Regular Meeting of the Board of Education
Board Room, Administration Building, 900 W Choctaw Ave, Chickasha, Oklahoma 73018
Monday, October 9, 2023 at 6:00 PM

If participation at any Board of Education meeting is not possible due to a disability, notification to the Board Clerk at least 24 hours prior to scheduled meeting is encouraged to make the necessary accommodations. The Board of Education may discuss, make motions, vote to approve, vote to disapprove, vote to revise or amend, vote to table, or decide not to discuss any item on the agenda. Except for items one through three, any agenda item may be considered and acted on in any order.

You can view board meeting live by going to the Chickasha Public Schools website and clicking on the link provided: **https://www.youtube.com/channel/UCBKlST0nRRawummdv0cpTHA**

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance:
    - Bill Wallace Early Childhood Center
4. Recognitions:
   Chicken Express Employee of the Month:
    - Certified - Chris Albrecht - Grand Avenue Elementary
    - Support - Kristyl Reed - Grand Avenue Elementary
5. Chickasha Public Schools Football Donation:
    - Kyle Crawford
6. Public Comment
   This is an open, public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma. The purpose of this meeting is to conduct the business of the Chickasha Public Schools. As elected representatives of the voters and patrons of the District, the members of the Board of Education will be making decisions concerning the operation of the District. The agenda for meetings includes, at the Board's discretion, an opportunity for the public to address any item appearing on the agenda or other items of concern. Members of the public wishing to speak must sign in with the Clerk of the Board prior to the convening of the Board meeting. The Board reserves the right to limit repetitive comments, comments unrelated to the business of the Board or the total amount of time dedicated to public comment in a single evening. Board members will not respond to questions or comments during public communications.
7. Superintendent's Report
8. Staff Reports:

- Technology

**Joe Molder & David Schwartz**

9. Discussion and possible action regarding Board Meeting Dates for the Year 2024
   **Rick Croslin**
10. Discussion and possible action regarding 2024 School Election Resolution for the Chickasha Board of Education Seat #4
    **Rick Croslin**
11. Discussion and possible action regarding Altria Group, Inc. Settlement (JUUL litigation)
    **Rick Croslin**
12. Discussion and possible action regarding Advertising Sale Addendum - Sanctioning
    **Rick Croslin and Jerry Don Bray**
13. Discussion and possible action regarding CO-OP agreement with Chickasha Public Schools and Ninnekah Public Schools for high school wrestling
    **Jerry Don Bray**
14. Discussion and possible action regarding Budget Revision to include final expenses, fund balances and revenues.
    **Jennifer Stegman**
15. Discussion and possible action regarding Educational Staffing Service Agreement
    **Pam Ladyman and Jennifer Stegman**
16. Discussion and possible action regarding Revised Board Policy - BH Sexual Harassment
    **Pam Ladyman**
17. Discussion and possible action regarding MOU between Chickasha Association Support Employees and Chickasha Public Schools Board of Education
    **Pam Ladyman**
18. Consent Agenda
    The following items, which concern items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration and action on the following items:
    a. Minutes of the September 11, 2023 regular meeting
    b. Finance Report; 2023-2024
       - General Fund Nos 282-357
       - Building Fund Nos 44-58
       - 2010 Bond #31 none
       - 2021 Bond #32 none
       - 2010 A&B Bond none
       - FY23 Safety & Security Bond 3 to 6
       - Sinking Fund #41 none
       - Gifts #81 none
       - BJ Clack Nos. none
       - Athletic Fund Nos. 160-223
       - Activity Fund Nos. 134-285
       - Federal Program
    c. Annual renewal of the CVTECH Transportation Contract 2023-2024 SY
    d. Annual renewal of Grady County Sheriff Office Contract for School Resource Officer

e. Annual renewal of Parchment Agreement 23-24
f. Purpose of Account - Lincoln Office

g. Purpose of Account - Lincoln Clubs
h. Travel:
    - Chickasha FFA - Tulsa State Fair - Tulsa Ok.
    - Chickasha High School - Mathematics PLC - Work Summit Solution Tree - Las Vegas, Nv.
    - Chickasha High School Band - Performance Opportunity and incentive trip - Branson, Mo.
i. Surplus:
    - Chickasha Middle School Library - Textbooks
j. Sanctioning:
    - Chickasha FFA Mother's Club

19. Discussion and possible action regarding proposed Executive Session to Discuss:
    a. Employment, hiring, or resignation and retirements of individual salaried public officers or employees listed on Exhibit A. Executive Session Authority: Okla. Stat. Tit. 25, 307(B)(1).
20. Acknowledge return to open session and executive session compliance statement
21. Discussion and possible action regarding the hiring of individuals listed on Exhibit A
22. Discussion and possible action regarding the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A
23. Discussion and possible action regarding the resignations of individuals listed on Exhibit A
24. Discussion and possible action regarding the retirement of individuals listed on Exhibit A
25. New Business
    This item is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda
    [Okla. Stat. Tit. 25, Section 311 (A)(9)].
26. Motion to Adjourn

This agenda was posted at 4:00 p.m. on the 6th day of October 2023, on the east and west entrance of the Administration Building, Chickasha Public Schools, 900 W. Choctaw, Chickasha, Ok., and emailed to the concerned public. Notice of the meeting was given to the Grady County Clerk at 3:37 p.m. on the 11th day of October 2022
Rochelle Bowens

Welcome to Chickasha Public Schools
Board Session Public Attendance

Please PRINT your name, title, and company below.
Date: October 9, 2023 6:00pm

| Name (Print) | Representation, Title, Company |
|---|---|
| Amanda Townley | BWECC |
| Mona Greenfield | EC |
| Elizabeth Fechner | CRA |
| Angie Morgan | Lincoln |
| Tori Clark | CMS |
| Tammy Swinburne | Admin |
| Alex Barrows | Chickasha Wrestling |
| Stevie Burns | Chickasha wrestling |
| Pam Ladymon | Admin |
| Kelly Wenzel | Grand |
| Yvonne Kennedy | CHS |
| Laura Martin | BWECC |
| Joe Mach | Admin |
| Michele Castleberry | CUTA (Grand) |
| Kristy Reed | Grand |
| Kena + Jimmy Bratt | Parent Chickasha Wrestling |
| Lisa Johnson | ALC |
| Amanda Patty / Jarrett Patty | parent CHS wrestling / wrestler |
| Julie + Josh Longanacre | parents Chick Wrestling |
| Brad Wilkerson | ChickenE |

Welcome to Chickasha Public Schools
Board Session Public Attendance

Please PRINT your name, title, and company below.
Date: October 9, 2023

| Name (Print) | Representation, Title, Company |
|---|---|
| Colby Longanacre | Wrestler |
| Clint Longanacre | Wrestler |
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# Superintendent's Report 10/9/2023

- I would like to thank Mrs. Townley and her students for leading us in the Pledge of Allegiance this evening.

- Congratulations to Chris Albrecht & Kristyl Reed from Grand Elementary on being selected Chicken Express Employees of the Month for October.

- Thank you to Kyle Crawford for his generous donation to the CHS football program for the protective equipment. We appreciate your continued support of our schools.

- We really appreciate our great technology department – Joe Molder and David Schwartz. As we have all become more dependent on technology it is always good to know that the people you call will get it figured out. There is nothing they have not been able to handle or fix. From installing smartboards in all elementary classrooms to programming the new video screens to maintaining the district wi-fi they can do it all. Thank you for your presentation and all that you do!

- Our annual Holiday Food Drive will be held from November 1st thru November 15th. Donated items will go to support school food pantries and the Salvation Army food bank. The site that collects the most donated items will win the rights of having Cluck Norris, CPS Spirit Chick Award, at their school next semester.

- The Thanksgiving Luncheon with parent/guardians/grandparents will be held on Tuesday, November 7th. Cost for the meal is $5.00 for guests and the menu will include turkey, dressing, mashed potatoes, green beans, roll, and a pumpkin delight. Sign-up for this event will start soon so be watching for details.

- It is time for Fall Break! CPS will be closed on Thursday, October 12th & Friday, October 13th. We will resume classes on Monday, October 16th. We hope that everyone has a safe and relaxing break.

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9, 2023**

**TOPIC:** Board Meeting Dates for the Year 2024

**ADMINISTRATIVE RECOMMENDATION:** Approve dates for the board meetings in 2024.

**RATIONALE FOR RECOMMENDATION:**

**FISCAL NOTE**: N/A

**OPTIONS**:

1. Approve dates
2. Not approve dates
3. Request additional information.

**CONTACT PERSON:** Rick Croslin, Superintendent

Implemented: April 2020

CHICKASHA
PUBLIC SCHOOLS
900 West Choctaw Avenue | Chickasha Oklahoma 73018
(405) 222-6500 | (405) 222-6590 Fax | www.chickasha.k12.ok.us

October 9, 2023

Chickasha Public Schools
Regular Board of Education Meetings for 2024

Notice to the Grady County Clerk, that Chickasha Public Schools will have their 2024 regular meetings of the Board of Education for Chickasha Public Schools District I-001 of Chickasha, Oklahoma.

The following is a list of the regular board meetings that will be held in 2024. All regular meeting will start at 6:00pm. The meetings will be held in the boardroom at the Administration Building, 900 W Choctaw Avenue, Chickasha, Oklahoma.

January 8, 2024
February 12, 2024
March 11, 2024
April 8, 2024
May 13, 2024
June 10, 2024
July 8, 2024
August 12, 2024
September 9, 2024
October 14, 2024
November 11, 2024
December 9, 2024

Submitted by:

Rick Croslin
Superintendent
Chickasha Public Schools

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9, 2023**

**TOPIC:** 2024 Election Resolution for the Chickasha Board of Education Seat #4

**ADMINISTRATIVE RECOMMENDATION:** Approve the 2024 Election Resolution for seat #4 for the Chickasha Board of Education

**RATIONALE FOR RECOMMENDATION:**

**FISCAL NOTE**: N/A

**OPTIONS**:

1. Approve Resolution
2. Not approve Resolution
3. Request additional information.

**CONTACT PERSON:** Rick Croslin, Superintendent

Implemented: April 2020

CHICKASHA
PUBLIC SCHOOLS
900 West Choctaw Avenue | Chickasha Oklahoma 73018
(405) 222-6500 | (405) 222-6590 Fax | www.chickasha.k12.ok.us

# BOARD OF EDUCATION ELECTION RESOLUTION

TO: Grady County Election Board

FROM: The Chickasha School District, Independent School District No. I-001 of Grady, County, Oklahoma

The Board of Education of the Chickasha 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 13, 2024, 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 2, 2024, 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. 4, which has a 5 -year term of office.

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 Chickasha School Board Position No. 4:

Approved by the Chickasha Board of Education this 9th day of October, 2023.

| | |
|---|---|
| President of the Board of Education | Clerk of the Board of Education |

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9th, 2023**

**TOPIC:** Altria Group, Inc. Settlement (JUUL litigation)

**ADMINISTRATIVE RECOMMENDATION:** Recommends the approval of the settlement

**RATIONALE FOR RECOMMENDATION:** This agreement settlement is part of the class action lawsuit that CPS entered into back in 2021.

**FISCAL NOTE**: CPS would receive $5,534

**OPTIONS**:

1. Approve
2. Not approve
3. Request additional information.

**CONTACT PERSON:** Rick Croslin, Superintendent

Implemented: April 2020

# DESCRIPTION OF SETTLEMENT AGREEMENT BETWEEN ALTRIA AND SETTLING GOVERNMENT ENTITY PLAINTIFFS

Altria Group, Inc., Philip Morris USA, Inc., Altria Client Services LLC, Altria Enterprises LLC, and Altria Group Distribution Company (collectively "Altria") has entered into a Settlement Agreement with court-appointed Plaintiffs' Leadership in MDL No. 2913 and JCCP No. 5052 (together "Plaintiffs' Leadership"[1]) on behalf of all Settling Government Entity Plaintiffs. The Settlement Agreement establishes a program to resolve, only as against Altria and the other Released Parties[2], the actions and claims that the Settling Government Entity Plaintiffs had, now have, or will have in the future against Altria in connection with: the design, manufacture, production, advertisement, marketing, distribution, sale, use, and performance of JUUL Products; Altria's conduct related to its investment in JUUL Labs, Inc. ("JLI"); and Altria's interactions with JLI and JLI-related persons.

## Total Value of Settlement and Payment Schedule

Plaintiffs' Leadership negotiated a total gross Government Entity settlement fund with Altria of $168,250,000.

The total settlement funds will be paid by Altria into the Government Entity Qualified Settlement Account within sixty (60) days of Final Approval of the Altria Class Action settlement. The settlement funds will be divided such that the Municipality Portion is 21.5% and the School District Portion is 78.5%, *if all* Eligible Government Entity Plaintiffs agree to participate in this Settlement Program. Thus, the total *maximum* Settlement Payment funds to be received by the Settling Municipalities is $36,173,750 and by the Settling School Districts is $132,076,250. This allocation of the total Government Entity settlement fund was recommended and ultimately approved by the Mediator, Thomas J. Perrelli, who was appointed by the MDL Court.

If an Eligible Government Entity Plaintiff declines to participate in this Settlement Program, an amount equal to that Government Entity's allocated share of the settlement funds shall be deducted from the total settlement fund amount.

## Settlement Offer Values and the Claim Valuation Process

In order to be an Eligible Government Entity Plaintiff and participate in the Settlement Program, the Government Entity must have (1) filed a claim or cause of action against Altria as of May 10, 2023, whether or not those claim(s) or causes of action have been consolidated into *In re: JUUL Labs, Inc. Marketing Sales Practices & Products Liability Litigation* (N.D. Cal.) or *JUUL Labs*

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[1] "Plaintiffs' Leadership" means the court-appointed Plaintiffs' Co-Lead Counsel in MDL No. 2913 (Sarah London, Dena Sharp, Ellen Relkin, and Dean Kawamoto), MDL Government Entity Liaison Counsel Tom Cartmell, and the court-appointed Public Entity Plaintiffs Co-Lead Counsel in JCCP No. 5052 (John Fiske and Rahul Ravipudi).

[2] The "Released Parties" are set out in the "Government Entity Release of All Claims" in Definition 10 (page 3).

*Product Cases*, JCCP No. 5052; or (2) been represented by Plaintiffs' Counsel to pursue a cause of action against Altria and/or any other Released Party and executed a signed retainer as of May 10, 2023. (The San Francisco Unified School District is excluded from this settlement and is entering a separate settlement agreement.) A Government Entity under the Settlement Agreement is any U.S. domestic government entity, including but not limited to school districts, counties, cities, and municipalities (but not including Native American Tribes, U.S. States, or U.S. territories).

A total of approximately 1,596 Eligible Government Entity Plaintiffs are covered by the Settlement Agreement. The School District Portion of the Settlement Funds will be allocated to approximately 1,540 of these Entities (1,508 School Districts and 32 Regional Offices of Education), and the Municipality Portion of the Settlement Funds will be allocated to 56 of these Entities (46 Counties, 9 Cities, and 1 County Health Agency). As noted above, the total Settlement Payment will be divided such that the Municipality Portion is 21.5% and the School District Portion is 78.5%, assuming that *all* Eligible Government Entity Plaintiffs agree to participate in this Settlement Program. Thus, the total maximum Settlement Payment funds to be received by the Settling Municipalities is $36,173,750 and by the Settling School Districts is $132,076,250.

The accompanying "Altria School District Allocation Approach" document sets out in detail the method and factors approved by the court-appointed Mediator for allocating the School District Portion of the Settlement Funds among the 1,540 Eligible School Districts. (A similar method is used to determine the allocation for the Municipality portion of the Settlement Funds.) The accompanying "Final Allocation: School District" document sets out each of the 1,540 Eligible School District's allocated percentage and dollar amount share of the $132,076,250 total Settlement Payment along with each School District's relevant allocation factors.

We believe that each Eligible Government Entity's settlement offer value under this Settlement Agreement fairly reflects the circumstances of each Government Entity's case against Altria. If you have any questions regarding the court-appointed Mediator's allocation factors and method, the amount of your allocated share of the Settlement Funds, or any aspect of the information provided in this "Description of Settlement Agreement" document, please contact us and we will be happy to answer your questions.

## Use of Settlement Proceeds

The settlement proceeds are intended to be used for "compensatory restitution or remediation," and no amount to be distributed under the Settlement Agreement "represents reimbursement to any Settling Government Entity Plaintiff for the costs of any investigation or litigation." Nothing in the Settlement Agreement prohibits or impairs the payment of Attorneys' Fees and Expenses by Settling Government Entity Plaintiffs out of the settlement proceeds. Compensatory restitution or remediation are broad terms that are not specifically enumerated or defined in the Settlement and thus provide flexibility to Settling Government Entity Plaintiffs to use the settlement proceeds to address the problem of youth vaping and nicotine addiction.

## Attorneys' Fees, Litigation Costs, and Common Benefit Assessment

Each Eligible Government Entity's Settlement Allocation -- set out in the accompanying court-appointed Mediator's "Final Allocation: School Districts" document -- is the Entity's gross

settlement amount before the reduction for attorney's fees, case expenses, the court-ordered Common Benefit assessment, and any applicable liens.

The attorneys' fees to be paid by each settling Government Entity are those set forth in the Entity's attorney-client contract. Expenses to be reimbursed by a settling Entity will be reflected on the final "Disbursement Statement" (to be provided in the future) and will include case-specific and general expenses. Case-specific expenses are those that benefit a specific Entity (e.g., the costs of filing the Entity's lawsuit). General expenses are those that benefit a larger group of Entities represented by the same law firm. General expenses are allocated across the group of benefited Entities in accordance with the Entity's attorney-client contract. In addition, each settling Entity's net settlement amount will reflect a court-ordered assessment for the Common Benefit Fee and Expense fund of between 7% and 10% of the Claimant's total gross settlement amount.[3] The common benefit Fee and Expense Fund assessment is used by the Court to reimburse the attorneys who spent time and outlaid expenses in connection with Common Benefit Work in the coordinated Federal and California litigation.

## Liens

The "Government Entity Release of All Claims" ("Release") to be signed by each Settling Government Entity Plaintiff provides that the Entity "shall identify to the Government Entity Settlement Administrator for the Government Entity Settlement all Persons and entities known to it to hold or assert any Lien with respect to any Settlement Payment." The Release further provides that the settling Government Entity is solely responsible for the "satisfaction and discharge of any and all Liens with respect to any Settlement Payment," and that prior to the first time that an Individual Government Entity Settlement Payment is made to it, the Entity "shall represent and warrant that any and all Liens with respect to any and all Settlement Payments (and/or the right to receive any and all Settlement Payments) have been satisfied and discharged."

## Right of Termination

Under the terms of the Settlement Agreement, Altria retains the right to terminate this Settlement Agreement if more than a certain number of Eligible Government Entity Plaintiffs do not timely accept their settlement offers through the Settlement Program and submit a properly executed "Government Entity Release of All Claims." Altria also retains the right to terminate this Settlement Agreement if the MDL Court does not grant Preliminary or Final Approval to the Class Settlement Agreement. If this Settlement Agreement is terminated for any reason, the JUUL-related claims of each Eligible Government Entity against Altria shall revert to the same position

[3] This assessment is required by parallel federal and state court orders: Case Management Order 5(A) "Establishing a Common Benefit Fee and Expense Fund," entered on May 27, 2020, by Judge William H. Orrick, U.S. District Court Northern District of California in *In re: JUUL Labs, Inc., Marketing, Sales Practices, and Products Liability Litigation* (MDL No. 2913); and Case Management Order 10 -- "Public Entity Plaintiffs' Supplemental Common Benefit Order," entered on July 28, 2020, by Judge Ann I. Jones, Superior Court of the State of California, County of Los Angeles-Spring Street in *JUUL Labs Product Cases* (JCCP No. 5052). Both orders provide for a Costs Assessment of 2% and a Fee Assessment of 5% (or, in one instance, 8%) of the gross settlement amount. "Late Participating Counsel" under Judge Orrick's CMO 5(A) are the lone exception and are subject to an 8% Fee Assessment. The specific allocation of the overall hold back, i.e. the percentage for fees and the percentage for costs, may be altered by court order.

they were in immediately prior to the execution of this Settlement Agreement, and those claims against Altria will continue to be prosecuted in the court system.

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9, 2023**

**TOPIC:** Advertising Sale Addendum - Sanctioning

**ADMINISTRATIVE RECOMMENDATION:** Approval of the addendums

**RATIONALE FOR RECOMMENDATION:** This is a new addendum for sanctioned groups that wish, or have, sold advertising that is displayed at, or on, CPS facilities. Starting next fiscal year, this form will become part of the sanctioning application. Approval of this form allows sanctioned groups to sell advertising that will be displayed at, or on, CPS facilities.

**FISCAL NOTE**: N/A for CPS

**OPTIONS**:

1. Approval of the addendums
2. Not approve the addendums
3. Request additional information.

**CONTACT PERSON:** Rick Croslin, Superintendent
Jerry Don Bray, Activities Director

Implemented: April 2020

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 10/4/2023

Fiscal Year: 2023-2024

Booster Club: _____CHS SOFTBALL BOOSTER

Describe advertisements that will be sold: BANNERS FOR THE OUTFIELD, INDIVIDUAL PLAYER POSTERS

Cost of Advertisement (selling price): BANNERS NEW $300, RENEWAL $150, POSTERS $25

Purpose of selling advertisements: _TO HELP WITH TEAM NEEDS, MEALS, UNIFORMS, KEEP OUR FACILITY CLEAN AND UPDATED. HOLD A BANQUET TO CELEBRATE THE TEAM ACCOMPLISHMENTS AT THE END OF SEASON.

Contact Person: MEGAN BINGHAM
Phone: 405-779-4420

Signature: Megan Bingham
Date: 10-4-23

CPS Board Policy BG – Advertising and Promotion

For placement in any District publication or for placement in or on any District property or facilities, District shall not accept advertisements which:

1. depict tobacco products, alcohol products (including beer), drugs, or drug-related paraphernalia or products;

2. depict sex or sexual activity, or are lewd, obscene, or pornographic as defined by prevailing community standards;

3. attack ethnic, religious, or racial groups (i.e., "hate" material);

4. promote hostility, disorder, or violence;

5. promote, endorse, or oppose any political candidate, beliefs, party, or issue;

6. are defamatory, misleading, or false;

7. promote illegal activities for minors; or

8. promote discrimination on the basis of race, color, national origin, handicap, disability, gender, gender identity, or sexual orientation.

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 09/07/2023

Fiscal Year: 2023-2024

Booster Club:
Chickasha High School Pom Booster Club

Describe advertisements that will be sold:
Electronic Business advertisments to be displayed on Jumbotron at Football games
Senior Banners at Football field

Cost of Advertisement (selling price):
Banners - $125.00 per banner for 8 seniors Digital Business Advertisements - $500

Purpose of selling advertisements:
To raise funds in support of the Chickasha High School Pom program. t
This support is offered to assist the Pom coaches to carry out the extra duties that enable the Pom program
to be successful in assuring the students have every opportunity for a valuable Pom experience.

Contact Person: Kelly A. Merritt
Phone: (405) 226-6469

Signature: Kelly A. Merritt
Date: 09/07/2023

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 10/4/2023

Fiscal Year: 2023-2024

Booster Club: CHS Cheer Booster Club

Describe advertisements that will be sold: Senior Banners, Clothing, mini clinic, cornhole tournament sponsor

Cost of Advertisement (selling price): $100 $500

Purpose of selling advertisements: To help supplement the Cheer program with equipment, ~~uniforms~~ feeding the players, team shirts, team activities, or anything else that would benefit the ~~cheerleaders~~ and coaches.

Contact Person: Deanna Berry
Phone: 405-816-9033
Signature: Deanna Berry
Date: 10-4-2023

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 10/4/2023

Fiscal Year: 2023-2024

Booster Club: _____

Describe advertisements that will be sold: _____

_____

_____

_____

Cost of Advertisement (selling price): _____

Purpose of selling advertisements: To help supplement the soccer program with equipment, replenishing the players, team shirts, uniforms, or anything else that would benefit the players and coaches. _____

_____

_____

_____

Contact Person: _____

Phone: _____

Signature: _____

Date: _____

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 09/06/2023

Fiscal Year: Fiscal Year 2024

Booster Club:
Chickasha QB Club

Describe advertisements that will be sold:
Individual Ads in the Football Program sold at Home Football games
Digital Ads
Senior Banners that display company name below photos of all Senior players
Purple Game Sponsorship for Home Football game recognition

Cost of Advertisement (selling price):
Program Ads ($100-$275) Digital Ads ($300 renewal, $500 new) Senior Banners $125
Purple Game Sponsor $1,000

Purpose of selling advertisements:
To provide financial support for the needs of Chickasha High School and Chickasha Middle School football and powerlifting student athletes that aren't funded by Chickasha Public Schools.

Contact Person: Daphne Peschl, Treasurer or Ashley Rayburn, Secretary
Phone: (405) 474-7709 and (405)574-6888

Signature:
Date: 09/06/2023

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 9/5/2023

Fiscal Year: 2023-24

Booster Club: Chickasha Homerun Club

Describe advertisements that will be sold: 3x5 Advertisement Banners on Baseball Complex Fencing

Cost of Advertisement (selling price): $500

Purpose of selling advertisements: Provide equipment, facility upgrades and maintenance, uniforms, player and staff resources

Contact Person: Josh Woods

Phone: 405-474-6108

Signature: JW

Date: 09/05/2023

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 10-4-23

Fiscal Year: 2023-202

Booster Club: Basketball Tip-In Club

Describe advertisements that will be sold:
Individual Ads in the Basketball Program, Digital Ads on Display Boards, Golden Game Sponsor

Cost of Advertisement (selling price):

***Digital Ad:***
New: $400, Renewal: $300
***Basketball Program Ad:***
Full Page: $250 w/color $275
Half Page: $175 w/color $200
Quarter Page: $100 B/W
Business Card: $75 B/W
***Golden Game Sponsor:*** $500

Purpose of selling advertisements:
To provide financial support for ALL Chickasha Basketball players, boys and girls, 5th - 12th grade. The support will cover costs ranging from food, water, homecoming decorations to jerseys and travel gear.

Contact Person(s):
Sarah Van Ess, President, 405-274-4240
Dinae Barefoot, Vice President, 405-274-3123
Sandy Willard, Treasurer, 405-863-8838

Signature: Sarah Van Ess
Date: 10-4-23

# Chickasha Public Schools

## Advertising Sale Addendum – Sanctioning

Any student, parent or adult organization that is sanctioned must request board approval to sell advertising to be placed on school facilities and be able to retain proceeds from any such sale. Such organizations shall be responsible for all matters related to the sale of such advertising. The Superintendent or designee shall have the authority to approve or disapprove advertisements.

Date: 10/4/2023

Fiscal Year: 2023-2024

Booster Club: _____CHS Soccer Booster

Describe advertisements that will be sold: Banners, Advertisements on Clothing and Live Stream, Senior Announcements, and Programs

~~Cost of Advertisement (selling price): $100 - $1000~~

Purpose of selling advertisements: To help supplement the soccer program with equipment, upkeep, feeding the players, team shirts, team activities, or anything else that would benefit the players and coaches.

Contact Person: Lisa Clift
Phone: 405-779-0689

Signature: Lisa Clift
Date: 10-6-23

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9th, 2023**

**TOPIC:** CO-OP agreement with Chickasha Public Schools and Ninnekah Public Schools for high school wrestling.

**ADMINISTRATIVE RECOMMENDATION:** Recommends the approval of the CO-OP agreement.

**RATIONALE FOR RECOMMENDATION:** This agreement would allow Ninnekah students, who do not have a wrestling program, the opportunity to be a part of the CHS wrestling program. Ninnekah's ADM would be calculated with the ADM for CHS for classification purposes for wrestling only (per OSSAA).

**FISCAL NOTE**: There will be no additional cost to Chickasha Public Schools. CO-OP students would provide their own transportation to and from practice daily.

**OPTIONS**:

1. Approve
2. Not approve
3. Request additional information.

**CONTACT PERSON:** Jerry Don Bray, Activities Director

Implemented: April 2020

OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION
PO Box 14590, Oklahoma City, Oklahoma 73113-0590

## APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM

(To Be Jointly Completed By Participating Schools)

1. ACTIVITY Wrestling (One Activity Per Application Form) For School Year(s) 2023 - 2024

Check one: ☒ High School ☐ Junior High

2. SCHOOLS MAKING APPLICATION (List host school under A.)

| A. Chickasha | B. Ninnekah |
|---|---|
| Address 900 W Choctaw | Address 904 E. Dell Street |
| City Chickasha, OK ZIP 73018 | City Ninnekah, OK ZIP 73067 |
| Supt. Rick Croslin | Supt. Ashley Davis |
| Prin. Debby Davis | Prin. Regina Jones |
| A.D. Jerry Don Bray | A.D. Wes Pulliam |

3. ADMINISTRATOR OF RECORD (The OSSAA will contact one person, listed below, when seeking information about the program):

Name Jerry Don Bray Work Phone 405-401-3975

4. Do the boundaries of the school districts join? Yes X No ____

5. NAME OF COOPERATIVE TEAM or GROUP Chickasha School(s) Fightin' Chicks Mascot, if applicable

6. DISTANCE BETWEEN SCHOOLS 7.4 miles.

7. COACHING STAFF OR SPONSOR

Head Coach/Sponsor Chad Randle School Chickasha

Assistant Stacey Knight School Chickasha

8. SITE OF CONTEST Chickasha

9. SCHOOL ENROLLMENTS (if co-op application is for JH, no ADM numbers are necessary)

School A ADM (9-12) 715.72

School B ADM (9-12) 112.62

10. ADDITIONAL AGREEMENTS BETWEEN SCHOOLS

Written agreement between the two participating schools shall include the following (does not need to be submitted to the OSSAA):

a. Conditions Prompting Application for Cooperative Agreement and Goal of Coop
b. Administrative Responsibility
c. Liability and Insurance
d. Uniforms (colors, cost, identifying names, etc.)
e. Financial Arrangements
f. Operating Procedures
g. Facilities
h. Practice Sites and Schedules
i. Staffing
j. Evaluation of Staff
k. Supervision at Contests, home and away
l. Transportation
m. Contracting Game Officials
n. Cheerleaders/Pep Squads
o. OSSAA Eligibility Reports
p. Periodic In-School Eligibility Checks
q. Procedures for Awarding Athletic Letters

11. Indicate the date and location of the school board meeting at which the filing of this application was approved.

School A Chickasha
(Host)

Date _____ Location _____

School B _____

Date _____ Location _____

As a part of this application, please include, on school letterhead, the school board resolution approving participation in this cooperative program.

12. AUTHORIZATION FOR THE FILING OF THIS APPLICATION
The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: _____

SCHOOL A. Chickasha
(Host)

SCHOOL B. _____

Bd. Pres. _____ Bd. Pres. _____

Supt. _____ Supt. _____

Prin. _____ Prin. _____

**ITEM OF CONSIDERATION**
**Board of Education**
**October 9, 2023**

**TOPIC:** Budget Revision to include final expenses, fund balances and revenues.
**ADMINISTRATIVE RECOMMENDATION:** Accept budget revision

**RATIONALE FOR RECOMMENDATION:** The district is using the School District Budget Act to determine budgets and allocations. The initial budget was presented before all FY23 revenues and expenses had occurred. This budget includes final expenses and revenues from FY23 and included federal and state allocations for FY24 that were not available in June when the budget was initially approved.

**FINANCIAL IMPACT AND FUNDING: N/A**

**OPTIONS**:
1.Approve
2.Not Approve
3. Table

**CONTACT PERSON:** ***Jennifer Stegman 405-222-6500 ext 1001*** and Mr. Croslin
Superintendent of Chickasha Public Schools

*Forms are due to the Superintendent's Office by ***Tuesday,*** the week **before** the Board Meeting

# CHICKASHA PUBLIC SCHOOLS
## SUMMARY OF ESTIMATED REVENUES

| | GENERAL FUND | ACTUAL REVENUE FY 19-20 | ACTUAL REVENUE FY 20-21 | ACTUAL REVENUE FY 21-22 | 10/1/23 REVENUE FY 22-23 | 10/1/23 BUDGET FY 23-24 |
|---|---|---|---|---|---|---|
| | **LOCAL SOURCES OF REVENUE:** | | | | | |
| 1110 | Ad Valorem Taxes (Current) | 3,458,594 | 3,727,531 | 3,897,196 | 3,976,989 | 3,778,140 |
| 1120 | Ad Valorem Taxes (Prior) | 97,696 | 144,922 | 229,220 | 110,731 | 100,000 |
| 1130 | Other Taxes | 42 | 566 | 1,571 | 1,063 | |
| 1200 | | 8,831 | 14,355 | 7,084 | 6,552 | |
| 1300 | Interest Earnings | 11,577 | 14,337 | 22,976 | 140,243 | 60,000 |
| 1400 | | 27,116 | 256,009 | 16,835 | 30,326 | |
| 1500 | | 54,822 | 71,572 | 94,727 | 47,541 | |
| 1600 | Other Local | 19,246 | 66,399 | 4,863 | 75,948 | |
| 1700 | | 127,643 | 109,097 | 51,954 | 49,693 | |
| | **TOTAL LOCAL SOURCES OF REVENUE** | **3,805,568** | **4,404,787** | **4,326,426** | **4,439,086** | **3,938,140** |
| | **INTERMEDIATE SOURCES OF REVENUE:** | | | | | |
| 2100 | County 4 Mill Levy | 600,603 | 622,064 | 669,757 | 730,641 | 694,109 |
| 2200 | County App.(Mortgage Tax) | 77,408 | 134,074 | 133,362 | 149,176 | 141,717 |
| 2300 | Resale of Property | - | - | | | |
| | **TOTAL INTERMEDIATE SOURCES OF REVENUE** | **678,011** | **756,139** | **803,119** | **879,817** | **835,826** |
| | **STATE SOURCES OF REVENUE:** | | | | | |
| 3110 | Gross Production Tax | 2,283,497 | 2,228,880 | 4,618,502 | 6,456,529 | 3,200,000 |
| 3120 | Motor Vehicle Collections | 996,945 | 849,172 | 961,720 | 937,343 | 937,343 |
| 3130 | Rural Electric | 15,474 | 16,133 | 17,719 | 20,913 | |
| 3140 | School Land Earnings | 285,551 | 270,814 | 301,037 | 331,119 | |
| 3150 | Vehicle Stamp Tax | 3,326 | 3,035 | 1,536 | 1,868 | |
| 3160 | | 896 | 819 | 2,353 | 5,880 | |
| 3200 | State Aid-General Operations | 7,969,064 | 6,666,459 | 8,258,909 | 7,069,755 | 7,990,228 |
| 3210 | State Aid | | | | | |
| 3250 | Flexible Benefit | | | | | |
| 3300 | State Aid-Competitive Grants | 74,203 | 67,457 | 43,168 | 32,456 | |
| 3400 | State-Categorical | 174,728 | 161,507 | 265,996 | 222,630 | 700,000 |
| 3600 | State-Other State Sources | 5,464 | 5,567 | 11,416 | 15,323 | |
| 3700 | | 11,311 | 11,119 | 8,963 | 9,558 | |
| 3800 | State Vocational Programs | 60,990 | 59,402 | 53,751 | 53,751 | 57,240 |
| | **TOTAL STATE SOURCES OF REVENUE** | **11,881,449** | **10,340,364** | **14,545,071** | **15,157,125** | **12,884,811** |

# CHICKASHA PUBLIC SCHOOLS
## SUMMARY OF ESTIMATED REVENUES

| | | | | | | |
|---|---|---|---|---|---|---|
| | **FEDERAL SOURCES OF REVENUE:** | | | | | |
| 4100 | Grants-In-Aid | 61,295 | 53,885 | 67,585 | 74,764 | 80,000 |
| 4200 | Federal Disadvantaged and Disabilities | 918,067 | 837,098 | 1,239,110 | 1,026,827 | 1,157,303 |
| 4300 | Individuals with Disabilities | 471,804 | 422,103 | 522,966 | 497,777 | 690,545 |
| 4400 | Federal Minority | 90,542 | 120,982 | 109,240 | 171,962 | 171,962 |
| 4500 | Federal Operations | 10,084 | 5,820 | 21,222 | 22,073 | 22,073 |
| 4600 | Federal Other Funds | 216,093 | 2,920,045 | 4,134,687 | 2,889,374 | 1,702,255 |
| 4700 | Child Nutrition | 863,561 | 609,745 | 1,419,897 | 1,177,706 | 1,177,706 |
| 4800 | Federal Vocational Education | | 26,930 | - | 27,236 | 27,236 |
| -799 | Previous Year Federal Funds | | | | - | 200,000 |
| | **TOTAL FEDERAL SOURCES OF REVENUE** | **2,631,446** | **4,996,608** | **7,514,706** | **5,887,719** | **5,229,080** |
| | **TOTAL** | **18,996,474** | **20,497,897** | **27,189,322** | **26,363,747** | **22,887,857** |
| 5100 | Transfer From Other Funds | 98,268 | 54,794 | 45,173 | 70,559 | |
| 5600 | Reimbursement | 18,920 | 154,383 | 8,206 | - | |
| | **GRAND TOTAL** | **19,113,663** | **20,707,074** | **27,242,701** | **26,434,306** | **22,887,857** |

# CHICKASHA PUBLIC SCHOOLS
# SUMMARY OF ESTIMATED EXPENDITURES
# AND FUND BALANCE

| | GENERAL FUND | ACTUAL EXPENDED FY 19-20 | ACTUAL EXPENDED FY 20-21 | ACTUAL EXPENDED FY 21-22 | 10/1/23 EXPENDED FY 22-23 | 10/1/23 BUDGET FY 23-24 |
|---|---|---|---|---|---|---|
| 1000 | **INSTRUCTION:** | **10,011,073** | **10,640,773** | **11,164,960** | **11,717,763** | **13,475,427** |
| 2000 | **SUPPORT SERVICES:** | | | | | |
| 2100 | Support Services-Students | 1,068,414 | 1,137,327 | 1,455,896 | 1,619,056 | 1,861,914 |
| 2200 | Support Services-Instructional Staff | 856,448 | 798,936 | 1,330,851 | 1,306,728 | 1,502,737 |
| 2300 | Support Services-General Administration | 656,488 | 621,513 | 647,765 | 740,437 | 851,503 |
| 2400 | Support Services-School Administration | 1,873,699 | 1,707,527 | 1,742,160 | 2,138,784 | 2,459,602 |
| 2500 | Support Services-Business | 557,071 | 643,297 | 718,662 | 688,595 | 791,884 |
| 2600 | Operation and Maintenance of Plant | 1,993,712 | 2,535,789 | 4,650,872 | 3,278,940 | 3,770,781 |
| 2700 | Student Transportation Services | 909,686 | 795,560 | 837,197 | 1,183,010 | 1,360,462 |
| | **TOTAL SUPPORT SERVICES** | **7,915,518** | **8,239,949** | **11,383,402** | **10,955,550** | **12,598,883** |
| 3000 | **OPERATION OF NON-INSTRUCTION SERVICES** | | | | | |
| 3100 | Child Nutrition Program Operations | 1,323,179 | 1,478,837 | 1,380,004 | 1,348,670 | 1,483,537 |
| 3200 | Other Enterprise Services | | - | - | - | - |
| 3300 | Community Service Operations | 127,972 | 96,074 | 83,147 | 109,840 | - |
| | **TOTAL OPERATION OF NON-INSTRUCTION SERVICES** | **1,451,151** | **1,574,912** | **1,463,151** | **1,458,510** | **1,483,537** |
| 4000 | **FACILITIES ACQUISITION / CONSTRUCTION** | - | - | 54,488 | 2,700 | - |
| 5000 | **OTHER OUTLAYS** | 23,125 | 154,767 | 8,641 | 26,762 | - |
| 8100 | **REPAYMENT** | | - | - | - | - |
| | **TOTAL EXPENDITURES** | **19,400,867** | **20,610,400** | **24,074,641** | **24,161,285** | **27,557,847** |
| 2022 | Encumbrances | | | 171,768 | 329,348 | |
| | **TOTAL REVENUES** | 19,113,663 | 20,707,074 | 27,242,701 | 26,434,306 | 22,887,857 |
| | **BEG FUND BALANCE** | 2,659,584 | 2,483,458 | 2,613,336 | 5,728,297 | 7,754,778 |
| | **Estopped Warrents Prior Year Lasped appropriations** | 111,078 | 33,204 | 118,669 | 82,808 | |
| | **TOTAL AVAILABLE** | **21,884,324** | **23,223,736** | **29,802,938** | **32,245,411** | **30,642,635** |
| | **END FUND BALANCE** | **2,483,458** | **2,613,336** | **5,728,297** | **7,754,778** | **3,084,788** |
| | | 12.99% | 12.62% | 19.22% | 29.34% | 13.48% |

# CHICKASHA PUBLIC SCHOOLS
## SUMMARY OF ESTIMATED REVENUES, EXPENDITURES AND FUND BALANCE

| | BUILDING FUND | ACTUAL REVENUE FY 19-20 | ACTUAL REVENUE FY 20-21 | ACTUAL REVENUE FY 21-22 | 10/1/23 REVENUE FY 22-23 | 10/1/23 BUDGET FY 23-24 |
|---|---|---|---|---|---|---|
| | **LOCAL SOURCES OF REVENUE:** | | | | | |
| 1110 | Ad Valorem Taxes (Current) | 493,947 | 532,356 | 556,587 | 567,983 | 579,343 |
| 1120 | Ad Valorem Taxes (Prior) | 13,953 | 20,697 | 32,737 | 15,814 | |
| 1130 | Other Taxes | 6 | 6 | 6 | 6 | |
| 1300 | Interest Earning | | | | | |
| 1400 | Surplus | | | 555 | | |
| 1500 | Reimbursements (e.g. insurance loss) | | 3,635,670 | 2,054,687 | 11,334 | 2,400,000 |
| 1600 | Misc. Revenues | | 1,260 | 4,200 | 500 | |
| | **TOTAL LOCAL SOURCES OF REVENUE:** | **507,905** | **4,189,989** | **2,648,772** | **595,637** | **2,979,343** |
| | **STATE SOURCES OF REVENUE:** | | | | | |
| 3100 | State Level Taxes | 128 | 117 | 336 | 840 | |
| 3400 | Redbud School Funding Act | | | 22,203 | 108,298 | 470,706 |
| 3620 | State Land Reimbursement | 2 | 2 | 2 | 2 | |
| | **TOTAL STATE SOURCES OF REVENUE** | **130** | **119** | **22,542** | **109,140** | **470,706** |
| 5000 | | 3,686 | 63,511 | | | |
| 4100 | Fema Grant | | | 12,703 | 2,541 | |
| 6200 | Interfund Transfer | - | - | - | - | |
| | **TOTAL** | **511,721** | **4,253,618** | **2,684,016** | **707,318** | **3,450,049** |

| | | ACTUAL EXPENDED FY 19-20 | ACTUAL EXPENDED FY 20-21 | ACTUAL EXPENDED FY 21-22 | 10/1/23 EXPENDED FY 22-23 | 10/1/23 BUDGET FY 23-24 |
|---|---|---|---|---|---|---|
| 1000 | **INSTRUCTION** | - | - | - | - | |
| 2100 to 2300 | | | 76 | | 9,383 | 9,852 |
| 2500 | Central Services | 242,704 | 174,725 | 216,977 | 79,734 | 81,329 |
| 2600 | Operation of Maintenance and Plant Services | 447,869 | 1,928,991 | 1,388,187 | 1,280,125 | 1,024,100 |
| | **SUPPORT SERVICES TOTAL** | **690,573** | **2,103,792** | **1,605,165** | **1,369,242** | **1,105,429** |
| 3100 | Kitchen Equipment | | 939.42 | | | |
| 4000 | **FACILITIES ACQUISITION AND CONSTRUCTION** | | - | - | - | |
| 4200 | Land Acquisition Services | 84,750 | - | - | - | |
| 4600 | Building Acquisition and Construction Services | - | 50,395 | 21,984 | - | |
| 4700 | Building Improvement Services | - | 647,425 | 1,819,459 | | 2,400,000 |
| 5000 | **REPAYMENT** | 45,568 | 63,511 | - | - | |
| | **TOTAL** | **820,891** | **2,866,062** | **3,446,607** | **1,369,242** | **3,505,429** |
| | Reserves from 2023 | | | | 28,995 | |
| | **TOTAL REVENUES** | 511,721 | 4,253,618 | 2,684,016 | 707,318 | 3,450,049 |
| | **BEG FUND BALANCE** | 486,955 | 197,679 | 1,611,313 | 851,931 | 165,380 |
| | **LAPSED APPROPRIATIONS** | 19,894 | 26,078 | 3,209 | 4,368 | |
| | **TOTAL AVAILABLE** | **1,018,570** | **4,477,376** | **4,298,538** | **1,563,617** | **3,615,428** |
| | **END FUND BALANCE** | **197,679** | **1,611,313** | **851,931** | **165,380** | **110,000** |
| | | 38.63% | 37.88% | 31.74% | 23.38% | 3.19% |

# CHICKASHA PUBLIC SCHOOLS
## SUMMARY OF ESTIMATED REVENUES, EXPENDITURES AND FUND BALANCE

| | SINKING FUND | ACTUAL REVENUE FY 19-20 | ACTUAL REVENUE FY 20-21 | ACTUAL REVENUE FY 21-22 | 10/1/23 REVENUE FY 22-23 | 10/1/23 BUDGET FY 23-24 |
|---|---|---|---|---|---|---|
| | **LOCAL SOURCES OF REVENUE:** | | | | | |
| 1110 | Ad Valorem Taxes (Current) | 2,413,794 | 2,804,640 | 2,670,356 | 3,117,791 | 3,410,364 |
| 1120 | Ad Valorem Taxes (Prior) | 73,564 | 104,926 | 169,382 | 77,208 | |
| 1130 | | 31 | 30 | 31 | 0 | |
| 1300 | | | 3,698 | 1,621 | 4,358 | |
| 3100 | | 645 | 600 | 10 | 11 | |
| 3620 | State Land Reimbursement | 10.4 | 11 | | | |
| | **TOTAL LOCAL SOURCES OF REVENUE** | **2,488,044** | **2,913,905** | **2,841,400** | **3,199,368** | **3,410,364** |
| 5110 | Premium on Bonds Sold | | 2,735 | | | |
| 6110 | Balance Forward | | | 2,905,127 | 3,129,902 | 3,299,310 |
| 6200 | Interfund Transfer | | | | | |
| | **GRAND TOTAL** | **2,488,044** | **2,916,640** | **5,746,527** | **6,329,269** | **6,709,674** |

| | | ACTUAL EXPENDED FY 19-20 | ACTUAL EXPENDED FY 20-21 | ACTUAL EXPENDED FY 21-22 | 6/5/23 EXPENDED FY 22-23 | FY 23-24 |
|---|---|---|---|---|---|---|
| 5000 | **OTHER OUTLAYS:** | | | | | |
| 5100 | Debt Service | 2,329,469 | 2,610,200 | 2,616,625 | 3,029,959 | 3,207,744 |
| 5200 | Other Outlay | - | - | - | - | |
| 8100 | **REPAYMENT** | | - | - | - | |
| | **GRAND TOTAL** | **2,329,469** | **2,610,200** | **2,616,625** | **3,029,959** | **3,207,744** |
| | CASH BALANCE ON HAND 6/30 | | | 3,129,902 | 3,299,310 | 3,501,930 |

# INDEPENDENT SCHOOL DISTRICT #1
# CHICKASHA PUBLIC SCHOOLS
# FISCAL YEAR 2022-2023
## Summary of Estimated Revenues and Fund Balance

| | | GOVERMENTAL FUNDS | | |
|---|---|---|---|---|
| | ALL APPROPRIATED FUNDS | General Fund 11 FY 23-24 | Special Revenues 21 FY 23-24 | Total Approp Funds FY 23-24 |
| | **LOCAL SOURCES OF REVENUE:** | | | |
| 1110 | Ad Valorem Taxes (Current) | 3,778,140 | 579,343 | 4,357,482 |
| 1120 | Ad Valorem Taxes (Prior) | 100,000 | - | 100,000 |
| 1130 | Other Taxes | - | - | - |
| 1200 | | - | - | - |
| 1300 | Interest Earnings | 60,000 | - | 60,000 |
| 1400 | | - | - | - |
| 1500 | | - | 2,400,000 | 2,400,000 |
| 1600 | Other Local | - | - | - |
| 1700 | | | | - |
| | **TOTAL LOCAL SOURCES OF REVENUE** | **3,938,140** | **2,979,343** | **6,917,482** |
| | **INTERMEDIATE SOURCES OF REVENUE:** | | | - |
| | | | | - |
| 2100 | County 4 Mill Levy | 694,109 | - | 694,109 |
| 2200 | County App.(Mortgage Tax) | 141,717 | - | 141,717 |
| 2300 | Resale of Property | - | - | - |
| | **TOTAL INTERMEDIATE SOURCES OF REVENUE** | **835,826** | **-** | **835,826** |
| | **STATE SOURCES OF REVENUE:** | | | |
| 3110 | Gross Production Tax | 3,200,000 | - | 3,200,000 |
| 3120 | Motor Vehicle Collections | 937,343 | 470,706 | 1,408,049 |
| 3130 | Rural Electric | - | - | - |
| 3140 | School Land Earnings | - | - | - |
| 3150 | Vehicle Stamp Tax | - | | - |
| 3160 | | - | - | - |
| 3200 | State Aid-General Operations | 7,990,228 | - | 7,990,228 |
| 3300 | State Aid-Competitive Grants | 5,778,913 | - | 5,778,913 |
| 3400 | State-Categorical | 2,211,315 | - | 2,211,315 |
| 3600 | State-Other State Sources | - | - | - |
| 3700 | | 700,000 | | 700,000 |
| 3800 | State Vocational Programs | - | | - |
| | **TOTAL STATE SOURCES OF REVENUE** | **20,817,799** | **470,706** | **21,288,505** |
| | **FEDERAL SOURCES OF REVENUE:** | | | |
| 4100 | Grants-In-Aid | 80,000 | - | 80,000 |
| 4200 | Federal Disadvantaged and Disabilities | 1,157,303 | - | 1,157,303 |
| 4300 | Individuals with Disabilities | 690,545 | - | 690,545 |
| 4400 | Federal Minority | 171,962 | | 171,962 |
| 4500 | Federal Operations | 22,073 | | 22,073 |
| 4600 | Federal Other Funds | 1,702,255 | | 1,702,255 |
| 4700 | Child Nutrition | 1,177,706 | - | 1,177,706 |
| 4800 | Federal Vocational Education | 27,236 | | 27,236 |
| -799 | Previous Year Federal Funds | 200,000 | | 200,000 |
| | **TOTAL FEDERAL SOURCES OF REVENUE** | **5,229,080** | **-** | **5,229,080** |
| | **TOTAL** | **30,820,845** | **3,450,049** | **34,270,893** |
| | | | | - |

# INDEPENDENT SCHOOL DISTRICT #1
# CHICKASHA PUBLIC SCHOOLS
# FISCAL YEAR 2022-2023
## Summary of Estimated Expenditures

| | | GOVERMENTAL FUNDS | | |
|---|---|---|---|---|
| | ALL APPROPRIATED FUNDS | General Fund 11 FY 23-24 | Special Revenues 21 FY 23-24 | Total Approp Funds FY 23-24 |
| 1000 | **INSTRUCTION** | **13,475,427** | **-** | **13,475,427** |
| 2000 | **SUPPORT SERVICES:** | | | |
| 2100 | Support Services-Students | 1,861,914 | | **1,861,914** |
| 2200 | Support Services-Instructional Staff | 1,502,737 | | **1,502,737** |
| 2300 | Support Services-General Administration | 851,503 | | **851,503** |
| 2400 | Support Services-School Administration | 2,459,602 | | **2,459,602** |
| 2500 | Support Services-Business | 791,884 | | **791,884** |
| 2600 | Operation and Maintenance of Plant | 3,770,781 | 81,329 | **3,852,110** |
| 2700 | Student Transportation Services | 1,360,462 | 1,024,100 | **2,384,562** |
| 2000 | **TOTAL SUPPORT SERVICES** | **12,598,883** | **1,105,429** | **13,704,311** |
| 3000 | **OPERATION OF NON-INSTRUCTION SERVICES** | | | **-** |
| 3100 | Child Nutrition Program Operations | 1,483,537 | - | **1,483,537** |
| 3200 | Other Enterprise Services | - | | |
| 3300 | Community Service Operations | - | | |
| 3000 | **TOTAL OPER OF NON-INSTRUCTION SERV** | **1,458,510** | | **1,458,510** |
| 4000 | **FACILITIES ACQUISITION/CONSTRUCTION** | **2,700** | | **2,700** |
| 5000 | **OTHER OUTLAYS** | **26,762** | | **26,762** |
| | **TOTAL EXPENDITURES** | **24,161,285** | **3,505,429** | **27,666,714** |

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9, 2023**

**TOPIC:**

Educational Staffing Services Agreement

**ADMINISTRATIVE RECOMMENDATION:**

Please, approve this agreement

**RATIONALE FOR RECOMMENDATION:**

Edustaff is a company who recruits, hires and train substitute teachers. We currently have 18 substitute teachers; however, some of them are only available to substitute on a limited basis. We have an extreme substitute shortage. Classes are having to be divided among other teachers when substitutes are not available. Our current substitute teachers will have the opportunity to work for Edustaff. Edustaff will offer them medical insurance. We do not offer this to our substitutes. They will pay them our current rate of pay which is $80 for a certified substitute and $70 for a non-certified substitute. Edustaff will come to Chickasha and actively recruit substitutes. We will be assigned a representative. We will provide the representative with a office to meet with substitute teachers.

**FISCAL NOTE:**

The financial terms are outlined in the agreement.

**OPTIONS:**

1. Approve the agreement.
2. Not approve the agreement.
3. Request additional information.

**CONTACT PERSON:**

Pam Ladyman
Jennifer Stegman

Implemented: April 2020

Edustaff

Excellence in Staffing.

# Educational Staffing Services Agreement

**EDUStaff:** **EDUStaff, LLC**
**4120 Brockton Drive, SE, Suite 200**
**Grand Rapids, MI 49512**

**Client:** **Chickasha School District**
**900 West Choctaw Avenue**
**Chickasha, OK 73018**

**Effective Date of this Agreement:** **10-16-2023**

**End Date of this Agreement:** **6-30-2024**

**Whereas** EDUStaff is a private organization engaged in the business of providing educational staffing services to educational institutions;

**Whereas** Client has the authority to enter into this agreement and Client wishes to retain EDUStaff to provide those educational staffing services, and EDUStaff wishes to be engaged by Client;

**Whereas** both EDUStaff and the Client are referred to as the Parties;

**THEREFORE**, EDUStaff and Client agree to enter into this Agreement based on the following Terms and Conditions of this Agreement.

| **Client:** | | **EDUStaff:** | |
|---|---|---|---|
| **Signature:** | _____ | **Signature:** | _____ |
| **Name:** | _____ | **Name:** | Clark Galloway |
| **Title:** | _____ | **Title:** | President |
| **Date:** | _____ | **Date:** | _____ |

**(Agreement Terms and Conditions, Pages #2 through #12)**

## SECTION 1: RELATIONSHIP OF PARTIES

### A. RELATIONSHIP BETWEEN CLIENT AND EDUStaff

EDUStaff will act solely as an independent contractor retained by Client to perform the educational services identified in this Agreement. Nothing in this Agreement shall create or imply an agency relationship between EDUStaff and Client, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties. EDUStaff is the sole employer of the subcontractors who EDUStaff assigns to provide services to Client ("Supplied Staff") and Client shall not be deemed or considered to be an employer or joint employer of Supplied Staff for purposes of any services performed pursuant to this Agreement. EDUStaff will furnish all labor necessary to perform the work described in this Agreement, and shall solely control the means, manner and method of performance. Should Client have any issues or concerns with Supplied Staff or the services they provide, Client shall have the right to notify EDUStaff of those issues or concerns and make recommendations or suggestions to resolve them. EDUStaff, however, exclusively retains all rights and responsibilities inherent in the employment relationship, including but not limited to, the right to hire, fire, discipline, supervise and otherwise control the terms and conditions of employment.

### B. RELATIONSHIP BETWEEN CLIENT AND SUPPLIED STAFF

While providing services to Client, Supplied Staff shall be deemed employees of EDUStaff and shall be managed and controlled by EDUStaff as their employer. EDUStaff's Supplied Staff are not eligible for any Client wages, benefits or contract privileges, nor are they covered by laws or programs applicable exclusively to public school employees. Furthermore, Client may not directly pay, compensate or promise any remuneration to Supplied Staff. Supplied Staff may not receive mileage, conference fees, training expenses, or other similar expenses from Client. Client has the right to remove an EDUStaff employee or Supplied Staff who violates Client's policies, rules or procedures from Client's premises and/or from Client's school activities. If Client chooses to utilize Supplied Staff in a capacity for which the individual is not approved by EDUStaff, Client automatically accepts any liability arising in whole or in part from Supplied Staff's performing such functions, and to the extent permitted by law, Client will hold EDUStaff harmless from any claims arising Client's actions, including actual attorney fees.

### C. PLACE OF WORK

Client shall provide sufficient workspace and a safe working environment for Supplied Staff to allow for the successful performance of services by EDUStaff's Supplied Staff. Client shall also provide appropriate technology and meeting space to the extent needed for orientation and training conducted by EDUStaff.

### D. EXCLUSIVITY & SUPPLIED STAFF DIRECT HIRING

EDUStaff shall enjoy exclusivity specific to the services group being contracted for Supplied Staff. Exclusivity is specific to third party services only being provided to the Client by any and all Supplied Staff outside of Client employees. Client may supplement EDUStaff Supplied Staff with their own employees periodically so long as EDUStaff is providing at least 80% of the overall services relative to the service group. Client, as a service of EDUStaff, may direct hire Supplied Staff for internal Client positions without EDUStaff interference, so long as staff member is not hired primarily to provide similar or same services of the contracted service group.

## SECTION 2: DESCRIPTION OF SERVICES

**A. EDUStaff AGREES TO:**

- **Marketing & Recruiting**: Market and recruit qualified individuals for open positions available at Client's worksite. The "Marketing & Recruiting Plan" shall be communicated and approved with the Client on an annual basis with the plan consistently followed throughout the school year.

- **Screening & Hiring**: Properly screen (based on state and Client requirements), reference check, select, hire, and assign qualified individuals to perform the services.

    - **Substitute Teacher Services**: It is the intent of the Parties that the Client shall have no employment responsibilities, including employment supervisory responsibility, for EDUStaff employees assigned to the Client.
    - **All Other Supplied Staff**: EDUStaff shall either hire one of the existing departmental leaders to train and manage contracted staff or rely on the school's departmental site manager for these tasks.

- **Criminal History, Certification, and Required Reference Verification:** EDUStaff shall conform to any state and Client requirements as it pertains to the processing of criminal history, certification/permitting, and any required unprofessional conduct reference verification. Client shall only be involved in this process to the extent that the state regulatory requirements mandate beyond a non-public school employer of supplied staff for the Client.

- **Training:** Supply the following training:

    - **Substitute Teachers:**
        - **Training Modules**: Bloodborne Pathogens, Sexual Harassment, Guide to Substitute Teachers, FERPA Laws, Seclusion & Restraint, Active Shooter, Allergy Management, State & Federal K-12 Laws, Title IX
        - **Face to face Training**: 2-hour workshop with emphasis on practical classroom management skills
        - **Ongoing Training:** Monthly distribution of topic-based training videos called "Sub Talk".
        - **Materials:** EDUStaff Policy & Procedures Manual & Classroom Workbook Manual
        - **District-Specific Materials & Training:** Client may attach additional materials or training to our active workshop.

    - **Non-Substitute Teachers: EDUStaff shall provide non-positional training to include the above needed** Training Modules. All "positional specific" training shall be conducted by the Client's assigned site manager.

- **Employer Duties**: Perform all duties of the employer, including, but not limited to, making all wage payments to and applicable wage deductions for and on behalf of EDUStaff's employees and agents providing services under this Agreement, as specified previously in this Agreement. It is the intent of the Parties that EDUStaff shall be the sole employer for all individuals assigned to the Client pursuant to this Agreement.

- **Information & Auditing**: Provide an electronic information file for state informational submission by Client submission and access to desired supplied staff information for certification and criminal history audits. EDUStaff shall supply a database of supplied staff certification and abilities for Client placement needs. EDUStaff will provide itemized invoices to the Client. Invoices shall include job number, person for whom the substitute was secured, the number of hours/days worked and the total amount owed to EDUStaff.

- **Dispatching**: Manage all substitute information in the Absence Management System (AMS). AMS shall be used for primary dispatching of substitute services. Daily, EDUStaff shall monitor and augment AMS's dispatching placements with additional staff as able until 10:00am for positions still unfilled during the current day.

- **Liability & Injury**: Be responsible for any claims for workers' compensation benefits or personal injury claims for job-related bodily injury or death asserted against the Client by any EDUStaff employees or, in the event of death, by their personal representatives, as previously noted. Client agrees to assist with initial injury reporting and investigations.

- **All Other Duties**: Perform all duties required pursuant to this Agreement, and any other duties which may be necessary to ensure full performance of the substitute services required by this Agreement.

**B. Client agrees to:**

- **Initial startup:**

    - Attend initial EDUStaff implementation meeting and subsequent payroll/process training meeting and provide all appropriate Client contact information necessary to carry out Scope of Services
    - Provide a list of current Client employees or providers who are being terminated/removed in favor of the contracted services being provided by EDUStaff
    - Provide EDUStaff with a copy of all policies and procedures that will apply to Supplied Staff in the performance of services for Client
    - Provide appropriate meeting space and technology access for Client training and contracted staff orientation meetings

- **Communications & Material:**

    - Supply informational material or appropriate access to information to all Supplied Staff, as deemed necessary by Client in order for successful execution of required tasks, such as building or assignment orientation, emergency procedures, etc.
    - Promptly contact EDUStaff in the event any EDUStaff employee or Supplied Staff violates any policy or procedure of Client, or if Supplied Staff is involved in any accidents or injuries
    - Allow for EDUStaff onsite performance evaluations and mediate parental/student interaction with EDUStaff

- **Information Flow Controls:**

    - Follow procedures as outlined by "Payroll Timeline Document"

- Annually review with EDUStaff policies and rates prior to August 1st for local competitiveness and trends
- Manage and systemize all non-substitute information and controls in the automated dispatch system

- **Payment of Services:**

  - If applicable, reconcile absences in dispatch system to include proper assigned pay codes for stair step rates and long-term assignments on a timely basis as outlined by the "Payroll Timeline Document"
  - Manage needed accounting codes in dispatch system associated with absence financial accounting

Client will cooperate and coordinate with EDUStaff as reasonably necessary to enable EDUStaff to carry out its responsibilities under this Agreement. This includes, but is not limited to sharing relevant information, participating in necessary training, working with EDUStaff to resolve payroll or other administrative issues (e.g., failed ACH transaction), and allowing EDUStaff onsite for purposes supervising and evaluating its employees.

**C. CRIMINAL BACKGROUND CHECKS**

Pursuant to the requirements of Section 5-142 of the Oklahoma School Code, EDUStaff shall cooperate fully with Client to ensure that a criminal history check through the Oklahoma State Bureau of Investigation, as well as a criminal records check through the Federal Bureau of Investigation, has been conducted with regard to all persons assigned by EDUStaff under this Agreement. EDUStaff shall ensure that all individuals it may assign under this Agreement take all necessary steps of filling out all paperwork and paying all fees to comply with Section 5-142 of the School Code, and any record keeping requirements of the Bureau of Investigation.

EDUStaff will provide an electronic system for Client to "green light/red light" eligible contracted staff. EDUStaff will comply with this system as part of assigning any contracted staff under this Agreement. Client shall ensure that the individual has completed all applicable necessary "CHRI" (Criminal History)requirements contained within Section 5-142 of the School Code. In determining whether to "green light" any contracted staff for EDUStaff, Client shall comply with Sections 6-101.41 and 6-101.48 of the School Code regarding individuals who have been convicted of any sex offense subject to the Oklahoma Sex Offenders Registration Act or subject to another state's or the federal sex offender registration provisions, any felony offense, individuals who have engaged in criminal sexual activity or sexual misconduct, or individuals who are currently registered or required to register under the provisions of the Oklahoma Mary Rippy Violent Crime Offenders Registration Act.

To the extent Client manages the criminal background check process for multiple schools, Client shall create and manage a single source for CHRI (Criminal History).

**D. COOPERATION WITH GOVERNMENTAL THIRD PARTY REPORTING**

To enable Client to comply with its reporting obligations to governmental authorities, EDUStaff shall supply any and all reasonable information necessary to comply with any federal, state, local, or other governmental entity informational requirements specific to its Supplied Staff necessary for the Client to satisfy any and all legal requirements. Such information may be, but not limited to criminal history, reference information, certification information or other information necessary for the Client to fulfil its legal mandates as a public entity.

### E. PERFORMANCE & INFORMATIONAL SHARING GUARANTEE

EDUStaff agrees that the Supplied Staff will perform all required services in a manner consistent with generally accepted proficiency and competency for the type and nature of services rendered. Client shall communicate promptly to EDUStaff any performance failure, and EDUStaff will make every reasonable effort to address all issues within ten business days. Any issues that are unresolved to Client's satisfaction within ten days shall allow client to terminate this Agreement.

In the event this Agreement is terminated between the parties, to the extent allowed by law, EDUStaff shall supply to Client any information about the Supplied Staff that Client may require to properly execute any remaining state reporting requirements and that Client may require to transition to a successor contracting supplier.

## SECTION 3: TERM, EXTENSION, AMENDMENT & TERMINATION OF AGREEMENT

### A. TERM

The term of this Agreement is identified as the "Effective Date" and "End Date" on Page #1 of this Agreement, typically coinciding the school calendar year. There are no automatic renewals or evergreen provisions in this Agreement. The term of this agreement must be mutually ratified annually.

### B. EXTENSION & AMENDMENTS

The Parties may mutually agree to extend this Agreement with a simple Extension or amend this Agreement through an Agreement Addendum signed by both Parties.

### C. TERMINATION

Either party may terminate this Agreement for any reason or for no reason upon sixty (60) days written notice to the other party. In the event of a material breach of this Agreement, the non-breaching party may terminate this Agreement immediately by giving written notice of termination to the breaching party. In the event of termination, Client will pay EDUStaff for all of the work performed up to the date of termination. Provisions in this Agreement related to indemnification, insurance, liability, confidentiality, and intellectual property shall survive any termination of the Agreement.

## SECTION 4: PRICING, INVOICE & PAYMENT

### A. PRICING

Contract Rates are stated as a factor of Supplied Staff gross payroll. EDUStaff billings shall detail the Supplied Staff' gross payroll and contract rate. Hourly and daily pay rates for Supplied Staff shall be established by Client.

**Contract Rates: Supplied Staff Classification**

- **Substitute Teachers**
  - 29% of Gross Payroll

### B. ABSENCE MANAGEMENT SOFTWARE (Reimbursed by Edustaff)

The Red Rover Absence Management Software is licensed and paid for by the Client, but reimbursed by Edustaff on an annual basis for the annual subscription. Client shall manage the Client's employee profiles, building settings, calendar settings, and any other settings in the absence management system necessary to carry out proper use and maintenance of the system. EDUStaff shall manage all Supplied Staff profiles in the absence management system as well as train Supplied Staff on the use of the system.

### C. INVOICE PROCEDURES

EDUStaff shall invoice Client bi-weekly for all applicable charges for the billing period. The invoice shall itemize the service rendered and the dates of service. These invoices shall be emailed to the Client-designated contact by Wednesday noon following the applicable billing period (Invoice date) . The invoice shall be in the form of a "PDF" document for auditing and an "Excel" document for internal accounting integration. The invoices shall contain the information and detail reasonably required by Client to determine the invoices are accurate and to satisfy reasonably prudent auditing and accounting practices.

### D. PAYMENT METHODS

Client agrees to pay all invoices (as billed and/or approved) in a timely basis. Client shall pay invoices within 30 days of the invoice date.

Any mutually agreed upon adjustments to an invoice will be applied in the next invoice cycle. In the event of late payment of or rejected ACH transaction, EDUStaff reserves the right to require a same day payment in the form of a wire transaction from the Client. In the event of chronic non-funded or late transactions, EDUStaff may declare a material breach of this Agreement and terminate the Agreement. All unpaid invoices and all charges for services provided and not yet invoiced shall become due and payable.

### E. FEDERAL & STATE PAYROLL TAX ADJUSTMENTS.

If the overall cost associated with EDUStaff's payroll taxes, required benefits, and other taxes and assessments imposed by any governmental agency substantially increase (by more than 0.50% of gross payroll) during the term of the Agreement, contract rate pricing will increase proportionately, with fifteen days of notice.

## SECTION 5: LIABILITY, INDEMNITY, INSURANCE & ACA COMPLIANCE

### A. LIABILITY & INDEMNITY

EDUStaff shall indemnify, defend and hold harmless Client, its board members, officers, directors, employees and agents, from and against all liability, damages, fines, causes of action, losses, costs or expenses (including attorney fees) arising solely from the actions or omissions by EDUStaff, its agents or employees (including Supplied Staff). To the extent permitted by law, Client shall indemnify, defend and hold harmless EDUStaff, its board members, officers, directors, employees and agents, from and against all liability, damages, fines, causes of action, losses, costs or expenses (including attorney fees) arising solely from the actions or omissions of Client, its agents or employees.

In the event Client or EDUStaff incurs liability in part from the acts or omissions of the other Party (or its agents or employees), to the extent permitted by law, each party will be responsible for payment of its share of the damages (including attorney fees) in proportion to the respective percentages of fault giving rise to such liability.

Each party shall promptly notify the other party when a legal claim has been asserted that relates to the actions or omissions of the other party to this Agreement. Failure of a Party to notify the other Party within 5 business days, unless impracticable, of any such claim shall release the other party from any liability that it may otherwise incur under this Paragraph, providing that the delay caused prejudice to the other party or prevented the other party from resolving the claim.

Nothing in this Agreement shall be construed as accepting any liability by, or imposing any liability on, any person in his or her individual capacity no matter the position or title held by such person.

### B. INSURANCE

EDUStaff shall procure and maintain insurance coverage throughout the term of the Agreement as follows:

- **General Liability Insurance** in an amount not less than One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate.

- **Umbrella Liability Insurance** in an amount not less than Five Million Dollars ($5,000,000) per single occurrence and aggregate over the underlying coverages of General Liability and Workers Compensation Insurance.

- **Employment Practices Liability Insurance** in an amount not less than One Million Dollars ($1,000,000) per single occurrence and aggregate.

- **Commercial Automobile Liability Insurance** in the amount not less than One Million Dollars ($1,000,000) covering vehicles owned or leased by EDUStaff and used by Supplied Staff. **Note**: Client is responsible for obtaining insurance that covers Supplied Staff while operating any vehicle in the course of carrying out duties of Client.

- **Workers' Compensation Insurance** from a licensed insurance carrier or approved self-funded claims pool in accordance with and approved by the State of Oklahoma.

Client shall procure and maintain in effect throughout the term of the Agreement:

- **General Liability Insurance** in an amount not less than One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate.

EDUStaff general liability insurance policies shall contain an endorsement naming the Client as an additional insured, and such insurance shall be primary concerning the acts/omissions of EDUStaff employees. EDUStaff insurance policies shall also include language requiring Client to be notified in writing at least thirty (30) days in advance of any change or cancellation of the policies. EDUStaff shall provide annually, or upon request, an updated insurance certificate containing coverage categories, limitations, additional insured, policy numbers, coverage dates and underwriting insurance carriers.

**C. AFFORDABLE HEALTH CARE ACT: ACA & ESRP**

EDUStaff and Client agree that EDUStaff is the common law employer of Supplied Staff for purposes of the Employer Shared Responsibility Payment provisions under Section 4980H of the Internal Revenue Code (the "Code") and related Treasury Regulations. EDUStaff and Client further agree:

- **Offer of Group Health Coverage** EDUStaff and Client intend to satisfy the requirements of Treasury Regulation 54.4980H-4(b)(2) under which an offer of group health coverage by EDUStaff is deemed to be an offer of group health coverage by Client for all purposes under Section 4980H of the Code. EDUStaff will offer each Supplied Staff the opportunity to enroll in a group health plan that constitutes "minimum essential coverage" (as defined in Section 5000A(f)(B) of the Code) as of the first day of the month following the completion of a 30-day waiting period. In the event that a Supplied Staff enrolls in the group health plan offered by EDUStaff, Client will be charged an additional fee as described in Exhibit B.

- **Reporting** To the extent permitted by law, EDUStaff will report the Supplied Staff as common law employees of EDUStaff in reports that EDUStaff files under Sections 6055 and 6056 of the Code. However, if Client is deemed to be the common law employer of Supplied Staff, EDUStaff will share information necessary with Client in order for Client to complete reports that Client must file under Section 6056 of the Code.

- **Indemnification** EDUStaff will indemnify and defend Client against any assessable payments under Section 4980H(b) of the Code that are imposed on Client with respect to Supplied Staff.

## SECTION 6: INTELLECTUAL PROPERTY AND CONFIDENTIAL INFORMATION

### A. EDUSTAFF'S INTELLECTUAL PROPERTY AND CONFIDENTIAL INFORMATION

Documents, processes and work product produced by Supplied Staff while on assignment with the Client are deemed to be the property of the Client and Client shall have rights to use such documents indefinitely.

Certain EDUStaff procedures and process materials are deemed Intellectual Property and/or Confidential Information if identified as such. These materials are inclusive of, but not limited to, training materials, process maps and secondary vendor interface procedures. All information relating to or owned by EDUStaff which is marked as confidential or intellectual property shall be held in confidence by Client and may not be disclosed to any third party or used by Client, except to the extent that such disclosure or use is reasonably necessary to the performance of Client's duties and obligations under this Agreement, or as may be required by law. EDUStaff acknowledges Client's obligation to comply with the any Freedom of Information Act and other similar disclosure laws which may affect the ability to withhold Intellectual Property and Confidential Information. Should Client determine that it may be legally obligated to disclose EDUStaff's Intellectual Property or Confidential Information, Client shall provide notice to EDUStaff at least three (3) business days in advance of producing any such Intellectual Property or Confidential Information.

Client's obligation of confidentiality extends for a period of twelve months after the termination of this Agreement. This obligation does not apply to information or documents that are independently developed by Supplied Staff in the course of his/her work for Client, or information which lawfully becomes part of the public domain, or information which the Client gained knowledge or possession outside of any disclosure by or on behalf of EDUStaff. After the termination of this Agreement, EDUStaff may submit a written request to Client for the return of EDUStaff's confidential information or intellectual property. Client will honor that request within 10 business days of the date the request was made unless otherwise prohibited by law.

### B. CONFIDENTIAL STUDENT INFORMATION

EDUStaff understands that, in connection with the services provided to Client and to the extent permitted by law, Supplied Staff may have access to confidential student records, including records protected under the Family Educational Rights and Privacy Act ("FERPA"), the Individuals with Disabilities in Education Act ("IDEA") and state law. EDUStaff acknowledges that any such records will remain under the exclusive control of Client, and will only be disclosed to EDUStaff (or other Supplied Staff) as permitted by law. EDUStaff further acknowledges that, with respect to confidential student records, EDUStaff (and Supplied Staff) are subject to the same laws and regulations governing use and re-disclosure of confidential student records as Client and EDUStaff will comply with such laws and regulations.

The parties acknowledge and agree that EDUStaff (and Supplied Staff) may be subject to penalties for unauthorized disclosure or misuse of confidential student records under applicable law, including but not limited to a prohibition against EDUStaff (or Supplied Staff) from accessing confidential records for a defined period of time. Any such prohibition would constitute a material breach of this Agreement by EDUStaff.

## SECTION 7: LEGAL COMPLIANCE

EDUStaff will comply with all federal, state and local laws applicable to EDUStaff, including but not limited to the Fair Labor Standards Act, the Immigration Reform Act, non-discrimination laws, and all other applicable laws pertaining to the services provided under this Agreement.

EDUStaff will not discriminate against any applicant. The Parties will not discriminate against Supplied Staff with respect to hire, assignment, or other terms or conditions of employment on the basis of race, color, sex, religion, national origin, pregnancy, age, height, weight, disability, marital status, veteran status, genetic information, or any other characteristic protected by state or federal law. The parties further agree that they will not discriminate against any student or recipient of services under this Agreement due to race, color, sex, religion, national origin, pregnancy, disability or any other characteristic protected by state or federal law. Any breach of this Section will be considered a material breach of the Agreement.

## SECTION 8: MISCELLANEOUS

### A. ASSIGNMENT

Neither Party may assign this Agreement, in whole or in part, without the prior written consent of the other Party. This Agreement shall inure to the benefit of, and be binding upon, the Parties, including their respective legal representatives, successors and assigns.

### B. GOVERNING LAW AND JURISDICTION

This Agreement shall be governed in all respects by location state identified by the Client's address on Page 1 of this Agreement.

### C. SEVERABILITY

If any provision of this Agreement is invalid or unenforceable, that provision will be enforced to the extent that it is valid and enforceable, and all other provisions of this Agreement shall remain in full force and effect.

### D. FORCE MAJEURE

Neither Party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed Party's reasonable control, which may include without limitation fire, natural disaster, earthquake, war, act of terror, accident or other acts of God.

### E. NO WAIVER; MODIFICATION

The waiver by any Party of any breach of this Agreement will not be construed to be a waiver of any succeeding breach. All waivers must be in writing, and signed by the Party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the Parties hereto.

**F. NOTIFICATION**

All notices, consents, approvals, requests and other communications (collectively referred to as "Notices") required under this Agreement shall be in writing, signed by an authorized representative of EDUStaff or Client and mailed, emailed or hand delivered to the other party location identified on Page #1 of this agreement. All Notices to Client shall be directed to the Superintendent or his/her designee as communicated to EDUStaff in writing, at Client's administrative office.

Unless otherwise provided in this Agreement, all Notices shall be deemed served upon the date of hand delivery, the day after delivery by overnight courier, the date of transmission by facsimile or electronic mail, or two (2) days after mailing by registered or certified mail or the earliest of any combination of these. Any Party may, by Notice given under this Agreement, designate any additional or different addresses or recipients to which subsequent Notices should be sent.

**G. TAXES**

Any taxes and/or fees that arise out of EDUStaff's performance of the Services hereunder shall be the responsibility of EDUStaff.

**H. THIRD PARTY BENEFITS**

This Agreement is intended solely for the mutual benefit of the Parties hereto and is not intended to benefit any other person or entity. The Parties expressly agree that no other person or entity is a third-party beneficiary under this Agreement.

**I. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the parties with respect to the Agreement's subject matter, and supersedes all prior agreements, proposals, responses to requests for proposal, negotiations, representations or communications relating to the subject matter. The parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9, 2023**

**TOPIC:**

**Revised - Board Policy - BH Sexual Harassment**

**ADMINISTRATIVE RECOMMENDATION:**

Approve revision to the board policy.

**RATIONALE FOR RECOMMENDATION:**

Page 1 - Change in wording regarding Complainant.
Page 4 - Added language regarding Emergency Removal.
Page 7 - Changes the retention of records from 3 years to 7 years.

**FISCAL NOTE:**

None

**OPTIONS:**

1. Approve the policy revisions.
2. Not approve the policy revisions.
3. Request additional information.

**CONTACT PERSON:**

Pam Ladyman

Implemented: April 2020

## DISTRICT POLICY

# SEXUAL HARASSMENT

District is committed to providing equal employment and educational opportunities and, therefore, forbids sexual harassment as defined below by or against any employee, student, or applicant for employment. This policy also applies to non-employee volunteers whose work is subject to the control of District personnel.

**Definitions:**

A. Appeal Officer: The person designated to hear an appeal from a determination of responsibility for sexual harassment. The Appeal Officer will not be the Compliance Officer, Investigator, or Decision Maker. The Superintendent is designated as the Appeal Officer.

B. Complaint: A written complaint filed by a Complainant or signed by the Compliance Officer alleging sexual harassment and requesting that District investigate. This may be referred to as the Formal Complaint.

C. Complainant: A student, an employee, or any other person who~~-~~ is alleged to be the victim of conduct that could constitute sexual harassment~~submits a Complaint as defined above~~.

D. Compliance Officer: An employee who is designated to coordinate compliance efforts with Title IX and to investigate complaints under Title IX. The Assistant Superintendent is designated as the Compliance Officer and may be reached at 900 West Choctaw Avenue, Chickasha, OK 73018-2213, pladyman@chickasha.k12.ok.us, or by telephone at (405) 222-6500.

E. Dating Violence: As defined by the Violence Against Women Act ("VAWA"), dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

   1. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

F. Day: Day means a working day; the calculation of days in processing a complaint shall exclude Saturdays, Sundays, and holidays.

G. Decision Maker: This person shall receive Title IX training and will determine sanctions and remedies after the investigation is completed. The Assistant Superintendent is designated as the Decision Maker and shall not have had any previous involvement with the Complaint or the investigation.

H. Domestic Violence: A felony or misdemeanor crime of violence committed by:

1. a current or former spouse or intimate partner of the victim;
2. a person with whom the victim shares a child in common;
3. a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
4. a person similarly situated to a spouse of the victim under the domestic or family violence laws of the state; or
5. any other person against an adult or youth victim who is protected from that person's acts under domestic or family violence laws.

I. Investigator: The party in charge of gathering facts and interviewing parties and witnesses. The Compliance Officer will designate person(s) who have received Title IX training to serve as the Investigator for these matters.

J. Respondent: The person alleged to be responsible for the sexual harassment alleged in the Complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the Complaint.

K. Sexual Assault: As defined by the Clery Act, sexual assault is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent, including the following:

1. Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person without the consent of the victim.
2. Fondling: The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent incapacity.
3. Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
4. Statutory Rape: Sexual intercourse with a person who is under the age of consent.

L. Sexual Harassment: Sexual harassment includes:

1. Any instance of "quid pro quo" harassment by a school employee;
2. Any unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activities;
3. Any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct that explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's

work performance, or creates an intimidating, hostile, or offensive work environment;

4. Any instance of sexual assault, dating violence, domestic violence, or stalking as defined in this policy.

M. Stalking: Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

N. Supportive Measures: Supportive Measures are free, individualized services designed to restore or preserve equal access to education, protect safety, or deter sexual harassment. Supportive measures are not punitive or disciplinary and do not unreasonably burden any other person. Supportive measures may be provided to both the Complainant and the Respondent, and no Formal Complaint is necessary to implement the measures. Supportive measures will be kept confidential and will be implemented by the Compliance Officer. Supportive measures may include, but are not limited to, counseling services, extension of deadlines, modifications of work or class schedules, mutual restrictions on contact between individuals, and/or modified schedules.

O. Unwelcome Conduct of a Sexual Nature: Unwelcome conduct of a sexual nature may include, but not be limited to, the following:

1. verbal or physical sexual advances, including subtle pressure for sexual activity, flirtation, advances, and/or propositions of a sexual nature;
2. touching, pinching, patting, or brushing against;
3. unwarranted displays of sexually suggestive or sexually explicit objects or pictures, including greeting cards, articles, books, magazines, or cartoons;
4. sexual assault;
5. comments regarding physical or personality characteristics of a sexual nature; and
6. sexually-oriented kidding, teasing, double meanings, and jokes.

**Sexual Harassment:** Sexual harassment can occur in a variety of circumstances, including, but not limited to, the following:

1. The individual who is sexually harassed, as well as the harasser, may be female or male and does not have to be of the opposite sex from the harasser;
2. The harasser can be the supervisor of the individual who is sexually harassed, an agent of the employer, a supervisor in another area, a co-worker, a subordinate, an instructor, or a non-employee. An administrator or teacher who engages in a sexual relationship with a student will be considered guilty of sexual harassment;
3. The individual who is sexually harassed does not have to be the specific person to whom the harasser directs the conduct which constitutes sexual harassment but must be a person who was directly affected by the offensive conduct of the harasser; and
4. Unlawful sexual harassment may occur without economic injury to or discharge of the individual who is sexually harassed.

**Posting Requirements:** District will post, on its website, all materials used to train the Compliance Officer or Title IX Coordinators, Investigators, Decision-makers, and any other person who facilitates an informal resolution process.

**Burden of Proof:** Title IX proceedings require a "preponderance of the evidence" burden of proof, meaning that in order to prevail, the Complainant must introduce sufficient evidence that his/her claims are more likely true than not. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred shall be investigated and considered.

**Emergency Removal:** District may remove a Respondent from its education program or activity if, after conducting an individualized safety and risk analysis, it determines that the Respondent poses an immediate threat to the physical health and safety of any student, staff or other individual. District will provide the Respondent with notice and an opportunity to challenge the decision immediately following the removal.

**Reporting and Investigation:**

A. Victims of sexual harassment are encouraged to report such claims by utilizing the process set forth in this policy. Students may also report complaints of sexual harassment to the principal of the building at which the student attends school.

B. Once an allegation of sexual harassment has been reported, District is deemed to have actual knowledge and must act. Actual knowledge may be attributed to any District employee. Once District has actual knowledge, District will notify the Complainant and the Respondent, or the parent/guardian of either the Complainant or the Respondent if either of the parties are under the age of eighteen (18), of the accusation of sexual harassment.

C. If the Complainant does not proceed with a Formal Complaint, no further investigation or action will take place unless the Compliance Officer determines to initiate a Formal Complaint.

D. If the Complainant desires to proceed with a Complaint, then, within ten (10) days of an alleged violation, the Complainant shall submit a written and signed Complaint to the Compliance Officer and such action shall be considered a Formal Complaint. The Complaint shall, at a minimum, state the Complainant's name, the nature of the alleged violation, the date of the alleged violation, the names of persons responsible, any witnesses, and the requested action or relief sought.

E. Upon receiving a Formal Complaint, the Compliance Officer will conduct an initial assessment, may offer supportive measures, will notify parents if students are involved, and will notify the designated Investigator who will investigate allegations of discrimination. Additionally, the Compliance Officer may direct an investigation without a Formal Complaint according to the procedures set forth herein whenever the Compliance Officer deems such action to be appropriate.

F. During the initial assessment, the Compliance Officer will determine whether the allegations rise to a violation of this Policy. The Compliance Officer will consider whether the allegations meet the definition of Sexual Harassment, whether the conduct occurred on District property or during District-sponsored activities, whether the Complainant is still a District student, whether the Respondent is no longer enrolled in District or an employee of District, and whether there are any other circumstance which would prevent the Investigator from gathering evidence sufficient to reach a determination as to the Formal Complaint and its allegations. If the Compliance Officer determines to dismiss a Complaint at the initial assessment stage, the Compliance Officer will provide written notice of the dismissal to the Complainant and the Respondent. If a Complaint is dismissed and the Respondent is a student, the District may address the issue under its Student Code of Conduct. If a Complaint is dismissed and the Respondent is an employee, the District may address the alleged conduct as a personnel matter. A Complainant or a Respondent may appeal the dismissal of the Complaint as set forth below.

G. After receipt of the Formal Complaint from the Compliance Officer, the Investigator shall provide written notice to the Complainant and the Respondent of the allegations of the Complaint including if known, the identities of the parties, the date and location of the incident, and the specific alleged Policy violations. The notice will include a copy of the Title IX procedures, will state the Respondent is presumed not responsible until the determination of responsibility is final, and advise of the right to have an advisor of their choosing. Additionally, if the Compliance Officer determines that the Formal Complaint may be resolved without an investigation by providing the relief sought by the Complainant, the Compliance Officer may resolve the Formal Complaint.

H. The Investigator will conduct a fair, thorough, and impartial investigation and provide both parties with an equal opportunity to present facts, witnesses, and evidence to support their positions. The Investigator may request that the Respondent submit a written answer or response which shall confirm or deny the facts upon which the allegation is based, indicate acceptance or rejection of the Complainant's requested action, and/or outline alternatives. The Respondent may also identify witnesses who should be contacted to provide input during the investigation.

I. The Investigator shall initiate an appropriate investigation which may include, but is not limited to, interviewing both the Complainant and the Respondent and any witnesses identified by either party, identifying any documents or tangible evidence supporting or opposing the Complaint, and undertaking any further investigation deemed appropriate by the Investigator. If reasonably possible, the investigation should be concluded within one hundred twenty (120) days after receiving the Complaint, but the Investigator may extend the period of time for an investigation by notifying the Complainant and the Respondent. Additionally, when a law enforcement agency is conducting an investigation into the same alleged conduct, an investigation may be delay temporarily so as not to interfere with the law enforcement investigation and so as to meet the needs of the law enforcement investigation.

J. Each party is entitled to select an advisor of their choosing to advise them during the investigation. An advisor may not be a witness in the investigation and may not be someone whose participation will create a conflict of interest. An advisor shall not act in a manner that obstructs or disrupts the investigative process.

K. After completion of the investigation, the Investigator shall prepare a written report and shall provide a copy of the written report to the Complainant, Respondent, and the Compliance Officer. The written report shall include a time line, a summary of the investigation including the statements of all persons interviewed, a synopsis of the evidence, and any applicable creditability determinations ("Investigative Report"). The Investigator shall include in an appendix all relevant physical or documentary evidence.

L. The Complainant and the Respondent shall have ten (10) days to review the Investigative Report and provide written feedback and/or responses to the Investigator about the information contained in the Investigative Report. After the ten (10) day review period, the Investigator shall incorporate relevant elements of the parties' written responses to the Investigative Report, finalize the Investigative Report and provide it to both parties.

M. The Investigator shall also refer the Investigative Report to the elected decision Maker to make a determination regarding responsibility and, if applicable, take appropriate disciplinary action.

N. Within ten (10) days of receipt of the final Investigative Report , the Complainant or the Respondent may submit a written, relevant questions that the party wants asked of another party prior to the determination of responsibility. Both parties will be provided with answers and follow-up questions.

O. After the ten (10) days to submit written questions, the Compliance Officer shall send a Notice of Decision-Making to the parties and the Decision Maker. The Notice of Decision-Making shall include a description of the alleged violation, a list of all policies allegedly violated, a description of applicable procedures, and a statement of the potential disciplinary actions.

P. Determination of Responsibility: Within sixty (60) days of receipt of the Notice of Decision-Making, the Decision Maker will review the investigation to determine responsibility and will issue a written Determination of Responsibility which:

1. Identifies the allegations that potentially constitute sexual harassment;
2. Describes the District's procedural steps taken from receipt of the Complaint to the determination;
3. Includes Findings of Fact to support the determination;
4. Includes Conclusions regarding applicable discipline;
5. Includes a statement of, and rationale for, the result as to each allegation, including a determination of responsibility, any disciplinary sanctions, and whether remedies to restore or preserve equal access to the District's

educational programs or activities will be provided to the Complainant; and

6. The procedures and permissible basis for appeals.

**Appeals**: Within ten (10) days of receipt of Decision Maker's determination of responsibility or dismissal of a Complaint, either party may appeal for one of the following reasons:

1. A procedural error affected the outcome.
2. New evidence that was not reasonably available at the time of the determination and could affect the outcome;
3. Conflicts of interest on the part of the Compliance Officer, Investigator, or Decision Maker that affected the outcome.

If an appeal is made, District will provide written notice of the appeal to both parties. Both parties will be provided an equal opportunity to submit a written statement in support of or challenging the determination within ten (10) days of receipt of the written notice to both parties of the appeal being filed. The appeal will be heard by an Appeal Officer who is not the Compliance Officer, the Investigator, or the Decision Maker. The Appeal Officer cannot have a conflict of interest or bias against complainants and respondents generally or the particular complainant and respondent. The Appeal Officer will receive training as mandated by law. The decision of the Appeal Officer will be final and nonappealable. The written decision of the Appeal Officer will be provided within ten (10) days of the deadline for written statements supporting or challenging the initial determination. The written decision will be provided simultaneously to both parties.

**Extension of Time:** Except as otherwise provided, any time limits established by this policy and these procedures may be extended by mutual consent of the parties involved.

**Retaliation:** No person shall take any retaliatory action against a Complainant, a Respondent, or any person who participated in the investigation of alleged discrimination. Employees or students who engage in prohibited retaliation may be disciplined as set forth in District policies.

**Confidentiality and Retention of Records:** All records, complaints, notes, documents, and statements made during or relating to allegations of discrimination shall be maintained on a confidential basis by the Compliance Officer. However, in the event official proceedings relating to such allegations are initiated by a party or District, such records may become public in accordance with law. District shall maintain ~~information pertaining to Complaints under this policy for three (3) years after~~ records related to any Title IX investigation for a period of seven (7) years following completion of the investigation.

Adopted: September 14, 2020
Revised: September 29, 2020; December 21, 2021; August 2, 2022; October 9, 2023

educational programs or activities will be provided to the Complainant; and

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1. A procedural error affected the outcome.
2. New evidence that was not reasonably available at the time of the determination and could affect the outcome;
3. Conflicts of interest on the part of the Compliance Officer, Investigator, or Decision Maker that affected the outcome.

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Adopted: September 14, 2020
Revised: September 29, 2020; December 21, 2021; August 2, 2022; October 9, 2023

**ITEM OF CONSIDERATION**
**Chickasha Public Schools**
**Board of Education**
**October 9, 2023**

**TOPIC:**

MOU between Chickasha Association Support Employees and Chickasha Public Schools Board of Education.

**ADMINISTRATIVE RECOMMENDATION:**

Approval of MOU with CASE

**RATIONALE FOR RECOMMENDATION:**

This MOU adds Adjunct Lay Coaches to the 2023-2024 Salary Schedule on column "P".

**FISCAL NOTE:**

Hourly rate for 1 class period (7th hour).

**OPTIONS:**

1. Approve the MOU.
2. Not approve the MOU.
3. Request additional information.

**CONTACT PERSON:**

Pam Ladyman

Implemented: April 2020

To: Chickasha Association of Support Employees
From: Pam Ladyman, Executive Director of Personnel and Student Services
Re: Memorandum of Understanding
Date: September 15, 2023

This Memorandum of Understanding (MOU) signifies an agreement between Chickasha Public Schools and the Chickasha Association of Support Employees (CASE) for the 2023-2024 school year, in regards to adding Adjunct Lay Coaches to the CASE salary schedule. We are proposing adding them to PayScale "P" on the 2023 -2024 salary schedule. They will be paid for the 7th hour class period within the school day.

All parties agree that this MOU is only issued for the current school year, and then it will be revisited by both parties, prior to the beginning of the 2024-2025 school year.

The below signatures signify agreement of the above MOU.

M. LaVon Blalock — 9-20-23

Lavon Blalock
President-CASE — Date

Pam Ladyman — 9-19-23

Pam Ladyman
Ex. Director of Personnel and Student Services — Date

*The implementation of this Memorandum of Understanding is contingent upon CPS Board of Education approval.

Board Room, Administration Building
900 W Choctaw Ave
Chickasha, Oklahoma 73018

# Regular Meeting of the Board of Education

Monday, September 11, 2023 6:00 PM Central

1. Call Meeting to Order

2. Roll Call

Attendance Taken at 6:02 PM.

| | |
|---|---|
| Laurie Allen: | Present |
| Christy Clift: | Present |
| Cara Gerdes: | Present |
| Zack McGill: | Present |
| Robyn Morse: | Present |

3. Pledge of Allegiance:

- Lincoln Elementary School

4. Recognitions:

Chicken Express Employees of the Month:

- Certified - Tonya Yokum - Bill Wallace Early Childhood Center
- Support - Flor Zubiate - Bill Wallace Early Childhood Center

Chickasha Public Schools Athletic/Activities Donation:

- Steve LaForge

5. Public Comment

No public comments

6. Superintendent's Report

Superintendent Croslin gave his report.

7. Staff Reports:

- Child Nutrition

8. Discussion and possible action regarding Gifted / Talented Committee
Motion to approve Gifted / Talented Committee. This motion, made by Cara Gerdes and seconded by Christy Clift, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

9. Discussion and possible action regarding Adjunct Damon Mantooth to teach Physical Education/Health/Safety at CHS
Motion to approve Adjunct Damon Mantooth to teach Physical Education/Health/Safety at CHS. This motion, made by Christy Clift and seconded by Zack McGill, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

10. Discussion and possible action regarding Adjunct James Hampton, Jr. to teach Physical Education/Health/Safety at CHS
Motion to approve Adjunct James Hampton, Jr. to teach Physical Education/Health/Safety at CHS. This motion, made by Christy Clift and seconded by Zack McGill, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

11. Discussion and possible action regarding Art/Life Skills and Health Program MOU between Chickasha Public Schools and Southwest Youth and Family Services
Motion to approve Art/Life Skills and Health Program MOU between Chickasha Public Schools and Southwest Youth and Family Services. This motion, made by Zack McGill and seconded by Christy Clift, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

12. Discussion and possible action regarding Updated job Descriptions:

- Bus Driver
- Bus Monitor
- Bus Mechanic
- Teacher/ ABE Program Director
- Extra Duty Expectations

Motion to approve Updated job Descriptions: Bus Driver, Bus Monitor, Bus Mechanic, Teacher/ ABE Program Director, Extra Duty Expectations. This motion, made by Zack McGill and seconded by Christy Clift, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

13. Discussion and possible action regarding Administration, Coordinator's, LPC's and Exempt Employees Pay Scales
Motion to approve Administration, Coordinator's, LPC's and Exempt Employees Pay Scales. This motion, made by Zack McGill and seconded by Laurie Allen, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

14. Discussion and possible action regarding Addendum to lease between Chickasha Public Schools and Washita Valley Community Action Council
Motion to approve Addendum to lease between Chickasha Public Schools and Washita Valley Community Action Council. This motion, made by Christy Clift and seconded by Zack McGill, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

15. Discussion and possible action regarding Schedule Y from estimate of need for millage requirements
Motion to approve Schedule Y from estimate of need for millage requirements. This motion, made by Zack McGill and seconded by Christy Clift, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

16. Discussion and possible action regarding Closing the Clay Shooting account and rename program (813) to Girls Powerlifting. Transfer fund from the Clay Shooting account to Gate (815)
Motion to approve Closing the Clay Shooting account and rename program (813) to Girls Powerlifting. Transfer fund from the Clay Shooting account to Gate (815). This motion, made by Zack McGill and seconded by Christy Clift, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

17. Discussion and possible action regarding Transferring some of the Boy's Powerlifting funds to Girl's Powerlifting
Motion to approve Transferring some of the Boy's Powerlifting funds to Girl's Powerlifting. This motion, made by Christy Clift and seconded by Laurie Allen, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

18. Consent Agenda
Motion to approve Consent Agenda. This motion, made by Christy Clift and seconded by Zack McGill, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

18.a. Minutes of the August 14, 2023 regular meeting

18.b. Finance Report; 2023-2024

1. General Fund Nos 211-281
2. Building Fund Nos 40-43
3. 2010 Bond #31 none
4. 2021 Bond #32 3 to 5
5. 2010 A&B Bond none
6. FY23 Safety & Security Bond none
7. Sinking Fund #41 none
8. Gifts #81 none
9. BJ Clack Nos. 1 to 3
10. Athletic Fund Nos. 37-159
11. Activity Fund Nos. 76-133
12. Federal Program

18.c. Annual renewal of Oklahoma Department of Career and Technology Education Contract for 2023-2024 SY

18.d. Annual renewal of Specialty Care Medical/Pediatrics, Inc. Agreement

18.e. Annual renewal of Pre-Employment Transition Services Collaborative Agreement FY 2024

18.f. Purpose of Account - School-Based Services Program

18.g. Purpose of Account - Bill Wallace Office Account

18.h. Purpose of Account - Bill Wallace Daycare Account

18.i. Travel:

- Chickasha High School Cheer - State Cheer Competition - Tulsa, Ok.
- Adult Learning Center - Work Partners Conference - Oklahoma City, Ok.
- Adult Learning Center - Oklahoma Literacy Coalition Conference - Guthrie, Ok

18.j. Sanctioning:

- BWECC PTO

19. Discussion and possible action regarding proposed Executive Session to Discuss:
Motion to convene into executive session. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

Board entered into executive session at 7:16pm

19.a. Employment, hiring, or resignation and retirements of individual salaried public officers or employees listed on Exhibit A. Executive Session Authority: Okla. Stat. Tit. 25, 307(B)(1).

19.b. Evaluation, contract and employment of the Superintendent Executive Session Authority: Okla. Stat. Tit. 25, 307(B)(1).

20. Acknowledge return to open session and executive session compliance statement

Board returned from executive session at 8:22pm

21. Discussion and possible action regarding the hiring of individuals listed on Exhibit A
Motion to approve the hiring of individuals listed on Exhibit A with the corrections as follows Stacy Price hired as Paraprofessional/CNA at CHS not CMS. Tom Peacore withdrew himself from being hired as Girls Varsity Soccer Asst. Coach. This motion, made by Zack McGill and seconded by Christy Clift, passed.

Laurie Allen: Yea
Christy Clift: Yea

Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

22. Discussion and possible action regarding the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A
Motion to approve the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A. This motion, made by Christy Clift and seconded by Laurie Allen, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

23. Discussion and possible action regarding the resignations of individuals listed on Exhibit A
Motion to approve the resignations of individuals listed on Exhibit A. This motion, made by Zack McGill and seconded by Laurie Allen, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

24. Discussion and possible action regarding the retirement of individuals listed on Exhibit A

No action taken/no retirements

25. New Business

No new business

26. Motion to Adjourn
Motion to adjourn at 8:25PM. This motion, made by Cara Gerdes and seconded by Laurie Allen, passed.
Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea

Robyn Morse: Yea
Yea: 5, Nay: 0

_____
Board President

_____
Clerk

# Financial Update to Board

**To:** Members of the Board of Education
**From:** Jennifer Stegman
**Date:** October 9, 2023

**Expenditures:**

Chickasha's General Fund expenditures for the last five fiscal years (FY) and through September of the current fiscal year are presented in Exhibits 1 and 2. Exhibit 1 outlines salary and benefit expenses by month for all Chickasha Public School employees. Exhibit 2 outlines General Fund total expenses (both salary and operational) by month. Beginning in FY21, May and June expenses are reflected in May and July and August payroll expenses are reflected in June for all ten-month employees. In December of FY23, the district provided a $1,200 retention stipend to all employees who met an approved criterion. The increase in both payroll and overall expenses is mainly due to the one-time retention stipend for that year and month. Currently, expenses are up approximately $195,000 from last year at this time. The increase in expenses is mainly due to the increase in salaries provided to all personnel this year.

**Exhibit 1: Payroll Expenses by Month and Year**

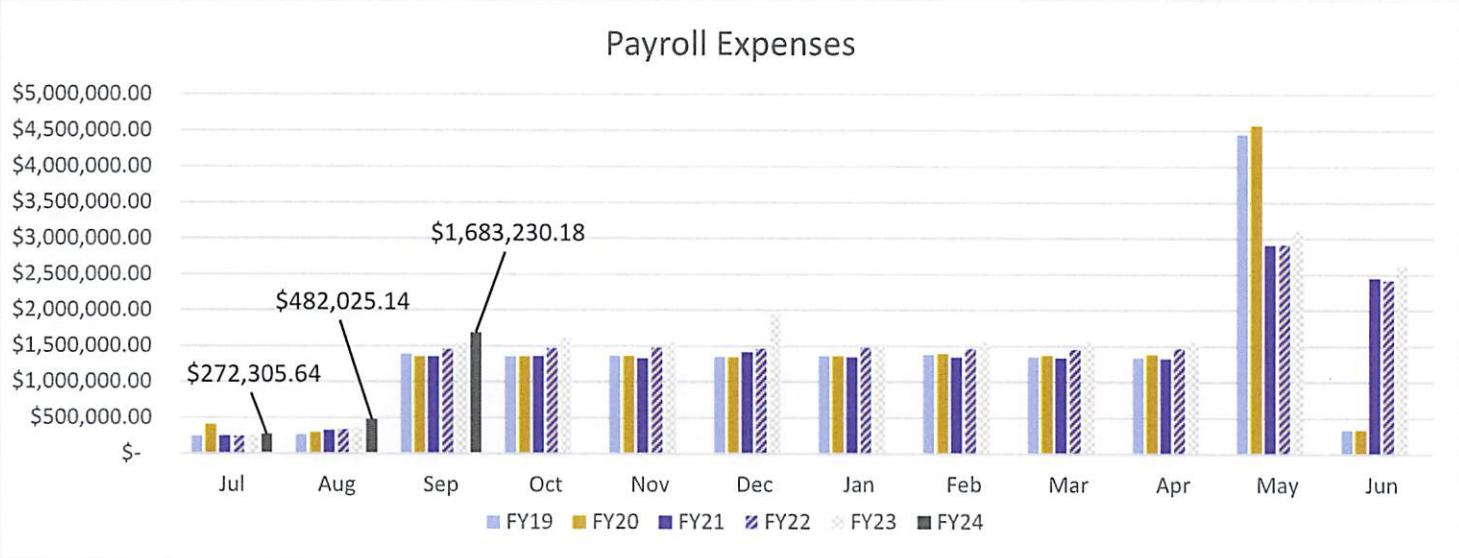
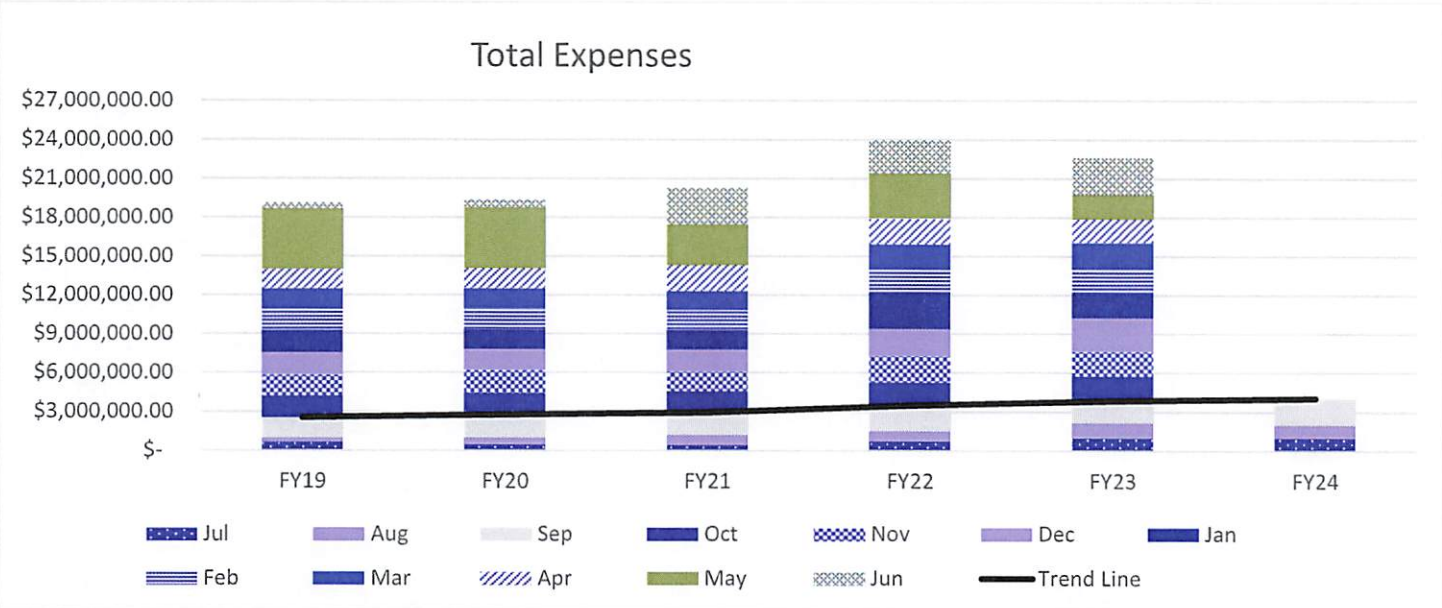



**Exhibit 2: Total Expense by Month and Year**



## Revenues:

Exhibit 3 provides General Fund receipts by month for FY19, FY20, FY21, FY22, FY23 and through September of FY24. Receipts include funding from State, Local, and Federal Sources. Receipts are down by approximately $900,000 from this time last year.

**Exhibit 3: Receipts by Month**

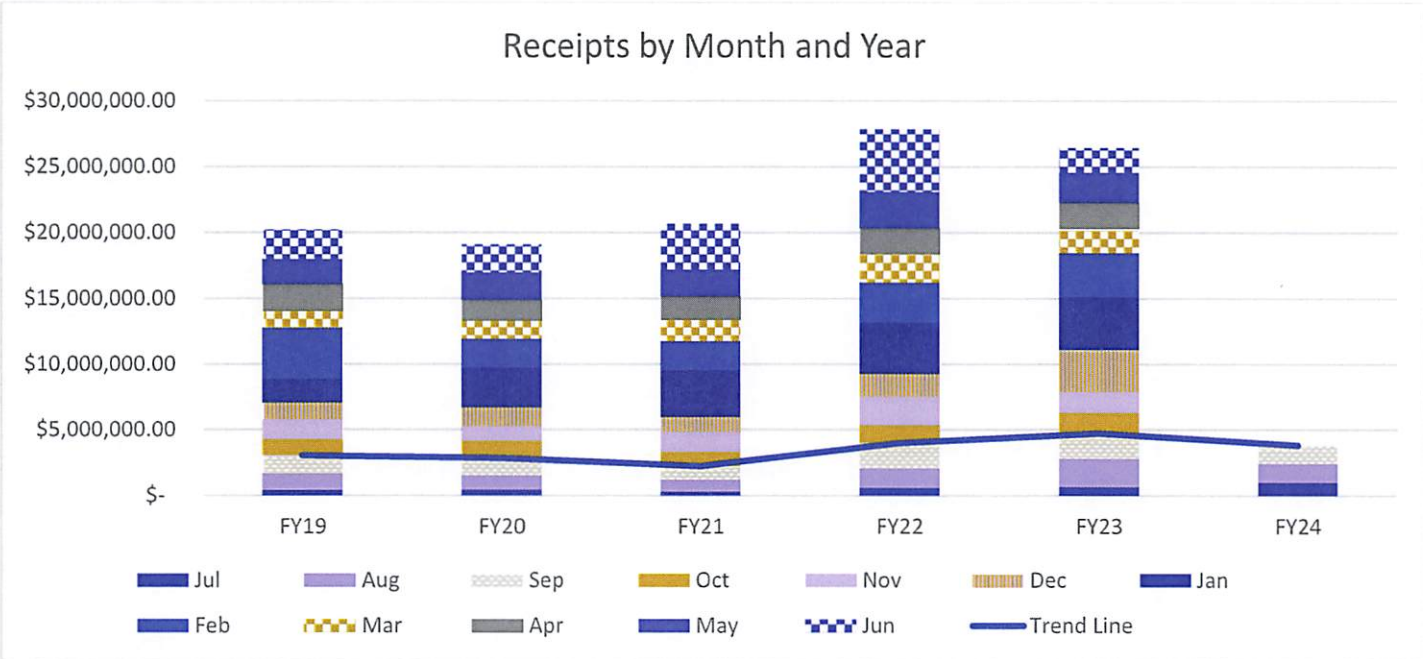
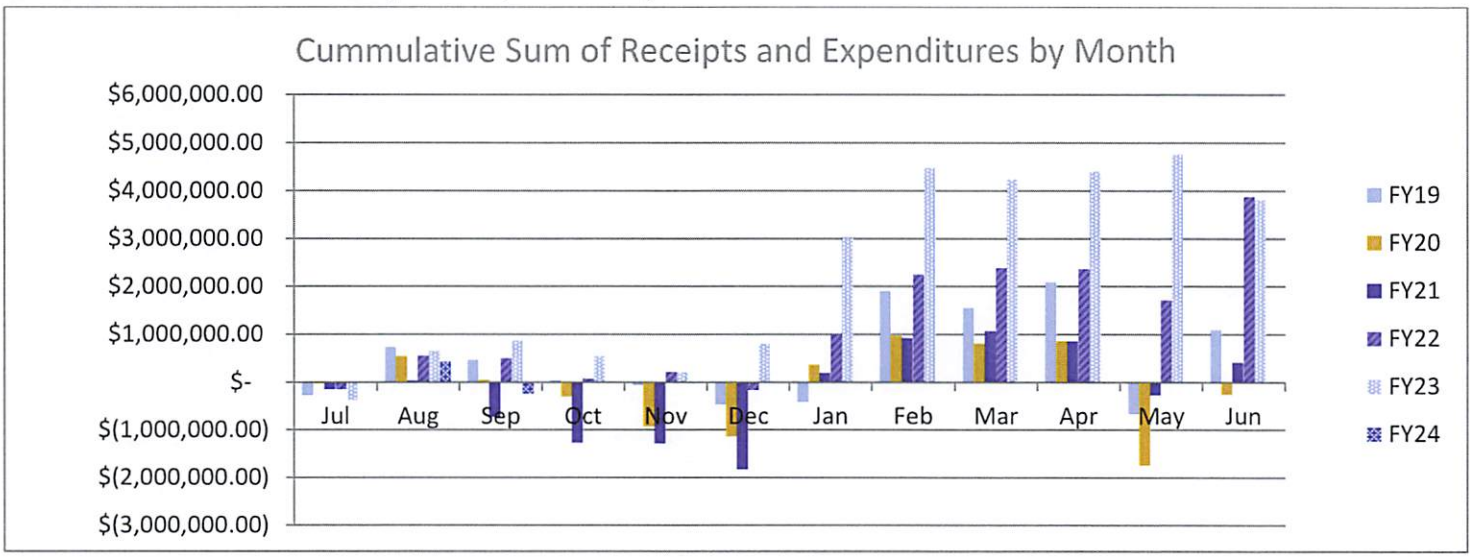



Exhibit 4 outlines General Fund revenues and expenses by month for FY19, FY20, FY21, FY22. FY23 and through September of FY24. The values represent the cumulative sum of revenues and expenses by month. The values represent revenue and expenses collected in the designated year and do not include fund balances brought forward from prior years. The information provides cash flow trends and can help guide the district to project the necessary cash fund balances.

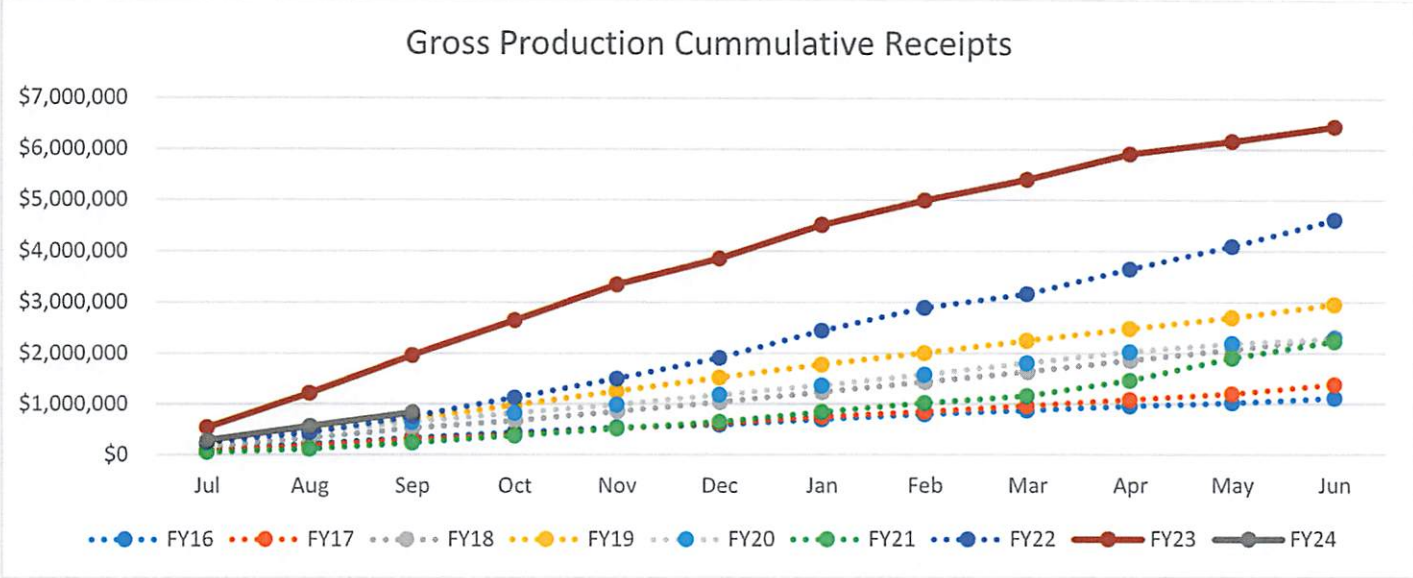
**Exhibit 4: Cumulative Sum of Receipts and Expenditures by Month**



## Gross Production

Chickasha's Gross Production collections are down over a million dollars from this time last year. However, the collections are consistent with trends from prior years. Exhibit 5 provides the cumulative collections from FY16 to September of FY24.

**Exhibit 5: Gross Production Cumulative Collections**



# Chickasha Public Schools



## Budget Analysis

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 9/30/2023, Print Detail: False

| Classification | Appropriation | Encumbered | Paid | Encumbered Balance | Unencumbered Balance | % Enc Budget |
|---|---|---|---|---|---|---|
| 2023-2024 | | | | | | |
| 11 GEN FUND-FOR OP | 30,982,651.00 | 7,171,108.79 | 4,021,752.73 | 3,149,356.06 | 23,811,542.21 | 23.15% |
| 21 Building | 3,482,828.00 | 2,057,935.26 | 614,699.42 | 1,443,235.84 | 1,424,892.74 | 59.09% |
| 30 Lease Purchase Safety and Security | 17,645,707.25 | 7,628,672.59 | 1,796,498.69 | 5,832,173.90 | 10,017,034.66 | 43.23% |
| 32 2021 Bond Fund | 302,743.56 | 119,490.37 | 116,791.36 | 2,699.01 | 183,253.19 | 39.47% |
| 33 2022 Bond Fund | 71,956.09 | 0.00 | 0.00 | 0.00 | 71,956.09 | 0.00% |
| 34 2023 Bond Fund | 103,714.73 | 10,054.00 | 7,479.46 | 2,574.54 | 93,660.73 | 9.69% |
| 41 Sinking | 3,299,310.65 | 2,661,331.25 | 2,661,331.25 | 0.00 | 637,979.40 | 80.66% |
| 60 BJ Clack Scholarships | 0.00 | 7,500.00 | 7,500.00 | 0.00 | -7,500.00 | 100.00% |
| 61 ACTIVITY FUND | 0.00 | 150,861.79 | 70,678.65 | 80,183.14 | -150,861.79 | 100.00% |
| 62 ATHLETIC FUND | 0.00 | 229,626.05 | 168,448.38 | 61,177.67 | -229,626.05 | 100.00% |
| **Total 2023-2024** | **$55,888,911.28** | **$20,036,580.10** | **$9,465,179.94** | **$10,571,400.16** | **$35,852,331.18** | **35.85 %** |
| **Report Total** | **$55,888,911.28** | **$20,036,580.10** | **$9,465,179.94** | **$10,571,400.16** | **$35,852,331.18** | **35.85 %** |

# Chickasha Public Schools



## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 9/30/2023

| | Estimated Revenue | Revenue Collected | Revenue Receivable | Unappropriated Receipts | % Rev Collected | Current Month |
|---|---|---|---|---|---|---|
| Fund - 11 GEN FUND-FOR OP | | | | | | |
| Series - 1000 | | | | | | |
| 1110-000 | $3,778,140.00 | $264,476.44 | $3,513,663.56 | $0.00 | 7.00% | $0.00 |
| 1120-000 | $100,000.00 | $47,705.16 | $52,294.84 | $0.00 | 47.71% | $37,648.40 |
| 1130-000 | $0.00 | $125.46 | $0.00 | $125.46 | N/A | $41.29 |
| 1214-036 | $0.00 | $1,321.88 | $0.00 | $1,321.88 | N/A | $225.63 |
| 1310-000 | $60,000.00 | $51,307.54 | $8,692.46 | $0.00 | 85.51% | $20,015.70 |
| 1350-000 | $0.00 | $869.32 | $0.00 | $869.32 | N/A | $66.37 |
| 1420-000 | $0.00 | $2,640.00 | $0.00 | $2,640.00 | N/A | $0.00 |
| 1440-000 | $0.00 | $180.00 | $0.00 | $180.00 | N/A | $0.00 |
| 1460-000 | $0.00 | $531.80 | $0.00 | $531.80 | N/A | $322.68 |
| 1590-000 | $0.00 | $5,553.26 | $0.00 | $5,553.26 | N/A | $2,136.22 |
| 1590-073 | $0.00 | $3,215.25 | $0.00 | $3,215.25 | N/A | $0.00 |
| 1590-185 | $0.00 | $850.54 | $0.00 | $850.54 | N/A | $0.00 |
| 1610-000 | $0.00 | $4,157.21 | $0.00 | $4,157.21 | N/A | $4,157.21 |
| 1630-000 | $0.00 | $1,835.60 | $0.00 | $1,835.60 | N/A | $0.00 |
| 1660-000 | $0.00 | $63.68 | $0.00 | $63.68 | N/A | $0.00 |
| 1720-185 | $0.00 | $7,551.15 | $0.00 | $7,551.15 | N/A | $3,970.05 |
| 1730-185 | $0.00 | $2,507.07 | $0.00 | $2,507.07 | N/A | $1,274.85 |
| **Series - 1000 Total** | **$3,938,140.00** | **$394,891.36** | **$3,574,650.86** | **$31,402.22** | **10.03%** | **$69,858.40** |
| Series - 2000 | | | | | | |
| 2100-000 | $694,109.00 | $42,597.42 | $651,511.58 | $0.00 | 6.14% | $2,617.03 |
| 2200-000 | $141,717.00 | $22,327.27 | $119,389.73 | $0.00 | 15.75% | $9,403.04 |
| **Series - 2000 Total** | **$835,826.00** | **$64,924.69** | **$770,901.31** | **$0.00** | **7.77%** | **$12,020.07** |
| Series - 3000 | | | | | | |
| 3110-000 | $3,200,000.00 | $832,112.84 | $2,367,887.16 | $0.00 | 26.00% | $271,966.10 |
| 3120-000 | $937,343.00 | $184,849.89 | $752,493.11 | $0.00 | 19.72% | $86,950.43 |
| 3130-000 | $0.00 | $4,388.74 | $0.00 | $4,388.74 | N/A | $1,785.57 |
| 3140-000 | $0.00 | $74,263.48 | $0.00 | $74,263.48 | N/A | $19,260.13 |
| 3150-000 | $0.00 | $401.48 | $0.00 | $401.48 | N/A | $81.27 |
| 3160-000 | $0.00 | $1,748.34 | $0.00 | $1,748.34 | N/A | $0.00 |
| 3210-000 | $5,778,913.00 | $1,040,204.27 | $4,738,708.73 | $0.00 | 18.00% | $520,102.14 |
| 3250-000 | $2,211,315.00 | $0.00 | $2,211,315.00 | $0.00 | 0.00% | $0.00 |
| 3250-331 | $0.00 | $3,312.62 | $0.00 | $3,312.62 | N/A | $1,656.31 |
| 3250-332 | $0.00 | $13,930.83 | $0.00 | $13,930.83 | N/A | $6,965.41 |
| 3250-334 | $0.00 | $231,628.57 | $0.00 | $231,628.57 | N/A | $120,296.68 |
| 3250-335 | $0.00 | $149,164.64 | $0.00 | $149,164.64 | N/A | $77,248.39 |
| 3420-000 | $143,999.00 | $0.00 | $143,999.00 | $0.00 | 0.00% | $0.00 |
| 3420-333 | $0.00 | $143,999.16 | $0.00 | $143,999.16 | N/A | $0.00 |
| 3430-319 | $20,835.00 | $2,803.77 | $18,031.23 | $0.00 | 13.46% | $0.00 |
| 3450-000 | $556,001.00 | $0.00 | $556,001.00 | $0.00 | 0.00% | $0.00 |
| 3690-352 | $0.00 | $1,500.00 | $0.00 | $1,500.00 | N/A | $0.00 |
| 3690-376 | $92,000.00 | $0.00 | $92,000.00 | $0.00 | 0.00% | $0.00 |
| 3811-411 | $23,240.00 | $3,960.00 | $19,280.00 | $0.00 | 17.04% | $3,960.00 |
| 3812-412 | $34,000.00 | $8,500.00 | $25,500.00 | $0.00 | 25.00% | $8,500.00 |
| **Series - 3000 Total** | **$12,997,646.00** | **$2,696,768.63** | **$10,925,215.23** | **$624,337.86** | **20.75%** | **$1,118,772.43** |
| Series - 4000 | | | | | | |
| 4140-561 | $80,000.00 | $16,618.89 | $63,381.11 | $0.00 | 20.77% | $0.00 |
| 4210-799 | $0.00 | $141,840.01 | $0.00 | $141,840.01 | N/A | $0.00 |
| 4211-511 | $1,091,619.00 | $0.00 | $1,091,619.00 | $0.00 | 0.00% | $0.00 |
| 4271-541 | $152,376.00 | $0.00 | $152,376.00 | $0.00 | 0.00% | $0.00 |
| 4271-799 | $0.00 | $16,460.78 | $0.00 | $16,460.78 | N/A | $0.00 |
| 4310-621 | $676,349.00 | $0.00 | $676,349.00 | $0.00 | 0.00% | $0.00 |
| 4310-641 | $14,196.00 | $0.00 | $14,196.00 | $0.00 | 0.00% | $0.00 |
| 4310-799 | $0.00 | $72,606.62 | $0.00 | $72,606.62 | N/A | $0.00 |
| 4340-799 | $0.00 | $1,508.11 | $0.00 | $1,508.11 | N/A | $0.00 |
| 4430-518 | $4,913.00 | $0.00 | $4,913.00 | $0.00 | 0.00% | $0.00 |

# Chickasha Public Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 9/30/2023

| | Estimated Revenue | Revenue Collected | Revenue Receivable | Unappropriated Receipts | % Rev Collected | Current Month |
|---|---|---|---|---|---|---|
| 4442-552 | $65,684.00 | $0.00 | $65,684.00 | $0.00 | 0.00% | $0.00 |
| 4443-586 | $68,318.00 | $0.00 | $68,318.00 | $0.00 | 0.00% | $0.00 |
| 4480-799 | $0.00 | $6,373.14 | $0.00 | $6,373.14 | N/A | $0.00 |
| 4490-596 | $102,788.00 | $0.00 | $102,788.00 | $0.00 | 0.00% | $0.00 |
| 4550-563 | $0.00 | $2,630.36 | $0.00 | $2,630.36 | N/A | $2,630.36 |
| 4611-731 | $170,915.00 | $62,239.18 | $108,675.82 | $0.00 | 36.42% | $0.00 |
| 4689-712 | $12,861.00 | $0.00 | $12,861.00 | $0.00 | 0.00% | $0.00 |
| 4689-722 | $154,000.00 | $0.00 | $154,000.00 | $0.00 | 0.00% | $0.00 |
| 4689-725 | $0.00 | $3,498.00 | $0.00 | $3,498.00 | N/A | $1,749.00 |
| 4689-795 | $1,702,255.00 | $0.00 | $1,702,255.00 | $0.00 | 0.00% | $0.00 |
| 4689-797 | $2,062.00 | $0.00 | $2,062.00 | $0.00 | 0.00% | $0.00 |
| 4689-799 | $200,000.00 | $102,337.47 | $97,662.53 | $0.00 | 51.17% | $0.00 |
| 4705-759 | $0.00 | $58,564.05 | $0.00 | $58,564.05 | N/A | $58,564.05 |
| 4710-763 | $706,624.00 | $64,272.33 | $642,351.67 | $0.00 | 9.10% | $64,272.33 |
| 4720-764 | $588,918.00 | $23,878.15 | $565,039.85 | $0.00 | 4.05% | $23,878.15 |
| 4740-766 | $0.00 | $10,685.77 | $0.00 | $10,685.77 | N/A | $0.00 |
| 4821-421 | $0.00 | $24,668.51 | $0.00 | $24,668.51 | N/A | $0.00 |
| **Series - 4000 Total** | **$5,793,878.00** | **$608,181.37** | **$5,524,531.98** | **$338,835.35** | **10.50%** | **$151,093.89** |
| Series - 5000 | | | | | | |
| 5160-000 | $0.00 | $33,180.64 | $0.00 | $33,180.64 | N/A | $1,128.53 |
| 5160-162 | $0.00 | $3,495.00 | $0.00 | $3,495.00 | N/A | $0.00 |
| **Series - 5000 Total** | **$0.00** | **$36,675.64** | **$0.00** | **$36,675.64** | **N/A** | **$1,128.53** |
| Series - 6000 | | | | | | |
| 6110-000 | $7,752,002.00 | $7,752,002.18 | $0.00 | $0.18 | 100.00% | $0.00 |
| 6110-051 | $2,775.00 | $2,775.00 | $0.00 | $0.00 | 100.00% | $0.00 |
| **Series - 6000 Total** | **$7,754,777.00** | **$7,754,777.18** | **$0.00** | **$0.18** | **100.00%** | **$0.00** |
| **Fund - 11 GEN FUND-FOR OP Total** | **$31,320,267.00** | **$11,556,218.87** | **$20,795,299.38** | **$1,031,251.25** | **36.90%** | **$1,352,873.32** |
| Fund - 21 Building | | | | | | |
| Series - 1000 | | | | | | |
| 1110-000 | $579,342.00 | $37,771.79 | $541,570.21 | $0.00 | 6.52% | $0.00 |
| 1120-000 | $0.00 | $6,813.11 | $0.00 | $6,813.11 | N/A | $5,376.83 |
| 1130-000 | $0.00 | $5.90 | $0.00 | $5.90 | N/A | $5.90 |
| 1510-000 | $2,400,000.00 | $2,202,077.95 | $197,922.05 | $0.00 | 91.75% | $0.00 |
| **Series - 1000 Total** | **$2,979,342.00** | **$2,246,668.75** | **$739,492.26** | **$6,819.01** | **75.41%** | **$5,382.73** |
| Series - 3000 | | | | | | |
| 3160-000 | $0.00 | $249.70 | $0.00 | $249.70 | N/A | $0.00 |
| 3435-000 | $470,706.00 | $0.00 | $470,706.00 | $0.00 | 0.00% | $0.00 |
| **Series - 3000 Total** | **$470,706.00** | **$249.70** | **$470,706.00** | **$249.70** | **0.05%** | **$0.00** |
| Series - 6000 | | | | | | |
| 6110-000 | $165,380.00 | $165,380.18 | $0.00 | $0.18 | 100.00% | $0.00 |
| **Series - 6000 Total** | **$165,380.00** | **$165,380.18** | **$0.00** | **$0.18** | **100.00%** | **$0.00** |
| **Fund - 21 Building Total** | **$3,615,428.00** | **$2,412,298.63** | **$1,210,198.26** | **$7,068.89** | **66.72%** | **$5,382.73** |
| Fund - 32 2021 Bond Fund | | | | | | |
| Series - 6000 | | | | | | |
| 6110-000 | $0.00 | $302,743.56 | $0.00 | $302,743.56 | N/A | $0.00 |
| **Series - 6000 Total** | **$0.00** | **$302,743.56** | **$0.00** | **$302,743.56** | **N/A** | **$0.00** |
| **Fund - 32 2021 Bond Fund Total** | **$0.00** | **$302,743.56** | **$0.00** | **$302,743.56** | **N/A** | **$0.00** |
| Fund - 33 2022 Bond Fund | | | | | | |
| Series - 6000 | | | | | | |
| 6110-000 | $0.00 | $71,956.09 | $0.00 | $71,956.09 | N/A | $0.00 |
| **Series - 6000 Total** | **$0.00** | **$71,956.09** | **$0.00** | **$71,956.09** | **N/A** | **$0.00** |
| **Fund - 33 2022 Bond Fund Total** | **$0.00** | **$71,956.09** | **$0.00** | **$71,956.09** | **N/A** | **$0.00** |
| Fund - 34 2023 Bond Fund | | | | | | |
| Series - 6000 | | | | | | |
| 6110-000 | $0.00 | $103,714.73 | $0.00 | $103,714.73 | N/A | $0.00 |
| **Series - 6000 Total** | **$0.00** | **$103,714.73** | **$0.00** | **$103,714.73** | **N/A** | **$0.00** |
| **Fund - 34 2023 Bond Fund Total** | **$0.00** | **$103,714.73** | **$0.00** | **$103,714.73** | **N/A** | **$0.00** |

# Chickasha Public Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 9/30/2023

| | Estimated Revenue | Revenue Collected | Revenue Receivable | Unappropriated Receipts | % Rev Collected | Current Month |
|---|---|---|---|---|---|---|
| Fund - 41 Sinking | | | | | | |
| Series - 1000 | | | | | | |
| 1110-000 | $0.00 | $207,338.30 | $0.00 | $207,338.30 | N/A | $0.00 |
| 1120-000 | $0.00 | $37,035.99 | $0.00 | $37,035.99 | N/A | $29,352.96 |
| 1130-000 | $0.00 | $32.37 | $0.00 | $32.37 | N/A | $32.37 |
| **Series - 1000 Total** | **$0.00** | **$244,406.66** | **$0.00** | **$244,406.66** | **N/A** | **$29,385.33** |
| Series - 3000 | | | | | | |
| 3160-000 | $0.00 | $1,370.63 | $0.00 | $1,370.63 | N/A | $0.00 |
| **Series - 3000 Total** | **$0.00** | **$1,370.63** | **$0.00** | **$1,370.63** | **N/A** | **$0.00** |
| Series - 6000 | | | | | | |
| 6110-000 | $0.00 | $3,299,310.65 | $0.00 | $3,299,310.65 | N/A | $0.00 |
| **Series - 6000 Total** | **$0.00** | **$3,299,310.65** | **$0.00** | **$3,299,310.65** | **N/A** | **$0.00** |
| **Fund - 41 Sinking Total** | **$0.00** | **$3,545,087.94** | **$0.00** | **$3,545,087.94** | **N/A** | **$29,385.33** |
| **Report Total** | **$34,935,695.00** | **$17,992,019.82** | **$22,005,497.64** | **$5,061,822.46** | **51.50%** | **$1,387,641.38** |

# Chickasha Public Schools

## Revenue/Expenditure Summary

**Options:** Fund: 61, Date Range: 9/1/2023 - 9/30/2023

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---|---|---|---|---|---|---|---|
| Project - 001 Activity Offices | | | | | | | |
| 901 Bill Wallace Office | $15,988.21 | $0.00 | $0.00 | $300.00 | $15,688.21 | $300.00 | $15,388.21 |
| 910 Grand Office | $28,887.31 | $219.40 | $0.00 | $334.36 | $28,772.35 | $10,662.68 | $18,109.67 |
| 917 Grand Staff Account | $287.37 | $220.00 | $0.00 | $75.00 | $432.37 | $75.00 | $357.37 |
| 920 Lincoln Office | $3,922.16 | $450.50 | $0.00 | $621.99 | $3,750.67 | $575.00 | $3,175.67 |
| 930 Middle School Office | $9,446.04 | $2,106.00 | $0.00 | $307.81 | $11,244.23 | $4,917.34 | $6,326.89 |
| 933 Middle School Science | $0.00 | $1,225.00 | $0.00 | $0.00 | $1,225.00 | $0.00 | $1,225.00 |
| 950 High School Office | $14,796.12 | $4,566.21 | $0.00 | $4,183.69 | $15,178.64 | $2,008.42 | $13,170.22 |
| 970 ABE | $684.49 | $320.00 | $0.00 | $93.47 | $911.02 | $0.00 | $911.02 |
| 971 ABE | $1,492.00 | $300.00 | $0.00 | $75.81 | $1,716.19 | $1,000.00 | $716.19 |
| 975 ABE Scholarships | $400.00 | $0.00 | $0.00 | $0.00 | $400.00 | $0.00 | $400.00 |
| 980 Facilities | $1,779.42 | $0.00 | $0.00 | $0.00 | $1,779.42 | $0.00 | $1,779.42 |
| 990 CPS Administration | $4,345.10 | $617.53 | $0.00 | $629.68 | $4,332.95 | $1,200.00 | $3,132.95 |
| 991 School Based Services Program | $233.78 | $0.00 | $0.00 | $0.00 | $233.78 | $0.00 | $233.78 |
| 993 Textbook/Equipment | $5,310.00 | $1,575.00 | $0.00 | $0.00 | $6,885.00 | $0.00 | $6,885.00 |
| **Total Project - 001 Activity Offices** | **$87,572.00** | **$11,599.64** | **$0.00** | **$6,621.81** | **$92,549.83** | **$20,738.44** | **$71,811.39** |
| Project - 002 Activity Media Centers | | | | | | | |
| 902 Bill Wallace Media Center | $1,418.28 | $0.00 | $0.00 | $0.00 | $1,418.28 | $0.00 | $1,418.28 |
| 911 Grand Media Center | $1,789.96 | $1,500.00 | $0.00 | $77.11 | $3,212.85 | $1,103.91 | $2,108.94 |
| 921 Lincoln Media Center | $377.45 | $1,926.48 | $0.00 | $212.00 | $2,091.93 | $0.00 | $2,091.93 |
| 931 Middle School Media Center | $1,474.34 | $250.00 | $0.00 | $0.00 | $1,724.34 | $0.00 | $1,724.34 |
| **Total Project - 002 Activity Media Centers** | **$5,060.03** | **$3,676.48** | **$0.00** | **$289.11** | **$8,447.40** | **$1,103.91** | **$7,343.49** |
| Project - 005 Activity Clubs | | | | | | | |
| 913 Grand Spirit Squad | $6,637.58 | $3,242.00 | $0.00 | $89.90 | $9,789.68 | $1,881.94 | $7,907.74 |
| 915 Robotics | $3,557.28 | $0.00 | $0.00 | $1,890.32 | $1,666.96 | $0.00 | $1,666.96 |
| 922 Lincoln Clubs | $1,805.97 | $0.00 | $0.00 | $100.00 | $1,705.97 | $0.00 | $1,705.97 |
| 933 Middle School Science | $225.55 | $0.00 | $0.00 | $0.00 | $225.55 | $0.00 | $225.55 |
| 934 Middle School Enrichment | $229.17 | $0.00 | $0.00 | $0.00 | $229.17 | $50.00 | $179.17 |
| 935 Middle School F.C.C.L.A. | $351.37 | $250.00 | $0.00 | $70.00 | $531.37 | $155.00 | $376.37 |
| 936 Middle School Academic Programs | $66.62 | $0.00 | $0.00 | $0.00 | $66.62 | $0.00 | $66.62 |
| 938 Middle School Honor Society | $594.80 | $0.00 | $0.00 | $0.00 | $594.80 | $50.00 | $544.80 |
| 939 Middle School Indus. Arts-AT/AE | $2,334.62 | $0.00 | $0.00 | $0.00 | $2,334.62 | $0.00 | $2,334.62 |
| 941 Middle School Council | $1,283.39 | $0.00 | $0.00 | $0.00 | $1,283.39 | $0.00 | $1,283.39 |
| 942 Middle School Vocal Music | $304.17 | $0.00 | $0.00 | $0.00 | $304.17 | $0.00 | $304.17 |
| 958 High School Jr Optimist Club | $1,804.08 | $0.00 | $0.00 | $171.24 | $1,632.84 | $2.59 | $1,630.25 |
| 959 High School National Honor | $161.75 | $0.00 | $0.00 | $0.00 | $161.75 | $0.00 | $161.75 |
| 960 High School Academic Club | $11.01 | $0.00 | $0.00 | $0.00 | $11.01 | $0.00 | $11.01 |
| 961 High Special Olympics/Spec Ed | $4,353.59 | $0.00 | $0.00 | $31.24 | $4,322.35 | $37.99 | $4,284.36 |
| 962 High School Student Council | $2,409.24 | $0.00 | $0.00 | $49.45 | $2,359.79 | $421.98 | $1,937.81 |
| 963 JOM | $18,378.91 | $0.00 | $0.00 | $0.00 | $18,378.91 | $620.00 | $17,758.91 |
| 968 Mentor Program | $700.00 | $0.00 | $0.00 | $0.00 | $700.00 | $0.00 | $700.00 |
| 969 HS Robotics | $10,894.70 | $1,330.00 | $0.00 | $150.00 | $12,074.70 | $0.00 | $12,074.70 |
| **Total Project - 005 Activity Clubs** | **$56,103.80** | **$4,822.00** | **$0.00** | **$2,552.15** | **$58,373.65** | **$3,219.50** | **$55,154.15** |
| Project - 007 Activity FFA/Horticulture | | | | | | | |
| 964 High School F.F.A/Horticulture | $14,249.55 | $37,239.00 | $0.00 | $4,872.44 | $46,616.11 | $5,823.00 | $40,793.11 |
| **Total Project - 007 Activity FFA/Horticulture** | **$14,249.55** | **$37,239.00** | **$0.00** | **$4,872.44** | **$46,616.11** | **$5,823.00** | **$40,793.11** |
| Project - 008 Activity Daycare | | | | | | | |
| 903 Bill Wallace Daycare | $89,819.50 | $6,519.00 | $0.00 | $2,340.25 | $93,998.25 | $37,451.40 | $56,546.85 |
| 916 Grand Daycare | $27,113.18 | $2,060.00 | $0.00 | $0.00 | $29,173.18 | $5,335.39 | $23,837.79 |
| **Total Project - 008 Activity Daycare** | **$116,932.68** | **$8,579.00** | **$0.00** | **$2,340.25** | **$123,171.43** | **$42,786.79** | **$80,384.64** |
| Project - 009 Activity Electives | | | | | | | |
| 951 High School Art | $255.26 | $0.00 | $0.00 | $0.00 | $255.26 | $0.00 | $255.26 |
| 952 High School Band | $8,630.56 | $1,091.00 | $0.00 | $1,909.55 | $7,812.01 | $1,952.46 | $5,859.55 |
| 953 High School Yearbook | $5,149.51 | $50.00 | $0.00 | $1,795.28 | $3,404.23 | $0.00 | $3,404.23 |
| 954 High School Drama | $271.73 | $0.00 | $0.00 | $0.00 | $271.73 | $0.00 | $271.73 |
| 955 High School Library | $533.16 | $0.00 | $0.00 | $0.00 | $533.16 | $0.00 | $533.16 |
| 956 High School Vocal Music | $13,668.78 | $10,041.00 | $0.00 | $0.00 | $23,709.78 | $558.34 | $23,151.44 |

# Chickasha Public Schools

## Revenue/Expenditure Summary

**Options:** Fund: 61, Date Range: 9/1/2023 - 9/30/2023

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---|---|---|---|---|---|---|---|
| Project - 009 Activity Electives | | | | | | | |
| **Total Project - 009 Activity Electives** | **$28,509.00** | **$11,182.00** | **$0.00** | **$3,704.83** | **$35,986.17** | **$2,510.80** | **$33,475.37** |
| Project - 010 Activity Classes | | | | | | | |
| 965 High School Classes | $17,992.97 | $0.00 | $0.00 | $0.00 | $17,992.97 | $4,000.70 | $13,992.27 |
| **Total Project - 010 Activity Classes** | **$17,992.97** | **$0.00** | **$0.00** | **$0.00** | **$17,992.97** | **$4,000.70** | **$13,992.27** |
| **Total** | **$326,420.03** | **$77,098.12** | **$0.00** | **$20,380.59** | **$383,137.56** | **$80,183.14** | **$302,954.42** |

# Chickasha Public Schools

## Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 9/1/2023 - 9/30/2023

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---|---|---|---|---|---|---|---|
| Project - 001 Activity Offices | | | | | | | |
| 995 BJ Clack Scholarships | $549,944.51 | $587.02 | $0.00 | $0.00 | $550,531.53 | $0.00 | $550,531.53 |
| **Total Project - 001 Activity Offices** | **$549,944.51** | **$587.02** | **$0.00** | **$0.00** | **$550,531.53** | **$0.00** | **$550,531.53** |
| **Total** | **$549,944.51** | **$587.02** | **$0.00** | **$0.00** | **$550,531.53** | **$0.00** | **$550,531.53** |

# Chickasha Public Schools



## Revenue/Expenditure Summary

**Options:** Fund: 62, Date Range: 9/1/2023 - 9/30/2023

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---|---|---|---|---|---|---|---|
| Project - 000 NON-CATEGORICAL EXP | | | | | | | |
| 807 Concession | $0.00 | $479.80 | $0.00 | $0.00 | $479.80 | $0.00 | $479.80 |
| **Total Project - 000 NON-CATEGORICAL EXP** | **$0.00** | **$479.80** | **$0.00** | **$0.00** | **$479.80** | **$0.00** | **$479.80** |
| Project - 003 Athletics | | | | | | | |
| 801 Athletic Misc. | $878.19 | $0.00 | $0.00 | $0.00 | $878.19 | $0.00 | $878.19 |
| 802 Archery | $8,861.61 | $0.00 | $0.00 | $0.00 | $8,861.61 | $0.00 | $8,861.61 |
| 803 Baseball | $5,153.27 | $300.00 | $0.00 | $0.00 | $5,453.27 | $719.17 | $4,734.10 |
| 804 Basketball-Boys | $3,840.73 | $0.00 | $0.00 | $0.00 | $3,840.73 | $0.00 | $3,840.73 |
| 805 Basketball-Girls | $9,772.52 | $0.00 | $0.00 | $3,032.96 | $6,739.56 | $1,271.75 | $5,467.81 |
| 806 Cheer | $8,646.79 | $7,612.65 | $0.00 | $9,914.16 | $6,345.28 | $2,584.05 | $3,761.23 |
| 807 Concession | $17,696.40 | $11,467.00 | $0.00 | $9,753.79 | $19,409.61 | $3,962.84 | $15,446.77 |
| 808 Cross Country-Boys | $1,560.70 | $0.00 | $0.00 | $0.00 | $1,560.70 | $0.00 | $1,560.70 |
| 809 Cross Country-Girls | $2,107.04 | $0.00 | $0.00 | $0.00 | $2,107.04 | $635.61 | $1,471.43 |
| 810 Football | $17,170.34 | $400.00 | $0.00 | $13,683.14 | $3,887.20 | $2,500.18 | $1,387.02 |
| 812 ESports | $1,000.00 | $0.00 | $0.00 | $0.00 | $1,000.00 | $0.00 | $1,000.00 |
| 813 Girls Powerlifting | $2,332.25 | $500.00 | ($913.47) | $0.00 | $1,918.78 | $0.00 | $1,918.78 |
| 815 Gate | $94,336.97 | $36,282.00 | $2,332.25 | $63,479.83 | $69,471.39 | $35,171.96 | $34,299.43 |
| 816 Golf Boys | $2,975.47 | $0.00 | $0.00 | $0.00 | $2,975.47 | $0.00 | $2,975.47 |
| 817 Golf Girls | $3,380.42 | $0.00 | $0.00 | $0.00 | $3,380.42 | $0.00 | $3,380.42 |
| 818 Pom | $5,563.65 | $0.00 | $0.00 | $3,924.60 | $1,639.05 | $200.00 | $1,439.05 |
| 819 Boys Powerlifting | $2,837.56 | $0.00 | ($1,418.78) | $0.00 | $1,418.78 | $0.00 | $1,418.78 |
| 820 Softball | $4,688.21 | $500.00 | $0.00 | $0.00 | $5,188.21 | $2,741.79 | $2,446.42 |
| 821 Soccer-Boys | $1,184.27 | $0.00 | $0.00 | $0.00 | $1,184.27 | $0.00 | $1,184.27 |
| 822 Soccer-Girls | $1,555.44 | $9,777.60 | $0.00 | $0.00 | $11,333.04 | $10,097.52 | $1,235.52 |
| 823 Swim-Boys | $1,416.50 | $0.00 | $0.00 | $0.00 | $1,416.50 | $0.00 | $1,416.50 |
| 824 Swim-Girls | $3,459.18 | $0.00 | $0.00 | $0.00 | $3,459.18 | $0.00 | $3,459.18 |
| 825 Tennis-Boys | $1,620.68 | $0.00 | $0.00 | $0.00 | $1,620.68 | $0.00 | $1,620.68 |
| 826 Tennis-Girls | $1,386.89 | $0.00 | $0.00 | $0.00 | $1,386.89 | $0.00 | $1,386.89 |
| 827 Track-Boys | $3,013.48 | $0.00 | $0.00 | $0.00 | $3,013.48 | $0.00 | $3,013.48 |
| 828 Track-Girls | $3,000.00 | $0.00 | $0.00 | $0.00 | $3,000.00 | $0.00 | $3,000.00 |
| 829 Volleyball | $4,245.00 | $500.00 | $0.00 | $0.00 | $4,745.00 | $63.57 | $4,681.43 |
| 830 Wrestling | $1,999.46 | $262.00 | $0.00 | $0.00 | $2,261.46 | $1,229.23 | $1,032.23 |
| **Total Project - 003 Athletics** | **$215,683.02** | **$67,601.25** | **$0.00** | **$103,788.48** | **$179,495.79** | **$61,177.67** | **$118,318.12** |
| **Total** | **$215,683.02** | **$68,081.05** | **$0.00** | **$103,788.48** | **$179,975.59** | **$61,177.67** | **$118,797.92** |

# Chickasha Public Schools



## Revenue/Expenditure Summary

**Options:** Fund: 81, Date Range: 9/1/2023 - 9/30/2023

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---|---|---|---|---|---|---|---|
| Project - 000 NON-CATEGORICAL EXP | | | | | | | |
| 000 UNDISTRIBUTED EXP | $24,653.70 | $0.00 | $0.00 | $0.00 | $24,653.70 | $0.00 | $24,653.70 |
| **Total Project - 000 NON-CATEGORICAL EXP** | **$24,653.70** | **$0.00** | **$0.00** | **$0.00** | **$24,653.70** | **$0.00** | **$24,653.70** |
| **Total** | **$24,653.70** | **$0.00** | **$0.00** | **$0.00** | **$24,653.70** | **$0.00** | **$24,653.70** |

| September 8-October 5, 2023 | | | |
|---|---|---|---|
| Accounts Payable | | | |
| Fund No. | Name | PO # | Amount |
| 11 | General fund | 282-357 | $246,002.71 |
| 21 | Building Fund | 44-58 | $730,305.30 |
| 31 | 2010 Bond Fund | none | 0 |
| 32 | 2021 GO Bond Fund | none | 0 |
| 33 | 2010 A& B Bond | none | 0 |
| 34 | 022 Safety & Security Bon | 3 to 6 | $9,754 |
| 41 | Sinking Fund | none | 0 |
| 60 | BJ Clack Scholarship | none | 0 |
| 61 | Athletic Fund | 160-223 | $60,214.28 |
| 62 | Activity Fund | 134-285 | $105,534.36 |
| 81 | Gift Fund | none | 0 |
| TOTAL | | | $1,151,810.65 |

**No Change Orders**

# Chickasha Public Schools

## Encumbrance Register



**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 282 - 357, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 11 | 282 | 08/30/2023 | 6107 | PBISAPPS.ORG | fy24 renewal | 350.00 |
| 11 | 283 | 08/14/2023 | 75197 | OFFICE DEPOT | Supplies for instruction | 800.00 |
| 11 | 284 | 08/14/2023 | 66025 | Arvest | Fuel Outside of Chickasha | 650.00 |
| 11 | 285 | 08/29/2023 | 67095 | Sarah Drake | Follow up meeting for new FCCLA teachers | 141.48 |
| 11 | 286 | 08/31/2023 | 67139 | Oklahoma AHERD | OAHPERD Convention 2023-B Goble October 2-3, 23 | 110.00 |
| 11 | 287 | 08/31/2023 | 67138 | The Univ of Okla Foundation, Inc | 2023 ABA Conference-Norman OK-November 3, 2023 | 300.00 |
| 11 | 288 | 09/01/2023 | 3861 | Arvest/Amazon | Floral Design Supplies | 800.00 |
| 11 | 289 | 09/05/2023 | 5727 | AIRGAS USA, LLC | Cylinder Rental and Refill | 1,000.00 |
| 11 | 290 | 09/05/2023 | 66428 | Generation Genius, Inc | Renewal for Generation Genius subs. Lincoln 23-24 | 995.00 |
| 11 | 291 | 09/06/2023 | 66025 | Arvest | GIRL'S BSK UNIFORMS | 1,845.34 |
| 11 | 292 | 09/06/2023 | 67048 | Tucker Contracted Services LLC | Bus Rrepairs | 20,000.00 |
| 11 | 293 | 09/06/2023 | 66025 | Arvest | GIRL'S BSK UNIFORMS | 1,154.66 |
| 11 | 294 | 09/07/2023 | 66025 | Arvest | power strip for electrical Drake | 80.70 |
| 11 | 295 | 09/07/2023 | 66025 | Arvest | foods for labs Drake | 1,500.00 |
| 11 | 296 | 09/13/2023 | 66471 | Interquest Detection Canines | detection canine services | 4,500.00 |
| 11 | 297 | 09/13/2023 | 3682 | OK ASBO | Conference registrations for spring and fall | 2,000.00 |
| 11 | 298 | 09/13/2023 | 3533 | CDW GOVERNMENT INC | TV's for CHS & CMS, office licenses for staff | 5,740.00 |
| 11 | 299 | 09/08/2023 | 66025 | Arvest | sewing supplies | 200.00 |
| 11 | 300 | 09/08/2023 | 66025 | Arvest | book cases | 279.98 |
| 11 | 301 | 09/11/2023 | 66025 | Arvest | BALLS / CONES | 3,319.92 |
| 11 | 302 | 09/12/2023 | 66025 | Arvest | Hotel stay RTI Conference-6 rooms Feb 19-21, 2024 | 1,953.00 |
| 11 | 303 | 09/12/2023 | 5293 | SOLUTION TREE | RTI at Work Conference Feb. 19-21, 2024 | 8,290.00 |
| 11 | 304 | 09/12/2023 | 67029 | Our House Design Co | CC SHIRTS | 225.00 |
| 11 | 305 | 09/13/2023 | 66760 | Legendary Bicycles, LLC | CC BIKE | 363.39 |
| 11 | 306 | 09/15/2023 | 67154 | High Point Networks, LLC | professional services | 9,000.00 |
| 11 | 307 | 09/13/2023 | 66025 | Arvest | Office Supplies | 150.00 |
| 11 | 308 | 09/15/2023 | 66818 | Dragon Graphics LLC | POM-FLAGS/SIGNS | 1,500.00 |
| 11 | 309 | 09/18/2023 | 66025 | Arvest | RTI Conference hotel Hilton Austin-Feb 18-21, 24 | 3,500.00 |
| 11 | 310 | 09/18/2023 | 67153 | The Container Store Inc. | Scavenger hunt | 42.03 |
| 11 | 311 | 09/19/2023 | 66025 | Arvest | Art Supplies | 500.00 |
| 11 | 312 | 09/14/2023 | 65901 | OUHSC-OK AUTISM NETWORK | School-Based Autism Assessment Team Course | 550.00 |
| 11 | 313 | 09/19/2023 | 3641 | OASCD | OASCD Fall Conference 2023 Nov.2, 2023 | 750.00 |
| 11 | 314 | 09/19/2023 | 71 | CCOSA | Oklahoma Directors of Special Services Conference | 299.00 |
| 11 | 315 | 09/19/2023 | 3861 | Arvest/Amazon | Camera | 429.95 |
| 11 | 316 | 09/19/2023 | 3861 | Arvest/Amazon | Camera and equipment | 1,299.15 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 282 - 357, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 11 | 317 | 09/19/2023 | 89211 | MARYANN A WARD | Oklahoma Literacy Coalition Meal Money | 100.00 |
| 11 | 318 | 09/19/2023 | 80117 | ALICE L HURRY | Oklahoma Literacy Coalition Meal Money | 100.00 |
| 11 | 319 | 09/19/2023 | 81368 | LISA K. JOHNSON | Oklahoma Literacy Coalition Meal Money | 100.00 |
| 11 | 320 | 09/19/2023 | 70756 | ANGIE J. HUMPHREY | Oklahoma Literacy Coalition Meal Money | 100.00 |
| 11 | 321 | 09/19/2023 | 81368 | LISA K. JOHNSON | Oklahoma Workforce Partners Meal Money | 100.00 |
| 11 | 322 | 09/19/2023 | 66025 | Arvest | BASEBALL UNIFORMS | 2,654.62 |
| 11 | 323 | 09/20/2023 | 66025 | Arvest | HiSET VOUCHERS | 2,000.00 |
| 11 | 324 | 09/20/2023 | 66722 | ODP Business Solution, LLC | 3 office chairs | 422.37 |
| 11 | 325 | 09/20/2023 | 3026 | RICHARD'S PRINTING | Mascot window covers | 630.00 |
| 11 | 326 | 09/20/2023 | 3861 | Arvest/Amazon | Paper & Supplies | 200.00 |
| 11 | 327 | 09/20/2023 | 67162 | Aloft OKC Downtown-Bricktown | Hotel for Oklahoma Workforce Partners Conference | 300.00 |
| 11 | 328 | 09/20/2023 | 66722 | ODP Business Solution, LLC | general office supplies | 1,000.00 |
| 11 | 329 | 09/20/2023 | 66722 | ODP Business Solution, LLC | color paper for classroom and office use | 1,000.00 |
| 11 | 330 | 09/26/2023 | 67165 | Keahbone SLP LLC | Speech Therapy contract services | 5,800.00 |
| 11 | 331 | 09/20/2023 | 67095 | Sarah Drake | Mileage to & from Stillwater | 142.79 |
| 11 | 332 | 09/21/2023 | 1873 | FOLLETT Content Solutions | library books for students | 2,817.00 |
| 11 | 333 | 09/21/2023 | 66566 | Cowboy Express Fuel LLC | Fuel | 50,000.00 |
| 11 | 334 | 09/25/2023 | 4093 | FAMILY CAREER & COMMUNITY | 23-24 FCCLA national affiliation dues | 524.00 |
| 11 | 335 | 09/26/2023 | 66710 | Courtyard by Marriott Tulsa | Tulsa State Fair Hotel | 3,200.00 |
| 11 | 336 | 09/26/2023 | 67167 | Metrasens Inc | Weapon Detection Monitors | 33,250.00 |
| 11 | 337 | 09/01/2023 | 66025 | Arvest | Hotels for model schools | 2,076.44 |
| 11 | 338 | 09/26/2023 | 6521 | JSTOR PORTICO | Renewal Database | 780.00 |
| 11 | 339 | 09/26/2023 | 75336 | ACT | CHS-PreACT 8/9 Test Materials Package 2023-2024 | 3,780.00 |
| 11 | 340 | 09/26/2023 | 67165 | Keahbone SLP LLC | Speech Therapy Contracted services 23-24 Year | 19,200.00 |
| 11 | 341 | 09/27/2023 | 66944 | DeltaMath Solutions Inc. | Districtwide License 9-12 CHS 23-24 | 700.00 |
| 11 | 342 | 09/27/2023 | 66877 | OK Dept. of Mental Health | Prevention & Recovery Conf 23-24 Kleckner-Foster | 830.00 |
| 11 | 343 | 09/28/2023 | 67177 | Cody Glover | Entry Gate For Ag Barn | 12,500.00 |
| 11 | 344 | 10/02/2023 | 67157 | Kajeet Inc | Smartspots | 17,326.00 |
| 11 | 345 | 10/27/2023 | 66025 | Arvest | GAMES | 480.29 |
| 11 | 346 | 09/27/2023 | 66025 | Arvest | WRESTLING GEAR | 3,000.00 |
| 11 | 347 | 09/27/2023 | 66025 | Arvest | TRACK UNIFROMS | 1,500.00 |
| 11 | 348 | 09/28/2023 | 1228 | TODD'S MUFFLER SHOP | Vehicle Repairs | 1,000.00 |
| 11 | 349 | 09/28/2023 | 66025 | Arvest | WRESTLING SHORTS | 885.63 |
| 11 | 350 | 09/29/2023 | 66025 | Arvest | bookcases for FCAS | 300.00 |
| 11 | 351 | 09/29/2023 | 6312 | OKTLE | Strengthen ELL students' ONLINE Seminar | 279.00 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 282 - 357, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 11 | 352 | 10/02/2023 | 66025 | Arvest | GIRL'S PL / BELTS | 279.79 |
| 11 | 353 | 10/02/2023 | 4167 | EAI EDUCATION | CMS--60 two function calculators CMS Title I | 209.40 |
| 11 | 354 | 10/02/2023 | 66025 | Arvest | WRESTLING T-SHIRTS | 250.79 |
| 11 | 355 | 10/02/2023 | 3861 | Arvest/Amazon | Soccer balls | 80.00 |
| 11 | 356 | 10/03/2023 | 66025 | Arvest | 80 Copies of Marzano's Taxonomy Objectives- | 716.00 |
| 11 | 357 | 10/04/2023 | 66025 | Arvest | Ag Barn Camera's | 769.99 |
| | | | | | **Non-Payroll Total:** | **$246,002.71** |
| | | | | | **Payroll Total:** | **$0.00** |
| | | | | | **Balance Forward:** | **$0.00** |
| | | | | | **Report Total:** | **$246,002.71** |

# Chickasha Public Schools

## Encumbrance Register



**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 44 - 58, Fund Codes: 21

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 21 | 44 | 09/11/2023 | 3573 | H & H ELECTRIC | Wiring at Greenhouse | 3,200.00 |
| 21 | 45 | 09/11/2023 | 3573 | H & H ELECTRIC | Wiring for Charging Stations | 13,100.00 |
| 21 | 48 | 09/07/2023 | 67144 | Cope No Mess Lawn Sprinklers | SOCCER FIELDS | 3,000.00 |
| 21 | 49 | 09/08/2023 | 66 | BRANDTS ACE HARDWARE | BAD BOY MOWER | 10,387.38 |
| 21 | 50 | 09/07/2023 | 65888 | Patrick Phillips | TREE REMOVAL | 5,000.00 |
| 21 | 51 | 09/07/2023 | 66577 | SIMONIZE SPORTS FIELD SERVICES LLC. | ATHLETIC FIELDS | 4,100.00 |
| 21 | 52 | 09/07/2023 | 66577 | SIMONIZE SPORTS FIELD SERVICES LLC. | TOPDRESSING AND OVERSEED | 6,500.00 |
| 21 | 53 | 09/15/2023 | 4138 | BANCFIRST | Rental Payment | 1,500.00 |
| 21 | 54 | 09/01/2023 | 67101 | TriCorps Surveillance ,LLC | DISTRICT WIDE SECURITY CAMERAS | 672,198.96 |
| 21 | 55 | 09/19/2023 | 3861 | Arvest/Amazon | MAINTENANCE | 500.00 |
| 21 | 56 | 09/20/2023 | 66577 | SIMONIZE SPORTS FIELD SERVICES LLC. | SOCCER FIELD | 6,770.00 |
| 21 | 57 | 09/21/2023 | 66025 | Arvest | CENTRAL KITCHEN | 48.96 |
| 21 | 58 | 09/21/2023 | 67151 | Grisham Contruction Co | BORING | 4,000.00 |

| | |
|---|---|
| **Non-Payroll Total:** | **$730,305.30** |
| **Payroll Total:** | **$0.00** |
| **Balance Forward:** | **$0.00** |
| **Report Total:** | **$730,305.30** |

# Chickasha Public Schools

## Encumbrance Register



**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 2 - 6, Fund Codes: 34

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 34 | 3 | 08/14/2023 | 67068 | Line-X of Chickasha | bed liner and gooseneck hitch for ag truck | 2,000.00 |
| 34 | 4 | 09/13/2023 | 66025 | Arvest | Tags for vehicles | 300.00 |
| 34 | 5 | 09/19/2023 | 66025 | Arvest | Tags for New district vehicles | 500.00 |
| 34 | 6 | 09/20/2023 | 67163 | Service Oklahoma | Tags for new Electric buses | 6,954.00 |
| | | | | | **Non-Payroll Total:** | **$9,754.00** |
| | | | | | **Payroll Total:** | **$0.00** |
| | | | | | **Balance Forward:** | **$0.00** |
| | | | | | **Report Total:** | **$9,754.00** |

# Chickasha Public Schools

## Encumbrance Register



**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 160 - 223, Fund Codes: 61

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 61 | 160 | 09/13/2023 | 3861 | Arvest/Amazon | Supplies for homecoming | 104.34 |
| 61 | 161 | 09/14/2023 | 75218 | J.W. PEPPER & SON, INC. | 365619304/365620103 | 96.94 |
| 61 | 162 | 09/14/2023 | 66025 | Arvest | Wal-Adm091423 | 10.26 |
| 61 | 163 | 09/14/2023 | 66903 | Chickasha Shirt Company | GRAND SPIRIT SQUAD T-SHIRTS - 69 | 690.00 |
| 61 | 164 | 09/14/2023 | 3861 | Arvest/Amazon | Amz-GR091723 | 69.95 |
| 61 | 165 | 09/15/2023 | 65723 | Petty Cash Activity | Lincoln Book Fair Petty Cash | 50.00 |
| 61 | 166 | 09/15/2023 | 3861 | Arvest/Amazon | Supplies for homecoming | 71.98 |
| 61 | 167 | 09/15/2023 | 6799 | PIZZA XPRESS | HS091823 | 98.91 |
| 61 | 168 | 09/15/2023 | 75581 | NATIONAL FFA ORGANIZATION | Jackets | 1,700.00 |
| 61 | 169 | 09/15/2023 | 75192 | USAO | 202407 | 1,285.00 |
| 61 | 170 | 09/15/2023 | 3938 | DOMINO'S | Pizza-BW091923 | 300.00 |
| 61 | 171 | 09/15/2023 | 75781 | WING T'S | School Shirts | 175.00 |
| 61 | 172 | 09/18/2023 | 66025 | Arvest | DOMINO'S-BW091923 | 142.90 |
| 61 | 173 | 09/18/2023 | 66025 | Arvest | Credit Card fee | 2.59 |
| 61 | 174 | 09/18/2023 | 75581 | NATIONAL FFA ORGANIZATION | Jackets | 800.00 |
| 61 | 175 | 09/18/2023 | 99999 | Chickasha Public Schools | GRAND DAYCARE SALARIES - JULY | 5,203.39 |
| 61 | 176 | 09/18/2023 | 99999 | Chickasha Public Schools | BW DAYCARE SALARIES - Aug | 14,273.06 |
| 61 | 177 | 09/18/2023 | 66897 | Roberto's Tex Mex & Cantina | Dinner for Staff for conferences | 350.00 |
| 61 | 178 | 09/18/2023 | 99999 | Chickasha Public Schools | BW DAYCARE SALARIES - JULY | 16,671.85 |
| 61 | 179 | 09/18/2023 | 3861 | Arvest/Amazon | Homecoming Supplies | 500.00 |
| 61 | 180 | 09/18/2023 | 3026 | RICHARD'S PRINTING | 58243 | 83.00 |
| 61 | 181 | 09/18/2023 | 1711 | Wright Culligan Water | 47720-Aug-Sept | 89.45 |
| 61 | 182 | 09/18/2023 | 66025 | Arvest | Sams-MS092023 | 610.82 |
| 61 | 183 | 09/18/2023 | 66025 | Arvest | CknExp-MS091823 | 189.28 |
| 61 | 184 | 09/18/2023 | 66025 | Arvest | Dominos-MS091823 | 78.96 |
| 61 | 185 | 09/19/2023 | 99999 | Chickasha Public Schools | BW DAYCARE SALARIES - Sept | 2,675.34 |
| 61 | 186 | 09/19/2023 | 66025 | Arvest | Wal-GR091923 | 55.38 |
| 61 | 187 | 09/19/2023 | 75159 | IMPERIAL COFFEE | 2878:044545 | 36.85 |
| 61 | 188 | 09/19/2023 | 75235 | OKLAHOMA FFA ASSOCIATION | Lead 360 | 630.00 |
| 61 | 189 | 09/19/2023 | 3861 | Arvest/Amazon | Supplies for homecoming | 300.00 |
| 61 | 190 | 09/19/2023 | 66025 | Arvest | Wal-HS092523 | 163.70 |
| 61 | 191 | 09/19/2023 | 5876 | OK Literacy Coalition, Inc. | Hotel rooms for OLC Conference Oct 29-31 | 400.00 |
| 61 | 192 | 09/20/2023 | 66025 | Arvest | A06585 | 14.99 |
| 61 | 193 | 09/20/2023 | 3861 | Arvest/Amazon | Football Medals | 65.96 |
| 61 | 194 | 09/20/2023 | 3861 | Arvest/Amazon | Supplies for Homecoming | 1,000.00 |
| 61 | 195 | 09/21/2023 | 66025 | Arvest | Candy for homecoming parade | 100.00 |
| 61 | 196 | 09/20/2023 | 66025 | Arvest | SPANISH-ENGLISH DICTIONARIES | 32.00 |
| 61 | 197 | 09/21/2023 | 6962 | ELIZABETH REED | FLOWERS/LORI & BROOKE BRANDT | 75.00 |
| 61 | 198 | 09/25/2023 | 7326 | FCCLA S-2 | 23-24 FCCLA dues | 75.00 |
| 61 | 199 | 09/25/2023 | 66025 | Arvest | decoration supplies for HC float | 50.00 |
| 61 | 200 | 09/25/2023 | 67158 | The Bees Branding Inc | Shirts for homecoming | 252.00 |
| 61 | 201 | 09/25/2023 | 67166 | OKLA Junior Academic Bowl Assoc | 24-Q256 & 24-453 | 270.00 |
| 61 | 202 | 09/26/2023 | 3861 | Arvest/Amazon | FILE FOLDERS | 100.00 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 160 - 223, Fund Codes: 61

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 61 | 203 | 09/26/2023 | 4434 | PENDERS MUSIC COMPANY | Music, books packets | 240.40 |
| 61 | 205 | 09/26/2023 | 66025 | Arvest | POP & SNACK VENDING | 400.00 |
| 61 | 206 | 09/27/2023 | 75781 | WING T'S | CMS Christmas gifts for students | 3,500.00 |
| 61 | 207 | 09/27/2023 | 66025 | Arvest | Senior Class 010-682 | 500.00 |
| 61 | 208 | 09/27/2023 | 66025 | Arvest | LEGAL COPY PAPER | 100.00 |
| 61 | 209 | 09/28/2023 | 66025 | Arvest | Wal-BW092823 | 105.10 |
| 61 | 210 | 09/28/2023 | 3861 | Arvest/Amazon | tissue paper for Christmas gifts | 35.88 |
| 61 | 211 | 09/28/2023 | 66025 | Arvest | cowboy hats for competition | 80.00 |
| 61 | 212 | 09/28/2023 | 66025 | Arvest | Funeral Flowers - McGill | 200.00 |
| 61 | 213 | 09/28/2023 | 3026 | RICHARD'S PRINTING | 2nd GRADE REPORT CARDS | 136.00 |
| 61 | 214 | 10/02/2023 | 66025 | Arvest | Snow Cone Syrup | 120.00 |
| 61 | 215 | 10/02/2023 | 66806 | Oklahoma Music Educators Assoc | Registrations | 270.00 |
| 61 | 216 | 10/02/2023 | 66706 | David Anderson | Piano tuning | 120.00 |
| 61 | 217 | 10/02/2023 | 66025 | Arvest | Food items for SPEC | 24.60 |
| 61 | 218 | 10/02/2023 | 3861 | Arvest/Amazon | Halloween Festival Supplies | 200.00 |
| 61 | 219 | 10/02/2023 | 66025 | Arvest | Donuts | 15.00 |
| 61 | 220 | 10/02/2023 | 3859 | Scholastic Magazines | Storyworks | 186.78 |
| 61 | 221 | 10/03/2023 | 75781 | WING T'S | Spirit Night shirts fundraiser | 843.00 |
| 61 | 222 | 10/03/2023 | 4309 | SCHOLASTIC BOOK FAIRS | Book Fair | 2,693.62 |
| 61 | 223 | 10/04/2023 | 66025 | Arvest | Red Ribbon Week Supplies | 500.00 |
| | | | | | **Non-Payroll Total:** | **$60,214.28** |
| | | | | | **Payroll Total:** | **$0.00** |
| | | | | | **Balance Forward:** | **$0.00** |
| | | | | | **Report Total:** | **$60,214.28** |

# Chickasha Public Schools

## Encumbrance Register



**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 134 - 285, Fund Codes: 62

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 62 | 134 | 09/01/2023 | 90037 | KARI J. MOLDER | GATE WORKER - AUG | 88.00 |
| 62 | 135 | 09/01/2023 | 66076 | Caleb Wortham | OFFICIAL JH FB VS MARLOW 8-31 -23 | 150.00 |
| 62 | 136 | 09/01/2023 | 65872 | Christopher Mulvaney | OFFICIAL JH FB VS MARLOW 8-31 -23 | 150.00 |
| 62 | 137 | 09/01/2023 | 5942 | STEVEN BLANSETT | OFFICIAL VB VS WEATHERFORD 8-31-23 | 140.00 |
| 62 | 138 | 09/01/2023 | 7269 | RANK ONE SPORT | 7955 | 1,000.00 |
| 62 | 139 | 09/01/2023 | 89163 | BEVERLY J. DANIELS | GATE WORKER - AUG | 528.00 |
| 62 | 140 | 09/01/2023 | 66025 | Arvest | Amz-Ath090423 | 75.52 |
| 62 | 141 | 09/01/2023 | 66025 | Arvest | Amz-Ath090423 | 288.34 |
| 62 | 142 | 09/01/2023 | 7341 | BRADY MELTON | OFFICIAL JH FB VS MARLOW 8-31 -23 | 150.00 |
| 62 | 143 | 09/01/2023 | 67140 | Yaiz Larrauri | OFFICIAL VB VS WEATHERFORD 8 -31-23 | 100.00 |
| 62 | 144 | 09/01/2023 | 67141 | Nathn Nedd | OFFICIAL JH FB VS MARLOW 8-31 -23 | 150.00 |
| 62 | 145 | 09/01/2023 | 65986 | Elite Trophies | 26149 | 244.00 |
| 62 | 146 | 09/05/2023 | 3647 | VARSITY SPIRIT FASHIONS | 12865650 | 5,729.55 |
| 62 | 148 | 09/05/2023 | 67143 | Laci Haslam-Walker | TEAM PHOTOS WRESTLING | 180.00 |
| 62 | 149 | 09/05/2023 | 879 | OSSAA | 23-24 PARTICIPATATION FEES | 1,525.00 |
| 62 | 150 | 09/06/2023 | 65847 | Kyle Whisenhunt | OFFICIAL 7/8/9 FB VS BRIDGE CREEK 9-5-23 | 120.00 |
| 62 | 151 | 09/06/2023 | 66076 | Caleb Wortham | OFFICIAL 7/8/9 FB VS BRDGE CREEK 9-5-23 | 120.00 |
| 62 | 152 | 09/06/2023 | 6674 | LONNIE SNODGRASS | OFFICIAL 7/8/9 FB VS BRIDGE CREEK 9-5-23 | 120.00 |
| 62 | 153 | 09/06/2023 | 60456 | Clayton Nichols | OFFICIAL 7/8/9 FB VS BRIDGE CREEK 9-5-23 | 120.00 |
| 62 | 154 | 09/06/2023 | 5096 | TOM HURST | OFFICIAL HS S-BALL VS DARKO 9-5-23 | 132.00 |
| 62 | 155 | 09/06/2023 | 66761 | Jared Haskell | OFFICIAL HS S-BALL VS DARKO 9-5-23 | 132.00 |
| 62 | 156 | 09/06/2023 | 3647 | VARSITY SPIRIT FASHIONS | 75501723 | 3,930.00 |
| 62 | 157 | 09/06/2023 | 1381 | ALL AMERICAN SPORTS CORP. | 60495999 | 2,663.11 |
| 62 | 158 | 09/06/2023 | 66025 | Arvest | GIRL'S BSK UNIFORMS | 1,271.75 |
| 62 | 160 | 09/07/2023 | 3647 | VARSITY SPIRIT FASHIONS | 75501697 | 1,060.60 |
| 62 | 161 | 09/07/2023 | 4055 | DR PEPPER | W-2890421 | 176.80 |
| 62 | 162 | 09/07/2023 | 75781 | WING T'S | 12636 | 428.00 |
| 62 | 163 | 09/08/2023 | 67109 | Michael Dunn | OFFICIAL MS S-BALL VS CACHE 9-7-23 | 165.00 |
| 62 | 164 | 09/08/2023 | 66355 | David Foster | OFFICIAL VB vs LAWTON ACADEMY 9-7-23 | 120.00 |
| 62 | 165 | 09/08/2023 | 66094 | R.D.. Robnett III | OFFICIAL HS S-BALL VS CACHE 9-7-23 | 187.00 |
| 62 | 166 | 09/08/2023 | 66025 | Arvest | Wal-Ath090823 | 118.42 |
| 62 | 167 | 09/08/2023 | 66025 | Arvest | Wal-Ath090823 | 92.67 |
| 62 | 168 | 09/08/2023 | 4852 | INDIAN NATION WHOLESALE | 7759978 | 1,213.90 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 134 - 285, Fund Codes: 62

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 62 | 169 | 09/11/2023 | 66025 | Arvest | BSN-Ath092123 | 319.92 |
| 62 | 170 | 09/11/2023 | 66025 | Arvest | Paradise-Ath090923 | 55.32 |
| 62 | 171 | 09/11/2023 | 6904 | COLIN CHATMAN | OFFICIAL VB TOURNAMENT 9-9-23 | 320.00 |
| 62 | 172 | 09/11/2023 | 67149 | Elaine Shaw | OFFICIAL VB TOURNAMENT 9-9-23 | 200.00 |
| 62 | 173 | 09/11/2023 | 66772 | Terry Fellenstein | OFFICIAL VB TOURNAMENT 9-9-23 | 280.00 |
| 62 | 174 | 09/11/2023 | 67103 | Kristal Shields | OFFICIAL VB TOURNAMENT 9-9-23 | 320.00 |
| 62 | 175 | 09/11/2023 | 66355 | David Foster | OFFICIAL VB TOURNAMENT 9-9-23 | 280.00 |
| 62 | 176 | 09/11/2023 | 72 | Petty Cash Athletics | MS S-BALL VS BC 9-19-23 | 600.00 |
| 62 | 177 | 09/11/2023 | 72 | Petty Cash Athletics | V-BALL VS CACHE 9-19-23 | 1,200.00 |
| 62 | 179 | 09/11/2023 | 72 | Petty Cash Athletics | CHEER REGIONALS 9-16-23 | 1,000.00 |
| 62 | 180 | 09/11/2023 | 72 | Petty Cash Athletics | HS S-BALL TOURNAMENT 9-22-23 | 2,000.00 |
| 62 | 181 | 09/11/2023 | 7273 | EL RENO VOLLEYBALL | MS VB TOURN ENTRY FEE 9-13-23 | 150.00 |
| 62 | 182 | 09/12/2023 | 66824 | Teambuldr LLC | 048815 | 1,500.00 |
| 62 | 183 | 09/12/2023 | 6544 | JAMES CARNEY | OFFICIAL JV FB VS CLINTON 9-11-23 | 85.00 |
| 62 | 184 | 09/12/2023 | 66783 | Christopher Byford | OFFICIAL JV FB VS CLINTON 9-11-23 | 85.00 |
| 62 | 185 | 09/12/2023 | 65847 | Kyle Whisenhunt | OFFICIAL JV FB VS CLINTON 9-11-23 | 85.00 |
| 62 | 186 | 09/12/2023 | 67152 | Jason Daigle | OFFICIAL JV FB VS CLINTON 9-11-23 | 85.00 |
| 62 | 187 | 09/13/2023 | 66113 | Cameron University Foundation | CC ENTRY FEE-#100 | 100.00 |
| 62 | 188 | 09/13/2023 | 65668 | CHAMPION TEAMWEAR AR | CHEER WARM-UPS | 1,100.00 |
| 62 | 189 | 09/13/2023 | 3647 | VARSITY SPIRIT FASHIONS | 75501778 | 1,689.00 |
| 62 | 190 | 09/13/2023 | 66094 | R.D.. Robnett III | OFFICIAL HS S-BALL VS MARLOW 9-12-23 | 132.00 |
| 62 | 191 | 09/13/2023 | 4700 | TERRY JONES | OFFICIAL HS S-BALL VS MARLOW 9-12-23 | 132.00 |
| 62 | 192 | 09/13/2023 | 66101 | E.P. Handy | OFFICIAL HS V-BALL VS NEWCASTLE 9-12-23 | 100.00 |
| 62 | 193 | 09/13/2023 | 66760 | Legendary Bicycles, LLC | 220000003162-partial | 635.61 |
| 62 | 194 | 09/13/2023 | 66025 | Arvest | WRESTLING UNIFORMS | 597.84 |
| 62 | 195 | 09/14/2023 | 66025 | Arvest | sam/loves | 279.39 |
| 62 | 196 | 09/15/2023 | 5799 | BETHANY SCHOOLS | CC ENTRY FEE | 145.00 |
| 62 | 197 | 09/15/2023 | 66818 | Dragon Graphics LLC | FLAGS/SIGNS | 200.00 |
| 62 | 198 | 09/15/2023 | 66094 | R.D.. Robnett III | OFFICIAL MS S-BALL VS NEWCASTLE 9-14-23 | 110.00 |
| 62 | 199 | 09/15/2023 | 89850 | JOSEPH C. FOUST | OFFICIAL MS S-BALL VS NEWCASTLE 9-14-23 | 110.00 |
| 62 | 200 | 09/15/2023 | 67155 | Keyton T McPherson | CHAIN GANG FB VS MARLOW 8-31-23 | 45.00 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 134 - 285, Fund Codes: 62

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 62 | 201 | 09/15/2023 | 67156 | Kehlyn B Collier | CHAIN GANGE FB VS MARLOW 8-31-23 | 45.00 |
| 62 | 202 | 09/16/2023 | 66025 | Arvest | A&E/DOMINO'S-Ath091623 | 256.50 |
| 62 | 203 | 09/18/2023 | 7290 | Daphni Jennings | CHEER REGIONALS 9.16.23 | 65.50 |
| 62 | 204 | 09/18/2023 | 66977 | Hunter Yannarell | CHEER REGIONALS 9.16.23 | 77.00 |
| 62 | 205 | 09/18/2023 | 66025 | Arvest | BRANDT'S-Ath091523 | 71.80 |
| 62 | 206 | 09/18/2023 | 4190 | DAKTRONICS | S-BALL SCOREBOARD | 1,080.00 |
| 62 | 207 | 09/18/2023 | 3647 | VARSITY SPIRIT FASHIONS | 75501724 | 1,484.05 |
| 62 | 208 | 09/18/2023 | 65950 | Waller Ice LLC | 203001641 | 438.47 |
| 62 | 209 | 09/19/2023 | 66025 | Arvest | JAKES-Ath082523 | 26.97 |
| 62 | 210 | 09/19/2023 | 4852 | INDIAN NATION WHOLESALE | 7763327 | 1,213.08 |
| 62 | 211 | 09/19/2023 | 66960 | Play Versus Inc | 4453 | 2,000.16 |
| 62 | 212 | 09/19/2023 | 66025 | Arvest | BASEBALL UNIFORMS | 2,836.18 |
| 62 | 213 | 09/20/2023 | 66355 | David Foster | OFFICIAL V-BALL VS CACHE 9-19-23 | 140.00 |
| 62 | 214 | 09/20/2023 | 67140 | Yaiz Larrauri | OFFICIAL V-BALL VS CACHE 9-19-23 | 50.00 |
| 62 | 215 | 09/20/2023 | 67109 | Michael Dunn | OFFICIAL MS S-BALL VS BC 9-19-23 | 110.00 |
| 62 | 216 | 09/20/2023 | 66364 | Maddie Wyant | OFFICIAL MS S-BALL VS BC 9-19-23 | 110.00 |
| 62 | 217 | 09/20/2023 | 4055 | DR PEPPER | W-354348 | 1,003.00 |
| 62 | 218 | 09/20/2023 | 72 | Petty Cash Athletics | JV FB VS MARLOW 9-25-23 | 1,500.00 |
| 62 | 219 | 09/20/2023 | 72 | Petty Cash Athletics | MS S-BALL VS MARLOW 9-25-23 | 600.00 |
| 62 | 220 | 09/20/2023 | 72 | Petty Cash Athletics | 5/6 BSK VS VERDEN 9-25-23 | 1,200.00 |
| 62 | 221 | 09/20/2023 | 72 | Petty Cash Athletics | 5/6 BSK VS NINNEKAH 9-28-23 | 1,200.00 |
| 62 | 222 | 09/21/2023 | 66025 | Arvest | ADMINSTRATION SHIRTS | 346.62 |
| 62 | 223 | 09/21/2023 | 65950 | Waller Ice LLC | 205001566 | 33.22 |
| 62 | 224 | 09/21/2023 | 66025 | Arvest | SHORTS /SHIRTS | 330.00 |
| 62 | 225 | 09/21/2023 | 67164 | Kaylee Edwards | OFFICIAL HS S-BALL VS WH 9-20-23 | 154.00 |
| 62 | 226 | 09/21/2023 | 66611 | Carol Chappell | OFFICIAL HS S-BALL VS WH 9-20-23 | 154.00 |
| 62 | 227 | 09/21/2023 | 66025 | Arvest | BOY'S BSK UNIFORMS | 1,060.00 |
| 62 | 228 | 09/21/2023 | 66025 | Arvest | Sams-Ath092123 | 113.64 |
| 62 | 229 | 09/21/2023 | 66025 | Arvest | Wal-Ath092123 | 197.00 |
| 62 | 230 | 09/21/2023 | 66025 | Arvest | WRESTLING CAORNHOLE BOARD | 65.00 |
| 62 | 231 | 09/21/2023 | 66025 | Arvest | GIRL'S SOCCER - HOODIES/ SHIRTS/SOCKS | 9,777.60 |
| 62 | 232 | 09/23/2023 | 66025 | Arvest | J&W/BEN&JAY'S-Ath092323 | 200.63 |
| 62 | 233 | 09/23/2023 | 66025 | Arvest | J&W /CHKN EXP-Ath092223 | 229.18 |
| 62 | 234 | 09/25/2023 | 618 | CACHE PUBLIC SCHOOLS | ENTRY FEE MS V-BALL 9-25-23 | 200.00 |
| 62 | 235 | 09/25/2023 | 66094 | R.D.. Robnett III | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 260.00 |
| 62 | 236 | 09/25/2023 | 6866 | Jonathan Dewhirst | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 195.00 |
| 62 | 237 | 09/25/2023 | 66611 | Carol Chappell | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 325.00 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 134 - 285, Fund Codes: 62

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 62 | 238 | 09/25/2023 | 66716 | Steve Bakke | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 130.00 |
| 62 | 239 | 09/25/2023 | 5629 | LENNY SHELTON | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 585.00 |
| 62 | 240 | 09/25/2023 | 89850 | JOSEPH C. FOUST | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 650.00 |
| 62 | 241 | 09/25/2023 | 4700 | TERRY JONES | OFFICIAL HS S-BALL TOURN 9-22 & 9-23 | 325.00 |
| 62 | 242 | 09/25/2023 | 143 | DeHART AIR COND. & ELECTRONICS | REFUND ON BOX SEATS | 400.00 |
| 62 | 243 | 09/25/2023 | 66025 | Arvest | GIRL'S SOFTBALL BAT | 476.99 |
| 62 | 244 | 09/26/2023 | 66025 | Arvest | SOFTBALL UNIFORMS | 2,264.80 |
| 62 | 245 | 09/26/2023 | 90412 | IRMA L MOELLING | WORKER / SEPTEMBER | 269.50 |
| 62 | 246 | 09/26/2023 | 4789 | Sylvester Cruikshank | OFFICIAL 5/6 BSK VS VERDEN 9-25-23 | 120.00 |
| 62 | 247 | 09/26/2023 | 4776 | RICHARD GARRETT | OFFICIAL 5/6 BSK VS VERDEN 9-25-23 | 120.00 |
| 62 | 248 | 09/26/2023 | 60456 | Clayton Nichols | OFFICIAL JV FB VS MARLOW 9-25-23 | 85.00 |
| 62 | 249 | 09/26/2023 | 4665 | MARK MELTON | OFFICIAL JV FB VS MARLOW 9-25-23 | 85.00 |
| 62 | 250 | 09/26/2023 | 7341 | BRADY MELTON | OFFICIAL JV FB VS MARLOW 9-25-23 | 85.00 |
| 62 | 251 | 09/26/2023 | 65875 | Velma-Alma | CC MEET 9.26.23 | 100.00 |
| 62 | 252 | 09/27/2023 | 66025 | Arvest | Chknexp-Ath092723 | 171.98 |
| 62 | 253 | 09/27/2023 | 66025 | Arvest | WRESTLING JACKETS | 189.39 |
| 62 | 254 | 09/27/2023 | 66025 | Arvest | BAG | 52.99 |
| 62 | 255 | 09/27/2023 | 66025 | Arvest | FOOTBALL - HATS | 508.59 |
| 62 | 256 | 09/27/2023 | 66025 | Arvest | TRACK -SPIKES/STOPWATCH | 557.17 |
| 62 | 257 | 09/28/2023 | 72 | Petty Cash Athletics | BEG CHANGE 5/6 BSK VS LINDSAY 10-2-23 | 1,200.00 |
| 62 | 258 | 09/28/2023 | 72 | Petty Cash Athletics | BEG CHANGE 7-8-9 FB VS DARKO 10-3-23 | 2,000.00 |
| 62 | 259 | 09/28/2023 | 72 | Petty Cash Athletics | BEG CHANGE HS FB VS WOODWARD 10-6-23 | 3,500.00 |
| 62 | 260 | 09/28/2023 | 66520 | Cache High School | V-BALL JV CACHE ENTRY FEE | 250.00 |
| 62 | 261 | 09/28/2023 | 66025 | Arvest | FB - RIB PROTECTORS | 10,995.45 |
| 62 | 262 | 09/28/2023 | 66025 | Arvest | POM STATE MEMBERSHIP | 2,510.00 |
| 62 | 263 | 09/28/2023 | 67170 | Kaden Franklin | CHAIN GANG JV FB VS MARLOW 9-25-23 | 25.00 |
| 62 | 264 | 09/28/2023 | 67171 | Donovan Sprivey | CHAIN GANG JV FB VS MARLOW 9-25-23 | 25.00 |
| 62 | 265 | 09/28/2023 | 67172 | Benjamin Mellin | OFFICIAL JV FB VS MARLOW 9-25-23 | 85.00 |
| 62 | 266 | 09/28/2023 | 66025 | Arvest | WILLIAMS-Ath092823 | 29.06 |
| 62 | 267 | 09/28/2023 | 4055 | DR PEPPER | W-355024 | 108.80 |
| 62 | 268 | 09/28/2023 | 66112 | Anadarko Public Schools | MS CC MEET / ANADARKO | 125.00 |
| 62 | 269 | 09/29/2023 | 66113 | Cameron University Foundation | CC MEET 9-29-23 | 190.00 |
| 62 | 270 | 09/29/2023 | 6153 | Brett Henderson | OFFICIAL 5/6 BSK VS NINNEKAH 9-28-23 | 120.00 |

# Chickasha Public Schools

## Encumbrance Register

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 134 - 285, Fund Codes: 62

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---|---|---|---|---|---|---|
| 62 | 271 | 09/29/2023 | 89163 | BEVERLY J. DANIELS | WORKER / SEPT | 409.75 |
| 62 | 272 | 09/29/2023 | 90037 | KARI J. MOLDER | WORKER / SEPT | 434.50 |
| 62 | 273 | 09/29/2023 | 7395 | BRANDON WINN | OFFICIAL 5/6 BSK VS NINNEKAH 9-28-23 | 120.00 |
| 62 | 274 | 09/29/2023 | 65986 | Elite Trophies | MS S-BALL AWARDS/ STATE WR PLAQUE | 310.00 |
| 62 | 275 | 10/02/2023 | 66150 | Dayanna Daniels | WORKER / SEPT | 316.25 |
| 62 | 276 | 10/02/2023 | 60468 | ADAM BURNS | CARE & PREVENTION CLASS | 125.00 |
| 62 | 277 | 10/03/2023 | 4776 | RICHARD GARRETT | OFFICIAL 5/6 BSK VS LINDSAY 10-2-23 | 120.00 |
| 62 | 278 | 10/03/2023 | 7395 | BRANDON WINN | OFFICIAL 5/6 BSK VS LINDSAY 10-2-23 | 120.00 |
| 62 | 279 | 10/03/2023 | 72 | Petty Cash Athletics | BEG CHANGE 7-8-9 FB VS CACHE 10-10-23 | 2,000.00 |
| 62 | 280 | 10/03/2023 | 72 | Petty Cash Athletics | BEG CHANGE HS FB VS ELK CITY 10-12-23 | 3,500.00 |
| 62 | 281 | 10/03/2023 | 72 | Petty Cash Athletics | BEG CHANGE HS FB VS MUSTANG 10-26-23 | 3,500.00 |
| 62 | 282 | 10/04/2023 | 66798 | Phillip Bonadonna | OFFICIAL 7-8 FB VS ANADARKO 10-3-23 | 120.00 |
| 62 | 283 | 10/04/2023 | 6674 | LONNIE SNODGRASS | OFFICIAL 7-8 FB VS ANADARKO 10-3-23 | 120.00 |
| 62 | 284 | 10/04/2023 | 67152 | Jason Daigle | OFFICIAL 7-8 FB VS ANADARKO 10-3-23 | 120.00 |
| 62 | 285 | 10/04/2023 | 4665 | MARK MELTON | OFFICIAL 7-8 FB VS ANADARKO 10-3-23 | 120.00 |

| | |
|---|---|
| **Non-Payroll Total:** | **$105,534.56** |
| **Payroll Total:** | **$0.00** |
| **Balance Forward:** | **$0.00** |
| **Report Total:** | **$105,534.56** |

CVTECH

**CANADIAN VALLEY TECHNOLOGY CENTER**
**DISTRICT #6**
**TRANSPORTATION CONTRACT**

This contract is entered into on the 12th day of September 2023, by Chickasha Public Schools and Canadian Valley Technology Center (Chickasha Campus), District #6.

Said contract is for School Year 2023-2024, not to exceed 175 school days. Whereas the contracting school agrees to furnish transportation for students enrolled in the area school programs. Said students are to be bused from Chickasha to the area school in time for classes.

Round trip miles: 525 @ $3.50 per mile, for a total of $1,837.50.

| | |
|---|---|
| Total amount | $1,837.50 |
| Four equal payments-no later than the 15th of the following months: | |
| November | $ 459.37 |
| January | $ 459.37 |
| April | $ 459.38 |
| May | $ 459.38 |
| **TOTAL** | **$1,837.50** |

In witness whereof, the parties hereto have set their hands the day and year first above written.

For the contracting independent school district

_____ Title: _____

For Canadian Valley Technology Center

Tammy L Rodgers Title: Chief Financial & Operating Officer

**CONTRACT BETWEEN**

**CHICKASHA PUBLIC SCHOOLS**

**AND**

**GRADY COUNTY SHERIFF'S OFFICE**

This contract is made this 1st day of August 2023, by and between the Chickasha Public Schools, (CPS) Grady County, Oklahoma, and the Grady County Sheriff's Office (GCSO).

RECITALS:

As OUTLINED BY Oklahoma Law (Title 74, O.S. (1991) Section 1008 and Title 74, O.S. (1991) section 360.19), CPS desires to contract with GCSO for the furnishing by GCSO of law enforcement and School resource officer functions (the "Services") for CPS. CPS has requested a proposal from GCSO for the furnishing of the Services.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound, CPS and GCSO agree as follows:

1. SERVICES TO BE PROVIDED BY GCSO. GCSO agrees to provide certified, uniformed deputy(s) to perform the Service at the CPS location and during the hours designated in the contract. GCSO will utilize both fully marked, fully equipped GCSO patrol cars and uniformed Deputies on foot patrol. One marked GCSO vehicle will be present within the school district within and during the working hours designated in this contract. GCSO deputy(s) will work with CPS personnel on a cooperative basis. In addition to law enforcement security functions, the GCSO deputy will be available and serve as a School Resource Officer (SRO) in conjunction with the required patrol duties. The SRO will provide counseling, education and public speaking services as requested by CPS administration, faculty and students. The SRO will work with CPS to carry out the mission statement of CPS, and will be deemed to be school security

personnel for purposes of student searches.

2. TERM. The term of this contract will commence on August 1st, 2023 and will terminate May 31, 2024 for one (1) SRO Deputy and August 1st, 2023 and will terminate May 31st, 2024 for one (1) SRO Deputy. This contract may be renewed annually upon agreement of The Parties.

3. COMPENSATION. As compensation to GCSO for the services, CPS agrees to pay GCSO the following: A monthly fee for the period of August 1st , 2023 through May 31, 2024 not to exceed $5,959.92 per month, annually for one (1) SRO Deputy. $5,990.26 per month, annual form August 1st, 2023 through May 31st, 2024 for second SRO Deputy. for a total of $11,950.18 monthly, annually for two (2) SRO Deputies. The monthly fee will be paid on or before the 10th day of each month commencing in August, 2023 for the services rendered.

4. SERVICE HOURS. GCSO will provide two (2) deputies to perform law enforcement and SRO services on the CPS campus or within the CPS district **during the term of this contract**, or at any time needed when school activities are taking place. Not to exceed a total of 171 hours per month.

5. INDEPENDENT CONTRACTOR STATUS. GCSO is engaged to provide the Services as an independent contractor. While CPS will have no right to direct the GCSO personnel in the day-to-day performance of their duties, GCSO agrees to remove any GCSO personnel as to whom CPS has reasonable objections from operations under this contract. If CPS has objections to any GCSO personnel, CPS will review those

objections with the Sheriff or Undersheriff. GCSO will be responsible for the salaries of the GCSO employees, including appropriate deductions for taxes, FICA and other amounts required by law.

6. CPS ADDITIONAL PERSONNEL. In addition to the personnel to be provided by GCSO, CPS at its option shall have the right to engage personnel to provide watchman duties, including watchman duties provided through a private security company. In the event CPS elects to engage watchman services either through a private security service, the watchman services will be coordinated with the GCSO personnel. The Grady County Sheriff Office shall not be responsible for the personnel hired under this section.

7. GENERAL DUTIES. GCSO and CPS Staff have worked together to create a list of general duties for the School Resource Officer which outlines the law enforcement officer's duties and is hereby incorporated by reference into this agreement as Attachments "A" and "B".

8. TERMINATION AND ASSIGNMENT. This contract may be terminated by either party at its sole option and without prejudice by giving sixty (60) days written notice of termination to the other party. Neither party shall assign, transfer or sub contract any of its rights, burdens, duties or obligations under this agreement without the without the prior written permission of the other party to this agreement.

9. Notices. Any notice to be given by GCSO to CPS hereunder shall be deemed to be properly served if deposited in the United States mail, postage prepaid, addressed to:

Superintendent Rick Croslin, Chickasha Public Schools, 900 West Choctaw, Chickasha, Oklahoma 73018. Any notice to be given hereunder by CPS to GCSO shall be deemed to be properly served if the same be deposited in the United States mail, postage prepaid addressed to: Grady County Sheriff's Office, 302 North 3rd Street, Chickasha, Oklahoma 73018.

10. SEVERABILITY. If any provision of this contract, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions, or results, the remaining parts or portions of this agreement shall remain in full force and effect.

11. HOLD HARMLESS CLAUSE. To the extent allowed by law, CPS does hereby agree to waive all claims against, release, and hold harmless GCSO and all of its officials, officers, agents, employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of damage to, or loss of, damage to, or loss of use of any property arising out of or in connection with this contract. To the extent allowed by law, GCSO does hereby agree to waive all claims against, release, and hold harmless CPS and all its officials, officers, agents, employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of use of any property arising out of or in connection with this contract. It is the intention of both parties that this mutual hold harmless clause shall be interpreted to mean that each party shall only be

responsible for the actions of each party's own employee's, officials, officers, and agents. The parties agree that they have not waived their sovereign immunity by entering into and performing its obligations under this agreement.

12. ENTIRE AGREEMENT. This instrument represents the entire understanding between parties concerning the subject matter. All prior discussions and negotiations between the parties concerning the subject matter are merged herein. Only an instrument in writing mutually signed by both parties may amend this Contract. GCSO will have no right to assign this Contract or subcontract the Services required of the GCSO under this Contract.

IN WITNESS WHEREOF, the parties hereto have executed this Contract this 1st day of August, 2023.

GRADY COUNTY SHERIFF'S OFFICE

CHICKASHA PUBLIC SCHOOLS, GRADY COUNTY, OK

Gary Boggess, Sheriff

CPS , President
Board of Education

Kirk Painter, County Commissioner

Zac Davis, County Commissioner

Gary Bray, County Commissioner

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**Attachment D to**
**Addendum 1 to**
**STATE OF OKLAHOMA CONTRACT WITH PARCHMENT**
**RESULTING FROM SOLICITATION NO. 2650000370**

The **Parchment Send Order Form** is hereby amended as set forth below and supersedes all prior documents submitted by **Parchment** or discussed by the parties.

**ORDER FORM – K12 – State of Oklahoma**

| | |
|---|---|
| **Member:** Chickasha High School | |
| Effective Date (if left blank, effective date is date signed by Member below): | Initial Order Term (Months): 12 |
| Member Contact Name: Debby Davis<br>Member Address: 101 John P Cowen<br>Chickasha, OK 73018<br>Primary Contact Phone: (405) 222 - 6550<br>Primary Contact Email: ddavis@chickasha.k12.ok.us<br><br>P.O. Required:<br>P.O. Number | |
| **PARCHMENT SERVICES:**<br>☑ Parchment Send: K12 - Multi-Credential<br>☑ District Records Managment | |

Member, which means ("State Entity" and "Interlocal Entity") as defined in the Solicitation, hereby orders and subscribes to the Parchment Services selected on this Order Form, which is governed by and incorporates by reference, the Services Description and Fees Schedule attached hereto as Exhibit A, the Parchment Terms and Conditions attached hereto as Exhibit B, and the Service Level Agreement, attached hereto as Exhibit C (collectively, the "Agreement"), effective as of the Parchment Send Effective Date above. Capitalized terms used on this Order Form but not defined herein will have the meaning given to them in the Terms and Conditions.

The Term of this Agreement will commence on the Parchment Send Effective Date and continue for the period of time set forth as the Initial Order Term above, at which point it will automatically renew for successive one (1) year terms unless either Party provides notice of its intent not to renew at least thirty (30) days prior to the end of the then-current term.

| | |
|---|---|
| **Parchment LLC** | Chickasha High School |
| Name: Richard Smith | Name: Debby Davis |
| Signature: Rick Smith | Signature: Debby Davis |
| Title: Vice President & CFO | Title Principal |

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**EXHIBIT A**
**PARCHMENT SEND – K12 – MULTI-CREDENTIAL**
**SERVICES DESCRIPTION AND FEE SCHEDULE**

Parchment and Member agree that the Parchment Services shall be provided in accordance with the following fees and provisions. Capitalized terms not otherwise defined herein shall have the meaning set forth in the Terms and Conditions.

1. **FEES.** The fees for the Parchment Services shall be paid to Parchment as selected below:

Under Parchment's contract with the State of Oklahoma (referred to herein as the "State") resulting from Solicitation No. 2650000370 (the "Contract"), electronic transcripts for current students are subsidized by the OSDE and are processed at no charge to the Member (school) or currently enrolled Credential Owner (student). In the event the annual subscription fee subsidized by the State is terminated or expires, currently enrolled Credential Owners will be billed the Credential request fee for the remainder of the then current Order Term. The Record request fee is $3.95. Electronic delivery of the Credential is included at no charge with each Credential request.

**MEMBER SUBSCRIPTION:** An annual subscription fee subsidized by the OSDE covers the transmission of unlimited Credentials for current students to Credential Recipients.

Member may select to make the Parchment Services available to Alumni or third-party Credential Requestors by checking the box below:

☒ **LEARNER PAY (Per Transaction):** Credential Owners or that are not currently enrolled with Member (referred to as "Alumni") or other third-party Credential Requestors will be billed a Credential Request fee of **$3.95** per Credential-type other than Verifications, and **$12.00** per enrollment verification or graduation verification Credential-types. Member may also elect that currently enrolled Credential Owners will be billed a Credential Request fee of **$3.95** per Credential (all types) by selecting the appropriate option below. Electronic delivery of the Credential is included at no charge with each Credential request.

☑ **DISTRICT TRANSFER SERVICES SUBSCRIPTION:** If checked, the Member Subscription above includes the unlimited electronic request of Student Transfer Files to validated requesting institutions.

2. **Credential-Types.** Please check the box for each credential type(s) that the District would like to be configured for district records management ordering and fulfillment during the initial implementation. (Additional supported credential types can be added at a future date if desired).

☑ **Transcripts**
☐ **Replacement Diplomas**
☑ **Enrollment Verification Certificates**
☐ **Academic Certificates**
☐ **Immunization Records**
☑ **Graduation Verification Certificates**
☐ **Birth Certificates**
☐ **Special Education Records**

3. **Payment Terms.** All payments under this Order Form are due from OSDE within forty-five (45) days of the date of the invoice sent by Parchment. Invoices are sent upon the execution of this Agreement, or as otherwise shown in this Order Form. In the event of termination under section 11.2 or 11.3 of this Agreement, Parchment shall issue a pro-rated refund for all subscription fees paid in advance for services not rendered.

4. **Participating Institutions**. Member's subscription covers requests of currently enrolled Credential Owners at the participating institutions in its district. Each participating institution shall complete Parchment's client data sheet prior to implementation and use of the Parchment Services.

5. **SURCHARGE**. Member can add a surcharge to each transcript as a method of cost recovery for some or all of Member's fees, or an auxiliary revenue source. Surcharge amounts are decided by Member and may be adjusted by them using the Parchment Send administrator interface. Parchment shall retain 20% of these surcharges actually collected by Parchment and remit to OSDE on a quarterly basis, no later than 15 days following the end of each calendar quarter provided that the amount due is more than $500. If below $500, the balance will be carried to the next quarter and paid when the amount exceeds the minimum.

6. **PRINT SERVICES**. Parchment is an electronic credential delivery system. However, Credential Owners may elect to print and mail their Credentials at the time of request, subject to additional fees. The current print and mail additional fees are listed below.

   **$2.75** for U.S. domestic paper delivery (including first class postage)
   **$5.25** for international paper delivery (including first class postage)

7. **TRAINING AND PROFESSIONAL DEVELOPMENT SERVICES**. If and as selected on the Order Form, Member and Parchment agree that Parchment shall provide certain on-site training services to Member as described, and for the fees, set forth in this section.

   7.1 Webinar Training. Parchment will provide a customized webinar training for Member for up to thirty (30) participants per session. Parchment will coordinate one 30-minute prep call with Member's contact to schedule the webinar training. OSDE shall pay a one-time fee of **$750** per 60 minute plus 30 minute Q&A webinar training. All fees are due within forty-five (45) days of receipt of Parchment's invoice by OSDE.

   7.2 Onsite Training (1/2 day). Parchment will provide a customized on-site training for Member for up to thirty (30) participants per session at the Member's location. Parchment will coordinate two 30-minute prep calls with Member's contact to schedule and prepare for the onsite training. OSDE will pay a one-time fee of **$1,500** per onsite training. All fees are due within forty-five (45) days of receipt of Parchment's invoice by OSDE.

   7.3 Onsite Training (Full Day). Parchment will provide one full day of customized on-site professional development training sessions, for up to twelve (12) participants per session, and two (2) sessions, or a maximum of twenty-four (24) participants per day (the "Full Day Onsite Training"). OSDE will pay a one-time fee of **$2,500** per onsite training (full day). All fees are due within forty-five (45) days of receipt of Parchment's invoice by OSDE.

8. **DESCRIPTION OF PARCHMENT SEND: K12 Multi-Credential and District Records Management**. The Parchment Services ordered and described herein shall enable Credential Owners to order and request delivery of Credentials from the Credential holding institution to Credential Recipients (referred to as "Parchment Send"). Parchment Send also provides a number of additional features and functions, including Credential retrieval and the delivery of Analytics. Subject to Member's compliance with this Agreement, Parchment will use commercially reasonable efforts to electronically deliver and/or to print and manually send Credentials to Credential Recipients. Member hereby designates Parchment as the Member's authorized provider in sending official copies of Credentials, on paper or electronically, to Credential Recipients, and agrees to provide such documents and certificates as Parchment reasonably requests, to confirm such authority to prospective Credential Recipients. The Parchment Services provides Member with several processing options, while providing a secure and intuitive online workflow for current students/alumni to request their credentials to be sent to any recipient worldwide. The Parchment Services provide full tracking, notifications, and reporting to both the Member's administrators and current students/alumni.

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The Parchment Services shall be provided with the following features/functionality:

8.1 Fulfillment of receiver-initiated requests through the Document Request interface

8.2 eCommerce features to define surcharges to be collected on behalf of the Member, including:
- Support for different surcharges for current Students or Alumni
- Support for administrative control of transactions subject to a surcharge (i.e. all transactions or transactions after the first 'X' transactions)

8.3 Enhanced Credential upload options

8.4 Full transactional reporting

8.5 Administrative panel to manage the Member's account including:
- Grading Periods
- Approval Settings
- 'To Do List' Queues Settings

8.6 Student Rosters & Registration Codes
- As part of the implementation process, Members upload a Student Roster for the full student body (grades 9-12)
- Parchment auto-generates a unique PIN for each student
- Students (and parents) can use the PIN to register at a Parchment Site

8.7 Common App integration with the Common App online school forms to deliver transcripts electronically to Common App member colleges

8.8 If selected on the Member's Order Form, District Records Management utilizes the Parchment District processing workflow for all orderable documents centrally processed for Alumni and third-party Credential Requestors (third-party ordering).

9. **DESCRIPTION OF PARCHMENT DISTRICT TRANSFER SERVICES**. The Parchment District Transfer Services ordered and described herein allows school districts to subsidize the cost of sending Student Transfer Files to destination schools. A "**Student Transfer File**" is defined as the Credential of a previously enrolled student, which is requested by an academic institution. A validated requesting destination will not incur any fees when placing an order for a Student Transfer File from a K12 Sender with a District Transfer subscription. The Parchment District Transfer Services provide Member with the following functionality:

- Make a Student Transfer File available to requesters on the Member's storefront
- Provide verification service of schools and districts that register to request Student Transfer Files
- Allow verified transfer requesters to order the Student Transfer File at no cost
- Display Student Transfer File orders in licensee's To-Do list
- Enable electronic fulfillment of Student Transfer file requests

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# PARCHMENT NEW CLIENT DATA SHEET

Please complete the sections as thoroughly as possible. This form is required to assist us in accurately configuring your account on the Parchment Member Network and ensuring we support your specific implementation process.

**Primary Contact**
Parchment's primary contact at the district / high school responsible for the Parchment Implementation and assisting us in communication and clarification throughout the implementation process.

Name _____ Title _____

Email _____ Phone _____

**Roster & Transcript Upload**
Responsible for working with Parchment's Project Manager to Upload Student Roster(s) and Batch Upload Transcripts to support expediting the fulfillment process.

Name _____ Title _____

Email _____ Phone _____

**Website Communication: Adding Parchment Link**
Responsible for adding the necessary HTML links, communication and Parchment ordering button to your website that will go to your customized Parchment ordering page.

Name _____ Title _____

Email _____ Phone _____

**Alumni Credentials Processing: District Contact**
District Credentials contact responsible for processing Alumni Credentials Requests within Parchment.

Name _____ Title _____

Email _____ Phone _____

☐ District Process Alumni Requests earlier than the class of _____

☐ High School Process Alumni Requests for current students and alumni after the class of _____

☐ No Alumni Requests will be processed through Parchment

## CONFIGURATION DETAILS

### STUDENT INFORMATION SYSTEM

Name _____ Version _____

### OPERATING SYSTEM

Name _____ Version _____

## IMPLEMENTATION DATES

Begin Account Configuration _____ Upload Parchment Link _____

District Attend Training _____ High School Attend Training _____

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## HIGH SCHOOL DATA

### High School Information

Name: Chickasha High School CEEB Code: _____

Website: _____ Enrollment (9-12): _____

### Primary Contact

Responsible for initial Parchment communication and ongoing outreach at the high school level.

Name: _____ Title: _____

Email: _____ Phone: _____

### Primary Sender

Primary contact for approving and processing credential requests.

Name: _____ Title: _____

Email: _____ Phone: _____

### Backup Sender

Backup contact for approving and processing credential requests when the Primary Sender is unavailable / out of office.

Name: _____ Title: _____

Email: _____ Phone: _____

*There is not a limit to the number of contacts. Additional Parchment Users may be added by the Primary Sender after initial training. The High School is responsible for adding and deleting Users as necessary.*

## HIGH SCHOOL DATA

### High School Information

Name: _____ CEEB Code: _____

Website: _____ Enrollment (9-12): _____

### Primary Contact

Responsible for initial Parchment communication and ongoing outreach at the high school level.

Name: _____ Title: _____

Email: _____ Phone: _____

### Primary Sender

Primary contact for approving and processing credential requests.

Name: _____ Title: _____

Email: _____ Phone: _____

### Backup Sender

Backup contact for approving and processing credential requests when the Primary Sender is unavailable / out of office.

Name: _____ Title: _____

Email: _____ Phone: _____

*There is not a limit to the number of contacts. Additional Parchment Users may be added by the Primary Sender after initial training. The High School is responsible for adding and deleting Users as necessary.*

**Additional Copies of this sheet may be included to ensure Parchment receives all High School(s) Contact Information**

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**EXHIBIT B**
**TERMS & CONDITIONS**

**Parchment Inc. and the State of Oklahoma by and through Office of Management and Enterprise Services ("State") on behalf of the Oklahoma State Department of Education ("OSDE") hereby agree to be bound by these Terms and Conditions as of the Parchment Send Effective Date, as attached and incorporated into the Order Form for the Parchment Services. The communications between Member set forth on the applicable Order Form, and Parchment Inc. ("*Parchment*") relating to the Parchment Services may include electronic means. Each of Member and Parchment may be referred to as a "*Party*" and collectively as the "*Parties*".**

**1 DEFINITIONS.**

**1.1 "*Agreement*" has the meaning set forth on the Order Form.**

**1.2 "*Authorized User*" means any Member, which means ("State Entity" and "Interlocal Entity") as defined in the Solicitation, employee or contractor or such other individual as may be authorized by virtue of such individual's relationship to, or permissions from, Member, to access the Parchment Services pursuant to Member's rights under this Agreement. Credential Owners will not be considered Authorized Users except as otherwise set forth herein.**

**1.3 "*Confidential Information*" means any non-public material or information relating to a Party which it discloses or makes available to the other Party under this Agreement and is marked as "Confidential" or "Proprietary," subject to Section 7 herein.**

**1.4 "*Credential*" means a licensed transcript, diploma, certificate, or other academic credential of a Credential Owner.**

**1.5 "*Credential Issuer*" means the institution that issues, certifies, Awards, and/or maintains the Credential of a Credential Owner.**

**1.6 "*Credential Owner*" means an individual who has registered for the Parchment Services and uses the Parchment Site for the management of his or her Credential. Credential Owners may be provided access to the Parchment Services by their Credential Issuer.**

**1.7 "*Credential Recipient*" means an institution or an individual that receives (or is awarded) a Credential through the Parchment Services (for example, a college or employer or Credential Owner).**

**1.8 "*Credential Requestor*" means an authorized third party individual or institution that uses the Parchment Services to request electronic delivery and fulfillment of a Credential.**

**1.9 "*De-Identified Data*" means data for which the personally identifying information (e.g. name, email address, postal address) has been removed, and may include aggregated data, or statistics.**

**1.10 "*Documentation*" means Parchment's standard user manuals and/or related documentation generally made available to members of the Parchment Services purchased.**

**1.11 "*Parchment Send Effective Date*" has the meaning set forth on the Order Form.**

**1.12 "*Intellectual Property Rights*" means any and all now known or hereafter existing (a) rights associated with works of authorship, including copyrights, mask work rights, and moral rights; (b) trademark or service mark rights and trade dress; (c) trade secret rights; (d) patents, patent rights, and industrial property rights; (e) layout design rights, design rights, and other proprietary rights of every kind and nature other than trademarks, service marks, trade dress, and similar rights; and (f) all registrations, applications, renewals, extensions, or reissues of the foregoing, in each case in any jurisdiction throughout the world.**

**1.13 "*Member Data*" means the data, information and content provided by Member and/or Authorized Users through the Parchment Services, including Credentials, but excluding De-Identified Data and Transactional Data.**

**1.14 "*Order Form*" means Parchment's standard Parchment Services order form, executed by both Parties, which incorporates by reference the Services Description and Fees Schedule (attached to the Order Form as Exhibit A), these Terms and Conditions (attached to the Order Form as Exhibit B), and the Service Level Agreement (attached to the Order Form as Exhibit C).**

**1.15 "*Parchment Send Effective Date*" has the meaning set forth on the Order Form.**

**1.16 "*Parchment Services*" means Parchment's digital credential services, as identified in a mutually executed Order Form or amendment to this Agreement, which enable Credential Owners and/or Authorized Users to access certain features and functions of Parchment's credential exchange and analytics platform as selected on the Order Form and described on Exhibit A to such Order Form. References to any Parchment Services include the Documentation. The Parchment Services may include Parchment Receive Premium, Receive Connector, and Parchment Analyze, as selected on the Order Form.**

**1.17 "*Parchment Site*" means any of the websites located at http://parchment.com and any other URLs owned or operated by Parchment and designated by Parchment for use by Credential Owners as part of the Parchment Services.**

**1.18 "*Professional Services*" means any implementation, set-up, integration, training, custom development or other professional services provided to Member by Parchment.**

**1.19 "*Request*" (whether or not such term is capitalized) means to digitally request the issuance and transmission of one Credential electronically to one Credential Recipient.**

**1.20 "*Services*" means the Parchment Services combined with the Professional Services.**

**1.21 "*Terms and Conditions*" means all the provisions, terms and conditions set forth in these Terms and Conditions and incorporated into each Order Form.**

**1.22 "*Term*" shall have the meaning set forth in Section 11.1.**

**1.23** ***"Transactional Data"*** means any non-personally identifiable data or information generated from Authorized Users' or Credential Owners' use of the Parchment Services, which may include, without limitation, the number of Credential Owners applying or requesting their Credentials be sent to a particular Credential Recipient, information provided to Parchment during registration, such as login details and test scores, and order history.

## 2 PARCHMENT SERVICES; ORDERS AND USE.

**2.1 Orders and Provision of Access.** Subject to this Agreement, Parchment grants to Member a non-exclusive, non-transferable right to permit Authorized Users to access the features and functions of the applicable Parchment Services ordered pursuant to an Order Form, subject to any restrictions set forth therein, solely for admissions and enrollment purposes and no other purpose. As soon as reasonably practicable after the Parchment Send Effective Date, Parchment will provide to Member the necessary access protocols to allow Member and its Authorized Users to access the Parchment Services.

**2.2 Multiple Institutions.** Subject to payment of applicable fees and as indicated on the Order Form, Member can make the Parchment Services available to any of its participating institutions, divisions, or locations, if applicable. Each such participating institution may be referred to herein as an ***"Institution"*** and any reference to Member will include such institutions, divisions, or locations and Member will be responsible for the acts and omissions of its institutions and any act or omission by an Institution which, if undertaken by Member, would constitute a breach of this Agreement, will be deemed a breach of this Agreement by Member.

**2.3 Usage Restrictions.**

**2.3.1** Member and its Authorized Users will not: (a) decompile, disassemble, reverse engineer or otherwise attempt to obtain or perceive the source code from which any component of the Parchment Services are compiled or interpreted, and Member acknowledges that nothing in this Agreement will be construed to grant Member any right to obtain or use such code; (b) create any derivative product from any of the Parchment Services; or (c) allow third parties other than Authorized Users to gain access to the Parchment Services, with the understanding that Member will not be in breach of the foregoing restriction by using the Parchment Services to authorize, enable and permit Credential Owners who attend one of its Institution(s) to access the Parchment Services.

**2.3.2** Member will use the Parchment Services only as contemplated by this Agreement and will not, nor will Member authorize any Authorized User, Credential Owner or other third party to, use the Parchment Services to: (a) send any form of duplicative and unsolicited messages; (b) harvest, collect, gather or assemble information or data regarding other users without their consent; (c) transmit through or post on the Parchment Services any unlawful, immoral, libelous, tortuous, infringing, defamatory, threatening, vulgar, or obscene material or material harmful to minors; (d) knowingly transmit material containing software viruses or other harmful or deleterious computer code, files, scripts, agents, or programs; (e) interfere with or disrupt the integrity or performance of the Parchment Services or the data contained therein; or (f) attempt to gain unauthorized access to the Parchment Services, computer systems or networks related to the Parchment Services.

**2.4 Conditions on Use by Authorized Users and Credential Owners.** Parchment may condition Credential Owners' or Authorized Users' (if using the Parchment Services on their own behalf and not on behalf of the Member) use of the Parchment Services, including the Parchment Site, on their acceptance of and compliance with the Parchment's then-current terms of service, including the payment of any applicable fees. Any Credential Owner affiliated with the Member or an Institution may access the Parchment Site, subject to this Section 2.4.

## 3 MEMBER RIGHTS AND OBLIGATIONS.

**3.1 Authorized User Access to Service; Usernames.** Member may permit Authorized Users to access and use the features and functions of the Parchment Services in accordance with this Agreement. Member will: (a) provide to Parchment information and other assistance as necessary to enable Parchment to establish usernames to be used by Authorized Users; (b) be responsible for maintaining the confidentiality of all Authorized Users' usernames and passwords; (c) not to allow a third party to use its account, usernames or passwords at any time; and (d) notify Parchment promptly of any actual or suspected security breach. Parchment reserves the right to terminate any username and password that Parchment reasonably determines may be suspect. Parchment will not be responsible for acts and omissions of Authorized Users.

**3.2 Member Obligations.** Member is solely responsible for (a) the accuracy of any Member-provided means of authenticating Credential Owners using the Parchment Services; (b) the options it selects as part of the Parchment Services; (c) completeness, accuracy, and timely delivery of all Credentials to Parchment; (d) compliance with the Member's regulations related to the transmission, issuance, and Award of Credentials, including the accuracy, completeness, of the Credentials; (e) operation of Member's computer and communication systems. Additionally, Member will (i) inform Credential Owners and Authorized Users about the use and benefits of the Parchment Services, (ii) schedule appropriate staff training on how to use the Parchment Services (iii) provide any required or requested data (e.g., roster of Credential Owners, bulk uploads, course catalog data) necessary for the full functioning of the Parchment Services; (iv) monitor and promptly respond to any requests for Credentials; and (v) periodically update Credentials for use in the Parchment Services.

**3.3 Requirement to Provide Member Data to Parchment.** Certain Member Data may be required for the proper operation of the Parchment Services. Member will make available in a timely manner at no charge to Parchment all Member Data required by Parchment for the performance of its obligations under this Agreement (if any). Member will be responsible for and assumes the risk, responsibility and expense of: (a) any problems resulting from, the accuracy, quality, integrity, legality, reliability, and appropriateness of all such Member Data; and (b) acquiring, installing and maintaining all connectivity equipment, hardware, software and other equipment as may be necessary for it and its Authorized Users to connect to, access, and use the Parchment Services. Member acknowledges and agrees that it is the legal custodian of the Credentials and that Parchment will send or Award the Credential as provided to Parchment by Member. Accordingly, Parchment is not responsible for any inaccuracies in the Member Data or Credential provided to Parchment.

**3.4 Legal and Regulatory Compliance.** Member agrees to comply with all applicable Oklahoma jurisdictional federal, state, county, and municipal, statutes, laws, ordinances, and regulations in its acts and omissions relating to this Agreement, including without limitation the Family Education Rights and Privacy Act and the Protection of Pupil Rights Act. Member acknowledges that it has selected to accept electronic signature via the Parchment Services as a valid method of consent to disclose Credentials pursuant to FERPA.

## 4 PARCHMENT RIGHTS AND OBLIGATIONS.

**4.1 Technical Assistance.** Parchment provides certain limited support services as part of the Parchment Services. Member can designate up to two (2) Authorized Users to receive technical assistance from Parchment (***"Eligible Support Recipients"***). Such designees may be changed at any time by written notice to Parchment. Parchment will also use reasonable efforts to provide support to Credential Owners in accordance with Parchment's then-current support policies. Except as set forth above, Member will be solely responsible for the support of all Authorized User and Credential Owners accessing the Parchment Services. Subject to this Agreement including the payment of the applicable fees, Parchment will provide technical assistance to Member during Parchment's ordinary and customary business hours in accordance with its standard policies and procedures, with the understanding that such policies do not provide for any on-site support. To the extent the Parties agree that Parchment will provide on-site technical assistance, OSDE will be obligated to pay the fee to Parchment set forth in the pricing proposal.

**4.2 Training.** Parchment may, in its sole discretion, offer access to web-based classes and self-directed online training modules on the use of the Parchment Services. Member may request for Parchment to provide training services related to Member's use of the Parchment Services. Until the Member has ordered training services pursuant to a statement of work or separate agreement, Parchment will have no obligation to provide training services to Member other than as indicated above.

**4.3 Communication with Users.** As part of the provision of the Parchment Services under this Agreement, Member agrees that Parchment may communicate with Authorized Users and Credential Owners from time-to-time as may be necessary for the provision of the Parchment Services, in Parchment's reasonable discretion. Upon a Credential Owner registering on the Parchment Site, Parchment may communicate with such Credential Owner to the extent permitted under such relationship.

**4.4 Continuous Development.** The Parties acknowledge and agree that Parchment may continually develop, deliver and provide to Member ongoing innovation to the Parchment Services in the form of new features, functionality, capabilities and services. Accordingly, Parchment reserves the right to modify the Parchment Services from time to time. Some modifications will be provided to Member at no additional charge. In the event that Parchment adds additional functionality to the Parchment Services, Parchment may condition the implementation of such modifications on OSDE's payment of additional fees, and Member will not be entitled to such new functionality unless OSDE pays such fees, provided that Member may continue to use the version of the Parchment Services that Parchment makes generally available (without such features) without paying additional fees. If any modification materially and adversely affects the functionality of the Parchment Services, Member may provide written notice to Parchment within thirty (30) days of such change and, if Parchment is unable to provide substantially the same functionality to Member in the Parchment Services within thirty (30) days of Parchment receiving such notice, Member may terminate the applicable Order Form. In the event of termination for the reason set forth above, Parchment shall issue a pro-rated refund for all fees paid in advance to OSDE.

**4.5 Parchment Obligations; Legal and Regulatory Compliance.** Parchment will: (a) provide the Services in material accordance with the Order Form, Documentation and Exhibit A; (b) implement and maintain backup, security and business continuity measures, in accordance with industry practices unless provided for in Attachment B Hosting Agreement, in order to maintain the security and integrity of the Parchment Services and Member Data; provided, however, that Parchment will have no obligation to backup Credentials and other data and materials that are within the control of Member or any other Authorized User or Credential Owner; and (c) comply with all applicable federal, state, county, and municipal, statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time, including the Family Educational Rights and Privacy Act and the Protection of Pupil Rights Act.

## 5 PROPRIETARY RIGHTS.

**5.1 Member Data.** As between Parchment and Member, Member owns all right, title, and interest in and to the underlying Member Data. Subject to the terms of this Section 5, such Member Data shall be deemed to be the Member's Confidential Information and Parchment agrees to hold confidential (in accordance with state laws, federal laws and specifically as provided for under FERPA) all Member Data it receives, and will not read the contents of any such Credentials in the Parchment Services, except as necessary to process the transaction through the Parchment Services or store the data as part of Services or in the ordinary course of its business. Parchment shall restrict access to Member Data to Member's employees and agents as necessary to perform the Services, and to Parchment and its employees with a need to know (and advise such employees of the confidentiality and non-disclosure obligations assumed herein). Parchment will protect the Member Data from unauthorized dissemination and use with the same degree of care that it uses to protect its own Confidential Information and, in any event, will use no less than a reasonable degree of care in protecting Member Data. Parchment shall promptly notify the State and OSDE upon receipt of any requests from unauthorized third parties which in any way might reasonably require access to Member Data or Member's use of the Services. Parchment shall notify the Member at the contact set forth herein set forth on the Order Form by the fastest means available and also in writing. In no event shall Parchment provide such notification more than 24 hours after Parchment receives the request. Except to the extent required by law, Parchment shall not respond to subpoenas, service or process, FOIA requests, and other legal request related to Member without first notifying the Member; provided that Parchment's compliance with the foregoing is subject to applicable law and the parties acknowledge that Parchment will respond to subpoenas, service or process,

FOIA requests and other legal requests as required by applicable law. The parties agree and understand that Parchment does not verify any Member Data or the contents of any Credentials as complete or accurate, nor does it provide verification of status or any other item. The parties further agree and understand that Parchment shall not modify the Member Data or Credentials provided to it for purposes of processing transactions through the Parchment Services, unless otherwise specified and agreed upon by Member and Parchment. The Parchment Services are limited to the description provided herein and in related Documentation. Notwithstanding the above, once Credentials are lawfully transmitted to a third party, the third party's, and those acting on behalf of the third party's, use of those Credentials is not governed by this Agreement.

**5.2 Transactional Data.** Parchment may utilize data capture, syndication, and analysis tools, and other similar tools, to extract, compile, synthesize, and analyze Transactional Data. Transactional Data relies solely on data regarding the transaction of registering or transmitting the Credential through the Parchment Services, and does not include any data from the Credential itself. To the extent that any Transactional Data is generated through the Parchment Services and collected by Parchment, such Transactional Data will be solely owned by Parchment and may be used by Parchment for any lawful purpose, provided that the Transactional Data is used only in de-identified form and in a manner that does not permit the identification of any Credential Owner. Parchment agrees to comply with applicable privacy and other laws and regulations respecting the dissemination and use of such Transactional Data.

**5.3 De-Identified Data.** Parchment may create De-Identified Data from Member Data. Parchment may create De-Identified Data from any data it collects or receives in connection with the Parchment Services. Parchment may use and disclose such De-Identified Data for any lawful purpose, provided that it is used in such a manner that does not permit the identification of any Credential Owner.

**5.4 Intellectual Property Rights in Parchment Services.** Member acknowledges that Parchment and its licensors own all Intellectual Property Rights in and to the Services (including all components thereof) and all developments, inventions, technology or materials provided under this Agreement. Parchment reserves all rights not expressly granted to Member in this Agreement. Member will not engage in any act or omission that would impair Parchment's and/or its licensors' Intellectual Property Rights in the Services, and any other materials, information, processes or subject matter proprietary to Parchment. Member further acknowledges that Parchment retains the right to use the foregoing for any purpose in Parchment's sole discretion.

**5.5 Feedback.** From time to time, Member and its Authorized Users may provide suggestions, enhancement requests, recommendations or other feedback relating to the operation or functionality of the Services (***"Feedback"***). Member will have no obligation to provide Feedback. Member hereby grants Parchment, and Parchment will have, a royalty-free, worldwide, transferable, sub-licensable, irrevocable, perpetual license to use, disclose, reproduce, license or otherwise distribute and exploit any Feedback as it sees fit, entirely without obligation or restriction of any kind on account of intellectual property rights or otherwise.

**5.6 Analytics.** As part of certain Parchment Services, Parchment may provide Member with access to certain analytics and benchmarking data, which may include Transactional Data or De-Identified Data, each as defined above, and derivative works thereof, and other standard and/or customized reports prepared by Parchment for Member (all such reports, analytics, data, content and information, to be referred to as the ***"Analytics"***). As between Member and Parchment, Parchment retains all right, title and interest in and to the Analytics, including all Intellectual Property Rights therein, except for any underlying Member Data therein. To the extent Parchment provides Member with access to any Analytics, Parchment grants Member a limited, non-exclusive, non-transferable license, subject to this Agreement, to use and reproduce the Analytics solely for Member's internal business use and for no other purpose. Member acknowledges that the Analytics are the Confidential Information of Parchment (and thus subject to the obligations in Section 7) and contain valuable trade secrets and other intellectual property of Parchment and its licensors. Member agrees that it will not, and will not permit any third party to: (a) reproduce (except as expressly permitted herein), modify, translate, or create any derivative work of all or any portion of the Analytics; (b) sell, rent, lease, distribute, sublicense, disclose, assign, transfer, or otherwise make available to any third party all or any portion of the Analytics; (c) make the Analytics available for access by anyone over a network or use the Analytics on a service bureau or time sharing basis; or (d) use the Analytics in any way to create products or services similar to or competitive with the Parchment Services. The foregoing restrictions in this Section 5.6 will not limit how Member can use the Member Data to the extent it is not included in the Analytics.

**6 FEES AND PAYMENTS.**

**6.1 Fees Payable.** All fees are listed and payable in United States dollars. Parchment will submit invoices to OSDE for fees in accordance with the relevant payment schedules indicated on the applicable Order Form, and each invoiced amount will be due and payable by OSDE within forty-five (45) days of receipt of the relevant and proper invoice.

**6.2 Disputed Charges.** OSDE must notify Parchment in writing of any dispute or disagreement with invoiced charges within ninety (90) days after the date of invoice. Absent such notice, OSDE will be deemed to have agreed to the charges as invoiced after the expiration of such time period.

**6.3 Late Payments; Interest.** Parchment reserves the right to charge, and OSDE agrees to pay, a late charge equal to one and one-half percent (1½%) per month or the maximum rate permitted by applicable law, whichever is less, on any amount that is not the subject of a good faith dispute that is unpaid on the due date, and on any other outstanding balance.

**7 CONFIDENTIALITY.** During this Agreement, each Party will have access to certain Confidential Information of the other Party. Parchment shall clearly mark any such information as confidential. ("Confidential Information"). Member is a state agency and subject to the Oklahoma Open Records Act and Parchment acknowledges information marked Confidential Information will be disclosed to the extent permitted under Member's Open Records Act and in accordance with this section. Member will not use Parchment's Confidential Information for purposes other than those necessary to directly further the purposes of the Agreement. Each Party agrees: (a) not to disclose the

Confidential Information of the other Party to anyone except its employees, contractors and advisors ("Representatives") on a strict need to know basis, (b) to use the Confidential Information strictly for the performance or receipt of this Agreement and (c) to use the same degree of care that each such party uses to protect its own confidential information, but in no event less than a commercially reasonable efforts to protect the confidentiality of the other Party's Confidential Information. This Section will not apply to Confidential Information that (i) is or becomes publicly available through no fault of the recipient, (ii) is already in the recipient's possession at the time of its disclosure without any duty of confidence, or (iii) is independently developed by the recipient without reference to or use of the disclosing party's Confidential Information and by personnel without access to such Confidential Information. Each Party may disclose Confidential Information, subject to the aforementioned and Section 5.1 Member Data herein, to the extent required: (1) by securities laws, (2) to comply with a court or governmental order, or to comply with applicable law or (3) to establish or preserve a Party's rights under this Agreement. Each Party will be responsible for the acts and omissions of its Representatives related to any breach of this Section.

## 8 WARRANTIES.

**8.1 Mutual Representations and Warranties.** Each Party represents and warrants to the other Party that the execution and performance of this Agreement does not and will not violate any other contract, obligation, or instrument to which it is a party, or which is binding upon it, including terms relating to covenants not to compete and confidentiality obligations.

**8.2 Parchment Warranties.** Parchment represents and warrants that it will provide the Services in a professional and workmanlike manner substantially consistent with general industry standards.

**8.3 FERPA Warranty.** Parchment will comply with the regulations of FERPA which are applicable to Parchment. NOTWITHSTANDING ANYTHING ELSE SET FORTH HEREIN, PARCHMENT WILL NOT BE RESPONSIBLE FOR VIOLATIONS OF FERPA RELATED TO MEMBER'S PROCESSES NOT RELATED TO THE SERVICES.

**8.4 Member Warranties.** Member hereby represents and warrants that it owns or otherwise has sufficient rights and all necessary consents to grant Parchment access to and use and display of the Member Data in accordance with this Agreement, and that its collection and provision of such Member Data complies with all applicable laws and does not violate any person's right of privacy or publicity.

**8.5 No Other Warranties.** EXCEPT AS EXPRESSLY WARRANTED IN THIS AGREEMENT, PARCHMENT EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND OR NATURE, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING ANY IMPLIED WARRANTIES OF NON-INFRINGEMENT, NON-INTERFERENCE, VALUE OR ACCURACY OF DATA, AS WELL AS ANY WARRANTIES OF MERCHANTABILITY, SYSTEM INTEGRATION, FITNESS FOR A PARTICULAR PURPOSE, OR THE ABSENCE OF ANY DEFECTS THEREIN, WHETHER LATENT OR PATENT. NO WARRANTY IS MADE BY PARCHMENT ON THE BASIS OF TRADE USAGE, COURSE OF DEALING OR COURSE OF PERFORMANCE. PARCHMENT DOES NOT WARRANT THAT THE PARCHMENT SERVICES OR ANY OTHER INFORMATION, MATERIALS, TECHNOLOGY OR SERVICES PROVIDED UNDER THIS AGREEMENT WILL MEET MEMBER'S REQUIREMENTS OR THAT THE OPERATION THEREOF WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT ALL ERRORS WILL BE CORRECTED. MEMBER ACKNOWLEDGES THAT PARCHMENT'S OBLIGATIONS UNDER THIS AGREEMENT ARE FOR THE BENEFIT OF MEMBER ONLY.

**8.6 Delays.** PARCHMENT'S SERVICES MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS. PARCHMENT IS NOT RESPONSIBLE FOR ANY DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE RESULTING FROM SUCH PROBLEMS THAT DO NOT ARISE FROM THE NEGLIGENT ACTS OR OMISSIONS OF PARCHMENT, AND SUBJECT TO SECTION 12.1 FORCE MAJEURE HEREIN.

## 9 LIMITATION OF LIABILITY.

**9.1 LIMITATIONS OF LIABILITY.** IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM, OR FOR LOST PROFITS, COSTS OF DELAY, ANY FAILURE OF DELIVERY, BUSINESS INTERRUPTION, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION UPON DAMAGES AND CLAIMS IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE.

TO THE MAXIMUM EXTENT PERMITTED BY LAW THE CUMULATIVE LIABILITY OF PARCHMENT TO MEMBER FOR ALL CLAIMS ARISING FROM OR RELATING TO THIS AGREEMENT, INCLUDING ANY CAUSE OF ACTION SOUNDING IN CONTRACT, TORT, OR STRICT LIABILITY, WILL NOT EXCEED THE TOTAL AMOUNT OF ALL FEES PAYABLE TO PARCHMENT BY OSDE FOR THE CURRENT TERM. THIS LIMITATION OF LIABILITY IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE.

NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THE CONTRACT, THE FOREGOING PROVISIONS OF THIS SECTION SHALL NOT APPLY TO OR LIMIT DAMAGES, EXPENSES, COSTS, ACTIONS, CLAIMS AND LIABILITIES ARISING FROM OR RELATED TO PROPERTY DAMAGE, BODILY INJURY OR DEATH CAUSED BY PARCHMENT; THE INDEMNIFICATION OBLIGATIONS SET FORTH IN SECTION 10 OF THIS AGREEMENT, PARCHMENT'S CONFIDENTIALITY OBLIGATIONS SET FORTH IN THIS CONTRACT; THE BAD FAITH, GROSS NEGLIGENCE OR INTENTIONAL MISCONDUCT OF PARCHMENT OR ITS EMPLOYEES AGENTS AND SUBCONTRACTORS; OR OTHER ACTS FOR WHICH APPLICABLE LAW DOES NOT ALLOW EXEMPTION FROM LIABILITY; AND PARCHMENT'S TOTAL LIABILITY AS IT RELATES ONLY TO THE INDEMNIFICATION OBLIGATIONS SET FORTH IN THE ATTACHED HOSTING AGREEMENT AS WELL AS PARCHMENT'S DATA SECURITY AND BREACH NOTIFICATION OBLIGATIONS SET FORTH IN THE

CONTRACT, SHALL NOT EXCEED THE GREATER OF THREE MILLION DOLLARS ($3,000,000) OR THE AMOUNT OF INSURANCE PROCEEDS PAID UNDER PARCHMENT'S INSURANCE POLICY.

**9.2 Essential Basis.** The disclaimers, exclusions and limitations of liability set forth in this Agreement form an essential basis of the bargain between the Parties, and, absent any of such disclaimers, exclusions or limitations of liability, the provisions of this Agreement, including the economic terms, would be substantially different.

**10 Indemnification Obligations of Parchment.**
Parchment will defend at its expense any suit brought against the State of Oklahoma and/or any Member by a third party alleging: (a) that the Parchment Services misappropriate any Intellectual Property Rights of a third party; (b) Parchment's breach of Section 8.3; or (c) Parchment's gross negligence or willful misconduct in handling the Credentials, and will pay all related costs, damages, and attorneys' fees incurred by, or assessed to, the State, OSDE, and/or any Member, provided the State (i) promptly notifies Parchment in writing of the claim and (ii) to the extent authorized by the Attorney General of the State, allows Parchment to control the defense and any related settlement negotiations. If the Attorney General of the State does not authorize sole control of the defense and settlement negotiations to Parchment, Parchment shall be granted authorization to equally participate in any proceeding related to this section but Parchment shall remain responsible to indemnify the State and/or any Member for all associated costs, damages and fees incurred by or assessed to the State. If any portion of the Parchment Services becomes, or in Parchment's opinion is likely to become, the subject of a claim of infringement, Parchment shall, in the following order: (i) procure for Member the right to continue using the Parchment Services; (ii) replace the Parchment Services with non-infringing services which do not materially reduce the functionality of the Services; (iii) modify the Parchment Services so that it becomes non-infringing; or (iv) terminate the Parchment Services and refund any fees actually paid by Member to Parchment for the remainder of the Term then in effect, and upon such termination, Member will immediately cease all use of the Services. Notwithstanding the foregoing, Parchment will have no obligation under this Section 10 or otherwise with respect to any claim based upon (1) any use of the Services in combination with other products, equipment, services or content not supplied by Parchment and combination results in infringement; (2) any modification of the Services by any person other than Parchment or its authorized agents that results in infringement; or (3) Member Data provided to Parchment. THIS SECTION STATES MEMBER'S SOLE AND EXCLUSIVE REMEDIES FOR INFRINGEMENT CLAIMS AND ACTIONS. Parchment's obligations as set forth above are expressly conditioned upon each of the following: (A) Member promptly notifying Parchment in writing of any threatened or actual claim or suit; (B) and Member cooperating with Parchment to facilitate the settlement or defense of any claim or suit.

**11 TERM AND TERMINATION.**

**11.1 Term.** This Agreement is effective as of the Parchment Send Effective Date identified on page one in Addendum 1. The Term of this Agreement will commence on the Parchment Send Effective Date and will continue for as long as the Initial Order Term indicated on the Order Form, not to exceed twelve (12) months.

**11.2 Termination for Breach.** Either Member or Parchment may terminate this Agreement immediately upon written notice in the event that the other Party materially breaches this Agreement and thereafter: (a) in the case of material breach resulting from non-payment of amounts due hereunder, has failed to pay such amounts within ten (10) days after receiving written notice thereof; or (b) has failed to cure any other material breach (or to commence diligent efforts to cure such breach that are reasonably acceptable to the terminating Party) within thirty (30) days after receiving written notice thereof. For the avoidance of doubt, termination of this Agreement as set forth in this section shall not terminate the Contract between Parchment and the State of Oklahoma and neither shall Member have any right to terminate the Contract between the State of Oklahoma and Parchment.

**11.3 Termination upon Bankruptcy, Insolvency or Lack of Funding.** Either Party may, at its option, terminate this Agreement immediately upon written notice to the other Party, in the event (a) that the other Party becomes insolvent or unable to pay its debts when due; (b) the other Party files a petition in bankruptcy, reorganization or similar proceeding, or, if filed against, such petition is not removed within ninety (90) days after such filing; (c) the other Party discontinues its business; (d) a receiver is appointed or there is an assignment for the benefit of such other Party's creditors; or (e) if the Member or the Member's sponsor is a state or federal agency or institution, the funding for this Agreement is not provided to Member or the Member's sponsor by the legislature of the applicable state or federal government.

**11.4 Suspension of Service.** If OSDE fails to pay undisputed amounts in accordance with this Agreement or, if and as necessary to protect the Member Data and/or Credentials in the event of a threat to the security of the Parchment Service(s), Parchment will have the right, in addition to any of its other rights or remedies, to immediately suspend the provision of the Services (including access to the Parchment Services and/or Parchment Site) to Member and/or its Credential Owners, without liability to Member until such amounts are paid in full or such breach is cured (in Parchment's sole discretion), as applicable. OSDE shall not be responsible for payment of services during times of suspension.

**11.5 Accrued Obligations.** Termination of this Agreement will not release the Parties from any liability which, at the time of termination, has already accrued or which thereafter may accrue with respect to any act or omission before termination, or from any obligation which is expressly stated in this Agreement to survive termination. Notwithstanding the foregoing, the Party terminating this Agreement as permitted by any provision in this Section 11 will incur no additional liability merely by virtue of such termination made in good faith.

**11.6 Effect of Termination.** Upon any expiration or termination of this Agreement, Member will immediately discontinue all use of the Parchment Services and OSDE will pay all amounts due and payable hereunder. Each Party will promptly delete or destroy any Confidential Information of the other Party, including all copies thereof, except that Parchment may retain the Member Data: (a) as required by law; (b) for up to thirty (30) days after the effective date of termination.

**11.7 Survival of Obligations.** The provisions of Sections 2.5, 3.4, 5, 7 through 10, 11.6 through 11.7, and 12, and OSDE's obligations to pay any amounts due and outstanding

hereunder, will survive termination or expiration of this Agreement.

**12 MISCELLANEOUS.**

**12.1 Force Majeure.** Either Party will be excused from performance of its obligations under this Agreement if such a failure to perform results from compliance with any requirement of applicable law, acts of God, fire, strike, embargo, terrorist attack, war, insurrection or riot or other causes beyond the reasonable control of that Party provided the party experiencing the force majeure event has prudently and promptly acted to take any and all steps within the party's control to ensure continued performance to shorten duration of the event. Any delay resulting from any of such causes will extend performance accordingly or excuse performance, in whole or in part, as may be reasonable under the circumstances. In the event that a party's performance of its obligations is materially hindered as a result of a force majeure event, such party shall promptly notify the other party of its best reasonable assessment of the nature and duration of the force majeure event and steps it is taking, and plans to take, to mitigate the effects of the force majeure event. The party shall use commercially reasonable best efforts to continue performance to the extent possible during such event and resume full performance as soon as reasonably practicable. Subject to the conditions set forth above, such non-performance shall not be deemed a default. However, a Member may terminate a purchase order if Parchment cannot cause delivery of Products or Services in a timely manner to meet the business needs of the Member.

Non-suspended Obligations: Notwithstanding the foregoing or any other provisions in the Agreement, (1) in no event will any of the following be considered a force majeure event: (a) shutdowns, disruptions or malfunctions in Parchment's systems or any of Parchment's telecommunication or internet services other than as a result of general and widespread internet or telecommunications failures that are not limited to Parchment's systems; or (b) the delay or failure of Parchment or subcontractor personnel to perform any obligation of Parchment hereunder unless such delay or failure to perform is itself by reason of a force majeure event; and (2) no force majeure event modifies or excuses Parchment's confidentiality, indemnification or data security and breach notification obligations set forth herein and in Attachment B Hosting Agreement.

**12.2 Notices.** Member (a) consents to receive communications from Parchment in electronic form, whether via email, posting updates on the Parchment Site, or by other reasonable means. All notices required under these Terms and Conditions will be in writing, delivered personally, or by nationally recognized overnight courier (e.g., FedEx) at the Parties' respective addresses set forth on the Order Form (with notices to Parchment sent to the attention of the General Counsel). All notices will be deemed effective upon personal delivery, or when received if sent by overnight courier.

**12.3 Assignment.** Neither Party will assign its rights or delegate its obligations under this Agreement without the other Party's prior written consent, and, absent such consent, any purported assignment or delegation will be null, void and of no effect. However, either Party may, without the written consent of the other Party, assign this Agreement and its rights and obligations hereunder in connection with the transfer or sale of all or substantially all of its business related to this Agreement, or in the event of a merger, consolidation, change in control or similar transaction. This Agreement will be binding upon and inure to the benefit of Parchment and Member and their successors and permitted assigns. This section is to be read in conjunction with, and subject to, Section A.32 Assignment in the Solicitation.

**12.4 Independent Contractors.** Member and Parchment acknowledge and agree that the relationship arising from this Agreement does not constitute or create any joint venture, partnership, employment relationship or franchise between them, and the Parties are acting as independent contractors in making and performing this Agreement.

**12.5 Amendment.** No amendment to this Agreement will be valid unless such amendment is made in writing and is signed by the authorized representatives of Parchment and the State.

**12.6 Waiver.** No waiver under this Agreement will be valid or binding unless set forth in writing and duly executed by the Party against whom enforcement of such waiver is sought. Any such waiver will constitute a waiver only with respect to the specific matter described therein and will in no way impair the rights of the State or Parchment granting such waiver in any other respect or at any other time. Any delay or forbearance by either the State or Parchment in exercising any right hereunder will not be deemed a waiver of that right.

**12.7 Severability.** If any provision of this Agreement is invalid or unenforceable for any reason in any jurisdiction, such provision will be construed to have been adjusted to the minimum extent necessary to cure such invalidity or unenforceability. The invalidity or unenforceability of one or more of the provisions contained in this Agreement will not have the effect of rendering any such provision invalid or unenforceable in any other case, circumstance or jurisdiction, or of rendering any other provisions of this Agreement invalid or unenforceable whatsoever.

**12.8 No Third Party Beneficiaries.** The Parties acknowledge that the covenants set forth in this Agreement are intended solely for the benefit of the Parties, their successors and permitted assigns. Nothing herein, whether express or implied, will confer upon any person or entity, other than the Parties, their successors and permitted assigns, any legal or equitable right whatsoever to enforce any provision of this Agreement.

**12.9 Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed will be deemed to be an original and all of which when taken together will constitute one Agreement.

**12.10 Construction.** Unless otherwise specified herein: (a) the word "including" means "including but not limited to"; and (b) any reference to days will mean calendar days. All headings are for convenience only.

**12.12 Intentionally omitted**

**12.13 Intentionally omitted**

**[End of Terms]**

# EXHIBIT C
# SERVICE LEVEL AGREEMENT

1. Parchment will use commercially reasonable efforts, commensurate with the severity of the error, to correct any malfunction, defect, or non-conformity in the operation of the Parchment Services to substantially perform in accordance with the Documentation. Member will be responsible for conducting adequate research with respect to a defect or related issue prior to contacting Parchment for assistance. Member is obligated to respond promptly to all reasonable Parchment requests for pertinent information, documentation, technical and other assistance to assist Parchment with problem resolution. A reported issue will be logged and tracked by Parchment, and assigned a unique identifier that can be used by Member to refer to the reported issue, and will remain open until the issue is resolved. Reported issues will be assigned a severity level that is mutually agreed upon by Member and Parchment.

2. Parchment will employ commercially reasonable efforts to correct, or address with an action plan, issues reported by Member as follows:
   a. Severity 1: Within four (4) business hours of receipt of the reported issue or its detection by Parchment. Level 1 is defined as a condition in which all or a critical function within the Parchment Services is unavailable to Member.
   b. Severity 2: Within two (2) business days of receipt of the reported error. Level 2 is defined as a condition in which the Parchment Services is not fully performing, but is still able to operate at a reduced capacity.
   c. Severity 3: Within five (5) business days of receipt of the reported error. Severity 3 is defined as a condition where the Member is experiencing a non-critical loss of function.

3. System Enhancements and Functionality Improvements.
   a. Parchment will respond to requests for enhancements or upgraded workflow functionality within thirty (30) business days. The response will include a valuation of the request and whether it was an item for inclusion within the product roadmap or would be considered a client specific customization. Enhancements and improvements cover a desire to change either the look and feel or workflow of a feature or function within the Parchment Services. Any enhancements, modifications or improvements to the Parchment Services will be considered part of the Parchment Services.
   b. Parchment may perform maintenance to the Parchment Services during its preexisting maintenance schedule (currently 12 p.m. to 4 p.m. Pacific Time on Saturdays) as necessary for the proper operation of the Parchment Services. During these periods, the Parchment Services may be unavailable to Member. Parchment will notify Member at least two (2) business days in advance of any planned maintenance. Parchment may change planned maintenance windows at its sole discretion and will notify Member of any such changes that affect previously notified plans, provided such maintenance is done during low-volume times. Parchment will also post notifications on both the Parchment Services and Parchment Site notifying interested parties of any planned service outages.

4. Parchment will use reasonable commercial efforts to make the Parchment Services available ninety-nine and one-half percent (99.5%) of the time, measured monthly, exclusive of planned maintenance and any of the following events that will not be considered downtime for the purposes of such measurement:
   a. Any outage lasting less than five (5) minutes;
   b. Any outage determined to be a result of Member's breach of the Agreement or other acts or omissions of Member;
   c. Any outage determined to be a result of a failure of outside services or equipment not within the control of Parchment, including Member's hardware and software; or
   d. Any outage determined to be beyond the reasonable control of Parchment, its subcontractors and/or business partners, including a force majeure event.

5. Member is responsible for (i) maintenance and management of its computer network(s), servers, software, and any equipment or services related to maintenance and management of the foregoing; and (ii) correctly configuring its systems in accordance with the Documentation. Member will promptly notify Parchment in the event any downtime occurs. Downtime will be deemed to begin when Parchment receives accurate notification thereof from Member, or when Parchment first becomes aware of such downtime, whichever first occurs. The obligations of Parchment set forth in this Exhibit C will be excused to the extent any failures to meet such obligations result in whole or in part from Member's failure(s) to meet the foregoing requirements.

6. Parchment will use reasonable commercial efforts to respond to any email inquiries through the Parchment Site by Credential Owners within two (2) business days.

7. Member's sole and exclusive remedy, and Parchment's sole and exclusive liability, for Parchment's breach of this Exhibit C will be the following credits. If Parchment fails to meet the service level in Section 4 in any month for a specific Parchment Services, Parchment will credit to Member one percent (1%) of the monthly subscription fee paid by Member (i.e., the prorated annual subscription fee) for such Parchment Services for each cumulative hour, or portion thereof, of unavailability of such Parchment Services in that month, up to a maximum of fifty percent (50%) of the prorated monthly subscription fee paid by Member. In the event Member has not elected to pay a subscription fee to Parchment hereunder, as Member's sole and exclusive remedy under this Section 7, Parchment will credit to Member one percent (1%) of the net amount of surcharges (if any) added to each Credential request by Member for such Parchment Services for each cumulative hour, or portion thereof, of unavailability of such Parchment Services in that month, up to a maximum of fifty percent (50%) of the net amount of surcharges added to each Credential request by Member.

# PURPOSE OF ACCOUNTS
# SCHOOL YEAR
# 2023-2024
# PROJECT #001-920

(1) **ACCOUNT NAME:** Lincoln Elementary School Office Activity

(2) **PURPOSE OF ACCOUNT:** To provide books, to accumulate and expend revenues collected for the enhancement of educational programs.Reward academic achievements and character recognition.

(3) **REVENUE:** Donations, proceeds from food booths, fundraisers, participation in non-profit fund-raising activities. (Ecology t-shirts) PTO fundraisers, school pictures, vending machine, candy sales, and water sales

(4) **LIST FUNDRAISERS:** Candy sales, candy-grams, water sales, individual flower sales, school fairs/carnivals, auction dinners/suppers, hat day, picture sales, donations, popcorn sales, school apparel sales, admission/gate fees, snack sales, field trip costs, book fair, ticket sales, school store sales,coin wars, school supplies, and brochure sales

(5) **EXPENSES:** Teaching supplies, instructional materials and publications, in-service costs, Christmas parade supplies, Red Ribbon Week supplies, donations, assemblies, guest speakers, holiday supplies, maintenance of building supplies, food for staff and students, scholastic orders, PTO donations used for classrooms, supplies for teachers, garden supplies, garden supplies, memorial/get well flowers, Teacher of the Year, staff, student, or family in need gifts, Professional Development, training expenses, positive incentives, PPE

**FOR ACTIVITY USE ONLY**

Angie Morgan — 10/2/23

**PRINCIPAL SIGNATURE** — **DATE**

**BOARD PRESIDENT** — **DATE**

# PURPOSE OF ACCOUNTS
# SCHOOL YEAR
# 2023-2024
# PROJECT #001-922

**(1) ACCOUNT NAME:** Lincoln Elementary School Clubs, Journalism, Fine Arts

**(2) PURPOSE OF ACCOUNT:** To provide money for yearbooks, yearbook supplies, and pictures

**(3) REVENUE:** Yearbook Sales, Picture Sales, Snack Sales, and donations

**(4) LIST of FUNDRAISERS:** Yearbook sales and picture sales

**(5) EXPENSES:** Expenses for materials, items for fundraisers, costs for yearbook administration (camera, programs, etc.) Yearbook printing and donations, positive incentives, and student gifts.

## FOR ACTIVITY USE ONLY

Angie Morgan 10/2/23

**PRINCIPAL SIGNATURE** **DATE**

**BOARD PRESIDENT** **DATE**

# Chickasha Public Schools

## Overnight Travel Form

Organization: CHS Math Teachers Date: 10-2-23

Sponsor: Stacy O'Neal + Whitney Broussard Cell: 580-467-2851
580-641-2051

Travel Destination: Las Vegas, Nevada

Dates of Travel Departure: Dec 10th, 2023 Time: 3:30pm

Return: Dec 13th, 2023 Time: 10:00pm

School days missed: 3

Purpose of Travel: Mathematics in a PLC @ Work Summit Solution Tree

Method of Travel: air

Number of students attending: 0

(Please attach a list of students by grade to this form when being submitted for review.)

Names of Additional Sponsors:

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

Note: Background checks must be completed and on file with site or district administration prior to departure.

Checklist:

- Room assignments have been made and approved by admin. ( )
- Parent permission forms have been collected for each student. ( )
- A plan is in place for all students to complete and submit work. ( )
- Emergency contact information has been collected for all travelers. ( )

Principal Signature: Delly Davis Date: 10-2-23

Request Approved: ✓ Denied: _____ (give reason)

Date submitted to Supt Office for review: 10-2-23

Developed: December 2021

**Chickasha Middle School SURPLUS Request**

**Oct 5, 2023**

Greetings,
Please bring the following items to the next Board of Education meeting for consideration to surplus from Chickasha Middle School. The textbooks listed below are not our current adoption.

Thank you,
Shannon Gibson
CMS Library Media Specialist

| TITLE | ISBN # | **Type of Material** | Quantity | Grade |
|---|---|---|---|---|
| My Perspectives | 9780328920983 | Student Textbooks | 67 | 7 |
| My Perspectives | 9780328920990 | Student Textbooks | 69 | 8 |
| My Perspectives | 9780133338669 | Teacher Edition | 3 | 7 |
| My Perspectives | 9780133338676 | Teacher Edition | 2 | 8 |
| Textbooks were $112.47 each when new. Most are in good condition | | | | |

FFA

# Chickasha Public Schools

## Sanctioning Packet Checklist

Submitted by: Emily Schmidt _____

Date submitted: _____

**NOTE: ALL PAGES MUST BE INCLUDED WITH ALL REQUIRED INFORMATION AND SIGNATURES.**

- Submitted by deadline for board agenda ✓
- Application page completed & signed (both sides) ✓

- Forms
  - Financial statements (unaudited) ✓
  - List of Officers ✓
  - Bank statements (last fiscal year) ✓
    - Statements met requirements for purchasing ✓
  - Financial statement (end of year) ✓

Approved ✓ Denied _____ Returned _____

If denied or returned, please state why:

Reviewed by: Jennifer Stegman Date: 10/3/23

Date submitted for board agenda to board clerk: 10/3/23

# Chickasha Public Schools
# Exhibit A
# October 9, 2023

| 2023-24 SY Certified Temporary Hire(s) | | | |
|---|---|---|---|
| Bill Wallace | Position | Effective Date | Status |
| Bailee Murillo | Pre K Teacher | 9/18/2023 | Certified Temporary |
| **2023-24 SY Transfers/Promotions/Re-assignments/Workday Adjustments(s)** | | | |
| Bill Wallace | From: | To: | Effective Date |
| Brooke Brandt | Para at BW | Para at Grand | 8/8/2023 |
| Grand | From: | To: | Effective Date |
| Glena Brock | 10 Month Secretary at Grand | 11 Month Secretary at Grand | 7/24/2023 |
| Lincoln | From: | To: | Effective Date |
| Michelle Fowler | 11 month secretary at Lincoln | 10 month Secretary at Lincoln | 7/8/2023 |
| Jennifer Phillips | Elementary Teacher at Grand | Assistant Principal at Lincoln | 7/1/2023 |
| CHS | From: | To: | Effective Date |
| Karlye Weber | Math Teacher at CHS | Special Education Teacher at CHS | 9/1/2023 |

| 2023-24 SY Support Hire(s) | | | |
|---|---|---|---|
| BW/Grand | Position | Effective Date | Status |
| Brinae Anderson | Nurse's Assistant | 9/14/2023 | Probationary Support |
| Maintenance | Position | Effective Date | Status |
| Lynn Walker | Athletics Grounds Keeper | 8/22/2023 | Probationary Support |
| Transportation | Position | Effective Date | Status |
| Joshua Grady | Bus Monitor | 9/27/2023 | Probationary Support |
| Ashley Grady | Bus Monitor | 9/26/2023 | Probationary Support |

| 2023-24 SY Resignation(s) | | | |
|---|---|---|---|
| CHS | Position | Effective Date | Status |
| Jason Schmitt | Assistant Softball Coach **(Extra Duty)** | 9/27/2023 | Certified Temporary |

| Bill Wallace | Position | Effective Date | Status |
|---|---|---|---|
| Melinda Ulm | Teacher Assistant | 9/29/2023 | Support |
| Leah Tompkins | Custodain | 9/17/2023 | Temporary Support |

| 2023-24 SY Extra Duty(s) | | | |
|---|---|---|---|
| CHS | Position | Effective Date | Status |
| Todd Davis | Bus Driver Substitiute | 8/10/2023 | Adjunct |
| Jerry Don Bray | Bus Driver Substitiute | 8/10/2023 | Certified Administrator |
| Todd Davis | HS Assistant Track Coach | 10/1/2023 | Adjunct |
| Dominic Neff | HS Football Assistant Coach | 9/1/2023 | Support |
| Jakob Kennedy | HS Assistant Swim Coach Boys and Girls | 10/1/2023 | Lay Coach |
| Xavier Yousey | HS Assistant Soccer Coach Boys | 10/1/2023 | Lay Coach |
| Chad Randle | HS Assistant Golf Coach Girls | 9/1/2022 | Career Certified |
| Jerry Osborn | HS Assistant Golf Coach Boys | 9/1/2022 | Career Certified |
| CMS | Position | Effective Date | Status |
| Brayden Bingham | MS Assistant Baseball Coach | 10/1/2023 | Lay Coach |
| Quentin Mantooth | MS Assistant Soccer Coach Boys | 10/1/2023 | Lay Coach |
| Cooper Mosley | MS Assistant Soccer Coach Boys | 10/1/2023 | Lay Coach |