

AGENDA
Sapulpa Public Schools
Regular Virtual and Physical Meeting
Washington Administration Center Board Room
511 E Lee
Sapulpa, OK 74066
Monday, August 9, 2021 at 6:00 PM

This meeting will be conducted via teleconferencing, via videoconferencing, and at a physical location.

- I. Call the meeting to order and Pledge of Allegiance to the American Flag.
- II. Formal Adoption of the Agenda
 - A. Motion, discussion, and vote on motion to formally adopt the Agenda.
- III. Consent Agenda
 - A. Approval of the Board Meeting Minutes.
 - 1. 7.12.2021-Regular BOE Meeting
 - 2. 7.14.2021-Special Board Meeting Minutes
 - B. Approval of 2021-22 General Fund Purchase Order Encumbrance numbers 82 through 180.
 - C. Approval of 2021-22 Building Fund Purchase Order Encumbrance numbers 44 through 73.
 - D. Approval of 2021-22 Child Nutrition Fund Purchase Order Encumbrance numbers 32 through 39.
 - E. Approval of 2021-22 Bond Fund 31 Purchase Order Encumbrance numbers 2 through 3.
 - F. Approval of 2021-22 Bond Fund 32 Purchase Order Encumbrance numbers 1 through 8.
 - G. Approval of the 2021-22 Bond Fund (33) Purchase Order Encumbrance numbers 4 through 13.
 - H. Approval of the monthly financial reports of the School Activity Funds account.
 - I. Approval of the Treasurer's Report on the status of Funds and Investments.
 - J. Approval of a 2021-22 Drop-Out Recovery Joint Agreement with Central Tech.
 - K. Approval of 2021-22 Central Tech Academic Course lists.
 - L. Approval to renew 2021-22 CiNTAS Facilities Solutions Agreement.
 - M. Approval to renew the 2021-22 SchoolSpace Subscription Agreement between Venyooz and SPS.
 - N. Approval to renew the Imperial vending contract for Sapulpa Public Schools.
 - O. Approval of the 2021-22 Istation Agreement with Sapulpa Public Schools.

- P. Approval of the 2021-22 CCOSA District Level Services Agreement with Sapulpa Public Schools.
- Q. Approval of the 2021-22 School-Based Health Services Participation Agreement between OSDE and Sapulpa Public Schools.
- R. Approval of the 2021-22 Seesaw Contract with Sapulpa Public Schools.
- S. Approval of 2021-22 Tulsa Community College Dual Credit/Concurrent Enrollment MOU.
- T. To approve the removal of Melinda Ryan and addition of Steve McCormick as a signatory on all American Heritage Bank Accounts.
- U. Approval of the 2021-22 Oklahoma Department of Career and Technology Education Contract for Secondary Career and Technology Education Program(s) with Sapulpa Public Schools.
- V. Approval of the 2021-22 SRO Agreement between Sapulpa Public Schools and the City of Sapulpa Police Department.
- W. Approval of a generous donation of \$100 from Allen Law for Sapulpa Athletics.
- X. Approval of a \$100 donation received from Kimberly Altier with Stride Mortgage to be deposited in the Benevolence Fund within Activity Accounts.
- Y. Approval of Declaration of Surplus
 - 1. Softball-Old Jerseys
- Z. Approval of Fundraisers as per attachment.
- IV. Hearing from the Public
- V. Information & Discussion Items
 - A. Superintendent Comments
- VI. Action Items
 - A. Discussion, consideration, and possible vote to approve/disapprove the Instructional Calendar to be based upon 1,080 hours for the 2021-22 school year as required annually.
 - B. Discussion, motion, and vote on a motion to approve/disapprove new Policy 955 Prohibition of Race and Sex Discrimination in curriculum and complaint process. (School Districts are required by law to adopt a policy ensuring the prohibited concepts listed in the law aren't taught to students or part of employee training.)
 - C. Discussion, motion, and vote on a motion to approve/disapprove the new Policy 956 Service Animals.
 - D. Discussion, consideration, and possible vote to authorize the Superintendent of Schools to adjust instructional delivery between at school, in-person, and distance learning, as well as employee work schedules as necessary for COVID-19 during FY 22.
 - E. Discussion, consideration, and possible vote to approve/disapprove any modifications to the District Return to Learn Plan.
 - F. Vote to approve/disapprove Superintendent Rob Armstrong and his designee as Purchasing Agent for Sapulpa Independent School District, Authorized Representative for all Federal programs including E-Rate and Child Nutrition, and Designated Custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including E-Rate, all state

programs, and all other school programs and activities not listed for the 2021-22 school year.

G. Proposed Executive Session to discuss Personnel listed and negotiations with United Sapulpa Educators and United Sapulpa Educators/Educational Support Personnel, as authorized by 25 O.S. Section 307 (B)(1) and (B)(2) of the Oklahoma Open Meeting Act.

1. Vote to convene in Executive Session.
2. To acknowledge the Board has returned to Open Session.
3. Statement of Executive Session Minutes.

H. Personnel

1. Vote to approve/disapprove Employing Personnel as per attachment.
2. Vote to approve/disapprove the FMLA request for Valerie Buck effective September 10, 2021, through November 26, 2021.
3. Vote to approve/disapprove a negotiated agreement with United Sapulpa Educators for the 2021-22 school year.
4. Vote to approve/disapprove a negotiated agreement with United Sapulpa Educators/Educational Support Personnel for the 2021-22 school year.
5. Vote to accept Resignations received since the last board meeting.

VII. Adjournment

Regular Meeting of The Board of Education Independent School District Number
33, Creek County

Monday, July 12, 2021 11:00 AM

Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the Meeting to Order and Pledge of Allegiance to the American Flag.

President Melinda Ryan called the meeting to order at 11 a.m. followed by the Pledge of Allegiance.

II. Reorganization of the Board of Education.

II.A. Discussion, motion, and vote on a motion to approve or disapprove the reorganization of the Board of Education with the election of the Board President.

To approve the reorganization of the Board of Education with the election of Steve McCormick as the Board President passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

II.B. Discussion, motion, and vote on a motion to approve or disapprove the reorganization of the Board of Education with the election of the First Vice President.

To approve the reorganization of the Board of Education with the election of Wayne Richards as First Vice President passed with a motion by Steve McCormick and a second by Melinda Ryan.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

II.C. Discussion, motion, and vote on a motion to approve or disapprove the reorganization of the Board of Education with the election of the Second Vice President.

To approve the reorganization of the Board of Education with the election of Larry Hoover as Second Vice President passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

III. Formal Adoption of the Agenda

III.A. Motion, discussion, and vote on motion to formally adopt the Agenda.

To formally adopt the Agenda passed with a motion by Melinda Ryan and a second by Larry Hoover.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

IV. Consent Agenda

IV.A. Approval of the 6.14.2021 Board Meeting Minutes.

IV.B. Approval of 2020-21 General Fund Purchase Order Encumbrance numbers 854 through 868.

IV.C. Approval of 2020-21 General Fund Purchase Order Encumbrance number 354 added back for approval of the increased amount.

IV.D. Approval of 2020-21 Building Fund Purchase Order Encumbrance numbers 187 through 190.

IV.E. Approval of 2020-21 Building Bond Fund 32 Purchase Order Encumbrance number 4.

IV.F. Approval of 2020-21 Bond Fund 33 Purchase Order Encumbrance numbers 43 through 49.

IV.G. Approval of 2021-22 General Fund Purchase Order Encumbrance numbers 1 through 81.

IV.H. Approval of 2021-22 Building Fund Purchase Order Encumbrance numbers 1 through 43.

IV.I. Approval of 2021-22 Child Nutrition Fund Purchase Order Encumbrance numbers 1 through 31.

IV.J. Approval of 2021-22 Bond Fund 33 Purchase Order Encumbrance numbers 1 through 3.

IV.K. Approval of 2021-2022 Bond Fund 36 Purchase Order Encumbrance number 1.

IV.L. Approval of the monthly financial reports of the School Activity Funds account.

IV.M. Approval of the Treasurer's Report on the status of Funds and Investments.

IV.N. Approval of designating American Heritage Bank as the depository bank for Sapulpa Public Schools appropriated funds and Activity Accounts with First United Bank.

IV.O. Approval for the renewal of lease-purchase for LED Project, \$180,089.99, with American Heritage Bank, for the fiscal year ending on June 30, 2022.

IV.P. Approval for renewal of lease-purchase for Softball Lighting, \$54,912.98, with American Heritage Bank, for the fiscal year ending on June 30, 2022.

IV.Q. Approval of 2021-22 Child Nutrition Bread Bids.

IV.R. Approval of 2021-22 Uniform Bid for Child Nutrition.

IV.S. Approval of 2021-22 renewal of ImpactTulsa MOU.

IV.T. Approval of 2021-22 renewal of OSSBA Superintendent Evaluation Tool.

IV.U. Approval of 2021-22 CCOSA Legal Assistance for School Districts Program Agreement.

IV.V. Approval of 2021-22 Tulsa Tech eSchool Network MOU for Edgenuity (Virtual Academy grades 6-12).

IV.W. Approval of 2021-22 OSDE Contract with Sapulpa Public Schools for professional development and support in implementing science curricular units in the classroom.

IV.X. Approval of 2021-22 Special Services Agreement between United Community Action Head Start and Sapulpa Public Schools.

IV.Y. Approval of 2021-22 PLTW (Project Lead the Way) Agreement.

IV.Z. Approval of updated quote from PowerSchool for the 2021-22 SIS & Hosting renewal.

IV.AA. Approval of 2021 quotes from Powerschool for review of customizations and "test server" hosting services.

IV.AB. Approval of 2021-22 Tiger Inc. Natural Gas Purchase Agreement with Sapulpa Public Schools.

IV.AC. Approval of 2021-22 Elevator Contract renewal through Schindler Elevator Corporation.

IV.AD. Approval of 2021-22 Daybreak Family Services Letter of Agreement with Sapulpa Public Schools.

IV.AE. Approval of 2021-22 Prom venue Agreement with Glenpool Conference Center.

IV.AF. Approval of 2021-22 renewal of Youth Services of Creek County MOU with Sapulpa Public Schools.

IV.AG. Approval of 2022 Shawnee Invitational Basketball Tournament Contract for Girls Basketball.

IV.AH. Approval of 2021 Bixby Girls Basketball Invitational Tournament Contract for Girls Basketball.

IV.AI. Approval of 2021 Neosho Holiday Classic Basketball Contract for Boys Basketball.

IV.AJ. Approval of 2021 Bishop Kelley High Basketball Invitational Tournament Contract for Boys Basketball.

IV.AK. Approval of 2022 Lincoln Christian Invitational Tournament Contract for Boys and Girls Basketball.

IV.AL. Approval of Declaration of Surplus

IV.AL.1. High School-153 Art History Textbooks: Discovering Art History

IV.AL.2. Athletics

IV.AL.2.a. Old Basketball Goals from Woodlawn Cheer Gym

IV.AL.2.b. Old Wrestling Mat Lift/Pulley System

IV.AM. Approval of Fundraisers as per attachment.

To approve Consent Agenda items A-AM passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

V. Hearing from the Public

None

VI. Information & Discussion Items

VI.A. Superintendent Comments

Superintendent Armstrong welcomed and thanked the guests for attending the July BOE Meeting. He was excited to share two grants that Sapulpa Public Schools have been awarded. First, the Oklahoma Core Grant in the amount of \$540,000, which will be given over the next 3 years. Second, the Project Lead the Way Grant in the amount of \$30,000.

Superintendent Armstrong showed a news clip of Chieftain Students working in the community through a program called Chieftain Leadership. This program is headed up by Athletic Director Michael Rose. He, staff, and students are pairing up to give back to a community that gives so graciously to the schools and student programs.

VII. Action Items

VII.A. New Business - items not known or foreseen when agenda was posted
None

VII.B. Board to consider and take action on a motion approving the renewal of the Sublease Agreement dated May 1, 2015, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2022, as required under the provisions of the agreement. (Lease Revenue Bond continuance)

To approve the renewal of the Sublease Agreement dated May 1, 2015, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2022, as required under the provisions of the agreement. (Lease Revenue Bond continuance) passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

VII.C. Discussion, motion, and vote on a motion to approve/disapprove a purchase agreement for Chieftain Center video scoreboard and sound board updates with Daktronics as per attachment.

To approve a purchase agreement for Chieftain Center video scoreboard and sound board updates with Daktronics as per attachment passed with a motion by Melinda Ryan and a second by Larry Hoover.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VII.D. Discussion, motion, and vote on a motion to approve/disapprove a purchase agreement for Collins Stadium video scoreboard and sound board updates with Daktronics as per attachment.

To approve a purchase agreement for Collins Stadium video scoreboard and sound board updates with Daktronics as per attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VII.E. Discussion, motion, and vote on a motion to approve/disapprove the lease purchase agreements with American Heritage Bank to finance scoreboards and sound board updates at the Chieftain Center and Collins Stadium and authorize the Superintendent and/or designee to sign the finance agreement on behalf of the school district as per attachment.

To approve the lease purchase agreements with American Heritage Bank to finance scoreboards and sound board updates at the Chieftain Center and Collins Stadium and authorize the Superintendent and/or designee to sign the finance agreement on behalf of the school district as per attachment passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VII.F. Discussion of Student Handbooks as a first read.
Board Members received copies of Student Handbooks via email to review.
Once approved at the next BOE Meeting, the Student Handbooks will be updated and published.

VII.F.1. Sapulpa High School

VII.F.2. Bartlett Academy

VII.F.3. Sapulpa Jr. High School

VII.F.4. Sapulpa Middle School

VII.F.5. Sapulpa Elementary Schools

VII.G. Proposed Executive Session to discuss Personnel listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.

VII.G.1. Vote to convene in Executive Session.

To convene in Executive Session at 11:41 a.m. passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VII.G.2. To acknowledge the Board has returned to Open Session.

President Steve McCormick acknowledged the Boards return to Open Session at 12:11 p.m.

VII.G.3. Statement of Executive Session Minutes.

The Board of Education went into Executive Session at 11:41 a.m. to discuss Personnel as listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307 (B)(1) of the Oklahoma Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 12:11 p.m. Present in the Executive Session were Sarah Havenstrite, Melinda Ryan, Larry Hoover, Wayne Richards, Steve McCormick, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

VIII. Personnel

VIII.A. Vote to approve/disapprove employing Personnel as per attachment.

To approve employing Personnel as per attachment passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VIII.B. Vote to accept Resignations received since the last board meeting.

To accept Resignations received since the last board meeting passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

IX. Adjournment

To adjourn at 12:12 p.m. passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

Special Meeting of The Board of Education Independent School District Number
33, Creek County

Wednesday, July 14, 2021 9:00 AM

Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order

President Steve McCormick called the meeting to order at 9 a.m.

II. Action

II.A. Discussion, motion, and vote on a motion to approve a one-time stipend for all returning employees of the Sapulpa Public Schools District.

To approve a one-time stipend for all returning employees of the Sapulpa Public Schools District passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

III. Information and Discussion with representatives from the City of Sapulpa. Today's meeting was to discuss the possibility of creating a committee of both Sapulpa School District and City Council. This committee would come together regularly for the benefit of communication and the growth of the community.

IV. Adjourn

To adjourn at 9:45 a.m. passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 82 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	82	07/08/2021	3101	SEVERIN INTERMEDIATE HOLDINGS, LLC	CUSTOMIZATION REVIEW OF POWERSCHOOL	4,200.00
11	83	07/08/2021	2129	CECIL COX ENTERPRISES	Tires, Flat Repairs for District Fleet	1,000.00
11	84	07/08/2021	840	OKLA ASSOC FOR PUPIL TRANSP. INC.	State Driving Certificate Testing	450.00
11	85	07/08/2021	31743	UPWARD TECHNOLOGY	Activity Tracker	600.00
11	86	07/08/2021	3202	Maintenance Supply Company, Inc.	Cleaning and Sanitizing Supplies for Buses	1,000.00
11	87	07/08/2021	3023	WILLIAMS MED GROUP PRACTICE, LLC	Bus Driver Physicals	1,500.00
11	88	07/08/2021	3336	WEAVER DRUG TESTING LAB	Bus Driver Drug Testing	3,000.00
11	89	07/08/2021	39029	LINDA BEAN-WILSFORD	Reimbursement for CDL Renewal	56.50
11	90	07/08/2021	81510	CARL KENNETH BURRUS	Reimbursement for CDL Renewal	56.50
11	91	07/08/2021	80309	DEBRA L WILLIAMS	Reimbursement for CDL Renewal	56.50
11	92	07/08/2021	81955	TIMOTHY A ISHAM	Reimbursement for CDL	56.50
11	94	07/08/2021	80182	JEREMY LUSK	Reimbursement for CDL Renwal	56.50
11	95	07/12/2021	3113	ELLEVATION INC.	EII Data Program	6,000.00
11	96	07/13/2021	3826	SECURITY BANK CARD CENTER INC	LOWER RADIATOR HOSE BUS 26	58.90
11	97	07/13/2021	3826	SECURITY BANK CARD CENTER INC	SHOCKS FOR BUS 39	300.88
11	98	07/13/2021	3826	SECURITY BANK CARD CENTER INC	BUS 25 NOX SENSOR	550.00
11	99	07/13/2021	3150	IMAGINATION STATION, INC.	511-T1A-RSA Screener-PK-5	48,234.00
11	100	07/13/2021	105	SEESAW LEARNING, INC	788-Cares-Seesaw Licenses	5,225.00
11	101	07/14/2021	54130	OACTE	Career Tech Summit Registration	100.00
11	102	07/14/2021	2008	PALEN MUSIC	Instrument Purchase, Repair, Music, Supplies	5,000.00
11	103	07/14/2021	167	TAMARA R. ANDREWS	REIMB COST OF BACKGROUND CK	57.25
11	104	07/15/2021	8468	DELL MARKETING L.P.	Replacement Laptops	7,695.66
11	105	07/15/2021	60155	THOMPSON BOOK DEPOSITORY	333-Elem Science Curriculum Refills (5 years)	82,500.00
11	106	07/15/2021	943	VERIZON WIRELESS	MIFI SERVICE-YSCC PROGRAM	400.00
11	107	07/16/2021	3826	SECURITY BANK CARD CENTER INC	DISTRICT VEHICLE REPAIR PARTS	5,000.00
11	108	07/19/2021	4334	HOME DEPOT U.S.A., INC	CLEANING EQUIPMENT	8,171.20
11	109	07/19/2021	3826	SECURITY BANK CARD CENTER INC	Classroom and Shop Supplies	1,000.00
11	110	07/19/2021	357	FARMER'S FEED STORE	supplies, meds, supplements and equipment	1,500.00
11	111	07/19/2021	3826	SECURITY BANK CARD CENTER INC	Lodging Dylan Johnston New Teacher PD	92.00
11	112	07/19/2021	3826	SECURITY BANK CARD CENTER INC	OkACTE REg Fees & Dues	864.00
11	113	07/19/2021	80235	CURTIS L ROSE	Curtis Rose -GSA Travel Reim	1,500.00
11	114	07/19/2021	80899	DYLAN JOHNSTON	Dylan Johnston- GSA Reim	1,500.00
11	115	07/19/2021	80899	DYLAN JOHNSTON	Dylaln Johnston Travel exp Reimbursement	1,000.00
11	116	07/19/2021	80235	CURTIS L ROSE	Curtis Rose Travel Exp Reimbursements	1,000.00
11	117	07/19/2021	3826	SECURITY BANK CARD CENTER INC	Lodging OKACTE Summit	500.00
11	118	07/19/2021	67	OK DEPT of CAREER & TECH ED	Curriculum	1,500.00

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 82 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	119	07/19/2021	1603	CEV	Curriculum	2,000.00
11	120	07/19/2021	9247	WHEELER METALS	Metal and Equipment	1,000.00
11	121	07/19/2021	3826	SECURITY BANK CARD CENTER INC	Equipment and Supplies	1,000.00
11	122	07/19/2021	3826	SECURITY BANK CARD CENTER INC	Supplies, supplements & Equipment VO-AG	1,000.00
11	123	07/19/2021	3826	SECURITY BANK CARD CENTER INC	Bristow Vet	1,000.00
11	124	07/22/2021	3826	SECURITY BANK CARD CENTER INC	615-Sped-Behavior Doctor Seminars (Coddging)	396.00
11	125	07/22/2021	3826	SECURITY BANK CARD CENTER INC	JOM classroom and office supplies	1,000.00
11	126	07/23/2021	3826	SECURITY BANK CARD CENTER INC	O'Reilly Purchase for Transmission filters	350.00
11	127	07/23/2021	3826	SECURITY BANK CARD CENTER INC	Amazon purchase for Mechanic Tools	295.00
11	128	07/23/2021	145	ENCORE INDUSTRIAL PRODUCTS, LLC	Degreaser	125.00
11	129	07/23/2021	3826	SECURITY BANK CARD CENTER INC	Disc Brake Hub Handler for Mechanic	895.00
11	130	07/23/2021	145	ENCORE INDUSTRIAL PRODUCTS, LLC	Graffiti Removing Spray	344.00
11	131	07/26/2021	3826	SECURITY BANK CARD CENTER INC	Jameson Auto Glass	400.00
11	132	07/26/2021	3826	SECURITY BANK CARD CENTER INC	Mark Allen Chevrolet VEHICLE REPAIR PARTS	1,700.00
11	133	07/26/2021	3826	SECURITY BANK CARD CENTER INC	Ryan - General - Library Supplies	250.00
11	134	07/26/2021	3826	SECURITY BANK CARD CENTER INC	11 -Gina - Counseling Supplies	200.00
11	135	07/26/2021	3826	SECURITY BANK CARD CENTER INC	First Choice Electric for Transmission	1,950.00
11	136	07/26/2021	3826	SECURITY BANK CARD CENTER INC	11 - Bridget - Office supplies	1,000.00
11	137	07/26/2021	3826	SECURITY BANK CARD CENTER INC	11-Postage and Shipping	250.00
11	138	07/26/2021	3826	SECURITY BANK CARD CENTER INC	11 - Bridget- Instructional and Co Curricular	1,000.00
11	139	07/26/2021	3826	SECURITY BANK CARD CENTER INC	REGISTRATION-OK CAREER TECH SUMMIT	150.00
11	140	07/26/2021	3826	SECURITY BANK CARD CENTER INC	HOTEL/MEALS OK CAREERTECH SUMMIT	600.00
11	141	07/27/2021	80701	STEPHANIE GREENFEATHER	Per Diem & Mileage-CTE Summer Conference	250.00
11	142	07/27/2021	3826	SECURITY BANK CARD CENTER INC	Hotel & Parking-CTE Summer Summit	446.00
11	143	07/27/2021	3826	SECURITY BANK CARD CENTER INC	CTE Summer Summit Registration	115.00
11	144	07/27/2021	140	INTRADATA, INC.	Lib GenFund pcard renew ReadnQuiz subscription	416.42
11	145	07/27/2021	3826	SECURITY BANK CARD CENTER INC	classroom supplies	4,000.00
11	146	07/27/2021	3826	SECURITY BANK CARD CENTER INC	Pay Registration for OK Summit - careertech	140.00
11	147	07/27/2021	3826	SECURITY BANK CARD CENTER INC	Classroom Supplies	3,000.00
11	148	07/27/2021	32	CINTAS CORPORATION	UNIFORMS FOR TRANSPORTATION	3,603.60

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 82 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	149	07/27/2021	1269	SOFTWARE HOUSE INTERNATIONAL	New Computers with new Graphics Cards	15,219.60
11	150	07/27/2021	54091	OBA	Marching Band Contest Entry Fee	150.00
11	151	07/27/2021	30479	BIXBY PUBLIC SCHOOLS	Marching Contest Entry Fee	150.00
11	152	07/27/2021	30663	DON JOHNSTON INC.	621- Sped-Readtopia Curriculum	675.00
11	153	07/28/2021	3826	SECURITY BANK CARD CENTER INC	Marching Band Supplies	100.00
11	154	07/28/2021	32210	LOWE'S	Washer/Dryer/Refrigerator	3,882.10
11	155	07/29/2021	2212	POWERSCHOOL GROUP LLC	SEARCHSOFT/MCREL/PRINCIPALS	4,353.57
11	156	07/29/2021	8731	SAPULPA POLICE DEPARTMENT	SCHOOL SECURITY-DISTRICT	10,700.00
11	157	07/29/2021	3826	SECURITY BANK CARD CENTER INC	Mechanic supplies and parts	5,000.00
11	158	07/29/2021	3826	SECURITY BANK CARD CENTER INC	Tech Supplies	2,500.00
11	159	07/30/2021	3826	SECURITY BANK CARD CENTER INC	11-Robertson - Classroom Supplies	350.00
11	160	07/30/2021	3826	SECURITY BANK CARD CENTER INC	Summit - Rear Brakes for Bus 11	764.46
11	161	07/30/2021	3826	SECURITY BANK CARD CENTER INC	Drivers Seat - Bus 27	172.87
11	162	07/30/2021	3826	SECURITY BANK CARD CENTER INC	Relay Board, Switches	500.48
11	163	08/03/2021	3826	SECURITY BANK CARD CENTER INC	GISH/OFFICE FILE FOLDERS	135.44
11	164	08/03/2021	31769	OK BAND MASTERS ASSOCIATION	OBA Membership (Yokum)	40.00
11	165	08/03/2021	3826	SECURITY BANK CARD CENTER INC	Office Supplies	100.00
11	166	08/04/2021	3826	SECURITY BANK CARD CENTER INC	JOM Student Retreat Fees	270.00
11	167	08/04/2021	3826	SECURITY BANK CARD CENTER INC	Replace Catalytic Converter	1,845.00
11	168	08/04/2021	24	VENYOOZ, INC.	Facilities Management Software Annual Renewal	2,586.00
11	169	08/04/2021	1269	SOFTWARE HOUSE INTERNATIONAL	Annual SmartBoard Software Renewal	4,716.56
11	170	08/05/2021	7032	MATTHEW STRAIT	REIMB-BACKGROUND CHECK-IDENTOGO	57.25
11	171	08/05/2021	30365	ACT TEST FEES	JOM ACT Testing Fees	2,700.00
11	172	08/05/2021	7031	OOLAGAH SCHOOL DISTRICT NO 1-4	Marching Contest Entry Fee	150.00
11	173	08/06/2021	3826	SECURITY BANK CARD CENTER INC	Art order - Adaptive Art	240.00
11	174	08/06/2021	39398	OKLAHOMA FFA ASSOC	affiliate chapter dues and membership	2,000.00
11	175	08/06/2021	3826	SECURITY BANK CARD CENTER INC	615-Sped-CPI Training Materials	469.80
11	176	08/06/2021	99999	SAPULPA PUBLIC SCHOOLS	Chromebook funds for McKinney Vento	500.00
11	177	08/06/2021	99999	SAPULPA PUBLIC SCHOOLS	chromebook fees for mckinney vento students	500.00
11	178	08/06/2021	99999	SAPULPA PUBLIC SCHOOLS	hotspot fees for homeless	300.00
11	179	08/06/2021	99999	SAPULPA PUBLIC SCHOOLS	McKinney Vento transportation	1,000.00
11	180	08/06/2021	3826	SECURITY BANK CARD CENTER INC	621-Sped-Conners EC Protocols	312.50

Non-Payroll Total:	\$283,098.04
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Payroll Total:	\$0.00
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Balance Forward:	\$0.00
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Report Total:	\$283,098.04
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Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 44 - 9999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	44	07/08/2021	546	TEMPLE ENTERPRISES OF TULSA, INC.	HVAC Parts	453.71
21	45	07/08/2021	169	YAMAHA GOLF-CAR COMPANY	UMAX 1 EFI FOR GOLF/QUOTE 20003546	9,725.00
21	46	07/08/2021	37	A-1 SHEETMETAL INC.	HVAC curb adapter SMS	906.00
21	47	07/08/2021	9554	ENVIRONMENTAL LOOP SVC	HVAC loop leak/Freedom	2,000.00
21	48	07/09/2021	1056	ASSURANCE RESTORATION	Carpet & cove base replace/Holmes Park	4,536.00
21	49	07/15/2021	3158	WILLIAM A. HARRISON, INC.	HVAC Repair	1,000.00
21	50	07/15/2021	32192	ALL AMERICAN FORKLIFT, LLC	Replacing old forklift tires	1,239.00
21	51	07/15/2021	32192	ALL AMERICAN FORKLIFT, LLC	Maintenance repairs to forklift	1,508.12
21	52	07/15/2021	3123	PERFORMANCE STAGE, INC.	Replacing ceiling tile in HS Aud	1,525.00
21	53	07/19/2021	37	A-1 SHEETMETAL INC.	Sheet metal pan/HS Aud	97.00
21	54	07/22/2021	1250	JACK YOUNG GLASS CO.	Replace shattered class JH door	220.00
21	55	07/22/2021	3158	WILLIAM A. HARRISON, INC.	Boiler Inspection and replace parts SMS	2,936.00
21	56	07/22/2021	39622	AMERICAN WASTE CONTROL, INC.	Roll-off for turf removal Softball	352.00
21	57	07/22/2021	8280	SHERWIN WILLIAMS CO.	Paint and Supplies for District	400.00
21	58	07/22/2021	1451	A & D SUPPLY	Ceiling tiles for district	3,400.00
21	59	07/22/2021	3158	WILLIAM A. HARRISON, INC.	HVAC Parts	2,500.00
21	60	07/22/2021	3303	PRINT SHOP, LLC	2 Chieftain Softball Awnings	1,740.00
21	61	07/22/2021	9314	LAMPROE CONSTRUCTION, INC	HS softball field drainage repair	5,050.00
21	62	07/23/2021	424	W.W. GRAINGER,, INC.	Maintenance Supplies	500.00
21	63	07/27/2021	32	CINTAS CORPORATION	UNIFORM SERVICE FOR MAINT/GROUNDS/JANITORIAL	7,243.08
21	64	07/27/2021	31545	CUMMINS-SOUTHERN PLAINS	Parts for repair on generator at HPE	1,136.00
21	65	07/28/2021	986	SHOW, INC.	RECYCLE SERVICES	2,500.00
21	66	07/28/2021	3826	SECURITY BANK CARD CENTER INC	Steve Wilkins/SC Projects, Parts, Supplies	3,000.00
21	67	07/28/2021	391	BENNETT STEEL, INC.	Crane rental/Set HVAC Rooftops	1,170.00
21	68	07/29/2021	39503	KAL-AN ASPHALT	RE-STRIPE AND FILL HOLES IN HS PARKING LOTS	19,837.00
21	69	07/29/2021	3158	WILLIAM A. HARRISON, INC.	Flush Chiller Evaporator	1,552.00
21	70	08/02/2021	3158	WILLIAM A. HARRISON, INC.	Replace Communication board AHU/310	3,807.00
21	71	08/03/2021	39745	MICHAEL MORGAN	Patch and paint 3 rooms	1,600.00
21	72	08/06/2021	4390	AAA TOOLS SALES & RENT	Equipment Rental	1,000.00
21	73	08/06/2021	31545	CUMMINS-SOUTHERN PLAINS	Inspection on Sky Trak	832.37
Non-Payroll Total:						\$83,765.28
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$83,765.28

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 32 - 9999, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	32	07/09/2021	3949	DUTY STATION UNIFORMS & GEAR	Child nutrition uniforms for SY 21-22 and SY 22-23	5,000.00
22	33	07/09/2021	39347	TULSA FRUIT DBA GO FRESH	Fresh Produce for all sites, 1st semester	12,000.00
22	34	07/12/2021	3956	JS & T INC.	Hood vent cleaning for all kitchens	3,955.00
22	35	07/14/2021	7024	BIMBO BAKERIES USA, INC	Bread delivery for all sites, 1st semester	8,500.00
22	36	07/16/2021	2561	HOME DEPOT U.S.A., INC	soap for kitchens & misc. supplies, 1st semester	2,000.00
22	37	07/27/2021	32	CINTAS CORPORATION	UNIFORM SERVICE WAREHOUSE	350.00
22	38	07/29/2021	31088	CENTRAL TECH CENTER	Fork Lift training-Hayley and Ron OSHA compliance	165.00
22	39	07/29/2021	1404	SHI	Computer monitor-Child nutrition office	131.15
Non-Payroll Total:						\$32,101.15
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$32,101.15

Sapulpa Public Schools
Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 2 - 9999, Fund Codes: 31

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
31	2	07/29/2021	8348	AMERICAN HERITAGE BANK	PAYOFF-SOFTBALL & LED LIGHTING-DISTRICT	239,268.70
31	3	08/06/2021	2041	HOUGHTON MIFFLIN HARCOURT	FINAL PAYMENT FOR CONTRACTED	661,750.00
Non-Payroll Total:						\$901,018.70
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$901,018.70

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 1 - 9999, Fund Codes: 32

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
32	1	07/15/2021	60155	THOMPSON BOOK DEPOSITORY	112-Elementary Science Curriculum	196,813.05
32	2	07/23/2021	3417	BEAR COMMUNICATIONS	Lib Bond\$ 2 new walkies	550.00
32	3	07/23/2021	3021	GL GROUP, INC.	Lib Bond\$ Learning materials4Book Room All grades	3,750.00
32	4	07/23/2021	3632	MARENEM, INC	Lib32 Bond\$ secret stories flash card kits books	1,000.00
32	5	07/23/2021	8318	AMAZON	Lib32Bond\$ supplies4bookroom	750.00
32	6	07/28/2021	3826	SECURITY BANK CARD CENTER INC	DOCUMENT CAMERAS AND CHROMEBOOK CARTS	3,144.35
32	7	07/30/2021	3826	SECURITY BANK CARD CENTER INC	DRYING RACK AND DISPLAY BOARDS	567.97
32	8	08/04/2021	2008	PALEN MUSIC	BAND INSTRUMENTS	40,181.00
Non-Payroll Total:						\$246,756.37
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$246,756.37

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 4 - 9999, Fund Codes: 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	4	07/09/2021	168	WHITE'S BODY SHOP	SAND AND PRIME 8 VANS	16,000.00
33	5	07/15/2021	546	TEMPLE ENTERPRISES OF TULSA, INC.	CONDENSING UNIT FOR IT RM SHS	1,557.56
33	6	07/26/2021	3417	BEAR COMMUNICATIONS	12 WALKIE TALKIES HPE	2,963.04
33	7	07/26/2021	878	STEVEN ENTERPRISES, INC.	INSTALL SINK AT HPE ART ROOM	1,350.00
33	8	07/27/2021	629	LOCKE SUPPLY	SINK FOR HPE	200.00
33	9	07/27/2021	546	TEMPLE ENTERPRISES OF TULSA, INC.	PORTABLE A/C UNITS HS/DISTRICT	5,725.40
33	10	07/28/2021	3158	WILLIAM A. HARRISON, INC.	CHILLER CONDENSER AT LIBERTY	2,445.00
33	11	07/28/2021	629	LOCKE SUPPLY	CONDENSER FOR BAND HALL HVAC	982.69
33	12	08/02/2021	546	TEMPLE ENTERPRISES OF TULSA, INC.	AC FOR AUDITORIUM	2,819.88
33	13	08/04/2021	629	LOCKE SUPPLY	LIBERTY STEM HVAC REPLACEMENT	3,329.25
Non-Payroll Total:						\$37,372.82
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$37,372.82

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2021 - 7/31/2021

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 HS GRANTS	\$0.00	\$0.00	\$1,435.22	\$0.00	\$1,435.22	\$0.00	\$1,435.22
802 HS OFFICE	\$0.00	\$292.57	\$1,169.33	\$0.00	\$1,461.90	\$405.00	\$1,056.90
803 CREDIT RECOVERY	\$0.00	\$194.75	\$3,872.12	\$0.00	\$4,066.87	\$0.00	\$4,066.87
804 ID BADGE	\$0.00	\$0.00	\$3,629.53	\$0.00	\$3,629.53	\$543.89	\$3,085.64
805 HS ART	\$0.00	\$0.00	\$9,885.74	\$0.00	\$9,885.74	\$0.00	\$9,885.74
806 HS BAND	\$0.00	\$0.00	\$6,537.40	\$0.00	\$6,537.40	\$351.00	\$6,186.40
807 HS BAND BOOSTER CONCESSION	\$0.00	\$0.00	\$50,719.84	\$605.00	\$50,114.84	\$14,737.00	\$35,377.84
808 HS OKLAHOMA CLOSE UP	\$0.00	\$0.00	\$473.50	\$0.00	\$473.50	\$0.00	\$473.50
809 HS HOSPITALITY COMMITTEE	\$0.00	\$0.00	\$357.77	\$0.00	\$357.77	\$0.00	\$357.77
810 HS STAY(STUD TCH AIDS YOUTH)	\$0.00	\$0.00	\$445.06	\$0.00	\$445.06	\$0.00	\$445.06
811 HS COUNSELING OFFICE	\$0.00	\$0.00	\$5,089.92	\$0.00	\$5,089.92	\$0.00	\$5,089.92
812 HS BUSINESS PROF ASSOC (BPA)	\$0.00	\$0.00	\$336.97	\$0.00	\$336.97	\$0.00	\$336.97
814 HS AP EXAMS	\$0.00	\$0.00	\$2,425.08	\$0.00	\$2,425.08	\$0.00	\$2,425.08
815 HS FCCLA	\$0.00	\$0.00	\$1,890.26	\$0.00	\$1,890.26	\$0.00	\$1,890.26
816 HS INDIAN ED PANTRY	\$0.00	\$0.00	\$177.45	\$0.00	\$177.45	\$0.00	\$177.45
817 HS LIBRARY	\$0.00	\$0.00	\$1,344.83	\$0.00	\$1,344.83	\$0.00	\$1,344.83
818 HS NATIONAL HONOR SOCIETY	\$0.00	\$0.00	\$5,652.67	\$0.00	\$5,652.67	\$0.00	\$5,652.67
819 GREEN-THUMB CHIEFTAINS	\$0.00	\$0.00	\$5,558.62	\$0.00	\$5,558.62	\$0.00	\$5,558.62
820 HS NAACP	\$0.00	\$0.00	\$112.30	\$0.00	\$112.30	\$0.00	\$112.30
821 HS SENIORS 2024	\$0.00	\$0.00	\$4,687.26	\$0.00	\$4,687.26	\$2,109.00	\$2,578.26
822 HS SENIORS 2022	\$0.00	\$0.00	\$7,774.95	\$0.00	\$7,774.95	\$0.00	\$7,774.95
823 HS SENIORS 2023	\$0.00	\$0.00	\$3,042.81	\$250.00	\$2,792.81	\$0.00	\$2,792.81
824 HS SCIENCE & ENGINEERING	\$0.00	\$0.00	\$5,966.22	\$0.00	\$5,966.22	\$0.00	\$5,966.22
825 HS SPANISH HONOR SOCIETY	\$0.00	\$0.00	\$666.04	\$0.00	\$666.04	\$0.00	\$666.04
826 HS SPECIAL ED/OLYMPICS	\$0.00	\$0.00	\$12,809.01	\$0.00	\$12,809.01	\$0.00	\$12,809.01
827 HS STUDENT COUNCIL	\$0.00	\$0.00	\$3,148.46	\$0.00	\$3,148.46	\$500.00	\$2,648.46
828 HS VOCAL MUSIC	\$0.00	\$0.00	\$10,400.75	\$0.00	\$10,400.75	\$0.00	\$10,400.75
829 HS AG ED & FFA	\$0.00	\$0.00	\$27,223.10	\$75.00	\$27,148.10	\$1,250.00	\$25,898.10
830 HS LYONS SPED	\$0.00	\$0.00	\$1,704.98	\$0.00	\$1,704.98	\$0.00	\$1,704.98
831 HS YEARBOOK	\$0.00	\$0.00	\$9,070.79	\$0.00	\$9,070.79	\$0.00	\$9,070.79
832 HS SIZEMORE SPED	\$0.00	\$0.00	\$488.33	\$0.00	\$488.33	\$0.00	\$488.33
833 HS FISHING TEAM/CLUB	\$0.00	\$0.00	\$723.00	\$52.80	\$670.20	\$0.00	\$670.20
835 HS BAND AUXILIARIES	\$0.00	\$0.00	\$6,877.10	\$0.00	\$6,877.10	\$1,500.00	\$5,377.10
836 HS BAND TRIPS	\$0.00	\$0.00	\$39,974.13	\$5,500.00	\$34,474.13	\$340.00	\$34,134.13
837 HS BAND GRANTS	\$0.00	\$0.00	\$49,560.45	\$0.00	\$49,560.45	\$1,060.00	\$48,500.45
838 HS PING PINGS	\$0.00	\$0.00	\$2,727.16	\$0.00	\$2,727.16	\$1,430.00	\$1,297.16
840 HS INDIAN PARENT COMMITTEE	\$0.00	\$0.00	\$242.89	\$0.00	\$242.89	\$0.00	\$242.89
841 HS SAPULPA INDIAN CLUB	\$0.00	\$0.00	\$2,369.97	\$0.00	\$2,369.97	\$0.00	\$2,369.97
842 HS KEY CLUB	\$0.00	\$0.00	\$344.58	\$0.00	\$344.58	\$0.00	\$344.58
843 HS GSA, GAY STRAIGHT ALLIANCE	\$0.00	\$0.00	\$68.71	\$0.00	\$68.71	\$0.00	\$68.71
844 HS PRODUCTIONS	\$0.00	\$0.00	\$15,327.17	\$225.00	\$15,102.17	\$150.00	\$14,952.17
845 HS CULINARY ARTS	\$0.00	\$0.00	\$657.78	\$0.00	\$657.78	\$0.00	\$657.78
846 HS JROTC	\$0.00	\$0.00	\$33,710.05	\$1,055.91	\$32,654.14	\$3,202.16	\$29,451.98
848 HS SCHOOL NURSE	\$0.00	\$0.00	\$1,813.34	\$0.00	\$1,813.34	\$0.00	\$1,813.34
849 BACKPACK FOOD PANTRY	\$0.00	\$0.00	\$8,198.93	\$0.00	\$8,198.93	\$0.00	\$8,198.93
850 LOCAL SCHOLARSHIPS	\$0.00	\$2,500.00	\$40,106.42	\$1,000.00	\$41,606.42	\$0.00	\$41,606.42
851 HS SENIOR GIRL EVENTS	\$0.00	\$0.00	\$2,705.65	\$0.00	\$2,705.65	\$0.00	\$2,705.65
852 HS FIRST ROBOTICS	\$0.00	\$0.00	\$20,702.01	\$0.00	\$20,702.01	\$0.00	\$20,702.01
854 HS INDIAN ED STAFF DEV	\$0.00	\$0.00	\$2,307.97	\$0.00	\$2,307.97	\$0.00	\$2,307.97
855 HS PHYSICS	\$0.00	\$0.00	\$684.22	\$0.00	\$684.22	\$0.00	\$684.22
856 E-SPORTS	\$0.00	\$0.00	\$7,777.36	\$0.00	\$7,777.36	\$2,550.00	\$5,227.36
857 JH OFFICE	\$0.00	\$0.00	\$1,646.21	\$63.00	\$1,583.21	\$437.00	\$1,146.21
860 JH LIBRARY	\$0.00	\$0.00	\$1,115.53	\$0.00	\$1,115.53	\$0.00	\$1,115.53
863 JH STUDENT COUNCIL	\$0.00	\$0.00	\$1,681.76	\$0.00	\$1,681.76	\$0.00	\$1,681.76
864 JH VOCAL MUSIC	\$0.00	\$0.00	\$8,475.68	\$0.00	\$8,475.68	\$0.00	\$8,475.68
866 JH YEARBOOK	\$0.00	\$0.00	\$5,125.10	\$0.00	\$5,125.10	\$0.00	\$5,125.10
870 JH ART	\$0.00	\$0.00	\$1,306.64	\$0.00	\$1,306.64	\$0.00	\$1,306.64

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2021 - 7/31/2021

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
871 JH TAPS	\$0.00	\$0.00	\$845.04	\$0.00	\$845.04	\$0.00	\$845.04
872 STEM JH MATH & SCIENCE	\$0.00	\$0.00	\$4,239.76	\$0.00	\$4,239.76	\$0.00	\$4,239.76
874 JR HIGH GRANTS	\$0.00	\$0.00	\$3,545.58	\$0.00	\$3,545.58	\$0.00	\$3,545.58
877 MS OFFICE	\$0.00	\$0.00	\$6,741.72	\$99.94	\$6,641.78	\$652.29	\$5,989.49
878 MS LIBRARY	\$0.00	\$0.00	\$250.97	\$0.00	\$250.97	\$0.00	\$250.97
879 MS STUDENT OF THE MONTH	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00
880 MS STUDENT COUNCIL	\$0.00	\$0.00	\$18.90	\$0.00	\$18.90	\$0.00	\$18.90
881 MS YEARBOOK	\$0.00	\$0.00	\$18.24	\$0.00	\$18.24	\$0.00	\$18.24
883 MS CHOIR	\$0.00	\$0.00	\$9,040.60	\$0.00	\$9,040.60	\$0.00	\$9,040.60
886 MS NJHS	\$0.00	\$0.00	\$372.98	\$0.00	\$372.98	\$0.00	\$372.98
887 7TH/8TH GR VOLLEYBALL	\$0.00	\$0.00	\$636.33	\$0.00	\$636.33	\$0.00	\$636.33
888 MS GRANTS	\$0.00	\$0.00	\$173.09	\$0.00	\$173.09	\$0.00	\$173.09
891 GT REDDING	\$0.00	\$0.00	\$7.03	\$0.00	\$7.03	\$0.00	\$7.03
892 SPED DIRECTOR	\$0.00	\$0.00	\$512.74	\$65.40	\$447.34	\$0.00	\$447.34
893 LIBERTY LIBRARY	\$0.00	\$0.00	\$916.20	\$0.00	\$916.20	\$0.00	\$916.20
894 LIBERTY MISC	\$0.00	\$0.00	\$1,621.91	\$0.00	\$1,621.91	\$800.00	\$821.91
895 LIBERTY FUNDRAISING	\$0.00	\$0.00	\$1,477.13	\$820.15	\$656.98	\$0.00	\$656.98
896 LIBERTY STEM CLUB	\$0.00	\$1,520.20	\$19,827.84	\$0.00	\$21,348.04	\$0.00	\$21,348.04
897 LIBERTY GRANTS	\$0.00	\$0.00	\$1,486.14	\$0.00	\$1,486.14	\$0.00	\$1,486.14
900 FREEDOM MISC	\$0.00	\$0.00	\$3,463.30	\$0.00	\$3,463.30	\$1,500.00	\$1,963.30
901 FREEDOM FUNDRAISING	\$0.00	\$0.00	\$25,505.63	\$0.00	\$25,505.63	\$18,752.00	\$6,753.63
902 FREEDOM LIBRARY	\$0.00	\$0.00	\$414.05	\$0.00	\$414.05	\$200.00	\$214.05
903 FREEDOM GRANTS	\$0.00	\$0.00	\$212.22	\$0.00	\$212.22	\$0.00	\$212.22
904 FREEDOM TAPS	\$0.00	\$0.00	\$10,943.46	\$0.00	\$10,943.46	\$0.00	\$10,943.46
907 JEFFERSON HTS MISC	\$0.00	\$0.00	\$3,586.29	\$0.00	\$3,586.29	\$1,400.00	\$2,186.29
908 JEFFERSON HTS FUNDRAISING	\$0.00	\$0.00	\$15,407.57	\$0.00	\$15,407.57	\$3,086.00	\$12,321.57
910 JEFFERSON HTS GRANTS	\$0.00	\$0.00	\$11,715.60	\$0.00	\$11,715.60	\$750.00	\$10,965.60
911 JEFFERSON HTS LIBRARY	\$0.00	\$0.00	\$1,926.20	\$0.00	\$1,926.20	\$470.00	\$1,456.20
919 HOLMES PARK MISC	\$0.00	\$0.00	\$7,653.96	\$0.00	\$7,653.96	\$1,850.97	\$5,802.99
920 HOLMES PARK FUNDRAISING	\$0.00	\$0.00	\$27,797.04	\$731.88	\$27,065.16	\$5,500.00	\$21,565.16
921 HOLMES PARK LIBRARY	\$0.00	\$0.00	\$866.69	\$0.00	\$866.69	\$0.00	\$866.69
922 HOLMES PARK GRANTS	\$0.00	\$0.00	\$969.64	\$0.00	\$969.64	\$400.00	\$569.64
929 DISTRICT STEM	\$0.00	\$0.00	\$32,772.72	\$0.00	\$32,772.72	\$0.00	\$32,772.72
930 SAPULPA ACADEMIC CONF	\$0.00	\$0.00	\$267.36	\$0.00	\$267.36	\$0.00	\$267.36
931 BENEVOLENCE FUND	\$0.00	\$100.00	\$41,400.00	\$0.00	\$41,500.00	\$0.00	\$41,500.00
933 NOW (INTEREST INCOME)	\$0.00	\$1,143.50	\$25,436.33	\$900.00	\$25,679.83	\$5,665.00	\$20,014.83
934 DRIVERS EDUCATION	\$0.00	\$0.00	\$4,200.00	\$525.00	\$3,675.00	\$0.00	\$3,675.00
936 STEM-CAMP INVENTION	\$0.00	\$0.00	\$33,803.90	\$23,916.40	\$9,887.50	\$0.00	\$9,887.50
937 LATCHKEY	\$0.00	\$0.00	\$982.19	\$73.23	\$908.96	\$807.66	\$101.30
939 EDUCATION FOUNDATION	\$0.00	\$0.00	\$79.90	\$0.00	\$79.90	\$0.00	\$79.90
940 SPARK	\$0.00	\$28,835.06	\$19,727.47	\$819.48	\$47,743.05	\$4,780.52	\$42,962.53
941 LOCAL SCH CHILD WELFARE	\$0.00	\$0.00	\$55,175.26	\$4,079.80	\$51,095.46	\$20,920.20	\$30,175.26
942 HOT SPOT INSURANCE	\$0.00	\$0.00	\$525.00	\$0.00	\$525.00	\$0.00	\$525.00
943 ALTERNATIVE SCHOOL GRANTS	\$0.00	\$0.00	\$35.62	\$0.00	\$35.62	\$0.00	\$35.62
945 SPS FOOD SERV ASSOC	\$0.00	\$0.00	\$7,428.14	\$0.00	\$7,428.14	\$0.00	\$7,428.14
946 SOFT DRINK MONEY	\$0.00	\$0.00	\$10,005.55	\$593.69	\$9,411.86	\$2,106.05	\$7,305.81
947 ALTERNATIVE SCHOOL	\$0.00	\$0.00	\$3,577.14	\$12.60	\$3,564.54	\$72.40	\$3,492.14
949 CLEARING ACCOUNT	\$0.00	\$0.00	\$75.61	\$0.00	\$75.61	\$0.00	\$75.61
950 SERVICE CENTER	\$0.00	\$0.00	\$280.43	\$0.00	\$280.43	\$0.00	\$280.43
952 CHROMEBOOK INS/REPAIR	\$0.00	\$225.00	\$17,103.40	\$0.00	\$17,328.40	\$0.00	\$17,328.40
954 5TH GRADE ELEM BASKETBALL	\$0.00	\$0.00	\$970.25	\$0.00	\$970.25	\$0.00	\$970.25
956 CENTENNIAL PLAZA PROJECT	\$0.00	\$0.00	\$1,973.34	\$0.00	\$1,973.34	\$0.00	\$1,973.34
957 HOMELESS	\$0.00	\$0.00	\$564.99	\$0.00	\$564.99	\$0.00	\$564.99
960 ATHLETIC SPORTS OVERALL	\$0.00	\$11,871.16	\$14,799.34	\$733.05	\$25,937.45	\$10,689.10	\$15,248.35
961 FOOTBALL BUDGET	\$0.00	\$1,000.00	\$11,403.47	\$1,515.17	\$10,888.30	\$3,692.00	\$7,196.30
962 BOYS BASKETBALL BUDGET	\$0.00	\$0.00	\$2,346.74	\$58.16	\$2,288.58	\$0.00	\$2,288.58
963 GIRLS BASKETBALL BUDGET	\$0.00	\$0.00	\$836.85	\$0.00	\$836.85	\$0.00	\$836.85

Sapulpa Public Schools

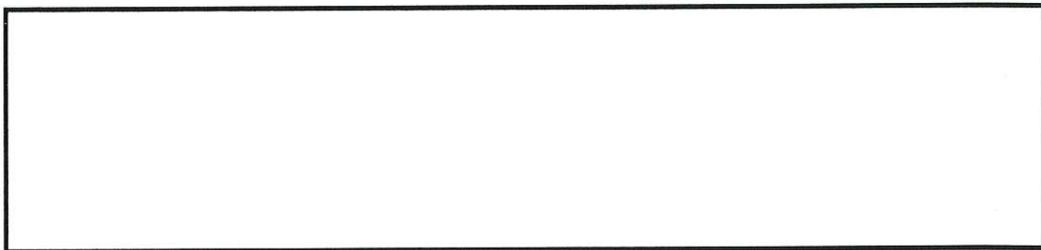
Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2021 - 7/31/2021

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
964 BASEBALL BUDGET	\$0.00	\$1,500.00	\$12,762.98	\$5,647.85	\$8,615.13	\$6,026.38	\$2,588.75
965 SOFTBALL BUDGET	\$0.00	\$0.00	\$1,357.33	\$463.00	\$894.33	\$881.86	\$12.47
966 WRESTLING BUDGET	\$0.00	\$0.00	\$2,884.65	\$0.00	\$2,884.65	\$0.00	\$2,884.65
967 TENNIS BUDGET	\$0.00	\$0.00	\$757.29	\$0.00	\$757.29	\$0.00	\$757.29
968 TRACK BUDGET	\$0.00	\$200.00	\$1,598.99	\$0.00	\$1,798.99	\$0.00	\$1,798.99
969 GOLF BUDGET	\$0.00	\$150.00	\$4,271.57	\$22.54	\$4,399.03	\$108.00	\$4,291.03
971 ATHLETIC - BOOSTER CLUB	\$0.00	\$3,999.18	\$85,244.89	\$3,633.56	\$85,610.51	\$6,828.53	\$78,781.98
972 CROSS COUNTRY BUDGET	\$0.00	\$0.00	\$10,122.13	\$35.00	\$10,087.13	\$4,046.00	\$6,041.13
973 BOYS SOCCER BUDGET	\$0.00	\$0.00	\$2,286.06	\$0.00	\$2,286.06	\$0.00	\$2,286.06
974 ATHLETICS - TRAINER	\$0.00	\$0.00	\$6.51	\$0.00	\$6.51	\$0.00	\$6.51
975 GIRLS SOCCER BUDGET	\$0.00	\$0.00	\$5,781.04	\$0.00	\$5,781.04	\$2,993.00	\$2,788.04
976 GIRLS VOLLEYBALL BUDGET	\$0.00	\$0.00	\$2,771.91	\$0.00	\$2,771.91	\$1,488.75	\$1,283.16
977 CHEER BUDGET	\$0.00	\$6,148.72	\$2,436.29	\$6,695.89	\$1,889.12	\$300.00	\$1,589.12
978 ALL EVENTS GATE	\$0.00	\$0.00	\$2,457.54	\$1,139.23	\$1,318.31	\$1,262.05	\$56.26
979 JR HIGH CHEER	\$0.00	\$4,906.70	\$7,302.34	\$3,439.00	\$8,770.04	\$6,693.29	\$2,076.75
983 DRUG TEST-PHYSICALS	\$0.00	\$6,384.33	\$9,272.00	\$200.00	\$15,456.33	\$5,897.00	\$9,559.33
986 CHIEFTAIN CENTER CONCESSION	\$0.00	\$0.00	\$8,102.41	\$502.72	\$7,599.69	\$0.00	\$7,599.69
Total	\$0.00	\$70,971.17	\$1,051,906.90	\$65,549.45	\$1,057,328.62	\$151,184.10	\$906,144.52

**SAPULPA PUBLIC SCHOOLS
TREASURER'S SUMMARY
JULY 2021**

	GENERAL FUND	BUILDING FUND	CH NUTR FUND	BOND FUND	SINKING FUND
BEG BALANCE	2,801,260.28	630,514.86	270,679.01	3,957,034.75	766,439.56
DEPOSITS	732,070.30	7,871.88	27,055.18	0.00	38,760.06
CHECKS ISSUED					
Current Year	1,041,361.15	46,533.49	10,181.14	0.00	0.00
Prior Year	88,602.37	45,439.03		20,065.92	0.00
END BALANCE	2,403,367.06	546,414.22	287,553.05	3,936,968.83	805,199.62
Last Yr Same Month	2,578,995.20	342,427.20	89,248.23	10,739,784.38	284,380.97
Gain or (Loss)	-175,628.14	203,987.02	198,304.82	-6,802,815.55	520,818.65



I CERTIFY THAT THIS REPORT, SUMMARIZED ON PAGES 1, 2, AND 3
IS CORRECT AND IN ACCORDANCE WITH THE RECORDS.


Kenda Terrones, Treasurer

GENERAL FUND

	PREVIOUS <u>TOTAL</u>	CURRENT <u>MONTH</u>	NEW <u>YR-TO-DATE</u>
<u>Local Revenue</u>			
Current Ad Valorem	0.00	27,520.39	27,520.39
Prior Ad Valorem	0.00	19,899.68	19,899.68
Homestead & In Lieu Tax	0.00	0.00	0.00
Interest Earned	0.00	1,261.88	1,261.88
Rental of Facilities	0.00	0.00	0.00
Sale of Surplus Equipment	0.00	0.00	0.00
Insurance Recovery	0.00	0.00	0.00
Workers' Compensation	0.00	0.00	0.00
Misc Reimbursements	0.00	3,826.32	3,826.32
Donations and Contributions	0.00	5,500.00	5,500.00
Repayment from CNF	0.00	0.00	0.00
Repayment from Activity Fd	<u>0.00</u>	<u>8,248.66</u>	<u>8,248.66</u>
Local TOTALS	0.00	66,256.93	66,256.93
<u>County Revenue</u>			
Mill Levy	0.00	8,060.10	8,060.10
Mortgage Tax	<u>0.00</u>	<u>19,010.46</u>	<u>19,010.46</u>
County TOTALS	0.00	27,070.56	27,070.56
<u>State Revenue</u>			
Gross Production	0.00	12,004.03	12,004.03
Auto Tags	0.00	144,945.39	144,945.39
School Land	0.00	44,001.27	44,001.27
Tax Stamps & Other Misc	0.00	166.54	166.54
Farm Implement Tax Stamp	0.00	0.00	0.00
State Aid (Fdn. & Incentive)	0.00	0.00	0.00
Flexible Benefit	0.00	0.00	0.00
Alternative Ed/High Challenge	0.00	0.00	0.00
Staff Development	0.00	0.00	0.00
National Board Cert Stipends	0.00	0.00	0.00
Reading Sufficiency	0.00	0.00	0.00
State Textbook Allocation	0.00	0.00	0.00
Driver's Education	0.00	0.00	0.00
Okla Parents as Teachers	0.00	0.00	0.00
State Land Reimbursement	0.00	0.00	0.00
State Misc/ACE Technology	0.00	0.00	0.00
State Misc/ACE Remediation	0.00	0.00	0.00
State Misc/Gear Up (022)	0.00	0.00	0.00
Robotics Grant (3690)	0.00	0.00	0.00
Vocational Salaries	0.00	0.00	0.00
Voc. Incentive Assistance	0.00	0.00	0.00
Okla Education Lottery Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
State TOTALS	0.00	201,117.23	201,117.23
<u>Federal Revenue</u>			
	<u>Y-T-D</u>	<u>CUR</u>	<u>Y-T-D</u>
FEMA	0.00	0.00	0.00

Title VII - Indian Ed (561)	0.00	36,081.11	36,081.11
JROTC	0.00	5,656.53	5,656.53
SIG Grants -Liberty	0.00	0.00	0.00
Title I (511)	0.00	134,625.22	134,625.22
Title II Part A (541)	0.00	83,468.40	83,468.40
IDEA-B Flow Thru (621)	0.00	157,096.02	157,096.02
IDEA-B Preschool 3-5 (641)	0.00	4,447.65	4,447.65
Title 10 (596)	0.00	16,250.65	16,250.65
JOM (563)	0.00	0.00	0.00
CARES Act	0.00	0.00	0.00
Carl Perkins (421)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Federal TOTALS	0.00	437,625.58	437,625.58
TOTAL GEN FUND	0.00	732,070.30	732,070.30
<u>BUILDING FUND</u>			
Current Taxes	0.00	0.00	0.00
Prior Taxes	0.00	3,930.39	3,930.39
In Lieu of Taxes	0.00	2,841.49	2,841.49
Facility Rental	0.00	1,100.00	1,100.00
Insurance Recovery	0.00	0.00	0.00
Farm Implement Tax Stamp	0.00	0.00	0.00
State Land Reimbursement	0.00	0.00	0.00
FEMA	0.00	0.00	0.00
Donations and Contributions	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Building Fund TOTALS	0.00	7,871.88	7,871.88
<u>CHILD NUTR FUND</u>			
Local (Meals, Interest, etc)	0.00	0.00	0.00
State Reimbursement	0.00	0.00	0.00
Federal Reimbursement	<u>0.00</u>	<u>27,055.18</u>	<u>27,055.18</u>
Child Nutrition Fund TOTALS	0.00	27,055.18	27,055.18
<u>TOTAL GF/BF/CNF</u>	0.00	766,997.36	766,997.36
<u>BOND FUND</u>			
Interest	0.00	0.00	0.00
Sale of New Bonds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Bond Fund TOTALS	0.00	0.00	0.00
<u>SINKING FUND</u>			
Current Taxes	0.00	0.00	0.00
Prior Taxes	0.00	22,762.07	22,762.07
In Lieu of Taxes	0.00	15,997.99	15,997.99
Interest/In Lieu Reimb	0.00	0.00	0.00
State Land Reimbursement	0.00	0.00	0.00
Farm Implement Tax Stamp	0.00	0.00	0.00
Premium on Bonds Sold	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Sinking Fund TOTALS	0.00	38,760.06	38,760.06
<u>INSURANCE REIMBURSEMENT FUND</u>	0.00	0.00	0.00
GRAND TOTAL	0.00	805,757.42	805,757.42

GENERAL FUND EXPENDITURE COMPARISON

<u>ACCOUNTS PAYABLE</u>						<u>CERTIFIED PAYROLL</u>						<u>SUPPORT PAYROLL</u>					
		Monthly		YTD				Monthly		YTD				Monthly		YTD	
AP 2020-21	AP 2021-22	Diff	Sub Total	% Change		Cert 20-21	Cert 21-22	Diff	Sub Total	% Change		Supp 20-21	Supp 21-22	Diff	Sub Total	% Change	
Jul	460,202	694,151	233,949	233,949	50.84%	Jul	239,144	214,566	-24,578	-24,578	-10.28%	Jul	129,025	132,644	3,619		
Aug	155,127		-155,127	78,822	-100.00%	Aug	964,852		-964,852	-989,430	-102.55%	Aug	379,901		-379,901	-376,282	-99.05%
Sep	222,371		-222,371	-143,549	-100.00%	Sep	1,584,834		-1,584,834	-2,574,264	-100.00%	Sep	503,764		-503,764	-880,046	-100.00%
Oct	248,396		-248,396	-391,945	-100.00%	Oct	1,581,963		-1,581,963	-4,156,227	-100.00%	Oct	506,419		-506,419	-1,386,466	-100.00%
Nov	183,427		-183,427	-575,372	-100.00%	Nov	1,574,157		-1,574,157	-5,730,384	-100.00%	Nov	507,806		-507,806	-1,894,272	-100.00%
Dec	184,321		-184,321	-759,693	-100.00%	Dec	1,556,857		-1,556,857	-7,287,241	-100.00%	Dec	496,943		-496,943	-2,391,215	-100.00%
Jan	87,768		-87,768	-847,461	-100.00%	Jan	1,542,376		-1,542,376	-8,829,617	-100.00%	Jan	497,792		-497,792	-2,889,007	-100.00%
Feb	142,143		-142,143	-989,604	-100.00%	Feb	1,611,674		-1,611,674	-10,441,291	-100.00%	Feb	499,848		-499,848	-3,388,855	-100.00%
Mar	157,122		-157,122	-1,146,726	-100.00%	Mar	1,555,055		-1,555,055	-11,996,346	-100.00%	Mar	495,079		-495,079	-3,883,934	-100.00%
Apr	133,901		-133,901	-1,280,628	-100.00%	Apr	1,565,920		-1,565,920	-13,562,267	-100.00%	Apr	496,138		-496,138	-4,380,072	-100.00%
May	150,189		-150,189	-1,430,816	-100.00%	May	1,606,172		-1,606,172	-15,168,438	-100.00%	May	511,355		-511,355	-4,891,427	-100.00%
Jun	186,107		-186,107	-1,616,923	-100.00%	Jun5-Aug5	3,648,685		-3,648,685	-18,817,124	-100.00%	Jun5-Aug5	1,008,168		-1,008,168	-5,899,595	-100.00%
TOTAL	2,311,075	694,151	-1,616,923			19,031,690	214,566					6,032,239	132,644				
		350,000					640,250						-5,423	2,026,188			

ACCOUNTS PAYABLE AND PAYROLL SUMMARY

<u>ACCOUNTS PAYABLE AND PAYROLL SUMMARY</u>							<u>YTD TOTALS</u>						
AP&PR 20-21	YTD TOTAL		AP&PR 19-20	YTD TOTAL		Mo Diff	Mo % Change	Total % Change		AP YTD%	CP YTD%	SP YTD%	
Jul	1,041,361	1,041,361	Jul	699,346	699,346	342,015	48.90%	48.90%		50.84%	-10.28%	0.00%	Jul
Aug	0	1,041,361	Aug	1,499,880	2,199,227	-1,499,880	-100.00%	-52.65%		12.81%	-82.18%	-73.94%	Aug
Sep	0	1,041,361	Sep	2,310,969	4,510,196	-2,310,969	-100.00%	-76.91%		-17.14%	-92.31%	-86.90%	Sep
Oct	0	1,041,361	Oct	2,336,778	6,846,974	-2,336,778	-100.00%	-84.79%		-36.09%	-95.09%	-91.27%	Oct
Nov	0	1,041,361	Nov	2,265,390	9,112,364	-2,265,390	-100.00%	-88.57%		-45.32%	-96.39%	-93.46%	Nov
Dec	0	1,041,361	Dec	2,238,121	11,350,485	-2,238,121	-100.00%	-90.83%		-52.25%	-97.14%	-94.74%	Dec
Jan	0	1,041,361	Jan	2,127,936	13,478,421	-2,127,936	-100.00%	-92.27%		-54.97%	-97.63%	-95.61%	Jan
Feb	0	1,041,361	Feb	2,253,665	15,732,087	-2,253,665	-100.00%	-93.38%		-58.77%	-97.99%	-96.23%	Feb
Mar	0	1,041,361	Mar	2,207,257	17,939,343	-2,207,257	-100.00%	-94.20%		-62.29%	-98.24%	-96.70%	Mar
Apr	0	1,041,361	Apr	2,195,959	20,135,303	-2,195,959	-100.00%	-94.83%		-64.85%	-98.44%	-97.06%	Apr
May	0	1,041,361	May	2,267,716	22,403,018	-2,267,716	-100.00%	-95.35%		-67.33%	-98.61%	-97.36%	May
Jun	0	1,041,361	Jun	4,842,960	27,245,979	-4,842,960	-100.00%	-96.18%		-69.96%	-98.87%	-97.80%	(Jun)
TOTAL	1,041,361.15		TOTAL	27,245,978.51		-26,204,617							

EXPENDITURE PERCENTAGES

	21-22	20-21	19-20	18-19	17-18	16-17	15-16	14-15	13-14	12-13	11-12	10-11	09-10	08-09	07-08
AP	66.66%	8.78%	9.81%	9.13%	9.18%	12.85%	13.66%	12.31%	11.42%	12.13%	13.59%	14.13%	13.89%	16.06%	16.74%
CERT	20.60%	67.79%	67.46%	68.01%	69.37%	66.32%	65.73%	69.14%	68.24%	68.44%	68.45%	67.09%	67.34%	64.94%	64.13%
SUPP	12.74%	23.45%	22.73%	22.86%	21.45%	20.82%	20.60%	18.55%	20.34%	19.42%	17.97%	18.78%	18.77%	19.00%	19.13%
ALL PR	33.34%	91.24%	90.19%	90.87%	90.82%	87.15%	86.34%	87.69%	88.58%	87.87%	86.41%	85.87%	86.11%	83.94%	83.26%
TOTAL	100.00%	100.01%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

UTILITIES COMPARISON 2019-20 TO 2021-22

	<u>410</u> <u>Water</u>	<u>623</u> <u>Diesel</u>	<u>624</u> <u>Electricity</u>	<u>625</u> <u>Gasoline</u>	<u>627</u> <u>Nat'l Gas</u>	<u>MO</u> <u>TOTAL</u>	<u>YTD</u> <u>TOTAL</u>	<u>MONTHLY</u> <u>INCR/DECR</u>	<u>YEAR</u> <u>INCR/DECR</u>	<u>%</u>
Jul 19	13,466		39,988		1,268	54,722	54,722	-12,847	-12,847	-23.48%
Aug 19	13,155	2,489	45,733	3,535	2,309	67,221	121,943	-20,492	-33,339	-27.34%
Sep 19	14,550	7,658	60,281	2,961	2,180	87,630	209,573	3,036	-30,304	-14.46%
Oct 19	16,451	12,725	71,410	3,270	2,326	106,181	315,754	10,870	-19,434	-6.15%
Nov 19	15,551	15,630	63,334	3,025	2,770	100,310	416,064	4,756	-14,677	-3.53%
Dec 19	13,565	11,586	40,967	3,044	6,698	75,861	491,925	6,119	-8,558	-1.74%
Jan 20	11,527	8,678	31,172	2,177	11,529	65,083	557,008	-4,619	-13,176	-2.37%
Feb 20	12,686	12,922	32,651	2,267	11,073	71,599	628,607	-278	-13,454	-2.14%
Mar 20	14,190	11,861	32,612	2,996	9,726	71,385	699,992	-58	-13,512	-1.93%
Apr 20	12,437	7,470	30,640	3,068	6,577	60,192	760,184	-5,809	-19,321	-2.54%
May 20	10,737	761	27,032	1,185	3,845	43,560	803,745	-24,256	-43,577	-5.42%
Jun 20	10,610	1,058	25,283	1,249	2,592	40,791	844,536	-17,163	-60,739	-7.19%
Jul 20	7,504		0		2,429	9,933	9,933	-44,789	-44,789	-450.92%
Aug 20	12,954	1,762	45,182	746	2,225	62,870	72,802	-4,351	-49,141	-67.50%
Sep 20	13,694	3,558	58,396	1,142	2,769	79,559	152,361	-8,071	-57,212	-37.55%
Oct 20	16,814	7,674	57,472	2,760	3,155	87,875	240,236	-18,306	-75,518	-31.43%
Nov 20	18,346	7,728	50,184	1,452	4,687	82,397	322,633	-17,913	-93,431	-28.96%
Dec 20	17,205	5,926	34,191	1,271	7,136	65,729	388,363	-10,131	-103,562	-26.67%
Jan 21	14,490	3,226	29,178	892	12,302	60,088	448,450	-4,996	-108,558	-24.21%
Feb 21	16,374	8,994	29,777	1,937	15,536	72,617	521,068	1,018	-107,539	-20.64%
Mar 21	15,956	6,443	29,168	1,247	33,530	86,345	607,413	14,960	-92,579	-15.24%
Apr 21	13,183	12,146	29,306	2,385	10,674	67,694	675,107	7,502	-85,078	-12.60%
May 21	13,819	15,220	27,752	4,436	8,679	69,906	745,013	26,346	-58,731	-7.88%
Jun 21	19,708	12,494	30,586	2,609	3,519	68,916	813,929	28,125	-30,606	-3.76%
Jul 21	6,122		31,962	0	1,042	39,126	39,126	29,193	-1,413	-3.61%

General Fund
WORKING BUDGET 2-year projection

	Actual 2020-21	\$50/WADM Inc 2021-22 5732	
WADM			
State Allocation (projected)	11,142,437.48	11,367,222.70	
Allocation adjustment			
Textbook appropriations (projected)	168,117.36	305,019.62	
Projected Other Revenue (Local, State, Federal)	15,230,983.78	15,160,446.13	
CARES Act	527,703.43	24,794.40	
ESSER II	360,560.00	1,996,094.53	
ARP		353,000.00	(20%/3)
ARP (match the counselor grant)		420,000.00	
Counselor Grant		180,000.00	
Mid-Term Adjustment	-	-	
CURRENT YEAR REVENUE (EON)	<u>27,429,802.05</u>	<u>29,806,577.38</u>	
Prior Year Carryover	<u>2,702,831.51</u>	<u>2,627,297.63</u>	9.58%
Total Revenue per EON	30,132,633.56	32,433,875.01	
Projected Expenses			
Salaries	19,398,523.36	19,619,666.53	(Includes Step)
Benefits	5,712,348.38	5,777,469.15	(Includes Step)
Purchased Professional & Technical Services	210,675.91	210,675.91	
Contracted Property Services	227,707.41	227,707.41	
Other Contracted Services	346,082.56	346,082.56	
Supplies & Materials	1,205,885.73	1,326,474.30	(Increased 10%)
Property Expenses	13,630.12	13,630.12	
Other Objects	421,588.47	429,544.63	
Added Counselor Staff		360,000.00	
<i>ARP 20% additional expenses</i>		<i>353,000.00</i>	
<i>Retention Stipend</i>		<i>895,000.00</i>	
<i>Move software from bond to CARES</i>		<i>183,000.00</i>	
	-	-	
Total Expenses	27,536,441.94	29,742,250.61	
Projected Carryover			
	2,596,191.62	2,691,624.40	9.03%
Textbook allocation to be encumbered			
Subs to be paid			
Est latchkey			
RSA			
	2,596,191.62		
Add back Unspent reserves from FY19	31,106.01		
	2,627,297.63		9.58%

July 19, 2021

Rob Armstrong, Superintendent
Sapulpa Public Schools
511 E. Lee
Sapulpa, OK 74066

Drumright Campus
& Administration
3 CT Circle
Drumright, OK 74030
918.352.2551

Pipeline & Safety Center
918.352.4517

Transportation & Safety Ed.
918.352.7311

Drumright
Agri-Business
201 N. Settle Dr.
Drumright, OK 74030
918.352.4516

Sapulpa Campus
1720 S. Main St.
Sapulpa, OK 74066
918.224.9300

Industrial & Safety Center
918.224.0235

Dear Rob:

The Central Tech Board of Education at the July 13, 2021, meeting approved the Drop-Out Recovery Joint Agreement to be extended to the high schools in our district. The purpose of the Joint Agreement is to provide educational and technical training opportunities to students of the Sapulpa Public Schools who have dropped out of the system or are at immediate risk of dropping out of the system.

The Drop-Out Recovery Program is called Project Turning Point. Project Turning Point is an educational program designed to assist high school students between the ages of 16 and 19 years of age to obtain a saleable technical skill and at the same time earn the credits necessary to receive a high school diploma. This program will serve students from the 18 sending schools of the Central Technology District. The program will be located on the Sapulpa campus only for the 2021/2022 school year. Transportation will be provided for schools directly utilizing Central Tech transportation to the Sapulpa campus. Students who do not reside in locations where transportation to Sapulpa campus is provided are responsible for furnishing their own transportation to participate in the program.

The need for a Drop-Out Recovery program has been discussed during our monthly superintendent's meetings. The consensus of the group expressed an overwhelming need for such a program and the need for the program would continue to expand because of the increased academic requirements. The participating schools will officially enroll students to ensure that ADM funding will be collected. Considering recent budget cuts Central Tech has decided to offer Turning Point at no cost to our participating schools for FY 2021-2022.

The Project Turning Point dropout prevention program is a comprehensive instructional, occupational training and counseling program that will serve approximately 20-25 students in a setting which simulates a family-like atmosphere. There will be multiple adults working with these students which permits considerable individual attention for each student. The occupational component of the program provides "hands-on" educational experience in an adult-like, high-technology work environment that reinforces basic skills. The academic component provides the basic courses required for high school graduation and is based on the graduation requirements of each school. Life skills classes will allow students to develop a sense of self-esteem, self-accomplishment, and cooperation. Student commitment and parental involvement will be integral parts of the program.

The joint agreement enclosed with this letter specifies how this partnership will work to allow students to participate in the program. If you would like to participate in the Project Turning Point program, please present this agreement to your Board for approval and return the signed agreement to me.

If you have questions or need additional information, please contact me at 918-352-2551, extension 231, or at ron.dyer@centraltech.edu. Thank you for your support of this partnership and for your help in providing an opportunity for success to students who have dropped out of school.

Sincerely,



Ron Dyer
Superintendent

**PROJECT TURNING POINT
JOINT DROP-OUT RECOVERY PROGRAM AGREEMENT**

Sapulpa High School and Central Technology Center enter into this Joint Program Agreement to provide the Project Turning Point Drop-Out Recovery Program to Sapulpa students.

1. Purpose: Sapulpa Public Schools and Central Technology Center desire to enter into a joint program in order to provide educational and technical training opportunities to students of Sapulpa Public Schools who have dropped out of the school system or who are at immediate risk of dropping out of the system.
2. Term: This agreement will become effective July 1, 2021, following approval by the Sapulpa Public School's Board and shall continue in effect until June 30, 2022.
3. Students: Sapulpa Public Schools will identify students who are eligible for Project Turning Point. Those students will be enrolled at Sapulpa Public Schools and Sapulpa Public Schools will receive the funding appropriate from the State Department of Education for the students. Students will attend all classes at Central Tech in locations to be determined by Central Tech.
4. Sapulpa Public School's (SPS) Responsibilities:
 - a. SPS agrees to designate a contact person at the high school who will be responsible for student referral, provide transcripts and general relevant information for each student and work with the Turning Point Staff to confirm credits and documentation necessary to meet the requirements for graduation for enrolled students.
 - b. SPS agrees to officially enroll students in order to ensure that ADM funding will be collected by Sapulpa Public Schools.
5. Central Technology Center's (CT) Responsibilities:
 - a. CT agrees to provide highly qualified academic teachers in the areas of English, Mathematics, Social Studies and Science.
 - b. CT agrees to provide classroom space for the students of Project Turning Point
 - c. CT agrees to provide Oklahoma State Department of Education approved online courses through OdysseyWare.
 - d. CT will provide academic and career assessments for Turning Point students and technical training based on the student's occupational goals.
 - e. CT Turning Point staff agrees to furnish all necessary enrollment information, attendance information, grades, and credits earned on each student enrolled from Sapulpa Public Schools.

Approved by the Central Technology Center
Board of Education
On the 13th day of July, 2021

Approved by the Sapulpa Public Schools'
Board of Education
On the ____ day of _____, 2021

Ron Dyer, Superintendent
Central Technology Center
3 C T Circle, Drumright, OK 74030

Rob Armstrong, Superintendent
Sapulpa Public Schools
511 E. Lee
Sapulpa OK 74066

July 20, 2021

MEMORANDUM

TO: Local Superintendents
FROM: Ron Dyer, Superintendent, Central Tech 
SUBJECT: Approval of Academic Opportunities for High School Students

The State Board of Education grants technology centers the opportunity to offer academic credits. The following academic credits are available to students at Central Technology Center:

- **Computer science credit** is available for several courses at Central Tech utilizing extensive computer science skills. *(Please refer to the attached sheet for specific information for each course.)* Approval can be obtained through **Oklahoma's Promise** for students to substitute two **computer science** courses for the foreign language requirement. The computer science credit also meets requirements for **College Prep/Work Ready and CORE Diploma Pathways**. Counselors with students needing this credit should visit with Central Tech counselors to make this request.
- **Algebra II** will be offered at both the Drumright and Sapulpa campuses for Central Tech students. These math courses are taught by certified math instructors. Enrollment is at the request of the partner high school counselor and is based on an as-needed basis on both the Drumright and Sapulpa campuses as space is available.
- Central Tech also offers **Biology II, AP Biology, Anatomy and Physiology** with a certified science instructor teaching these courses as lab science classes. Health Careers students take Anatomy and Physiology on the Drumright and Sapulpa campuses. Biology II classes are open to other students on an as-needed basis on both the Drumright and Sapulpa campuses if space is available. Enrollment is at the request of the partner high school counselor and is based on an as-needed basis on both the Drumright and Sapulpa campuses as space is available.
- At Drumright, Pre-Engineering Academy students will receive at least one math credit and one science credit each year. Biomedical Science students will receive three science credits and one math credit each year. Lab science options include **Anatomy, Physiology, Chemistry, AP Biology AB, Physics**. Mathematics options include **Algebra II, AP Calculus AB, Geometry, Pre-Calculus and Statistics & Probability**.
- **Senate Bill 1370** allows for the acceptance and completion of one year of a full-time, three-hour career and technology program leading to an industry credential/certificate or college credit to count for a third math to meet graduation requirements for students on the CORE curriculum. It is the local board decision as to how to transcript this credit.

The State Board of Education requests that your Board approve these course offerings as part of your school district's curriculum to allow your students to receive the appropriate academic credits. **Please email the board minutes showing approval to jill.collins@centraltech.edu in PDF format or mail them to her attention.** (Academic Course list attached.)

If you have questions, please contact me, Ron Dyer, at 918-352-2551, extension 231.

Thank you for your support.

Drumright Campus
& Administration
3 CT Circle
Drumright, OK 74030
918.352.2551

Pipeline & Safety Center
918.352.4517

Transportation & Safety Ed.
918.352.7311

Drumright
Agri-Business
201 N. Settle Dr.
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Sapulpa Campus
1720 S. Main St.
Sapulpa, OK 74066
918.224.9300

Industrial & Safety Center
918.224.0235

CENTRAL TECHNOLOGY CENTER
Drumright and Sapulpa Campuses
Program Information with OCAS Subject Codes and Core Math 2021-2022

Central Tech Local Program Name	Career Cluster & Academic	Credit Type	Subject Code	Credits available	Eligible for SB 1370 Core Math
Advanced Health Careers (2nd Year Students Only)					approved
Health Studies - Advanced	Health Science	Elective credit	9400	4	9400
Automated Robotic Technology					approved
First Year Students:					
Mechatronics	Manufacturing	Elective credit	9723	4	9723
Second Year Students:					
Mechatronics - Specialized	Manufacturing	Elective credit	9724	4	9724
Automotive Service Technology					approved
First Year Students:					
Automotive Service Technology	Transportation, Distribution and Logistics	Elective credit	9906	4	9906
Second Year Students:					
Automotive Service Technology - Specialized	Transportation, Distribution and Logistics	Elective credit	9907	4	9907
Biomedical Sciences * HONORS course (students receive one PLTW academic credit and one academic credit each semester)					n/a
First Year Students:					
PLTW Principles of Biomedical Science (Fall) *	STEM	Science credit	8706	1	
PLTW Human Body Systems (Spring) *	STEM	Science credit	8707	1	
Academic Options: (students are placed into <u>ONE</u> academic math & <u>ONE</u> academic science)					
Geometry *	Academic	Math credit	4520	1	
Algebra II *	Academic	Math credit	4412	1	
Pre-Calculus *	Academic	Math credit	4611	1	
Chemistry *	Academic	Science credit	5051	1	
Physics *	Academic	Science credit	5211	1	
Second Year Students:					
PLTW Medical Interventions (Fall) *	STEM	Science credit	8708	1	
PLTW Biomedical Innovation (Spring) *	STEM	Science credit	8719	1	
Academic Options: (students are placed into <u>ONE</u> academic math & <u>ONE</u> academic science)					
Algebra II *	Academic	Math credit	4412	1	
Pre-Calculus *	Academic	Math credit	4611	1	
AP Calculus AB *	Academic	Math credit	4615	1	
AP Biology *	Academic	Science credit	5035	1	
Physics *	Academic	Science credit	5211	1	
Pre-Calculus *	Academic	Math credit	4611	1	
Statistics & Probability *	Academic	Math credit	4740	1	

Central Tech Local Program Name	Career Cluster & Academic	Credit Type	Subject Code	Credits available	Eligible for SB 1370 Core Math
Business and Information Technology					approved
First Year Students:					
Administrative Support	Business, Management and Administration	Elective credit	9202	2	9202
Fundamentals of Technology	Business and Information Technology	Computer Science credit	8169	1	
Fundamentals of Administrative Technologies	Business and Information Technology	Computer Science credit	8103	1	
Second Year Students:					
Administrative Support - Advanced	Business, Management and Administration	Elective credit	9226	4	9226
Computer Aided Drafting					approved
First Year Students:					
Computer-Aided Drafting Construction	Architecture and Construction	Elective credit	9054	3	9054
Fundamentals of CADD	Trade and Industrial Education	Computer Science credit	8905	1	
Second Year Students: (students will choose Manufacturing CADD OR Architectural CADD)					
Computer-Aided Drafting Manufacturing	Manufacturing	Elective credit	9681	3	9681
Manufacturing CADD	Trade and Industrial Education	Computer Science credit	8906	1	
Architectural CADD	Trade and Industrial Education	Computer Science credit	8903	1	
Construction Trades					approved
First Year Students:					
Carpentry	Architecture and Construction	Elective credit	9053	4	9053
Second Year Students:					
Carpentry - Specialized	Architecture and Construction	Elective credit	9078	4	9078
Cosmetology					approved
First Year Students:					
Cosmetology	Human Services	Elective credit	9478	4	9478
Second Year Students:					
Cosmetology - Specialized	Human Services	Elective credit	9488	4	9488
Criminal Justice					approved
First Year Students:					
Criminal Justice	Law, Public Safety, Corrections and Security	Elective credit	9629	4	9629
Second Year Students:					
Criminal Justice - Specialized	Law, Public Safety, Corrections and Security	Elective credit	9638	4	9638

Central Tech Local Program Name	Career Cluster & Academic	Credit Type	Subject Code	Credits available	Eligible for SB 1370 Core Math
Diesel Technology					approved
First Year Students:					
Medium/ Heavy Diesel Service	Transportation, Distribution and Logistics	Elective credit	9912	4	9912
Second Year Students:					
Medium/ Heavy Diesel Service - Specialized	Transportation, Distribution and Logistics	Elective credit	9913	4	9913
Digital Printing and Imaging Communications					approved
First Year Students:					
Printing Technology	Arts, A/V Technology and Communications	Elective credit	9136	4	9136
Second Year Students:					
Printing Technology - Specialized	Arts, A/V Technology and Communications	Elective credit	9150	4	9150
Electrical Trades					approved
First Year Students:					
Electricity	Architecture and Construction	Elective credit	9057	4	9057
Second Year Students:					
Electrical Trades	Architecture and Construction	Elective credit	9058	4	9058
Facilities Maintenance					approved
First Year Students:					
Introduction to Construction Technology	Architecture and Construction	Elective credit	9098	4	9098
Second Year Students:					
Construction Technology - Specialized	Architecture and Construction	Elective credit	9099	4	9099
Graphic Design					approved
First Year Students:					
Graphic Communications	Arts, A/V Technology and Communications	Elective credit	9133	4	9133
Second Year Students:					
Graphic Communications - Specialized	Arts, A/V Technology and Communications	Elective credit	9144	4	9144
Health Careers (First Year Only) *Students will receive Anatomy/Physiology OR a Biology II credit					approved
First Year Students:					
Health Careers	Health Careers	Elective credit	9321	3	9321
Anatomy	Academic	Science credit	5333	0.5	
Physiology	Academic	Science credit	5220	0.5	
Biology II	Academic	Science credit	5032	1	

Central Tech Local Program Name	Career Cluster & Academic	Credit Type	Subject Code	Credits available	Eligible for SB 1370 Core Math
Heating, Ventilation, A/C					approved
First Year Students:					
Heating, Ventilation, A/C	Architecture and Construction	Elective credit	9059	4	9059
Second Year Students:					
Heating, Ventilation, A/C - Specialized	Architecture and Construction	Elective credit	9080	4	9080
Interactive Multimedia					approved
First Year Students:					
Multimedia Technology (Spring)	Information Technology	Elective credit	9540	2	9540
Multimedia and Image Management Techniques (Fall)	Business and Information Technology	Computer Science credit	8150	1	
Fundamentals of Technology (Fall)	Business and Information Technology	Computer Science credit	8169	1	
Second Year Students:					
Multimedia Technology - Specialized	Information Technology	Elective credit	9541	4	9541
Medical Assisting *Students will receive Anatomy/Physiology OR a Biology II credit					approved
First Year Students:					
Medical Services	Health Sciences	Elective credit	9326	3	9326
Anatomy	Academic	Science 0.5 credit	5333	0.5	
Physiology	Academic	Science 0.5 credit	5220	0.5	
Biology II	Academic	Science 1 credit	5032	1	
Second Year Students:					
Medical Services - Advanced	Health Sciences	Elective credit	9388	4	9388
Medical Front Office					approved
First Year Students:					
Administrative Support- Medical	Business, Management and Administration	Elective credit	9213	3	9213
Fundamentals of Technology	Business and Information Technology	Computer Science credit	8169	1	
Second Year Students:					
Administrative Support Advanced- Medical	Business, Management and Administration	Elective credit	9218	3	9218
Fundamentals of Administrative Technologies		Computer Science credit	8103	1	

Central Tech Local Program Name	Career Cluster & Academic	Credit Type	Subject Code	Credits available	Eligible for SB 1370 Core Math
Network Security and Administration					approved
First Year Students:					
Computer/ Network Support (Spring)	Information Technology	Elective credit	9542	2	9542
Computer Repair & Trouble Shooting I (Fall)	Business and Information Technology	Computer Science credit	8136	1	
Computer Repair & Trouble Shooting II (Fall)	Business and Information Technology	Computer Science credit	8137	1	
Second Year Students:					
Computer/ Network Support Advanced	Information Technology	Elective credit	9543	4	9543
Pipeline Technology					approved
First Year Students:					
Pipeline Technology	Transportation, Distribution and Logistics	Elective credit	9935	4	9935
Second Year Students:					
Pipeline Technology Specialized	Transportation, Distribution and Logistics	Elective credit	9936	4	9936
Power Sports Technology					approved
First Year Students:					
Motorcycle Technology	Transportation, Distribution and Logistics	Elective credit	9914	4	9914
Second Year Students:					
Motorcycle Technology - Specialized	Transportation, Distribution and Logistics	Elective credit	9927	4	9927

Central Tech Local Program Name	Career Cluster & Academic	Credit Type	Subject Code	Credits available	Eligible for SB 1370 Core Math
Pre-Engineering Academy * HONORS course (students will receive one STEM credit and one academic credit each semester)					n/a
First Year Pre-Engineering Students:					
Principles of Engineering (honors) *	STEM	Computer Science credit	8710	1	
Introduction to Engineering Design *	STEM	Computer Science credit	8709	1	
Academic Options: (students are placed into <u>ONE</u> academic math & <u>ONE</u> academic science)					
Geometry *	Academic	Math 1 credit	4520	1	
Algebra II *	Academic	Math 1 credit	4412	1	
Pre-Calculus *	Academic	Math 1 credit	4611	1	
Chemistry *	Academic	Science 1 credit	5051	1	
Physics *	Academic	Science 1 credit	5211	1	
Second Year Pre-Engineering Students:					
PLTW Computer Integrated Manufacturing *	STEM	Computer Science credit	8712	1	
Computer Science Principles *	STEM	Computer Science credit	8860	1	
Academic Options: (students are placed into <u>ONE</u> academic math & <u>ONE</u> academic science)					
Algebra II *	Academic	Math credit	4412	1	
Pre-Calculus *	Academic	Math credit	4611	1	
AP Calculus AB *	Academic	Math credit	4615	1	
AP Biology *	Academic	Science credit	5035	1	
Physics *	Academic	Science credit	5211	1	
Statistics & Probability *	Academic	Math credit	4740	1	
Third Year Pre-Engineering Students:					
PLTW Aerospace Engineering *	STEM	Science credit	8715	1	
PLTW Engineering Design & Development *	STEM	Elective credit	8716	1	
Academic Options: (students are placed into <u>ONE</u> academic math & <u>ONE</u> academic science)					
Pre-Calculus *	Academic	Math credit	4611	1	
AP Calculus AB *	Academic	Math credit	4615	1	
Physics *	Academic	Science credit	5211	1	
Statistics & Probability *	Academic	Math credit	4740	1	
Welding and Fabrication Technology					approved
First Year Students:					
Welding	Manufacturing	Elective credit	9707	4	9707
Second Year Students:					
Metal Fabrication	Manufacturing	Elective credit	9702	4	9702

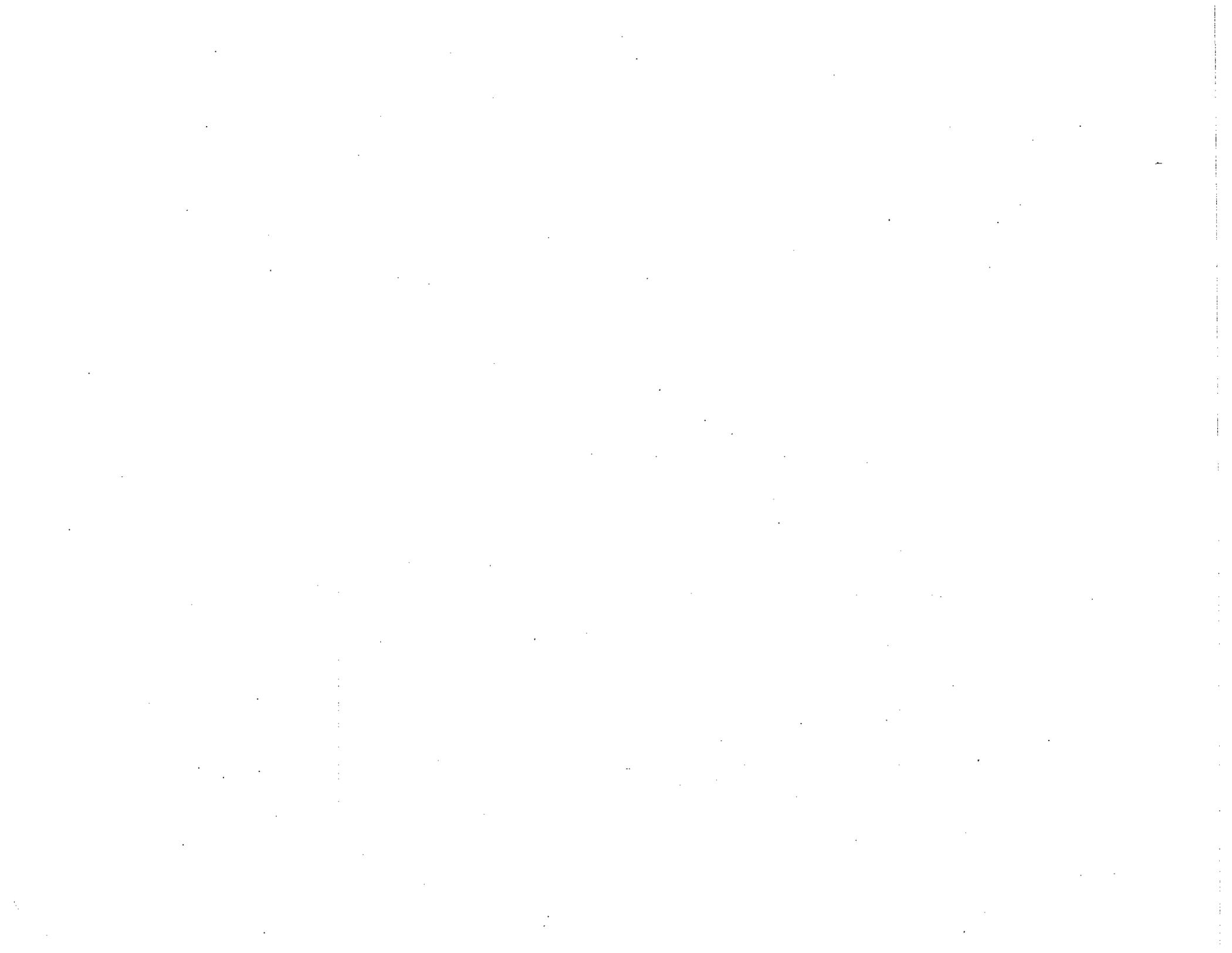
Academic Courses are taught by highly qualified certified math and science instructors. The units given for the central tech program is reduced by one credit for each academic credit taken. Central Tech students must be recommended by a partner school counselor to enroll in a pull-out academic math or science course. Academic options are listed above in the Biomedical and Pre-Engineering programs. Students needing an Algebra II credit that are **NOT** enrolled in Biomedical Sciences or Pre-Engineering will be enrolled in traditional Algebra II.

Senate Bill 1370 allows for the acceptance and completion of one (1) year of a full-time, three-hour career and technology program leading to an industry credential/certificate (endorsed or aligned) or college credit to count for a third math to meet graduation requirements for students on the CORE curriculum. **It is the local board decision as to how to transcript this credit.**

Here is the suggested transcript statement from the SDE:

SB 1370 – Transcription Guidance for Counselors According to 70 O.S. § 11-103.6(D)(2)(g), as amended by Senate Bill 1370 (2018), an approved CareerTech (CTE) course may be used to satisfy one unit of mathematics credit for students on the Core Curriculum pathway. For ease of reading and understanding the transcript, a footnote may be added. Sample language for the footnote is provided below:

Pursuant to 70 O.S. § 11-103.6(D)(2)(g), students on the Core Curriculum Pathway may satisfy one mathematics credit with either Computer Science or acceptance and successful completion of one (1) year of a full-time, three-hour career and technology program leading to an industry credential/certificate or college credit.



SchoolSpace Subscription Agreement

This SchoolSpace Subscription Agreement is entered into between Venyooz, Inc. ("**Venyooz**"), located at 3435 Ocean Park Blvd #107-96, Santa Monica, CA 90405, and Sapulpa Public Schools ("**Client**"), located at 511 East Lee, Sapulpa, OK 74066. This Agreement is effective as of the last date signed below (the "**Effective Date**"). The parties agree as follows:

1. DEFINITIONS

- a. "**Affiliated User**" means an employee, consultant, contractor, or agent who is authorized by Client to use the Service exclusively for the benefit of Client and who is supplied (by Client or Venyooz at Client's request) a user identification and password.
- b. "**Agreement**" means this Subscription Agreement, together with any attached exhibits, schedules, addenda, as well as all Order Forms processed in connection with this Agreement.
- c. "**Audit Claim**" means any credit or debit to be made to the Estimated Total Fees paid by a Renter, as determined by the Client after completion of an Event.
- d. "**Client Content**" means all electronic data or information that is submitted by or on behalf of Client to the Service, including written text, photographs, videos or other images that Client submits, displays, or posts on or through the Service.
- e. "**Estimated Total Fees**" means the sum total of the fees estimated by Client for an approved Event based on information known when the requested Event is approved.
- f. "**Event**" means a Renter's use of a specific Space during a specific period of time.
- g. "**Facility Use Agreement**" means the final terms agreed upon between Client and a Renter in connection with the scheduling of one or more Events.
- h. "**Insurance Fees**" means the fees paid by Renters for insurance offered through the Service.
- i. "**Malicious Code**" means viruses, worms, time bombs, Trojan horses and other harmful or malicious code, files, scripts, agents or programs.
- j. "**Order Form**" means a document specifying the Service to be provided under this Subscription Agreement.
- k. "**Pre-Payment Date**" means the date specified by Client (neither less than 3 days nor more than 14 days prior to an Event) that a pre-payment (if required) is to be collected from a Renter.
- l. "**Processing Fees**" means the charges assessed by Venyooz for payment processing services, as described on Order Forms.
- m. "**Property**" means a physical property owned or controlled by the Client, which contains one or more Spaces that may be used or rented through the Service.
- n. "**Renter**" means a party who arranges for the temporary use of one or more Spaces by using the Service.
- o. "**Request**" means a formal proposal submitted through the Service for the use of one or more Spaces in connection with one or more Events.
- p. "**Reserve**" means a maximum additional amount (specified by the Client) that a Renter must agree in advance to pay if the actual fees for an Event exceed the Estimated Total Fees.

- q. "**Service**" means the online facilities scheduling and rental software branded under the names Venyooz and SchoolSpace that are described herein.
- r. "**Space**" means a distinct, well-defined physical area within a Property that may be requested by Affiliated Users or Renters.

2. SERVICES

- a. **Provision of Services.** Subject to the terms and conditions of this Agreement, Venyooz grants Client during the Term a non-exclusive, non-transferable, non-sublicenseable, limited right to access and use the Service for the sole purpose of facilitating Space scheduling and rentals. This limited right shall apply to the number of Properties specified on the Order Form. If, during the subscription term, Client wishes to increase the number of Properties subject to this right, Client may so notify Venyooz, which will arrange for such additional use of the Service and determine whether an adjustment to Client's Subscription Fee (as defined below) is warranted.
- b. **Ownership of Services.** Except for the limited rights granted in Section 2.a above, Venyooz retains all right, title and interest, including all intellectual property rights, in and to the Service. No rights are granted to Client under this Agreement other than as expressly set forth herein.
- c. **Affiliated Users.** Client (i) is responsible for Affiliated Users' compliance with, and any breach of, this Agreement, (ii) is responsible for the accuracy, quality and legality of Client Content, (iii) will prevent unauthorized use of the Service by any Affiliated User and notify Venyooz promptly of any unauthorized use, and (iv) will use the Service only in accordance with the terms of this Agreement. Except as set forth herein, Client may not permit any third party to access the Service.
- d. **Limitations on Use of Service.** Client will not, and will not permit any Affiliated User or third party to, (i) make the Service available to anyone other than authorized Affiliated Users, (ii) sell, resell, rent or lease any portion of the Service, (iii) use the Service to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of third-party privacy rights, (iv) use the Service to store or transmit Malicious Code, (v) interfere with or disrupt the integrity or performance of the Service or third-party data contained in the Service, (vi) attempt to gain unauthorized access to the Service, (vii) exceed any established usage limits for the Service, or (viii) access the Service using "bots" or "spiders" or any automated system that calls to the Service more frequently than may reasonably be performed by a human user via a standard web browser; (ix) create any derivative work based on the Service except as expressly permitted by this Agreement, (x) copy, frame or mirror any part or content of the Service, (xi) reverse engineer any portion of the Service, or (xii) access the Service in order to (1) build a competitive product or service or (2) copy any feature, function or graphic of the Service.

3. CLIENT CONTENT

By submitting, posting or displaying Client Content on or through the Service provided by Venyooz, Client grants Venyooz a worldwide, royalty-free, and non-exclusive license to host, copy, transmit and display that Client Content for the sole purpose of enabling Venyooz to provide the Service. Subject to the limited rights granted by Client under this Agreement, Venyooz acquires no right, title or interest from Client or its licensors in or to Client Content. Client will not submit, post, or display any Client Content on the Service that violates the privacy rights, publicity rights, copyrights, contract rights, intellectual property rights, or any other rights of any person. Venyooz may calculate aggregate statistics about its customers' content, including Client Content, and use those statistics (but not the underlying Client Content) in connection with Venyooz's business, including, without limitation, for purposes of sales, marketing, business development, product enhancement, or customer service.

4. FEEDBACK

Client may choose to, and Venyooz may invite Affiliated Users to, submit comments, suggestions, or ideas about the Service, including without limitation about how to improve the Service ("**Ideas**"). By submitting an Idea, Client agrees that such submission is made voluntarily, without any restriction on the use of the Idea and without any expectation of compensation to Client and without any fiduciary or other obligation to Client, leaving Venyooz free to use the Idea in any manner Venyooz deems appropriate. Client grants to Venyooz and its affiliates a royalty-free, worldwide, irrevocable, perpetual and unlimited license to use any Idea provided by Client or Affiliated Users.

5. INSURANCE COVERAGE

The Service may provide Renters with an opportunity to purchase liability insurance in connection with Events, such insurance to be underwritten by a third party insurer. If Venyooz offers such insurance to Renters, Venyooz will use commercially reasonable efforts to ensure that the insurance offered meets or exceeds any insurance coverage minimum requirements communicated to Venyooz by Client.

6. SUBSCRIPTION FEES

- a. **Subscription Fees.** Client will pay the fees specified in the applicable Order Form for the use of the Service (the "**Subscription Fees**"), according to the payment schedule set forth on the Order Form. Except as otherwise specified in this Agreement or on an Order Form, the Subscription Fees are based on the contracted Service and not on actual usage. All Subscription Fees are non-refundable.
- b. **Late Charges.** Payments that are more than 60 days late will accrue interest at the rate of 1.5% of the outstanding balance per month, or the maximum rate permitted by law. Venyooz reserves the right to, upon 10 days' prior notice to Client, suspend Client's license to use the Service until the overdue amounts and interest are paid in full.
- c. **Taxes.** The Subscription Fee does not include any taxes, levies, duties or similar governmental assessments of any nature, including value-added, sales and use, or withholding taxes, assessable on Client by any jurisdiction (collectively, "**Taxes**"). Client is responsible for paying all Taxes associated with revenues Client receives as a result of this Agreement. If a legal obligation is imposed on Venyooz to pay or collect Taxes for which Client is responsible, Client will pay that amount on behalf of Venyooz or reimburse Venyooz if the payment has already been made by Venyooz.

7. RENTAL FEES

- a. **Online Payment Process.** When Client approves a Request, Client will specify the Estimated Total Fees and Reserve amount for each approved Event. Client will also specify whether Renter will be charged before the Event ("**Pre-Payment**") or after the Event ("**Post-Payment**"). Renter will then be asked to review all Facility Use Agreement terms, including the Estimated Total Fees and Reserve amounts for each Event, provide a method of payment, and confirm the Facility Use Agreement.
 - i. **Pre-Payment.** If Client specifies that Pre-Payment is to be made, Venyooz will collect payment from Renter in an amount equal to the Estimated Total Fees on the relative Pre-Payment Date specified by Client. The collected Estimated Total Fees will be held in a secure, non-interest-bearing escrow-type account until the Audit Claim is submitted or the Audit Period concludes, whichever comes first.

- ii. **Ownership of Pre-Payments.** Client will have no ownership interest in, or right to receive, pre-payments of Estimated Total Fees until the Audit Claim is submitted, or the Audit Period concludes, whichever comes first.
 - iii. **Post-Payment.** If Client specifies that Post-Payment is to be made, Venyooz will collect the Estimated Total Fees, subject to any Reserve, from Renter upon submission of the Audit Claim or conclusion of the Audit Period, whichever comes first.
- b. **Online Payments.** To the extent that Client permits Renters to pay for Events online, Venyooz will accept credit card payments and ACH debits and will transfer the gross amount of said funds less Processing Fees and insurance-related payments ("**Net Payment**") to a bank account designated by Client. Client authorizes Venyooz and its payment partners to charge, receive, hold, and disburse funds on Client's behalf. Client further agrees that it is not entitled to any interest or other compensation while funds are being held by Venyooz.
 - c. **Offline Payments.** Should Client decide to accept payments offline directly from Renters, Venyooz will bear no responsibility for the receipt, processing, transfer, or refund of such payments. Further, Client will promptly enter such payment data on the Service (with Client being solely responsible for the accuracy of such data), and Venyooz will periodically bill Client for any applicable offline Processing Fees and Insurance Fees on a schedule specified on the Order Form.
 - d. **Cancellation of Event.** Should an Event be cancelled in advance of the Event date either by Renter or Client, Client will determine whether any monies are owed by Renter in connection with the cancelled Event and indicate the amount within the cancellation form provided through the Service. If Pre-Payment has been made, then Venyooz will then transfer to Client the Estimated Total Fees, less any authorized Processing Fees, and return any balance to Renter. If no payment has previously been received from Renter (Post-Payment), Venyooz will charge Renter the specified amount owed by Renter in connection with the cancelled Event.
 - e. **Audit Claims.** Within 14 days following completion of an Event (the "**Audit Period**"), Client will assess the Event and submit, if it chooses, an Audit Claim to Venyooz indicating any additional fees to be charged to the Renter (such additional fees may not exceed the Reserve amount) or any amounts to be refunded to Renter. No adjustments to Event charges will be processed by Venyooz if an Audit Claim is not received before the end of the applicable Audit Period, at which time Venyooz will remit to the Net Payment due to Client out of the fees collected from Renter. Client must seek any charges in excess of the Reserve amount and/or after conclusion of the Audit Period directly from Renter.
 - f. **Chargebacks.** Should a Renter formally file a dispute with his/her bank or credit card company regarding a payment processed online through Services on behalf of Client, Venyooz will make information relating to the disputed transaction available to both Client and Renter. If such dispute results in the withholding of the disputed payment ("**Chargeback**") pending resolution of the dispute, Client will pay Venyooz a Processing Fee of \$25 in connection with the disputed payment, regardless of how the dispute is resolved (e.g., regardless of who, if anyone, is determined to be at fault).

8. CONFIDENTIALITY

- a. **Definition of Confidential Information.** "**Confidential Information**" means all information disclosed by a party ("**Disclosing Party**") to the other party ("**Receiving Party**"), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Confidential Information includes, but is not limited to the business and marketing plans, technology and technical information, product plans and designs, and business processes disclosed by the Disclosing Party.

However, Confidential Information does not include any information that the Receiving Party can show by competent evidence (i) is or becomes generally known to the public without breach of any obligation owed by the Receiving Party to the Disclosing Party, (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (iii) is received from a third party without breach of any obligation owed to the Disclosing Party, or (iv) was independently developed by the Receiving Party.

- b. **Protection of Confidential Information.** The Receiving Party will use the same degree of care that it uses to protect the confidentiality of its own similar information (but not less than reasonable care). The Receiving Party agrees (i) not to use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement, and (ii) except as otherwise authorized by the Disclosing Party in writing, to limit access to Confidential Information of the Disclosing Party to those of its and its Affiliates' employees, contractors and agents who need that access for purposes consistent with this Agreement and who have signed confidentiality agreements with the Receiving Party containing protections no less stringent than those in this Agreement.
- c. **Compelled Disclosure.** The Receiving Party may disclose Confidential Information of the Disclosing Party to the extent compelled by law, if the Receiving Party gives the Disclosing Party prior written notice of the compelled disclosure (if legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest the disclosure. If the Receiving Party is compelled by law to disclose the Disclosing Party's Confidential Information as part of a civil proceeding to which the Disclosing Party is a party, and the Disclosing Party is not contesting the disclosure, the Disclosing Party will reimburse the Receiving Party for its reasonable cost of compiling and providing secure access to that Confidential Information.

9. WARRANTIES, EXCLUSIVE REMEDIES AND DISCLAIMERS

- a. **Representations and Warranties.** Each party represents and warrants that: (a) it has the right, power and authority to enter this Agreement and to grant the rights and licenses granted hereunder and to perform all of its obligations hereunder; (b) the execution of this Agreement by its representative whose signature is set forth at the end hereof has been duly authorized by all necessary corporate or organizational action of the party; (c) when executed and delivered by both parties, this Agreement will constitute the legal, valid and binding obligation of such party, enforceable against such party in accordance with its terms; and (d) it shall abide by all applicable federal, state and local laws and regulations with respect to online activities, use of end user data and the products and services offered by each party in connection with this Agreement.
- b. **Disclaimer.** EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY MAKES ANY WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, AND EACH PARTY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. NEITHER VENYOZ NOR ITS LICENSORS WARRANT THE COMPREHENSIVENESS, CORRECTNESS, OR ACCURACY OF ANY INFORMATION PROVIDED VIA ANY SERVICE OR THAT ANY SERVICE WILL BE UNINTERRUPTED, CURRENT OR ERROR-FREE. CLIENT ASSUMES ALL RESPONSIBILITY AND RISK FOR ITS USE OF INFORMATION PROVIDED VIA ANY SERVICE. Client acknowledges that Venyooz does not screen Renters and cannot guarantee that Renters will comply with Client's guidelines, policies, or other requirements.
- c. **Resolution of Disputes.** Should a dispute arise between Renter and Client related to the Facilities Use Agreement or any Event, such dispute will be resolved directly between Client and Renter without any involvement of Venyooz.

10. INDEMNIFICATION

Venyooz will defend Client against any claim, demand, suit or proceeding made or brought against Client by a third party alleging that the use of a Service in accordance with this Agreement infringes or misappropriates the intellectual property rights of that third party (a "**Claim Against Client**"), and will indemnify Client from any damages, attorney fees and costs finally awarded against Client as a result of, and for amounts paid by Client under a court-approved settlement of, a Claim Against Client; if Client (i) promptly gives Venyooz written notice of the Claim Against Client, (ii) gives Venyooz sole control of the defense and settlement of the Claim Against Client (except that Venyooz may not settle or defend any Claim Against Client unless it unconditionally releases Client of all liability), and (iii) provides to Venyooz all reasonable assistance, at Venyooz's expense. If Client notifies Venyooz of a Claim Against Client, or if Venyooz reasonably believes that a Service may infringe or misappropriate a third party's rights, Venyooz may in its discretion and at no cost to Client (a) modify the Service so that it is no longer infringing, (b) obtain a license for Client's continued use of the Service in accordance with this Agreement, or (c) terminate Client's use of the Service immediately and refund Client any prepaid, but unallocated fees. THIS SECTION 10 STATES VENYOOZ'S ENTIRE LIABILITY WITH RESPECT TO INFRINGEMENT BY THE SERVICE.

11. LIMITATION OF LIABILITY

- a. NEITHER PARTY'S LIABILITY FOR ANY SINGLE INCIDENT ARISING OUT OF OR RELATED TO THIS AGREEMENT WILL EXCEED THE AMOUNT PAID BY CLIENT UNDER THIS AGREEMENT IN THE 12 MONTHS PRECEDING THAT INCIDENT, EXCEPT THAT IN NO EVENT WILL EITHER PARTY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE TOTAL AMOUNT PAID BY CLIENT UNDER THIS AGREEMENT. THE LIMITATIONS DESCRIBED IN THIS SECTION WILL APPLY TO ANY THEORY OF LIABILITY, BUT WILL NOT LIMIT CLIENT'S PAYMENT OBLIGATIONS UNDER THE "PAYMENT FOR SERVICES" SECTION.
- b. **Release of Liability.** All liability and risks inherent in the possession, operation, and use of the Properties are the responsibility of Client and its authorized Renters, as determined by the Facility Use Agreements. Venyooz does not screen Renters, review rental applications, develop or review rental terms or agreements, or oversee Renters' use of Spaces. Client hereby releases and indemnifies Venyooz from all claims for any and all property damage or any individual's bodily injury (including death) resulting from the Renter's operation and use of the Spaces. Client further agrees to assume and satisfy all liability for the defense of all claims for damage to property or bodily injury (including death) by third parties resulting from the use of a Property and to hold Venyooz harmless with respect to any claims against Venyooz in connection with such damage or injury, including the payment of any judgments or awards arising out of all such claims.
- c. **Exclusion of Consequential and Related Damages.** IN NO EVENT WILL EITHER PARTY HAVE ANY LIABILITY TO THE OTHER PARTY FOR ANY LOST PROFITS, REVENUES OR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, UNDER ANY THEORY OF LIABILITY, AND EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF THOSE DAMAGES. THE DISCLAIMER IN THIS SECTION WILL NOT APPLY TO THE EXTENT PROHIBITED BY LAW.

12. TERM AND TERMINATION

- a. **Term of Agreement.** This Agreement commences on the Effective Date and continues until the expiration or termination of all Order Forms.
- b. **Term of Order Forms.** The term of an Order Form is set forth on the Order Form.
- c. **Termination for Breach.** Either party may terminate this Agreement if the other party has materially breached this Agreement and the breach remains uncured 30 days after the date of the non-

breaching party's written notice.

- d. **Refund or Payment upon Termination.** If this Agreement is terminated by Client for Venyooz's breach, then Venyooz will refund to Client any prepaid and unallocated fees.
- e. **Surviving Provisions.** Sections 1, 2.d, 0, 6 (to the extent any fees are due and outstanding upon termination or expiration), 7, 8, 9, 10, 11, 12.d, 12.e, and 13.

13. GENERAL PROVISIONS

- a. **Anti-Corruption.** Client has not received or been offered any illegal or improper bribe, kickback, payment, gift, or thing of value from a Venyooz employee or agent in connection with this Agreement. If Client learns of any violation of the restriction in this section, it will use reasonable efforts to promptly notify Venyooz's legal department at legal@venyooz.com.
- b. **Relationship of the Parties.** The parties are independent, unrelated entities. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary, or employment relationship between the parties.
- c. **No Third-Party Beneficiaries.** There are no intended third-party beneficiaries to this Agreement.
- d. **Notices.** Except as otherwise specified in this Agreement, all notices related to this Agreement will be in writing and will be effective upon (i) personal delivery, (ii) the second business day after mailing by certified or registered mail or courier service, (iii) the second business day after sending by confirmed facsimile, or (iv), except for notices of termination or an indemnifiable claim ("**Legal Notices**"), the first business day after sending by confirmed email. Notices to Venyooz will be addressed to the attention of "Legal Department." Billing-related notices to Client will be addressed to the relevant billing contact designated by Client, and Legal Notices to Client will be addressed to Client and be clearly identified as Legal Notices. All other notices to Client will be addressed to the relevant Service system administrator designated by Client.
- e. **Waiver.** No failure or delay by either party in exercising any right under this Agreement will constitute a waiver of that right.
- f. **Severability.** If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision will be modified by the court and interpreted to best accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this Agreement will remain in effect.
- g. **Assignment.** Neither party may assign any of its rights or obligations under this Agreement, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld). However, either party may assign this Agreement in its entirety (including all Order Forms), without consent of the other party to an affiliate or in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets. Subject to the terms of this section, this Agreement will bind and inure to the benefit of the parties, their respective successors and permitted assigns.
- h. **Governing Law.** This Agreement, and any disputes arising out of or related hereto, will be governed exclusively by the internal laws of the State of California, without regard to its conflicts of laws rules or the United Nations Convention on the International Sale of Goods.
- i. **Venue.** The state and federal courts located in Los Angeles County, California will have exclusive jurisdiction over any dispute relating to this Agreement, and each party consents to the exclusive jurisdiction of those courts, except that either party may seek injunctive or other equitable relief in any court of competent jurisdiction.

- j. **Entire Agreement.** This Agreement, together with any Order Form, is the entire agreement between Venyooz and Client regarding Client's use of Service and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment, or waiver of any provision of this Agreement will be effective unless in writing and signed by the party against whom the modification, amendment or waiver is to be asserted. However, if there is a conflict or inconsistency among this Subscription Agreement, Order Form or Policy, the conflict or inconsistency will be resolved according to the following order of precedence: Subscription Agreement, Order Form.
- k. **Counterparts.** This Agreement may be executed by facsimile and in counterparts, and all such counterparts will collectively be deemed a single instrument.

The parties have executed this Agreement below to indicate their acceptance of its terms.

Venyooz, Inc.

Sapulpa Public
Schools

BY

BY

PRINT NAME

PRINT NAME

TITLE

TITLE

DATE

DATE

SchoolSpace Order Form

CLIENT	Sapulpa Public Schools
PROPERTIES	10
PRIMARY CONTACT	Johnny Bilby, Assistant Superintendent, (918) 224-3400, jbilby@sapulpaps.org
AGREEMENT DUE	08/14/2021
PAYMENT DUE	09/14/2021

SERVICE	SUBSCRIPTION TERM	FEE
SchoolSpace Platinum Subscription	08/15/2021 - 08/14/2022	\$2,586.00
AMOUNT DUE NOW		\$2,586.00

Payment Processing Fees

Payments submitted through or tracked by SchoolSpace are subject to a Processing Fee. Processing Fees for payments submitted to the Client offline by Renters, as well as Insurance Fees collected offline, will be billed quarterly.

CREDIT/DEBIT CARD
\$1.00 + 3.95%

ACH (BANK ACCOUNT)
\$1.00 + 3.95%

OFFLINE
3.95%

Payment for Services

Payment is due, and the pricing indicated above is contingent upon the Agreement and Order Form being received by **08/14/2021**, and payment being received by **09/14/2021**. Please submit the "AMOUNT DUE NOW" and all subsequent payments referenced above to: **Venyooz, 3435 Ocean Park Blvd #107-96, Santa Monica, CA 90405**. Payments may also be made via credit card or wire transfer, subject to additional processing fees; please contact your Venyooz representative or accounts@venyooz.com for payment instructions.

Terms and Conditions

This Order Form is subject to the terms and conditions of the **SchoolSpace Subscription Agreement** entered into between the parties.

Venyooz, Inc.

Sapulpa Public
Schools

BY

BY

PRINT NAME

PRINT NAME

TITLE

TITLE

DATE

DATE



Every Student Deserves to Feel Powerful!

Discover hidden strengths with dynamic intervention and instruction.

Quote Q-33278-1

Prepared For:

Sapulpa Public Schools
511 E Lee Ave
Sapulpa, OK
74066-4308

Your Istation Partner:

Heather Tennyson
Account Executive OK/AR/KS
htennyson@istation.com
+1 4054092932



BBB Rating: A+



8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-33278-1
Prepared For: Sapulpa Public Schools
Expires On: 8/7/2021

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions.

Istation Reading and Math Bundle

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	PRICE
1	Istation Reading and Math Bundle	9/1/2021	12	8/31/2022	Freedom Elementary	\$9,526.00
1	Istation Reading and Math Bundle	9/1/2021	12	8/31/2022	Holmes Park Elementary	\$19,656.00
1	Istation Reading and Math Bundle	9/1/2021	12	8/31/2022	Jefferson Heights Elementary	\$9,526.00
1	Istation Reading and Math Bundle	9/1/2021	12	8/31/2022	Liberty Elementary School	\$9,526.00
Istation Reading and Math Bundle TOTAL:						\$48,234.00

SUBTOTAL: \$48,234.00
TAX (if applicable):
CUSTOMER TOTAL: \$48,234.00



8150 North Central Expressway, Suite 2000
 Dallas, TX 75206
 Phone: 1-866-883-READ (7323)
 Email: orders@istation.com

Quote: Q-33278-1
Prepared For: Sapulpa Public Schools
Expires On: 8/7/2021

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions.

Additional Options (to be paid in full). Totals do not include tax (if applicable):

Choose 1, 2, or 3 year Subscription						
		<u>1 YEAR SUBSCRIPTION</u>		<u>2 YEAR SUBSCRIPTION</u>		<u>3 YEAR SUBSCRIPTION</u>
Additional Discount Amount:		<i>Quoted Price</i>		(\$4,823.40)		(\$14,470.20)
% Discount:		<i>Quoted Price</i>		5.00%		10.00%
Your Total Cost:		\$48,234.00		\$91,644.60		\$130,231.80

Subscription Start Date: 9/1/2021 Subscription Term: 12 Subscription End Date: 8/31/2022

Please email or fax the following items to 214-291-5534 or orders@istation.com. Failure to provide the below will cause a delay in processing your order.

- Signed Purchase Order that includes the quote number
- Signature page of this Quote (choose subscription length)

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and delivered by their respective authorized representatives whose signatures appear below.

Istation

Sapulpa Public Schools

Signature: _____
 Printed Name: _____
 Title: _____
 Dated: _____

Signature: _____
 Printed Name: _____
 Title: _____
 Dated: _____
 PO # (if available): _____

To ensure timely fulfillment, please provide the requested contact information below:

Primary Implementation Contact

Accounts Payable / Billing Contact

Name: _____
 Email: _____
 Phone: _____

Name: _____
 Email: _____
 Phone: _____

District Technology Contact

District Data Contact

Name: _____
 Email: _____
 Phone: _____

Name: _____
 Email: _____
 Phone: _____



8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-33278-1
Prepared For: Sapulpa Public Schools
Expires On: 8/7/2021

TERMS OF USE:

The following Terms of Use and Service (these "Terms") are important. Please read carefully.

Istation provides customers with a variety of resources, including, but not limited to, (i) one or more of Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), (v) reports, calculated results, scoring, graphs and any other materials derived from Istation's algorithmic software features (collectively the "Scoring and Reporting Resources"), (vi) Processed Data, as defined hereinafter, and (vii) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively the "**Resources**".

For purposes of these Terms, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company ("**Your Company**"), which may be a school or school district, and (iii) authorized users of Your Company, who are students, employees, representatives, and agents of Your Company that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

Each of the Resources is provided to You conditioned on Your acceptance, without modification, of these Terms, which constitute a legally binding agreement between Istation and You. YOUR ACCESS OR USE OF ANY RESOURCE CONSTITUTES YOUR AGREEMENT TO BE BOUND BY THESE TERMS FOR ALL RESOURCES. IF YOU DO NOT AGREE TO THESE TERMS, YOU MAY NOT ACCESS OR USE ANY RESOURCE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THESE TERMS SHALL BE BINDING ON YOU UPON THE EARLIER TO OCCUR OF (i) YOUR EXECUTION OF THESE TERMS, (ii) THE DATE THAT YOU DOWNLOAD ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL FROM Istation, (iii) THE DATE OF DELIVERY OF ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL BY Istation TO YOU, AND (iv) THE DATE ON WHICH YOU ACCESS OR USE ANY OF THE RESOURCES THROUGH THE WEB SITE.

1. **Changes to Terms.** Istation may, from time to time and at Istation's sole discretion, modify these Terms without individual notice to You. So long as the Web Site remains operational, the current version of these Terms will be posted on the Web Site, which You can review by clicking on the "Terms of Use" link located on the Web Site. The modified Terms will be effective immediately upon posting on the Web Site. You agree to the new posted Terms by continuing Your use of the Resources. You agree to review the Terms periodically on the Web Site. If You do not agree with the modified Terms posted on the Web Site, Your only remedy is to discontinue using the Resources.
2. **Privacy Statement.** Istation's Privacy Statement (the "**Privacy Statement**") is incorporated into, and made a part of, these Terms. The Privacy Statement relates to Istation's collection and use of Your personal information. You consent to the terms and conditions of the Privacy Statement.
3. **Subscription.**
 1. Most (if not all) of the Resources require You to purchase a subscription from Istation before You may use or access them (a "**Subscription**"). You may purchase a Subscription to one or more Resources (the "**Purchased Resources**") by paying the then-current subscription fee to Istation (the "**Subscription Fee**") for such Purchased Resources, as such Subscription Fee is determined by Istation. Each Subscription Fee shall cover a specified period of time for the Purchased Resources (the "**Subscription Period**"). Upon expiration of the Subscription Period for a Purchased Resource, Your access and use of the Purchased Resources shall expire, and You shall no longer be entitled to access or use such Purchased Resources, unless You renew Your Subscription to such Purchased Resources by paying the then-current Subscription Fee for such Purchased Resources. Any Professional Development purchases including Onsite Training, Webinars, and Implementation services must also be used within the current Subscription Period and may not be rolled over into later Subscription Periods. Istation may, from time to time and at Istation's sole discretion, modify the Subscription Fees for any and all Resources without individual notice to You.
 2. In the event You purchase a Subscription to a Purchased Resource, You will be required to register (the "**Registration**") and obtain a user account (a "**User Account**") for each Authorized User's access to, and use of, such Purchased Resource provided, however, that each Purchased Resource may, as determined by Istation, (i) be limited to a maximum number of Authorized Users (such as students) and (ii) have other restrictions applicable to such Purchased Resource. During Registration for each and every Purchased Resource, You agree to submit accurate, current, and complete information about You (including, but not limited to, Your Company and the Authorized Users) and promptly update such information. Should Istation suspect that any such Registration information is untrue, inaccurate, not current, or incomplete, Istation has the right to suspend or terminate use of any and all Resources and User Accounts. Upon Registration, each Authorized User will be assigned a personal, nontransferable password tied to a specific User Account. You are solely responsible for (i) any and all activities that occur under the User Accounts and (ii) ensuring that Authorized Users exit or log off from User Accounts at the end of each session of use. Users Accounts cannot be shared and may be used only by the Authorized User to whom the User Account is registered. User Accounts cannot be assigned to any third party vendors or other entities seeking to use the Purchased Resources for use in their products and/or for commercial use or monetary gain. You shall notify Istation immediately of any unauthorized use of the Authorized Users' passwords or the User Accounts or any other breach of security that is known or suspected by You. Where the number of Authorized Users for a Purchased Resource falls below the maximum number permitted under Your Subscription for such Purchased Resource, You may designate other students as replacement Authorized Users with respect to such Purchased Resource. You are responsible for Registration of all Authorized Users and all acts and omissions (whether authorized or unauthorized) of the Authorized Users.
4. **Intellectual Property.**
 1. Istation Intellectual Property. All Resources (including, but not limited to, the Licensed Applications, the Web Site, the Downloadable Materials, and the Scoring and Reporting Resources), and all materials displayed on, or contained within, the Resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials, Scoring and Reporting Resources), such as the

design, “look and feel”, text, editorial materials, informational text, photographs, illustrations, artwork and other graphic materials, audio, video, names, logos, trademarks, and service marks of or on the Resources (collectively the “**Resource Materials**”), whether publicly posted or privately transmitted, as well as all derivative works of the Resources and the Resource Materials, are the exclusive property of, and exclusively owned by, Istation and Istation’s licensors and are protected by copyright, trademark, trade secret, and other intellectual property laws. The Istation name, designs, and related marks contained within the Resources and the Resource Materials are trademarks of Istation and Istation’s licensors. You do not acquire any ownership rights in or to the Resources or any Resource Materials through Your access to, or use of, the Resources, and You possess only those limited rights expressly granted to You in these Terms. Istation reserves all right, title, and interest in and to the Resources and the Resource Materials.

2. Your Data. As between You and Istation, You are and will remain the owner of all right, title, and interest in and to all of Your Data. For purposes of these Terms, “**Your Data**” means information, data, and other content that is collected, downloaded, or otherwise received, directly or indirectly from You or an Authorized User by or through the Purchased Resources. Notwithstanding the foregoing, Your Data shall not include any information, data and other content that incorporates or is otherwise derived from the processing of such information, data, and content by or through the Purchased Resources (the “**Processed Data**”).
5. **License.** Subject to compliance with the Subscription and Registration terms and conditions contained in Section 3 (Subscription), including, but not limited to, possessing a valid User Account and related password and restricting access and use to Authorized Users, Istation grants to You a personal, limited, nonexclusive, nontransferable, and revocable license to access and use the Purchased Resources and related Resource Materials, but only during the Subscription Period applicable to each such Purchased Resource, solely for Your educational purposes and subject to these Terms.

6. **Restrictions.**

1. Any copies that You make of the Resources or the Resource Materials must retain all proprietary, copyright, trademark, or service mark legends and other notices.
2. Access and use of the Resources and the Resource Materials is permitted only as expressly provided in these Terms.
3. You may not (i) upload, post, publish, transmit, distribute, disseminate, display, perform, disclose, rent, lease, modify, loan, broadcast, or circulate any Resource or any Resource Material, (ii) operate or make available any Resources or any Resource Material in a service bureau, time-sharing, or other managed services environment, (iii) participate in the transfer, sublicense, assignment, or sale of any Resource or any Resource Material, (iv) access or use any Resource or Resource Material for purposes of competitive analysis of the Resource, Resource Materials, or Purchased Resources, or use or provide third-party access to Your Data or Processed Data, either directly or indirectly, for the development, provision, advertising, marketing, or use of a competing software service or product or any other purpose that is to the Istation’s detriment or commercial disadvantage, or (v) modify or create any derivative work of any Resource or any Resource Material or in any way exploit any Resource or any Resource Material provided, however, that You may download and use the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
4. You may not use any of the trademarks of Istation, or Istation’s licensors, suppliers, or service providers, contained in any Resource or any Resource Material. No portion of the Resources or the Resource Materials may be stored in a computer except for educational and noncommercial use.
5. You may not copy the Resource or the Resource Materials provided, however, that You may copy the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
6. You may not disassemble, decompile, or reverse engineer any Resource or any Resource Material or otherwise attempt to determine the makeup or source code of any Resource.
7. You may not upload any data, including any and all of Your Data, to, or otherwise access or use, any Resource or Resource Material in any manner that would materially impact the operation of such Resource or Resource Material.
8. You may not allow access to, disclose or otherwise provide Processed Data to any third-party except for use in connection with and for the benefit of Your internal business purposes i.e. research. In no manner shall you allow or assign access to any of the Purchased Resources or Resource Materials, including but not limited to, the Reporting and Scoring Resources or Processed Data, for any third party vendors entities or other persons seeking to use for their own products or services, for commercial use or monetary gain, or otherwise.
9. Any deviations from any of these Terms require prior written consent from Istation.

7. **Conduct.**

1. You agree not to (or permit anyone else to) (i) upload, transmit, post, e-mail, or otherwise make available through the Resources any content or other material in any format that (a) is illegal, false, inaccurate, unlawful, harmful, hateful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, profane, offensive, pornographic, invasive of another's privacy, libelous, or otherwise objectionable or inappropriate or (b) contains any viruses, worms, Trojan horses, corrupted files, or any other similar software or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; (ii) alter, remove, or falsify any attributions or other proprietary designations of origin or source of any other content appearing in or on the Resources or the Resource Materials; (iii) take any action that imposes an unreasonable or disproportionately large load on Istation’s infrastructure; (iv) use any automated means to download data from any of the Resources’ databases or engage in any data gathering, mining, harvesting, or extraction methods from any Resource for any purpose; (v) impersonate another person or entity or use any fake name or identity; (vi) allow any other person or entity to use Your identification or User Account for any purpose; or (vii) violate any applicable law, rule, regulation, or right, including, but not limited to, intellectual property and privacy rights. The use of any device, software, or routine that interferes or attempts to interfere with the proper working of any Resource is expressly prohibited.
2. By posting, uploading, inputting, providing, or submitting information, data (including, but not limited to, Your Data, student data or student information, such as personally identifiable information about students and writings prepared by students), or materials to or through any Resource (including, but not limited to, through the Web Site) (collectively the “**Submissions**”), You are granting Istation, Istation’s affiliated companies, and necessary sublicensees, subject to the Privacy Statement, irrevocable permission to use in perpetuity, without compensation and without restriction (including, but not limited to, a worldwide, transferable, perpetual, royalty-free, fully paid-up license), Your Submissions, including, but not limited to, the rights to copy, distribute, transmit, publish, publicly display, use, publicly perform, reproduce, edit, translate, reformat, modify, and prepare derivative works of Your Submissions. No compensation will be paid with respect to the use of Your Submissions. Istation is under no obligation to post or use any Submission You may provide. By posting, uploading, inputting, providing, or submitting Your Submissions, You represent and warrant that (i) You own or otherwise control all of the rights to Your Submissions as described in these Terms, (ii) such Submissions comply with these Terms, including Section 7(a) of these Terms, (iii) You have all necessary right and authority (including, but not limited to, all third-party consents) to post, upload, input, provide, and submit the Submissions, and (iv) with respect to Submissions of personal information of a child under 13 years of age, You have requested and received parental consent of such Submissions in compliance with, and such Submissions otherwise in compliance with, the Children’s Online Privacy Protection Act of 1998 (“**COPPA**”) and COPPA’s rules and regulations.

8. **Security.**

1. Istation will take commercially reasonable precautions to secure the Web Site against (i) unauthorized access by third parties and by unauthorized Istation employees, (ii) damage, disruption, and other activity aimed at Resource availability, and (iii) trespass or illegal actions. Istation reserves the right to temporarily deny and cancel access privileges for anyone suspected of attempting to work outside parameters that threaten the security of the Resource, the Resource Materials, Your Submissions (including, but not limited to, data submitted by You), or Istation's providing the Resources.
2. NOTWITHSTANDING SECTION 8a, YOU ACCEPT SOLE RESPONSIBILITY FOR THE ACCURACY, ADEQUACY, AND LEGALITY OF, AND LIABILITIES ASSOCIATED WITH, YOUR SUBMISSIONS (INCLUDING, BUT NOT LIMITED TO, DATA SUBMITTED BY YOU AND WRITINGS PREPARED BY STUDENTS) AND FOR ALL RESULTS OBTAINED THEREFROM. You are liable for any and all expenses, losses, damage to the reputation of Istation, and damages to the Resources, the Resource Materials, or components thereof arising out of, or caused by, the negligent or willful misconduct of You or Your agents. Istation assumes no liability for any damages You may suffer as a result of interception, alteration, or misuse of any information transmitted over the Internet.

1. **No Control over Submissions.**

1. Istation HAS NO CONTROL OVER YOUR SUBMISSIONS AND IS NOT RESPONSIBLE FOR ANY SUBMISSIONS (SUCH AS STUDENT DATA OR WRITINGS PREPARED BY STUDENTS), INCLUDING, BUT NOT LIMITED TO, SUBMISSIONS THAT (i) ARE DISCOVERED TO BE INACCURATE OR MISSING, (ii) ARE CORRUPTED DUE TO TECHNOLOGICAL OR OTHER CAUSES BEYOND THE REASONABLE CONTROL OF Istation, AND (iii) CONTAIN OFFENSIVE OR INAPPROPRIATE LANGUAGE OR THREATS OR ACTS OF VIOLENCE.
2. Istation reserves the right to take archiving and other measures that Istation deems necessary in order to ensure high-quality server performance and maintenance of Istation's servers.

2. **No Endorsement of Third-Party Sites.**

1. The Web Site may reference or contain links to third-party Web sites, resources, and advertisers (collectively "**Third-Party Sites**"). Your linking to such Third-Party Sites is at Your own risk. Istation is not responsible for the accuracy or reliability of any content, data, opinions, advice, statements, or other information on the Third-Party Sites. Istation also is not responsible for the availability of these Third-Party Sites, nor is Istation responsible for the aesthetics, appeal, suitability to taste, or subjective quality of informational content, advertising, products, or other materials made available on or through such Third-Party Sites. No endorsement of any third-party content, information, data, opinions, advice, statements, goods, services, or products is expressed or implied by any information, material, or content of any third party contained in, referred to on, included on, or linked from or to the Web Site. Under no circumstances shall Istation or any affiliated providers be held responsible or liable, directly or indirectly, for any loss, injury, or damage caused or alleged to have been caused to You in connection with the use of, or reliance on, any content, information, data, opinions, advice, statements, goods, services, or products available on such Third-Party Sites. You should direct any concerns to the respective Third-Party Site's administrator or Webmaster. Any links to Third-Party Sites do not imply that Istation is legally authorized to use any trademark, trade name, logo, or copyright symbol displayed in, or accessible through, such links or that any linked Third-Party Site is authorized to use any trademark, trade name, logo, or copyright symbol of Istation.
2. You may not create an Internet "link" to the Web Site or "frame" or "mirror" any Resource Materials without Istation's prior written permission for each such instance. Additionally, the Web Site may contain links to other pages within the Web Site that are "dead" or that no longer work. Please report any such dead links that You encounter.

3. **Disclaimer.**

1. In purchasing a Subscription to a Purchased Resource, You are being granted access to an interactive Resource for individualized instruction. Given the nature of the Resources, there are many factors outside the reasonable control of Istation that may affect the access to, and use of, the Resources and the Resource Materials, including, but not limited to, failures or difficulties with the Internet or data provided by You. You remain solely responsible for acting or deciding not to act on the results of data input into the Resources and the handling of such results. In providing the Resources, Istation shall not be responsible for loss of data associated with the failure of Your equipment, software, or any information service provider.
2. YOU EXPRESSLY AGREE THAT USE OF THE RESOURCES AND THE RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, ANY AND ALL FORMS AND FORM LETTERS MADE AVAILABLE BY Istation) IS AT YOUR SOLE RISK. THE RESOURCES AND THE RESOURCE MATERIALS MAY INCLUDE TECHNICAL OR OTHER INACCURACIES OR TYPOGRAPHICAL ERRORS, AND THE RESOURCES AND THE RESOURCE MATERIALS ARE PROVIDED TO YOU ON AN "AS IS," "WHERE IS," AND "WITH ALL FAULTS" BASIS, WITHOUT WARRANTIES OR REPRESENTATIONS OF ANY KIND. THE AFFILIATED GROUP MAKES NO REPRESENTATIONS AND DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES AND CONDITIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, REPRESENTATIONS, WARRANTIES, OR CONDITIONS REGARDING ACCURACY, USEFULNESS, TIMELINESS, COMPLETENESS, NONINFRINGEMENT, SATISFACTORY QUALITY, MERCHANTABILITY, QUIET ENJOYMENT, OR THOSE ARISING BY LAW, STATUTE, USAGE OF TRADE, OR COURSE OF DEALING. THE AFFILIATED GROUP AND THE AFFILIATED GROUP'S LICENSORS, SERVICE PROVIDERS, AND SUPPLIERS ASSUME NO RESPONSIBILITY TO YOU OR TO ANY THIRD PARTY FOR THE CONSEQUENCES OF ANY ERRORS OR OMISSIONS OR LACK OF ACCURACY, COMPLETENESS, OR USEFULNESS OF ANY RESOURCES OR RESOURCE MATERIALS. ISTATION RESERVES THE RIGHT, IN ISTATION'S SOLE DISCRETION, TO CORRECT ANY ERRORS OR OMISSIONS IN ANY PORTION OF THE RESOURCE OR THE RESOURCE MATERIALS. Istation MAY MAKE ANY OTHER CHANGES TO THE RESOURCES OR THE RESOURCE MATERIALS AT ANY TIME WITHOUT NOTICE.
3. ISTATION STRIVES TO KEEP THE RESOURCES AND RESOURCE MATERIALS ACCURATE, CURRENT, AND UP TO DATE. HOWEVER, Istation CANNOT GUARANTEE THAT ALL MATERIALS AND ALL RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, FORMS AND FORM LETTERS) ARE COMPLETELY CURRENT OR STRICTLY COMPLY WITH ALL APPLICABLE LAW, INCLUDING, BUT NOT LIMITED TO, EDUCATIONAL INITIATIVES OR EDUCATIONAL TESTING REQUIREMENTS. THE LAW IS DIFFERENT FROM JURISDICTION TO JURISDICTION AND IS ALSO SUBJECT TO INTERPRETATION BY DIFFERENT COURTS AND OTHER GOVERNING BODIES. THE LAW IS A PERSONAL MATTER, AND NO GENERAL INFORMATION OR TOOLS LIKE THE RESOURCES OR THE RESOURCE MATERIALS CAN FIT EVERY CIRCUMSTANCE. FURTHERMORE, THE INFORMATION CONTAINED ON THE WEB SITE AND IN THE RESOURCES AND RESOURCE MATERIALS IS NOT LEGAL ADVICE AND IS NOT GUARANTEED TO

BE CORRECT, COMPLETE, OR UP TO DATE. THEREFORE, IT IS RECOMMENDED THAT YOU SEEK INDEPENDENT LEGAL ADVICE REGARDING THE SUITABILITY OF THE RESOURCES AND THE RESOURCE MATERIALS.

4. Istation MAKES NO WARRANTY THAT (i) THE RESOURCES OR THE RESOURCE MATERIALS WILL MEET YOUR REQUIREMENTS, (ii) THE RESOURCES OR THE RESOURCE MATERIALS WILL BE AVAILABLE ON AN UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE BASIS, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF RESOURCES OR RESOURCE MATERIALS WILL BE ACCURATE OR RELIABLE, OR (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIALS PURCHASED OR OBTAINED BY YOU AS PART OF THE RESOURCES OR RESOURCE MATERIALS WILL MEET YOUR EXPECTATIONS.
4. **Violations of Terms.** Istation reserves the right to seek all remedies available at law and in equity for violations of these Terms, including, but not limited to, the right to block or restrict access from a particular Internet address to the Web Site.
5. **Miscellaneous.**
 1. You agree to comply with all applicable laws, rules, regulations, orders, and ordinances of the United States of America and in any other state, county, or city with jurisdiction over You or Your activities under these Terms. If any provision of these Terms is held to be illegal, invalid, or unenforceable, then that provision shall be fully severable from these Terms and shall not affect the legality, validity, or enforceability of the remaining provisions of these Terms. Failure of Istation to enforce any of the terms or conditions of these Terms, unless waived in writing, shall not constitute a waiver of Istation's right to enforce each and every term and condition of these Terms. To the extent You have entered into any separate license agreement with Istation for access to, or use of, a Resource (the "**Additional Terms**"), such Additional Terms are incorporated into these Terms by reference. To the extent there is any conflict between these Terms and any Additional Terms, the Additional Terms shall control.
 2. A printed version of these Terms and of any notice given in electronic form shall be admissible in judicial or administrative proceedings based upon, or relating to, these Terms to the same extent and subject to the same conditions as other business documents and records originally generated and maintained in printed form. It is the express wish of Istation and You that these Terms of Use and all related documents be drawn up in English as spoken in the United States.
 3. You may not assign these Terms (or delegate Your rights, duties, or obligations under these Terms) without Istation's prior, express, and written consent.

PRIVACY STATEMENT:

This Privacy Statement is incorporated in, and subject to, the Terms of Use and Service for Imagination Station, Inc. ("**Istation**"). Please refer to those terms for definitions of words with initial capitals letters that are not otherwise defined in this Privacy Statement. Istation encourages you to read this Privacy Statement carefully. For purposes of this Privacy Statement, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company, which may be a school or school district, and (iii) students, employees, representatives and agents of Your school or school district that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

As noted in the Terms of Use, Istation provides its customers with a range of educational resources, including, but not limited to, (i) Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), and (v) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively referred to as the "**Resources**".

What Personally Identifiable Information Is Collected by Istation?

"**Personally Identifiable Information**" generally refers to any data that could potentially identify a specific individual. While You have access to the Resources, Istation may collect the following Personally Identifiable Information about You:

- Your first and last name
- **Teachers and administrators only** – Your contact information, such as email addresses, mailing addresses, and phone numbers
- Your school and school district
- Any identification numbers issued by Your school and/or Your school district to You, including teacher numbers, administrator numbers, and student numbers;
- Security information, such as usernames, passwords, and password hints;
- Browser information, such as browser version, IP address, and the presence of various plug-ins and tools;
- **Students only** – "Demographic Data," such as gender, race, special-education status, socio-economic status, and English language learner status, but only to the extent provided by Your school or Your school district;
- Resource-related responses submitted by You, including, but not limited to responses to interactive activities and assessments;
- Resource use behavior, such as pages visited, downloads, or searches requested; and
- Resource use results, but only to the extent that such results identify one or more (i) students, (ii) teachers, (iii) classrooms within an identified school, (iii) grades within an identified school or school district or (iv) schools (collectively "**Identifiable Use Results**"). Identifiable Use Results do not include Resource use results for school districts or for geographic regions that do not identify a specific school (such as Resource use results reported (i) on a county-wide basis, (ii) within a defined territory [whether officially or unofficially defined], such as North Texas, or (iii) within a metropolitan area, such as Dallas-Fort Worth).

Personally Identifiable Information does not include "De-identified Information," which is any data or information that cannot be traced back to an individual (except for Identifiable Use Results, as defined above). For example, a table listing the number of students in each grade at a specific school using a particular Resource would not be Personally Identifiable Information.

How Is Personally Identifiable Information Used and/or Disclosed?

Istation does not sell Personally Identifiable Information to any affiliated entity of Istation or any third-party, nor does it use such information for any sort of behavioral advertising. However, Istation may use and disclose Personally Identifiable Information for a range of educational, compliance and quality assurance purposes.

Istation may use Personally Identifiable Information for the following purposes:

- To provide status reporting notices to teachers and administrators about the Resources (e.g. – an email prompting a teacher to log in to see his or her students' latest assessment results);
- To internally analyze data regarding the use of the Resources;

- To track students' usage of the Resources over time, including performance metrics collected over multiple school years;
- To send You (**teachers and administrators only**) updates, promotional/advertising materials, and newsletters related to the Resources and Istation's products and services or to otherwise market specific Istation services or offers to You. If You want to stop receiving promotional/advertising/marketing materials from Istation, You will have the option to unsubscribe;
- To respond to Your questions or comments; and
- To customize content within the Resources, to improve the Resources' content and functionality and to develop new products and updates.

Istation may disclose Personally Identifiable Information to the following individuals or entities under the following circumstances:

- To Istation's employees who need to access the Personally Identifiable Information to perform their jobs;
- To third parties, including contractors, vendors, and service providers, that assist with the production, implementation or servicing of the Resources, but only after receiving satisfactory assurances from each third-party that its data privacy and security protections are at least as stringent as those of Istation;
- To Authorized Users as determined by each school or school district at issue. Generally, but subject to determination by the school at issue or the school district at issue,
 1. a teacher may only see the Personally Identifiable Information of the students in the teacher's classroom,
 2. a principal may only see the Personally Identifiable Information of those students and teachers in the principal's school, and
 3. a school district-level administrator may only see the Personally Identifiable Information of those students and teachers in the administrator's school district;
- To third parties, and solely for educational purposes, when Istation has the consent of the school or school district at issue, including Identifiable Use Results that identify specific individual students if Istation has received a written acknowledgement from the school or school district that it has obtained the student's consent to such disclosure;
- When Istation believes that sharing Personally Identifiable Information is reasonably necessary in order to (i) protect or defend the legal rights, interests, property, safety, or security of Istation, its employees or contractors, or the public, (ii) protect or defend against, or otherwise address, fraud, security, or technical issues, (iii) comply with, or respond to a law, regulation, legal request, legal process, legal requirement, judicial proceeding, or court order, or (iv) investigate a possible crime, such as fraud or identity theft;
- In connection with an actual or potential sale, purchase, acquisition, merger, reorganization, bankruptcy, liquidation, dissolution, or similar transaction or proceeding of or involving Istation, but only to the extent that the purchasing, acquiring or successor entity agrees to implement data privacy and security protections with respect to Personally Identifiable Information that are at least as stringent as those of Istation.

Istation is permitted to use and/or disclose Personally Identifiable Information about You when Istation has Your consent. Istation does not need Your consent to use De-identified Information.

Can I Access or Change My Personally Identifiable Information?

Each school and/or school district is permitted via functionality made available by the Resources to determine what Personally Identifiable Information (if any) is accessible by Authorized Users and to which Authorized Users in particular. In certain circumstances, a school and/or school district may be entitled to permit one or more Authorized Users to change Personally Identifiable Information. Any requests by Students or parents to access and/or change Personally Identifiable Information must be made to the school and/or school district in the first instance, and these entities will maintain a record of all such access and amendment requests and of any actual changes made. To the extent that a student and/or parent makes a direct request to Istation to access and/or amend Personally Identifiable Information, Istation will forward that request to the school and/or school district for response.

Data Retention

Unless required by law to maintain certain information for a longer period of time, Istation retains Personally Identifiable Information only for as long as a student's school and/or school district maintains a subscription with Istation to one or more of the Resources. Once a subscription to a particular Resource is cancelled or otherwise terminated, Istation will typically retain any Personally Identifiable Information related to that Resource for sixty days after cancellation/termination to allow for temporary lapses in subscription services, at which point that information is destroyed. Personally Identifiable Information may also be destroyed at any time at the request of the school and/or school district.

Website and Resource Security

Istation recognizes its responsibility to protect the Personally Identifiable Information that You entrust to it. Istation uses a variety of secure techniques to protect Your information, including secure servers, firewalls, access limitations on Istation's servers and password protections that guard against unauthorized access. Additionally, the information that You send Istation via the Website, including student usage information and passwords, may be encrypted, a process used to scramble information and make it extremely difficult to read if wrongly intercepted. Istation utilizes industry standard Secure Sockets Layer (SSL) technology to allow for the encryption of Personally Identifiable Information. All Personally Identifiable Information sent to Istation is encrypted during transmission, such as during login. Once the data reaches Istation's server, Personally Identifiable Information is stored on a secure database, and access to this information is password protected.

Use of "Cookies"

"Cookies" are small pieces of information that some websites store on Your computer's hard drive when You visit them. This element of data is a piece of text, not a program, that contains information identifying a user. When a user revisits a Website, his or her computer automatically "serves up" the cookie, eliminating the need for the customer to reenter the information. Like many other websites, Istation uses cookies for this purpose. Your user "domain" (that is, Your school name) is the only data stored on Your hard drive by Istation.

Most web browsers automatically accept cookies but allow You to modify security settings so You can approve or reject cookies on a case-by-case basis. At a minimum, Your web browser must allow temporary cookies that are not stored on Your hard disk to log into the Website. Please refer to the "Help" file of Your Internet Browser either to learn how to receive a warning before a cookie is stored.

Third Party Sites

The Website may contain links to or reference third party websites and resources (collectively "**Third Party Sites**"). These Third Party Sites are not controlled by Istation and, therefore, are not subject to this Privacy Statement. You should check the privacy policies of these individual Third Party Sites to see how Your personally identifiable information will be utilized by them before providing any personally identifiable information. Please be aware that these Third Party Sites may collect personally identifiable information about You and may also send you "cookies." Istation is not responsible for the content or practices of any linked Third Party Sites, and Istation provides these links solely for the convenience and information of Istation's visitors.

Can Istation change this Privacy Statement?

Istation may change this Privacy Statement at any time without advance notice. However, if the Privacy Statement changes, Istation will post an updated version on the Website, and the revision date will be posted at the bottom of the page. If this occurs, You will be required to re-acknowledge review of the revised Privacy Statement before you can continue using the Resources.

Who can I contact if I have questions about this Privacy Statement?

If You have any questions about this Privacy Statement or any privacy questions or concerns, You may contact Istation using the information below:

Email address: info@Istation.com

Street/Postal address:

8150 North Central Expressway, Suite 2000
Dallas, Texas 75026

Phone: (214) 237-9300

Fax: (972) 643-3441

Effective Date: February 23, 2018

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Any rights not expressly granted herein are reserved.



CCOSA's District Level Services (DLS) Program
(Agreement 2021-2022)

This letter sets out the Agreement between the Cooperative Council for Oklahoma School Administration (CCOSA) and Sapulpa School District No. 33 of Creek County, Oklahoma (District) concerning the District's participation in **CCOSA's District Level Services Program** (Program) for the fiscal year ending June 30, 2022.

For participating Oklahoma cooperatives, interlocals, and technology centers, the cost of participation will be determined based upon the total 2019-20 ADM for all school districts that participated in the cooperative, interlocal, or technology center during the 2020-21 school year.

P.O. CALCULATION GRID

County Name: Creek County Number: 19
District Name: Sapulpa Public Schools District Number: 33

P.O. CALCULATION GRID

<u>ADM</u>	<u>COST</u>
25,000 plus	\$ 4,000
10,000 to 24,999	\$ 3,000
5,000 to 9,999	\$ 2,500
1,500 to 4,999	\$ 2,000
500 to 1,499	\$ 1,800
499 or less	\$ 1,500

<u>ADM</u> <u>(2019-20)</u>	<u>TOTAL</u>
	<u>3,640.04</u>

Purchase Order Number: _____

Purchase Order Amount: \$ 2,000

Please attach a copy of the purchase order when submitting completed forms

District Name: Sapulpa Public Schools



CCOSA

The Cooperative Council for
Oklahoma School Administration

2901 North Lincoln Boulevard
Oklahoma City, OK 73105
405-524-1191 office
405-524-1196 fax
www.ccosa.org

Superintendent Certification of Participation

I certify that on the 14th day of July 2021, the Board of Education of Sapulpa Public Schools voted to allow our school district to participate in the CCOSA District Level Services Program. The Sapulpa Board of Education has encumbered \$ 2,000 for the purpose of participating in the CCOSA District Level Services Program. The Board of Education acknowledges that participation in the Program will result in the provision of advisory services to designated administrators with Sapulpa Public Schools.

Signature of Superintendent
Board President

Date

The District understands that CCOSA's District Level Services Program emphasizes assistance in areas that help to create high-quality schools based on the research in *For the People* and seven areas that create a quality system: Culture and Climate; Learning; Teaching, and Assessment; Expanded Learning Opportunities; Governance, Leadership, and Accountability; Human Capital Development; Physical Resources; and Financial Resources.

If consultation and/or professional learning is in the school district, the school district would agree to pay travel expenses that would not be a part of this agreement.

The District understands that CCOSA and/or its partners will be unable to provide assistance in some areas and with some issues. The District understands that, in those situations, CCOSA and/or its partners may recommend that the District seek advice, assistance, and services beyond those offered by this Program, which may cause the District to incur expenses that are not covered by this Program. **This Program is ADVISORY ONLY and CCOSA and/or its partners do not warrant or guarantee any specific outcome related to the advisory services provided. CCOSA reserves the right to refuse participation to school districts and to remove school districts from participation in the Program.**

The term of this Agreement begins on the date it is approved by the District's Board of Education and ends on June 30, 2022. Either the District or CCOSA may terminate this Agreement upon notice in writing to the other party. Delay in contract approval could result in your district missing valued services and workshops!

District Name: Sapulpa Public Schools



CCOSA's District Level Services (DLS) Program

Designated Administrator Contact Form 2021-2022

While all of your district leaders have full access by phone, email, or in person, we need you to designate district administrators who serve as your main contacts to share information from CCOSA and its partners. These designated administrators will need to commit to forwarding Professional Learning opportunities to your other district and/or school team members to ensure that all of your leaders get maximum benefit from the program. Districts with an ADM of 10,000 and above may designate three district administrators. The District may include additional school personnel at no additional cost in conference calls, on-site visits, and training sessions.

Eligible Administrators	
(based upon each district's size in ADM for the 2017-18 school year)	
<u>ADM</u>	<u># of eligible administrators</u>
10,000 +	3
1 to 9,999	2

<u>ADMINISTRATOR</u>	<u>PHONE NUMBER</u>	<u>EMAIL ADDRESS</u>
Donia Doudican	918 - 224 - 3400	ddoudican@sapulpaps.org
Amy Riff	918 - 224 - 3400	ariff@sapulpaps.org
*		

*only if ADM exceeds 10,000

Please send a copy of the completed forms to Laura Crabtree (laura@ccosa.org) or fax to 405.524.1196 (ATTN: Laura Crabtree). Keep one copy for your records.

**PARTICIPATION AGREEMENT AMONG
OKLAHOMA STATE DEPARTMENT OF EDUCATION (OSDE),
PUBLIC CONSULTING GROUP LLC (PCG), SUBSIDIARY OF
PUBLIC CONSULTING GROUP HOLDINGS, INC.
AND THE SCHOOL DISTRICT**

**THE OSDE UNDER THE AUTHORITY OF AGREEMENT WITH
OKLAHOMA HEALTH CARE AUTHORITY (OHCA)
SCHOOL-BASED HEALTH SERVICES PROGRAM**

Sapulpa Public Schools

Participating School District

511 East Lee

Street Address

Sapulpa

City

Oklahoma

State

74066

Zip Code

This Participation Agreement (the "Participation Agreement") is entered into by and among the Oklahoma State Department of Education ("OSDE"), Public Consulting Group LLC ("PCG"), and the above-referenced School District ("the DISTRICT") as of July 1, 2021 ("Effective Date").

We, the District will be participating in:

Fee – for – Service (FFS)

Medicaid Administrative Claiming (MAC)

*In order to participate in MAC, the District must participate in FFS

WHEREAS, the DISTRICT is a public school district that employs or contracts with health care providers to provide school-based health-related services to students including special-needs students; and

WHEREAS, the DISTRICT requires assistance in billing Medicaid for covered services that are provided to Medicaid-eligible students, and in collecting amounts billed; and

WHEREAS, OSDE is duly authorized to administer the Medicaid School Based Health Services (SBHS) program pursuant to its June 2017 contract with the Oklahoma Health Care Authority ("OHCA") (the "Authorizing Agreement"); and

WHEREAS, PCG is duly authorized to provide Medicaid claiming services to the DISTRICT, pursuant to its contract with OSDE (Purchase Order 2659019209) (the "PCG Contract"); and;

WHEREAS, pursuant to the Authorizing Agreement and PCG Contract, in order to participate in the OSDE administered SBHS program, DISTRICT must record all health-related services they provide to special education students as well as the necessary claims support documentation in OK EDPlan™; and

WHEREAS, the DISTRICT wishes to participate in the SBHS program and allow PCG to coordinate Medicaid Administrative Claim (MAC) activities and for the DISTRICT to receive Medicaid claiming services from PCG pursuant to the terms and conditions contained in this Participation Agreement and in accordance with Authorizing Agreement and the PCG Contract; and

THEREFORE, OSDE, PCG, and the DISTRICT agree to the terms and conditions set forth in this Participation Agreement.

[Remainder of page intentionally left blank]

I. SCOPE OF SERVICES

- A.** PCG will perform the services and fulfill the operational responsibilities assigned to it in the attached **Exhibit A** and **Exhibit B**, in accordance with the terms and conditions of this Participation Agreement. The DISTRICT and OSDE will perform the services and fulfill the responsibilities assigned to them respectively in the attached **Exhibit A** and **Exhibit B**, in accordance with the terms and conditions of this Participation Agreement. However, PCG's performance of the services described in the attached **Exhibit A** and **Exhibit B** is expressly conditioned upon the DISTRICT's performance of its responsibilities and upon OSDE's performance of its responsibilities under the Participation Agreement and above-referenced **Exhibit A and Exhibit B**.
- B.** The parties to this Participation Agreement may expand the scope of this Participation Agreement to include other products or services offered by PCG, and to specify rates of payment for such products or services, by means of amendments to this Participation Agreement.

II. TERM

- A.** The term of this Participation Agreement (the "**Term**") shall commence on the Effective Date and shall continue in perpetuity unless PCG receives written notice of non-renewal by the DISTRICT no later than 30 days prior to end of current fiscal year such that the Participation Agreement will expire as of June 30 of that fiscal year. Term of Service is further defined in Section VII of this agreement.
- B.** Notwithstanding the foregoing, this Participation Agreement will expire automatically upon the expiration or termination of the PCG Contract or the Authorizing Agreement, whichever occurs earlier.

III. CLAIMING AND COMPENSATION PROCEDURES

- A.** Pursuant to the Authorizing Agreement, the PCG Contract, and this Participation Agreement, including the exhibits hereto, PCG will submit Medicaid reimbursement and quarterly MAC claims to OHCA on behalf of the OSDE and all DISTRICTs participating in the SBHS program.

- B. Pursuant to Article 5.1.C of the Authorizing Agreement, for services rendered on or after July 1, 2018, OHCA will make payments directly to the DISTRICT, within 45 days of submission of a clean claim, and OCHA will invoice DISTRICT for the State share of all such payments.
- C. For fee-for-service claims the DISTRICT hereby agrees to pay PCG 10% of the federal share amounts received from OHCA on account of the above-referenced claims, as compensation for PCG services.
 - a. PCG shall invoice the DISTRICT only after reimbursement has been received by the DISTRICT. Each invoice shall state the nature of the reimbursement received, the date of reimbursement, and the time period of the services provided by PCG.
 - b. The DISTRICT shall pay PCG interest at the annual rate of 10% on all fee amounts that are not paid within forty-five (45) days of the receipt of the PCG invoice.
- D. For MAC the DISTRICT hereby agrees to pay PCG 10% of the federal share amounts received from OHCA, as compensation for PCG services.
 - a. PCG shall distribute MAC reimbursement, less the 10% of the federal share, to the DISTRICT on a quarterly basis only after the MAC claims has been paid by OHCA.
 - b. The DISTRICT shall pay PCG within thirty (30) days of a request if there is a MAC claim overpayment or recoupment as those monies must be returned to the federal government.
- E. Upon expiration or termination of this Participation Agreement, PCG shall be entitled to payments for services provided prior to termination. The parties acknowledge that one or more invoices may be submitted or recouped by PCG after the termination date, following reimbursements received by the DISTRICT on account of such services. Accordingly, the parties agree that the provisions associated with PCG's compensation shall survive expiration or termination of this Participation Agreement.
- F. This Agreement provides a mechanism for payment to the DISTRICT by OHCA (through OSDE and PCG) using federal funds from CMS, and the parties agree that it in no way creates a requirement for OHCA to reimburse any DISTRICT from OHCA state funds.

IV. DISALLOWANCES

If a reimbursement is disallowed after it was paid to the DISTRICT, PCG shall return to the DISTRICT any fees that were paid to PCG by the DISTRICT under Section III.C & D with respect to the disallowed reimbursement in accordance with the following terms:

- A. For disallowances on claims attributable to errors or omissions caused by PCG, PCG will work with the DISTRICT and take all reasonable actions to challenge the disallowance.
- B. PCG shall not be obligated to reimburse the DISTRICT for a disallowance if the DISTRICT, OSDE, or OHCA does not allow PCG to fully participate in the review and audit process.
- C. PCG shall not be obligated to reimburse the DISTRICT for any disallowance resulting from the errors, acts, or omissions of the DISTRICT. PCG's billing or preparing and MAC claim on behalf of the DISTRICT is in good faith and the data DISTRICT enters is processed by PCG on an "as is" basis. The DISTRICT warrants that (i) service data entered into OK EDPlan™ and/or PCG Claiming System and supporting claiming data furnished is accurate and complete and that (ii) the DISTRICT has appropriate records to substantiate claims submitted on their behalf by PCG.
- D. Subject to the terms provided in this Section, in the event claims are disallowed as a result of PCG's errors or omissions and federal funds are returned and all avenues for contesting the disallowance have been exhausted, PCG shall refund to DISTRICT an amount no greater than the amount paid by the DISTRICT on the amount disallowed. For the auditing process on claims attributable to errors or omissions caused by PCG, PCG shall bear the cost of such defense.

V. RECORDS

- A. Upon reasonable notice, which will be no less than ten (10) business days, unless circumstances require a more rapid response at which time the parties will mutually agree on a response deadline based on the size, scope and urgency of the request, PCG shall allow the DISTRICT and OSDE and any of their duly authorized representatives or agents reasonable access to any records of PCG that are pertinent to this Participation Agreement for the purposes of audits or examinations, provided that (i) any audit or examination requiring physical access to PCG's records shall take place during PCG's normal business hours of operation and in a commercially reasonable manner; and (ii) absent exigent circumstances, neither the DISTRICT nor OSDE shall request more than one (1) audit or investigation within a calendar year.
- B. PCG shall maintain its records relating to this Participation Agreement for

a period of at least six (6) years from the date of service or claim payment, whichever is greater. For fee-for-service claims, upon expiration or termination of the Agreement, and DISTRICT elects not to participate in the next successive term, PCG will provide DISTRICT a zip file via SFTP file transfer to include claims information in either text format or Excel format going back six (6) years from the date of expiration or termination. If additional years are required, a different file format, and/or a delivery method other than SFTP is requested, PCG will provide DISTRICT data in the requested date range and format and charge per hour to do so. The hours to complete the work will be priced at the prevailing PCG developer rates. DISTRICT shall be obligated to pay prior to delivery of the data.

VI. CONFIDENTIALITY

- A.** The parties recognize that this Participation Agreement concerns the use of information subject to federal and state laws including the Family Educational Rights and Privacy Act (“**FERPA**”) and the Individuals with Disabilities Education Act (“**IDEA**”).
- B.** The parties shall comply with the requirements of applicable federal and state laws relating to the confidentiality of information, and agree to amend this Participation Agreement as may be necessary to reflect changes in the applicable law.
- C.** PCG shall request from the DISTRICT, and the DISTRICT shall provide to PCG, only such information as is reasonably necessary to effectuate the purposes of this Participation Agreement. PCG shall take steps to safeguard all confidential information that it receives or creates pursuant to this Participation Agreement.
- D.** PCG shall not use confidential information received from the DISTRICT identifying individual students for any purpose other than the purposes of this Participation Agreement or other purposes expressly directed or allowed by the DISTRICT in a writing signed by the DISTRICT, and shall immediately notify the DISTRICT if such confidential information is subpoenaed or requested by a third party, or otherwise required to be disclosed by a lawful court order or by operation of law, or is improperly used, copied, or removed.
- E.** If the DISTRICT determines it necessary in order to comply with its obligations under law, the DISTRICT may examine facilities, systems, procedures, and records of PCG to the extent necessary in order to confirm the adequacy of security measures as they relate to this Participation Agreement, subject to adequate advance written notice of no less than ten (10) business days and any examination requiring physical access to PCG’s

facilities or records shall take place including during PCG's normal business hours of operation and in a commercially reasonable manner.

- F. Upon expiration or termination of this Participation Agreement, PCG shall use reasonable and secure means to return or destroy (as directed in writing by the DISTRICT) all documentary information protected by federal or state confidentiality laws that was received or created by PCG under this Participation Agreement. To the extent that destruction or return is not feasible, PCG will continue to extend the protections of the Agreement to such information and limit its further use, until such time as destruction or return is feasible.
- G. Nothing in this Participation Agreement is intended to confer any rights, remedies, obligations, or liabilities upon anyone other than the DISTRICT, PCG, and their respective successors and assigns.

VII. TERMINATION

This Participation Agreement may be terminated before the end of the term specified in Section II, as follows:

- A. **Without Cause:** Any party may terminate this Participation Agreement by giving written notice to the other parties no later than 30 days prior to end of current fiscal year, or such other period as is mutually agreed in advance by the parties.
- B. **For Convenience:** The DISTRICT or OSDE may terminate the Agreement for convenience only if the DISTRICT or OSDE determines that termination is in the best interest of the party. The DISTRICT or OSDE shall terminate the Contract for convenience by delivering to PCG a Notice of Termination for Convenience specifying the terms and effective date of Agreement termination. The Agreement termination date shall be a minimum of 30 days from the date the Notice of Termination for Convenience is issued by the DISTRICT or OSDE.
- C. **For Cause:** Any party may terminate this Participation Agreement if another party materially breaches its terms. This provision applies only if the non-breaching party provides written notice to the breaching party, and allows at least five (5) business days to cure the breach before the effective date of termination stated in the notice.
- D. **Authorizing Agreement:** PCG or OSDE may terminate this Participation Agreement immediately upon written notice in the event that the PCG Contract or the Authorizing Agreement is terminated or materially amended in such a manner as to materially affect the purpose of, or obligations set forth in, this Participation Agreement.

- E. **Provider Qualifications:** PCG or OSDE may terminate this Participation Agreement immediately in the event that a health care provider for the DISTRICT fails to maintain appropriate licensure or other qualifications for providing covered services.
- F. **DISTRICT Qualifications:** PCG or OSDE may terminate this Participation Agreement immediately in the event that the DISTRICT fails to maintain appropriate qualifications for participating in the program.

VIII. OWNERSHIP INTERESTS AND LICENSE

Subject to the terms and conditions of this Agreement, including DISTRICTS's performance of its obligations hereunder, PCG shall provide the EasyTrac™ (including application and related supporting services) to DISTRICT, as more fully described below.

A. Definitions:

- (i) "EasyTrac" means: (i) the Internet-based services described herein; (ii) all products related to such services; (iii) all New Releases, Updates, and Upgrades applicable to the foregoing and generally released by PCG; and (iv) the Documentation developed by PCG for distribution and use in combination with the foregoing.
- (ii) "New Releases" means any new revision of EasyTrac that includes significant enhancements which add new features to the EasyTrac and which generally will be designated by a new version number either to the left of the decimal point (e.g., from v2.03 to v3.00) or one decimal place to the right of the decimal point (e.g., from v2.03 to v2.10).
- (iii) "Updates" means any new revisions and/or modifications made to EasyTrac and/or documentation in order to correct operational errors.
- (iv) "Upgrades" means any new revision of EasyTrac that includes corrections and minor modifications to existing features and which generally will be designated by a new version number which has changed from the prior number only two places to the right of the decimal point (e.g., from v2.02 to v2.03).
- (v) (i) "PCG Claiming System" means: (i) the Internet-based system used for MAC herein; (ii) all Random Moment Time Study and cost reporting services; (iii) all New Releases, Updates, and Upgrades applicable to the foregoing and generally released by PCG; and (iv) the Documentation developed by PCG for distribution and use in combination with the foregoing.

- B. PCG grants to DISTRICT, and DISTRICT accepts, a non-exclusive, non-transferable, non-sublicensable right and license, during the Term only, to access via the Internet and use EasyTrac™ and / or the PCG Claiming

System to the extent reasonably necessary in performing related service coordination functions.

- C.** PCG grants to DISTRICT, and DISTRICT accepts, a non-exclusive, non-transferable, non-sublicensable royalty-free license under PCG's copyrights in PCG's documentation, during the Term only: (i) to incorporate PCG's documentation, in whole or in part, into other written materials prepared by or for DISTRICT with respect to EasyTrac™ and / or the PCG Claiming System; and (ii) to reproduce and distribute modified and original versions of PCG's documentation, in hard copy or in an on-line format, as part of DISTRICT's documentation for EasyTrac™ and / or the PCG Claiming System, and, if such DISTRICT's documentation is in an on-line format, allow DISTRICT users to make print copies of the same.
- D.** DISTRICT shall not use or grant to any person or entity other than authorized DISTRICT users the right to use EasyTrac™ and / or the PCG Claiming System, which users shall be subject to the terms set forth herein. DISTRICT shall not distribute, market, or sublicense EasyTrac™ and / or the PCG Claiming System, and shall not permit any DISTRICT user or third party to do so.
- E.** DISTRICT shall ensure that appropriate proprietary notices indicating PCG's intellectual property rights in EasyTrac™ and / or the PCG Claiming System and related documentation are placed on all copies of written materials distributed by DISTRICT relating thereto. Examples of such documentation include training materials and manuals. DISTRICT shall not remove, modify, or suppress any confidentiality legends or proprietary notices placed on or contained within EasyTrac™ and / or the PCG Claiming System, and shall not permit any DISTRICT user or third party to do so.
- F.** DISTRICT shall not distribute any PCG documentation or intellectual property made available through this Agreement to any individual or organization that is not part of DISTRICT or an authorized DISTRICT user and shall not permit any DISTRICT user or third party to do so.
- G.** DISTRICT shall not transfer, rent, or permit access to EasyTrac™ and / or the PCG Claiming System to any third party, and shall not permit any DISTRICT user or third party to do so.
- H.** DISTRICT shall not modify, decompile, disassemble, or otherwise attempt to reverse engineer EasyTrac™ and / or the PCG Claiming System or any portion thereof, and shall not permit any DISTRICT user or third party to do so.
- I.** DISTRICT shall not circumvent any security protection within EasyTrac™

and / or the PCG Claiming System, and shall not permit any DISTRICT user or third party to do so.

- J. Subject to the license rights granted to DISTRICT by this Section, all right, title, and interest in and to EasyTrac™ and / or the PCG Claiming System, including the intellectual property rights and technology inherent in EasyTrac™ and / or the PCG Claiming System, are and at all times will remain the sole and exclusive property of PCG. No right to use, print, copy, distribute, integrate, or display EasyTrac™ and / or the PCG Claiming System, in whole or in part, is granted in this Agreement, except as is explicitly provided in this Agreement. Nothing contained in this Agreement will directly or indirectly be construed to assign or grant to DISTRICT any right, title, or interest in or to PCG's intellectual property rights or other rights in and to EasyTrac™ and / or the PCG Claiming System or PCG's trademarks. Except as expressly authorized by this Agreement, DISTRICT shall not use, display, copy, distribute, modify, or sublicense EasyTrac™ and / or the PCG Claiming System. PCG reserves all rights not expressly granted to DISTRICT by this Agreement.
- K. DISTRICT acknowledges that PCG is and shall remain the owner of all right, title, and interest in and to each of PCG's trademarks in any form or embodiment thereof and is also the owner of all goodwill associated with PCG's trademarks. All goodwill generated by DISTRICT use of EasyTrac™ and / or the PCG Claiming System with respect to PCG's trademarks shall inure exclusively to the benefit of PCG. DISTRICT shall promptly notify PCG of any third-party infringements of any of the PCG trademarks used in connection with EasyTrac™ and / or the PCG Claiming System, or any act of unfair competition by third parties relating to the PCG trademarks, within a reasonable time of OSDE's knowledge of such infringements or acts.
- L. PCG reserves the sole and exclusive right at its discretion to assert claims against third parties for infringement or misappropriation of its intellectual property rights in EasyTrac™ and / or the PCG Claiming System.

IX. LIABILITY AND INSURANCE

- A. PCG shall defend, indemnify, and hold harmless the DISTRICT and OSDE from and against any suit, proceeding, assertion, damage, cost, liability, and expense (including court costs and reasonable attorneys' fees) incurred as a result of claims by a third party against the DISTRICT or OSDE, employees, or agents arising from or connected with a claim, related to this Agreement, that any EasyTrac™ and / or the PCG Claiming System infringes any valid patent, copyright, trade secret, or other intellectual property right under the laws of the United States, provided that the DISTRICT and OSDE promptly notifies PCG, in writing, of the suit, claim,

or proceeding, or threat of suit, claim, or proceeding, and provides PCG with reasonable assistance for the defense of the suit, claim, or proceeding. PCG will have sole control of the defense of any claim and all negotiations for settlement or compromise.

- B. The DISTRICT shall defend, indemnify, and hold harmless PCG from and against any suit, proceeding, assertion, damage, cost, liability, and expense (including court costs and reasonable attorneys' fees) incurred as a result of claims by a third party against PCG, employees, or agents arising from or connected with any acts or omissions by the DISTRICT.
- C. PCG shall be liable to the DISTRICT and OSDE for consequential, incidental, exemplary, special or punitive damages resulting from or relating to the Agreement, whether based on breach of contract, tort, or otherwise, even if such party has been advised of the possibility of such damages. Under no circumstances shall PCG's aggregate liability under this agreement to OSDE exceed an amount equal to the total compensation paid to PCG pursuant to this agreement. PCG will maintain adequate insurance coverage for purposes of this Participation Agreement, including commercial general liability, worker's compensation, and errors and omissions liability insurance. PCG will provide to the DISTRICT a certificate of insurance upon request. Such certificate shall provide for thirty (30) days' notice prior to modification of terms or termination.

X. SUCCESSORS AND ASSIGNEES

- A. The parties each binds itself, its associates, partners, successors, assigns, and legal representatives to the other parties to this Participation Agreement with respect to all covenants of this Participation Agreement.
- B. No party shall assign any interest in this Participation Agreement or transfer any interest in the same (whether by assignment or notation) without prior written approval of the other parties.

XI. APPLICABLE LAW AND EXCLUSIVE FORUM

This Agreement shall be governed by the law of the State of Oklahoma, and any civil action arising under this Participation Agreement shall be brought in the State of Oklahoma, Oklahoma County.

XII. COMPLIANCE WITH LAWS

- A. The parties shall comply with all applicable federal and state laws and regulations.

- B. This Participation Agreement and the transactions contemplated hereby are intended to comply with all applicable federal and state laws and regulations including but not limited to fraud and abuse laws. In the event that this Participation Agreement or any of the transactions contemplated hereby are determined not to be in compliance with such laws and regulations, the parties shall negotiate in good faith to modify the terms and provisions of this Participation Agreement to remedy any prior noncompliance. If compliance cannot reasonably be achieved, this Participation Agreement shall terminate at the election of any party and no party shall have any further rights or obligations hereunder, except as otherwise provided herein; provided, however, that the parties shall take all practicable action to remedy any noncompliance, if possible, including but not limited to repayment or return of any money or value received.
- C. This Agreement is intended to be interpreted as necessary to implement and comply with federal and state laws relating to confidentiality of health information and student information. The parties agree that any ambiguity in this Participation Agreement is to be resolved in favor of a meaning that complies with and is consistent with such laws.

XIII. EXTENT OF AGREEMENT AND ORDER OF PRECEDENCE

- A. This Participation Agreement represents the entire and integrated agreement among the parties and supersedes all prior negotiations, representations, or agreements, either written or oral.
- B. This Participation Agreement may be amended or revised only by a written amendment signed by authorized representatives of all parties and referencing this Participation Agreement.
- C. The parties acknowledge that nothing in this Participation Agreement is intended to conflict with the PCG Contract or the Authorizing Agreement; in the event of a conflict between those agreement and this Participation Agreement, the terms and conditions of those agreement will govern, In the event of any conflict between the terms of this Agreement and the Attachments, the following order of precedence shall govern:
 - 1. Agreement
 - 2. Exhibit A – Operational Responsibilities
 - 3. Exhibit B – Compliance Checklist

XIV. PROCUREMENT

- A. The DISTRICT and OSDE are solely responsible for their compliance with applicable procurement laws and regulations.

- B.** To the extent specifically authorized by applicable procurement laws and regulations, this Participation Agreement may be utilized by another school district or other entity for purposes of its own authority to contract with PCG. The terms of such resulting contract may differ from this Participation Agreement, and the DISTRICT and OSDE assume no authority, liability, or obligation to PCG or to any other school district or other entity with respect to any such resulting contract.

XV. NOTICES AND CONTACT PERSONS

Any notices, requests, consents and other communications hereunder shall be in writing and shall be effective either when delivered personally to the party for whom intended, or five days following deposit of the same into the United States mail (certified mail, return receipt requested, or first class postage prepaid), addressed to such party at the address set forth below, who shall serve as Contact Persons unless replaced by a party by written notice to the other party:

PCG
Cameron S. Lackey
Associate Manager
Public Consulting Group LLC
414 Union Street Suit 1100
Nashville, Tennessee 37219

OSDE
Joy Hofmeister
State School Superintendent
Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105

DISTRICT

XVI. MISCELLANEOUS

- A.** The parties understand that PCG is not required to perform the services on a full-time basis for DISTRICT and may perform services for other individuals and organizations consistent with the limitations in this Agreement.
- B.** The failure of a party to enforce a provision of this Agreement shall not constitute a waiver with respect to that provision or any other provision of this Agreement.
- C.** If any provision in this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions in this Agreement shall continue in full force and effect.
- D.** Except as expressly provided in this Agreement, PCG does not make any warranty with respect to the contracted services, whether express or

implied, and specifically disclaims any implied warranties, whether of merchantability, suitability, fitness for a particular purpose, or otherwise for said contracted services.

- E.** The parties agree that the terms of this Agreement result from negotiations between them. This Agreement will not be construed in favor of or against either party by reason of authorship.
- F.** Neither party shall be responsible for delays or failures in performance resulting from acts of God, acts of civil or military authority, terrorism, fire, flood, strikes, war, epidemics, pandemics, shortage of power, or other acts or causes reasonably beyond the control of that party. The party experiencing the force majeure event agrees to give the other party notice promptly following the occurrence of a force majeure event, and to use diligent efforts to re-commence performance as promptly as commercially practicable.
- G.** The captions and headings in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit, enlarge, or affect the scope or intent of this Agreement. nor the meaning of any provisions hereof.
- H.** Each party represents that: (1) it has the authority to enter into this Agreement; and (2) that the individual signing this Agreement on its behalf is authorized to do so.
- I.** The parties to this Agreement are independent contractors. There is no relationship of partnership, joint venture, employment, franchise, or agency between the parties. Neither party will have the power to bind the other or incur obligations on the other's behalf without the other's prior written consent.
- J.** The provisions of this Agreement which by their nature would continue beyond the termination or expiration of this Agreement will survive the termination or expiration of this Agreement.

[Signatures on Next Page]

IN WITNESS WHEREOF, the parties have executed this Participation Agreement as of the Effective Date written above.

For and on behalf of PCG:



Signature

Name: Cameron S. Lackey

Title: Associate Manager, PCG

Date: June 2, 2021

For and on behalf of the OSDE:



Digitally signed by Joy Hofmeister
Date: 2021.07.08 15:38:27 -05'00'

Signature

Name: Joy Hofmeister

Title: State School Superintendent

Date:

For and on behalf of District:

Signature

Name:

Title:

Date Approved by School Board:



Company Address 180 Montgomery St.
Suite 750
San Francisco, CA 94104
United States

Please send any billing questions to accounting@seesaw.me

Bill To Name Sapulpa School District I 33
Created Date 7/12/2021
Expiration Date 7/26/2021
Quote Number 00035950

Contract Summary

Contract Start Date 8/1/2021 Contract End Date 7/31/2022
of Students 1,000.00
Grand Total USD 5,225.00

Contract Details

Product	Quantity	Sales Price	Total Price	Invoice Date
Seesaw for Schools	1,000.00	USD 5.50	USD 5,500.00	8/1/2021
Volume Discount (1,000 - 2,499)	1,000.00	USD -0.275	USD -275.00	8/1/2021

Admin Sponsor (e.g. Principal, Director of Instructional Tech, etc.)

Decided to purchase (or renew) Seesaw. Will be included in conversations about our partnership progress.

Name: Donia Doudican Email: ddoudican@sapulpaps.org
Title: Director Phone: 918-224-3400

Seesaw Lead

Responsible for Seesaw training and adoption. Main Seesaw point of contact throughout the contract.

Name: Amy Riff Email: ariff@sapulpaps.org
Title: Director Phone: 918-224-3400

Tech Lead (Who can help set up your school?)

Lead for Seesaw's technical implementation. Point of contact for technical issues or updates.

Name: James Lawrence Email: jlawrence2@sapulpaps.org
Title: IT Director Phone: 918-224-3400

Billing Contact - Accounts Payable (Who will pay the invoice?)

Receives invoices. Point of contact on payment-related matters.

Name: Donia Doudican Email: ddoudican@sapulpaps.org
Title: Director Phone: 918-224-3400

School Address

Address: 511 E Lee Ave City: Sapulpa



State: Oklahoma

Zip / Post Code: 74066

If you are purchasing professional development sessions, they must be scheduled and delivered within 1 year of the contract start date. Sessions not used by this time will expire.

This contract, including the number of students and amount, is a non-adjustable binding agreement. By signing, your school or district agrees to pay the full amount quoted per the payment schedule above. Please make sure you have proper payment authorization (including a PO # if required) before signing.

Terms of Service: <https://web.seesaw.me/terms-of-service>

Name: Steve McCormick
Katherine Stufflebeam

Title: Board President
Director

Email: _____

PO Number (if required): _____

Accepted By: _____

MOU Addenda

TCC Online Courses with High School instructor support

In cooperation with the high school, Tulsa Community College (TCC) is offering eligible high school juniors and seniors the opportunity to earn college credit while at the same time satisfying their high school graduation requirements. The goal of this collaboration is for all students involved to successfully complete (grade of C or above) a TCC online general education course(s).

TCC Responsibilities

- Meet with the district and high school administrations to review the MOU and addenda.
- Provide the high school with TCC admissions qualifications for concurrent students.
- Provide the high school with TCC qualifications for course enrollment.
- Provide an annual dual credit student orientation at a TCC campus.
- Conduct an on-site student information session, at the beginning of the semester.
- Provide 16-week online sections of general education college courses provided minimum enrollment requirements are met.
- Provide a TCC professor to deliver the online course(s).
- Provide early alerts to high school counselors authorized to receive FERPA information (early alerts sent when faculty reply to bi-weekly early alert requests).
- Provide semester grades to the district staff authorized to accept electronic FERPA reports.
- Meet with potential students and parents at Dual Credit to College Degree information meetings organized by the high school.

TCC Professor Responsibilities:

- Meet with high school instructor and/or faculty liaison prior to the beginning of the semester to review the course curriculum and materials.
- Communicate with the high school instructor frequently throughout the semester—once a week the first four weeks of the semester, less frequently after.
- Follow college syllabus template and departmental standards.
- Provide grade updates after every major graded assignment.
- Grade and return work in a reasonable amount of time (no more than two weeks for essays, less for other assignments).
- Incorporate best practices for engaging students in online classes.
- Create a column in Blackboard called “Grade to Date” or “Eligibility.” This column will help students demonstrate eligibility for extracurricular activities. (Note: this saves faculty time, is not a violation of FERPA, and ensures the high school has accurate information about grades).
- Update the grade book either by indicating each student’s letter grade (A, B, C, D, F) or by indicating the student is passing (P) or in danger of failing (F). High school students taking college classes must maintain a C average to continue taking college classes, so high school students earning below a C may be in danger of failing.
- Report students who are in danger of failing (i.e. whose grade drops below a 70%) either by responding to the Early Alert email from the CE office and/or by following college protocol.

High School District Responsibilities

- Meet with the TCC concurrent enrollment director and high school administrations to review the MOU and addenda.
- Identify students who express a desire to go to college, who have sufficient time to complete assignments outside of class time (minimum 9 hours a week per 3 credit hour online course) and who meet admission and enrollment qualifications for concurrent students.
- Communicate student deadlines for admission, enrollment, and payment to students.
- Commit by June 1 to a support instructor for the full year.
- Provide a qualified high school teacher or support staff to work with students during scheduled class meeting times.
 - English courses require support instructors with strong writing skills.
 - Math courses require a certified high school math teacher (B.S. in Mathematics).
- Notify the director of concurrent enrollment of any personnel changes and arrange for the new instructor to come to TCC for orientation and training.
- Provide the support instructor with the required textbooks and/or ancillary materials (e.g., MyMathLab)
- Ensure high school support instructor communicates regularly with TCC faculty and follows the requirements for effective student support.
- Provide adequate safety and security while faculty and students are at the site. This includes posting and practicing emergency evacuation as well as collaboration with TCC police.
- Provide a dedicated space for 20 to 30 students to support students in the online class during the TCC academic semester.
- Provide a dedicated class period within the regular school day and ensure that students attend the scheduled class time.
- Display physical evidence in a designated area such as outside the door to the TCC classroom that identify the site as a TCC course site. TCC provides brochures, guides, posters, and promotional materials.
- Provide students with computers and Internet access during the dedicated class period.
- Provide internet access, including website access, TCC library and database access, computer hardware, and software at the site as is required for the college courses' delivery and instruction.
- Provide a collegiate environment free from classroom interruptions. This includes announcements, staff entering the classroom, classroom orderliness, and room changes, and faculty access to the facility at least 20 minutes prior to class start times.
- Comply with the one hour and fifty-minute TCC semester finals schedule.
- Designate a representative as the liaison between the partner and TCC. The partner liaison provides marketing, program information, and notification to potential students in all area districts.
- Support and help guide the development and integrity of the program.
- Support the instructor and the student through standards set by TCC.
- Allow the concurrently enrolled students to comply with the TCC student policies and resources handbook during TCC class time. Note: Any student suspended or expelled from the high school will be expected to continue participating in his or her TCC class(es).
- Ensure that qualified students have access to course materials. Note: Photocopying portions of a textbook is a copyright violation. Students should be responsible for purchasing, printing, and/or borrowing assigned texts.

- Grant students dual credit for all college courses per OK SB290.
- Optional: Set up third party billing with the TCC Bursar.

High School Support Instructor Responsibilities All Courses

- Attend TCC faculty's meeting/professional development activity.
- Become familiar with Blackboard and other TCC technology.
- Meet with TCC professor and/or full-time faculty liaison prior to the beginning of the semester to review the course curriculum and materials.
- Take attendance each class period and let the course instructor know if students miss more than three hours of class.
- Provide supplemental instruction and/or individual tutoring to reinforce the course's learning outcomes.
- Assist with time management, study skills, and technology issues
- Read the texts students are required to read and study the professor's handouts and assignment sheets.
- Avoid intervening in the student's day-to-day work. Although the course is taking place at a high school, students are expected to work independently and to behave as responsible college students.
- Monitor student progress by checking Bb grades throughout the semester.
- Provide impromptu tutoring and instruction on an as-needed basis.
- Alert the student and the high school counselor if the student's grade drops below 70%.
- Counsel failing students into an on-level high school class.
- Support the TCC professor's syllabus and TCC student Handbook.
- Communicate regularly with course instructor.
- Enforce the course etiquette policy and ensure that the classroom environment is conducive to studying. If necessary, work with the course instructor to dismiss students who consistently disrupt the designated study time.
- When appropriate, facilitate group discussions, study sessions, or workshops.

Additional English teacher responsibilities

- During the first three weeks of the semester, spend several class periods re-enforcing the online instruction, reviewing grammar and mechanics, assisting students with time management and study skills, and helping with any technology issues. After the first few weeks of the semester, the instructor can intervene less in the students' day-to-day progress in the class.
- Monitor student progress by collecting copies of students' graded essays and summaries. *Students who earn less than a C on an assignment should be required to meet with the support instructor for additional tutoring.*
- Follow the TCC tutorial best practices guidelines and provide individual tutoring to each student at least twice semester.
- Provide tutoring in thirty-minute sessions (to prevent some students from monopolizing tutoring time).
- Provide Blackboard access to the high school instructor.

Additional Math teacher responsibilities

- Assist with time management and course pace to ensure all assignments are completed in time for the scheduled exams.
- Assist with MyMathLab technology.

Student Responsibilities All courses:

- Apply for admissions into the Tulsa Community concurrent enrollment program. For admission requirements and to apply for admission see <https://www.tulsacc.edu/admissions-aid/admissions/college-courses-high-school-students>
- Acceptance into the dual credit enrollment program requires:
 - Junior or Senior status in high school
 - On-track for high school graduation with peer group
 - Enrolled in no more than 19 credit hours combined high school and college classes per semester
 - Admission score or GPA
 - ACT, Pre-ACT composite of 19 or above [ACT college code #3441]
 - **OR** SAT, PSAT10, PSAT -NMSQ composite of at least 990 [SAT college code # 6839]
 - **OR** H.S. GPA of 3.0 or above.
 - If the student's national ACT exam score does not meet the acceptance or enrollment criteria, the student may take the Residual ACT at TCC's Northeast Campus testing center. Dual Credit students may take the residual ACT one time between November 1 and October 31. 918-595-7594 for information and guidelines.
- Qualify for course enrollment in TCC's off-campus dual credit enrollment program in the spring semester of their sophomore year (for fall enrollment). See <https://www.tulsacc.edu/dualcredit> for the dual credit programs' college enrollment policy. Multiple placement options are available for students including ACT, Pre-ACT, SAT, PSAT10, PSAT-NMSQ, unweighted High School GPA (accredited schools).
- Sign the faculty association welcome letter (students and their parents), indicating that they understand the requirements of the concurrent enrollment program.
- Enrollment is filled on a first-come, first-served basis and is not guaranteed After the first day of the semester, students will not be allowed to enroll in a class, even if the class is not at capacity..
- Attend a Dual Credit to College Degree student orientation.
- Purchase required course materials (students or high schools); students (not the support instructor) are responsible for obtaining the required materials. Check with your high school counselor.
- Complete a FERPA Student Records Release Form to allow communication between TCC and the high school instructor (See below).
- Students should be prepared to complete required assignments on the first day of the TCC semester.
- Note assignment deadlines, follow course policies as outlined in the syllabus, and seek additional help from the high school support instructor, as needed.
- Devote a minimum of 6 hours a week per course to studying, completing assignments, and revising and editing written work.
- Provide Blackboard grade report to the high school support instructor every 2-3 weeks and to your high school counselor weekly.
- Pay the appropriate TCC course fees and any tuition if applicable.
- Attend the high school's dedicated class period throughout the entire semester.
- Communicate any concerns or issues (e.g., questions about grades) with the TCC professor.

Additional responsibilities for English courses:

- Print graded essays and summaries to give to the high school support instructor for review.

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- Participate in at least two tutoring sessions with the high school support instructor OR meet with a TCC writing consultant at one of the TCC writing centers.
- Students (not the support instructor) will be expected to find articles from the TCC library databases.
- Complete all English departmental requirements for Composition I and II (see TCC Composition I and II Guidebook).

Additional responsibilities for Math courses:

- Purchase required textbooks/ MYMATHLAB Student Access Kit (students or high schools)
- Take a proctored midterm and final exam (These exams will be scheduled at the high school campus or at a TCC campus).

TCC student FERPA waiver

The link below may be executed online or printed and completed. **Please release academic records only to the high school support teacher.** You may return printed forms via your student TCC email account, fax w/ photo ID, or in person to the TCC West Campus enrollment services office. West Campus Enrollment Services, 7505 W. 41st Street, Tulsa, OK, FAX 918-595-8130.

<http://www.tulsacc.edu/sites/default/files/FERPA%20revised%2010-23-14.pdf>

Dear Student,

Congratulations! You are enrolled in Tulsa Community College. High school students who successfully complete TCC courses will earn college credit and—more importantly—will develop skills needed to succeed in future college classes. To help you succeed as a college student, this letter outlines some key differences between college and high school classes. These differences will also be reflected in the syllabus for each of your classes. The syllabus presents your professor’s specific policies, teaching methods, and deadlines for assignments, so be sure to read it carefully.

First, we want you to know that many students experience a drop in their grades during their first year of college because college professors determine grades differently than high school teachers. While effort, improvement, and good attendance all contribute to a student’s success in college, college grades are based primarily on how much a student learns and on how well he or she demonstrates that learning in a few major assignments. In a typical class, students must demonstrate an exceptionally high level of learning to earn A’s and B’s. The course syllabus will explain how you will be graded.

Second, most college courses require students to spend approximately six hours a week outside of class studying and completing assignments. Some students may master the material more quickly than others, but most need to manage their time so that they can meet this requirement. Students who have a demanding job or numerous extracurricular activities may have to forgo some social and family time to succeed in their classes.

Third, professors have the academic freedom to create their courses and to determine standards for their classes. (Please see the academic freedom statement below.) In some cases, course content may include sensitive political, cultural, and religious topics as well as controversial texts (readings, artwork, films, etc.). Students can expect to engage with and think critically about ideas and perspectives that may be different from their own and that may be challenging and uncomfortable.

Fourth, TCC faculty members are employed by TCC, so your high school administration does not play a role in dealing with any issue involving college professors. If you have concerns or questions about a professor’s teaching or grading, you should first schedule an appointment to talk to the professor. In most cases, the professor can address your concerns and questions and will help you succeed in the class. If talking to your professor does not alleviate your concerns, you can contact the appropriate faculty chair, whose contact information is on the course syllabus.

Finally, the Family Educational Rights and Privacy Act (FERPA) obligates college professors to protect the privacy rights of our students. Even when students waive their right to privacy, many professors feel strongly that students need to take responsibility for their own learning. Students in this class, therefore, should be mature and independent enough to discuss any concerns or problems with the instructor. If you want or need to share your grades on Blackboard, they will be updated after each major assignment, but you alone are responsible for monitoring your academic progress in this class and for contacting your professor if you have any concerns.

TCC faculty who teach concurrent enrollment courses are familiar with many of the challenges associated with this age group and are willing to work hard in helping students meet those challenges. We hope this class helps you meet your academic goals.

Sincerely,
TCC Faculty

Statement on Academic Freedom

“The U.S. Supreme Court recognizes a First Amendment right of institutional as well as individual academic freedom: “It is the business of a university to provide that atmosphere which is most conducive to speculation, experiment, and creation. It is an atmosphere in which there prevail ‘the four essential freedoms’ of a university – to determine for itself on academic grounds who may teach, what may be taught, how it shall be taught, and who may be admitted to study” [stated by Justice Felix Frankfurter in *Sweezy v. New Hampshire* (354U.S. 234 1957) and Justice Lewis Powell in *Regents of the University of California v. Bakke* (438 U.S. 265 1978)].

I have read and understand all the information presented in this letter.

Student Name [print] _____ Student Signature _____

Parent Name [print] _____ Parent Signature _____

Memorandum of Understanding
Tulsa Community College
And
Sapulpa Public Schools

This Memorandum of Understanding (“MOU”) between Sapulpa Public Schools, Sapulpa, Oklahoma, (“partner”), and Tulsa Community College (“TCC”), an agency of the State of Oklahoma. Its purpose is to set forth the responsibilities and obligations of the parties with regard to dual credit programs. Tulsa Community College is dedicated to serving high school students while helping to develop a seamless and accessible transition to higher education. Tulsa Community College is a member of the National Alliance of Concurrent Enrollment Partnerships (NACEP). Established in 1999, NACEP provides standards of academic excellence, research, and advocacy. TCC has developed partnership guidelines based on NACEP standards in order to provide a valuable and credible academic experience. The TCC guidelines are available on request from the TCC Office of Dual Credit Programs. NACEP standards can be viewed at www.nacep.org.

TCC enrollment provides high school students an opportunity to earn transferable college credits while also satisfying high school course requirements through dual credit as well as an introduction to college academics and rigor. Additionally, this program provides an economical head-start through the tuition waiver program and reduced fee schedules for courses taught at community campuses, approved off-campus sites, or high school campuses during the regular school day. Through the program, students gain access to TCC writing labs, math labs, academic advisement, career advisement, libraries, clubs, organizations, and fitness centers.

1. Purpose

The purpose of this agreement is to foster increased access to college courses for high school students who have demonstrated the academic ability to complete a rigorous course of study. By using partner facilities to offer TCC courses, eligible students have an opportunity to participate in college courses during regular high school hours in a familiar environment. Students will earn high school academic credit and college credit, referred to as dual credit, as established by the Oklahoma Legislature in 70 O.S. §628.13. Any addendum shall be governed by the terms, provisions, and conditions set forth in this agreement.

2. Term

The agreement will be in continuous effect beginning in the semester in which the memorandum of understanding is signed unless terminated in writing by either institution. Either party shall have the right to terminate this MOU with or without cause by giving ninety (90) days prior written notice of intention to terminate at the end of the college semester during which the notice was provided. If the notice to terminate is received less than 90 days from the end of the college semester, then the agreement will conclude at the end of the following college semester. The parties agree to work in good faith to avoid any such termination. The rationale for the requested termination should be stated with the request, and the parties will attempt to resolve

any disputes in a mutually satisfactory way. Any future agreements will be subject to their own terms for termination, which may differ from this memorandum of understanding.

3. Operations

A. TCC will ensure the following conditions:

- Admit high school students to the college according to the Oklahoma State Regents for Higher Education requirements.
- Offer 1000 level and 2000 level courses to a minimum of fourteen (14) pre-enrolled students.
- Hold courses open and accept enrollments to meet required minimum fourteen enrollments: minimums must be met by December 15 for spring courses and May 15 for fall courses.
- Accept course enrollments in addition to the minimum fourteen (14) students until the section fills or until the first class meeting.
- Post high school student enrollment forms on the TCC website for participating high school districts.
- Counsel students on issues concerning academic success and higher education goals including course transferability, college majors, and pathways to Associates Degrees, or workforce certifications.
- Conduct annual training for high school counselors.
- Provide online and classroom delivered instruction for courses as agreed upon by TCC, the partner, attending districts, and appropriate external authorities.
- Endeavor to provide instructors and courses; however, TCC cannot guarantee course availability at the site.
- Provide curriculum and instructors for all TCC courses.
- Comply with the policies, practices, and procedures as outlined in the TCC faculty handbook at all times.
- Administer courses to follow a sixteen (16) week format and students will follow the established TCC calendar as it relates to add/drop dates, withdrawal dates, holidays, and unscheduled closings.
- Provide high schools with due dates for the course scheduling process. See addendums for specific program timelines.
- Provide TCC student ID cards to each concurrently enrolled student who presents a TCC ID number and photo identification at TCC Student Activities Centers. The ID card will provide students with access to all four (4) TCC libraries and online library access.
- Allow students to enroll in additional courses on TCC campuses as well as in the courses taught at the off-campus site.
- All enrollments beyond the tuition waiver will be charged full TCC tuition.
- Send a password encrypted, electronic end of term grade spreadsheet to the district registrar or staff authorized to receive FERPA information.
- Provide dual credit student orientations. Partners may attend scheduled orientations on TCC campuses, online, or students may view the dual credit orientation electronically from www.tulsacc.edu/dualcredit in the high school counselor's office.

- Provide an early alert system via email to the district's high school counselor and/or administrator authorized to receive student information.
- Provide ADA accommodations: TCC requires students to self-identify and submit appropriate professional documentation in accordance with the guidelines established by the Accessibility Resources Center located at 909 S. Boston Ave Room MC 331B.
- The Director of Dual Credit Programs, TCC faculty department chairs, TCC Deans and Associate Deans, and the Associate Vice-President of Academic Affairs will review all course requests from participating high schools. Courses will be approved based on the program scope, collective resources, and available support for each course.

B. The partner high school will ensure the following conditions:

- Ensure that each student has textbooks and instructional materials as required for each course and that no student is denied an opportunity to participate due to the inability to purchase textbooks and instructional materials.
- Comply with the one hour and fifty minute TCC semester finals schedule.
- Designate a representative as the liaison between the partner and TCC. The partner liaison provides program information and guidance to students, parents, and high school faculty.
- Establish a process to confirm eligibility.
- Support and help guide the development and integrity of the program through the partner high school principal and counselor(s).
- Advise concurrently enrolling students on all issues concerning high school education, graduation, and college application requirements.
- Distribute for signatures and retain the signed TCC Faculty Letter to Concurrent Students and the district's student/parent MOU.
- Communicate clearly to the parent and student regarding financial responsibilities and the college environment.
- Ensure that students have an opportunity to enroll in courses necessary for high school graduation. TCC courses may not be available or convenient for some students so should not be depended on as the sole source for completing high school graduation requirements.
- Include TCC courses in the high school course catalog.
- Display TCC brochures, guides, posters, and other promotional materials that TCC provides in a designated area such as the high school guidance office.
- Allow compliance with the TCC student policies and resources handbook during TCC class time. Note: Any student suspended or expelled from the high school will be expected to continue participating in his or her TCC class(es).
- Provide program information and enrollment due dates to parents and students prior to registration periods.
- Support the instructor and the student through standards set by TCC.
- TCC campuses, including community campuses, do not close as frequently as high schools. If the high school closes and TCC does not, students will be expected to complete any homework or assigned readings and may be required to complete an

online assignment, using Blackboard. Even when TCC is closed, students should keep up with the course agenda and check Blackboard for updated assignment schedules.

- Provide an orientation for TCC faculty prior to the start of the semester. The orientation should include a tour of the campus, information about parking, keys to rooms, introductions to appropriate personnel, computer network passwords, IDs, and other information that may be unique to the site that faculty will need to teach their classes.
- Provide students with adequate time to travel to and participate fully in courses and time to return to their home high school if applicable.
- Provide, when course delivery model requires, qualified (per TCC standards) facilitators in classrooms, access to computer labs, and access to tutoring services. See addenda for specific program requirements.
- Request all course additions or program changes in writing to the TCC Dual Credit Programs office.
 - Fall semester requests should be submitted by February 15th. Spring semester requests should be submitted by September 15th.
 - English courses require a minimum of 14 enrollments and a maximum of 20 enrollments per section. All other courses require a minimum of 14 and a maximum set by the discipline and faculty. All enrollment maximums are additionally based on the ability to provide a collegiate environment.
 - Course change requests and program requests should include the rationale for the additional course, any extenuating circumstances surrounding the request; the number of students qualified and expected to enroll in the course, and the availability of specialized equipment/labs if appropriate. The requests will be reviewed and newly approved courses may be offered in the following semester.

C. Obligations of both TCC and Partner:

- Attend an annual senior leadership meeting.
- Collaborate to provide program information, communication, promotional materials, and activities.
- Collaborate to articulate curricula between the high school and the college.
- Collaborate to develop a two-year pathway of academic course offerings. The course schedule will be reviewed annually.
- Collaborate when advising a concurrently enrolled student to ensure that the student is apprised of all education options.
- Attend scheduled dual credit updates and counselor summit.

D. High School Concurrently Enrolled Students Will:

- Meet the minimum requirements as set forth by the Oklahoma State Regents for Higher Education. Admission and enrollment requirements are posted at www.tulsacc.edu and accompany the enrollment form.
- Complete the online TCC college admission application one week prior to enrollment.

- Submit a completed TCC enrollment packet that includes the following:
 - Completed enrollment form with required signatures and high school schedule
 - If known, identify and record the Course Registration Number (CRN) and section number for the course(s) of planned enrollment.
 - High school transcript with unweighted high school GPA
 - ACT, Pre-ACT or SAT, PSAT10, PSAT-NMSQ scores
- Pay course fees and materials used via Bb for all courses at any TCC Bursar office or online.
- Pay full tuition incurred beyond the maximum tuition waiver amount.
- Assume responsibility for course materials.
- Complete a student orientation in person, online, or with a high school counselor via TCC's orientation presentations and materials.
- Assume all responsibility for personal actions during transportation to the course delivery sites and during the return to the home high school.
- Comply with the TCC student policies and resources as outlined in the TCC Student Code of Conduct (<http://www.tulsacc.edu/student-resources/student-handbook>) during TCC class time.
- Behave in the same manner as any student enrolled and participating in a college course as written in the TCC Student Code of Conduct available on the TCC website.
- Assume responsibility for any malicious destruction of property, equipment and materials belonging to the host concurrent delivery site and/or TCC.
- Read and sign the TCC Faculty Letter to Concurrent Students and the district's student/parent MOU (to be retained at the high school counselor's office).
- Participate as required and outlined in the course syllabus.
- Check the television, radio, and TCC Alerts for class cancellations due to unforeseen situations (weather), and log onto TCC Blackboard to complete any assignments.
- Assume responsibility for reporting grades to appropriate high school staff.

4. Financial Arrangements

- Students will pay the one-time admission fee of \$20.00 with the first semester enrollment.
- TCC will waive tuition via the state of Oklahoma and TCC's tuition waiver programs.
- TCC Financial Aid will apply the juniors' tuition waiver for a maximum of twelve (12) credit hours per semester beginning the summer after the 10th grade. The student must meet all OSRHE policy regulations for high school student early enrollment including being on track for graduation from high school in the spring of their senior year.
- TCC Financial Aid will apply the seniors' tuition waiver for a maximum of eighteen (18) credit hours during the three senior semesters of concurrent eligibility beginning the summer after 11th grade. The student must meet all OSRHE policy regulations for high school student early enrollment including being on track for graduation from high school in the spring of their senior year.

- All courses are charged Oklahoma State Regents for Higher Education mandatory course fees regardless of delivery mode or location.
- Partners may set up third-party billing with the TCC bursar to eliminate student barriers.
 - Participating third-party billing high schools will be billed for all students on the TCC rosters after the semester drop date. Consult the TCC academic calendar for semester dates.
 - Students are not eligible to receive a federal T-1098 tuition statement for education credit for any amounts remitted by the district via 3rd party billing

5. Liability

Each party to this Agreement will be responsible for its own negligent acts or omissions and those of its employees, officers, volunteers or agents in the performance of this Agreement. Neither party will be considered the agent of the other nor does either party assume any responsibility to the other party for the consequences of any act or omission of any person or entity not a party to this Agreement. The terms of this provision shall survive the termination of the Agreement.

Both parties recognize that this is a programmatic agreement and does not afford TCC control of over any District property, therefore the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act does not apply to District property utilized under this agreement.

6. Independent Capacity

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

Official Signatures

We agree to the conditions and responsibilities and indicate by our signatures our commitment to provide quality dual credit enrollment courses for our students.



Dr. Kristopher Copeland, Assoc. Vice-
President Academic Affairs
Tulsa Community College

Date: 6/8/21

School Board President or Superintendent
Participating school or district

Date:

MOU Addendum:

Precalculus Learning Community (PCLC)

In cooperation with the high school mathematics department, Tulsa Community College is offering eligible high school juniors and seniors the opportunity to earn three hours of college Mathematics (transferable to state universities) while at the same time satisfying their high school Mathematics requirement. The goal is for all students who take the College Preparatory Math (PCLC) class to successfully complete a TCC Pre-Calculus I Math 1513 course the following semester.

Tulsa Community College Responsibilities

- Meet with the district and high school administrations to review the MOU and addendums.
- Provide the high school with PCLC curriculum and objectives, which will be used during the fall semester to prepare students for the pre-calculus I course.
- Conduct an on-site or virtual information session during the first week(s) of the CPM class.
- Provide a TCC Math faculty liaison to review the PCLC course materials with the high school math teacher and to provide support throughout the semester.
- Provide a 16-week online section of Pre-Calculus I Math 1513, taught by a TCC faculty who will communicate with the high school support instructor throughout the semester.
- Reserve seats for the PCLC students who meet admissions and enrollment criteria, who earn a C or better in PCLC, and who enroll by January 3 for spring semester.
- Process the high school junior or senior tuition waiver for all concurrent high school students as applicable.

High School District Responsibilities

- Follow the PCLC procedural timeline.
- Meet with the TCC dual credit director and high school administrations to review the MOU and addendum.
- Work with high school math faculty to identify students who want to go to college and who have a strong work ethic but who don't yet have the academic and/or study skills needed to succeed in a college-level math class.
- Communicate student deadlines for admission, enrollment, and payment to students.
- Provide a qualified math teacher to deliver the preparatory curriculum and to provide support for the online MATH 1513 class the following semester.
- Provide a dedicated class period and space for both PCLC and online MATH 1513.
- Send the math teacher's name and contact information to the Director of Dual Credit Programs by June 1.
- Notify the Director of Dual Credit Programs of any personnel changes during the semester and arrange for the new teacher to meet with the TCC faculty liaison.
- Provide students with computers and Internet access during the dedicated class period. Note: IT departments will need to assist students with technology issues when they take MATH 1513.
- Ensure that qualified students have access to course material, software, and textbooks.

High School Teacher responsibilities

- Write a letter of intent to the Director of Dual Credit Programs, explaining his/her commitment to supporting the TCC instructor and plans for providing support.
- Teach the PCLC math class.
 - Meet with the TCC faculty liaison before the semester to review course curriculum, materials, and updates.
 - Attend TCC math faculty meeting/professional development activity, when offered.
 - Communicate regularly with the TCC faculty liaison throughout the semester
- Become familiar with Blackboard and other TCC technology.
- Provide supplemental instruction and or individual tutoring to reinforce the course's learning outcomes.
- Monitor student progress by taking attendance during both semesters' dedicated class periods.
- Check Bb grades throughout the semester.
- Alert the student and the high school counselor if the students' grade drops below 70%.
- Counsel failing students into an on-level high school class.
- Support the TCC Student handbook, the TCC professor's syllabus, and the grading standards.
- Enforce the course etiquette policy and ensure that the classroom environment is conducive to studying. If necessary, the high school teacher will work with the TCC professor to dismiss students who consistently disrupt the designated study time.
- Avoid intervening in the student's day-to-day assignments. Although the course is taking place at a high school, students are expected to work independently during the dedicated class period and to behave as responsible college students.
- Assist with time management, study skills, and technology issues.
- Communicate regularly with the MATH 1513 professor
- Follow best practices for tutoring.

Student Responsibilities

- By week 14 of the preparatory semester, students must qualify for and enroll in the Tulsa Community Dual Credit program. Acceptance into the program requires
 - Junior or Senior status in high school
 - On-track for high school graduation with peer group
 - Enrolled in no more than 19 credit hours combined high school and college classes per semester
 - Demonstrate admission eligibility in one of the following ways:
 - ACT, Pre-ACT composite of 19 or above [ACT college code #3441]
 - **OR** SAT, PSAT10, PSAT -NMSQ composite of at least 990 [SAT college code # 6839]
 - **OR** H.S. GPA of 3.0 or above for an Oklahoma accredited high school.
 - **OR** take the on-campus/residual ACT at TCC's Northeast Campus testing center. Call 918-595-7594 for information and guidelines.
- Demonstrate enrollment eligibility one of the following ways:
 - C or better in the PCLC and recommendation of instructor
 - **OR** ACT Math score of 19 or above
 - **OR** SAT Math score of 510 or above
 - **OR** Accuplacer range (see testing center)
 - **OR** unweighted High School GPA 3.4 (Jrs. 4 sem. transcript; Srs. 5 sem. transcript)
- Successfully complete PCLC math course. Students earning a C or better in PCLC meet the placement criteria to enroll in the instructor designated section of online MATH 1513 only; the grade does not work for placement in any other section of MATH 1513.
- Enroll in the designated section by January 3rd for spring semester. **After this deadline, the MATH 1513 will be open to other high school students.**

- Sign the faculty association letter (student and parent)
- Complete a FERPA Student Records Release Form to allow communication between TCC and the high school instructor.

TCC student FERPA waiver

Student records at Tulsa Community College are maintained in compliance with the Family Educational Rights and Privacy Act of 1974 as Amended in 1995. The Act affords students certain rights with respect to their educational records.

- These rights include the right of students to request access to their personal records and also the right to request the amendment of the student's education records that the student believes are inaccurate.
- The student must submit in writing a request precisely noting the record for review.
- Additionally, students have the right to consent of disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

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

Family Policy Compliance Office, U.S. Department of Education 400 Maryland Ave, SW Washington, DC 20202-4605

In order to release information to a third party, a FERPA Release Form must be on file in the student's record.

The link below may be completed online or printed. Please release academic records to the high school mathematics teacher and or student support teacher and the TCC Pre-calculus I Learning Community mathematics personnel. You may return the form via your student TCC email account, fax w/ photo ID, or go to West Campus Enrollment Services, 7505 W. 41st Street, Tulsa, OK, FAX 918-595-8130.

https://www.tulsacc.edu/sites/default/files/file_attachments/ferpa_4-19-2018.pdf

Student Name	Student Signature	Date
Parent Name	Parent Signature	Date

Precalculus Learning Community
Letter to parents

Your student has been identified as a candidate for the Precalculus Learning Community course, a high school class that prepares students to succeed in a Tulsa Community College MATH 1513 course. This letter is to inform you about this opportunity.

Precalculus Learning Community is a class developed by college and high school math faculty with the goal of ensuring high school students are prepared for college-level mathematics. Many high school graduates do not meet the criteria to take a college-level math class and therefore have to take developmental studies or remedial classes during their first year at college. While taking Precalculus Learning Community does not guarantee that a student will be able to take MATH 1513 the following semester, students who take the class will be challenged to improve their math skills so they can avoid costly developmental studies courses.

The Precalculus Learning Community class helps prepare students for MATH 1513 by asking students to practice some of the same math concepts they will be asked to complete in MATH 1513. High school teachers will also

- Enforce strict deadlines for late work
- Require students spend time studying outside of class
- Review challenging learning outcomes from the precalculus curriculum
- Focus on time management skills
- Consult with a TCC math professor about learning outcomes and student progress

The high school instructor will continue to help students succeed in an online MATH 1513 class the following semester by providing tutoring, technology support, and encouragement. Although students will have a dedicated class period to work on MATH 1513, they are expected to work independently and to behave as responsible college students. The professor will follow college policies regarding attendance, academic freedom, and grades, and the high school teacher will reinforce college policies (including the professor's syllabus policies), take daily attendance, and ensure that the classroom environment is conducive to studying. Students who complete MATH 1513 successfully will have three hours of college credit, transferable to most colleges and universities and required of almost all degree programs.

If you would like your student to participate in this opportunity, please discuss the overview of student responsibilities and the project timeline with him or her. If he or she is interested, please sign and return this letter to your high school counselor.

Dear Student,

Congratulations! You are enrolled in Tulsa Community College. High school students who successfully complete TCC courses will earn college credit and—more importantly—will develop skills needed to succeed in future college classes. To help you succeed as a college student, this letter outlines some key differences between college and high school classes. These differences will also be reflected in the syllabus for each of your classes. The syllabus presents your professor’s specific policies, teaching methods, and deadlines for assignments, so be sure to read it carefully.

First, we want you to know that many students experience a drop in their grades during their first year of college because college professors determine grades differently than high school teachers. While effort, improvement, and good attendance all contribute to a student’s success in college, college grades are based primarily on how much a student learns and on how well he or she demonstrates that learning in a few major assignments. In a typical class, students must demonstrate an exceptionally high level of learning to earn A’s and B’s. The course syllabus will explain how you will be graded.

Second, most college courses require students to spend approximately six hours a week outside of class studying and completing assignments. Some students may master the material more quickly than others, but most need to manage their time so that they can meet this requirement. Students who have a demanding job or numerous extracurricular activities may have to forgo some social and family time to succeed in their classes.

Third, professors have the academic freedom to create their courses and to determine standards for their classes. (Please see the academic freedom statement below.) In some cases, course content may include sensitive political, cultural, and religious topics as well as controversial texts (readings, artwork, films, etc.). Students can expect to engage with and think critically about ideas and perspectives that may be different from their own and that may be challenging and uncomfortable.

Fourth, TCC faculty members are employed by TCC, so your high school administration does not play a role in dealing with any issue involving college professors. If you have concerns or questions about a professor’s teaching or grading, you should first schedule an appointment to talk to the professor. In most cases, the professor can address your concerns and questions and will help you succeed in the class. If talking to your professor does not alleviate your concerns, you can contact the appropriate faculty chair, whose contact information is on the course syllabus.

Finally, the Family Educational Rights and Privacy Act (FERPA) obligates college professors to protect the privacy rights of our students. Even when students waive their right to privacy, many professors feel strongly that students need to take responsibility for their own learning. Students in this class, therefore, should be mature and independent enough to discuss any concerns or problems with the instructor. If you want or need to share your grades on Blackboard, they will be updated after each major assignment, but you alone are responsible for monitoring your academic progress in this class and for contacting your professor if you have any concerns.

TCC faculty who teach concurrent enrollment courses are familiar with many of the challenges associated with this age group and are willing to work hard in helping students meet those challenges. We hope this class helps you meet your academic goals.

Sincerely,
TCC Faculty

Statement on Academic Freedom

“The U.S. Supreme Court recognizes a First Amendment right of institutional as well as individual academic freedom: “It is the business of a university to provide that atmosphere which is most conducive to speculation, experiment, and creation. It is an atmosphere in which there prevail ‘the four essential freedoms’ of a university – to determine for itself on academic grounds who may teach, what may be taught, how it shall be taught, and who may be admitted to study” [stated by Justice Felix Frankfurter in *Sweezy v. New Hampshire* (354 U.S. 234 1957) and Justice Lewis Powell in *Regents of the University of California v. Bakke* (438 U.S. 265 1978)].

I have read and understand all the information presented in this letter.

Student Name [print]

Student Signature

Parent Name [print]

Parent Signature

The Precalculus Learning Community Timeline

March-April

- High schools indicate interest in offering/continuing to offer PCLC fall semester the following academic year
 - Schools offering the course for the first time will meet with the Dual Credit faculty chair and/or the Dual Credit Program director
 - High schools who have offered the course for at least one semester may discuss curriculum changes with the PCLC Math lead Professor.
- High schools identify students
 - High school math faculty should recruit current sophomores and juniors during the high school scheduling period.
 - High school sends letters to parents about the PCLC class
- High schools offering a spring semester PCLC class provide number of students earning a C or better in March. (For scheduling purposes, Dual Credit needs to know approximately how many students will be enrolling in Math 1513.)
 -

May-August:

- High school sends the math teacher's name(s), contact information, and letter(s) of intent to the Director of Dual Credit Programs **no later than June 1**.
- HS math teacher meets with TCC faculty liaison to review curriculum.

August-October:

- HS teacher sends Dual Credit office a headcount—number of students enrolled in PCLC when high school starts
- TCC faculty liaison meets with PCLC students, virtually or in person.
- HS math teacher communicates regularly with TCC faculty liaison.

October-December

- HS teacher sends Dual Credit office number of students earning a C or better on October 1 (For scheduling purposes, Dual Credit needs to know approximately how many students may be enrolling in Math 1513.)
- Students apply to TCC's Dual Credit program (<https://www.tulsacc.edu/programs-courses/dual-credit-programs>).
- Students complete additional testing, if necessary.
- Students projected to earn a C or better in PCLC with teacher recommendation enroll in designated online MATH 1513.
- HS teacher provides a final headcount of students eligible for English 1113, no later than **Dec. 15**; spring semester CPE instructors provide headcount—number of students enrolled in spring CPE.

January-February

7

- HS sends fall semester transcript by January 10th for each Math 1513 student to demonstrate all students meet placement criteria for Math 1513; TCC will de-enroll students who were projected to earn a C but did not.
- MATH 1513 professor meets virtually or in person with students.
- HS math teacher helps students adjust to the professor's expectations.

March

Students pay Bursar

Tulsa Community College
Dual Credit Programs
MOU 2021-2022

Substantive additions or changes in each MOU and addenda are listed below, minor changes are not listed. Your dual credit agreement will be in continuous effect beginning in the semester in which the memorandum of understanding is signed unless terminated in writing by either institution (see Term); therefore, beginning in April 2022, we will send annual updates, but not require signatures.

Partners without book agreements

- Term : The agreement will be in continuous effect beginning in the semester in which the memorandum of understanding is signed unless terminated in writing by either institution. Either party shall have the right to terminate this MOU with or without cause by giving ninety (90) days prior written notice of intention to terminate at the end of the college semester during which the notice was provided. If the notice to terminate is received less than 90 days from the end of the college semester, then the agreement will conclude at the end of the following college semester. The parties agree to work in good faith to avoid any such termination. The rationale for the requested termination should be stated with the request, and the parties will attempt to resolve any disputes in a mutually satisfactory way. Any future agreements will be subject to their own terms for termination, which may differ from this memorandum of understanding.
- Provide dual credit student orientations. Partners may attend scheduled orientations on TCC campuses, online, or students may view the dual credit orientation electronically from tulsacc.edu/dualcredit in the high school counselor's office
- The Director of Dual Credit Programs, TCC faculty department chairs, TCC Deans and Associate Deans, and the Associate Vice President, Academic Affairs will review all course requests from participating high schools. Courses will be approved based on the program scope, collective resources, and available support for each course.
- TCC Financial Aid will apply the juniors' tuition waiver for a maximum of twelve (12) credit hours beginning the summer after the 10th grade. The student must meet all OSRHE policy regulations for high school student early enrollment including being on track for graduation from high school in the spring of their senior year.
- All courses are charged Oklahoma State Regents mandatory course fees regardless of delivery mode or location.

Math and English transition courses addenda

- Demonstrate enrollment eligibility (reading proficiency) one of the following ways:
 - C or better in transition course and recommendation of instructor
 - OR ACT reading score of 19 or above

- OR SAT reading / writing score of 510 or above
- OR unweighted High school GPA of 3.2 (Jrs. 4 sem. Transcript; Srs. 5 sem. Transcript) **ENGLISH**
- OR unweighted High school GPA of 3.4 (Jrs. 4 sem. Transcript; Srs. 5 sem. Transcript) **MATH**
- High schools offering a spring semester CPE class provide number of students earning a C or better in March. (For scheduling purposes, Dual Credit needs to know approximately how many students will be enrolling in English 1113.)

August-October

- HS teacher sends Dual Credit office a headcount—number of students enrolled in CPE when high school starts

October-December

- HS teacher sends Dual Credit office number of students earning a C or better on October 1 (For scheduling purposes, Dual Credit needs to know approximately how many students may be enrolling in English 1113.)
- HS teacher provides a final headcount of students eligible for English 1113, no later than **Dec. 15**; spring semester CPE instructors provide headcount—number of students enrolled in spring CPE.

January-February

- HS sends fall semester transcript by January 10th for each English 1113 student to demonstrate all students meet placement criteria for English 1113; TCC will de-enroll students who were projected to earn a C but did not.

Online embedded courses addenda:

- Multiple placement options are available for students including ACT, Pre-ACT, SAT, PSAT10, PSAT-NMSQ, Accuplacer (TCC placement test), or unweighted High School GPA (accredited schools) see tulsacc.edu/dualcredit.

OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION
 NOTICE OF ALLOCATION
 OF STATE PROGRAM ASSISTANCE & SALARY SUPPLEMENTS FOR FY 22

SUPERINTENDENT
 SAPULPA SCHOOL SYSTEM
 1 S MISSION ST
 SAPULPA, OK, 74066

TYPE OF AID	Project Code	Revenue Code	Amount
Program Assistance	412	3812	
2.00 AGRICULTURAL EDUCATION			\$25,484.00
2.00 BUSINESS & INFORMATION TECHNOLOGY EDUCATION			\$25,866.00
2.00 FAMILY & CONSUMER SCIENCES			\$12,454.00
1.00 SCIENCE TECHNOLOGY ENGINEERING AND MATH			\$9,101.00
Summer Salary	411	3811	
2.00 AGRICULTURAL EDUCATION			\$14,640.00
State Teacher Supplement	411	3811	
2.00 AGRICULTURAL EDUCATION			\$5,200.00
2.00 BUSINESS & INFORMATION TECHNOLOGY EDUCATION			\$4,400.00
2.00 FAMILY & CONSUMER SCIENCES			\$4,400.00
1.00 SCIENCE TECHNOLOGY ENGINEERING AND MATH			\$2,200.00
Total:			\$103,745.00

NOTE: Please provide a copy of this report to your business manager, local director, person responsible for OCAS coding and school principal where these programs are located

Questions regarding this Notice of Allocation should be directed to Debbi Butterfield at 405-743-5458

I hereby certify that the above allocations are made in accordance with the Oklahoma School Code.

Stephanie Rossander

Finance Manager

Oklahoma Department of Career and Technology Education

7/14/2021 12:19 PM

Date

**OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION
CONTRACT FOR SECONDARY CAREER AND TECHNOLOGY EDUCATION PROGRAM(S) FOR SCHOOL YEAR 2021-2022**

It is understood and agreed that Oklahoma Career and Technology Education funds will be used to assist in the development and maintenance of a Career and Technology Education program that meets the standards, provisions, and requirements contained in the State Plan for Career and Technology Education, the CareerTech state rules and regulations, and policies pertaining to career and technology education, state laws, and federal policies pertaining to career and technology education. The aforementioned district will provide the funds necessary for quality programs and report such expenditures to the Oklahoma Department of Career and Technology Education (ODCTE). All programs supported under this contract have been coordinated with other training agencies and institutions in the area.

It is also understood and agreed that necessary records shall be kept, and all reports required by the State Board shall be submitted to the appropriate area of ODCTE by the established due date. The Salary and Teaching Schedule, **due by September 30, 2021** is one of these reports and is considered a part of this contract in addition to CESI Enrollment and Follow-Up reports. Those programs delinquent in submitting accurate reports are subject to having reimbursement withheld or withdrawn by ODCTE.

The program(s) on the listed attachment shall have an established local advisory committee to assist in their development and/or direction.

The teacher(s) of the program(s) listed herein shall have a valid teaching certificate in the specific subject matter area. Other career and technology education personnel involved in the delivery of the programs listed shall meet the minimum requirements for the duties and responsibilities for which funds are requested.

It is understood that program(s) provided for in this contract, as indicated on the list of programs included with this contract, and the Salary and Teaching Schedule, shall be operated for ten or twelve calendar months. Ag Education is a twelve (12) month program. All other CTE programs follow the school calendar. Should any program(s) not be operational for the entire period and led by a certified instructor(s) as indicated on this contract, it is understood that funding will be reduced proportionately.

Programs assistance funds received from ODCTE shall be spent on Careertech programs and will be coded to 412. Salary supplement received from ODCTE shall be coded to 411.

Furthermore, the aforementioned school district certifies that all such program(s) listed in this contract are open with respect to equal access to males and females and that disabled students who, under the direction of a planning committee apply for admission, are provided career and technology education as specified in the Individual Education Plan (IEP) as appropriate.

This contract, once signed and completed, should be returned to valerie.mcbane@careertech.ok.gov **no later than September 30, 2021.**

Approved:

, Ed.D., State Director

Date

President, Board of Education

Date

Superintendent of Schools

Date

Sapulpa School System

District Name (please print)

SCHOOL RESOURCE OFFICER AGREEMENT

This Agreement is made this _____ day of _____ 2021, by and between the SCHOOL DISTRICT OF SAPULPA PUBLIC SCHOOLS (hereinafter the "School District"), and the CITY OF SAPULPA POLICE DEPARTMENT (hereinafter "Police Department") as follows:

WITNESSETH:

WHEREAS, the Police Department agrees to provide the School District a School Resource Officer (SRO) Program in the School District; and

WHEREAS, the School District and the Police Department desire to set forth in the SRO Agreement the specific terms and conditions of the services to be performed and provided by the SROs in the School District;

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Cost of the SRO Program.

- A. The cost of the SRO Program shall be paid by the parties as set forth in a separate contract between the parties.

2. Employment of School Resource Officers.

- A. The SROs shall be employees of the Police Department and shall be subject to the administration, supervision, and control of the Police Department.
- B. The SROs shall be subject to all personnel policies and procedures of the Police Department except as such policies or procedures may be modified by the terms and conditions of this agreement.
- C. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline SROs.
- D. A joint committee composed of representatives of the Police Department and School District shall make recommendations for the SRO positions to the Chief of Police who shall assign such officers. If the superintendent or a building principal is dissatisfied with an SRO who has been assigned to the district / building. The Superintendent may request a different officer be assigned as SRO for the district / building.
- E. The number of SROs assigned to the School District will be determined by the Chief of Police.

3. Duty Hours.

- A. SRO duty hours shall be determined by the provisions of the contract between the Police Department and the School District. Whenever possible, it is the intent of the parties that the SRO's duty hours shall conform to the school day.
- B. In the event an SRO is absent from work, the SRO shall notify his or her supervisor as required by the Police Department, and the principal or principals as appropriate.

4. Terms of Agreement.

The initial term of this agreement is five years commencing on the ____ day of _____, 2021, and ending on the ____ day of _____, 2026, however, should either party encounter budgetary constraints that make the continuation of this agreement impractical, then either party may cancel this agreement upon sixty days notice to the other. Following the initial five year term, this agreement shall be automatically renewed for successive one year periods unless either party request termination or modification of this agreement. This request will be made in writing.

5. Duties of School Resource Officers.

The SRO's duties will include, but not be limited to the following:

- A. To be an extension of the principal's office for assignments consistent with this agreement.
- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus. As to school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- C. To act as the designee of the campus administrator in maintaining the physical plant of the assigned campus to provide a safe environment as to law enforcement matters and school code violations. This includes buildings, grounds, parking lots, lockers, and other public school property. As to school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- D. To attend extracurricular school activities during and/or outside school hours as requested by school administrators. These may include but not be limited to: Athletic events, state or local tournaments, dances, ceremonies, concerts, graduations, etc. All overtime will be subject to approval and will be compensated as provided by the collective bargaining agreement of the Police Department.

- E. To provide a classroom resource for law education using approved materials.
- F. To be a resource for students which will enable them to be associated with a law enforcement figure and role model in the student's environment.
- G. To be a resource for teachers, parents and students for conferences on an individual basis dealing with individual problems or questions.
- H. To make appearances before site councils, parent groups, and other groups associated with the campus and as a speaker on a variety of requested topics.
- I. To document activities of SROs on and off campus and compile reports as requested by the Police Department or School District.
- J. The SRO will be involved in school discipline. When it pertains to preventing a disruption that would, if ignored, place students, faculty and staff at risk of harm, the SRO will resolve the problem to preserve the school climate. As to school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- K. IN ALL OTHER CASES, disciplining students is the School District responsibility, and the SRO will take students who violate the code of conduct to the principal where school discipline can be meted out.
- L. It will be the responsibility of the SRO to investigate all crimes originating on campus unless otherwise approved by the division commander. Information of cases that are worked off-campus by the Police Department or other agencies involving students on a campus served by an SRO will be provided to the SRO. The SRO will generally not be responsible for investigating crimes which did not occur on campus or at an official school activity.
- M. The SRO will share information with school administrators about persons and conditions that pertain to campus safety concerns.
- N. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency and delinquency prone youths and their families. Referrals will be made when necessary.
- O. The SRO and the principal(s) will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.

- P. The SRO will coordinate all his/her activities with the principal(s) and staff members concerned and will seek permission, guidance, and advice prior to enacting any programs within the school.
- Q. The SRO may be asked to provide community wide crime prevention presentations that include but are not limited to: Drugs and the law - Adult and Juvenile, Alcohol and the law - Adult and Juvenile, Sexual assault prevention, Safety programs - Adult and Juvenile, and Assistance in crime prevention programs as assigned.
- R. The SRO will wear approved department uniforms, formal business attire or business casual with appropriate logos and name badges depending on the time of the school year, type of school activity or program, and the requests of the school and/or police department. The Chief of Police and principal shall jointly set expectations and resolve disputes in this area.
- S. The SROs will wear department authorized weapons in accordance with department policy.

6. Chain of Command.

- A. As employees of the Police Department, SRO's will be subject to the chain of command of the Police Department.
- B. In performance of their duties, SROs shall coordinate and communicate with the principal or the principal's designee of the school(s) to which they are assigned.
- C. SROs will be evaluated by a police department supervisor as may be required by police department policy. In order to insure an accurate evaluation, the evaluating supervisor will meet with school officials prior to completing the officer's evaluation. School officials should document any issues or concerns regarding the officers performance during the evaluation period.

7. Transporting Student.

- A. SROs shall not transport students in Police Department vehicles except:
 - (1) When students are the victims of a crime, under arrest, or some other emergency circumstance exists; and
 - (2) When students are suspended and/or sent home from school pursuant to school disciplinary actions, if the student's parents or guardian has refused or is unable to pick up the child within a reasonable time period and the student is disruptive/disorderly and his/her continued presence on campus is a threat to the safety and welfare of the other students and school personnel.

B. Students shall not be transported to any location unless it is determined that a student's parent, guardian, or custodian is at the destination to which the student is being transported. SROs shall not transport students in their personal vehicles.

C. SROs shall notify school personnel upon removing a student from campus.

8. Access to Education Records.

A. SROs shall be considered a "Law Enforcement Unit" for purposes of FERPA.

B. School officials shall allow SROs to inspect and copy any public records maintained by school officials to the extent allowed by law.

C. If some information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, school officials shall disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need for the information to meet the emergency situation and the extent to which time is of the essence.

D. If confidential student record information is needed by the SRO, but no emergency situation exists, the information may be released only as allowed by law.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first written above.

By: _____

By: _____



SAPULPA PUBLIC SCHOOLS

511 E Lee
Sapulpa, OK 74066-4633
918-224-3400
FAX 918-216-1006

Robert Armstrong
Superintendent

August 9, 2021

To Whom it May Concern:

On August 9, 2021, the Sapulpa Public Schools Board of Education voted on and approved an option to calculate our school calendar using 1080 hours with a minimum of 165 days. Senate Bill 441 allows school districts to calculate their school year based on 180 days or 1080 hours with a minimum of 165 days of instruction. By selecting hours, the district has the flexibility to modify the school calendar due to weather-related school closings by either adding minutes or hours to the school day to reach the 1080 hours. Please see the attached Board Notes as documentation.

Steve McCormick
Board President
Sapulpa Public Schools

Rob Armstrong
Superintendent
Sapulpa Public Schools

955. PROHIBITION OF RACE AND SEX DISCRIMINATION IN CURRICULUM AND COMPLAINT PROCESS

The board of education hereby directs that neither the district, nor any employee of the district shall teach or include in a course for students or employees the following discriminatory principles:

- (1) One race or sex is inherently superior to another race or sex,
- (2) An individual, by virtue of his or her race or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously,
- (3) An individual should be discriminated against or receive adverse treatment solely or partly because of his or her race or sex,
- (4) Members of one race or sex cannot and should not attempt to treat others without respect to race or sex,
- (5) An individual's moral character is necessarily determined by his or her race or sex,
- (6) An individual, by virtue of his or her race or sex, bears responsibility for actions committed in the past by other members of the same race or sex,
- (7) Any individual should feel discomfort, guilt, anguish or any other form of psychological distress on account of his or her race or sex, or
- (8) Meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race to oppress members of another race.

A "course" shall include any forum where instruction or activities tied to the instruction are provided, including training, seminars, professional development, lectures, sessions, coaching, tutoring, or any other class.

Any individual may file a complaint alleging that a violation has occurred of enumerated items 1-8 above. In order for a complaint to be accepted for investigation, it must:

- (A) Be submitted in writing, signed and dated by the complainant, including complaints submitted through electronic mail that include electronic signatures;
- (B) Identify the dates the alleged discriminatory act occurred;
- (C) Explain the alleged violation and/or discriminatory conduct and how enumerated items 1-8 above have been violated;
- (D) Include relevant information that would enable a public school to investigate the alleged violation; and
- (E) Identify witnesses the school may interview. The school will not dismiss a complaint for failure to identify witnesses.

The district hereby designates Mr. Johnny Bilby and Mrs. Amy Riff as the employees responsible for receiving complaints. Complaints may be provided via telephone at 918 224-3400 224-3400 and via email to jbilby@sapulpaps.org or ariff@sapulpaps.org. This contact information shall also be accessible on the school district's website

Upon receipt of a complaint, the complainant shall receive notification from the designated employee that the complaint has been received and whether it will be investigated within ten (10) days of receipt.

The school district shall investigate all legally sufficient complaints and decide as to whether a violation occurred. The school district shall receive, process and investigate complaints in the same manner as all other complaints of discrimination. The investigation process shall be completed within ninety (90) days of receipt of a claim. Within thirty (30) days of resolution of the complaint, the designated employee shall report the resolution to the State Department of Education.

No individual shall be retaliated against for (1) filing a complaint; or (2) the purpose of interfering with any right or privilege secured by federal civil rights laws and regulations. Any school employee who retaliates against a complainant may be subject to disciplinary action by the school district or by the State Board of Education.

Any teacher who files a complaint or otherwise discloses information that the teacher reasonably believes is a violation of the prohibited concepts listed above shall be entitled to Whistleblower Protections.

Any teacher or other school employee who, willfully, knowingly, and without probable cause makes a false report may be subject to disciplinary action by the school district or by the State Board of Education.

LEGAL REFERENCE: **70 O.S. § 24-157**
 State Accreditation Standard 210:10-1-23

**A policy on this issue is required by the
Standards of Accreditation for Oklahoma Schools
Effective July of 2021**



SAPULPA PUBLIC SCHOOLS

Office of the Superintendent
511 E Lee
Sapulpa, OK 74066-4633
918-224-3400 Ext. 1101
rarmstrong@sapulpaps.org

Superintendent Designee Letter

During the August Sapulpa Board Meeting, the board voted to approve the Superintendent, Rob Armstrong, to appoint designees as Purchasing Agent for Sapulpa Independent School District. Below are all authorized representatives for all Federal programs including E-Rate and Child Nutrition, and Designated Custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including E-Rate, all state programs, and all other school programs and activities not listed for the 2021-22 school year.

Program	Designee
IDEA Special Education 613, 615, 616, 621, 624, 628, 629, 641	Katherine Stufflebeam, Carol Matthews
Federal Programs 511, 518, 541, 552, 596, 571, 572, 788, 789, 793, 795	Donia Doudican, Amy Riff, Carol Matthews
Counselor Corp Competitive Grant	Donia Doudican, Amy Riff, Carol Matthews
Child Nutrition	Hayley Holmes
E-Rate	James Lawrence
All programs	Kenda Terrones

Rob Armstrong, Superintendent

Date

Steve McCormick, Board President

Date

PERSONNEL REPORT

August 9, 2021

CERTIFIED PERSONNEL REPORT

EMPLOYMENT

FIRST-YEAR TEMPORARY CONTRACTS

(Positions/duties subject to assignment by the Superintendent.)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Lisa Blodgett	Teacher/\$44,845	July 19, 2021
Evangeline Roberts	School Nurse/\$49,036	August 11, 2021
Gina Atherton	Teacher/\$40,022	August 11, 2021
Deborah Clary	Teacher/\$46,889	August 11, 2021
Aaron Riley	Teacher/\$42,790	August 11, 2021

EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
Michale Stanley	Jr. High Testing Coord/\$1,000
Sarah Carriger	Science Dept Head/\$1,000
Deanna Hayes	HS Student Council/\$1,000
Sarah Bacon-Kellogg	AP Summer Academy Teacher/\$20hr
Jeremy Lusk	AP Summer Academy Teacher/\$20hr
Autumn Collins	AP Summer Academy Teacher/\$20hr
Rebecca Clostio	JHE Mentor Teacher/\$500
Jessica Tipton	JHE Head Teacher/\$400
Lynne Hess	JHE Mentor Teacher/\$500
Bonesha Bruner	JHE Head Teacher/\$400
Jana Barrett	CT Team/\$800
Pauline Hill	Academic Coach (Jr. High) \$1,900
	Student Council (Jr. High) \$600
Sarah Carriger	Softball Field Maintenance/\$666.66
Lori Arundell	Junior High Athletic Coordinator/\$2,000
ELA Teachers (see attachment)	One-time Stipend \$400
Mary Moss	Retention Stipend/\$2,000
Debbie VanHorn	Retention Stipend/\$2,000
Reesa Lierly	Retention Stipend/\$2,000
Valynda Bingman	Retention Stipend/\$1,000
Richard Patterson	Retention Stipend/\$2,000
Michael Goode	Retention Stipend/\$2,000
Robert Ehrle	Retention Stipend/\$2,000
Jennie Steele	Retention Stipend/\$2,000
Diana Conaway	Retention Stipend/\$2,000

REMOVAL OF EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
Kelsey Philpott	Jr. High Student Council/\$600
Jana Coatney	CT Team/\$800

CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
KayLynn Honeywell	Bachelors/\$53,924	Masters/\$54,612	August 19, 2021

TRANSFER

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
None			

FMLA REQUEST

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Valerie Buck	Teacher	Maternity	September 10, 2021

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tracy Pruitt	Teacher	June 30, 2021
Kristi Carter	Teacher	July 23, 2021

PERSONNEL REPORT

August 9, 2021

SUPPORT PERSONNEL REPORT

EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Gracie White	Volleyball JH Asst Coach/\$1,800	July 01, 2021
Danielle Pequano	Cook 2/\$12.69 hour	August 9, 2021
Larry Crocker	Bus Driver/\$16.44 hr	August 16, 2021
Shankika Fuchser	Cook I/\$11.84 hr	August 9, 2021
Anastasia Ramsey	Cook I/\$11.05 hr	August 9, 2021

STIPENDS

<u>Name</u>	<u>Extra-Duty/Stipend</u>
Chad Nichols	Softball Field Maintenance/\$666.66
Nicole Agee	Softball Field Maintenance/\$666.66
Susan Adams	Retention Stipend/\$2,000
Kathleen Higgs	Retention Stipend/\$1,000
Theodore McAlister	Retention Stipend/\$2,000
Nancy Sitler	Retention Stipend/\$2,000
Sharon Smith	Retention Stipend/\$2,000
Cindy Parker	Retention Stipend/\$2,000

CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Rose Carter	Cook 2 /\$12.43 hr	CN Manager/\$15.31 hr	August 06, 2021
Denise Hewitt	Cook 1/\$11.78 hr	Cook 2/\$12.83 hr	August 06, 2021
Judith Ramsey	CN Asst Manager/\$17.14 hr	CN Manager/\$18.28 hr	August 06, 2021
Nikki Fleeman	Cook/ 4 hrs	Cook/ 6.25 hrs	August 06, 2021
Tim Isham	Bus Driver/8 hrs	Bus Driver/6.25 hrs	August 19, 2021
Darryl Willis	Bus Driver/6.5 hrs	Bus Driver/8 hrs	August 16, 2021
Jessie Swayze	Computer Technician A	IT Systems Admin/\$23.26	July 01, 2021

TRANSFERS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Sandy West	CN Cook Jefferson Heights	CN Cook Liberty	August 06, 2021
Terrance Downs	Media Assistant Holmes Park	Media Asst SMS	August 19, 2021

FMLA REQUEST

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
None			

RESIGNATIONS/RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Julie Talley	Media Specialist Asst.	June 30, 2021
Eric Bilby	Custodian	July 20, 2021
Heather Ridge	CN Cook	August 2, 2021
Mason Sarver	Boys V Soccer Asst.	July 14, 2021