~• Jackets considered to be spirit attire may be worn only on HCP Spirit Fridays.~~

Shoes

- Tennis shoes and leather style shoes are acceptable.
- Shoes with open toes, open heels, and/or visible holes are not permitted.
- House shoes, slippers, slides, crocs and flip flops are not permitted.

Personal Items (non-academic)

- Must be left in designated area for the entire school day.

~~Backpacks, Purses, Blankets & Fanny Packs~~

- ~~• Backpacks, purses, blankets & fanny packs are to be left in student lockers for the entire school day.~~

Eyewear

- Only prescription eyewear is approved to be worn during the school day.
- Sunglasses may not be worn during the school day, even if they are prescription sunglasses.

Headwear and Head Coverings

- Headwear and head coverings are only allowed for religious reasons, provided the individual notifies the administration.
- Headbands must not exceed two inches in width and cannot be bandana print.

Medical/Air Filtration Face Masks

- Medical/Air Filtration face masks are allowed
- Masks must be school appropriate and cannot be bandana print.

Out of Uniform Days (requires approval from the administration)

- Clothing must be acceptable and appropriate.
- The fundamentals of the ~~HCPHCP~~ Dress Code Policy apply to Out of Uniform Days. The fundamentals of ~~HCPHCP~~ Policy include:
 - Length of shorts and/or skirts
 - ~~HCPHCP~~ Shoe policy
 - Headwear and Head Coverings policy
 - Backpack, Purses & Fanny Pack policy
 - Eyewear policy
 - Medical/Air Filtration Face Mask policy
- A sleeveless shirt less than four inches wide at the shoulder must have a sleeved shirt underneath.
- No clothing with hoods (hoodies).

- No clothing with tears, splits, rips or frayed hems.
- No exposed midriffs.
- No plunging necklines.
- Tights and/or leggings may not be worn as pants. They can only be worn under bottoms that abide by the ~~HCP~~HCP length of shorts and/or skirt policy.

Students will be informed about any violation of the dress code and added to the uniform violation list.

The final decision will be based on the judgment of the administration. If the administration deems the clothing of a student inappropriate or a distraction to the educational environment at any time, the student must make arrangements to change into appropriate clothing or remain in the office while at school.

Students with three (3) violations within the designated two-week time period will receive two hours of administrative detention.

Note: Violations of this policy are cumulative within the designated two-week time period. Each student begins each designated two-week time period with zero offenses of this policy.

Note: To support HCP families with the new school branding beginning in Fall 2024, any previous logo uniforms (polo shirts, sweatshirts, and pullovers) will be permitted by returning students only.

Public Displays of Affection

The school will insist that all couples conduct themselves in such a fashion that attention of others is not attracted to their behavior. No public display of affection should occur while on campus, at school activities, or at any school-related function. Offending students will have their attention called to the matter and, should it recur, appropriate disciplinary action will be taken. Public affection includes but not limited to holding hands, hugging, kissing, etc.

Students violating the public display of affection policy shall be disciplined as followed:

FIRST OFFENSE: Warning and possibly further action

SECOND OFFENSE: Two (2) hours of administrative detention

THIRD OFFENSE: One (1) day of in-school suspension

Inappropriate Language

~~HCP~~HCP recognizes that racism, bigotry, gender bias and sexual orientation bias are not conducive to learning and the educational experience. They will not be tolerated and are explicitly prohibited while on school grounds, in school vehicles, at school-sponsored activities or at school-sanctioned events. All persons are to be treated with respect and addressed by their announced preference.

It is expected that language used at school be respectful and appropriate. Foul language, including, but not limited to, profanity, obscenity, and vulgarity, has no place at school or during a school-sponsored activity. Offensive language, including, but not limited to, language based on sex, sexual orientation,

race, color, national origin, disability, age or other referenced bias, will not be tolerated. It shall not be a defense to this prohibition that the slur(s) or word(s) were spoken at, between or to members of the same group.

Foul Language (e.g., profanity, obscenity and vulgarity)

Foul language and/or pictures on the internet, T-shirts or other clothing are considered inappropriate use of language. A student using foul language and/or pictures shall be disciplined with any of the following:

1. In class, on school grounds, or at school activity and was not directed to a staff member or student: two (2) hours administrative detention
2. On any electronic device that disrupts the normal operation of the school: one (1) day in-school suspension.
3. Directed at a staff member or student: two (2) days of ~~out~~in-of-school suspension.

Offensive Language (e.g., language based on sex, sexual orientation, race, color, national origin, disability, age or other referenced bias)

Offensive wording and/or pictures on the internet, T-shirts or other clothing are considered inappropriate use of language. A student using offensive language and/or pictures shall be disciplined with any of the following:

1. In class, on school grounds, or at school activity and was not directed to a staff member or student: ~~two-one~~ (1~~2~~) days of in-school suspension.
2. On any electronic device that disrupts the normal operation of the school: two (2) days in-school suspension.
3. Directed at a staff member or student: three (3) days of ~~out~~in-of-school suspension.

Cafeteria Behavior

In order to keep the cafeteria orderly, clean and attractive, the following rules must be observed:

1. Keep milk cartons, food and wastepaper on the tray.
2. Empty all debris from trays into trash containers.
3. Keep tables and floors clean.
4. Talk in a normal voice.
5. Remain seated.
6. Keep the cafeteria lines orderly.
7. Never push or run.
8. Pick and clean up food you drop or spill.
9. Food and drinks may not be tossed or thrown.

Failure to follow these rules may result in the following:

FIRST OFFENSE: Warning and possibly further action

SECOND OFFENSE: Cleaning tables

THIRD OFFENSE: Sent to Principal's office.
Parents contacted.
Removed from cafeteria for two (2) days

FOURTH OFFENSE: Removed from cafeteria for five (5) days and possible suspension.

FIFTH OFFENSE: Removed from the cafeteria for the remainder of the semester.
Conference with parents and principal.

Closed Campus / Skipping Class Rules

Students at ~~HCPHS~~HCP are not allowed to leave the campus or skip class. If it becomes absolutely necessary for a student to leave campus, they must be checked out through the office by a parent or guardian and the student must sign out through the office. Violation of this rule will result in the following disciplinary actions:

FIRST OFFENSE: One (~~1~~+) days ~~inout-of~~ school suspension. Also, if a vehicle is used, the driver and/or responsible student of the vehicle will not be allowed to drive a vehicle on campus for three (3) weeks.

SECOND OFFENSE: Two (2) days ~~outin-of~~ school suspension. Also, if a vehicle is used, the driver and passengers in the vehicle will not be allowed to drive on campus for six (6) weeks.

THIRD OFFENSE: Five (5) days ~~inout-of~~ school suspension. Also, if a vehicle is used, the driver and passengers in the vehicle will lose their driving privilege for the remainder of the year.

If a student, whose parking has been revoked, is found to have a vehicle on campus during the school day, that vehicle will be towed without notice and at the owner's expense.

No student should be outside the building or in the student parking lot during the school day without a "Car Pass" from the office. Violation of this rule may result in detention or loss of privileges.

Students are subject to being searched upon re-entering the school if reasonable suspicion exists for such.

Hallway Expectations

To keep hallways safe and orderly, the following rules must be observed:

- Walk at all times; running in the halls is not permitted.
- Keep hallways and floors clean and clear.
- Show respect to other students, the teachers and the campus at all times.
- Be purposeful and continue moving to class to avoid tardiness.
- Noise level should be appropriate for indoors.

Hall Passes

Students are not permitted in the halls during the class period without an agenda signed by an authorized staff member or with an official office hall pass.

Parking

Each ~~HCPHSHCP~~ student who drives to school is required to park in designated student parking and display a current ~~HCPHSHCP~~ Parking Permit in their vehicle. To receive the permit, the student shall submit a parking permit application form. The administration will conduct random parking checks; if a vehicle does not have the required parking permit, the vehicle may be towed at the owner's expense. Students and parents/guardians are asked to read and retain a copy of the parking rules and regulations.

Cheating/Plagiarism

Plagiarism is defined as the act of appropriating the literary composition of another, or parts or passages of their writings or the ideas or language of the same and passing them off as the product of one's own mind. It does not require the exact duplication of another's work. Cheating will be considered the act or intent of gaining, receiving or giving knowledge for an assignment or test answers without teacher approval.

The penalty, for either offense, will be a zero for the assignment or test. Students shall not be allowed to make up work or otherwise receive credit when cheating or plagiarism is involved. Parents of repeat offenders will have a conference with administration.

Cell Phones & Other Electronic Devices

A student may possess an electronic device (cellular phone, iPhone, AirPods, ear bud, smartwatch, iPod, tablet, etc.) while on school premises. ALL SUCH DEVICES ARE TO BE LEFT IN THE STUDENT'S LOCKER DURING THE SCHOOL DAY. Such devices may not be activated, seen, or heard during school hours (8 a.m. to 3 p.m.). If a student calls/texts for any reason, or if a school employee receives information that a phone call/text was made, and such is confirmed, even if the student was not observed making the call/text, such will be considered as if the phone was observed being used and is an infraction of this policy. Upon confirmation that the use of a device or phone call/text was made, the student will receive the appropriate discipline and the phone confiscated. Students violating this policy shall be subject to the following:

FIRST OFFENSE: Electronic device will be confiscated, taken to the office, and returned to the student at the end of the school day.

SECOND OFFENSE: Electronic device will be confiscated, taken to the office, and parent or guardian must come to retrieve it. Student will receive a 2-hour administrative detention.

THIRD OFFENSE: Electronic device will be confiscated, taken to the office, and must be picked up by the parent or guardian. Student will receive one day of in-school suspension.

~~FOURTH-SUBSEQUENT~~ OFFENSE: Electronic device will be confiscated, taken to the office, and must be picked up by the parent or guardian. Student will receive ~~three-two~~ days of ~~out-in-of~~ school suspension.

*****HCPHCP** is not responsible for lost or stolen devices that are brought on to school property, whether they are left in in lockers or confiscated and taken to the office. ***

Note: Violations of this policy are cumulative within the school year. Each student begins the school year with zero offenses of this policy.

Media Release Protection

The use of an electronic device to record or take photos of any school activities or event is not permitted. It is illegal for any party, other than those that have been approved to do such, to record students.

Formatted: Centered

Formatted: Font: Not Bold

Formatted: Indent: Left: 0.5"

Lockers

Lockers are provided for the student's convenience. If for any reason the locker is not in good working order, report it to the office. Slamming and kicking locker doors often cause latches to break and is not permitted. **Decorating the outside of lockers is prohibited unless the administration has given approval.** Stickers and tape will damage the surface of the lockers and is not permitted. Students writing on lockers or defacing them in any way will be expected to pay for the damages and will lose the privilege of using one.

Lockers are required to be used. Students must store personal belongings (backpacks, purses, phones, earbuds, etc.) in their assigned locker during the school day. Lockers are expected to remain locked with the locks provided by the school anytime the assigned student is not using them. Food and drinks must not be stored or left in lockers overnight.

The school does not assume responsibility for property removed or stolen from lockers. Students should never give their lock combinations to another student. Periodic locker checks and clean-outs will be made throughout the year.

Search and Seizure

The superintendent, principal, teacher, or security personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search of any student or property in the possession of the student when said student is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a student, 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.

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 student 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 student's possession including the authority to authorize any other persons they deem necessary to restrain such student or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, 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.

Students shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property. School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of students. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search. Schools shall inform students in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.

Student Vehicle Rules

1. The speed limit in the parking area is 10 mph.
2. No parking in fire lanes, bus/passenger loading zones, reserved areas, yellow or red zones, on sidewalks, faculty or visitor parking areas, or on grassy areas, in reserved spaces or in handicap spaces, unless permitted, and no blocking of dumpsters (unless directed to do so by principal or faculty member).
3. Any student vehicle parked in any staff/faculty parking space is subject to being towed at the owner's expense.
4. No ~~aimless-reckless~~ driving ~~around the school parking area~~ while on school grounds. Students must park their vehicles as soon as they arrive at school and are not to move them without permission or until leaving at the end of the school day. Students should lock their vehicles before leaving them.
5. Improper parking will result in towing of vehicle at owner's expense.
6. Cooperation with the parking lot rules and personnel is expected at all times.
7. No loitering in the school parking areas.
8. No loud noises from vehicles.
9. Any exchange of parking permits will result in loss of parking privileges for all persons involved. All students are to park in the east student parking lot.
10. The school is not responsible for the student's automobile in terms of accidents, damage, theft, vandalism, etc.
11. Accidents or incidents on the school campus should be reported to the proper authorities.
12. Parents and students are to be advised that vehicles may be searched while on school property when reasonable suspicion exists. Failure to consent to the search will result in loss of parking privileges.
13. Any student that receives a long-term suspension will lose their parking privileges for the length of the suspension.

14. Students who drive to school and park on campus while parking privileges are under suspension may have their vehicle towed at the owner's expense without parent notification.
15. Students who drive their vehicles to school and park on school property without first obtaining a school parking permit may be assessed a fine of \$10.00 per day.
16. Closed campus violations during the school day will result in the discipline set forth in the Closed Campus Rules.
17. Vehicles are not to be overloaded with passengers (number of passengers recommended by manufacturer, i.e., one passenger per seat belt). Passengers are not allowed to ride in the bed of a pickup.
18. All state laws pertaining to driving apply to the school parking areas and access roads.
19. There will be a charge of \$5.00 to replace a damaged or lost parking permit.
20. Students may register more than one vehicle, but only one of the registered automobiles may be on campus at a time during school hours.
21. Students and staff are reminded not to have anything of value observable from outside of their vehicle, as the school is not responsible for any items stolen from their vehicle or any damage inflicted in a theft attempt.

Fighting

It is the student's and/or parents' responsibility to immediately notify a counselor or administrator of any pending conflict that may result in a fight. Seldom will a fight occur without prior reason. ~~Any physical altercation is considered a fight.~~

Once a fight occurs, the students involved in fighting may be disciplined as follows:

FIRST OFFENSE:

1. Three (3) to five (5) day out-of-school suspension, depending on severity.
2. Consultation meeting must occur with administration before student is readmitted into the school.

SECOND OFFENSE:

1. Ten (10) day out-of-school suspension.
2. Consultation meeting must occur with administration before student is readmitted into the school.

SUBSEQUENT OFFENSE(S):

1. Thirty (30) day out-of-school suspension.
2. Consultation meeting must occur with administration before student is readmitted into the school.
3. **Student's enrollment transfer will be revoked at the end of the academic school year.**

***Note: Fighting offenses are inclusive of the student's academic career at the school. This policy is limited to covers fighting that occurs on school grounds/property, at school-related and/or**

sponsored events/activities, or under the supervision of school personnel. It also covers when the student arrives at the school grounds/property until the student enters the building or departs from school grounds/property until the student enters their parent's/guardian's or approved driver's vehicle.

Any such conduct that disrupts the educational environment regardless of whether the conduct occurs at or on any of the above circumstances or away from school property or is in the presence/possession of their parent(s)/guardian(s) shall be subject to discipline.

In instances where any of the above occurs while in the presence of their parent(s)/guardian(s) or where the student is in the possession of their parent(s)/guardian(s) the district will contact the local police department as well as the Department of Human Services to handle it.

~~*Note: Fighting offenses are inclusive of the student's academic career at ICMS or academic career at HCP. This policy is limited to fighting that occurs on school grounds/property or at school-related and/or sponsored events/activities.~~

Destruction of School Property

All students are responsible for proper use of ~~HCPHSHCP~~ facilities and property. Any student who causes damage to or destroys any property or facility will be required to make financial restitution in the amount of the damage or destruction and/or be required to provide an appropriate amount and type of school service time. Students may also be subject to discipline.

Fraternities, Sororities, Gangs

~~HCPHSHCP~~ does not approve of fraternities, sororities, gangs, or secret societies within the school, at school activities, or on school property. Such organizations shall in no way exert influence, directly or indirectly, upon the school or any of its programs.

Bullying Prevention

Students are prohibited from bullying, harassing, threatening, or intimidating other students or school personnel.

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

The following steps shall apply to the investigation of reported incidents of harassment, intimidation, bullying, or threatening behavior:

1. If any person is aware of, observes, or is a victim of bullying, harassing, threatening, or intimidating behavior or communications from a student, such person must report the behavior or communication to the school principal.
2. The principal will gather information deemed necessary to evaluate the incident to determine the severity of the incident and the potential for future violence.

3. After completing any necessary investigation, the principal shall determine if the student accused of bullying, harassing, threatening, or intimidating behavior or communications engaged in prohibited conduct and, if so, shall determine the appropriate discipline.
4. Parents and guardians of both victims and perpetrator of verified bullying will be notified by site administration regarding the situation and steps taken to rectify the actions of students involved.
5. During the investigation, the principal may take appropriate action to ensure the safety of all students or school personnel involved.
6. If warranted, the principal shall notify law enforcement of the reported incident and cooperate with any law enforcement investigation.
7. If the student's actions are determined to constitute harassing, intimidating, threatening, hazing, or bullying behavior or communications, the principal may, as a condition and part of any disciplinary action that is taken, recommend that available community mental health care options be provided to the student.
8. The principal may further require the student (if 18 or over) or the parent or guardian of the student to allow the mental health care provider to disclose any information concerning the student who has received mental health care for conduct which indicates an explicit threat to the safety of students or school personnel as a condition of being allowed to return to school.
9. The principal may also require that the student and the student's parent or guardian meet with the administrator, a school counselor, and/or other appropriate school personnel before being allowed to return to school.
10. If a student is found to have falsely accused another student of harassment, intimidation, bullying, or threatening behavior as a means of retaliation, reprisal or as a means of bullying, then they may be assigned disciplinary consequences as deemed appropriate by the principal.

Definitions/Terms of this regulation:

- A. "At school" means on school grounds, in school vehicles, at school-sponsored activities or at school-sanctioned events.
- B. "Electronic communication" means the communication of any written, verbal, pictorial or video content by means of an electronic device, including, but not limited to, a telephone, or mobile or cellular telephone or other wireless telecommunication device or computing device.
- C. "Threatening behavior" means any pattern or 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.
- D. Appropriate school personnel consist of site administration (principal, assistant principals and/or administrative interns), counselors, and/or teachers.

Information from this regulation shall be posted on in areas deemed appropriate by school principal, and will be included in all student and faculty handbooks.

The district will conduct an annual training of preventing, identifying, responding and reporting incidents of bullying with their faculty and staff. The district will also provide for an educational program for students and parents in preventing, identifying, responding to and reporting incidents of bullying.

An anonymous reporting system, HCP CARES, is available to students and parents/guardians on the district website. This reporting system is to report concerns within the school.

Smoking, Vaping and Dipping

The use or possession of tobacco in any form by students is prohibited by Federal Law. This policy applies to students while on campus (parking lot included), at after school activities, or any school-related function. **This policy includes vaping or any form thereof.** Students violating this policy will be subject to the following per semester:

FIRST OFFENSE: Two (2) days out-of-school suspension; parents contacted.

SECOND OFFENSE: Five (5) days out-of-school suspension; conference with parents and principal.

THIRD OFFENSE: Out-of-school suspension for nine (9) weeks. **Student's enrollment transfer will be revoked at the end of the academic school year.**

Note: This policy is limited to smoking, vaping, and dipping that occurs on school grounds/property and/or at school-related and/or sponsored events/activities.

Student ID Badges

In a continuing effort to increase security at all Harding Charter Preparatory Secondary Sites, new Student Identification Badge procedures will be enforced for the 2024-2025 school year. The faculty and administration want to take all measures to ensure the safety of our students, teachers, staff, and patrons.

The student's I.D. badge will be used for access to child nutrition programs, and access to materials in the media center. Students will be issued one free photo ID during schedule pickup or during registration.

If a student is missing an I.D. badge for child nutrition programs or access to materials in the media center, the following steps will be followed:

1st Offense – Students will be provided with an additional Student ID Badge to access child nutrition and media center programs.

2nd Offense – Students will be provided with an additional Student ID Badge to access child nutrition and media center programs. Guardian(s) of the student will be contacted to inform them of the offense.

3rd Offense – Students will be provided with an additional Student ID Badge to access child nutrition and media center programs. Guardian(s) of the student will be contacted to inform that no additional Student ID Badges will be provided and either the guardian(s) of the student must pay \$5.00 for a replacement, or the student will receive alternative meals.

Subsequent Offense – Students will be provided with an alternative meal instead of the normal child nutrition program and will not be able to access materials in the media center until a new ID is purchased for \$5.00.

Each school must maintain a list of children who have reported lost and stolen tickets and the number of occurrences for each child. Prior to denying a replacement, the list must be checked to see if the child has reached the limit on replacements.

This procedure does not apply to primary students (PK – 4) or to students with disabilities that may make them unable to take full responsibility for their Student ID Badges.

Soliciting

Students may not display, distribute, solicit contributions, collect funds, offer to sell, or sell any item to students unless the principal has granted permission, or through approved student activities or organizations.

Formatted: Font: Times, Not Bold, Font color: Black

Formatted: Normal (Web)

Disciplinary Policies & Procedures

The administration, faculty and staff at ~~HCHD~~HCP are committed to protecting the right of all students to an education without interference. Students are expected to share this responsibility by helping to maintain an atmosphere conducive to a good education. Therefore, any student who disrupts the educational process will be disciplined accordingly.

Behaviors/Acts Subject to Discipline

The following behaviors at school, on school property, while in school vehicles or going to or from or attending school events will result in disciplinary action. This list, though extensive, is not to be considered an exhaustive listing, due to the evolving nature of society.

1. Acts of violence against person or property
- ~~2.~~ Adjudication as a delinquent for a non-violent offense.
- ~~2-3.~~ Aiding/Abetting any unlawful act.
- ~~4.~~ Arson
- ~~3-5.~~ Assault
- ~~4.~~ Assault
- ~~5-6.~~ Assault & battery

Formatted: Font: (Default) +Body (Calibri)

- 7. Bullying in any form
- ~~6-8.~~ Conspiracy of any unlawful act
- ~~7-9.~~ Disruptive or other inappropriate behavior/acts
- 10. Gang-related activities
- ~~8.-~~
- 11. Extortion
- ~~9-12.~~ Failure to report knowledge of illegal or dangerous activities which could harm others
- ~~10-13.~~ False reports or false calls of inappropriate events
- ~~11-14.~~ Fighting
- ~~12-15.~~ Forgery
- ~~13-16.~~ Gambling
- 17. Hazing (initiations) in connection with any school activity
- ~~14-18.~~ Horseplaying
- ~~15-19.~~ Immorality
- ~~16-20.~~ Inappropriate public behavior
- ~~17-21.~~ Indecent exposure
- ~~18-22.~~ Possession of a caustic substance
- ~~19-23.~~ Possession of guns, knives, weapons, facsimile of a weapon
- ~~20-24.~~ Possession of obscene materials
- ~~21-25.~~ Possession of stolen property
- ~~22-26.~~ Possession, threats or use of a dangerous weapon and related instrumentalities (i.e., bullets, shells, gun powder, pellets, knife, etc.)
- 27. Possession, use, distribution, sale, conspiracy to sell or possess, being in the chain of sale or distribution, or being under the influence of alcoholic beverages and/or controlled dangerous substances (as defined by Oklahoma law)
- 28. Provoking/Instigating of inappropriate or destructive behavior
- ~~23.-~~
- ~~24-29.~~ Sexual assault **harassment** or other **types** harassment of individuals, including, but not limited to, students, school employees and volunteers
- ~~25-30.~~ Theft
- 31. Threatening or actually harming a school official verbally, physically, or in writing or text on social network sites
- ~~26-32.~~ Trespassing
- ~~27-33.~~ Verbal or written threats, or threatening behavior towards the school community or individuals within the school community
- ~~28-34.~~ Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee, or the school
- ~~29-35.~~ Use or possession of tobacco in any form
- ~~30-36.~~ Vandalism
- ~~31-37.~~ Violation of school regulation(s)
- ~~32-38.~~ Violent offense (See Title 57 O.S. section 571)
- ~~33-39.~~ Willful disobedience of a directive of any school official

In addition, conduct occurring outside of the normal school day or off school property that has a direct and immediate negative effect on the discipline or educational process or effectiveness of the school will also result in disciplinary action, which may include in-school placement options or out-of-school suspension.

Commented [LF3]: To separate sexual harassment from other types

Formatted: Font: (Default) +Body (Calibri)

The above-listed behaviors of Fighting, Assault, Assault & Battery, and Horseplaying that occurs on school grounds/property, at school-related and/or sponsored events/activities, or under the supervision of school personnel or when the student arrives at the school grounds/property until the student enters the building or departs from school grounds/property until the student enters their parent's/guardian's or approved driver's vehicle is subject to discipline.

~~HICDHCP~~ recognizes and emphasizes the need for school administrators to protect the procedural due process rights of students in discipline cases. The policy of ~~HICDHCP~~ must be consistent with the due process rights of students and must provide appropriate processes for fair and consistent treatment of students.

Types of Discipline

The following types of discipline can be imposed, including other reasonable measures commensurate with the offense. Failure to comply may result in additional disciplinary action.

Teacher Detention

A teacher may assign detention to a student as a disciplinary measure. Detention must be before and/or after school hours. Detention dates and times are at the discretion of each individual teacher.

Administrative Detention

The principal and/or assistant principal may assign detention as a discipline measure. Administrative detentions may include, but are not limited to, in-school detentions such as lunch detention, recess detention, and after-school detentions.

Attendance and Behavior Plans

Attendance and behavior plans may be written for a student who has a truancy or behavior problem. These plans are designed to improve a student's attendance or behavior in order to prevent suspension.

Behavioral Consultation

A behavioral consultation is the calling together of a panel consisting of the student, their parent(s), teachers, and principal to consider behavior of a student and make recommendations concerning the situation.

Suspension from Classroom

Suspension from classroom is the removal of a student from a particular teacher's classroom for a period of time.

Restricted Privileges

Restricted privileges are the denial of privileges such as student activities and/or extracurricular events, including sports.

In-School Suspension

The principal and/or assistant principal may assign in-school suspension as a disciplinary measure. In-school suspension dates and times are at their discretion. In-school suspension also includes the discipline of Restricted Privileges. If a student is removed from in-school suspension for disruptive or disrespectful behavior, then out-of-school suspension will be imposed.

Out-of-School Suspension

Out-of-school suspension is the removal of a student from the school for a period of time. The length of the suspension will depend on the severity of the offense. The history of prior offenses or discipline or lack thereof may also be taken into consideration. **Any suspension that exceeds ten (10) consecutive days will result in the enrollment transfer revoked at the end of the school year.**

Out-of-School Disciplinary Procedures

The term out-of-school suspension refers to removal from the school for a period of time. Before the imposition of out-of-school discipline, the principal shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspension, such as placement in an alternative school setting, reassignment to another classroom, or in-school detention.

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve the due process procedures set forth herein.

I. Grounds for Imposing Out-of-School Suspensions (follows 70 O.S. §24-101.3)

- A. Violation of a school regulation.
- B. Possession of an intoxicating beverage, low-point beer, as defined by Section 37 O.S. §163.2, 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.
- C. Possession of a dangerous weapon (as defined herein) or a controlled dangerous substance while on or within two thousand (2,000) feet of a public-school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances.
- D. Any student found in possession of a firearm while on any public-school property or while in any school bus or other vehicle used by a public school for transportation of students or teachers shall be suspended out-of-school for a period of not less than one (1) year, with said length of the term being determined by the district governance board, which, however, may be modified by the district superintendent on a case-by-case basis.

1. For purposes of this paragraph the term "firearm" shall mean: (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.

2. The term "destructive device" means—(A) any explosive, incendiary, or poison gas— (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses; (B) any type of weapon (other than a shotgun or a shotgun shell which the Attorney General finds is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and (C) any combination of parts either designed or intended for use in converting any device into any destructive

device described in subparagraph (A) or (B) and from which a destructive device may be readily assembled. See 18 U.S.C., Section 921.

E. Any student **in grades sixth (6th) to twelfth (12th)** found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or a person volunteering for a school shall be suspended for the remainder of the current semester and the next consecutive semester. The term of the suspension may be modified by the district superintendent on a case-by-case basis. Any student who has been suspended for a violent offense which is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher. **In addition, student's enrollment transfer will be revoked at the end of the second semester.**

II. Terms for Out-of-School Suspensions

- A. Five (5) days or less
- B. More than five (5) days, including:
 - 1. More than ten (10) days
 - 2. Through the end of the current semester
 - 3. Through the end of the current semester and the following semester
 - 4. Not less than one (1) year
 - 5. Except as otherwise provided for in 70 O.S. §24-101(C)(2) - (I-D, hereinabove), no out-of-school suspension shall extend beyond the current semester and the succeeding semester.

III. Conferences

The principal will keep records of each out-of-school suspension conference containing the date of the conference, the names of the persons present, the time duration of the conference, and the basis for rejection of alternative school in-school placement disciplinary options.

- A. Pre-Out-of-School Suspension Conference
 - 1. When a student less than 18 years of age may be subjected to out-of-school suspension, the principal shall immediately notify the parent by phone or monitor the student calling the parent with the suspension notice and give notice to the student and/or parent, in writing, that the student is being suspended out of school and that other available options have been considered and rejected.
 - 2. The principal will conduct an informal conference with the student, if aged 18 years or older, otherwise with at least one (1) parent and the student. The student, if aged 18 years or older, may choose not to have a parent present at any of the out-of-school suspension conferences; said choice shall be in writing, signed by the student and witnessed by one staff member. The conference will be held during a school business day, with consideration given to the hours of working parents whenever possible. The conference will be held as soon as possible after the out-of-school suspension has been imposed but before it goes into effect.
 - a. At a conference with the student and/or parent, the principal shall read the policy, rule, or regulation that the student is charged with having violated and shall discuss the student's conduct that violated the policy, rule or regulation. The principal will also explain the basis for an out-of-school suspension rather than the use of alternative options.

- b. The student and/or parent shall be asked whether they understand the policy, rule or regulation and be given a full opportunity to explain and discuss the student's conduct.
- c. If it is concluded that an out-of-school suspension is appropriate, the student and/or parent shall be advised that the student is being suspended and the length of the out-of-school suspension.
- d. At the conclusion of the conference, the principal shall state whether they will terminate or modify the out-of-school suspension. If the parent and/or student, if aged 18 years or older, agrees with the principal's decision, they will be asked to sign a waiver of review. If the parent and/or student, if aged 18 years or older, is not in agreement, they may avail themselves of the appeal process.

B. Immediate Out-of-School Suspension without Pre-Out-of-School Suspension Conference

- 1. A student may be suspended out-of-school without the above pre-out-of-school suspension conference with the student and/or parent only in situations where the conduct of the student reasonably indicates to the principal that the continued presence of the student in the building will constitute an immediate danger to the health or safety of the students, school employees, or visitors; harm to school property; or a continued substantial disruption of the educational process.
- 2. In such cases, an out-of-school suspension conference with the student, if aged 18 years or older, or with the parent, if student is a minor, will be scheduled as soon as possible after the student has been removed from the building.
- 3. Any conferences shall occur within five (5) school business days of the imposition of the out-of-school suspension and will be held during school business days, with consideration given to the hours of working parents whenever possible.
- 4. The conference shall follow the same procedures as set out in IIIA above

IV. Student Privileges While Under Out-of-School Suspension or Under Other Disciplinary or Correctional Measures

Participation in the extracurricular activities of the school is a privilege and not a right. Accordingly, when a student's behavior results in an out-of-school or in-school suspension, the student immediately forfeits the privilege of participating in and/or attending all extracurricular activities of the school during the suspension time.

In addition, when a principal decides to impose other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the offense committed by the student. Extracurricular activities include, but are not limited to, all school-sponsored teams, clubs, organizations, ceremonies, student government, band and all other school-sponsored activities and organizations.

V. Individualized Plan for Out-of-School Suspension

A. Education Plans

- 1. At its discretion, the district may provide an education plan for students suspended out-of-school for five (5) days or less.

2. Out-of-school suspensions in excess of five (5) days shall include an Individualized Plan for Out-of-School Suspension, which shall describe either a home-based school work assignment setting or other appropriate work assignment setting.
 - a. The plan shall be prepared by the principal with the assistance of other school employees as warranted by the circumstances of the out-of-school suspension.
 - b. The plan shall be available to the parents of the student suspended out-of-school and shall be complied with by the parent.
 - c. The parent or guardian shall be responsible for provision of a supervised, structured environment in which the parent or guardian shall bear responsibility for monitoring the student's educational progress until the student is readmitted into school.
 - d. The plan shall provide for the core units which the student is enrolled in. Core units shall consist of the minimum English, mathematics, science, social studies and art units required by the Oklahoma State Department of Education.
 - e. The plan shall set out the procedure for education and shall also address academic credit for work satisfactorily completed.

B. Education Services

1. No education services are required in a required school setting if a student has been:
 - a. adjudicated as a delinquent for an offense defined as a violent crime in 57 O.S. § 571,
 - b. convicted as an adult of an offense defined as a violent crime in 57 O.S. § 571,
 - c. removed from a public or private school in the State of Oklahoma or another state by administrative or judicial process for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students,
 - d. suspended as provided for in 70 O.S. §24-101.3(C)(3), or
 - e. removed from a public or private school in the state or another state by administrative or judicial process for an act of using electronic communication, as defined in §24-100.3 of this title, with intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or other students.
2. The school in which a student as described in 70 O.S. §24-101.3(F)(1) is subsequently enrolled may elect to not provide education services in the regular school setting until the school determines that the student no longer poses a threat to self, other students or school district faculty or employees.
 - a. Until the school in which such student subsequently enrolls or re-enrolls determines that the student no longer poses a threat to self, other students or school district faculty or employees, the school may provide education services through an alternative school setting, home-based instruction, or other appropriate setting.
 - b. If the school provides education services to the student at a district school facility, the school shall notify any student or school district faculty or employee victims of the student, when known, and shall ensure that the student will not be allowed in the general vicinity of or contact with a victim of the student, provided the victim notifies the school of the victim's desire to refrain from contact with the offending student.

C. IEP Students

Students suspended out-of-school who are on an individualized education plan pursuant to the Individuals with Disabilities Education Act, P.L. No. 101-476, or who are subject to the provisions of 70 O.S. §24-101.3(F) and who are on an individualized education plan shall be

provided the education and related services in accordance with the student's individualized education plan.

VI. Appeals

Any student, parent or guardian who is aggrieved by any decision of the principal regarding the imposition of out-of-school discipline may appeal as set forth hereinbelow. Failure to follow the timelines herein will result in a waiver of the right to review and/or appeal.

~~A. Students suspended out-of-school for ten (10) or fewer days shall have the right to appeal the decision to an appellate committee consisting of the superintendent and two (2) representatives from of the Superintendent's Leadership Committee; the two (2) representatives shall be selected by the superintendent.~~ Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension. Upon full investigation of the matter, the ~~committee superintendent~~ shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out-of-school suspension. The ~~committee superintendent~~ will render a decision as soon as is practical, preferably no more than five (5) school business days from the written notice of appeal. The decision of the ~~committee superintendent~~ is final and not subject to appeal to the governance board.

-

~~Any student to be suspended for 10 days or more for one action will have their transfer revoked as stated in the Oklahoma Transfer law at the end of the school year.~~

B. Students suspended out-of-school for more than ten (10) days and students suspended for possession of a firearm while on any school property or while in any school bus or other vehicle used by a public school for transportation of students or teachers, may request a review of the suspension with the superintendent of the district. If the superintendent does not withdraw the suspension, the student shall have the right to appeal the decision of the superintendent to the district governance board. Said appeal must be submitted to the superintendent in writing by the parent and/or student, if aged 18 years or older, within five (5) school business days of the imposition of the suspension.

The governance board may conduct the hearing and render the final decision or may appoint a hearing office to render the final decision. Upon full investigation of the matter, the board or the hearing officer shall determine the guilt or innocence of the student and the reasonableness of the term (number of days) of the out-of-school suspension. The governance board or hearing officer will render a decision as soon as is practical, preferably no more than fifteen (15) school business days from the written notice of appeal. The decision shall be final.

~~Any student to be suspended for 10 days or more consecutively will have their transfer revoked as stated in the Oklahoma Transfer law at the end of the school year.~~

-

VII. Appeal Hearing

A. Rules

Formatted: Indent: Left: 0.75", No bullets or numbering

Formatted: Indent: Left: 0.75"

Formatted: Indent: Left: 0.75", Space Before: Auto, After: Auto

Formatted: Underline

Formatted: Indent: Left: 0.75", Space Before: Auto, After: Auto

1. The board may conduct the hearing and render the final decision or may appoint a hearing officer to conduct the hearing and render the final decision.
2. The board president, their designated representative or the hearing officer shall be responsible for ensuring that the order of procedure is followed.
3. The board president, their designated representative or the hearing officer shall ensure that the hearing is held in a respectful and dignified manner.
4. The board president, their designated representative or the hearing officer shall make all rulings regarding objections to any testimony, evidence introduction or arguments and relevancy of board member questions.
5. All arguments will only discuss the evidence presented during the hearing and shall not raise or discuss any extraneous matters not presented during the hearing or relevant thereto.
6. The student, their parent or guardian or attorney may choose to hold Part B of the hearing in open session, provided a duly signed waiver of FERPA is provided prior to the hearing, otherwise the hearing will be held in closed session. Once the hearing starts, neither the student, their parent, guardian or attorney can request, mandate or choose to have Part B conducted in an open session.
7. The board's discussion and deliberations of the suspension shall be in closed session. Board members may review any and all evidence presented during the hearing to assist them in rendering their decision.
8. The board's vote on the suspension shall be conducted in open session and by a roll call vote.

No person or persons shall be permitted to disrupt or attempt to disrupt the hearing proceedings, and any person or persons doing so or attempting to do so will be removed from the hearing. The board president, their designated representative or the hearing officer shall have the authority to order the removal of any such person(s) and such person(s) shall not be permitted to return to the hearing.

B. Order of procedure for the hearing will be as follows:

1. Opening statement by district representative, unless waived.
2. Opening statement by student representative, unless waived.
3. Presentation of district's evidence/witnesses, if any, followed by cross-examination of any witnesses by student representative and redirect by district representative, unless waived.
4. Questions from board members. (Questions are only permitted for clarification of evidence/testimony already presented.)
5. Presentation of student's evidence/witnesses, if any, followed by cross-examination of any witnesses by district representative and redirect by student representative, if any.
6. Questions from board members. (Questions are only permitted for clarification of evidence/testimony already presented.)
7. Presentation of any rebuttal evidence/witnesses by district, if any, followed by cross-examination by student representative and redirect by district representative.
8. Closing argument by district representative, unless waived.
9. Closing argument by student representative, unless waived.
10. Rebuttal argument by district representative, unless waived.
11. Upon close of evidence, the board shall convene in a closed session to deliberate and discuss the matter.

Dangerous Weapons

It is the policy of ~~HCHCP~~ to absolutely prohibit the use and/or possession of dangerous weapons and/or firearms on school premises or at school functions and /or sponsored activities regardless of where such are taking place. The policy on dangerous weapons is applicable to all students, without regard to grade or age.

A. This policy shall include but not be limited to (a) a firearm, which meets the definition as set forth in ~~HCHCP~~'s Grounds for Imposing Out-Of-School Suspensions I-D, (b) rifles, pistols or shotguns of any caliber, BB guns or air pistols, potato throwers, dart guns or blow guns, any other device the purpose of which is to throw, discharge or fire objects, bullets, or shells or any facsimile of same.

- Any violation of this policy shall result in the-immediate discipline of all students involved for a period of time which may include suspension for the remainder of the semester and the entire next semester or up to one full calendar year or longer (for firearms) or for any term less than one calendar year (for weapons other than firearms).
- Any student who knowingly aids, accompanies, assists, or participates with another student in the violation of this policy, shall also be subject to suspension as set forth above.

B. This policy shall also include but not be limited to (1) knives of all sizes and types, (2) brass knuckles, chains, clubs, and sharp instruments, (3) explosives, bombs, combustible fluids or materials, firecrackers, poisons, chemicals or spray paint and/or (4) knives, weapons or devices (other than those subject to ~~HCHCP~~'s Grounds for Imposing Out-Of-School Suspensions I-D).

- Any student who knowingly aids, accompanies, assists, or participates with another student in the violation of this part of this policy, shall be subject to discipline as set forth below.

1. **Warning:** A warning will be given when the knife, weapon or device (a) has not been displayed or used in a threatening manner and (b) has not caused any harm, injury, destruction or damage and (c) is a knife or device commonly used or carried by persons for use other than as a weapon and (d) no verbal threats to use such knife, weapon or device in an inappropriate manner have preceded the possession and (e) the student has no prior school disciplinary record of physical violence, aggression, injury, damage or threats.
2. **Suspension:** Suspension for not less than ten (10) days and not more than two (2) semesters shall occur under any of the following conditions: (a) if the student has previously been warned not to bring such knife, weapon or device on school property or to school events; or (b) when the knife, weapon or device is one not commonly carried and is used, intended or designated for the purpose of causing physical injury or property damage; or (c) when the particular circumstances surrounding the use or possession of the knife, weapon or device reflects that such possession posed a danger to persons or property.
3. **Automatic Long-term Suspension:** Suspension for not less than the current semester and not more than the current and ensuing semesters shall occur under any of the following conditions: (a) when the knife, weapon or device was used or displayed in a threatening manner; or (b) when the knife, weapon or device has caused harm, injury, destruction or damage to persons or property; or (c) when the student involved has threatened any other person with harm or physical injury with a knife, weapon or device,

or (d) the student has a prior school disciplinary record of violence, aggression, injury, damage or threats.

Drug- and Alcohol-Free School Policy

It is the policy of HCHD/HCP that no student shall possess, use, transmit, share, provide, sell, conspire to sell or possess, be in the chain of sale or distribution of the following which includes, but is not limited to, of any narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverages, nonalcoholic beer, look-a-likes, etc., -or be under the influence of any narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverages, non-intoxicating beverage (defined by law, i.e., 3.2 beer), counterfeit drugs (i.e., K2), drug paraphernalia or chemicals which provide a mood-altering effect. This policy applies while on school-owned or provided transportation; on school premises; at school functions; at school-sponsored activities, events, performances, contests, and/or competitions, athletic or otherwise; during lunch; or while under the supervision of school personnel **whether or not such disrupts the educational process.**

Formatted: Font: Times New Roman

It is the responsibility of all school personnel to report suspected violations of this policy to an administrator. The administrator will notify the parent(s) if the student is under 18, impose appropriate consequences according to the discipline policy and report the incident to the local authorities. School discipline will be imposed independent of any court action. No district employee or governance board member shall be civilly liable for any action taken in reporting any suspected violations of this policy. Any student violating this policy and their parents will be provided with a list of resources and encouraged to obtain drug/alcohol education, counseling, and/or chemical dependency treatment as appropriate, which shall be at the parent's expense.

Discipline for Student Violations of Drug/Alcohol Policy

- I. Conspiracy to sell drugs or alcohol or the sale of drugs or alcohol or the distribution of drugs or alcohol or the delivery of drugs or alcohol.

Students violating this policy by engaging in any of the above shall be suspended for the remainder of the current semester and all of the following semester, regardless of whether the following semester is in a new school year.

- II. Possession of, use of, sharing or being under the influence of any drug or alcohol. Students violating this policy by engaging in any of these acts shall be disciplined as follows:

A. First Offense

1. Student shall receive out-of-school suspension for a period of six (6) weeks, subject to the following.
 - a. A two-week reduction may be granted if the student and the parents/guardians agree to the following:
 - i. To meet with an administration representative.
 - ii. To obtain, from a licensed practitioner, an alcohol/drug use assessment which may recommend counseling, education, treatment, and/or drug testing. The cost of any assessment or recommended counseling, education, treatment, testing, etc. will be the sole responsibility of the student's parent or guardian.

b. An additional one-week reduction may be granted if compliance with the assessment recommendations is verified with documentation signed by the person conducting the assessment.

2. If the student complies with a and/or b above, the suspension may be reduced, as noted therein, at the discretion of the principal.

B. Second Offense

Student shall receive out-of-school suspension for the remainder of the current semester and all of the following semester.

III. Each act shall be considered a separate violation.

Effective Date/Retroactivity of Student Handbook

This Student Handbook shall be effective beginning with the 2025~~3~~-2026~~4~~ year and shall continue in effect until such time as it is amended or revised by the ~~HCHD~~HCP Governance Board.