



**MINUTES OF  
IDABEL PUBLIC SCHOOLS  
REGULAR MEETING OF THE BOARD OF EDUCATION  
October 14, 2024**

THE IDABEL PUBLIC SCHOOLS, IDABEL INDEPENDENT SCHOOL DISTRICT  
NUMBER FIVE, IDABEL, OKLAHOMA MET October 14, 2024 AT 5:30 PM WITH THE  
FOLLOWING MEMBERS PRESENT:

Attendance Taken at 5:29 PM.

MADDIE BRILEY: Present  
Donny Butler: Present  
ERIC NUBER: Present  
James Raley: Absent  
Jerry Robinson: Present

1. **OPENING: CALL TO ORDER AND ROLL CALL OF MEMBERS.**
  - A. **PRESIDENT: DONNY BUTLER**
  - B. **VICE PRESIDENT: JERRY ROBINSON**
  - C. **CLERK: JAMES RALEY**
  - D. **MEMBER: ERIC NUBER**
  - E. **MEMBER: MADDIE BRILEY**
2. **CONSENT AGENDA: VOTE TO APPROVE OR DISAPPROVE THE  
FOLLOWING ITEMS:  
MINUTES OF SEPTEMBER 9, 2024 REGULAR MEETING**

**TREASURER'S REPORT  
ENCUMBRANCES**

**FUND NUMBERS:  
GENERAL FUND 11 - #349-415  
5 MIL BUILDING FUND 21- #42-47  
TRANSPORTATION BOND 31-#1**

**ACTIVITY FUND BALANCES/TRANSFERS  
FUNDRAISER REQUESTS:**

**RESIGNATIONS AND RETIREMENTS:**

**REASSIGNMENTS:**

**JULA HARJO-MOVING FROM TECHNOLOGY TO CENTRAL PE TEACHER**

MOTION TO APPROVE THE CONSENT AGENDA Passed with a motion by Jerry Robinson and a second by MADDIE BRILEY.

MADDIE  
BRILEY: Yea

Donny  
Butler: Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson: Yea

Yea: 4, Nay: 0, Absent: 1

**3. PRINCIPALS/DIRECTORS REPORT  
SUPERINTENDENTS REPORT**

**4. PRESENTATION AND DISCUSSION OF THE DROP OUT REPORT FOR  
IDABEL HIGH SCHOOL & MIDDLE SCHOOL.**

**5. PRESENTATION AND DISCUSSION OF COLLEGE REMEDIATION RATES  
FOR IDABEL HIGH SCHOOL.**

**6. VOTE TO APPROVE OR DISAPPROVE SANCTIONING PRIMARY SOUTH PARENT TEACHER ORGANIZATION.**

MOTION TO APPROVE SANCTIONING PRIMARY SOUTH PARENT TEACHER ORGANIZATION. Passed with a motion by ERIC NUBER and a second by MADDIE BRILEY.

MADDIE  
BRILEY:        Yea

Donny  
Butler:        Yea

ERIC  
NUBER:        Yea

James  
Raley:        Absent

Jerry  
Robinson:      Yea

Yea: 4, Nay: 0, Absent: 1

**7. VOTE TO APPROVE OR DISAPPROVE THE MEMORANDUM OF UNDERSTANDING, DATED 9/26/24, BETWEEN IDABEL PUBLIC SCHOOL DISTRICT AND THE IDABEL EDUCATION ASSOCIATION.**

MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING, DATED 9/26/24, BETWEEN IDABEL PUBLIC SCHOOL DISTRICT AND THE IDABEL EDUCATION ASSOCIATION. Passed with a motion by ERIC NUBER and a second by Jerry Robinson.

MADDIE  
BRILEY:        Yea

Donny  
Butler:        Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson: Yea

Yea: 4, Nay: 0, Absent: 1

8. **VOTE TO APPROVE OR DISAPPROVE THE CHASE MORRIS SUDDEN  
CARDIAC ARREST RESPONSE PLAN AS OUR EMERGENCY OPERATIONS  
SITE PLAN.**

MOTION TO APPROVE THE CHASE MORRIS SUDDEN CARDIAC ARREST  
RESPONSE PLAN AS OUR EMERGENCY OPERATIONS SITE PLAN. Passed with  
a motion by ERIC NUBER and a second by MADDIE BRILEY.

MADDIE  
BRILEY: Yea

Donny  
Butler: Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson: Yea

Yea: 4, Nay: 0, Absent: 1

9. **DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE: AN ELECTION FOR BOARD OF EDUCATION OFFICE NUMBER FIVE (5) FOR A FIVE-YEAR TERM ON FEBRUARY 11, 2025 AND THE BOARD OF EDUCATION GENERAL ELECTION TO BE HELD ON APRIL 1, 2025 AT ALL REGULAR POLLING PRECINCTS FROM 7:00 AM TO 7:00 PM; AS WELL AS BOARD POSITION NUMBER TWO (2), AN UNEXPIRED TERM WITH TWO (2) YEARS REMAINING, AND WILL BE OPEN FOR ELECTION IN 2027, AND THE BOARD PRESIDENT AND BOARD CLERK SIGN AND EXECUTE THE "RESOLUTION OF THE BOARD" OF EDUCATION TO THE COUNTY ELECTION BOARD.**

MOTION TO APPROVE: AN ELECTION FOR BOARD OF EDUCATION OFFICE NUMBER FIVE (5) FOR A FIVE-YEAR TERM ON FEBRUARY 11, 2025 AND THE BOARD OF EDUCATION GENERAL ELECTION TO BE HELD ON APRIL 1, 2025 AT ALL REGULAR POLLING PRECINCTS FROM 7:00 AM TO 7:00 PM; AS WELL AS BOARD POSITION NUMBER TWO (2), AN UNEXPIRED TERM WITH TWO (2) YEARS REMAINING, AND WILL BE OPEN FOR ELECTION IN 2027, AND THE BOARD PRESIDENT AND BOARD CLERK SIGN AND EXECUTE THE "RESOLUTION OF THE BOARD" OF EDUCATION TO THE COUNTY ELECTION BOARD. Passed with a motion by ERIC NUBER and a second by Jerry Robinson.

MADDIE  
BRILEY:        Yea

Donny  
Butler:        Yea

ERIC  
NUBER:        Yea

James  
Raley:        Absent

Jerry  
Robinson:     Yea

Yea: 4, Nay: 0, Absent: 1

10. **VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING CERTIFIED TEACHERS FOR ADJUNCT CERTIFICATION TO TEACH OUTSIDE OF CERTIFICATION AREA:**

**MADELYN LEHR-PHYSICAL SCIENCE-6013-HIGH SCHOOL  
DARREN RIOS-ENGLISH-4050-HIGH SCHOOL  
DANNY BELL-SPEECH/DRAMA/DEBATE-4250-HIGH SCHOOL  
KAYLA DENTON-BUSINESS EDUCATION-3550-HIGH SCHOOL  
TREVOR MATLOCK-CHEMISTRY-6006-HIGH SCHOOL  
DUSTIN CLARDY-SPEECH/DRAMA/DEBATE-4250-HIGH SCHOOL**

MOTION TO APPROVE THE FOLLOWING CERTIFIED TEACHERS FOR  
ADJUNCT CERTIFICATION TO TEACH OUTSIDE OF CERTIFICATION AREA:  
MADELYN LEHR-PHYSICAL SCIENCE-6013-HIGH SCHOOL DARREN RIOS-  
ENGLISH-4050-HIGH SCHOOL DANNY BELL-SPEECH/DRAMA/DEBATE-4250-  
HIGH SCHOOL KAYLA DENTON-BUSINESS EDUCATION-3550-HIGH SCHOOL  
TREVOR MATLOCK-CHEMISTRY-6006-HIGH SCHOOL DUSTIN CLARDY-  
SPEECH/DRAMA/DEBATE-4250-HIGH SCHOOL Passed with a motion by Jerry  
Robinson and a second by ERIC NUBER.

MADDIE  
BRILEY: Yea

Donny  
Butler: Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson: Yea

Yea: 4, Nay: 0, Absent: 1

**11. VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING INDIVIDUALS  
FOR ADJUNCT TEACHER CERTIFICATION:**

**JULA HARJO-ADJUNCT TEACHER-PHYSICAL EDUCATION (2019)  
CENTRAL  
CYDNEE BENSON-ADJUNCT TEACHER-ELEMENTARY EDUCATION  
(1600) PS 1ST GRADE**

**SCHELLYE BRYANT-ADJUNCT TEACHER-ART (2001) HIGH SCHOOL  
PRINCESS BRAXTON JOHNS-COMMUNICATION SKILL (1386) MIDDLE  
SCHOOL**

MOTION TO APPROVE THE FOLLOWING INDIVIDUALS FOR ADJUNCT  
TEACHER CERTIFICATION: JULA HARJO-ADJUNCT TEACHER-PHYSICAL  
EDUCATION (2019) CENTRAL CYDNEE BENSON-ADJUNCT TEACHER-  
ELEMENTARY EDUCATION (1600) PS 1ST GRADE SCHELLYE BRYANT-  
ADJUNCT TEACHER-ART (2001) HIGH SCHOOL PRINCESS BRAXTON JOHNS-  
COMMUNICATION SKILL (1386) MIDDLE SCHOOL Passed with a motion by Jerry  
Robinson and a second by MADDIE BRILEY.

MADDIE  
BRILEY: Yea

Donny  
Butler: Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson: Yea

Yea: 4, Nay: 0, Absent: 1

12. **VOTE TO GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE  
FOLLOWING ITEMS: AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1).**

**EMPLOYMENT OF:**

**CANDACE WILLIAMS-PARAPROFESSIONAL-PRIMARY SOUTH  
KHALIL HOPSON-PARAPROFESSIONAL-MIDDLE SCHOOL  
JASON MCCUE-PARAPROFESSIONAL-MIDDLE SCHOOL  
JHADI HARJO-TECHNOLOGY SPECIALIST (10 MONTHS)  
CHRIS GILL-MAINTENANCE ASSOCIATE  
BOBBY FRADY-MAINTENANCE ASSOCIATE**

**SHIRLEY CALLOWAY-21ST CCLC  
GLEND A AUSTIN-21ST CCLC**

13. **ACKNOWLEDGE THAT THE BOARD HAS RETURNED TO OPEN SESSION.**
14. **EXECUTIVE SESSION MINUTES COMPLIANCE: STATEMENT BY BOARD PRESIDENT: THE IDABEL BOARD OF EDUCATION MET IN EXECUTIVE SESSION FOR THE PURPOSE OF THE EMPLOYMENT OF THE FOLLOWING:**

**CANDACE WILLIAMS-PARAPROFESSIONAL-PRIMARY SOUTH  
KHALIL HOPSON-PARAPROFESSIONAL-MIDDLE SCHOOL  
JASON MCCUE-PARAPROFESSIONAL-MIDDLE SCHOOL  
JHADI HARJO-TECHNOLOGY SPECIALIST (10 MONTHS)  
CHRIS GILL-MAINTENANCE ASSOCIATE  
BOBBY FRADY-MAINTENANCE ASSOCIATE  
SHIRLEY CALLOWAY-21ST CCLC  
GLEND A AUSTIN-21ST CCLC**

15. **VOTE TO APPROVE OR DISAPPROVE THE HIRING OF:**

**CANDACE WILLIAMS-PARAPROFESSIONAL-PRIMARY SOUTH  
KHALIL HOPSON-PARAPROFESSIONAL-MIDDLE SCHOOL  
JASON MCCUE-PARAPROFESSIONAL-MIDDLE SCHOOL  
JHADI HARJO-TECHNOLOGY SPECIALIST (10 MONTHS)  
CHRIS GILL-MAINTENANCE ASSOCIATE  
BOBBY FRADY-MAINTENANCE ASSOCIATE  
SHIRLEY CALLOWAY-21ST CCLC  
GLEND A AUSTIN-21ST CCLC**

**MOTION TO APPROVE THE HIRING OF: CANDACE WILLIAMS-  
PARAPROFESSIONAL-PRIMARY SOUTH KHALIL HOPSON-  
PARAPROFESSIONAL-MIDDLE SCHOOL JASON MCCUE-  
PARAPROFESSIONAL-MIDDLE SCHOOL JHADI HARJO-TECHNOLOGY  
SPECIALIST (10 MONTHS) CHRIS GILL-MAINTENANCE ASSOCIATE BOBBY  
FRADY-MAINTENANCE ASSOCIATE SHIRLEY CALLOWAY-21ST CCLC  
GLEND A AUSTIN-21ST CCLC Passed with a motion by Jerry Robinson and a second  
by MADDIE BRILEY.**

**MADDIE  
BRILEY:        Yea**

Donny  
Butler: Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson: Yea

Yea: 4, Nay: 0, Absent: 1

**16. CONSIDER AND POSSIBLE ACTION ON ANY MATTER NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORSEEN PRIOR TO THE TIME OF PREPARATION OF THE AGENDA FOR THE REGULARLY SCHEDULED MEETING.**

**17. VOTE TO ADJOURN**

Motion to adjourn at (time) Passed with a motion by Jerry Robinson and a second by MADDIE BRILEY.

MADDIE  
BRILEY: Yea

Donny  
Butler: Yea

ERIC  
NUBER: Yea

James  
Raley: Absent

Jerry  
Robinson:      Yea

Yea: 4, Nay: 0, Absent: 1

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DONNY BUTLER, PRESIDENT  
BYASSE, MINUTES CLERK

KELLIE



**MINUTES OF  
IDABEL PUBLIC SCHOOLS  
REGULAR MEETING OF THE BOARD OF EDUCATION  
September 9, 2024**

THE IDABEL PUBLIC SCHOOLS, IDABEL INDEPENDENT SCHOOL DISTRICT  
NUMBER FIVE, IDABEL, OKLAHOMA MET September 9, 2024 AT 5:30 PM WITH THE  
FOLLOWING MEMBERS PRESENT:

Attendance Taken at 5:27 PM.

MADDIE BRILEY: Present  
Donny Butler: Present  
ERIC NUBER: Present  
James Raley: Present  
Jerry Robinson: Absent

**1. OPENING: CALL TO ORDER AND ROLL CALL OF MEMBERS.**

Motion to call roll call of members. Passed with a motion by James Raley and a second by  
MADDIE BRILEY.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

- A. PRESIDENT: DONNY BUTLER**
- B. VICE PRESIDENT: JERRY ROBINSON**
- C. CLERK: JAMES RALEY**
- D. MEMBER: ERIC NUBER**
- E. MEMBER: MADDIE BRILEY**

**2. CONSENT AGENDA: VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING  
ITEMS:**

**MINUTES OF 8/12/24 REGULAR MEETING**

**TREASURER'S REPORT  
ENCUMBRANCES**

**FUND NUMBERS:**

**GENERAL FUND 11 - #286-348  
5 MIL BUILDING FUND 21- #39-41**

**ACTIVITY FUND BALANCES/TRANSFERS  
FUNDRAISER REQUESTS**

**RESIGNATIONS AND RETIREMENTS:**

**MARIELA YANEZ-PARAPROFESSIONAL-PRIMARY SOUTH  
JASON BARKER-TEACHER/COACH-CENTRAL  
LISA HUTCHISON-PARAPROFESSIONAL-MIDDLE SCHOOL  
DEVON SANDERS-LONG TERM SUB/COACH-CENTRAL**

**REASSIGNMENTS:**

**REASSIGN KATHY GARRISON FROM 5TH GRADE MATH TEACHER TO MATH  
INTERVENTION AT CENTRAL ELEMENTARY.**

**MOTION TO APPROVE THE CONSENT AGENDA: CONSENT AGENDAS FOLLOWING  
ITEMS:**

**MINUTES OF 8/12/24 REGULAR MEETING**

**TREASURER'S REPORT  
ENCUMBRANCES**

**FUND NUMBERS:**

**GENERAL FUND 11 - #286-348  
5 MIL BUILDING FUND 21- #39-41**

**ACTIVITY FUND BALANCES/TRANSFERS  
FUNDRAISER REQUESTS**

**RESIGNATIONS AND RETIREMENTS:**

**MARIELA YANEZ-PARAPROFESSIONAL-PRIMARY SOUTH  
JASON BARKER-TEACHER/COACH-CENTRAL  
LISA HUTCHISON-PARAPROFESSIONAL-MIDDLE SCHOOL  
DEVON SANDERS-LONG TERM SUB/COACH-CENTRAL**

**REASSIGNMENTS:**

**REASSIGN KATHY GARRISON FROM 5TH GRADE MATH TEACHER TO MATH  
INTERVENTION AT CENTRAL ELEMENTARY. Passed with a motion by James Raley and a  
second by MADDIE BRILEY.**

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**3. PRINCIPALS/DIRECTORS REPORT  
SUPERINTENDENTS REPORT**

**4. VOTE TO APPROVE OR DISAPPROVE THE 2024-2025 GIFTED AND TALENTED PLAN.**

MOTION TO APPROVE THE 2024-2025 GIFTED AND TALENTED PLAN. Passed with a motion by ERIC NUBER and a second by James Raley.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**5. VOTE TO APPROVE OR DISAPPROVE UPDATED IDABEL PUBLIC BOARD POLICY MANUAL.**

MOTION TO APPROVE UPDATED IDABEL PUBLIC BOARD POLICY MANUAL. Passed with a motion by James Raley and a second by MADDIE BRILEY.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**6. VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING BOARD POLICY CHANGES TO MEET CURRENT LAWS.**

MOTION TO APPROVE THE FOLLOWING BOARD POLICY CHANGES TO MEET CURRENT LAWS. Passed with a motion by James Raley and a second by MADDIE BRILEY.

MADDIE BRILEY: Yea

Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**7. DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PUBLICATION OF THE ESTIMATE OF NEEDS FOR THE FISCAL YEAR ENDING JUNE 30, 2025, AND THE SIGNING OF THE 2024-2025 ESTIMATE OF NEEDS TO BE PRESENTED TO THE COUNTY EXCISE BOARD FOR APPROVAL AS PREPARED BY SCHOOL AUDITOR, JAY JENKINS.**

MOTION TO APPROVE THE PUBLICATION OF THE ESTIMATE OF NEEDS FOR THE FISCAL YEAR ENDING JUNE 30, 2025, AND THE SIGNING OF THE 2024-2025 ESTIMATE OF NEEDS TO BE PRESENTED TO THE COUNTY EXCISE BOARD FOR APPROVAL AS PREPARED BY SCHOOL AUDITOR, JAY JENKINS. Passed with a motion by ERIC NUBER and a second by MADDIE BRILEY.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**8. VOTE TO APPROVE OR DISAPPROVE IDABEL PUBLIC SCHOOLS TO UTILIZE THE ACT FOR STATE MANDATED COLLEGE AND CAREER READINESS ASSESSMENT (CCRA) TO ADMINISTER TO ALL 11TH GRADERS DURING THE STATE OSTP TESTING WINDOW FOR THE 2024-2025 SCHOOL YEAR.**

MOTION TO APPROVE IDABEL PUBLIC SCHOOLS TO UTILIZE THE ACT FOR STATE MANDATED COLLEGE AND CAREER READINESS ASSESSMENT (CCRA) TO ADMINISTER TO ALL 11TH GRADERS DURING THE STATE OSTP TESTING WINDOW FOR THE 2024-2025 SCHOOL YEAR. Passed with a motion by James Raley and a second by ERIC NUBER.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**9. VOTE TO APPROVE OR DISAPPROVE SPECIAL EDUCATION BUS MONITOR(S) BE PAID \$15.00 PER TRIP, PER ROUTE.**

MOTION TO APPROVE SPECIAL EDUCATION BUS MONITOR(S) BE PAID \$15.00 PER TRIP, PER ROUTE. Passed with a motion by ERIC NUBER and a second by MADDIE BRILEY.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**10. VOTE TO APPROVE OR DISAPPROVE CCOSA DISTRICT LEVEL SERVICES FOR THE 2024-2025 SCHOOL YEAR.**

MOTION TO APPROVE CCOSA DISTRICT LEVEL SERVICES FOR THE 2024-2025 SCHOOL YEAR. Passed with a motion by James Raley and a second by MADDIE BRILEY.

MADDIE BRILEY: Yea  
Donny Butler: Yea  
ERIC NUBER: Yea  
James Raley: Yea  
Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**11. VOTE TO GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1). EMPLOYMENT OF:**

**SHAYLEA TOLLIVER-PRICIPAL'S SECRETARY- MIDDLE SCHOOL  
CYNTHIA RODRIGUEZ-TEACHER-CENTRAL  
EDNA MOSIMAN-PARAPROFESSIONAL-MIDDLE SCHOOL  
TAMARA WHITFIELD-PARAPROFESSIONAL-MIDDLE SCHOOL  
DAZJA TOWNSEND-PARAPROFESSIONAL-MIDDLE SCHOOL  
LELAN VANZZINI-PARAPROFESSIONAL-MIDDLE SCHOOL**

**21CCLC AFTERSCHOOL PROGRAM**

**PRIMARY SOUTH**

**MARY GASWAY-1ST**

**GENA WRIGHT-K**

**HUNTER BRAY-K**

**HILDA MARTINEZ-1ST**

**RACHEL SURRETT-PART TIME**

**STEPHANIE RATCLIFF-SITE COORDINATOR**

**TRUDY PROCELL-FAMILY AND COMMUNITY ENGAGEMENT COORDINATOR  
KRISTA WILSON-(SEL)**

**CENTRAL**

**SACHE CHERRY**

**HENRIETTA WRIGHT**

**COLINDA LANDERS (CERTIFIED)**

**CURTIS FULLER (CERTIFIED)**

**KAREN POND (CERTIFIED)**

**JILL MARTIN (CERTIFIED)**

**BEA ROYAL (CERTIFIED)**

**KRISTA WILSON (FOR SEL INTERVENTION OF INDIVIDUALS/SMALL GROUPS,  
PART-TIME)**

**MORGAN THORNE-DATA ENTRY/FCE ASSISTANT**

**JESSICA JACKSON-SITE COORDINATOR**

**SHANNON POND-FAMILY AND COMMUNITY ENGAGEMENT COORDINATOR  
ONE PART-TIME POSITION AVAILABLE**

**MIDDLE SCHOOL**

**CALLIE THREADGILL-SITE COORDINATOR/LEAD TEACHER**

**RJ THREADGILL**

**MELISSA JONES-DATA ENTRY/FCE ASSISTANT**

**LYNDSEY HASTINGS-ARCHERY PART-TIME**

**HIGH SCHOOL**

**KATEDRIA MOSLEY-SITE COORDINATOR**

**CARLA TATUM**

**AUSTIN LOARD**

**KELVIN JOHNSON**

**BETHANY FARLEY**

**LYNDSEY HASTINGS-ARCHERY PART-TIME**

**DISTRICT WIDE EMPLOYEES**

**CARRIE FLETCHER-21CCLC PROGRAM DIRECTOR**

**CHRIS GAMMON-FISCAL CONSULTANT**

**SHELBY LANG-BUS DRIVER**

**CHRIS WILLIS-BUS DRIVER**

THE BOARD DID NOT GO INTO EXECUTIVE SESSION.

EMPLOYMENT OF ALL LISTED IN ITEM 11 (B)(1) WERE APPROVED EXCEPT FOR  
LELAN VANZZINI, WHO CHOSE TO TAKE EMPLOYMENT ELSEWHERE.

**12. ACKNOWLEDGE THAT THE BOARD HAS RETURNED TO OPEN SESSION.**

BOARD DID NOT GO INTO EXECUTIVE SESSION

**13. EXECUTIVE SESSION MINUTES COMPLIANCE: STATEMENT BY BOARD PRESIDENT: THE IDABEL BOARD OF EDUCATION MET IN EXECUTIVE SESSION FOR THE PURPOSE OF**

BOARD DID NOT GO INTO EXECUTIVE SESSION SO THERE WAS NOT COMPLIANCE STATEMENT FOR THIS MEETING

**14. VOTE TO APPROVE OR DISAPPROVE THE HIRING OF:**

ALL WERE APPROVED FOR HIRE EXCEPT FOR LELAN VANZZINI, WHO CHOSE TO TAKE EMPLOYMENT ELSEWHERE.

Motion to approve the hiring of

EMPLOYMENT OF:

SHAYLEA TOLLIVER-PRICIPAL'S SECRETARY- MIDDLE SCHOOL

CYNTHIA RODRIGUEZ-TEACHER-CENTRAL

EDNA MOSIMAN-PARAPROFESSIONAL-MIDDLE SCHOOL

TAMARA WHITFIELD-PARAPROFESSIONAL-MIDDLE SCHOOL

DAZJA TOWNSEND-PARAPROFESSIONAL-MIDDLE SCHOOL

LELAN VANZZINI-PARAPROFESSIONAL-MIDDLE SCHOOL-NOT APPROVED

21CCLC AFTERSCHOOL PROGRAM

PRIMARY SOUTH

MARY GASWAY-1ST

GENA WRIGHT-K

HUNTER BRAY-K

HILDA MARTINEZ-1ST

RACHEL SURRATT-PART TIME

STEPHANIE RATCLIFF-SITE COORDINATOR

TRUDY PROCELL-FAMILY AND COMMUNITY ENGAGEMENT COORDINATOR

KRISTA WILSON-(SEL)

CENTRAL

SACHE CHERRY

HENRIETTA WRIGHT

COLINDA LANDERS (CERTIFIED)

CURTIS FULLER (CERTIFIED)

KAREN POND (CERTIFIED)

JILL MARTIN (CERTIFIED)

BEA ROYAL (CERTIFIED)

KRISTA WILSON (FOR SEL INTERVENTION OF INDIVIDUALS/SMALL GROUPS, PART-TIME)

MORGAN THORNE-DATA ENTRY/FCE ASSISTANT

JESSICA JACKSON-SITE COORDINATOR

SHANNON POND-FAMILY AND COMMUNITY ENGAGEMENT COORDINATOR

ONE PART-TIME POSITION AVAILABLE

MIDDLE SCHOOL

CALLIE THREADGILL-SITE COORDINATOR/LEAD TEACHER

RJ THREADGILL

MELISSA JONES-DATA ENTRY/FCE ASSISTANT

LYNDSEY HASTINGS-ARCHERY PART-TIME

HIGH SCHOOL

KATEDRIA MOSLEY-SITE COORDINATOR

CARLA TATUM

AUSTIN LOARD

KELVIN JOHNSON

BETHANY FARLEY

LYNDSEY HASTINGS-ARCHERY PART-TIME

DISTRICT WIDE EMPLOYEES

CARRIE FLETCHER-21CCLC PROGRAM DIRECTOR

CHRIS GAMMON-FISCAL CONSULTANT

SHELBY LANG-BUS DRIVER

CHRIS WILLIS-BUS DRIVER Passed with a motion by ERIC NUBER and a second by James Raley.

MADDIE BRILEY: Yea

Donny Butler: Yea

ERIC NUBER: Yea

James Raley: Yea

Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

**15. CONSIDER AND POSSIBLE ACTION ON ANY MATTER NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORSEEN PRIOR TO THE TIME OF PREPARATION OF THE AGENDA FOR THE REGULARLY SCHEDULED MEETING.**

**16. VOTE TO ADJOURN**

Motion to adjourn at (time) Passed with a motion by James Raley and a second by MADDIE BRILEY.

MADDIE BRILEY: Yea

Donny Butler: Yea

ERIC NUBER: Yea

James Raley: Yea

Jerry Robinson: Absent

Yea: 4, Nay: 0, Absent: 1

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\_\_\_\_\_  
DONNY BUTLER, PRESIDENT  
MINUTES CLERK

KELLIE BYASSEE,

# FUND-RAISER REQUEST

The sponsor is to complete the fund-raiser request form in duplicate and submit it to the building principal.

TO: Katedria Mosley BUILDING: High School  
(Principal)

Key Club PLANS TO RAISE FUNDS  
(Club, Organization, Class, Activity)

Proposed Sales Project: Halloween Haunted House

Company and Address: \_\_\_\_\_

Representative: \_\_\_\_\_

Quantity to be Ordered: \_\_\_\_\_

Cost per Unit: \_\_\_\_\_ Proposed Sale Price per Unit: \$10.<sup>00</sup>

1. Date of the fund raising is: October 2024

2. What are you going to use the money for? Service Projects

3. How much are you trying to raise (dollar figure)? \$500.<sup>00</sup>

Requested by:

Kelin Johnson  
Sponsor Signature

Kal Mosley  
Principal Signature

Outside of School Hours

Date: 9/18/2024

Board Action: Approved \_\_\_\_\_ Disapproved: \_\_\_\_\_

Signature: [Signature]

# FUNDRAISER REQUEST FORM

Date 10/1/24

Activity # 947

The sponsor is to complete the fund-raiser request form in duplicate and submit it to the building principal.

TO: Stephanie Patchiff BUILDING: Primary South  
(Principal)

Primary South PTO PLANS TO RAISE FUNDS  
(Club, Organization, Class, Activity)

Proposed Sales Project: Raffle - Cooler/Label gear

Company and Address: Primary South

Representative: Danielle Gray

Quantity to be Ordered: \_\_\_\_\_

Cost per Unit: \_\_\_\_\_ Proposed Sale Price per Unit: \$5/ticket

1. Date of the fund raising is \_\_\_\_\_

2. What are you going to use the money for? Student activities

3. How much are you trying to raise (dollar figure)? AS much as possible

Requested by:  
Danielle Gray  
Sponsor Signature

Stephanie Patchiff  
Principal Signature

Board Action: Approved Date: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# FUNDRAISER REQUEST FORM

Date 10-01-24

Activity # 916

The sponsor is to complete the fund-raiser request form in duplicate and submit it to the building principal.

TO: Melissa Jones BUILDING: Middle School  
(Principal)

Student Council PLANS TO RAISE FUNDS  
(Club, Organization, Class, Activity)

Proposed Sales Project: Community Outreach

Company and Address: i.e flocking yard fundraiser

Representative: Alysa Stone

Quantity to be Ordered: time purchase of flamingo yard deco.

Cost per Unit: N/A. Proposed Sale Price per Unit: \_\_\_\_\_

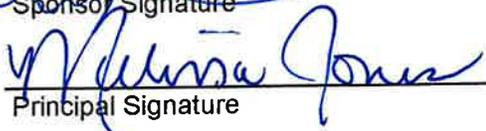
1. Date of the fund raising is Oct - December

2. What are you going to use the money for? Student Council

3. How much are you trying to raise (dollar figure)? \$1000.00

Requested by:

  
Sponsor Signature

  
Principal Signature

Board Action: Approved \_\_\_\_\_ Date: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# FUNDRAISER REQUEST FORM

Date 10/02/24

Activity # 905

The sponsor is to complete the fund-raiser request form in duplicate and submit it to the building principal.

TO: Melissa Jones BUILDING: Idabel Middle School  
(Principal)

Archery PLANS TO RAISE FUNDS  
(Club, Organization, Class, Activity)

Proposed Sales Project: Bullseye Coffee

Company and Address: Bullseye Coffee 5780 100 85th St  
Milaca, MN 56353

Representative: Mike Miedema

Quantity to be Ordered: \_\_\_\_\_

Cost per Unit: \$ 8.50 Proposed Sale Price per Unit: \$ 12.50

1. Date of the fund raising is October 21st - Nov. 15th

2. What are you going to use the money for? Equipment - Shirts

3. How much are you trying to raise (dollar figure)? \$ 1,500.00

Requested by: Robyn Hastings  
Sponsor Signature

Melissa Jones  
Principal Signature

Board Action: Approved Date: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# Finally... An Easy Fundraiser. Create Your Own Coffee Brand!

Earn up to  
**\$7.50**  
per bag

GET STARTED TODAY  
AT  
[www.bullseye-coffee.com](http://www.bullseye-coffee.com)



### SET YOUR OWN SELLING PRICE

- **Team Cost (valid thru May 2025)**
  - \$8.50 per bag, 48 bag minimum
- **Suggested Selling Prices**
  - **Per Bag:** \$12-\$16
  - **Pick A Pack:** Example - 1 for \$16, 2 for \$30, 3 for \$40

### \$25 RESERVATION FEE INCLUDES

- Custom Label, Set-up, & Sales Flyer
  - Submit a PDF or JPG Image
- Priority Processing

### GET STARTED

- Choose Your Sell Dates
- Set A Goal
- Submit reservation form w/your Team Mascot Image & Name
- Place your order. Please allow 3-5 weeks to receive your fresh roasted coffee.  
\*Pending season/demand.

Customized with  
School Logo or  
Mascot and  
team colors

100% Arabica  
Premium Coffee,  
Responsibly  
Sourced



## Five Varieties

- “Team Name or Mascot” Blend ~ Signature Light Roast
- Bullseye Blend ~ Signature Dark Roast
- Nooked & Loaded ~ Chocolate, Caramel, & Vanilla Flavored
- The Perfect 50 ~ Butterscotch, Caramel & Vanilla Flavored
- Robinhood Roast ~ Classic Vanilla Nut Flavored

Stay on target with 100% Arabica Bean coffee  
that is hand-roasted in small batches..



# IDABEL PUBLIC SCHOOLS

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2024 - 6/30/2025

|                                      | Begin Balance | Receipts    | Adjusting Entries | Payments    | Cash End Balance | Unpaid POs  | End Balance |
|--------------------------------------|---------------|-------------|-------------------|-------------|------------------|-------------|-------------|
| 802 ANNUAL - HS                      | \$0.00        | \$40.00     | \$5,026.26        | \$0.00      | \$5,066.26       | \$0.00      | \$5,066.26  |
| 803 ALUMNI ASSOCIATION - HS          | \$0.00        | \$0.00      | \$1,575.14        | \$0.00      | \$1,575.14       | \$200.00    | \$1,375.14  |
| 804 ART - HS                         | \$0.00        | \$0.00      | \$3.12            | \$0.00      | \$3.12           | \$0.00      | \$3.12      |
| 805 LEO CLUB - HS                    | \$0.00        | \$0.00      | \$702.76          | \$0.00      | \$702.76         | \$0.00      | \$702.76    |
| 806 BASEBALL FIELD PRO-HS            | \$0.00        | \$0.00      | \$750.17          | \$0.00      | \$750.17         | \$0.00      | \$750.17    |
| 807 SPIRIT CLUB - HS                 | \$0.00        | \$0.00      | \$166.00          | \$0.00      | \$166.00         | \$0.00      | \$166.00    |
| 808 SPECIAL OLYMPICS- HS             | \$0.00        | \$1,050.00  | \$835.54          | \$0.00      | \$1,885.54       | \$1,500.00  | \$385.54    |
| 809 BAND UNIFORMS - HS               | \$0.00        | \$0.00      | \$0.34            | \$0.00      | \$0.34           | \$0.00      | \$0.34      |
| 810 ATHLETICS - HS                   | \$0.00        | \$40,042.91 | \$31,847.55       | \$32,456.96 | \$39,433.50      | \$7,050.28  | \$32,383.22 |
| 811 FOOTBALL LOCKERS - HS            | \$0.00        | \$0.00      | \$541.83          | \$0.00      | \$541.83         | \$0.00      | \$541.83    |
| 812 BAND - HS                        | \$0.00        | \$5,641.50  | \$1,320.89        | \$770.35    | \$6,192.04       | \$5,060.00  | \$1,132.04  |
| 813 TRACK SURFACE - HS               | \$0.00        | \$0.00      | \$8,170.00        | \$0.00      | \$8,170.00       | \$0.00      | \$8,170.00  |
| 815 ATHLETIC TRAINING-NFL GRANT - HS | \$0.00        | \$0.00      | \$9,886.22        | \$0.00      | \$9,886.22       | \$0.00      | \$9,886.22  |
| 818 CHEERLEADERS - HS                | \$0.00        | \$3,493.00  | \$602.75          | \$1,482.05  | \$2,613.70       | \$639.00    | \$1,974.70  |
| 820 DANCE TEAM - HS                  | \$0.00        | \$1,137.00  | \$1,028.47        | \$0.00      | \$2,165.47       | \$1,598.42  | \$567.05    |
| 822 FACULTY CONCESSIONS - HS         | \$0.00        | \$115.36    | \$233.49          | \$239.00    | \$109.85         | \$0.00      | \$109.85    |
| 826 FBLA (BPA) - HS                  | \$0.00        | \$602.00    | \$4,562.68        | \$277.62    | \$4,887.06       | \$622.38    | \$4,264.68  |
| 828 FCA - HS                         | \$0.00        | \$0.00      | \$209.25          | \$0.00      | \$209.25         | \$0.00      | \$209.25    |
| 830 FFA - HS                         | \$0.00        | \$39,424.37 | \$1,892.62        | \$745.35    | \$40,571.64      | \$10,854.65 | \$29,716.99 |
| 832 FHA (FCCLA) - HS                 | \$0.00        | \$1,447.00  | \$5,536.37        | \$2,419.20  | \$4,564.17       | \$626.52    | \$3,937.65  |
| 833 GUIDANCE - HS                    | \$0.00        | \$100.00    | \$2,205.36        | \$0.00      | \$2,305.36       | \$0.00      | \$2,305.36  |
| 837 KEY CLUB - HIGH SCHOOL           | \$0.00        | \$1,567.30  | \$756.63          | \$1,106.13  | \$1,217.80       | \$457.87    | \$759.93    |
| 839 IHS ACADEMIC TEAM - HS           | \$0.00        | \$0.00      | \$532.31          | \$150.00    | \$382.31         | \$0.00      | \$382.31    |
| 840 LIBRARY - HS                     | \$0.00        | \$0.00      | \$1,923.77        | \$0.00      | \$1,923.77       | \$0.00      | \$1,923.77  |
| 842 NATIVE AM CLUB - HS              | \$0.00        | \$0.00      | \$678.87          | \$0.00      | \$678.87         | \$0.00      | \$678.87    |
| 843 JACKETS - HS                     | \$0.00        | \$0.00      | \$160.85          | \$0.00      | \$160.85         | \$0.00      | \$160.85    |
| 846 NAT'L HONOR SOC - HS             | \$0.00        | \$160.00    | \$539.22          | \$0.00      | \$699.22         | \$0.00      | \$699.22    |
| 851 MISS I.H.S. - HS                 | \$0.00        | \$0.00      | \$3,402.62        | \$34.99     | \$3,367.63       | \$0.00      | \$3,367.63  |
| 852 POPTIME - HS                     | \$0.00        | \$1,064.00  | \$3,999.35        | \$500.00    | \$4,563.35       | \$450.00    | \$4,113.35  |
| 854 SENIORS 2025- HS                 | \$0.00        | \$0.00      | \$1,262.37        | \$500.00    | \$762.37         | \$0.00      | \$762.37    |
| 856 SENIORS 2023- HS                 | \$0.00        | \$0.00      | \$1,085.59        | \$0.00      | \$1,085.59       | \$0.00      | \$1,085.59  |
| 858 SENIORS 2022 - HS                | \$0.00        | \$0.00      | \$1.00            | \$0.00      | \$1.00           | \$0.00      | \$1.00      |
| 859 SPANISH CLUB - HS                | \$0.00        | \$0.00      | \$903.02          | \$0.00      | \$903.02         | \$0.00      | \$903.02    |
| 862 STUDENT INCENTIVE - HS           | \$0.00        | \$4,580.37  | \$2,481.68        | \$3,196.86  | \$3,865.19       | \$324.80    | \$3,540.39  |
| 866 STUDENT COUNCIL- HS              | \$0.00        | \$2,291.30  | \$811.96          | \$250.91    | \$2,852.35       | \$2,462.76  | \$389.59    |
| 867 WARRIOR ACADEMY-HS               | \$0.00        | \$0.00      | \$684.42          | \$38.83     | \$645.59         | \$0.00      | \$645.59    |
| 870 WARRIOR CLUB - HS                | \$0.00        | \$27,496.57 | \$5,799.34        | \$5,070.86  | \$28,225.05      | \$6,658.12  | \$21,566.93 |
| 900 ART - MIDDLE SCHOOL              | \$0.00        | \$0.00      | \$1.86            | \$0.00      | \$1.86           | \$0.00      | \$1.86      |
| 902 BAND - MIDDLE SCHOOL             | \$0.00        | \$410.00    | \$579.18          | \$225.90    | \$763.28         | \$330.00    | \$433.28    |
| 903 CHEERLEADERS-MIDDLE SCHOOL       | \$0.00        | \$2,561.00  | \$5,546.74        | \$4,272.19  | \$3,835.55       | \$1,427.11  | \$2,408.44  |
| 904 CHORAL MUSIC - MIDDLE SCHOOL     | \$0.00        | \$150.00    | \$5,585.93        | \$200.00    | \$5,535.93       | \$0.00      | \$5,535.93  |
| 905 COMP SPORTS - MIDDLE SCHOOL      | \$0.00        | \$6,874.01  | \$18,976.50       | \$3,896.65  | \$21,953.86      | \$6,078.84  | \$15,875.02 |
| 906 FACULTY ACCOUNT-MIDDLE SCHOOL    | \$0.00        | \$252.25    | \$1,722.05        | \$402.42    | \$1,571.88       | \$280.00    | \$1,291.88  |
| 907 HONOR SOCIETY-MIDDLE SCHOOL      | \$0.00        | \$0.00      | \$4,687.61        | \$0.00      | \$4,687.61       | \$350.00    | \$4,337.61  |
| 908 STEM - MIDDLE SCHOOL             | \$0.00        | \$112.00    | \$3,161.21        | \$0.00      | \$3,273.21       | \$0.00      | \$3,273.21  |
| 909 LIBRARY MISC - MIDDLE SCHOOL     | \$0.00        | \$28.00     | \$2,160.76        | \$0.00      | \$2,188.76       | \$0.00      | \$2,188.76  |
| 910 TIME TREKKERS - MIDDLE SCHOOL    | \$0.00        | \$3,806.78  | \$23,366.11       | \$3,395.41  | \$23,777.48      | \$897.42    | \$22,880.06 |
| 911 COMP ACADEMICS-MIDDLE SCHOOL     | \$0.00        | \$0.00      | \$362.44          | \$0.00      | \$362.44         | \$0.00      | \$362.44    |
| 913 SCIENCE DEPT - MIDDLE SCHOOL     | \$0.00        | \$0.00      | \$1,465.65        | \$0.00      | \$1,465.65       | \$0.00      | \$1,465.65  |
| 915 SPORT JACKET - MIDDLE SCHOOL     | \$0.00        | \$0.00      | \$35.29           | \$0.00      | \$35.29          | \$0.00      | \$35.29     |
| 916 STUDENT CO - MIDDLE SCHOOL       | \$0.00        | \$500.00    | \$1,051.87        | \$0.00      | \$1,551.87       | \$960.00    | \$591.87    |
| 921 MIDDLE SCHOOL SPECIAL - MS       | \$0.00        | \$2,863.09  | \$13,024.71       | \$6,280.00  | \$9,607.80       | \$2,406.74  | \$7,201.06  |
| 922 HISPANIC CLUB - MIDDLE SCHOOL    | \$0.00        | \$0.00      | \$307.57          | \$0.00      | \$307.57         | \$0.00      | \$307.57    |
| 927 YEARBOOK - MIDDLE SCHOOL         | \$0.00        | \$0.00      | \$272.88          | \$0.00      | \$272.88         | \$0.00      | \$272.88    |
| 930 GENERAL STUDENT - CENTRAL        | \$0.00        | \$1,113.82  | \$30,020.38       | \$1,050.01  | \$30,084.19      | \$247.22    | \$29,836.97 |
| 931 BOOK FAIR - CENTRAL              | \$0.00        | \$462.92    | \$8,678.27        | \$0.00      | \$9,141.19       | \$2,000.00  | \$7,141.19  |
| 932 COKE - CENTRAL                   | \$0.00        | \$904.15    | \$5,802.87        | \$842.50    | \$5,864.52       | \$157.50    | \$5,707.02  |

# IDABEL PUBLIC SCHOOLS

## Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 7/1/2024 - 6/30/2025

|   | <b>Begin<br/>Balance</b> | <b>Receipts</b>     | <b>Adjusting<br/>Entries</b> | <b>Payments</b>    | <b>Cash End<br/>Balance</b> | <b>Unpaid POs</b>  | <b>End Balance</b>  |
|---|--------------------------|---------------------|------------------------------|--------------------|-----------------------------|--------------------|---------------------|
| 933 ARCHERY - CENTRAL                   | \$0.00                   | \$0.00              | \$516.75                     | \$0.00             | \$516.75                    | \$0.00             | \$516.75            |
| 934 BROADWAY KIDS - CENTRAL             | \$0.00                   | \$1,430.00          | \$3,056.42                   | \$543.38           | \$3,943.04                  | \$515.62           | \$3,427.42          |
| 935 2ND GRADE - CENTRAL                 | \$0.00                   | \$0.00              | \$889.12                     | \$400.00           | \$489.12                    | \$0.00             | \$489.12            |
| 936 5TH GRADE - CENTRAL                 | \$0.00                   | \$0.00              | \$245.11                     | \$0.00             | \$245.11                    | \$0.00             | \$245.11            |
| 938 PTO - CENTRAL                       | \$0.00                   | \$1,944.35          | \$5,151.98                   | \$0.00             | \$7,096.33                  | \$0.00             | \$7,096.33          |
| 939 MUSIC ED - CENTRAL                  | \$0.00                   | \$129.00            | \$914.84                     | \$0.00             | \$1,043.84                  | \$465.00           | \$578.84            |
| 941 PSE LIBRARY - PRIMARY SOUTH         | \$0.00                   | \$0.00              | \$1,080.95                   | \$0.00             | \$1,080.95                  | \$0.00             | \$1,080.95          |
| 942 COKE - PRIMARY SOUTH                | \$0.00                   | \$244.00            | \$6,723.91                   | \$437.00           | \$6,530.91                  | \$63.00            | \$6,467.91          |
| 947 PTO - PRIMARY SOUTH                 | \$0.00                   | \$0.00              | \$1,635.66                   | \$0.00             | \$1,635.66                  | \$0.00             | \$1,635.66          |
| 952 STUDENT SERV-PRIMARY SOUTH          | \$0.00                   | \$770.52            | \$1,947.27                   | \$479.83           | \$2,237.96                  | \$0.00             | \$2,237.96          |
| 953 SWEET SOUNDS-PRIMARY SOUTH          | \$0.00                   | \$1,100.00          | \$880.23                     | \$0.00             | \$1,980.23                  | \$0.00             | \$1,980.23          |
| 962 PRE K & K - PRIMARY SOUTH           | \$0.00                   | \$2,884.50          | \$18,935.06                  | \$4,190.98         | \$17,628.58                 | \$933.26           | \$16,695.32         |
| 980 GENERAL STUDENT - EVENSTART         | \$0.00                   | \$40.00             | \$1,567.97                   | \$29.97            | \$1,578.00                  | \$1,068.03         | \$509.97            |
| 983 GENERAL - ADMINISTRATION            | \$0.00                   | \$1,494.94          | \$1,557.05                   | \$876.79           | \$2,175.20                  | \$842.44           | \$1,332.76          |
| 984 DISTRICT TECH FEES - ADMINISTRATION | \$0.00                   | \$16,209.00         | \$12,016.56                  | \$9,085.49         | \$19,140.07                 | \$10,402.32        | \$8,737.75          |
| 985 DRIVERS ED - ADMINISTRATION         | \$0.00                   | \$1,650.00          | \$0.00                       | \$0.00             | \$1,650.00                  | \$0.00             | \$1,650.00          |
| 986 REFUND ACCT - ALL SCHOOLS           | \$0.00                   | \$2,877.50          | \$0.00                       | \$0.00             | \$2,877.50                  | \$0.00             | \$2,877.50          |
| 987 CAFETERIA - REFUND ACCT             | \$0.00                   | \$34.25             | \$0.00                       | \$0.00             | \$34.25                     | \$0.00             | \$34.25             |
| 988 EVEN START CACFP CAFETERIA          | \$0.00                   | \$29.02             | \$0.00                       | \$0.00             | \$29.02                     | \$0.00             | \$29.02             |
| <b>Total</b>                            | <b>\$0.00</b>            | <b>\$181,127.78</b> | <b>\$286,048.57</b>          | <b>\$85,847.63</b> | <b>\$381,328.72</b>         | <b>\$67,929.30</b> | <b>\$313,399.42</b> |

## Purchase Order Register

Options: Year: 2024-2025, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2024 - 6/30/2025, PO Range: 349 - 800

| PO No | Date       | Vendor No | Vendor                            | Description   | Amount    |
|-------|------------|-----------|-----------------------------------|---|-----------|
| 379   | 10/10/2024 | 80056     | TRUDY L. PROCELL                  | 554 FAMILY SVC COORD TRAVEL<br>YUKON MEAL REIMBURSE   | 60.00     |
| 380   | 10/10/2024 | 8353      | VISA-ARVEST                       | 553 21CCLC FAMILY SVC COORD<br>MEETING                | 130.00    |
| 381   | 10/10/2024 | 8353      | VISA-ARVEST                       | 554 FSC T PROCELL TO YUKON FOR<br>FSC MTG             | 130.00    |
| 382   | 10/10/2024 | 8353      | VISA-ARVEST                       | 554 FSCOORD T PROCELL TO FSC<br>MTG YUKON APR 1       | 130.00    |
| 383   | 10/10/2024 | 8353      | VISA-ARVEST                       | 553 FSCOORD S POND/FLETCHER<br>TO FSC MTG YUKON APR 1 | 130.00    |
| 384   | 10/10/2024 | 3703      | AMAZON CAPITAL SERVICES           | Equipment, parts and supplies for<br>tech dept.       | 5,000.00  |
| 385   | 10/10/2024 | 8101      | KIM H LEDBETTER                   | PIANO TUNING FOR STAGE                                | 250.00    |
| 386   | 10/10/2024 | 29        | ARTEX TRUCK CENTER                | FIX BUSES   | 25,000.00 |
| 387   | 10/10/2024 | 8463      | KLIEWER, KENNETH                  | SPEECH LANGUAGE PATHOLOGIST<br>SY 2024-2025           | 40,000.00 |
| 388   | 10/10/2024 | 660       | CHAMBER OF COMMERCE               | Chamber of Commerce Banquet                           | 600.00    |
| 389   | 10/10/2024 | 486       | GANDY INK                         | GBB   | 514.00    |
| 390   | 10/10/2024 | 2586      | BSN SPORTS                        | GBB   | 726.00    |
| 391   | 10/10/2024 | 219       | TREATS SOLUTIONS, INC             | COPY PAPER  | 16,100.00 |
| 392   | 10/10/2024 | 8490      | AUTOMATIC GATE SYSTEMS OF OK INC. | AUTOMATIC GATE OPENER                                 | 8,000.00  |
| 393   | 10/10/2024 | 529       | FOLLETT CONTENT SOLUTIONS         | HIGH SCHOOL LIBRARY                                   | 2,500.00  |
| 394   | 10/10/2024 | 8353      | VISA-ARVEST                       | 2024-2025 FACS SUPPLIES<br>WALMART                    | 1,000.00  |
| 395   | 10/10/2024 | 8353      | VISA-ARVEST                       | 412-BMITE   | 1,300.00  |
| 396   | 10/10/2024 | 3504      | HOWARD TECHNOLOGY SOLUTIONS       | 412 - BMITE   | 195.50    |
| 397   | 10/10/2024 | 3703      | AMAZON CAPITAL SERVICES           | 412 - BMITE   | 1,000.00  |
| 398   | 10/10/2024 | 1629      | EMBASSY SUITES - NORMAN           | 412 - BMITE   | 150.00    |
| 399   | 10/10/2024 | 80395     | MICHAEL G. SWAFFORD               | 412 - BMITE   | 50.00     |
| 400   | 10/10/2024 | 3703      | AMAZON CAPITAL SERVICES           | JOM   | 500.00    |
| 401   | 10/10/2024 | 2220      | G I SURPLUS                       | DISTRICT SECURITY                                     | 300.00    |
| 402   | 10/10/2024 | 24        | SLEEP INN & SUITES - EDMOND       | CROSS COUNTRY   | 369.74    |
| 403   | 10/10/2024 | 8353      | VISA-ARVEST                       | ATHLETICS-HS  | 1,500.00  |
| 404   | 10/10/2024 | 2586      | BSN SPORTS                        | BOYS BASKETBALL-HS                                    | 938.30    |
| 405   | 10/10/2024 | 2586      | BSN SPORTS                        | BOYS BASEBALL-HS                                      | 806.76    |
| 406   | 10/10/2024 | 2586      | BSN SPORTS                        | BOYS BASKETBALL-HS                                    | 135.50    |
| 407   | 10/10/2024 | 808       | GAME ONE                          | HS-BOYS BASEBALL                                      | 1,209.60  |
| 408   | 10/10/2024 | 2876      | ALFORD METALS                     | 412-AG  | 2,000.00  |
| 409   | 10/10/2024 | 139       | MATHESON TRI - GAS                | 412-AG  | 1,500.00  |
| 410   | 10/10/2024 | 8353      | VISA-ARVEST                       | 412-AG  | 1,000.00  |
| 411   | 10/10/2024 | 1684      | SULLIVAN SUPPLY                   | 412-AG  | 1,000.00  |
| 412   | 10/10/2024 | 8333      | LOVEWELL FARM SUPPLIES INC.       | AG-412  | 1,600.00  |
| 413   | 10/10/2024 | 2945      | TWIN RIVERS VET SUPPLY            | AG-412  | 1,000.00  |
| 414   | 10/10/2024 | 8353      | VISA-ARVEST                       | AG-412  | 275.00    |
| 415   | 10/11/2024 | 954       | KIAMICHI TECHNOLOGY CENTER-IDABEL | CPR CERTIFICATION COURSE                              | 300.00    |

**Purchase Order Register**

**Options:** Year: 2024-2025, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2024 - 6/30/2025, PO Range: 349 - 800

| <b>PO No</b> | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b> | <b>Description</b>        | <b>Amount</b>       |
|--------------|-------------|------------------|---------------|---------------------------|---------------------|
|              |             |                  |               | <b>Non-Payroll Total:</b> | <b>\$152,399.91</b> |
|              |             |                  |               | <b>Payroll Total:</b>     | <b>\$0.00</b>       |
|              |             |                  |               | <b>Report Total:</b>      | <b>\$152,399.91</b> |

## Purchase Order Register

Options: Year: 2024-2025, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2024 - 6/30/2025, PO Range: 349 - 800

| PO No | Date       | Vendor No | Vendor                            | Description   | Amount    |
|-------|------------|-----------|-----------------------------------|---|-----------|
| 349   | 09/12/2024 | 262       | MILLER OFFICE SUPPLY              | DISTRICT-COPIERS                                      | 8,200.00  |
| 350   | 07/01/2024 | 70005     | OKLA. STATE EMPLOYEE INSURANCE    | Replacement for voided check 161                      | 602.06    |
| 351   | 09/17/2024 | 3960      | IDABEL DRUG TESTING CENTER        | DISTRICT-DRUG TESTING                                 | 2,000.00  |
| 352   | 09/18/2024 | 8197      | MIGHTY M DESIGNS, LLC             | DISTRICT-BUSINESS CARDS                               | 720.00    |
| 353   | 09/19/2024 | 8484      | WILLIAMS, SHANE                   | DISTRICT-HOUSE KEEPING                                | 500.00    |
| 354   | 09/24/2024 | 325       | MOYER EQUIPMENT                   | DISTRICT-GROUNDS                                      | 1,500.00  |
| 355   | 10/02/2024 | 851       | CCOSA                             | DISTRICT-TRAINING                                     | 10,350.00 |
| 356   | 10/03/2024 | 3816      | PINE TELEPHONE COMPANY            | DISTRICT-PHONES AND INTERNET                          | 6,300.00  |
| 357   | 10/03/2024 | 32        | QUILL                             | DISTRICT-SUPPLIES                                     | 1,500.00  |
| 358   | 10/08/2024 | 851       | CCOSA                             | DISTRICT-TRAINING                                     | 229.00    |
| 359   | 10/09/2024 | 529       | FOLLETT CONTENT SOLUTIONS         | Laura Bush Foundation Grant<br>Library Books          | 1,258.45  |
| 360   | 10/09/2024 | 3852      | GRADUATION OUTLET                 | JOM HS  | 150.00    |
| 361   | 10/09/2024 | 8264      | JOSTENS LIERMAN GRADUATE SERVICES | JOM HS  | 810.00    |
| 362   | 10/10/2024 | 8353      | VISA-ARVEST                       | 553 21CCLC DIRECTORS MEETING<br>NOV. 7                | 65.00     |
| 363   | 10/10/2024 | 8353      | VISA-ARVEST                       | 554 21CCLC DIRECTORS MEETING<br>NOV 7                 | 65.00     |
| 364   | 10/10/2024 | 8353      | VISA-ARVEST                       | 553 21CCLC DIRECTORS MEETING<br>DEC 5                 | 65.00     |
| 365   | 10/10/2024 | 8353      | VISA-ARVEST                       | 554 21CCLC DIRECTORS MEETING<br>DEC 5                 | 65.00     |
| 366   | 10/10/2024 | 3274      | CARRIE FLETCHER                   | MEAL REIMBURSEMENTS FOR<br>21CCLC PROGRAM DIRECTOR    | 30.00     |
| 367   | 10/10/2024 | 3274      | CARRIE FLETCHER                   | MEAL REIMBURSEMENTS FOR<br>21CCLC PROGRAM DIRECTOR    | 30.00     |
| 368   | 10/10/2024 | 3274      | CARRIE FLETCHER                   | 553 MEAL REIMBURSEMENT FOR<br>21CCLC PROGRAM DIRECTOR | 30.00     |
| 369   | 10/10/2024 | 3274      | CARRIE FLETCHER                   | 554 MEAL REIMBURSEMENT FOR<br>21CCLC PROGRAM DIRECTOR | 30.00     |
| 370   | 10/10/2024 | 8353      | VISA-ARVEST                       | 553 21CCLC DIR. FLETCHER MTG<br>HOTEL STAY FEB 17     | 65.00     |
| 371   | 10/10/2024 | 8353      | VISA-ARVEST                       | 554 21CCLC DIR. FLETCHER MTG<br>HOTEL STAY FEB 17     | 65.00     |
| 372   | 10/10/2024 | 8353      | VISA-ARVEST                       | 553 21CCLC DIR FLETCHER<br>DIRECTOR MTG HOTEL MAR 5   | 65.00     |
| 373   | 10/10/2024 | 8353      | VISA-ARVEST                       | 554 21CCLC DIR FLETCHER<br>DIRECTOR MTG HOTEL MAR 5   | 65.00     |
| 374   | 10/10/2024 | 3274      | CARRIE FLETCHER                   | 553 MEAL REIMBURSEMENT<br>FLETCHER MTG MAR 5          | 30.00     |
| 375   | 10/10/2024 | 3274      | CARRIE FLETCHER                   | 554 MEAL REIMBURSEMENT<br>FLETCHER MTG MAR 5          | 30.00     |
| 376   | 10/10/2024 | 80547     | SHANNON R. POND                   | 553 FAMILY SVC COORD TRAVEL<br>YUKON MEAL REIMBURSE   | 60.00     |
| 377   | 10/10/2024 | 80056     | TRUDY L. PROCELL                  | 554 FAMILY SVC COORD TRAVEL<br>YUKON MEAL REIMBURSE   | 60.00     |
| 378   | 10/10/2024 | 80547     | SHANNON R. POND                   | 553 FAMILY SVC COORD TRAVEL<br>YUKON MEAL REIMBURSE   | 60.00     |

**Purchase Order Register**

**Options:** Year: 2024-2025, Fund(s): 5 MILL BUILDING FUND, Date Range: 7/1/2024 - 6/30/2025, PO Range: 42 - 50

| <b>PO No</b>              | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>           | <b>Description</b> | <b>Amount</b>      |
|---------------------------|-------------|------------------|-------------------------|--------------------|--------------------|
| 42                        | 09/12/2024  | 211              | ROSS TRANSPORTATION     | DISTRICT-BUS       | 4,038.00           |
| 43                        | 10/08/2024  | 8353             | VISA-ARVEST             | HS-AUDITORIUM      | 2,000.00           |
| 44                        | 10/10/2024  | 8165             | TEXARKANA GLASS COMPANY | REPLACE DOOR GLASS | 700.00             |
| 45                        | 10/10/2024  | 4                | HD SUPPLY               | DISTRICT SUPPLIES  | 10,000.00          |
| 46                        | 10/10/2024  | 8489             | TRANE U.S. INC.         | SERVICING HVAC     | 2,500.00           |
| 47                        | 10/10/2024  | 1112             | FLOORING OUTFITTERS     | DEMO AT GEORGE     | 10,000.00          |
| <b>Non-Payroll Total:</b> |             |                  |                         |                    | <b>\$29,238.00</b> |
| <b>Payroll Total:</b>     |             |                  |                         |                    | <b>\$0.00</b>      |
| <b>Report Total:</b>      |             |                  |                         |                    | <b>\$29,238.00</b> |

**Purchase Order Register**

**Options:** Year: 2024-2025, Fund(s): TRANSPORTATION EQUIP BOND FUND, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1 - 50

| <b>PO No</b>              | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>       | <b>Description</b> | <b>Amount</b>       |
|---------------------------|-------------|------------------|---------------------|--------------------|---------------------|
| 1                         | 09/12/2024  | 211              | ROSS TRANSPORTATION | DISTRICT-NEW BUS   | 155,356.00          |
| <b>Non-Payroll Total:</b> |             |                  |                     |                    | <b>\$155,356.00</b> |
| <b>Payroll Total:</b>     |             |                  |                     |                    | <b>\$0.00</b>       |
| <b>Report Total:</b>      |             |                  |                     |                    | <b>\$155,356.00</b> |

SCHOOL  
**IDABEL HS (IDABEL)**  
 481005710 GRADES (09-12)

SIS Vendor SylogistEd (formerly Wen-Gage)  
 Title I X

Search for a student

Contact School Data Student Data Reports - Dropout Conflicts Appeals

Year 2023 School Report Card Contextual Data Designations Dropout

**Why do we measure this?**

Research shows that students who drop out of school or otherwise fail to graduate from high school face lifelong consequences including fewer job opportunities, lower wages, and poorer health outcomes. This report fulfills both federal and state dropout reporting requirements while also providing stakeholders with actionable information about their communities.

**What was measured?**

Dropout rates are calculated by dividing the number of students identified as a dropout in the current reporting year by the number of students that were enrolled at your school at the beginning of the school year (the October 1 count).

Two empty rectangular input boxes.

**RATE**

6.91

100

|                                  | Numerator | Denominator | Rate  |
|----------------------------------|-----------|-------------|-------|
| School                           | 25        | 362         | 6.91% |
| ▼ Hide student groups            |           |             |       |
| Age                              |           |             |       |
| 14                               | 3         |             |       |
| 15                               | 3         |             |       |
| 16                               | 9         |             |       |
| 17                               | 7         |             |       |
| 18                               | 2         |             |       |
| 19                               | 1         |             |       |
| All                              |           |             |       |
| All                              | 25        | 362         |       |
| Economic Disadvantage            |           |             |       |
| Not Economic Disadvantage        | 1         |             |       |
| Economic Disadvantage            | 24        |             |       |
| English Language Learner         |           |             |       |
| Not English Language Learner     | 23        |             |       |
| English Language Learner         | 2         |             |       |
| Foster Care                      |           |             |       |
| Not Foster Care                  | 23        |             |       |
| Foster Care                      | 2         |             |       |
| Gender                           |           |             |       |
| Female                           | 12        |             |       |
| Male                             | 13        |             |       |
| Homeless                         |           |             |       |
| Not Homeless                     | 21        |             |       |
| Homeless                         | 4         |             |       |
| Individual Education Program     |           |             |       |
| Not Individual Education Program | 17        |             |       |
| Individual Education Program     | 8         |             |       |
| IEP Eligible                     |           |             |       |
| Not IEP Eligible                 | 25        |             |       |
| Migrant                          |           |             |       |
| Not Migrant                      | 25        |             |       |
| Military                         |           |             |       |
| Not Military                     | 25        |             |       |
| Race                             |           |             |       |
| American Indian                  | 2         |             |       |
| Asian                            | 3         |             |       |
| Black                            | 6         |             |       |
| Hispanic                         | 3         |             |       |
| Other                            | 4         |             |       |
| White                            | 7         |             |       |

Welcome Alan Bryant

SCHOOL  
**IDABEL MS (IDABEL)**  
 481005505 GRADES (06-08)

SIS Vendor SylogistEd (formerly Wen-Gage)  
 Title I ✓

[Search for a student](#)

[Contact](#) | [School Data](#) | [Student Data](#) | [Reports - Dropout](#) | [Conflicts](#) | [Appeals](#)

Year 2023 | [School Report Card](#) | [Contextual Data](#) | [Designations](#) | [Dropout](#) |

**Why do we measure this?**

Research shows that students who drop out of school or otherwise fail to graduate from high school face lifelong consequences including fewer job opportunities, lower wages, and poorer health outcomes. This report fulfills both federal and state dropout reporting requirements while also providing stakeholders with actionable information about their communities.

**What was measured?**

Dropout rates are calculated by dividing the number of students identified as a dropout in the current reporting year by the number of students that were enrolled at your school at the beginning of the school year (the October 1 count).

**RATE**

100

|                                  | Numerator | Denominator | Rate  |
|----------------------------------|-----------|-------------|-------|
| School                           | 3         | 178         | 1.69% |
| ▼ Hide student groups            |           |             |       |
| Age                              |           |             |       |
| 13                               | 2         |             |       |
| Under_13                         | 1         |             |       |
| All                              | 3         | 178         |       |
| Economic Disadvantage            |           |             |       |
| Economic Disadvantage            | 3         |             |       |
| English Language Learner         |           |             |       |
| Not English Language Learner     | 2         |             |       |
| English Language Learner         | 1         |             |       |
| Foster Care                      |           |             |       |
| Not Foster Care                  | 3         |             |       |
| Gender                           |           |             |       |
| Female                           | 3         |             |       |
| Homeless                         |           |             |       |
| Not Homeless                     | 3         |             |       |
| Individual Education Program     |           |             |       |
| Not Individual Education Program | 3         |             |       |
| IEP Eligible                     |           |             |       |
| Not IEP Eligible                 | 3         |             |       |
| Migrant                          |           |             |       |
| Not Migrant                      | 3         |             |       |
| Military                         |           |             |       |
| Not Military                     | 3         |             |       |
| Race                             |           |             |       |
| Other                            | 2         |             |       |
| White                            | 1         |             |       |

**Oklahoma State Regents for Higher Education  
Participation in Developmental Education in 2022-23  
2022 Oklahoma Public High School Graduates as Fall 2022 College Freshmen in Public Higher Education**

| County    | School         | Time Degree-Seeking Freshman Count | Science Developmental Student Count | Percent Science | English Developmental Student Count | Percent English | Math Developmental Student Count | Percent Math | Reading Developmental Student Count | Percent Reading | Total Developmental Students | Percent Total |
|-----------|----------------|------------------------------------|-------------------------------------|-----------------|-------------------------------------|-----------------|----------------------------------|--------------|-------------------------------------|-----------------|------------------------------|---------------|
| MCCURTAIN | BATTIEST HS    | 14                                 | -                                   | 0.0%            | -                                   | 0.0%            | 2                                | 14.3%        | -                                   | 0.0%            | 2                            | 14.3%         |
|           | BROKEN BOW HS  | 34                                 | 1                                   | 2.9%            | 5                                   | 14.7%           | 10                               | 29.4%        | 2                                   | 5.9%            | 10                           | 29.4%         |
|           | HAWORTH HS     | 15                                 | -                                   | 0.0%            | 4                                   | 26.7%           | 5                                | 33.3%        | 3                                   | 20.0%           | 6                            | 40.0%         |
|           | IDABEL HS      | 37                                 | -                                   | 0.0%            | 2                                   | 5.4%            | 6                                | 16.2%        | -                                   | 0.0%            | 6                            | 16.2%         |
|           | SMITHVILLE HS  | 2                                  | -                                   | 0.0%            | -                                   | 0.0%            | -                                | 0.0%         | -                                   | 0.0%            | -                            | 0.0%          |
|           | VALLIANT HS    | 11                                 | -                                   | 0.0%            | 1                                   | 9.1%            | 1                                | 9.1%         | -                                   | 0.0%            | 1                            | 9.1%          |
|           | WRIGHT CITY HS | 13                                 | -                                   | 0.0%            | 2                                   | 15.4%           | 3                                | 23.1%        | -                                   | 0.0%            | 3                            | 23.1%         |

# **Idabel Public Schools**

## **Central Elementary Emergency Operations Site Plan**

**Chase Morris Sudden Cardiac Arrest  
Response Plan**



**Together, We Are  
Stronger.  
WARRIORS**

# Chase Morris Sudden Cardiac Arrest (SCA) Response Plan

## Central Elementary

The Chase Morris Sudden Cardiac Arrest Prevention Act is designed to ensure that all schools in Oklahoma have a structured and well-prepared response plan in place for sudden cardiac arrest (SCA) emergencies. Central Elementary is committed to implementing this plan to protect our students, staff, and visitors. Below is the comprehensive response plan for dealing with SCA situations on our campus.

---

### I. Awareness & Prevention

#### 1. Training and Education

- **Annual Training for Staff:** All school personnel, including coaches, teachers, and administrative staff, will receive annual training on the recognition of SCA symptoms and the appropriate response.
- **Warning Signs of SCA:** Materials will focus on the key symptoms of SCA, such as fainting or collapsing, especially during or immediately after exercise, chest pain, shortness of breath, and unusual rapid heartbeat.

#### 2. Screening

- **Pre-participation Exams:** All student-athletes will undergo comprehensive physical exams that include a cardiac health history review. Any student flagged for potential heart health issues will be referred for further evaluation.
  - **Health History Documentation:** Parents and students will be asked to complete a cardiac risk assessment form annually. This will help identify students who may be at increased risk for SCA.
- 

### II. Equipment and Preparedness

#### 1. Automated External Defibrillators (AEDs)

- **Location of AEDs:** Central Elementary will maintain multiple AED units strategically placed around campus. These will include:
  - Cafeteria East Wall
- **Signage:** Clear, visible signage will indicate the location of each AED unit.

## 2. Maintenance of AEDs

- AED units will be inspected monthly to ensure they are functioning correctly. Batteries and pads will be replaced as needed.
- Annual inspections will be conducted by a certified technician.

## 3. Training in AED Use

- **Certified Responders:** A list of school staff trained in AED use will be posted next to each unit. This training will be renewed annually, ensuring all coaches, nurses, PE teachers, and key administrators are certified.
- 

## III. Emergency Action Plan (EAP) for SCA Events

### 1. Immediate Response:

- **Step 1: Recognize the Symptoms**
  - If a student, staff member, or visitor collapses unexpectedly, it should be assumed that they are experiencing SCA until proven otherwise. Key symptoms may include sudden collapse, unconsciousness, no pulse, or no normal breathing.
- **Step 2: Activate the Emergency Response**
  - Designate a staff member or bystander to **call 911 immediately**. Clearly state that a possible SCA event is occurring, and provide the exact location within the school.
  - Another staff member or trained responder should **retrieve the nearest AED** while CPR is initiated by the closest responder.
- **Step 3: Begin CPR and Defibrillation**
  - If the individual is not breathing or has no pulse, begin **CPR immediately**. The CPR provider should follow the established ratio of 30 chest compressions to 2 rescue breaths if trained.
  - **Attach the AED** as soon as it arrives and follow the voice prompts. Deliver a shock if advised by the AED, then resume CPR immediately until EMS personnel arrive.

### 2. Crowd Control

- Teachers or staff nearby will assist with crowd control, ensuring the area remains clear to allow emergency responders and AED operators to work effectively.

### **3. Communication with Parents**

- School administration will ensure that the family of the student is notified as soon as possible. Communication will be done with sensitivity and clarity, providing information about the steps taken and the student's current status.

### **4. Transition to EMS Care**

- **Transfer of Care:** Once EMS arrives, they will take over care. Staff on-site will provide EMS with all relevant information about the event, including actions taken and the time the AED was used.
- The principal or designated administrator will meet EMS at the school entrance to expedite their entry and guide them to the scene.

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## **IV. Post-Emergency Protocol**

### **1. Post-Event Review**

- Following any SCA event, the school's Crisis Response Team will meet to debrief. The AED report will be reviewed to assess the quality of the response and identify any areas for improvement in training, equipment, or procedures.

### **2. Emotional Support for Students and Staff**

- **Counseling Services:** School counselors will be available to provide emotional support to students, staff, or anyone affected by the event. Group or individual counseling sessions may be arranged as necessary.

### **3. Communication with the School Community**

- A general notification will be sent to the school community if deemed appropriate, outlining the steps that were taken in response to the incident while maintaining student confidentiality. This communication will emphasize the importance of the school's preparedness and response capabilities.

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## **V. Annual Review and Updates**

- The **Chase Morris Sudden Cardiac Arrest Response Plan** will be reviewed annually by school administrators, health staff, and coaches. Any updates or improvements will be implemented based on new medical guidance, feedback from previous incidents, and staff or student input.
- 

## **VI. Contact Information**

- For any questions or more information regarding the Sudden Cardiac Arrest Response Plan, contact:
    - **School Nurse: Kia Crain (580)634-1604**
    - **Principal: Jake Jackson (580)286-5346**
    - **Superintendent's Office: (580) 286-7639**
- 

**Central Elementary is committed to the health and safety of all students and staff.**

This plan is part of our ongoing dedication to ensuring a safe learning environment and responding swiftly to medical emergencies.

Together, we can save lives. 💪

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This plan emphasizes the critical steps for preventing and responding to sudden cardiac arrest while creating a culture of safety and preparedness across the school.

## **IDABEL CENTRAL ELEMENTARY**

# **CHASE MORRIS ACT COMPLIANCE SITE PLAN**

**IDABEL CENTRAL ELEMENTARY** has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT and McCurtain County EMS on **9/1/2024**.

### **SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:**

The team **MUST** include a school administrator. The school or administrator will determine other team members and number to be on the team.

| <b><i>Team Member</i></b> | <b><i>Role</i></b> |
|---------------------------|--------------------|
| <b>JAKE JACKSON</b>       | <b>PRINCIPAL</b>   |
| <b>TIFFANY COMPTON</b>    | <b>SECRETARY</b>   |
| <b>TRACY BATES</b>        | <b>SECRETARY</b>   |
| <b>KRISTA WILSON</b>      | <b>COUNSELOR</b>   |
|                           |                    |
|                           |                    |
|                           |                    |
|                           |                    |
|                           |                    |
|                           |                    |
|                           |                    |

**IDENTIFY APPROPRIATE SCHOOL STAFF TO BE TRAINED IN FIRST AID, CARDIOPULMONARY RESUSCITATION, AND THE USE OF AN AED**

All athletic coaches

School nurses

All athletic trainers

Your team members for response plan at all sites

**HOW TO ACTIVATE THE TEAM:**

1. Engage RAVE PANIC BUTTON or Call 911. "We have a CARDIAC EMERGENCY at (LOCATION)."
2. Send someone to retrieve AED.
3. Start CPR
4. Notify Office Staff
5. Make announcement for lockdown/hold.
6. Make announcement for CERP team to report to scene.
7. Document emergency- time, when CPR started, if shock was administered,
8. Direct EMS to scene
9. Notify emergency contact for patient/Print student/contact information
10. Transition care to EMS
11. Communicate All Clear and issue statement

**HOW WILL THE PLAN BE COMMUNICATED AND DISSEMINATED THROUGHOUT THE SCHOOL?**

- Staff Meeting
- Info shared on district website

**DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:**

\*\*These drills are NOT required to be entered on the School Security Website

| <i>Date of Drill</i> | <i>Notes</i> |
|----------------------|--------------|
|                      |              |
|                      |              |
|                      |              |
|                      |              |





# **Idabel Public Schools**

## **Idabel High School Emergency Operations Site Plan**

**Chase Morris Sudden Cardiac Arrest  
Response Plan**



**Together, We Are  
Stronger.  
WARRIORS**

# Chase Morris Sudden Cardiac Arrest (SCA) Response Plan

## Idabel High School

The Chase Morris Sudden Cardiac Arrest Prevention Act is designed to ensure that all schools in Oklahoma have a structured and well-prepared response plan in place for sudden cardiac arrest (SCA) emergencies. Idabel High School is committed to implementing this plan to protect our students, staff, and visitors. Below is the comprehensive response plan for dealing with SCA situations on our campus.

---

### I. Awareness & Prevention

#### 1. Training and Education

- **Annual Training for Staff:** All school personnel, including coaches, teachers, and administrative staff, will receive annual training on the recognition of SCA symptoms and the appropriate response.
- **Student & Parent Education:** Informational resources regarding the warning signs and symptoms of SCA will be provided to students and their parents or guardians at the beginning of each school year. This will include educational materials such as pamphlets, videos, and online resources. Participation in this awareness initiative will be part of athletic physicals and school registration processes.
- **Warning Signs of SCA:** Materials will focus on the key symptoms of SCA, such as fainting or collapsing, especially during or immediately after exercise, chest pain, shortness of breath, and unusual rapid heartbeat.

#### 2. Screening

- **Pre-participation Exams:** All student-athletes will undergo comprehensive physical exams that include a cardiac health history review. Any student flagged for potential heart health issues will be referred for further evaluation.
  - **Health History Documentation:** Parents and students will be asked to complete a cardiac risk assessment form annually. This will help identify students who may be at increased risk for SCA.
- 

### II. Equipment and Preparedness

#### 1. Automated External Defibrillators (AEDs)

- **Location of AEDs:** Idabel High School will maintain multiple AED units strategically placed around campus. These will include:
  - Athletic fields (in mobile units)
  - Cafeteria
- **Signage:** Clear, visible signage will indicate the location of each AED unit.

## 2. Maintenance of AEDs

- AED units will be inspected monthly to ensure they are functioning correctly. Batteries and pads will be replaced as needed.
- Annual inspections will be conducted by a certified technician.

## 3. Training in AED Use

- **Certified Responders:** A list of school staff trained in AED use will be posted next to each unit. This training will be renewed annually, ensuring all coaches, nurses, PE teachers, and key administrators are certified.
- **Student Training:** High school students, particularly those in athletic programs, will also receive basic instruction on AED usage as part of their health or physical education classes.

---

## III. Emergency Action Plan (EAP) for SCA Events

### 1. Immediate Response:

- **Step 1: Recognize the Symptoms**
  - If a student, staff member, or visitor collapses unexpectedly, it should be assumed that they are experiencing SCA until proven otherwise. Key symptoms may include sudden collapse, unconsciousness, no pulse, or no normal breathing.
- **Step 2: Activate the Emergency Response**
  - Designate a staff member or bystander to **call 911 immediately**. Clearly state that a possible SCA event is occurring, and provide the exact location within the school.
  - Another staff member or trained responder should **retrieve the nearest AED** while CPR is initiated by the closest responder.

- **Step 3: Begin CPR and Defibrillation**
  - If the individual is not breathing or has no pulse, begin **CPR immediately**. The CPR provider should follow the established ratio of 30 chest compressions to 2 rescue breaths if trained.
  - **Attach the AED** as soon as it arrives and follow the voice prompts. Deliver a shock if advised by the AED, then resume CPR immediately until EMS personnel arrive.

## **2. Crowd Control**

- Teachers or staff nearby will assist with crowd control, ensuring the area remains clear to allow emergency responders and AED operators to work effectively.

## **3. Communication with Parents**

- School administration will ensure that the family of the student is notified as soon as possible. Communication will be done with sensitivity and clarity, providing information about the steps taken and the student's current status.

## **4. Transition to EMS Care**

- **Transfer of Care:** Once EMS arrives, they will take over care. Staff on-site will provide EMS with all relevant information about the event, including actions taken and the time the AED was used.
- The principal or designated administrator will meet EMS at the school entrance to expedite their entry and guide them to the scene.

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## **IV. Post-Emergency Protocol**

### **1. Post-Event Review**

- Following any SCA event, the school's Crisis Response Team will meet to debrief. The AED report will be reviewed to assess the quality of the response and identify any areas for improvement in training, equipment, or procedures.

### **2. Emotional Support for Students and Staff**

- **Counseling Services:** School counselors will be available to provide emotional support to students, staff, or anyone affected by the event. Group or individual counseling sessions may be arranged as necessary.

### 3. Communication with the School Community

- A general notification will be sent to the school community if deemed appropriate, outlining the steps that were taken in response to the incident while maintaining student confidentiality. This communication will emphasize the importance of the school's preparedness and response capabilities.
- 

### V. Annual Review and Updates

- The **Chase Morris Sudden Cardiac Arrest Response Plan** will be reviewed annually by school administrators, health staff, and coaches. Any updates or improvements will be implemented based on new medical guidance, feedback from previous incidents, and staff or student input.
- 

### VI. Contact Information

- For any questions or more information regarding the Sudden Cardiac Arrest Response Plan, contact:
    - **School Nurse: Kia Crain (580)634-1604**
    - **Athletic Director: Scott Pratt (580)286-7693**
    - **Principal: Katedria Mosley (580)286-7693**
    - **Superintendent's Office: (580) 286-7639**
- 

**Idabel High School is committed to the health and safety of all students and staff.** This plan is part of our ongoing dedication to ensuring a safe learning environment and responding swiftly to medical emergencies.

Together, we can save lives. 🤝

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This plan emphasizes the critical steps for preventing and responding to sudden cardiac arrest while creating a culture of safety and preparedness across the school.

# Idabel High School

## CHASE MORRIS ACT COMPLIANCE SITE PLAN

**Idabel High School** has developed a sudden cardiac emergency response plan. The district has collaborated with the local law enforcement and EMS.

### SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:

The team **MUST** include a school administrator. The school or administrator will determine other team members and number to be on the team.

| <b>Team Member</b>     | <b>Role</b>                                 |
|------------------------|---|
| <b>Katedria Mosley</b> | <b>Administrator/Aid Provider</b>           |
| <b>Kia Crain</b>       | <b>Nurse/Aid Provider</b>                   |
| <b>Scott Pratt</b>     | <b>Athletic Director/Coach/Aid Provider</b> |
| <b>Stacie Clark</b>    | <b>Support Staff/Communicator</b>           |
| <b>Kelvin Johnson</b>  | <b>Support Staff/Communicator</b>           |
| <b>Richard Logan</b>   | <b>Administrator/Crowd Control</b>          |
| <b>John Harjo</b>      | <b>Coach/Aid Provider</b>                   |
| <b>Dustin Clardy</b>   | <b>Teacher/Aid Provider</b>                 |
|                        |   |
|                        |   |

### IDENTIFY APPROPRIATE SCHOOL STAFF TO BE TRAINED IN FIRST AID, CARDIOPULMONARY RESUSCITATION, AND THE USE OF AN AED

- All athletic coaches
- School nurse
- Athletic trainers
- Administrators

### HOW TO ACTIVATE THE TEAM:

1. Engage RAVE PANIC BUTTON or Call 911. "We have a CARDIAC EMERGENCY at (LOCATION)."
2. Send someone to retrieve AED.
3. Start CPR
4. Notify Office Staff

5. Make announcement for lockdown/hold.
6. Make announcement for CERP team to report to scene.
7. Document emergency- time, when CPR started, if shock was administered,
8. Direct EMS to scene
9. Notify emergency contact for patient/Print student/contact information
10. Transition care to EMS
11. Communicate All Clear and issue statement

**HOW WILL THE PLAN BE COMMUNICATED AND DISSEMINATED THROUGHOUT THE SCHOOL?**

- Staff Meeting
- Info shared on district website

**DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:**

\*\*These drills are NOT required to be entered on the School Security Website

| <i>Date of Drill</i> | <i>Notes</i> |
|----------------------|--------------|
|                      |              |
|                      |              |
|                      |              |
|                      |              |

**IDENTIFY EMERGENCY MEDICAL PROVIDERS THAT SERVE YOUR AREA**

| <i>Name of Provider</i>         | <i>Contact Information</i> |
|---------------------------------|----------------------------|
| <i>McCurtain County EMS</i>     | <i>580-286-7585</i>        |
| <i>Idabel Police Dept.</i>      | <i>580-286-6554</i>        |
| <i>Idabel Fire Dept.</i>        | <i>580-286-3704</i>        |
| <i>McCurtain County Sheriff</i> | <i>580-286-3331</i>        |
|                                 |                            |
|                                 |                            |

**LOCATION OF AED'S IN SCHOOL SITE AND MAINTENANCE DATE:**

\*\*Check with your manufacturer for the recommended maintenance of your AED.

| <b>AED Location</b> | <b>Maintenance Date</b>  |
|---------------------|--|
| <b>Cafeteria</b>    | <b>February 2024 new battery installed &amp; all leads updated by district nurse, K. Crain, MSN, RN.</b> |
|                     |  |
|                     |  |
|                     |  |
|                     |  |
|                     |  |
|                     |  |
|                     |  |

**LOCATION OF AED'S AT ATHLETIC EVENTS AND FACILITIES AT EACH MS & HS SITE \*\*AED**

must be accessible within one to three minutes. Identify who is responsible to get the AED Could insert you EAP (Emergency Action Plan for athletics here also)

\*\*Check with your manufacturer for the recommended maintenance of your AED.

| <b>Site</b>                       | <b>Location</b>                    | <b>Last Maintenance Date</b> |
|-----------------------------------|------------------------------------|------------------------------|
| <b>HS Football Field</b>          | <b>Home Bench- Mobile Unit</b>     |                              |
| <b>HS Gymnasium</b>               | <b>Scorer's Table- Mobile Unit</b> |                              |
| <b>HS Softball/Baseball Field</b> | <b>Home Dugout- Mobile Unit</b>    |                              |
|                                   |                                    |                              |
|                                   |                                    |                              |
|                                   |                                    |                              |
|                                   |                                    |                              |
|                                   |                                    |                              |

**DATE UPDATED AND REVIEWED BY THE SCHOOL BOARD**

\*\*Must be updated and reviewed by the school board annually

Date of update and school board review: \_\_\_\_\_

# **Idabel Public Schools**

## **Idabel Middle School Emergency Operations Site Plan**

**Chase Morris Sudden Cardiac Arrest  
Response Plan**



**Together, We Are  
Stronger.  
WARRIORS**

# Chase Morris Sudden Cardiac Arrest (SCA) Response Plan

## Idabel Middle School

The Chase Morris Sudden Cardiac Arrest Prevention Act is designed to ensure that all schools in Oklahoma have a structured and well-prepared response plan in place for sudden cardiac arrest (SCA) emergencies. Idabel Middle School is committed to implementing this plan to protect our students, staff, and visitors. Below is the comprehensive response plan for dealing with SCA situations on our campus.

---

### I. Awareness & Prevention

#### 1. Training and Education

- **Annual Training for Staff:** All school personnel, including coaches, teachers, and administrative staff, will receive annual training on the recognition of SCA symptoms and the appropriate response.
- **Student & Parent Education:** Informational resources regarding the warning signs and symptoms of SCA will be provided to students and their parents or guardians at the beginning of each school year. This will include educational materials such as pamphlets, videos, and online resources. Participation in this awareness initiative will be part of athletic physicals and school registration processes.
- **Warning Signs of SCA:** Materials will focus on the key symptoms of SCA, such as fainting or collapsing, especially during or immediately after exercise, chest pain, shortness of breath, and unusual rapid heartbeat.

#### 2. Screening

- **Pre-participation Exams:** All student-athletes will undergo comprehensive physical exams that include a cardiac health history review. Any student flagged for potential heart health issues will be referred for further evaluation.
  - **Health History Documentation:** Parents and students will be asked to complete a cardiac risk assessment form annually. This will help identify students who may be at increased risk for SCA.
- 

### II. Equipment and Preparedness

#### 1. Automated External Defibrillators (AEDs)

- **Location of AEDs:** Idabel Middle School will maintain multiple AED units strategically placed around campus. These will include:
  - Main entrance to the classroom wing
  - Athletic fields (in mobile units)
- **Signage:** Clear, visible signage will indicate the location of each AED unit.

## 2. Maintenance of AEDs

- AED units will be inspected monthly to ensure they are functioning correctly. Batteries and pads will be replaced as needed.
- Annual inspections will be conducted by a certified technician.

## 3. Training in AED Use

- **Certified Responders:** A list of school staff trained in AED use will be posted next to each unit. This training will be renewed annually, ensuring all coaches, nurses, PE teachers, and key administrators are certified.
- **Student Training:** Middle school students, particularly those in athletic programs, will also receive basic instruction on AED usage as part of their health or physical education classes.

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## III. Emergency Action Plan (EAP) for SCA Events

### 1. Immediate Response:

- **Step 1: Recognize the Symptoms**
  - If a student, staff member, or visitor collapses unexpectedly, it should be assumed that they are experiencing SCA until proven otherwise. Key symptoms may include sudden collapse, unconsciousness, no pulse, or no normal breathing.
- **Step 2: Activate the Emergency Response**
  - Designate a staff member or bystander to **call 911 immediately**. Clearly state that a possible SCA event is occurring, and provide the exact location within the school.
  - Another staff member or trained responder should **retrieve the nearest AED** while CPR is initiated by the closest responder.

- **Step 3: Begin CPR and Defibrillation**

- If the individual is not breathing or has no pulse, begin **CPR immediately**. The CPR provider should follow the established ratio of 30 chest compressions to 2 rescue breaths if trained.
- **Attach the AED** as soon as it arrives and follow the voice prompts. Deliver a shock if advised by the AED, then resume CPR immediately until EMS personnel arrive.

## **2. Crowd Control**

- Teachers or staff nearby will assist with crowd control, ensuring the area remains clear to allow emergency responders and AED operators to work effectively.

## **3. Communication with Parents**

- School administration will ensure that the family of the student is notified as soon as possible. Communication will be done with sensitivity and clarity, providing information about the steps taken and the student's current status.

## **4. Transition to EMS Care**

- **Transfer of Care:** Once EMS arrives, they will take over care. Staff on-site will provide EMS with all relevant information about the event, including actions taken and the time the AED was used.
- The principal or designated administrator will meet EMS at the school entrance to expedite their entry and guide them to the scene.

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## **IV. Post-Emergency Protocol**

### **1. Post-Event Review**

- Following any SCA event, the school's Crisis Response Team will meet to debrief. The AED report will be reviewed to assess the quality of the response and identify any areas for improvement in training, equipment, or procedures.

### **2. Emotional Support for Students and Staff**

- **Counseling Services:** School counselors will be available to provide emotional support to students, staff, or anyone affected by the event. Group or individual counseling sessions may be arranged as necessary.

### 3. Communication with the School Community

- A general notification will be sent to the school community if deemed appropriate, outlining the steps that were taken in response to the incident while maintaining student confidentiality. This communication will emphasize the importance of the school's preparedness and response capabilities.
- 

### V. Annual Review and Updates

- The **Chase Morris Sudden Cardiac Arrest Response Plan** will be reviewed annually by school administrators, health staff, and coaches. Any updates or improvements will be implemented based on new medical guidance, feedback from previous incidents, and staff or student input.
- 

### VI. Contact Information

- For any questions or more information regarding the Sudden Cardiac Arrest Response Plan, contact:
    - **School Nurse: Kia Crain (580)634-1604**
    - **Athletic Director: Scott Pratt (580)286-7693**
    - **Principal: Melissa Jones (580)286-6558**
    - **Superintendent's Office: (580) 286-7639**
- 

**Idabel Middle School is committed to the health and safety of all students and staff.**

This plan is part of our ongoing dedication to ensuring a safe learning environment and responding swiftly to medical emergencies.

Together, we can save lives. 🤝

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This plan emphasizes the critical steps for preventing and responding to sudden cardiac arrest while creating a culture of safety and preparedness across the school.

## **Idabel Middle School**

# **CHASE MORRIS ACT COMPLIANCE SITE PLAN**

**IDABEL MIDDLE SCHOOL** has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT and McCurtain County EMS on **9/1/2024**.

### **SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:**

The team **MUST** include a school administrator. The school or administrator will determine other team members and number to be on the team.

| <b><i>Team Member</i></b>       | <b><i>Role</i></b>              |
|---------------------------------|---------------------------------|
| <b><i>Melissa Jones</i></b>     | <b><i>Principal</i></b>         |
| <b><i>Tammy Russell</i></b>     | <b><i>Librarian</i></b>         |
| <b><i>Shaylea Tolliver</i></b>  | <b><i>Secretary</i></b>         |
| <b><i>Callie Threadgill</i></b> | <b><i>Dean of Students</i></b>  |
| <b><i>Princes'Sai Johns</i></b> | <b><i>Library Assistant</i></b> |
| <b><i>Lyndsey Hastings</i></b>  | <b><i>Teacher</i></b>           |
| <b><i>Lonnie Watson</i></b>     | <b><i>Teacher</i></b>           |
| <b><i>Chris Willis</i></b>      | <b><i>Teacher</i></b>           |
| <b><i>Denise Holland</i></b>    | <b><i>Evenstart</i></b>         |
| <b><i>Cheyenne Simpson</i></b>  | <b><i>Evenstart</i></b>         |
| <b><i>Patricia Frady</i></b>    | <b><i>Evenstart</i></b>         |

**IDENTIFY APPROPRIATE SCHOOL STAFF TO BE TRAINED IN FIRST AID, CARDIOPULMONARY RESUSCITATION, AND THE USE OF AN AED**

All athletic coaches

School nurse

All athletic trainers

Your team members for response plan at all sites

**HOW TO ACTIVATE THE TEAM:**

1. Engage RAVE PANIC BUTTON or Call 911. "We have a CARDIAC EMERGENCY at (LOCATION)."
2. Send someone to retrieve AED.
3. Start CPR
4. Notify Office Staff
5. Make announcement for lockdown/hold.
6. Make announcement for CERP team to report to scene.
7. Document emergency- time, when CPR started, if shock was administered,
8. Direct EMS to scene
9. Notify emergency contact for patient/Print student/contact information
10. Transition care to EMS
11. Communicate All Clear and issue statement

**HOW WILL THE PLAN BE COMMUNICATED AND DISSEMINATED THROUGHOUT THE SCHOOL?**

- Staff Meeting
- Info shared on district website

**DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:**

\*\*These drills are NOT required to be entered on the School Security Website

| <i>Date of Drill</i> | <i>Notes</i> |
|----------------------|--------------|
|                      |              |
|                      |              |
|                      |              |
|                      |              |







# **Idabel Public Schools**

## **Primary South Emergency Operations Site Plan**

**Chase Morris Sudden Cardiac Arrest  
Response Plan**



**Together, We Are  
Stronger.  
WARRIORS**

# Chase Morris Sudden Cardiac Arrest (SCA) Response Plan

## Primary South

The Chase Morris Sudden Cardiac Arrest Prevention Act is designed to ensure that all schools in Oklahoma have a structured and well-prepared response plan in place for sudden cardiac arrest (SCA) emergencies. Primary South is committed to implementing this plan to protect our students, staff, and visitors. Below is the comprehensive response plan for dealing with SCA situations on our campus.

---

### I. Awareness & Prevention

#### 1. Training and Education

- **Annual Training for Staff:** All school personnel, including coaches, teachers, and administrative staff, will receive annual training on the recognition of SCA symptoms and the appropriate response.
- **Warning Signs of SCA:** Materials will focus on the key symptoms of SCA, such as fainting or collapsing, especially during or immediately after exercise, chest pain, shortness of breath, and unusual rapid heartbeat.

#### 2. Screening

- **Health History Documentation:** Parents and students will be asked to complete a cardiac risk assessment form annually. This will help identify students who may be at increased risk for SCA.
- 

### II. Equipment and Preparedness

#### 1. Automated External Defibrillators (AEDs)

- **Location of AEDs:** Idabel Primary South will maintain AED units placed around campus. These will include:
  - ENTRANCE OF THE SOUTH HALLWAY
- **Signage:** Clear, visible signage will indicate the location of each AED unit.

#### 2. Maintenance of AEDs

- AED units will be inspected monthly to ensure they are functioning correctly. Batteries and pads will be replaced as needed.

- Annual inspections will be conducted by a certified technician.

### 3. Training in AED Use

- **Certified Responders:** A list of school staff trained in AED use will be posted next to each unit. This training will be renewed annually, ensuring all coaches, nurses, PE teachers, and key administrators are certified.
- 

## III. Emergency Action Plan (EAP) for SCA Events

### 1. Immediate Response:

- **Step 1: Recognize the Symptoms**
  - If a student, staff member, or visitor collapses unexpectedly, it should be assumed that they are experiencing SCA until proven otherwise. Key symptoms may include sudden collapse, unconsciousness, no pulse, or no normal breathing.
- **Step 2: Activate the Emergency Response**
  - Designate a staff member or bystander to **call 911 immediately**. Clearly state that a possible SCA event is occurring, and provide the exact location within the school.
  - Another staff member or trained responder should **retrieve the nearest AED** while CPR is initiated by the closest responder.
- **Step 3: Begin CPR and Defibrillation**
  - If the individual is not breathing or has no pulse, begin **CPR immediately**. The CPR provider should follow the established ratio of 30 chest compressions to 2 rescue breaths if trained.
  - **Attach the AED** as soon as it arrives and follow the voice prompts. Deliver a shock if advised by the AED, then resume CPR immediately until EMS personnel arrive.

### 2. Crowd Control

- Teachers or staff nearby will assist with crowd control, ensuring the area remains clear to allow emergency responders and AED operators to work effectively.

### 3. Communication with Parents

- School administration will ensure that the family of the student is notified as soon as possible. Communication will be done with sensitivity and clarity, providing information about the steps taken and the student's current status.

#### **4. Transition to EMS Care**

- **Transfer of Care:** Once EMS arrives, they will take over care. Staff on-site will provide EMS with all relevant information about the event, including actions taken and the time the AED was used.
  - The principal or designated administrator will meet EMS at the school entrance to expedite their entry and guide them to the scene.
- 

### **IV. Post-Emergency Protocol**

#### **1. Post-Event Review**

- Following any SCA event, the school's Crisis Response Team will meet to debrief. The AED report will be reviewed to assess the quality of the response and identify any areas for improvement in training, equipment, or procedures.

#### **2. Emotional Support for Students and Staff**

- **Counseling Services:** School counselors will be available to provide emotional support to students, staff, or anyone affected by the event. Group or individual counseling sessions may be arranged as necessary.

#### **3. Communication with the School Community**

- A general notification will be sent to the school community if deemed appropriate, outlining the steps that were taken in response to the incident while maintaining student confidentiality. This communication will emphasize the importance of the school's preparedness and response capabilities.
- 

### **V. Annual Review and Updates**

- The **Chase Morris Sudden Cardiac Arrest Response Plan** will be reviewed annually by school administrators, health staff, and coaches. Any updates or improvements will be implemented based on new medical guidance, feedback from previous incidents, and staff or student input.
-

## **VI. Contact Information**

- For any questions or more information regarding the Sudden Cardiac Arrest Response Plan, contact:
  - **School Nurse: Kia Crain (580)634-1604**
  - **Principal: Stephanie Ratcliff (580)286-4400**
  - **Superintendent's Office: (580) 286-7639**

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**Idabel Primary South is committed to the health and safety of all students and staff.**

This plan is part of our ongoing dedication to ensuring a safe learning environment and responding swiftly to medical emergencies.

Together, we can save lives. 💪

---

This plan emphasizes the critical steps for preventing and responding to sudden cardiac arrest while creating a culture of safety and preparedness across the school.

## PRIMARY SOUTH ELEMENTARY

# CHASE MORRIS ACT COMPLIANCE SITE PLAN

**Idabel Primary South** has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT **McCurtain County EMS** on **September 1, 2024**.

### SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:

The team **MUST** include a school administrator. The school or administrator will determine other team members and number to be on the team.

| <i>Team Member</i> | <i>Role</i>      |
|--------------------|------------------|
| Sanda Gambol       | PE Teacher       |
| Rachel Surratt     | SPED Teacher     |
| Lindy Scott        | Paraprofessional |
| Stephanie Ratcliff | Principal        |
| Kia Crain          | Nurse            |
| Jaden Moran        | Teacher          |
|                    |                  |
|                    |                  |
|                    |                  |
|                    |                  |

### IDENTIFY APPROPRIATE SCHOOL STAFF TO BE TRAINED IN FIRST AID, CARDIOPULMONARY RESUSCITATION, AND THE USE OF AN AED

School nurse  
Team Members listed above

### HOW TO ACTIVATE THE TEAM:

When an emergency is recognized, the individual discovering the emergency will shout for immediate help and tell the responder to notify the office of the emergency. The office staff will activate the team.

**HOW WILL THE PLAN BE COMMUNICATED AND DISSEMINATED THROUGHOUT THE SCHOOL?**

- **Initial Training:** Provide all staff (teachers, coaches, administrators, office staff, and support staff) with comprehensive training on recognizing SCA, how to respond, and how the plan will be activated. This should include hands-on CPR and AED training.
- **In-Service Days:** Include SCA plan training during staff in-service days, ensuring all employees are familiar with the specific protocols, team responsibilities, and communication methods.

**DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:**

\*\*These drills are NOT required to be entered on the School Security Website

| <i>Date of Drill</i> | <i>Notes</i> |
|----------------------|--------------|
|                      |              |
|                      |              |
|                      |              |
|                      |              |

**IDENTIFY EMERGENCY MEDICAL PROVIDERS THAT SERVE YOUR AREA**

Stephanie Ratcliff, Principal, will contact the providers.

| <i>Name of Provider</i>  | <i>Contact Information</i> |
|--------------------------|----------------------------|
| McCurtain /County EMS    | 911                        |
| Idabel Police Department | (580)286-6554              |
| Idabel Fire Department   | (580)286-5104              |
|                          |                            |
|                          |                            |
|                          |                            |

**LOCATION OF AED'S IN SCHOOL SITE AND MAINTENANCE DATE:**

| <i>AED Location</i>           | <i>Maintenance Date</i> |
|-------------------------------|-------------------------|
| Entrance to the South Hallway | 05/2024                 |
|                               |                         |
|                               |                         |
|                               |                         |
|                               |                         |
|                               |                         |
|                               |                         |
|                               |                         |

**LOCATION OF AED'S AT ATHLETIC EVENTS AND FACILITIES**

| <i>Site</i> | <i>Location</i> | <i>Last Maintenance Date</i> |
|-------------|-----------------|------------------------------|
| N/A         |                 |                              |
|             |                 |                              |
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|             |                 |                              |

**DATE UPDATED AND REVIEWED BY THE SCHOOL BOARD**

**\*\*Must be updated and reviewed by the school board annually**

Date of update and school board review: \_\_\_\_\_

# BOARD OF EDUCATION ELECTION RESOLUTION

TO: McCurtain County Election Board

FROM: The Idabel School District, Independent School District No. 5 of McCurtain County, Oklahoma

The Board of Education of the Idabel School District has approved the following resolution calling for an election to be submitted to the voters of the district.

## Date of the Election:

A Board of Education Primary Election shall be held on February 11, 2025, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 1, 2025, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

## Board Member Position on Ballot:

The voters shall elect a board member for board position No. 5, which has a 5-year term of office.

### **District #5**

Northeast Idabel: Begin at the corner of Lynn Lane and SE Washington; thence East to Oak Brooke Drive; includes the Northeast rural boundary and all of the Northern rural boundary and the Northwest rural boundary to the intersection of NW Texas (aka Hwy. 70 West) and NW Lincoln Road (aka West Hwy. 70 Bypass); thence Southeasterly on NW Texas (aka Hwy. 70 West) to NE 6<sup>th</sup> St.; thence East on NW 6<sup>th</sup> St. to NE Ave C; thence South on NE Ave. C to the alley between NE 3<sup>rd</sup> St. and NE 4<sup>th</sup> St.; thence East down the alley to NE Ave. D; thence South on NE Ave. D and SE Ave. D to SE Madison' thence East on SE Madison to Lynn Lane; thence North on Lynn Lane to the point of beginning.

The voters shall also elect a board member for board position No. 2, an unexpired term with 2 years remaining. This seat will be open for election again in (2027).

### **District #2**

South central Idabel: Begin at the corner of SW Hugo and Lincoln Rd; thence North on SW Hugo to SW Quincy; thence East to SW Bois D'Arc; thence Southeasterly to South Central; thence North on South Central to SE Quincy; thence East to SE Ave. D; thence North to SE Madison to Lynn Lane; thence South on Lynn Lane to East Lincoln Road (aka US Hwy 70 Bypass); thence West on East Lincoln (aka US Hwy 70 Bypass) to SW Hugo and the point of beginning. This district includes Harris Addition, Joplin Acres and Silver Spur Addition.

### Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school

law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

- 1. Select one candidate for Idabel School Board Position No. 5.
- 2. Select one candidate for Idabel, School Board Position No. 2:

Approved by the \_\_\_\_\_ Board of Education this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
President of the Board of Education

\_\_\_\_\_  
Clerk of the Board of Education

# 2025 Board of Education Election Timeline

## November 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
|        |        |         |           |          | 1      | 2        |
| 3      | 4      | 5       | 6         | 7        | 8      | 9        |
| 10     | 11     | 12      | 13        | 14       | 15     | 16       |
| 17     | 18     | 19      | 20        | 21       | 22     | 23       |
| 14     | 25     | 26      | 27        | 28       | 29     | 30       |

### **Board of Education Election Resolution**

2025 Board of Education Election Resolution due to County Election Board Secretary by the close of business at the County Election Board office on November 15, 2024

Deadline for school district to publish a legal notice is November 21, 2024. A copy of the notice must also be filed with the County Election Board.

## December 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| 1      | 2      | 3       | 4         | 5        | 6      | 7        |
| 8      | 9      | 10      | 11        | 12       | 13     | 14       |
| 15     | 16     | 17      | 18        | 19       | 20     | 21       |
| 22     | 23     | 24      | 25        | 26       | 27     | 28       |
| 29     | 30     | 31      |           |          |        |          |

### **Filing Period**

Opens 8 a.m. on Monday, December 2, 2024.

Closes at 5 p.m. on Wednesday, December 4, 2024.

### **Contesting Candidacy**

Must be filed with the County Election Board Secretary who accepted the Declaration of Candidacy by 5 p.m. on Friday, December 6, 2024.

### **Withdrawal of Candidate**

Must be filed with the County Election Board Secretary who accepted the Declaration of Candidacy by 5 p.m. on Friday, December 6, 2024.

### **Pre-Election Expense Claim – Board of Education Primary**

District may expect to receive Pre-Election Expense Claim during the week of December 16, 2024. .

## January 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
|        |        |         | 1         | 2        | 3      | 4        |
| 5      | 6      | 7       | 8         | 9        | 10     | 11       |
| 12     | 13     | 14      | 15        | 16       | 17     | 18       |
| 19     | 20     | 21      | 22        | 23       | 24     | 25       |
| 26     | 27     | 28      | 29        | 30       | 31     |          |

District required to submit amount due to the County Election Board by January 24, 2025.

## February 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
|        |        |         |           |          |        | 1        |
| 2      | 3      | 4       | 5         | 6        | 7      | 8        |
| 9      | 10     | 11      | 12        | 13       | 14     | 15       |
| 16     | 17     | 18      | 19        | 20       | 21     | 22       |
| 23     | 24     | 25      | 26        | 27       | 28     |          |

### **Board of Education Primary Election in the event 3 or more candidates file**

Board of Education Primary Election – Tuesday, February 11, 2025.

County Election Board certifies results of Board of Education Primary Election after 5 p.m. on Friday, February 14, 2025.

District may expect to receive Pre-Election Expense Claim during the week of February 17, 2025.

If no candidate receives more than 50% of the vote, the top two candidates will proceed to the Board of Education General Election on Tuesday, April 1, 2025.

The candidate who receives a majority of the vote (50% +1) is elected.

## March 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
|        |        |         |           |          |        | 1        |
| 2      | 3      | 4       | 5         | 6        | 7      | 8        |
| 9      | 10     | 11      | 12        | 13       | 14     | 15       |
| 16     | 17     | 18      | 19        | 20       | 21     | 22       |
| 23     | 24     | 25      | 26        | 27       | 28     | 29       |
| 30     | 31     |         |           |          |        |          |

### **Pre-Election Expense Claim – Board of Education General Election**

District required to submit amount due to the County Election Board by March 17, 2025.

## April 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
|        |        | 1       | 2         | 3        | 4      | 5        |
| 6      | 7      | 8       | 9         | 10       | 11     | 12       |
| 13     | 14     | 15      | 16        | 17       | 18     | 19       |
| 20     | 21     | 22      | 23        | 24       | 25     | 26       |
| 27     | 28     | 29      | 30        |          |        |          |

### **Board of Education General Election**

Board of Education General Election – Tuesday, April 1, 2025.

County Election Board certifies results of the election after 5 p.m. on Friday, April 4, 2025.

# BOARD OF EDUCATION ELECTION RESOLUTION

TO:           McCurtain \_\_\_\_\_ County Election Board

FROM:       The \_\_\_ Idabel \_\_\_\_\_ School District, Independent School  
              District No. \_\_\_ of \_\_\_\_\_, County, Oklahoma

The Board of Education of the \_\_\_\_\_ School District has approved the following resolution calling for an election to be submitted to the voters of the district.

## Date of the Election:

A Board of Education Primary Election shall be held on February 11, 2025, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 1, 2025, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

*[Insert Closure of Precinct if Applicable]*

## Board Member Position on Ballot:

The voters shall elect a board member for board position No. \_\_\_\_, which has a \_\_\_\_-year term of office.

[If applicable and for an unexpired term of office add]

The voters shall also elect a board member for board position No. \_\_\_\_, an unexpired term with \_\_\_\_ years remaining. This seat will be open for election again in (year).

## Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for \_\_\_\_\_ School Board Position No. \_\_\_\_:
2. Select one candidate for \_\_\_\_\_ School Board Position No. \_\_\_\_ . [if applicable otherwise remove this line].

Approved by the \_\_\_\_\_ Board of Education this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
President of the Board of Education

\_\_\_\_\_  
Clerk of the Board of Education

# SPECIAL ELECTION RESOLUTION

TO: \_\_\_\_\_ County Election Board

FROM: The \_\_\_\_\_ School District, Independent School  
District No. \_\_\_\_ of \_\_\_\_\_, County, Oklahoma

The Board of Education of the \_\_\_\_\_ School District has approved the following resolution calling for a special election to be submitted to the voters of the district.

## Date of the Election:

An election shall be held on \_\_\_\_\_ with the polling places open from 7:00 a.m. to 7:00 p.m.

*[Insert Closure of Precinct if Applicable]*

## Issues to be Voted Upon:

The voters will be asked to fill the vacancy of Office No. \_\_\_\_ of the \_\_\_\_\_ Board of Education. The term of office shall commence at the board meeting immediately following the election and continuing through \_\_\_\_\_.

## Special Filing Period

Effective November 1, 2015, it is required that a candidate filing period of three (3) days will begin not more than twenty (20) days following the date the resolution calling the election is required to be filed with the secretary of the county election board. To comply with this requirement, the filing period is hereby set for \_\_\_\_\_.

*OR: Alternate paragraph when special election is scheduled on same date as a regular or special federal or state election.*

**Please note that when a special election is called by the Board of Education on the same date as a regular or special federal or state election, the resolution calling the special election is required to be filed with the secretary of the county election board not less than seventy-five (75) days prior to the election and the filing period will begin not more than 10 days following the date the resolution calling the special election is filed with the secretary of the County Election Board. .**

## Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered within the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for school office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Approved by the \_\_\_\_\_ Board of Education this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
President of the Board of Education

\_\_\_\_\_  
Clerk of the Board of Education

**ELECTION RESOLUTION FOR DISTRICTS WITH AN AVERAGE DAILY MEMBERSHIP OF LESS THAN FOUR HUNDRED (400) WHO HAVE ADOPTED A POLICY TO ALLOW BOARD MEMBERS AND BOARD MEMBER CANDIDATES TO BE RELATED TO ANY SCHOOL EMPLOYEE WITHIN THE SECOND DEGREE OF CONSANGUINITY OR AFFINITY PER OKLAHOMA STATUTE TITLE 70 SECTIONS 5-113 AND 5-113.1**

**BOARD OF EDUCATION ELECTION RESOLUTION**

TO: \_\_\_\_\_ County Election Board

FROM: The \_\_\_\_\_ School District, Independent School District No. \_\_\_\_ of \_\_\_\_\_, County, Oklahoma

The Board of Education of the \_\_\_\_\_ School District has approved the following resolution calling for an election to be submitted to the voters of the district.

Date of the Election:

A Board of Education Primary Election shall be held on February 11, 2025 only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 1, 2025 under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

*[Insert Closure of Precinct if Applicable]*

Board Member Position on Ballot:

The voters shall elect a board member for board position No. \_\_\_\_, which has a \_\_\_\_-year term of office.

[If applicable and for an unexpired term of office add]

The voters shall also elect a board member for board position No. \_\_\_\_, an unexpired term with \_\_\_\_ years remaining. This seat will be open for election again in (year).

Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate

must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for \_\_\_\_\_ School Board Position No. \_\_\_\_\_ :
2. Select one candidate for \_\_\_\_\_ School Board Position No. \_\_\_\_\_ .

Approved by the \_\_\_\_\_ Board of Education this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
President of the Board of Education

\_\_\_\_\_  
Clerk of the Board of Education

**SPECIAL ELECTION RESOLUTION FOR DISTRICTS WITH AN  
AVERAGE DAILY MEMBERSHIP OF LESS THAN FOUR HUNDRED  
(400) WHO HAVE ADOPTED A POLICY TO ALLOW BOARD MEMBERS  
AND BOARD MEMBER CANDIDATES TO BE RELATED TO ANY  
SCHOOL EMPLOYEE WITHIN THE SECOND DEGREE OF  
CONSANGUINITY OR AFFINITY PER OKLAHOMA STATUTE TITLE 70  
SECTIONS 5-113 AND 5-113.1**

**SPECIAL BOARD OF EDUCATION ELECTION  
RESOLUTION**

TO: \_\_\_\_\_ County Election Board

FROM: The \_\_\_\_\_ School District, Independent School  
District No. \_\_\_\_ of \_\_\_\_\_, County, Oklahoma

The Board of Education of the \_\_\_\_\_ School District has approved the following resolution calling for a special election to be submitted to the voters of the district.

Date of the Election:

An election shall be held on \_\_\_\_\_ with the polling places open from 7:00 a.m. to 7:00 p.m.

*[Insert Closure of Precinct if Applicable]*

Issues to be Voted Upon:

The voters will be asked to fill the vacancy of Office No. \_\_\_\_ of the \_\_\_\_\_ Board of Education. The term of office shall commence at the board meeting immediately following the election and continuing through \_\_\_\_\_.

Special Filing Period:

Effective November 1, 2015, it is required that a candidate filing period of three (3) days will begin not more than twenty (20) days following the date the resolution calling the election is required to be filed with the secretary of the county election board. To comply with this requirement, the filing period is hereby set for \_\_\_\_\_.

*OR: Alternate paragraph when special election is scheduled on same date as a regular or special federal or state election.*

**Please note that when a special election is called by the Board of Education on the same date as a regular or special federal or state election, the resolution calling the special election is required to be filed with the secretary of the county election board not less than seventy-five (75) days prior to the election and the filing period will begin not more than 10**

**days following the date the resolution calling the special election is filed with the secretary of the County Election Board.**

**Qualifications of Candidates for Office:**

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered within the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for school office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

**Voters Eligible to Vote:**

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Approved by the \_\_\_\_\_ Board of Education this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
President of the Board of Education

\_\_\_\_\_  
Clerk of the Board of Education

# Contest of Candidacy Information Sheet

Any candidate (referred to as petitioner) may contest the candidacy of any other candidate (referred to as contestee) for the same office by filing a written petition with the Secretary of the County Election Board who accepted the Declaration of Candidacy. In the event a candidate is unopposed, a petition contesting the candidacy may be filed by any registered voter who is eligible to vote for that office. A contest of candidacy petition must be filed no later than 5 p.m. on the second business day following the close of the filing period. The petition must list the reasons alleged by the petitioner that the contestee is not qualified by law to become a candidate.

The petition must be accompanied by a deposit in the form of a certified check or cashier's check. Personal checks and cash will not be accepted. The check must be in the amount of Two Hundred Fifty Dollars (\$250.00), and it must be made out to the "Secretary of the County Name County Election Board." An optional Petition for Contest of Candidacy form is available from the County Election Board.

## Serving Notice

The County Election Board Secretary will set a hearing date for the contest. Once the hearing is scheduled, it is the petitioner's responsibility to have a copy of the petition and a copy of the notice served on the contestee.

The petitioner takes a copy of the petition, the Notice of Hearing, and the Return of Service form provided by the County Election Board Secretary to the Sheriff of the county in which the contestee resides. An employee of the Sheriff's office is required to serve the petition and the Notice on the contestee within 24 hours from the time the County Election Board Secretary received the petition. For example, if the contest of candidacy petition was filed at 3 p.m. on Friday, the contestee must be served by 3 p.m. on Saturday. The Sheriff must provide the petitioner with written confirmation that service either was or was not performed. The petitioner presents the Return of Service form at the hearing when the County Election Board asks for proof of service.

If the Sheriff is unable to serve the contestee, this is indicated on the Return of Service form. The petitioner then serves the contestee's copies of the notice and petition on the County Election Board Secretary at the contest of candidacy hearing. By law, the County Election Board Secretary is the constructive service agent for all candidates who file Declarations of Candidacy with him or her, and the candidates are presumed to have accepted such constructive service when they file their Declarations.

## Burden of Proof

The petitioner must prove the allegations in the petition. However, a contestee who does not appear to answer the petition is deemed to be in default and is considered to have admitted the allegations in the petition. If the allegations are sufficient to disqualify the contestee, the Board shall strike the candidacy and remove the candidate's name from the ballot.

## **Contestee May Appear or Answer**

The contestee may appear at the hearing and/or may file a written answer to the allegations in the petition only after posting a deposit of \$250 in the form of a cashier's check or a certified check. The purpose of the contestee's appearance and/or written answer is to explain why his or her candidacy is valid.

## **Counsel**

Candidates may be represented by counsel but are not required to be.

## **At the Hearing**

More than one contest may be scheduled at the same time and place. If this is the case, the County Election Board members will announce at the beginning of the hearing the order in which the contests will be heard.

The petitioner will be asked to make an opening statement to the Board. The contestee then will be asked to make an opening statement. The contestee may waive, reserve or make an opening statement. The County Election Board may place a time limit on opening statements.

Following the opening statements, the parties will present witnesses and evidence. Witnesses will be called to the witness stand. The petitioner, the contestee and the County Election Board members will have the opportunity to question witnesses.

After all witnesses have been presented, the Secretary will ask for closing statements. The petitioner speaks first and then the contestee. The County Election Board also may place a time limit on closing statements.

The Secretary may ask the District Attorney to advise the Board on the applicable law. The Board members then have a chance to ask the District Attorney, counsel or the parties any final questions.

The County Election Board members will decide either to retain or to strike the candidacy. The decision is made by a motion, second, and a roll call vote.

## **Decision of the Board**

If the petitioner's allegations are not sufficient to disqualify the contestee, the candidate's name will be retained on the ballot. If the Board members determine that the contestee's Declaration of Candidacy can be amended to conform to the law, they may order the contestee to make the amendment. If the Board members determine that the contestee is not qualified to become a candidate for the office, they may order that the candidacy be stricken. In this case, the contestee's filing fee is forfeited.

The County Election Board's decision is final.

## **Costs of the Hearing**

If the contestee does not appear or if the contestee's name is retained on the ballot, the costs of the contest hearing are deducted from the petitioner's deposit. Any remaining balance is refunded to the petitioner. If the contestee appears or answers but the candidacy is stricken, costs of the contest hearing are deducted from the contestee's deposit, and any balance is refunded.

If you have any questions, please contact the County Election Board at CEB Telephone Number.

26 O.S. §5-118, et seq.

*For a petition to contest candidacy please refer to your local county election board.*

**PETITION FOR CONTEST OF CANDIDACY**

I, the undersigned, am a candidate for the Office of \_\_\_\_\_  
by virtue of having lawfully filed a Declaration of Candidacy during the filing period held  
\_\_\_\_\_. I hereby contest the candidacy of  
\_\_\_\_\_ (herein referred to as contestee) for the  
same office, pursuant to Title 26, Section 5-118, of the Oklahoma Statutes. I accompany this  
petition with a cashier's check or certified check in the amount of \$250.00.

As the basis for this contest, I allege that the contestee was not qualified by law to become  
a candidate for the office for the reasons listed below.

List all reasons:

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\_\_\_\_\_, Petitioner

\_\_\_\_\_  
Petitioner's Printed Name

\_\_\_\_\_  
Date

## **Closing Split Precincts in School District Elections**

Title 26 O.S. Section 13A-101 allows school districts to close some precincts under certain circumstances. The State Election Board has promulgated rules to implement the law. Following is a summary of the steps school district officials may follow to take advantage of the new law and the new procedure.

1. If only part of a precinct is located inside the boundaries of a school district, the precinct may be closed for the school district's election only if school officials certify **in the resolution** calling the election that **no persons reside** within that part of the precinct.
2. Prior to preparing the resolution, district officials should contact the Secretary of the County Election Board to verify that no registered voters in the precinct are assigned to the district and that no voters who are unassigned to a school district in the precinct are believed to be located within the district's boundary. In addition, before including the certification required to close the precinct in the resolution, a district official should visit the area in question to verify that no one resides there.
3. The procedure may be used in any school district election. Once a precinct is closed for an election, the district is not responsible for expenses (Precinct Official compensation and Precinct Registry fees) in the precinct.

**Contact the County Election Board Secretary for more information**

COMMON EDUCATION SCHOOL DISTRICT

## Legal Notice

**(Must be published in a newspaper of the county wherein the school district administrative office is located at least ten days prior to the filing period.)**

**(Post at the school district administrative offices as well as the county election board office.)**

The Board of Education of \_\_\_\_\_ Public School District hereby provides legal notice that the school board election filing period for candidates will open on Monday, December 2, 2024 at 8:00 a.m. and will end at 5 p.m. on Wednesday, December 4, 2024.

Board Member Position on Ballot:

The voters shall elect a board member for board position No. \_\_\_\_, which has a \_\_\_\_-year term of office.

**COMMON EDUCATION SCHOOL DISTRICT**

**To be printed on school letterhead**

# **Press Release**

**(Shall be issued to a newspaper of general circulation in the county where the school district's administrative office is located.)**

The Board of Education of \_\_\_\_\_ Public School District hereby announces that statutorily qualified individuals interested in running as a candidate for the # \_\_\_\_\_ seat on the \_\_\_\_\_ Board of Education may file to run as a candidate for this seat at the \_\_\_\_\_ County Election Board between the hours of 8 a.m. and 5 p.m.. on each of the following days: Monday, December 2 through Wednesday, December 4, 2024.

TECHNOLOGY CENTER SCHOOL DISTRICT

# Legal Notice

(Must be published in a newspaper in each county wherein the school district board of education is a member of the technology center district at least ten days prior to the filing period.)

(Post in each county at the school district administrative offices as well as the county election board office.)

The Board of Education of \_\_\_\_\_ Technology Center School District hereby provides legal notice that the school board election filing period for candidates will open on Monday, December 2, 2024 at 8:00 a.m. and will end on Wednesday, December 4, 2024 at 5 p.m.

Board Member Position on Ballot:

The voters shall elect a board member for board position No. \_\_\_\_, which has a \_\_\_\_-year term of office.

**TECHNOLOGY CENTER SCHOOL DISTRICT**  
**To be printed on school letterhead**

# **Press Release**

**(Shall be issued to a newspaper of general circulation in each county where the school district board of education is a member of the technology center district.)**

The Board of Education of \_\_\_\_\_ Technology Center School District hereby announces that statutorily qualified individuals interested in running as a candidate for the # \_\_\_\_\_ seat on the \_\_\_\_\_ Technology Center School District Board of Education may file to run as a candidate for this seat at the \_\_\_\_\_ County Election Board between the hours of 8 a.m. and 5 p.m. on Monday, December 2 through Wednesday, December 4, 2024.