

Justice Alma Wilson SeeWorth Academy

Proposed closing and transfer calendar for June:

Closing and Transition Committee meeting for SeeWorth and OKCPS on Wednesday June 19, 2019, 10:00 AM at SeeWorth Academy. The closure committee members should be sent to Andy Evans andy.evans@opsrc.net

Closing Board Meeting for SeeWorth Academy should be scheduled for June 26, 2019 at 11:00 AM. The board agenda will be provided to the board of SeeWorth Academy's legal representation and board prior to meeting for approval. SeeWorth is responsible for posting the agenda properly and meeting the requirements of the Oklahoma Open Meeting law and posting requirements of a special meeting.

What the closing process means:

- a) SeeWorth's board will vote to pass their authority for the student records, personnel records, bank record, board records, all inventories and property to OKCPS.
- b) SeeWorth's bank accounts will remain intact with the proper signatory requirements until the conclusion of the closing audit.
- c) SeeWorth's board is responsible for completing the final OCAS reports
- d) SeeWorth's board is responsible for advertising for the final bills of the school.
- e) SeeWorth's board is responsible for the settlement of the final bills of the district through appropriate encumbrance procedures.
- f) SeeWorth's board is responsible for completing all items prior to the last week of August to close the financial tape of the district.
- g) OKCPS is responsible for the closing audit.
- h) At the presentation of the final audit SeeWorth will then transfer the remaining revenue from state and federal funds to OKCPS

The following items must be completed by the meeting of June 26, 2019:

- a) Inventories for electronics (both portable and desktop), classroom supplies, classroom curriculum, classroom furniture and fixtures, office equipment, transportation equipment, and other equipment should be available to OKCPS
- b) Financial records and board meeting records should be available to OKCPS for storage
- c) Reconciled bank statements should be available.
- d) Student and Personnel files should be available.
- e) IEP files should be available to OKCPS

Publication of notification (please see the attached) should begin to run as soon as possible and should be transacted with the closing agenda

There will be a list of reserves for utilities and final bills, contracts for treasurer services and software services for the completion of FY 2019 business which will be presented at the meeting on June 26, 2019. We have contacted the current treasurer of SeeWorth to complete this task and complete the OCAS reports.

A status of the Unemployment Insurance and a requisition for unemployment insurance moving into 2020 is required.

Andy Evans
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PUBLIC NOTICE: All having a claim against the Oklahoma City Charter School Justice Alma Wilson SeeWorth Academy (E-002) of Oklahoma County (55) are notified that all invoices and required documentation pertaining to an approved purchase order for services rendered or goods or materials delivered pursuant to the Encumbrance Number properly acted on by the Board of Oklahoma City Charter School Justice Alma Wilson SeeWorth Academy (E-002) of Oklahoma County (55) and recorded with the Encumbrance Clerk of the district on or before August 1, 2019 covering all debts now unpaid and incurred during the period of the prior fiscal year beginning on July 1, 2018 and ending on June 30, 2019 or the claim upon which the invoice or purchase order is based shall be void and forever barred.

The Board of Oklahoma City Charter School Justice Alma Wilson SeeWorth Academy (E-002) of Oklahoma County (55) is responsible for all debts, obligations and other contractual obligations of the of Oklahoma City Charter Justice Alma Wilson SeeWorth Academy (E-002) of Oklahoma County (55). Oklahoma City Public Schools (I-089) of Oklahoma County (55) is not responsible for any of the debts of Oklahoma City Charter School Justice Alma Wilson SeeWorth Academy (E-002) of Oklahoma County (55)

This section shall not permit the incurring of new indebtedness chargeable to the appropriation account of the immediately preceding fiscal year (70-5-187)