

Regular Meeting of The Board of Education Independent School District Number 33,
Creek County
Tuesday, September 10, 2024 6:00 PM
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.
- II. Formal Adoption of the Agenda
 - II.A. Motion, discussion, and vote on motion to formally adopt the Agenda.
- III. Consent Agenda
 - III.A. Approval of Board Minutes.
 - III.A.1. 8.14.2024-Special BOE Meeting
 - III.A.2. 8.23.2024-Special BOE Meeting Minutes
 - III.B. Approval of the 2024-25 General Fund Purchase Order encumbrance numbers 217 through 326.
 - III.C. Re-approval of 2024-25 General Fund Purchase Order number 42 for an increase.
 - III.D. Approval of the 2024-25 Building Fund Purchase Order encumbrance numbers 69 through 95.
 - III.E. Approval of the 2024-25 Child Nutrition Fund Purchase Order encumbrance numbers 49 and 55.
 - III.F. Approval of the 2024-25 Lease Revenue Fund 4 Purchase Order Encumbrance number 6 through 13.
 - III.G. Approval of the 2024-25 Bond Fund 36 Purchase Order Encumbrance number 4.
 - III.H. Approval of the monthly financial reports of the School Activity Funds account.
 - III.I. Approval of the monthly financial report for the SPS Endowed Scholarship Accounts, Fund 81.
 - III.J. Approval of the Treasurer's Report on the status of Funds and Investments.
 - III.K. Approval of 2024-25 Estimate of Needs.
 - III.L. Approval of the 2024-25 Gifted and Talented Local Advisory Committee recommended by the Superintendent as per attachment.
 - III.M. Approval of College Remediation Rates for 2022.
 - III.N. Approval of the Drop Out Report for the 2022 School Year.
 - III.O. Approval of the 2024-25 Quote for Amira Learning Suite as part of the Strong Readers Act.
 - III.P. Approval of the 2024-25 Pre-ETS Collaborative Agreement.
 - III.Q. Approval of the 2024-25 Participation Agreement between Oklahoma State Dept of Education, Public Consulting Group LLC, and SPS for School-Based Health Services Program.
 - III.R. Approval of the 2024-25 ABA Services Agreement between Sapulpa Public Schools and Golden Steps.
 - III.S. Approval of the 2024-25 Legal Contract between Sapulpa Public Schools and Elaine Hart for IEP File Management Services.
 - III.T. Approval of the 2024-25 Memorandum of Understanding with the University of Notre Dame ESTEEM Capstone Project. There is no cost to the District.
 - III.U. Approval of the 2024-25 Solution Tree, Inc. Agreement for professional development services for Professional Learning Communities (PLC) for the district.
 - III.V. Approval of the 2024-25 GoFan Digital Tickets Sales Agreement between Huddle Tickets, LLC and Sapulpa Public Schools.
 - III.W. Approval of the 2024-25 Sponsorship Agreement between Sapulpa Athletics and Chick-fil-A Glenpool.
 - III.X. Approval of the 2024-25 Marine Corps MOA (JROTC) with Sapulpa Public Schools.
 - III.Y. Approval of the 2024-25 JH/HS Picture Agreement with Candid Color Photography.

- III.Z. Approval of 2024-25 Turnitin Master Registration Agreement with Sapulpa Public Schools for Sapulpa High School.
- III.AA. Approval of Out of State Activity Trips
 - III.AA.1. High School Band-New Orleans, LA
 - III.AA.2. Liberty STEM Club-San Diego, CA
 - III.AA.3. JROTC-Wichita, KS
- III.BB. Approval of Fundraisers as per attachment.
- IV. Hearing from the Public
- V. Information & Discussion Items
 - V.A. Policy 221 New Graduation Requirements, first read
 - V.B. Chase Morris Sudden Cardiac Emergency Response Plans
 - V.C. Enrollment Report
 - V.D. Superintendent Comments
 - V.E. Pathways Program Update
 - V.F. Bond Projects Update
- VI. Action Items
 - VI.A. New Business - items not known or foreseen when agenda was posted.
 - VI.B. Discussion, motion, and vote on a motion to approve/disapprove rescinding Procedures 251 Material Selection and Acquisition Procedures except for the Citizen's Request for Reconsideration of a Work and replacing it with new Policy 251 Media Center- Selection of Library Books.
 - VI.C. Discussion, motion, and vote on motion to approve/disapprove new policy 491 Title IX Sex Discrimination and Sexual Harassment and Procedure page 491 Title IX Form.
 - VI.D. Discussion, motion, and vote on motion to approve/disapprove new policy 773 Title IX Sex Discrimination and Sexual Harassment and Procedure page 773 Title IX Form.
 - VI.E. Discussion, motion, and vote on a motion to approve/disapprove new Policy 492 Standards of Performance and Conduct of Teachers.
 - VI.F. Discussion, motion, and vote on a motion to approve/disapprove of amending Policy 544.2 Administration of Medicine to Students with new language.
 - VI.G. Discussion, motion, and vote on a motion to approve/disapprove of modifying Policy 566.1 Student Diabetes Care and Management.
 - VI.H. Proposed Executive Session 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.
 - VI.H.1. Vote to convene in Executive Session.
 - VI.H.2. To acknowledge the Board has returned to Open Session.
 - VI.H.3. Statement of Executive Session Minutes.
- VII. Personnel
 - VII.A. Vote to approve/disapprove Employing Personnel as per attachment.
 - VII.B. Vote to approve/disapprove FMLA for Heather Trager, effective August 21, 2024, through September 11, 2024.
 - VII.C. Vote to approve/disapprove the hiring of Cynthia Swift as an Adjunct Teacher for Business and Entrepreneurship classes.
 - VII.D. Vote to approve/disapprove Athletic Department Coaches for the 2024-25 school year as per attachment.
 - VII.E. Vote to approve/disapprove of hiring Adjunct Coaches for the 2024-25 school year as per attachment.
 - VII.F. Vote to accept Resignations received since the last board meeting.
- VIII. Adjournment

Special Meeting of The Board of Education Independent School District Number
33, Creek County
Wednesday, August 14, 2024 12:30 PM
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 12:30 pm. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

II. Formal Adoption of the Agenda

II.A. Motion, discussion, and vote on motion to formally adopt the Agenda. To formally adopt the Agenda passed with a motion by Steve McCormick and a second by Larry Hoover.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Absent |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

III. Consent Agenda

III.A. Approval of the Board Meeting Minutes.

III.A.1. 7.17.2024-Regular BOE Meeting

III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 129 through 216.

III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance numbers 51 through 68.

III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order Encumbrance numbers 38 through 48.

III.E. Approval of the 2024-25 Fund 4 Purchase Order encumbrance number 5.

III.F. Approval of 2024-25 Bond Fund 36 Purchase Order Encumbrance numbers 1 through 3.

III.G. Approval of the monthly financial reports of the School Activity Funds account.

III.H. Approval of the monthly financial report for the SPS Endowed Scholarship Accounts, Fund 81.

III.I. Approval of the Treasurer's Report on the status of Funds and Investments.

III.J. To approve the removal of Larry Hoover and the addition of Melinda Ryan as a signatory on all American Heritage Bank Accounts.

III.K. Approval of the 2024-25 Central Tech Academic Course lists.

III.L. Approval of the Instructional Calendar to be based upon 1,080 hours for the 2024-25 school year as required annually.

III.M. Approval of Sapulpa Public School's decision to choose the ACT for our College and Career Readiness Assessment.

III.N. Approval of the 2024-25 BrightThinker Order Form for Elementary and SPED virtual software licenses.

III.O. Approval of the 2024-25 ABA Service Agreement.

III.P. Approval of the 2024-25 Fee Schedule from Kellogg & Sovereign for E-Rate Management Services.

III.Q. Approval to renew the 2024-25 SchoolSpace Subscription Agreement between Venyooz and SPS.

III.R. Approval of 2024-25 Oklahoma Department of Career and Technology Education Contract for Secondary Career and Technology Education Program(s) with Sapulpa Public Schools.

III.S. Approval of 2024-25 renewal of CREOKS MOU with Sapulpa Public Schools.

III.T. Approval of 2024-25 renewal of the Istation Quote.

III.U. Approval of 2024-25 new Liberty Picture Agreement with Ruth Kelly which merged with the previous contracted company Legacy Studios.

III.V. Approval of 2024 Keynote Speaker, Brian Kight, Services Agreement.

III.W. Approval of the 2024-25 UniFirst Customer Rental Agreement.

III.X. Approval of 2024 Sequoyah Tournament Contract for Varsity Girls Basketball.

III.Y. Approval of a generous donation in the amount of \$3,000 from Tulsa Bone and Joint for athletic training supplies.

III.Z. Approval of a generous donation in the amount of \$6,000 from TTCU.

III.AA. Approval of a generous donation of \$500 from OASO for Athletics.

III.AB. Approval of a generous donation of \$500 from Rebecca LaFevers State Farm Agency for the Activity Fund.

III.AC. Approval of Fundraisers as per attachment.

To approve Consent Agenda items A-AC passed with a motion by Steve McCormick and a second by Larry Hoover.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

IV. Hearing from the Public

None

V. Information & Discussion Items

V.A. Superintendent Comments

Students return tomorrow, August 15, 2024. Everyone is busy in the District preparing for their arrival to have a great first day!

V.B. Bond Projects Updates

Superintendent Armstrong: Ongoing Projects: Jr. High Roof and Chieftain Center Stairs. Westside Baseball/Sofftball Complex to open mid-February or early March in hopes of hosting the 2024–25 Seasons. High School project; walls and exits have been put into place in preparation for student arrival and the start of the demolition process.

V.C. Pathways Program Update

Dr. Mindy Englett reported that enrollment for the Pathway Courses has opened. New positions are needed for each pathway to have a coordinator. Potential Pathways to come are Health Science, Legal Systems & Law Enforcement, Construction and Manufacturing, and Human Resources. The program's future goals are to continue building partnerships and building advisory committees.

V.D. Oklahoma Academic Standards Compliance

Sapulpa Public Schools will continue to uphold the law and adhere to Oklahoma Academic Standards approved by the state legislature.

Oklahoma's academic standards contain references to religion, but the standards, state law, and Sapulpa Board of Education policy do not mandate the inclusion of the Bible as part of the curriculum and/or as instructional material. Districts, including Sapulpa Public Schools, may use various historic religious materials in delivering instruction related to relevant academic standards.

The current district Board of Education policy on religious freedom states, "Consistent with the United States Constitution, laws and court decisions and the Oklahoma Constitution, laws and court decisions, the school shall develop no policies, rules or practices that establish religion or prohibit the free exercise thereof. Teaching about religion and other purely educational forums may occur."

V.E. 2024 Preliminary State Test Results

See PDF attached for test results. A special meeting in September with principals to review and create a plan to increase Science test scores.

VI. Action Items

VI.A. Discussion, motion, and vote on a motion to approve/disapprove of a new policy 203.2 Observation of Minute of Silence.

To approve of a new policy 203.2 Observation of Minute of Silence passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Absent |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VI.B. Discussion, motion, and vote on a motion to approve/disapprove of a new policy 203.3 Voluntary Prayer.

To approve of a new policy 203.3 Voluntary Prayer. passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Absent |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VI.C. Discussion, motion, and vote on a motion to approve/disapprove of a new policy 223 Released Time Course and Released Time Course-Indemnification Agreement.

To approve of a new policy 223 Released Time Course and Released Time Course-Indemnification Agreement passed with a motion by Steve McCormick and a second by Larry Hoover.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Absent |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VI.D. Discussion, motion, and vote on a motion to approve/disapprove of modifying policy 540.2 Student Attendance.

To approve modifying policy 540.2 Student Attendance passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

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|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Absent |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VI.E. Discussion, motion, and vote on a motion to approve/disapprove of rescinding Policy 204.1 Reading Sufficiency Act and replacing it with a new Policy 204.4 Strong Readers Act.

To approve of rescinding Policy 204.1 Reading Sufficiency Act and replacing it with a new Policy 204.4 Strong Readers Act passed with a motion by Larry Hoover and a second by Melinda Ryan.

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|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Absent |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VI.F. Discussion, motion, and vote on a motion to approve/disapprove Change Order #1 for the Westside Sports Complex Parking Lot for an increased amount of \$94,840.80.

To approve Change Order #1 for the Westside Sports Complex Parking Lot for an increased amount of \$94,840.80 passed with a motion by Melinda Ryan and a second by Larry Hoover.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VI.G. Discussion, motion, vote on a motion to approve/disapprove Student Handbooks, second read.

To approve Student Handbooks, G.1--G.7 with policy additions passed with a motion by Steve McCormick and a second by Larry Hoover.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VI.G.1. Sapulpa High School

VI.G.2. Bartlett Academy

VI.G.3. Virtual Secondary Handbook

VI.G.4. Sapulpa Jr. High School

VI.G.5. Sapulpa Middle School

VI.G.6. Sapulpa Elementary Schools

VI.G.7. Virtual Elementary Handbook

VI.H. Discussion, motion, and vote on a motion to approve/disapprove MOU between Sapulpa Public Schools and United Sapulpa Educators (USE).

To approve MOU between Sapulpa Public Schools and United Sapulpa Educators (USE) passed with a motion by Steve McCormick and a second by Larry Hoover.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.I. Proposed Executive Session to discuss Personnel listed, negotiations with United Sapulpa Educators and United Sapulpa Educators/Educational Support Personnel, and the employment contract of Rob Armstrong, Superintendent of Schools, as authorized by 25 O.S. Section 307 (B)(1), (B)(2), and (B)(7) of the Oklahoma Open Meeting Act.

VI.I.1. Vote to convene in Executive Session.

To convene in Executive Session at 1:43 pm passed with a motion by Steve McCormick and a second by Larry Hoover.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.I.2. To acknowledge the Board has returned to Open Session.

President Melinda Ryan acknowledged the Board's return to the Open Session at 2:19 pm.

VI.I.3. Statement of Executive Session Minutes.

The Board of Education went into executive session at 1:43 pm to discuss the Personnel listed, negotiations with United Sapulpa Educators and United Sapulpa Educators /Educational Support Personnel, and the employment contract of Rob Armstrong, Superintendent of Schools, as authorized by 25 O.S. Section 307(B)(1) (B)(2), and (B)(7) of the Oklahoma Open Meeting Act. During the executive session, the Board discussed these items, but no other items. The Board returned to open session at 2:19 pm. Present in the executive session were Sarah Havenstrite, Steve McCormick, Larry Hoover, Melinda Ryan, and Rob Armstrong. No action was taken. This constitutes the minutes of the executive session.

VI.J. Personnel

VI.J.1. Vote to approve/disapprove Employing Personnel as per attachment.

To approve Employing Personnel as per attachment passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.2. Vote to approve/disapprove of Kayla Chupco as an adjunct teacher for the Native American Language class.

To approve Kayla Chupco as an adjunct teacher for the Native American Language class passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.3. Vote to approve/disapprove of Leslie Whilock as an adjunct teacher for Elementary Education.

To approve Leslie Whilock as an adjunct teacher for Elementary Education passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.4. Vote to approve/disapprove of Megan Coldiron as an adjunct teacher for Computers/P.E. class for JH/HS.

To approve Megan Coldiron as an adjunct teacher for Computers/P.E. class for JH/HS passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea

Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.5. Vote to approve/disapprove of John Gambill as an adjunct teacher for Psychology Sociology classes.

To approve John Gambill as an adjunct teacher for Psychology Sociology classes passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.6. Vote to approve/disapprove FMLA request for Angel Palmer effective August 21, 2024, through October 02, 2024.

To approve FMLA request for Angel Palmer effective August 21, 2024, through October 02, 2024 passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.7. Vote to approve/disapprove FMLA request for Sierra Williams effective August 29, 2024, through November 21, 2024.

To approve FMLA request for Sierra Williams effective August 29, 2024, through November 21, 2024 passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Absent

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.8. Discussion, motion, and vote on a motion for the Board to take any action the Board deems appropriate in regard to the current employment contract of the Superintendent of Schools.

To approve the current contract dated July 01, 2024, through June 30, 2026 passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

To amend previous motion to ADD ONE YEAR, contract will be from July 01, 2024 through June 30, 2027 passed with a motion by Melinda Ryan and a second by Larry Hoover.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.9. Vote to approve/disapprove a negotiated agreement with United Sapulpa Educators/Educational Support Personnel for the 2024-25 school year.

To approve a negotiated agreement with United Sapulpa Educators/Educational Support Personnel for the 2024-25 school year passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.J.10. Vote to approve/disapprove a negotiated agreement with United Sapulpa Educators for the 2024-25 school year.

To approve a negotiated agreement with United Sapulpa Educators for the 2024-25 school year passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VI.J.11. Vote to accept Resignations received since the last board meeting. To accept Resignations received since the last board meeting passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VII. Adjournment

To adjourn at 2:24 pm passed with a motion by Steve McCormick and a second by Larry Hoover.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Absent
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

Special Meeting of The Board of Education Independent School District Number
33, Creek County
Friday, August 23, 2024 8:00 AM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the Meeting to Order

Vice President Wayne Richards called the meeting to order at 8 am.

II. Action Items

II.A. Discussion, motion, and vote on a motion to approve/disapprove the granting of an easement to Sapulpa Public Schools Property (High School) to OG&E as a part of the High School Bond 2023 Project; as attached
To approve the granting of an easement to Sapulpa Public Schools Property (High School) to OG&E as a part of the High School Bond 2023 Project; as attached passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Absent

Yea: 4, Nay: 0, Absent: 1

II.B. Discussion, motion, and vote on a motion to approve/disapprove the Customer Participation Agreement between Sapulpa Public Schools and OG&E.
To approve the Customer Participation Agreement between Sapulpa Public Schools and OG&E passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Absent

Yea: 4, Nay: 0, Absent: 1

III. Adjourn

To adjourn at 8:06 am passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

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| Larry Hoover: | Yea |
| Steve McCormick: | Yea |
| Wayne Richards: | Yea |
| Melinda Ryan: | Absent |

Yea: 4, Nay: 0, Absent: 1

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 217 - 326, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|------------------------------------|--|-----------|
| 11 | 217 | 08/08/2024 | 32187 | OCCUPATIONAL HEALTH CENTERS SW, PA | PERSONNEL DRUG SCREENING | 2,912.00 |
| 11 | 218 | 08/09/2024 | 3826 | SECURITY BANK CARD CENTER INC | Amazon/DickBlick art supplies | 200.00 |
| 11 | 219 | 08/12/2024 | 3826 | SECURITY BANK CARD CENTER INC | Amazon - Counselor first day supplies | 250.00 |
| 11 | 220 | 08/12/2024 | 32396 | GOODHEART-WILCOX PUBLISHER | Carl perkins purchase for textbooks | 2,851.17 |
| 11 | 221 | 08/12/2024 | 3826 | SECURITY BANK CARD CENTER INC | Oklahoma Summit registration fee | 317.00 |
| 11 | 222 | 08/12/2024 | 943 | VERIZON WIRELESS | MIFIs - DISTRICT STUDENTS | 15,000.00 |
| 11 | 223 | 08/13/2024 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | RENEWAL SCHOOLMESSENGER PRESENCE | 8,683.17 |
| 11 | 224 | 08/13/2024 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | RENEWAL-SCHOOL MESSENGER COMMUNICATE | 6,941.97 |
| 11 | 225 | 08/13/2024 | 144 | STATE DEPT OF EDUCATION | REFUND OF OVERPMT ON TITLE IX | 285.00 |
| 11 | 226 | 08/13/2024 | 3826 | SECURITY BANK CARD CENTER INC | GenFundOPENPOAmazon,WalmartDollarclassroomsupl | 300.00 |
| 11 | 227 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Amazon, WM, Quill, Guyer, etc. | 1,000.00 |
| 11 | 228 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Math Budget - Amazon, WM, Quill, Guyer, etc. | 1,000.00 |
| 11 | 229 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | History Budget - Amazon, Quill, WM etc | 1,000.00 |
| 11 | 230 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | PE Budget - Amazon, WM, etc | 1,000.00 |
| 11 | 231 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Spanish Budget - Amazon, WM, Quill, Gimkit | 500.00 |
| 11 | 232 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Technology Budget - Amazon, WM, Quill, etc | 500.00 |
| 11 | 233 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Library Budget - Amazon, WM, Quill, etc | 3,631.00 |
| 11 | 234 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | SPED Budget - Amazon, WM, Quill, etc. | 2,016.00 |
| 11 | 235 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Art Budget - Amazon, WM, Quill, Blick, etc | 3,600.00 |
| 11 | 236 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Science Budget - Amazon, WM, Quill, etc | 1,000.00 |
| 11 | 238 | 08/14/2024 | 3826 | SECURITY BANK CARD CENTER INC | Merrifield - laminating film | 409.95 |
| 11 | 239 | 08/15/2024 | 3826 | SECURITY BANK CARD CENTER INC | SD Cards for Communications Pics/Video | 97.03 |
| 11 | 240 | 08/16/2024 | 1818 | MERRIFIELD OFFICE SUPPLY | 11x17 hallway signs - dress code at glance | 9.00 |
| 11 | 241 | 08/16/2024 | 2015 | CONVERGINT TECHNOLOGIES | Replacement Security Cameras | 1,911.13 |
| 11 | 242 | 08/16/2024 | 7089 | HOLT TRUCK CENTERS OF OKLAHOMA,LLC | Bus 39 Seat Covers | 360.00 |
| 11 | 243 | 08/19/2024 | 3826 | SECURITY BANK CARD CENTER INC | L.WOOD/075/BLACK TONER CARTRIDGE | 84.89 |
| 11 | 244 | 08/19/2024 | 3826 | SECURITY BANK CARD CENTER INC | Johnston Lottery Grant- Lincoln Welder-Lampton | 1,925.70 |
| 11 | 245 | 08/19/2024 | 3826 | SECURITY BANK CARD CENTER INC | Flip HTML PDF hosting | 299.00 |
| 11 | 246 | 08/19/2024 | 3826 | SECURITY BANK CARD CENTER INC | CANVA annual renewal | 119.99 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 217 - 326, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|-------------------------------|---|----------|
| 11 | 247 | 08/19/2024 | 82230 | HEATHER BROWNE | Travel reimbursement | 500.00 |
| 11 | 248 | 08/19/2024 | 927 | TULSA TECHNOLOGY CENTER | 011-Sped-SDE Para Training | 945.00 |
| 11 | 249 | 08/20/2024 | 3826 | SECURITY BANK CARD CENTER INC | TSA Affiliation Fee | 500.00 |
| 11 | 250 | 08/20/2024 | 3826 | SECURITY BANK CARD CENTER INC | Project Lead the Way refill kits | 1,918.00 |
| 11 | 251 | 08/20/2024 | 1818 | MERRIFIELD OFFICE SUPPLY | 011-Sped-Supplies and Materials | 500.00 |
| 11 | 252 | 08/20/2024 | 172 | TESTOUT CORPORATION | TestOut Office Pro Limited Sitelicense | 2,498.00 |
| 11 | 253 | 08/20/2024 | 3826 | SECURITY BANK CARD CENTER INC | Everything Branded - Lanyards for ID's | 650.00 |
| 11 | 254 | 08/21/2024 | 575 | COMMUNITY PRODUCTS LLC | 621-PCard-Sped-Chair-Rifton | 3,101.25 |
| 11 | 255 | 08/21/2024 | 501 | ALPHA PLUS SYSTEMS, INC. | Math curriculum enhancements | 6,250.00 |
| 11 | 256 | 08/21/2024 | 3826 | SECURITY BANK CARD CENTER INC | Annual Mosyle Renewal for Apple Device Management | 1,870.00 |
| 11 | 257 | 08/22/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11-PreK Long-Curriculum - Amazon, Lakeshore, Wmart | 280.00 |
| 11 | 258 | 08/22/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11-PreK Bacher - Curriculum - Amazon, Lakeshore | 280.00 |
| 11 | 259 | 08/22/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11-Kg. Gonzalez -Curriculum - Amazon, Lakeshore | 280.00 |
| 11 | 260 | 08/22/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11-KG. Thery-Curriculum- Amazon, Wal-mart | 280.00 |
| 11 | 261 | 08/23/2024 | 184 | AquaPhoenix Scientific, Inc | 552 Open SciEd Curriculum for 8th Grade Science | 7,880.00 |
| 11 | 262 | 08/23/2024 | 6081 | HAPPY PLAYGROUNDS, LLC | replacing climbing wall on playground | 500.00 |
| 11 | 263 | 08/23/2024 | 31412 | AMAZON CAPITAL SVCS, INC. | 165- Dehumidifier for classroom- Ray | 75.00 |
| 11 | 264 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | Project Lead the Way Participation fee | 950.00 |
| 11 | 265 | 08/23/2024 | 943 | VERIZON WIRELESS | 518-Verizon Hotspot-Tutoring | 500.00 |
| 11 | 266 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | CLASSROOM MATERIALS | 4,000.00 |
| 11 | 267 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11- 1stWalker-Curr.- WMar, ,Amazon, LShore | 280.00 |
| 11 | 268 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11-1st Stewart - Curriculum- Amazon, Quill, Wmart | 280.00 |
| 11 | 269 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11- 2nd Donnell - Curric - WMart, Amazon, TPT | 280.00 |
| 11 | 270 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - 2nd McElyea - Curric- Amazon, Wmart, TPT | 280.00 |
| 11 | 271 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - 3rd Clostio -Curric-Wmart, Amazon, TPT | 280.00 |
| 11 | 272 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 -4th Beverley - Curric - Wmart, Amazon, Lshore | 280.00 |
| 11 | 273 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 -4th Delozier-Curric-Wmart, Amazon, LShore | 280.00 |
| 11 | 274 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - 5th Jackson-Curric-Amazon, Wmart, TPT | 280.00 |
| 11 | 275 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - 5th Wright - Curric.-Wmart, Amazon | 280.00 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 217 - 326, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|-------------------------------------|--|----------|
| 11 | 276 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - Sped Smith- TPT, Amazon, Wmart | 310.00 |
| 11 | 277 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - Sped Meredith - Amazon, Wmart | 310.00 |
| 11 | 278 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 Sped Hurst - Curric-Walmart, Amazon | 310.00 |
| 11 | 279 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 Sped Kruis -Curric.-Wmart, Amazon, LShore | 310.00 |
| 11 | 280 | 08/23/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 Sped Legrand -Curric - Amazon, Wmart | 310.00 |
| 11 | 281 | 08/26/2024 | 3826 | SECURITY BANK CARD CENTER INC | Pacheco - Classroom supplies, amazon, walmart, etc | 250.00 |
| 11 | 282 | 08/26/2024 | 82166 | TYLER A AFFOLDER | reimbursement for gas purchase for school vehicle | 25.00 |
| 11 | 283 | 08/26/2024 | 82441 | JASON RYAN GRAY | Reimbursement for Final CDL Test Completion | 25.00 |
| 11 | 284 | 08/26/2024 | 3826 | SECURITY BANK CARD CENTER INC | 11 - 3rd Loghry -Curric-Amazon, Lakeshore | 280.00 |
| 11 | 285 | 08/26/2024 | 8202 | PENSKE COMMERCIAL VEHICLES, US, LLC | Radiator for Bus 28 | 1,920.00 |
| 11 | 286 | 08/26/2024 | 30637 | HOLT TRUCK CENTERS | Bus 11 injector replacement | 1,740.00 |
| 11 | 287 | 08/27/2024 | 1659 | MOBYMAX | 621-Sped-MobyMax License Renewal | 4,495.00 |
| 11 | 288 | 08/27/2024 | 3826 | SECURITY BANK CARD CENTER INC | Ensign - Classroom supplies, walmart, amazon, etc | 500.00 |
| 11 | 289 | 08/28/2024 | 364 | LESSONPIX, INC. | 621-Sped-LessonPix-Renew Group License | 388.80 |
| 11 | 290 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | 621-Sped-N2Y Subscription Renewal | 1,749.93 |
| 11 | 291 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Salazar - Classroom Supplies, amazon, walmart, etc | 250.00 |
| 11 | 292 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Hurst - classroom supplies, amazon, walmart, etc | 250.00 |
| 11 | 293 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Shatswell - classroom supplies, amazon, walmart | 250.00 |
| 11 | 294 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Plummer - Title 1 Reading, Amazon Lakeshore | 300.00 |
| 11 | 295 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Lewellen - Art Supp and Curric-Dick Blick | 550.00 |
| 11 | 296 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Magill - Music - Amazon, Saied | 300.00 |
| 11 | 297 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Parsons PE - Amazon, Academy | 300.00 |
| 11 | 298 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Office & School Supp - Amazon, Wmart | 1,550.00 |
| 11 | 299 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Principal - Classroom Supp. - Amazon, Wmart | 600.00 |
| 11 | 300 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Counselor - Amazon, Classroom Direct | 300.00 |
| 11 | 301 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Nurse - First Aid Supplies - Amazon, Walmart | 350.00 |
| 11 | 302 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Postage & Printing- UPS, USPS | 200.00 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 217 - 326, Fund Codes: 11

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|------------------------------------|--|------------|
| 11 | 303 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Library/Media -Books & Supp - Follett, Demco | 2,851.00 |
| 11 | 304 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Gifted - Curric. & Supplies - Amazon, Wmart | 504.00 |
| 11 | 305 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | Andrews - classroom supplies, amazon, walmart, etc | 250.00 |
| 11 | 306 | 08/28/2024 | 3826 | SECURITY BANK CARD CENTER INC | MerrifieldAmazon letterhead supplies | 150.00 |
| 11 | 307 | 08/29/2024 | 80123 | ELAINE HART | 011-Sped-IEP File Management Contract Services | 5,000.00 |
| 11 | 308 | 08/29/2024 | 3826 | SECURITY BANK CARD CENTER INC | 615-Sped-PCard-OKABA Conference Registration | 108.55 |
| 11 | 309 | 09/03/2024 | 3826 | SECURITY BANK CARD CENTER INC | Ludlow - classroom supplies, amazon, walmart, etc. | 250.00 |
| 11 | 310 | 09/03/2024 | 3826 | SECURITY BANK CARD CENTER INC | Parks - classroom supplies, amazon, walmart, etc. | 250.00 |
| 11 | 311 | 09/03/2024 | 228 | TRANS AIR | Bus 26 Evaporator Blower Motor Assemblies | 300.00 |
| 11 | 312 | 09/03/2024 | 362 | SECURITY FINANCE OF OKLAHOMA LLC | Durant, Nat'l JOM Conference | 1,700.00 |
| 11 | 313 | 09/03/2024 | 31412 | AMAZON CAPITAL SVCS, INC. | 11-165 - Paint for PreK and Kdg classroom supplies | 250.00 |
| 11 | 314 | 09/03/2024 | 3826 | SECURITY BANK CARD CENTER INC | Carl Perkins HDMI System Wiebe | 5,309.90 |
| 11 | 315 | 09/03/2024 | 1269 | SOFTWARE HOUSE INTERNATIONAL | Career Tech Lottery Grant Wiebe and Greer | 29,558.76 |
| 11 | 316 | 09/03/2024 | 797 | OKLAHOMA NATURAL GAS CO. | DISTRICT GAS SERVICE | 25,000.00 |
| 11 | 317 | 09/03/2024 | 796 | OKLAHOMA GAS & ELECTRIC CO | DISTRICT ELECTRICAL SERVICE | 150,000.00 |
| 11 | 318 | 09/03/2024 | 206 | CITY OF SAPULPA | DISTRICT WATER/SEWER | 36,000.00 |
| 11 | 319 | 09/03/2024 | 797 | OKLAHOMA NATURAL GAS CO. | NATURAL GAS FEES-6 SITES | 12,000.00 |
| 11 | 320 | 09/03/2024 | 39350 | TIGER INC | NATURAL GAS-6 SITES | 40,000.00 |
| 11 | 321 | 09/04/2024 | 7089 | HOLT TRUCK CENTERS OF OKLAHOMA,LLC | Bus 25 Engine Harness | 2,818.00 |
| 11 | 322 | 09/04/2024 | 32187 | OCCUPATIONAL HEALTH CENTERS SW, PA | PERSONNEL DRUG SCREENINGS | 1,500.00 |
| 11 | 323 | 09/04/2024 | 7089 | HOLT TRUCK CENTERS OF OKLAHOMA,LLC | Bus 11 Turbo | 2,900.00 |
| 11 | 324 | 09/04/2024 | 3826 | SECURITY BANK CARD CENTER INC | Tags for Chevrolet Traverse White Fleet | 500.00 |
| 11 | 325 | 09/05/2024 | 3826 | SECURITY BANK CARD CENTER INC | Garr - classroom supplies, amazon, walmart, etc. | 250.00 |
| 11 | 326 | 09/05/2024 | 3826 | SECURITY BANK CARD CENTER INC | NJOMA Staff Perdiem | 1,400.00 |

| | |
|---------------------------|---------------------|
| Non-Payroll Total: | \$431,455.19 |
|---------------------------|---------------------|

| | |
|-----------------------|---------------|
| Payroll Total: | \$0.00 |
|-----------------------|---------------|

| | |
|-------------------------|---------------|
| Balance Forward: | \$0.00 |
|-------------------------|---------------|

| | |
|----------------------|---------------------|
| Report Total: | \$431,455.19 |
|----------------------|---------------------|

Purchase Order

Sapulpa Public Schools

Bill To →

Ship To: Sapulpa Public Schools
 Sapulpa Public Schools
 511 East Lee
 Sapulpa OK 74066

Vendor No: 60155
To: THOMPSON BOOK DEPOSITORY

 P.O. BOX 60160
 OKLAHOMA CITY OK 73146

| | |
|---------|------------|
| PO No | 2025-11-42 |
| PO Date | 7/1/2024 |

| | |
|--------|--------------|
| Amount | \$164,637.06 |
|--------|--------------|

| | | | |
|----------------|----------|---------------|-----------|
| Date Requested | 7/1/2024 | Date Approved | 6/21/2024 |
|----------------|----------|---------------|-----------|

| | |
|--------------|----------------|
| Requested By | DONIA DOUDICAN |
|--------------|----------------|

| | |
|---------------|--------------------|
| Encumbered By | <i>Deana Ellis</i> |
|---------------|--------------------|

Approved
 By

| Description | Vendor Item No | Qty | Unit Price | Amount |
|---|----------------|-------|--------------|--------------|
| K-5 Math Curriculum (SAVVAS Envision Math) 6-year digital licenses & services | | 1.000 | \$117,056.00 | \$117,056.00 |
| ADDITIONAL PRINT COPIES OF K-2 MATH WORKBOOKS | | 1.000 | \$47,581.06 | \$47,581.06 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 69 - 95, Fund Codes: 21

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|--------------|-------------|------------------|-----------------------------------|--|---------------------|
| 21 | 69 | 08/09/2024 | 3158 | WILLIAM A. HARRISON, INC. | District HVAC CC 2 Condenser fan motors | 2,678.00 |
| 21 | 70 | 08/12/2024 | 546 | TEMPLE ENTERPRISES OF TULSA, INC. | District HVAC/3 ton system, Jr.H rm 127 | 2,789.85 |
| 21 | 71 | 08/12/2024 | 1056 | ASSURANCE RESTORATION | Emergency Services | 34,942.87 |
| 21 | 72 | 08/13/2024 | 3073 | TALON COMMERCIAL SERVICES | District Services | 2,000.00 |
| 21 | 73 | 08/13/2024 | 878 | STEVEN ENTERPRISES, INC. | District HVAC Plumbing Services | 5,800.00 |
| 21 | 74 | 08/14/2024 | 629 | LOCKE SUPPLY | District HVAC Equipment | 3,980.28 |
| 21 | 75 | 08/15/2024 | 391 | BENNETT STEEL, INC. | District Crane Rental | 3,000.00 |
| 21 | 76 | 08/16/2024 | 546 | TEMPLE ENTERPRISES OF TULSA, INC. | District HVAC Parts and Equipment | 1,300.00 |
| 21 | 77 | 08/19/2024 | 37 | A-1 SHEETMETAL INC. | HVAC Work for District | 1,500.00 |
| 21 | 78 | 08/19/2024 | 47 | JC MECHANICAL | District HVAC Work | 300.00 |
| 21 | 79 | 08/19/2024 | 279 | HARNESS ROOFING INC | District Roof Service | 1,998.29 |
| 21 | 80 | 08/21/2024 | 436 | TODD ROBERTS | Septic Service Baseball Field | 2,000.00 |
| 21 | 81 | 08/22/2024 | 878 | STEVEN ENTERPRISES, INC. | District Plumbing Services | 3,600.00 |
| 21 | 82 | 08/22/2024 | 1024 | SOUTHSIDE MOWERS | Grounds Supplies and Parts | 500.00 |
| 21 | 83 | 08/22/2024 | 878 | STEVEN ENTERPRISES, INC. | District Plumbing and Jetter Services | 2,000.00 |
| 21 | 84 | 08/26/2024 | 37 | A-1 SHEETMETAL INC. | HVAC Work for District | 1,100.00 |
| 21 | 85 | 08/26/2024 | 9554 | ENVIRONMENTAL LOOP SVC | Emergency HVAC Service and Repair/Freedom | 6,000.00 |
| 21 | 86 | 08/27/2024 | 3158 | WILLIAM A. HARRISON, INC. | District HVAC Service and Repairs/Freedom Gyms | 5,200.00 |
| 21 | 87 | 08/27/2024 | 3158 | WILLIAM A. HARRISON, INC. | District HVAC Services and Repairs/Freedom | 6,300.00 |
| 21 | 88 | 08/27/2024 | 878 | STEVEN ENTERPRISES, INC. | District Plumbing Services and Repairs | 3,000.00 |
| 21 | 89 | 08/27/2024 | 2069 | LED USA.COM | District Lighting Supplies | 500.00 |
| 21 | 90 | 08/30/2024 | 3826 | SECURITY BANK CARD CENTER INC | District Ceiling Tile L & W SUPPLY CORPORATION | 2,400.00 |
| 21 | 91 | 08/30/2024 | 37 | A-1 SHEETMETAL INC. | HVAC Work for District/curb rm 207 Middle School | 1,100.00 |
| 21 | 92 | 08/30/2024 | 581 | QUIROZ PAINTING LLC | Emergency painting after August flooding of HS/JH | 1,800.00 |
| 21 | 93 | 09/04/2024 | 9289 | PATRIOT SECURITY | District Fire Alarm Inspections and Parts Replaced | 4,000.00 |
| 21 | 94 | 09/04/2024 | 629 | LOCKE SUPPLY | District Maintenance Supplies | 5,000.00 |
| 21 | 95 | 09/05/2024 | 2069 | LED USA.COM | District Lighting Supplies | 1,300.00 |
| Non-Payroll Total: | | | | | | \$106,089.29 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$106,089.29 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 49 - 55, Fund Codes: 22

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------|------------|-----------|-------------------------------|---|--------------------|
| 22 | 49 | 08/12/2024 | 509 | FREEZING POINT LLC | Frazil slushie juice for Ala Carte | 7,500.00 |
| 22 | 50 | 08/15/2024 | 7039 | WES HEFLEY/2H REFRIDGERATION | Replace Compressor MS Cooler | 4,600.00 |
| 22 | 51 | 08/16/2024 | 1301 | REASORS WAREHOUSE | Emergency food and beverage purchases | 1,000.00 |
| 22 | 52 | 08/21/2024 | 3784 | HAGAR RESTAURANT SERVICE, INC | Kitchen equipment repair and maintenance | 5,000.00 |
| 22 | 53 | 08/26/2024 | 30991 | PLATINUM VENTURES, INC | Racks and trash cans | 3,500.00 |
| 22 | 54 | 08/26/2024 | 3826 | SECURITY BANK CARD CENTER INC | Repair milk dispenser on HS coffee machine. | 500.00 |
| 22 | 55 | 09/03/2024 | 7532 | AARON NEVEU | Ala Carte Beverages for HS | 10,000.00 |
| Non-Payroll Total: | | | | | | \$32,100.00 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$32,100.00 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 6 - 13, Fund Codes: 04

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------|------------|-----------|-----------------------------------|--------------------------------------|--------------------|
| 04 | 6 | 08/16/2024 | 292 | BSN SPORTS, LLC | DISPLAY TIMER/XC | 2,013.99 |
| 04 | 7 | 08/16/2024 | 292 | BSN SPORTS, LLC | TENT FOR XC | 2,887.50 |
| 04 | 8 | 08/16/2024 | 546 | TEMPLE ENTERPRISES OF TULSA, INC. | HVAC EQUIIP SMS | 4,293.30 |
| 04 | 9 | 08/16/2024 | 5607 | DCI COMMUNICATIONS, INC. | REROUTE FIBER CABLE FOR CONSTRUCTION | 3,481.20 |
| 04 | 11 | 08/21/2024 | 3697 | SWEETWATER SOUND, INC | BAND EQUIPMENT | 4,704.69 |
| 04 | 12 | 08/28/2024 | 546 | TEMPLE ENTERPRISES OF TULSA, INC. | HVAC UNIT FOR SMS RM 207 | 4,293.30 |
| 04 | 13 | 09/03/2024 | 2008 | PALEN MUSIC | SPEAKERS FOR BAND | 2,740.00 |
| Non-Payroll Total: | | | | | | \$24,413.98 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$24,413.98 |

Sapulpa Public Schools

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 4 - 4, Fund Codes: 36

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|--------------|-------------|------------------|--------------------|------------------------------|-------------------|
| 36 | 4 | 08/21/2024 | 30637 | HOLT TRUCK CENTERS | REPLACE FUEL INJECTOR BUS 11 | 6,647.58 |
| Non-Payroll Total: | | | | | | \$6,647.58 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$6,647.58 |

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 8/1/2024 - 8/31/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|-----------------------------------|---------------|-------------|-------------------|------------|------------------|-------------|-------------|
| 801 HS GRANTS | \$3,361.74 | \$0.00 | \$0.00 | \$0.00 | \$3,361.74 | \$0.00 | \$3,361.74 |
| 802 HS OFFICE | \$13,077.69 | \$1,411.97 | \$0.00 | \$529.95 | \$13,959.71 | \$1,392.96 | \$12,566.75 |
| 803 CREDIT RECOVERY | \$10,610.95 | \$0.00 | \$0.00 | \$0.00 | \$10,610.95 | \$0.00 | \$10,610.95 |
| 804 ID BADGE | \$3,474.84 | \$0.00 | \$0.00 | \$2,885.92 | \$588.92 | \$0.00 | \$588.92 |
| 805 HS ART | \$1,873.16 | \$0.00 | \$0.00 | \$0.00 | \$1,873.16 | \$1,000.00 | \$873.16 |
| 806 HS BAND | \$4,529.69 | \$19,845.24 | \$0.00 | \$0.00 | \$24,374.93 | \$13,770.00 | \$10,604.93 |
| 807 HS BAND BOOSTER CONCESSION | \$39,038.16 | \$6,641.00 | \$0.00 | \$500.00 | \$45,179.16 | \$5,750.00 | \$39,429.16 |
| 808 HS OKLAHOMA CLOSE UP | \$473.50 | \$0.00 | \$0.00 | \$0.00 | \$473.50 | \$0.00 | \$473.50 |
| 809 HS HOSPITALITY COMMITTEE | \$643.41 | \$25.00 | \$0.00 | \$0.00 | \$668.41 | \$300.00 | \$368.41 |
| 810 HS STAY(STUD TCH AIDS YOUTH) | \$445.06 | \$0.00 | \$0.00 | \$0.00 | \$445.06 | \$0.00 | \$445.06 |
| 811 HS COUNSELING OFFICE | \$5,198.92 | \$0.00 | \$0.00 | \$0.00 | \$5,198.92 | \$0.00 | \$5,198.92 |
| 812 HS BUSINESS PROF ASSOC (BPA) | \$1,065.15 | \$0.00 | \$0.00 | \$0.00 | \$1,065.15 | \$100.00 | \$965.15 |
| 814 HS AP EXAMS | \$4,241.93 | \$0.00 | \$0.00 | \$0.00 | \$4,241.93 | \$1,216.00 | \$3,025.93 |
| 815 HS FCCLA | \$169.04 | \$949.06 | \$0.00 | \$0.00 | \$1,118.10 | \$160.00 | \$958.10 |
| 817 HS LIBRARY | \$1,218.99 | \$0.00 | \$0.00 | \$0.00 | \$1,218.99 | \$0.00 | \$1,218.99 |
| 818 HS NATIONAL HONOR SOCIETY | \$7,248.50 | \$0.00 | \$0.00 | \$0.00 | \$7,248.50 | \$1,900.00 | \$5,348.50 |
| 819 GREEN-THUMB CHIEFTAINS | \$2,957.47 | \$0.00 | \$0.00 | \$0.00 | \$2,957.47 | \$2,000.00 | \$957.47 |
| 820 HS NAACP | \$392.60 | \$0.00 | \$0.00 | \$0.00 | \$392.60 | \$0.00 | \$392.60 |
| 821 HS SENIORS 2024 | \$5,247.95 | \$0.00 | \$0.00 | \$0.00 | \$5,247.95 | \$300.00 | \$4,947.95 |
| 822 HS SENIORS 2025 | \$9,148.61 | \$0.00 | \$0.00 | \$0.00 | \$9,148.61 | \$0.00 | \$9,148.61 |
| 823 HS SENIORS 2026 | \$8,276.49 | \$0.00 | \$0.00 | \$0.00 | \$8,276.49 | \$0.00 | \$8,276.49 |
| 824 HS SCIENCE & ENGINEERING | \$61,927.40 | \$0.00 | \$0.00 | \$0.00 | \$61,927.40 | \$38,000.00 | \$23,927.40 |
| 825 HS SPANISH HONOR SOCIETY | \$343.67 | \$0.00 | \$0.00 | \$0.00 | \$343.67 | \$0.00 | \$343.67 |
| 826 HS SPECIAL ED/OLYMPICS | \$2,515.09 | \$2,500.00 | \$0.00 | \$0.00 | \$5,015.09 | \$0.00 | \$5,015.09 |
| 827 HS STUDENT COUNCIL | \$3,821.30 | \$0.00 | \$0.00 | \$0.00 | \$3,821.30 | \$600.00 | \$3,221.30 |
| 828 HS VOCAL MUSIC | \$10,382.54 | \$130.00 | \$0.00 | \$0.00 | \$10,512.54 | \$1,655.00 | \$8,857.54 |
| 829 HS AG ED & FFA | \$10,460.28 | \$856.00 | \$0.00 | \$1,000.13 | \$10,316.15 | \$4,031.99 | \$6,284.16 |
| 830 HS LYONS SPED | \$1,563.96 | \$0.00 | \$0.00 | \$0.00 | \$1,563.96 | \$0.00 | \$1,563.96 |
| 831 HS YEARBOOK | \$1,258.75 | \$0.00 | \$0.00 | \$0.00 | \$1,258.75 | \$0.00 | \$1,258.75 |
| 832 HS GILLIS SPED | \$1,047.33 | \$0.00 | \$0.00 | \$0.00 | \$1,047.33 | \$0.00 | \$1,047.33 |
| 833 HS FISHING TEAM/CLUB | \$834.45 | \$0.00 | \$0.00 | \$0.00 | \$834.45 | \$0.00 | \$834.45 |
| 835 HS BAND AUXILIARIES | \$3,999.98 | \$2,965.00 | \$0.00 | \$0.00 | \$6,964.98 | \$3,500.00 | \$3,464.98 |
| 836 HS BAND TRIPS | \$28,587.78 | \$1,520.27 | \$0.00 | \$0.00 | \$30,108.05 | \$7,794.00 | \$22,314.05 |
| 837 HS BAND GRANTS | \$55,028.07 | \$0.00 | \$0.00 | \$6,450.00 | \$48,578.07 | \$25,900.00 | \$22,678.07 |
| 838 HS PING PINGS | \$522.14 | \$0.00 | \$0.00 | \$0.00 | \$522.14 | \$0.00 | \$522.14 |
| 840 HS INDIAN PARENT COMMITTEE | \$1,180.17 | \$0.00 | \$0.00 | \$0.00 | \$1,180.17 | \$0.00 | \$1,180.17 |
| 841 HS SAPULPA INDIAN CLUB | \$8,034.32 | \$0.00 | \$0.00 | \$0.00 | \$8,034.32 | \$0.00 | \$8,034.32 |
| 842 HS KEY CLUB | \$137.84 | \$0.00 | \$0.00 | \$0.00 | \$137.84 | \$0.00 | \$137.84 |
| 843 HS GSA, GAY STRAIGHT ALLIANCE | \$68.71 | \$0.00 | \$0.00 | \$0.00 | \$68.71 | \$0.00 | \$68.71 |
| 844 HS PRODUCTIONS | \$3,813.16 | \$30.00 | \$0.00 | \$0.00 | \$3,843.16 | \$403.00 | \$3,440.16 |
| 845 HS CULINARY ARTS | \$5,116.90 | \$0.00 | \$0.00 | \$0.00 | \$5,116.90 | \$700.00 | \$4,416.90 |
| 846 HS JROTC | \$72,241.75 | \$100.00 | \$0.00 | \$1,808.23 | \$70,533.52 | \$2,396.77 | \$68,136.75 |
| 848 HS SCHOOL NURSE | \$1,813.34 | \$0.00 | \$0.00 | \$0.00 | \$1,813.34 | \$0.00 | \$1,813.34 |
| 849 BACK-PACK FOOD PANTRY | \$5,317.47 | \$0.00 | \$0.00 | \$0.00 | \$5,317.47 | \$1,200.00 | \$4,117.47 |
| 850 LOCAL SCHOLARSHIPS | \$38,131.42 | \$0.00 | \$0.00 | \$0.00 | \$38,131.42 | \$0.00 | \$38,131.42 |
| 851 HS SENIOR GIRL EVENTS | \$4,821.31 | \$0.00 | \$0.00 | \$0.00 | \$4,821.31 | \$0.00 | \$4,821.31 |
| 852 HS FIRST ROBOTICS | \$41,615.95 | \$0.00 | \$0.00 | \$0.00 | \$41,615.95 | \$16,000.00 | \$25,615.95 |
| 854 HS INDIAN ED STAFF DEV | \$2,151.74 | \$0.00 | \$0.00 | \$0.00 | \$2,151.74 | \$0.00 | \$2,151.74 |
| 855 HS PHYSICS | \$1,684.22 | \$0.00 | \$0.00 | \$0.00 | \$1,684.22 | \$0.00 | \$1,684.22 |
| 856 E-SPORTS | \$840.42 | \$0.00 | \$0.00 | \$0.00 | \$840.42 | \$675.00 | \$165.42 |
| 857 JH OFFICE | \$2,619.60 | \$82.00 | \$0.00 | \$278.96 | \$2,422.64 | \$1,521.04 | \$901.60 |
| 860 JH LIBRARY | \$370.07 | \$0.00 | \$0.00 | \$0.00 | \$370.07 | \$0.00 | \$370.07 |
| 863 JH STUDENT COUNCIL | \$1,128.04 | \$0.00 | \$0.00 | \$0.00 | \$1,128.04 | \$0.00 | \$1,128.04 |
| 864 JH VOCAL MUSIC | \$1,491.41 | \$0.00 | \$0.00 | \$0.00 | \$1,491.41 | \$105.00 | \$1,386.41 |
| 866 JH YEARBOOK | \$7,076.08 | \$0.00 | \$0.00 | \$0.00 | \$7,076.08 | \$102.00 | \$6,974.08 |
| 870 JH ART | \$11,581.02 | \$0.00 | \$0.00 | \$0.00 | \$11,581.02 | \$7,105.90 | \$4,475.12 |
| 871 JH TAPS | \$315.81 | \$0.00 | \$0.00 | \$0.00 | \$315.81 | \$0.00 | \$315.81 |

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 8/1/2024 - 8/31/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|----------------------------------|---------------|-------------|-------------------|-------------|------------------|------------|-------------|
| 872 STEM JH MATH & SCIENCE | \$3,130.99 | \$0.00 | \$0.00 | \$0.00 | \$3,130.99 | \$0.00 | \$3,130.99 |
| 874 JR HIGH GRANTS | \$4,330.53 | \$0.00 | \$0.00 | \$0.00 | \$4,330.53 | \$0.00 | \$4,330.53 |
| 877 MS OFFICE | \$8,231.52 | \$3,266.95 | \$0.00 | \$2,328.25 | \$9,170.22 | \$300.00 | \$8,870.22 |
| 878 MS LIBRARY | \$1,508.84 | \$0.00 | \$0.00 | \$0.00 | \$1,508.84 | \$0.00 | \$1,508.84 |
| 879 MS STUDENT OF THE MONTH | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 | \$0.00 | \$200.00 |
| 880 MS STUDENT COUNCIL | \$1,935.39 | \$0.00 | \$0.00 | \$0.00 | \$1,935.39 | \$0.00 | \$1,935.39 |
| 881 MS YEARBOOK | \$474.38 | \$0.00 | \$0.00 | \$0.00 | \$474.38 | \$0.00 | \$474.38 |
| 882 MS ART | \$522.58 | \$0.00 | \$0.00 | \$0.00 | \$522.58 | \$0.00 | \$522.58 |
| 883 MS CHOIR | \$9,792.55 | \$190.00 | \$0.00 | \$0.00 | \$9,982.55 | \$1,950.00 | \$8,032.55 |
| 884 MS TECHNOLOGY STUDENT ASSOC. | \$789.64 | \$0.00 | \$0.00 | \$0.00 | \$789.64 | \$0.00 | \$789.64 |
| 886 MS NJHS | \$789.85 | \$0.00 | \$0.00 | \$0.00 | \$789.85 | \$0.00 | \$789.85 |
| 887 7TH/8TH GR VOLLEYBALL | \$636.33 | \$0.00 | \$0.00 | \$0.00 | \$636.33 | \$0.00 | \$636.33 |
| 888 MS GRANTS | \$11,896.87 | \$0.00 | \$0.00 | \$0.00 | \$11,896.87 | \$0.00 | \$11,896.87 |
| 889 MS PLTW | \$15,000.00 | \$0.00 | \$0.00 | \$0.00 | \$15,000.00 | \$0.00 | \$15,000.00 |
| 892 SPED DIRECTOR | \$1,317.14 | \$0.00 | \$0.00 | \$0.00 | \$1,317.14 | \$300.00 | \$1,017.14 |
| 893 LIBERTY LIBRARY | \$1,386.29 | \$0.00 | \$0.00 | \$0.00 | \$1,386.29 | \$1.00 | \$1,385.29 |
| 894 LIBERTY MISC | \$2,147.57 | \$0.00 | \$0.00 | \$37.20 | \$2,110.37 | \$1,169.80 | \$940.57 |
| 895 LIBERTY FUNDRAISING | \$5,035.10 | \$1,710.00 | \$0.00 | \$690.00 | \$6,055.10 | \$3,395.00 | \$2,660.10 |
| 896 LIBERTY STEM CLUB | \$19,226.10 | \$9,629.48 | \$0.00 | \$2,290.00 | \$26,565.58 | \$9,700.00 | \$16,865.58 |
| 897 LIBERTY GRANTS | \$2,213.66 | \$0.00 | \$0.00 | \$0.00 | \$2,213.66 | \$0.00 | \$2,213.66 |
| 900 FREEDOM MISC | \$2,128.99 | \$3,335.00 | \$0.00 | \$105.76 | \$5,358.23 | \$1,193.24 | \$4,164.99 |
| 901 FREEDOM FUNDRAISING | \$36,299.10 | \$0.00 | \$0.00 | \$249.80 | \$36,049.30 | \$8,100.19 | \$27,949.11 |
| 902 FREEDOM LIBRARY | \$561.40 | \$44.66 | \$0.00 | \$0.00 | \$606.06 | \$0.00 | \$606.06 |
| 903 FREEDOM GRANTS | \$404.43 | \$0.00 | \$0.00 | \$0.00 | \$404.43 | \$0.00 | \$404.43 |
| 904 FREEDOM TAPS | \$14,330.69 | \$0.00 | \$0.00 | \$0.00 | \$14,330.69 | \$4,375.00 | \$9,955.69 |
| 907 JEFFERSON HTS MISC | \$6,375.21 | \$1,868.00 | \$0.00 | \$653.50 | \$7,589.71 | \$2,764.00 | \$4,825.71 |
| 908 JEFFERSON HTS FUNDRAISING | \$16,448.67 | \$214.00 | \$0.00 | \$1,387.62 | \$15,275.05 | \$2,822.38 | \$12,452.67 |
| 910 JEFFERSON HTS GRANTS | \$8,851.32 | \$0.00 | \$0.00 | \$0.00 | \$8,851.32 | \$0.00 | \$8,851.32 |
| 911 JEFFERSON HTS LIBRARY | \$3,133.47 | \$0.00 | \$0.00 | \$0.00 | \$3,133.47 | \$470.00 | \$2,663.47 |
| 919 HOLMES PARK MISC | \$6,338.75 | \$0.00 | \$0.00 | \$0.00 | \$6,338.75 | \$1,350.00 | \$4,988.75 |
| 920 HOLMES PARK FUNDRAISING | \$18,529.60 | \$0.00 | \$0.00 | \$1,050.00 | \$17,479.60 | \$1,575.00 | \$15,904.60 |
| 921 HOLMES PARK LIBRARY | \$5,665.78 | \$0.00 | \$0.00 | \$0.00 | \$5,665.78 | \$0.00 | \$5,665.78 |
| 922 HOLMES PARK GRANTS | \$1,416.22 | \$0.00 | \$0.00 | \$0.00 | \$1,416.22 | \$0.00 | \$1,416.22 |
| 928 REVOLUTIONARY DAYS | \$1,551.75 | \$0.00 | \$0.00 | \$0.00 | \$1,551.75 | \$0.00 | \$1,551.75 |
| 929 DISTRICT STEM | \$31,947.81 | \$0.00 | \$0.00 | \$0.00 | \$31,947.81 | \$5,000.00 | \$26,947.81 |
| 931 BENEVOLENCE FUND | \$9,273.63 | \$0.00 | \$0.00 | \$0.00 | \$9,273.63 | \$0.00 | \$9,273.63 |
| 932 GT GRANTS | \$13,550.00 | \$0.00 | \$0.00 | \$0.00 | \$13,550.00 | \$0.00 | \$13,550.00 |
| 933 NOW (INTEREST INCOME) | \$44,437.72 | \$6,566.88 | (\$350.00) | \$2,871.30 | \$47,783.30 | \$9,389.95 | \$38,393.35 |
| 934 DRIVERS EDUCATION | \$15,925.00 | \$0.00 | \$0.00 | \$0.00 | \$15,925.00 | \$0.00 | \$15,925.00 |
| 935 CREEK NATION LATCHKEY | \$66,178.88 | \$0.00 | \$0.00 | \$0.00 | \$66,178.88 | \$3,309.48 | \$62,869.40 |
| 936 STEM-CAMP INVENTION | \$36,547.63 | \$0.00 | \$0.00 | \$25,750.00 | \$10,797.63 | \$0.00 | \$10,797.63 |
| 937 LATCHKEY | \$50,203.62 | \$17,593.66 | \$0.00 | \$542.45 | \$67,254.83 | \$3,444.45 | \$63,810.38 |
| 938 COLLINS FOUNDATION | \$27,166.55 | \$0.00 | \$0.00 | \$0.00 | \$27,166.55 | \$0.00 | \$27,166.55 |
| 940 SPARK | \$64,847.65 | \$118.85 | \$0.00 | \$1,164.72 | \$63,801.78 | \$1,238.16 | \$62,563.62 |
| 941 LOCAL SCH CHILD WELFARE | \$15,749.28 | \$0.00 | \$0.00 | \$5,011.24 | \$10,738.04 | \$6,593.59 | \$4,144.45 |
| 943 ALTERNATIVE SCHOOL GRANTS | \$110.44 | \$0.00 | \$0.00 | \$0.00 | \$110.44 | \$0.00 | \$110.44 |
| 944 CHILD NUTRITION BANQUETS | \$406.50 | \$0.00 | \$0.00 | \$0.00 | \$406.50 | \$0.00 | \$406.50 |
| 945 SPS FOOD SERV ASSOC | \$4,858.45 | \$0.00 | \$0.00 | \$0.00 | \$4,858.45 | \$250.00 | \$4,608.45 |
| 946 SOFT DRINK MONEY | \$18,318.84 | \$0.00 | \$0.00 | \$1,614.23 | \$16,704.61 | \$2,796.98 | \$13,907.63 |
| 947 ALTERNATIVE SCHOOL | \$3,214.68 | \$0.00 | \$0.00 | \$15.75 | \$3,198.93 | \$134.25 | \$3,064.68 |
| 949 CLEARING ACCOUNT | \$4,524.27 | \$500.00 | \$0.00 | \$0.00 | \$5,024.27 | \$0.00 | \$5,024.27 |
| 950 SERVICE CENTER | \$365.73 | \$0.00 | \$350.00 | \$0.00 | \$715.73 | \$450.00 | \$265.73 |
| 951 CREEK NATION SUMMER | \$70,200.00 | \$0.00 | \$0.00 | \$0.00 | \$70,200.00 | \$0.00 | \$70,200.00 |
| 952 CHROMEBOOK INS/REPAIR | \$46,606.23 | \$20,511.29 | \$0.00 | \$2,670.00 | \$64,447.52 | \$9,600.29 | \$54,847.23 |
| 954 5TH GRADE ELEM BASKETBALL | \$1,898.67 | \$0.00 | \$0.00 | \$0.00 | \$1,898.67 | \$0.00 | \$1,898.67 |
| 955 CHIEFTAIN CARE | \$6,786.78 | \$0.00 | \$0.00 | \$0.00 | \$6,786.78 | \$0.00 | \$6,786.78 |
| 957 HOMELESS | \$4,988.94 | \$0.00 | \$0.00 | \$0.00 | \$4,988.94 | \$0.00 | \$4,988.94 |

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 8/1/2024 - 8/31/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---------------------------------|-----------------------|---------------------|----------------------|---------------------|-----------------------|---------------------|-----------------------|
| 960 ATHLETIC SPORTS OVERALL | \$6,505.96 | \$2,450.28 | \$0.00 | \$1,958.12 | \$6,998.12 | \$6,012.77 | \$985.35 |
| 961 FOOTBALL BUDGET | \$33,267.69 | \$830.00 | \$0.00 | \$2,068.25 | \$32,029.44 | \$5,644.89 | \$26,384.55 |
| 962 BOYS BASKETBALL BUDGET | \$3,500.49 | \$0.00 | \$0.00 | \$2,610.00 | \$890.49 | \$47.00 | \$843.49 |
| 963 GIRLS BASKETBALL BUDGET | \$1,022.20 | \$0.00 | \$0.00 | \$0.00 | \$1,022.20 | \$600.00 | \$422.20 |
| 964 BASEBALL BUDGET | \$13,730.43 | \$0.00 | \$0.00 | \$0.00 | \$13,730.43 | \$0.00 | \$13,730.43 |
| 965 SOFTBALL BUDGET | \$4,459.55 | \$0.00 | \$4,000.00 | \$1,090.40 | \$7,369.15 | \$175.00 | \$7,194.15 |
| 966 WRESTLING BUDGET | \$3,862.74 | \$0.00 | \$0.00 | \$0.00 | \$3,862.74 | \$0.00 | \$3,862.74 |
| 967 TENNIS BUDGET | \$802.60 | \$0.00 | \$0.00 | \$0.00 | \$802.60 | \$0.00 | \$802.60 |
| 968 TRACK BUDGET | \$1,862.59 | \$0.00 | \$0.00 | \$0.00 | \$1,862.59 | \$0.00 | \$1,862.59 |
| 969 GOLF BUDGET | \$5,503.12 | \$0.00 | \$0.00 | \$953.43 | \$4,549.69 | \$130.00 | \$4,419.69 |
| 971 ATHLETIC - BOOSTER CLUB | \$97,274.84 | \$28,081.06 | (\$1,570.30) | \$6,126.40 | \$117,659.20 | \$21,217.15 | \$96,442.05 |
| 972 CROSS COUNTRY BUDGET | \$7,178.54 | \$1,379.00 | \$3,000.00 | \$1,338.00 | \$10,219.54 | \$5,418.02 | \$4,801.52 |
| 973 BOYS SOCCER BUDGET | \$3,910.35 | \$0.00 | \$0.00 | \$0.00 | \$3,910.35 | \$1,315.06 | \$2,595.29 |
| 974 ATHLETICS - TRAINER | \$9,334.13 | \$0.00 | \$0.00 | \$2,324.59 | \$7,009.54 | \$4,226.17 | \$2,783.37 |
| 975 GIRLS SOCCER BUDGET | \$5,781.02 | \$0.00 | \$0.00 | \$0.00 | \$5,781.02 | \$265.00 | \$5,516.02 |
| 976 GIRLS VOLLEYBALL BUDGET | \$2,086.04 | \$0.00 | \$3,000.00 | \$1,505.63 | \$3,580.41 | \$0.00 | \$3,580.41 |
| 977 CHEER BUDGET | \$2,800.08 | \$1,450.00 | \$3,000.00 | \$487.89 | \$6,762.19 | \$467.94 | \$6,294.25 |
| 978 ALL EVENTS GATE | \$6,553.40 | \$18,780.63 | \$0.00 | \$5,653.40 | \$19,680.63 | \$6,584.01 | \$13,096.62 |
| 979 JR HIGH CHEER | \$1,597.26 | \$0.00 | \$0.00 | \$30.97 | \$1,566.29 | \$40.00 | \$1,526.29 |
| 983 DRUG TEST-PHYSICALS | \$14,571.27 | \$810.02 | \$0.00 | \$6,800.00 | \$8,581.29 | \$0.00 | \$8,581.29 |
| 985 SPONSORS 2022-2023 | \$23,354.06 | \$19,100.00 | (\$13,000.00) | \$15,721.92 | \$13,732.14 | \$2,533.90 | \$11,198.24 |
| 986 CHIEFTAIN CENTER CONCESSION | \$6,743.53 | \$455.88 | \$1,570.30 | \$2,666.08 | \$6,103.63 | \$5,721.64 | \$381.99 |
| Total | \$1,522,947.24 | \$175,941.18 | \$0.00 | \$113,220.09 | \$1,585,668.33 | \$281,649.97 | \$1,304,018.36 |

Sapulpa Public Schools

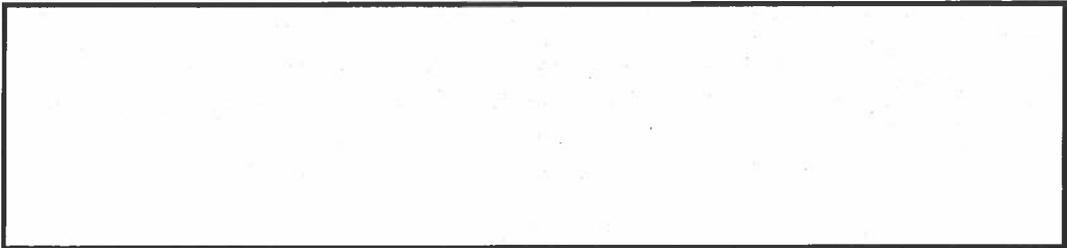
Cash Balances

Options: Fiscal Years: 2024, Funds: 81, As Of Date: 8/31/2024, Account Types: All

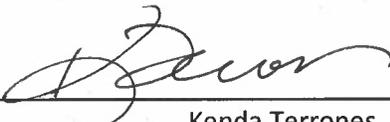
| Cash By Account and Fund | | | | | | |
|---------------------------------|------------------------------|-----------|----------|------|--|--------------------|
| AC 0101 | AMERICAN HERITAGE 1825474 | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$0.00 |
| | | | Total AC | 0101 | | \$0.00 |
| AC 8101 | ALLEN SCHOLARSHIP ENDOWMENT | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$6,337.68 |
| | | | Total AC | 8101 | | \$6,337.68 |
| AC 8103 | NAIFEH SCHOLARSHIP ENDOWMENT | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$0.00 |
| | | | Total AC | 8103 | | \$0.00 |
| AC 8104 | DONNA HOLBROOK SCHOLARSHIP | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$1,585.62 |
| | | | Total AC | 8104 | | \$1,585.62 |
| AC 8111 | ALLEN SCHOLARSHIP CD 4401 | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$49,997.35 |
| | | | Total AC | 8111 | | \$49,997.35 |
| AC 8114 | HOLBROOK SCHOLARSHIP CD | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$10,000.00 |
| | | | Total AC | 8114 | | \$10,000.00 |
| | | | | | | <u>\$67,920.65</u> |
| | | | | | | <u>\$67,920.65</u> |
| Cash By Fund | | | | | | |
| 2024 | 81 | GIFT FUND | | | | \$67,920.65 |
| | | | | | | <u>\$67,920.65</u> |

**SAPULPA PUBLIC SCHOOLS
TREASURER'S SUMMARY
AUGUST 2024**

| | GENERAL FUND | BUILDING FUND | CH NUTR FUND | BOND FUND | SINKING FUND |
|--------------------|---------------------|--------------------|--------------------|---------------------|---------------------|
| BEG BALANCE | 5,705,704.12 | 267,204.87 | 629,718.61 | 1,589,740.15 | 6,370,785.26 |
| DEPOSITS | 3,222,413.14 | 10,167.72 | 52,959.46 | 0.00 | 51,941.82 |
| CHECKS ISSUED | | | | | |
| Current Year | 1,764,107.74 | 157,479.02 | 196,929.84 | 17,729.09 | 0.00 |
| Prior Year | 12,638.31 | 12,789.36 | 167,082.71 | 585,041.53 | 0.00 |
| END BALANCE | 7,151,371.21 | 107,104.21 | 318,665.52 | 986,969.53 | 6,422,727.08 |
| Last Yr Same Month | 3,713,734.35 | 374,187.92 | 947,668.22 | 1,121,006.72 | 360,817.22 |
| Gain or (Loss) | 3,437,636.86 | -267,083.71 | -629,002.70 | -134,037.19 | 6,061,909.86 |



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



 Kenda Terrones, Treasurer

GENERAL FUNDPREVIOUS
TOTALCURRENT
MONTHNEW
YR-TO-DATELocal Revenue

| | | | |
|-----------------------------|-------------------|-------------------|-------------------|
| Current Ad Valorem | 21,419.10 | 0.00 | 21,419.10 |
| Prior Ad Valorem | 11,680.49 | 71,193.93 | 82,874.42 |
| Homestead & In Lieu Tax | 0.00 | 102.22 | 102.22 |
| Interest Earned | 66,365.08 | 59,836.29 | 126,201.37 |
| 5-Year Manufacturing Exemp | 493,258.56 | 0.00 | 493,258.56 |
| 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 | 6,074.94 | 5,727.25 | 11,802.19 |
| Donations and Contributions | 6,000.00 | 0.00 | 6,000.00 |
| Repayment from CNF | 0.00 | 0.00 | 0.00 |
| Repayment from Activity Fd | <u>2,187.79</u> | <u>12,730.45</u> | <u>14,918.24</u> |
| Local TOTALS | 606,985.96 | 149,590.14 | 756,576.10 |

County Revenue

| | | | |
|---------------|------------------|------------------|------------------|
| Mill Levy | 25,618.84 | 6,670.35 | 32,289.19 |
| Mortgage Tax | <u>6,997.47</u> | <u>12,483.05</u> | <u>19,480.52</u> |
| County TOTALS | 32,616.31 | 19,153.40 | 51,769.71 |

State Revenue

| | | | |
|-------------------------------|------------------|---------------------|---------------------|
| Gross Production | 16,688.28 | 16,708.85 | 33,397.13 |
| Auto Tags | 5,252.86 | 146,505.96 | 151,758.82 |
| School Land | 51,863.70 | 42,126.10 | 93,989.80 |
| Tax Stamps & Other Misc | 1,123.68 | 151.14 | 1,274.82 |
| Farm Implement Tax Stamp | 0.00 | 129,257.76 | 129,257.76 |
| State Aid (Fdn. & Incentive) | 0.00 | 1,346,661.04 | 1,346,661.04 |
| Flexible Benefit | 0.00 | 274,263.78 | 274,263.78 |
| 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 | 237,101.28 | 237,101.28 |
| Driver's Education | 0.00 | 32,872.48 | 32,872.48 |
| 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 | 74,928.52 | 2,225,648.39 | 2,300,576.91 |

Federal RevenueY-T-DCURY-T-D

| | | | |
|-----------------------------|-----------|------|-----------|
| FEMA | 0.00 | 0.00 | 0.00 |
| Title VII - Indian Ed (561) | 37,023.34 | 0.00 | 37,023.34 |

| | | | |
|----------------------------|---------------------|---------------------|---------------------|
| JROTC | 6,448.08 | 0.00 | 6,448.08 |
| SIG Grants -Liberty | 0.00 | 0.00 | 0.00 |
| Title I (511) | 68,687.28 | 175,567.15 | 244,254.43 |
| Title II Part A (541) | 12,622.14 | 27,859.12 | 40,481.26 |
| IDEA-B Flow Thru (621) | 148,805.44 | 174,311.42 | 323,116.86 |
| IDEA-B Preschool 3-5 (641) | 3,173.70 | 8,110.51 | 11,284.21 |
| Title 10 (596) | 6,024.86 | 7,154.86 | 13,179.72 |
| JOM (563) | 0.00 | 0.00 | 0.00 |
| CARES Act | 670.71 | 434,384.06 | 435,054.77 |
| Carl Perkins (421) | <u>25,175.01</u> | <u>0.00</u> | <u>25,175.01</u> |
| Federal TOTALS | 308,630.56 | 827,387.12 | 1,136,017.68 |
| TOTAL GEN FUND | 1,023,161.35 | 3,221,779.05 | 4,244,940.40 |

BUILDING FUND

| | | | |
|-----------------------------|------------------|------------------|------------------|
| Current Taxes | 3,059.02 | 0.00 | 3,059.02 |
| Prior Taxes | 1,668.17 | 10,167.72 | 11,835.89 |
| In Lieu of Taxes | 0.00 | 0.00 | 0.00 |
| 5-Year Manufacturing Exemp | 70,436.88 | 0.00 | 70,436.88 |
| Facility Rental | 0.00 | 0.00 | 0.00 |
| 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 | 75,164.07 | 10,167.72 | 85,331.79 |

CHILD NUTR FUND

| | | | |
|------------------------------|------------------|------------------|------------------|
| Local (Meals, Interest, etc) | 1,638.54 | 35,417.56 | 37,056.10 |
| State Reimbursement | 0.00 | 9,333.07 | 9,333.07 |
| Federal Reimbursement | <u>24,038.14</u> | <u>7,075.06</u> | <u>31,113.20</u> |
| Child Nutrition Fund TOTALS | 25,676.68 | 51,825.69 | 77,502.37 |

TOTAL GF/BF/CNF

1,124,002.10 3,283,772.46 4,407,774.56

BOND FUND

| | | | |
|-------------------|-------------------|-------------|-------------------|
| Interest | 0.00 | 0.00 | 0.00 |
| Sale of New Bonds | <u>622,300.00</u> | <u>0.00</u> | <u>622,300.00</u> |
| Bond Fund TOTALS | 622,300.00 | 0.00 | 622,300.00 |

SINKING FUND

| | | | |
|-----------------------------|-------------------|------------------|-------------------|
| Current Taxes | 15,654.26 | 0.00 | 15,654.26 |
| Prior Taxes | 8,675.69 | 51,941.82 | 60,617.51 |
| In Lieu of Taxes | 0.00 | 0.00 | 0.00 |
| 5-Year Manufacturing Exempt | 360,454.87 | 0.00 | 360,454.87 |
| Interest/In Lieu Reimb | 1,005.42 | 0.00 | 1,005.42 |
| State Land Reimbursement | 0.00 | 0.00 | 0.00 |
| Farm Implement Tax Stamp | 0.00 | 0.00 | 0.00 |
| Premium on Bonds Sold | <u>346.77</u> | <u>0.00</u> | <u>346.77</u> |
| Sinking Fund TOTALS | 386,137.01 | 51,941.82 | 438,078.83 |

INSURANCE REIMBURSEMENT FUND

0.00 0.00 0.00

GRAND TOTAL

2,132,439.11 3,335,714.28 5,468,153.39

UTILITIES COMPARISON 2022-23 TO 2024-25

| | 410 | 623 | 624 | 625 | 627 | <u>MO</u> | <u>YTD</u> | | | |
|-----------|--------------|---------------|--------------------|-----------------|------------------|--------------|--------------|------------------|------------------|----------|
| | <u>Water</u> | <u>Diesel</u> | <u>Electricity</u> | <u>Gasoline</u> | <u>Nat'l Gas</u> | <u>TOTAL</u> | <u>TOTAL</u> | <u>MONTHLY</u> | <u>YEAR</u> | |
| | | | | | | | | <u>INCR/DECR</u> | <u>INCR/DECR</u> | <u>%</u> |
| July 22 | 9,184 | 5,611 | 50,686 | 5,534 | 95 | 71,110 | 71,110 | 31,984 | 31,984 | 81.75% |
| Aug 22 | 23,101 | 0 | 70,521 | 0 | 2,708 | 96,330 | 167,440 | 24,718 | 56,702 | 51.20% |
| Sep 22 | 16,071 | 10,170 | 86,958 | 5,048 | 2,891 | 121,138 | 288,579 | 31,053 | 87,756 | 43.70% |
| Oct 22 | 20,265 | 23,758 | 89,601 | 4,500 | 3,864 | 141,988 | 430,566 | 32,250 | 120,005 | 38.64% |
| Nov 22 | 16,960 | 20,012 | 83,509 | 6,191 | 7,809 | 134,481 | 565,047 | 26,089 | 146,094 | 34.87% |
| Dec 22 | 9,014 | 20,570 | 49,948 | 3,929 | 3,585 | 87,045 | 652,092 | 20,926 | 167,020 | 34.43% |
| Jan 23 | 30,375 | 13,946 | 51,219 | 2,827 | 42,875 | 141,242 | 793,335 | 51,703 | 218,724 | 38.06% |
| Feb 23 | 7,489 | 13,862 | 47,435 | 2,872 | 35,553 | 107,211 | 900,546 | 17,749 | 236,473 | 35.61% |
| Mar 23 | 14,512 | 14,203 | 49,340 | 3,749 | 31,279 | 113,082 | 1,013,628 | 34,160 | 270,634 | 36.42% |
| Apr 23 | 13,471 | 20,402 | 47,912 | 3,271 | 25,044 | 110,101 | 1,123,729 | 8,519 | 279,152 | 33.05% |
| May 23 | 15,673 | 18,697 | 47,452 | 5,981 | 11,253 | 99,056 | 1,222,785 | 2,701 | 281,854 | 29.95% |
| Jun 23 | 13,656 | 11,861 | 53,149 | 4,297 | 6,415 | 89,378 | 1,312,162 | -378 | 281,475 | 27.31% |
| July 23 | 12,775 | 3,075 | 50,798 | 4,986 | 2,037 | 73,671 | 73,671 | 2,561 | 2,561 | 3.60% |
| August 23 | 15,604 | 1,081 | 78,405 | 4,537 | 1,114 | 100,741 | 174,412 | 4,411 | 6,972 | 4.16% |
| Sep 23 | 11,196 | 9,589 | 94,208 | 4,416 | 538 | 119,947 | 294,359 | -1,192 | 5,780 | 2.00% |
| Oct 23 | 13,480 | 17,850 | 113,443 | 7,095 | 866 | 152,734 | 447,093 | 10,746 | 16,527 | 3.84% |
| Nov 23 | 14,084 | 18,877 | 91,697 | 6,732 | 2,592 | 133,983 | 581,076 | -498 | 16,028 | 2.84% |
| Dec 23 | 4,173 | 16,294 | 59,722 | 4,694 | 7,201 | 92,084 | 673,159 | 5,038 | 21,067 | 3.23% |
| Jan 24 | 23,918 | 9,424 | 49,427 | 2,626 | 11,348 | 96,743 | 769,902 | -44,500 | -23,433 | -2.95% |
| Feb 24 | 16,832 | 11,391 | 37,909 | 3,164 | 27,926 | 97,221 | 867,123 | -9,989 | -33,423 | -3.71% |
| Mar 24 | 18,788 | 16,023 | 44,694 | 3,468 | 9,960 | 92,933 | 960,056 | -20,149 | -53,572 | -5.29% |
| Apr 24 | 31,541 | 15,234 | 42,541 | 4,109 | 7,451 | 100,876 | 1,060,932 | -9,225 | -62,797 | -5.59% |
| May 24 | 16,466 | 19,605 | 39,103 | 5,102 | 3,059 | 83,333 | 1,144,266 | -15,722 | -78,519 | -6.42% |
| June 24 | 12,987 | 14,444 | 45,331 | 4,494 | 2,175 | 79,432 | 1,223,697 | -9,946 | -88,465 | -6.74% |
| July 24 | 9,277 | 4,988 | 50,782 | 4,350 | 0 | 69,397 | 69,397 | -4,274 | -4,274 | -5.80% |
| August 23 | 8,214 | 1,834 | 0 | 2,852 | 0 | 12,900 | 82,298 | -87,840 | -92,115 | -52.81% |

| | | | | |
|---|--|-------------------|-------------------|--------|
| | | | | |
| | | | | |
| General Fund | | | | |
| <u>WORKING BUDGET</u> | | | | |
| | | Actual | Budgeted | |
| | | 2023-24 | 2024-25 | |
| WADM | | | | |
| State Allocation | | 15,312,648 | 14,962,900 | |
| Other State Revenue | | 6,033,711 | 6,157,844 | |
| Ad Valorem Projection | | 8,753,312 | 8,706,251 | |
| Other Local and County Revenue | | 2,356,282 | 1,448,533 | |
| Federal Grant Revenue | | 5,261,268 | 2,466,851 | |
| Mid Term Adjustment State Allocation | | <u>0</u> | <u>0</u> | |
| CURRENT YEAR REVENUE | | 37,717,221 | 33,742,379 | |
| Prior Year Carryover | | <u>3,528,472</u> | <u>5,970,505</u> | |
| Total Revenue | | 41,245,693 | 39,712,884 | |
| | | | | |
| Projected Expenses | | | | |
| Certified Salaries | | 18,032,632 | 18,606,151 | |
| Support Salaries | | 5,743,503 | 5,859,310 | |
| Certified Benefits | | 5,028,529 | 5,268,162 | |
| Support Benefits | | 1,679,447 | 1,714,318 | |
| Purchased Professional & Technical Services | | 876,199 | 902,485 | |
| Contracted Property Services | | 166,243 | 171,230 | |
| Other Contracted Services | | 802,174 | 568,739 | |
| Supplies & Materials | | 1,941,219 | 1,754,078 | |
| Property Expenses | | 408,770 | 172,865 | |
| Other Objects | | 844,429 | 869,762 | |
| | | | | |
| Total Expenses | | 35,523,144 | 35,887,099 | |
| | | | | |
| Projected Carryover | | 5,722,549 | 3,825,785 | 11.34% |
| The following increases are included: | | | | |
| Estimated cost of negotiated changes | | | | |
| 4 new positions | | | | |
| Pathway stipends | | | | |

**School District
2024-2025 Estimate of Needs
and
Financial Statement of the Fiscal Year 2023-2024**

**Board of Education of Sapulpa Public Schools
District No. I-33
County of Creek
State of Oklahoma**

To the Excise Board of said County and State, Greetings:

Pursuant to the requirements of 68 O. S. 2001 Section 3002, we submit herewith, for your consideration the within statement of the financial condition of the Board of Education of Sapulpa Public Schools, District No. I-33, County of Creek, State of Oklahoma for the fiscal year beginning July 1, 2024, and ending June 30, 2025, together with an itemized statement of the estimated Income and Probable Needs of said School District for the ensuing fiscal year. We have separately prepared, executed and submit Financial Statements for the Fiscal Year so terminated, and Estimate of Requirements for the ensuing Fiscal Year, for such Sinking Fund, if any, as pertains to this District for the Bond, Coupon, and Judgment indebtedness, if any, outstanding and unpaid as of June 30, 2025, and also for the Sinking Fund of any disorganized District whose area or the major portion thereof is now embraced within the boundaries of this District; and this Certificate is as applicable thereto as if fully embodied therein. The same have been prepared in conformity with Statute.

Two copies of this Financial Statement and Estimate of Needs should be filed with the County Clerk not later than September 30 for all School Districts. One complete signed copy must be sent to the State Auditor and Inspector, 2300 N. Lincoln Blvd Room 100, Oklahoma City, OK 73105-4801 and one copy will be retained by the County Clerk. If publication may not be had by date required for filing, affidavit and proof of publication are required to be attached within five days after date of filing.

Prepared by: Bledsoe, Hewett & Gullekson CPAs

Submitted to the Creek County Excise Board

This _____ Day of _____, 2024

School Board Member's Signatures

| | |
|-----------------|---------------|
| Chairman: _____ | Clerk: _____ |
| Member: _____ | Member: _____ |
| Member: _____ | Member: _____ |
| Member: _____ | Member: _____ |
| Member: _____ | Member: _____ |
| Treasurer _____ | |

State of Oklahoma, County of Creek

In addition,

1. We, the undersigned, duly elected, qualified and acting officers of the Board of Education of the aforesaid School District located wholly or in major area in the County and State aforesaid, do hereby certify that, at regular session begun at the time provided by law, we carefully considered the reports submitted by the several officers and employees as required by 68 O. S. 2001 Section 3004, carefully considered the statements and estimate of needs heretofore prepared for the purpose of ascertaining any additional or emergency levy necessary for the ensuing fiscal year and revised, corrected or amended the same to disclose the true fiscal condition as of June 30, 2024, and to provide for the needs of the District for the ensuing fiscal year as now ascertained; and we do hereby certify that the within statement of the financial condition is true and correct, and that the within estimates for all purposes for the ensuing fiscal year are reasonably necessary for the proper conduct of the affairs of said School District, and that the statement of Estimated Income from sources other than ad valorem taxes is not in excess of the lawfully authorized ratio of the actual collections from such sources during the previous fiscal year.

2. We further certify that any cash fund balance reported in our Building Fund is required for immediate or cumulative program of construction unless there be attached within a verified copy of a resolution signed by a majority of the members of this Board to the effect the program of building has been completed or abandoned. If attached, then the Excise Board is directed to apply said Balance to reduce Levies in accordance with 62 O. S. 2001, Section 333.

3. We also certify that a levy of 15.000 Mills over and above the number of mills allocated by the County Excise Board will be reasonably necessary for the proper conduct of the affairs of said school district during the fiscal year 2024-2025.

4. We also certify that, after due and legal notice of an election thereon, an emergency levy of 5.000 Mills, over and above the number of mills provided by Law and allocated by the County Excise Board in addition thereto for school purposes, were made permanent by election.

5. We also certify that, after due and legal notice of an election thereon, a local support levy of 10.000 Mills, in addition to the levies hereinbefore provided, were made permanent by election.

6. We also certify that, after due and legal notice of an election thereon, pursuant to Article 10, Section 10, of the Constitution of Oklahoma, an additional levy of 5.000 Mills, were made permanent by election.

Clerk of Board of Education

President of Board of Education

Treasurer of Board of Education

Subscribed and sworn to before me this ____ day of _____, 2024.

Notary Public

My Commission Expires

Affidavit of Publication

State of Oklahoma, County of Creek

I, _____, the undersigned duly qualified and acting Clerk of the Board of Education of Sapulpa Public Schools, School District No. I-33, County and State aforesaid, being first duly sworn according to law, hereby depose and say:

1. That I complied with 68 O. S. 2001 Section 3002, (both independent and dependent) by having the within Financial Statement and Estimate of Needs which was prepared at the time and in the manner provided by law, published as required by law, in a legally-qualified newspaper of general circulation in the district, there being no legally-qualified newspaper published in the school district, as evidenced by a copy of such published statement and estimate together with proof of publication thereof attached hereto marked Exhibit No. 1 and made a part hereof (strike inapplicable phrases).

2. That I complied with currently effective statutes, by having the Notice of Emergency Levy Election and the call for such Election on the date hereinbefore certified by the Governing Board, the Itemized Statements and the Itemized Estimate of the amount necessary for the ensuing fiscal year requiring such emergency levy for the current expense purposes as prepared by the Board of Education duly published or posted, as the case may be, in full compliance with law for this class of school district, and as provided by law duly made public in the manner and at the time provided by law, for this class of district and in all respects according to law, in relation to said election on such emergency levy as hereinbefore certified by said Governing Board.

3. That I complied with the statute by having published or posted (if required for this class of district) the notice of local support levy election, and the call for such election on the date hereinbefore certified by the Board of Education. That the Estimate of Needs as prepared by the Board of Education required such local support levy in addition to other tax levies, to fully meet the current expense purposes of the school district for the ensuing year.

4. That in conformity to resolution by said Board of Education, I caused Notice of Building Fund Levy Election under the provisions of Article 10, Section 10, Oklahoma Constitution, and the Call of such Election on the date hereinbefore certified by the Governing Board, together with Itemized Statements and an Estimate of the amount necessary for the ensuing fiscal year requiring such levy for the purpose of erecting, remodeling or repairing school buildings, and for purchasing school furniture, in said District, published or posted to contain such Notice and Call, fixing the number of voting places and particularly describing each and every such place or places, and fixing the day on which such election should be had after the expiration of such notice, duly published or posted as is required by law for this class of district.

Clerk, Board of Education

Subscribed and sworn to before me this _____ day of _____, 2024.

Notary Public

My Commission Expires

Secretary and Clerk of Excise Board
Creek County, Oklahoma



BLEDSON, HEWETT & GULLEKSON
CERTIFIED PUBLIC ACCOUNTANTS, PLLLP

Eric M. Bledsoe, CPA
Jeffrey D. Hewett, CPA
Christopher P. Gullekson, CPA

P.O. BOX 1310 • 121 E. COLLEGE ST. • BROKEN ARROW, OK 74013 • (918) 449-9991 • (800) 522-3831 • FAX (918) 449-9779

August 15, 2024

Honorable Board of Education
Sapulpa Independent School District, I-033
Creek County, Oklahoma

Management is responsible for the accompanying financial statements and supporting information of the District as of and for the year ended June 30, 2024, which comprise of the 2024-25 estimate of needs and financial statements for the fiscal year ended June 30, 2024, included in the accompanying form (SAI Form 2661R06) and the publication sheet (SAI Form 2662R06) prescribed by the Oklahoma State Auditor and Inspector per 68 OS § 3003.B as defined by rules promulgated by the Oklahoma State Department of Education per 70 OS § 5-134.1.D. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements and supporting information included in the prescribed form.

Other Matters

The financial statements, estimate of needs and publication sheet included in the accompanying prescribed forms are presented in accordance with the requirements prescribed by Office of the Oklahoma State Auditor and Inspector per 68 OS § 3003.B as defined by rules promulgated by the Oklahoma State Department of Education per 70 OS § 5-134.1.D, and are not intended to be a complete presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of management, the Oklahoma State Department of Education, the County Excise Board, and for filing with the Oklahoma State Auditor and Inspector and is not intended to be and should not be used by anyone other than these specified parties.

Eric, Jeff & Chris

Bledsoe, Hewett & Gullekson CPAs, PLLLP
Broken Arrow, OK

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GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'A'

| Schedule 1: Current Balance Sheet for June 30, 2024 | | Amount |
|--|--|-----------------------|
| ASSETS: | | |
| Cash Balances | | \$9,212,868.46 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$9,212,868.46 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$3,061,848.55 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$180,515.30 |
| TOTAL LIABILITIES AND RESERVES | | \$3,242,363.85 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$5,970,504.61 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$9,212,868.46 |

| Schedule 2: Revenue and Requirements, 2023-2024 | | |
|---|------------------|-------------------------------|
| REVENUE: | Estimated Budget | Actual Revenue & Expenditures |
| Revenues, Non-Revenue Receipts & Cash Balances (Schedule 6) | \$39,370,127.23 | \$41,245,693.12 |
| LESS: REQUIREMENTS: | | |
| Expenditures (Schedule 8) | \$39,370,127.23 | \$35,275,188.51 |
| CASH FUND BALANCE JUNE 30, 2024 | \$0.00 | \$5,970,504.61 |

| Schedule 3: General Fund Cash Accounts of Current and all Prior Years | | | | |
|---|------------------------|------------------------|---------------|------------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2022-23 | PRE-2022 | Total |
| Cash Balance Reported to Excise Board 6-30-23 | \$0.00 | \$6,513,242.38 | \$0.00 | \$6,513,242.38 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE | | | | |
| Revenues/Non-Rev (Sch 6 Source Codes 1000 to 5999) | \$37,678,301.09 | \$0.00 | \$0.00 | \$37,678,301.09 |
| Cash Balances Transferred (Sch 6 Source Code 6110) | \$3,528,472.22 | -\$3,528,472.22 | \$0.00 | \$0.00 |
| Prior Year Lapsed Appopr (Sch 6 Source Code 6130) | \$30,106.70 | -\$30,106.70 | \$0.00 | \$0.00 |
| Estopped Warrants (Sch 6 Source Code 6140) | \$8,813.11 | -\$8,813.11 | \$0.00 | \$0.00 |
| Interfund Transfers (Sch 6 Source Code 6200) | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE | \$41,245,693.12 | -\$3,567,392.03 | \$0.00 | \$37,678,301.09 |
| Warrants Paid of Year in Caption | \$32,032,824.66 | \$2,945,850.35 | \$0.00 | \$34,978,675.01 |
| TOTAL DISBURSEMENTS | \$32,032,824.66 | \$2,945,850.35 | \$0.00 | \$34,978,675.01 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$9,212,868.46 | \$0.00 | \$0.00 | \$9,212,868.46 |
| Reserve for Warrants Outstanding (Schedule 4) | \$3,061,848.55 | \$0.00 | \$0.00 | \$3,061,848.55 |
| Reserve for Encumbrances (Schedule 8) | \$180,515.30 | \$0.00 | \$0.00 | \$180,515.30 |
| TOTAL LIABILITIES AND RESERVE | \$3,242,363.85 | \$0.00 | \$0.00 | \$3,242,363.85 |
| DEFICIT: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$5,970,504.61 | \$0.00 | \$0.00 | \$5,970,504.61 |

| Schedule 4: General Fund Warrant Accounts of Current and all Prior Years | | | | |
|--|------------------------|-----------------------|---------------|------------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2022-23 | PRE-2022 | Total |
| Warrants Outstanding 6-30 of Year in Caption | \$0.00 | \$2,744,206.18 | \$0.00 | \$2,744,206.18 |
| Warrants Registered During Year | \$35,094,673.21 | \$210,457.28 | \$0.00 | \$35,305,130.49 |
| TOTAL | \$35,094,673.21 | \$2,954,663.46 | \$0.00 | \$38,049,336.67 |
| Warrants Paid During Year | \$32,032,824.66 | \$2,945,850.35 | \$0.00 | \$34,978,675.01 |
| Warrants Covered to Bonds or Judgments | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Warrants Estopped by Statute/Canceled | \$0.00 | \$8,813.11 | \$0.00 | \$8,813.11 |
| TOTAL WARRANTS RETIRED | \$32,032,824.66 | \$2,954,663.46 | \$0.00 | \$34,987,488.12 |
| BALANCE WARRANTS OUTSTANDING JUNE 30, 2024 | \$3,061,848.55 | \$0.00 | \$0.00 | \$3,061,848.55 |

| Schedule 5: 2023 Ad Valorem Tax Account | | |
|--|--------------|--------------------|
| ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024 | 35.780 Mills | Amount |
| 2023 Net Valuation Certified to County Excise Board | | \$241,048,287.00 |
| Total Proceeds of Levy as Certified | | \$8,624,707.71 |
| Additions: | | \$0.00 |
| Deductions: | | \$0.00 |
| Gross Balance Tax | | \$8,624,707.71 |
| Less Reserve for Delinquent Tax | | \$784,064.34 |
| Reserve for Protests Pending | | \$0.00 |
| Balance Available Tax | | \$7,840,643.37 |
| Deduct 2023 Tax Apportioned | | \$7,778,631.02 |
| Net Balance 2023 Tax in Process of Collection | | \$62,012.35 |
| Excess Collections | | \$0.00 |

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'A'

| Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances | | |
|--|------------------------|------------------------|
| SOURCE | 2023-24 Account | |
| | AMOUNT ESTIMATED | ACTUALLY COLLECTED |
| 1000 DISTRICT SOURCES OF REVENUE: | | |
| 1100 TAXES LEVIED/ASSESSED | | |
| 1110 Ad Valorem Tax Levy (Current Year) | \$7,840,643.37 | \$7,778,631.02 |
| 1120 Ad Valorem Tax Levy (Prior Years) | \$500,000.00 | \$237,972.84 |
| 1130 Revenue In Lieu Of Taxes | \$0.00 | \$67,033.83 |
| 1140 Revenue From Local Governmental Units Other Than Leas | \$0.00 | \$0.00 |
| 1190 Other Taxes | \$0.00 | \$178,602.75 |
| TOTAL TAXES LEVIED/ASSESSED | \$8,340,643.37 | \$8,262,240.44 |
| 1200 Tuition & Fees | \$0.00 | \$0.00 |
| 1300 Earnings on Investments and Bond Sales | \$400,000.00 | \$562,256.44 |
| 1400 Rental, Disposals and Commissions | \$0.00 | \$2,100.00 |
| 1500 Reimbursements | \$200,000.00 | \$68,911.48 |
| 1600 Other Local Sources of Revenue | \$100,000.00 | \$121,500.00 |
| 1700 Child Nutrition Programs | \$0.00 | \$0.00 |
| 1800 Athletics | \$0.00 | \$0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | \$9,040,643.37 | \$9,017,008.36 |
| 2000 INTERMEDIATE SOURCES OF REVENUE: | | |
| 2100 County 4 Mill Ad Valorem Tax | \$711,417.30 | \$844,659.04 |
| 2200 County Apportionment (Mortgage Tax) | \$117,377.58 | \$96,902.24 |
| 2300 Resale of Property Fund Distribution | \$0.00 | \$0.00 |
| 2900 Other Intermediate Sources of Revenue | \$0.00 | \$0.00 |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$828,794.88 | \$941,561.28 |
| 3000 STATE SOURCES OF REVENUE: | | |
| 3100 STATE DEDICATED SOURCES OF REVENUE | | |
| 3110 Gross Production Tax | \$276,959.41 | \$203,967.38 |
| 3120 Motor Vehicle Collections | \$1,482,018.51 | \$1,538,363.89 |
| 3130 Rural Electric Cooperative Tax | \$0.00 | \$0.00 |
| 3140 State School Land Earnings | \$525,372.32 | \$610,065.79 |
| 3150 Vehicle Tax Stamps | \$5,003.10 | \$5,666.07 |
| 3160 Farm Implement Tax Stamps | \$0.00 | \$0.00 |
| 3170 Trailers and Mobile Homes | \$0.00 | \$0.00 |
| 3190 Other Dedicated Revenue | \$0.00 | \$0.00 |
| TOTAL STATE DEDICATED SOURCES OF REVENUE | \$2,289,353.34 | \$2,358,063.13 |
| 3200 STATE AID - NONCATEGORICAL | | |
| 3210 Foundation and Salary Incentive Aid | \$14,660,911.19 | \$15,312,648.05 |
| 3220 Mid-Term Adjustment For Attendance | \$0.00 | \$0.00 |
| 3230 Teacher Consultant Stipend | \$0.00 | \$0.00 |
| 3240 Disaster Assistance | \$0.00 | \$0.00 |
| 3250 Flexible Benefit Allowance | \$2,769,488.20 | \$2,979,783.31 |
| TOTAL STATE AID - NONCATEGORICAL | \$17,430,399.39 | \$18,292,431.36 |
| 3300 State Aid - Competitive Grants - Categorical | \$119,535.67 | \$135,950.69 |
| 3400 State - Categorical | \$288,205.34 | \$383,231.57 |
| 3500 Special Programs | \$0.00 | \$0.00 |
| 3600 Other State Sources of Revenue | \$26,506.99 | \$21,922.71 |
| 3700 Child Nutrition Program | \$0.00 | \$0.00 |
| 3800 State Vocational Programs - Multi-Source | \$103,745.00 | \$540,164.83 |
| TOTAL STATE SOURCES OF REVENUE | \$20,257,745.73 | \$21,731,764.29 |
| 4000 FEDERAL SOURCES OF REVENUE: | | |
| 4100 Grants-In-Aid Direct From The Federal Government | \$296,656.00 | \$301,409.41 |
| 4200 Disadvantaged Students | \$955,363.32 | \$773,161.30 |
| 4300 Individuals With Disabilities | \$1,181,570.91 | \$847,636.42 |
| 4400 No Child Left Behind | \$185,627.80 | \$100,710.80 |
| 4500 Grants-In-Aid Passed Through Other State/Intermediate Sources | \$50,000.00 | \$111,480.29 |
| 4600 Other Federal Sources Passed Through State Dept Of Education | \$2,980,000.00 | \$3,054,061.82 |
| 4700 Child Nutrition Programs | \$0.00 | \$0.00 |
| 4800 Federal Vocational Education | \$65,253.00 | \$72,807.81 |
| TOTAL FEDERAL SOURCES OF REVENUE | \$5,714,471.03 | \$5,261,267.85 |
| 5000 NON-REVENUE RECEIPTS: | | |
| TOTAL NON-REVENUE RECEIPTS | \$0.00 | \$726,699.31 |
| 6000 BALANCE SHEET ACCOUNTS: | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Forward | \$3,528,472.22 | \$3,528,472.22 |
| 6130 Prior-Year Lapsed Appropriations (Schedule 6) | \$0.00 | \$30,106.70 |
| 6140 Estopped Warrants by Statute | \$0.00 | \$8,813.11 |
| TOTAL CASH ACCOUNTS | \$3,528,472.22 | \$3,567,392.03 |
| 6200 Interfund Transfers | \$0.00 | \$0.00 |
| TOTAL BALANCE SHEET ACCOUNTS | \$3,528,472.22 | \$3,567,392.03 |
| GRAND TOTAL | \$39,370,127.23 | \$41,245,693.12 |

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'A'

| Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances (Continued) | | | | |
|---|-----------------------|----------------------------------|------------------------------------|-----------------------------|
| SOURCE | 2023-24 Account | BASIS AND LIMIT OF ENSUING | ESTIMATED BY GOVERNING BOARD | APPROVED BY EXCISE BOARD |
| | OVER/UNDER | | | |
| 1000 DISTRICT SOURCES OF REVENUE: | | | | |
| 1100 TAXES LEVIED/ASSESSED | | | | |
| 1110 Ad Valorem Tax Levy (Current Year) | -\$62,012.35 | 106.14% | \$8,256,250.65 | \$8,256,250.65 |
| 1120 Ad Valorem Tax Levy (Prior Years) | -\$262,027.16 | 189.10% | \$450,000.00 | \$450,000.00 |
| 1130 Revenue In Lieu Of Taxes | \$67,033.83 | 0.00% | \$0.00 | \$0.00 |
| 1140 Revenue From Local Governmental Units Other Than Leas | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1190 Other Taxes | \$178,602.75 | 0.00% | \$0.00 | \$0.00 |
| TOTAL TAXES LEVIED/ASSESSED | -\$78,402.93 | | \$8,706,250.65 | \$8,706,250.65 |
| 1200 Tuition & Fees | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1300 Earnings on Investments and Bond Sales | \$162,256.44 | 50.00% | \$281,128.22 | \$281,128.22 |
| 1400 Rental, Disposals and Commissions | \$2,100.00 | 0.00% | \$0.00 | \$0.00 |
| 1500 Reimbursements | -\$131,088.52 | 0.00% | \$0.00 | \$0.00 |
| 1600 Other Local Sources of Revenue | \$21,500.00 | 0.00% | \$0.00 | \$0.00 |
| 1700 Child Nutrition Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1800 Athletics | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | -\$23,635.01 | | \$8,987,378.87 | \$8,987,378.87 |
| 2000 INTERMEDIATE SOURCES OF REVENUE: | | | | |
| 2100 County 4 Mill Ad Valorem Tax | \$133,241.74 | 90.00% | \$760,193.14 | \$760,193.14 |
| 2200 County Apportionment (Mortgage Tax) | -\$20,475.34 | 90.00% | \$87,212.02 | \$87,212.02 |
| 2300 Resale of Property Fund Distribution | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 2900 Other Intermediate Sources of Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$112,766.40 | | \$847,405.16 | \$847,405.16 |
| 3000 STATE SOURCES OF REVENUE: | | | | |
| 3100 STATE DEDICATED SOURCES OF REVENUE: | | | | |
| 3110 Gross Production Tax | -\$72,992.03 | 90.00% | \$183,570.64 | \$183,570.64 |
| 3120 Motor Vehicle Collections | \$56,345.38 | 100.00% | \$1,538,363.89 | \$1,538,363.89 |
| 3130 Rural Electric Cooperative Tax | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3140 State School Land Earnings | \$84,693.47 | 100.00% | \$610,065.79 | \$610,065.79 |
| 3150 Vehicle Tax Stamps | \$662.97 | 100.00% | \$5,666.07 | \$5,666.07 |
| 3160 Farm Implement Tax Stamps | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3170 Trailers and Mobile Homes | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3190 Other Dedicated Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL STATE DEDICATED SOURCES OF REVENUE | \$68,709.79 | | \$2,337,666.39 | \$2,337,666.39 |
| 3200 STATE AID - NONCATEGORICAL | | | | |
| 3210 Foundation and Salary Incentive Aid | \$651,736.86 | 97.72% | \$14,962,900.46 | \$14,962,900.46 |
| 3220 Mid-Term Adjustment For Attendance | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3230 Teacher Consultant Stipend | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3240 Disaster Assistance | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3250 Flexible Benefit Allowance | \$210,295.11 | 105.75% | \$3,151,076.23 | \$3,151,076.23 |
| TOTAL STATE AID - NONCATEGORICAL | \$862,031.97 | | \$18,113,976.69 | \$18,113,976.69 |
| 3300 State Aid - Competitive Grants - Categorical | \$16,415.02 | 88.27% | \$120,000.00 | \$120,000.00 |
| 3400 State - Categorical | \$95,026.23 | 109.36% | \$419,101.28 | \$419,101.28 |
| 3500 Special Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3600 Other State Sources of Revenue | -\$4,584.28 | 0.00% | \$0.00 | \$0.00 |
| 3700 Child Nutrition Program | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3800 State Vocational Programs - Multi-Source | \$436,419.83 | 18.51% | \$100,000.00 | \$100,000.00 |
| TOTAL STATE SOURCES OF REVENUE | \$1,474,018.56 | | \$21,090,744.36 | \$21,090,744.36 |
| 4000 FEDERAL SOURCES OF REVENUE: | | | | |
| 4100 Grants-In-Aid Direct From The Federal Government | \$4,753.41 | 102.13% | \$307,829.00 | \$307,829.00 |
| 4200 Disadvantaged Students | -\$182,202.02 | 117.70% | \$910,000.00 | \$910,000.00 |
| 4300 Individuals With Disabilities | -\$333,934.49 | 102.60% | \$869,702.91 | \$869,702.91 |
| 4400 No Child Left Behind | -\$84,917.00 | 104.26% | \$105,000.00 | \$105,000.00 |
| 4500 Grants-In-Aid Passed Through Other State/Intermediate Sources | \$61,480.29 | 80.73% | \$90,000.00 | \$90,000.00 |
| 4600 Other Federal Sources Passed Through State Dept Of Education | \$74,061.82 | 4.56% | \$139,355.43 | \$139,355.43 |
| 4700 Child Nutrition Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4800 Federal Vocational Education | \$7,554.81 | 61.76% | \$44,964.00 | \$44,964.00 |
| TOTAL FEDERAL SOURCES OF REVENUE | -\$453,203.18 | | \$2,466,851.34 | \$2,466,851.34 |
| 5000 NON-REVENUE RECEIPTS: | \$726,699.31 | 48.16% | \$350,000.00 | \$350,000.00 |
| TOTAL NON-REVENUE RECEIPTS | \$726,699.31 | | \$350,000.00 | \$350,000.00 |
| 6000 BALANCE SHEET ACCOUNTS: | | | | |
| 6100 CASH ACCOUNTS | | | | |
| 6110 Cash Forward | \$0.00 | 169.21% | \$5,970,504.61 | \$5,970,504.61 |
| 6130 Prior-Year Lapsed Appropriations (Schedule 6) | \$30,106.70 | 0.00% | \$0.00 | \$0.00 |
| 6140 Estopped Warrants by Statute | \$8,813.11 | 0.00% | \$0.00 | \$0.00 |
| TOTAL CASH ACCOUNTS | \$38,919.81 | | \$5,970,504.61 | \$5,970,504.61 |
| 6200 Interfund Transfers | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL BALANCE SHEET ACCOUNTS | \$38,919.81 | | \$5,970,504.61 | \$5,970,504.61 |
| GRAND TOTAL | \$1,875,565.89 | | \$39,712,884.34 | \$39,712,884.34 |

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'A'

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | | | |
|--|------------------------|--------------------------|--------------------|
| FISCAL YEAR ENDING JUNE 30, 2023 | | | |
| | RESERVES 06-30-2023 | WARRANTS ISSUED SINCE | BALANCE LAPSED |
| TOTAL PRIOR YEAR RESERVES | \$240,563.98 | \$210,457.28 | \$30,106.70 |

| Schedule 8: Report of Current Year Expenditures | | | |
|---|----------------------------------|-----------------------------|-------------------------|
| APPROPRIATED ACCOUNTS | FISCAL YEAR ENDING JUNE 30, 2024 | | |
| | APPROPRIATIONS | | |
| | ORIGINAL | SUPPLEMENTAL ADJUSTMENTS | FINAL APPROPRIATIONS |
| 1000 INSTRUCTION | \$39,370,127.23 | \$0.00 | \$39,370,127.23 |
| 2000 SUPPORT SERVICES: | | | |
| 2100 Support Services - Students | \$0.00 | \$0.00 | \$0.00 |
| 2200 Support Services - Instructional Staff | \$0.00 | \$0.00 | \$0.00 |
| 2300 Support Services - General Administration | \$0.00 | \$0.00 | \$0.00 |
| 2400 Support Services - School Administration | \$0.00 | \$0.00 | \$0.00 |
| 2500 Support Services - Business | \$0.00 | \$0.00 | \$0.00 |
| 2600 Operations And Maintenance of Plant Services | \$0.00 | \$0.00 | \$0.00 |
| 2700 Student Transportation Services | \$0.00 | \$0.00 | \$0.00 |
| TOTAL SUPPORT SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 3000 OPERATION OF NON-INSTRUCTION SERVICES: | | | |
| 3100 Child Nutrition Programs Operations | \$0.00 | \$0.00 | \$0.00 |
| 3200 Other Enterprise Service Operations | \$0.00 | \$0.00 | \$0.00 |
| 3300 Community Services Operations | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 4000 FACILITIES ACQUISITION & CONSTRUCTION SERVICES: | | | |
| 4200 Land Acquisition Services | \$0.00 | \$0.00 | \$0.00 |
| 4300 Land Improvement Services | \$0.00 | \$0.00 | \$0.00 |
| 4400 Architecture and Engineering Services | \$0.00 | \$0.00 | \$0.00 |
| 4500 Educational Specifications Development Services | \$0.00 | \$0.00 | \$0.00 |
| 4600 Building Acquisition and Construction Services | \$0.00 | \$0.00 | \$0.00 |
| 4700 Building Improvement Services | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FACILITIES ACQUISITION & CONST. SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 5000 OTHER OUTLAYS: | | | |
| 5100 Debt Service | \$0.00 | \$0.00 | \$0.00 |
| 5200 Fund Transfer/Reimbursement (Child Nutrition Fund) | \$0.00 | \$0.00 | \$0.00 |
| 5300 Clearing Account | \$0.00 | \$0.00 | \$0.00 |
| 5400 Indirect Cost Entitlement | \$0.00 | \$0.00 | \$0.00 |
| 5500 Private Nonprofit Schools | \$0.00 | \$0.00 | \$0.00 |
| 5600 Correcting Entry | \$0.00 | \$0.00 | \$0.00 |
| 5800 Charter School Reimbursement | \$0.00 | \$0.00 | \$0.00 |
| 5900 Arbitrage | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER OUTLAYS | \$0.00 | \$0.00 | \$0.00 |
| 7000 OTHER USES / UNBUDGETED ITEMS: | \$0.00 | \$0.00 | \$0.00 |
| 8000 REPAYMENTS: | \$0.00 | \$0.00 | \$0.00 |
| TOTAL GENERAL FUND 2023-24 FISCAL YEAR | \$39,370,127.23 | \$0.00 | \$39,370,127.23 |

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'A'

| Schedule 8: Report of Current Year Expenditures (Continued) | | | | |
|---|------------------------|---------------------|---|---|
| FISCAL YEAR ENDING JUNE 30, 2024 | | | | |
| APPROPRIATED ACCOUNTS | WARRANTS ISSUED | RESERVES | LAPSED BALANCE KNOWN TO BE UNENCUMBERED | 2023-2024 EXPENDITURES FOR CURRENT EXPENSE PURPOSES |
| 1000 INSTRUCTION: | \$20,770,522.08 | \$42,320.47 | \$18,557,284.68 | \$20,812,842.55 |
| 2000 SUPPORT SERVICES: | | | | |
| 2100 Support Services - Students | \$3,099,729.35 | \$2,745.00 | -\$3,102,474.35 | \$3,102,474.35 |
| 2200 Support Services - Instructional Staff | \$1,540,448.00 | \$10,255.82 | -\$1,550,703.82 | \$1,550,703.82 |
| 2300 Support Services - General Administration | \$1,048,934.14 | \$8,365.17 | -\$1,057,299.31 | \$1,057,299.31 |
| 2400 Support Services - School Administration | \$2,701,530.91 | \$0.00 | -\$2,701,530.91 | \$2,701,530.91 |
| 2500 Support Services - Business | \$1,166,944.83 | \$24,429.27 | -\$1,191,374.10 | \$1,191,374.10 |
| 2600 Operations And Maintenance of Plant Services | \$3,456,257.02 | \$91,662.18 | -\$3,547,919.20 | \$3,547,919.20 |
| 2700 Student Transportation Services | \$1,265,775.30 | \$737.39 | -\$1,266,512.69 | \$1,266,512.69 |
| TOTAL SUPPORT SERVICES | \$14,279,619.55 | \$138,194.83 | -\$14,417,814.38 | \$14,417,814.38 |
| 3000 OPERATION OF NON-INSTRUCTION SERVICES: | | | | |
| 3100 Child Nutrition Programs Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3200 Other Enterprise Service Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3300 Community Services Operations | \$44,531.58 | \$0.00 | -\$44,531.58 | \$44,531.58 |
| TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES | \$44,531.58 | \$0.00 | -\$44,531.58 | \$44,531.58 |
| 4000 FACILITIES ACQUISITION & CONSTRUCTION SERVICES: | | | | |
| 4200 Land Acquisition Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4300 Land Improvement Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4400 Architecture and Engineering Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4500 Educational Specifications Development Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4600 Building Acquisition and Construction Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4700 Building Improvement Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FACILITIES ACQUISITION & CONST. SERVICES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5000 OTHER OUTLAYS: | | | | |
| 5100 Debt Service | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5200 Fund Transfer/Reimbursement (Child Nutrition Fund) | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5300 Clearing Account | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5400 Indirect Cost Entitlement | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5500 Private Nonprofit Schools | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5600 Correcting Entry | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5800 Charter School Reimbursement | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5900 Arbitrage | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER OUTLAYS | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 7000 OTHER USES / UNBUDGETED ITEMS: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 8000 REPAYMENTS: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL GENERAL FUND 2023-24 FISCAL YEAR | \$35,094,673.21 | \$180,515.30 | \$4,094,938.72 | \$35,275,188.51 |

| ESTIMATE OF NEEDS FOR THE FISCAL YEAR 2024-25 | | Estimate of Needs by | Approved by |
|---|--|------------------------|------------------------|
| PURPOSE: | | Governing Board | County Excise Board |
| Current Expense | | \$39,262,884.34 | \$39,262,884.34 |
| Pro rata share of County Assessor's Budget as determined by County Excise Board | | \$0.00 | \$0.00 |
| GRAND TOTAL - Home School | | \$39,262,884.34 | \$39,262,884.34 |

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BUILDING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'C'

| Schedule 1: Current Balance Sheet for June 30, 2024 | |
|--|---------------------|
| | Amount |
| ASSETS: | |
| Cash Balances | \$571,984.85 |
| Investments | \$0.00 |
| TOTAL ASSETS | \$571,984.85 |
| LIABILITIES AND RESERVES: | |
| Warrants Outstanding | \$22,480.07 |
| Reserve for Interest on Warrants | \$0.00 |
| Reserves From Schedule 8 | \$272,647.62 |
| TOTAL LIABILITIES AND RESERVES | \$295,127.69 |
| CASH FUND BALANCE JUNE 30, 2024 | \$276,857.16 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | \$571,984.85 |

| Schedule 2: Revenue and Requirements, 2023-2024 | | |
|---|------------------|-------------------------------|
| REVENUE: | Estimated Budget | Actual Revenue & Expenditures |
| Revenues, Non-Revenue Receipts & Cash Balances (Schedule 6) | \$2,446,130.41 | \$2,558,446.17 |
| LESS: REQUIREMENTS: | | |
| Expenditures (Schedule 8) | \$2,446,130.41 | \$2,281,589.01 |
| CASH FUND BALANCE JUNE 30, 2024 | \$0.00 | \$276,857.16 |

| Schedule 3: Building Fund Cash Accounts of Current and all Prior Years | | | | |
|--|-----------------------|----------------------|---------------|-----------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2022-23 | PRE-2022 | Total |
| Cash Balance Reported to Excise Board 6-30-23 | \$0.00 | \$642,933.02 | \$0.00 | \$642,933.02 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE | | | | |
| Revenues/Non-Rev (Sch 6 Source Codes 1000 to 5999) | \$2,019,121.61 | \$0.00 | \$0.00 | \$2,019,121.61 |
| Cash Balances Transferred (Sch 6 Source Code 6110) | \$512,925.61 | -\$512,925.61 | \$0.00 | \$0.00 |
| Prior Year Lapsed Appopr (Sch 6 Source Code 6130) | \$10,618.45 | -\$10,618.45 | \$0.00 | \$0.00 |
| Estopped Warrants (Sch 6 Source Code 6140) | \$15,780.50 | -\$15,780.50 | \$0.00 | \$0.00 |
| Interfund Transfers (Sch 6 Source Code 6200) | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE | \$2,558,446.17 | -\$539,324.56 | \$0.00 | \$2,019,121.61 |
| Warrants Paid of Year in Caption | \$1,986,461.32 | \$103,608.46 | \$0.00 | \$2,090,069.78 |
| TOTAL DISBURSEMENTS | \$1,986,461.32 | \$103,608.46 | \$0.00 | \$2,090,069.78 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$571,984.85 | \$0.00 | \$0.00 | \$571,984.85 |
| Reserve for Warrants Outstanding (Schedule 4) | \$22,480.07 | \$0.00 | \$0.00 | \$22,480.07 |
| Reserve for Encumbrances (Schedule 8) | \$272,647.62 | \$0.00 | \$0.00 | \$272,647.62 |
| TOTAL LIABILITIES AND RESERVE | \$295,127.69 | \$0.00 | \$0.00 | \$295,127.69 |
| DEFICIT: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$276,857.16 | \$0.00 | \$0.00 | \$276,857.16 |

| Schedule 4: Building Fund Warrant Accounts of Current and all Prior Years | | | | |
|---|-----------------------|---------------------|---------------|-----------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2022-23 | PRE-2022 | Total |
| Warrants Outstanding 6-30 of Year in Caption | \$0.00 | \$24,826.93 | \$0.00 | \$24,826.93 |
| Warrants Registered During Year | \$2,008,941.39 | \$94,562.03 | \$0.00 | \$2,103,503.42 |
| TOTAL | \$2,008,941.39 | \$119,388.96 | \$0.00 | \$2,128,330.35 |
| Warrants Paid During Year | \$1,986,461.32 | \$103,608.46 | \$0.00 | \$2,090,069.78 |
| Warrants Covered to Bonds or Judgments | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Warrants Estopped by Statute/Canceled | \$0.00 | \$15,780.50 | \$0.00 | \$15,780.50 |
| TOTAL WARRANTS RETIRED | \$1,986,461.32 | \$119,388.96 | \$0.00 | \$2,105,850.28 |
| BALANCE WARRANTS OUTSTANDING JUNE 30, 2024 | \$22,480.07 | \$0.00 | \$0.00 | \$22,480.07 |

| Schedule 5: 2023 Ad Valorem Tax Account | | |
|--|-------------|-------------------|
| ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024 | 5.110 Mills | Amount |
| 2023 Net Valuation Certified to County Excise Board | | \$241,048,287.00 |
| Total Proceeds of Levy as Certified | | \$1,231,756.75 |
| Additions: | | \$0.00 |
| Deductions: | | \$0.00 |
| Gross Balance Tax | | \$1,231,756.75 |
| Less Reserve for Delinquent Tax | | \$111,977.89 |
| Reserve for Protests Pending | | \$0.00 |
| Balance Available Tax | | \$1,119,778.86 |
| Deduct 2023 Tax Apportioned | | \$1,110,922.44 |
| Net Balance 2023 Tax in Process of Collection | | \$8,856.42 |
| Excess Collections | | \$0.00 |

BUILDING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'C'

| Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances | | |
|--|-----------------------|-----------------------|
| SOURCE | 2023-24 Account | |
| | AMOUNT ESTIMATED | ACTUALLY COLLECTED |
| 1000 DISTRICT SOURCES OF REVENUE: | | |
| 1100 TAXES LEVIED/ASSESSED | | |
| 1110 Ad Valorem Tax Levy (Current Year) | \$1,119,778.86 | \$1,110,922.44 |
| 1120 Ad Valorem Tax Levy (Prior Years) | \$13,425.94 | \$33,986.62 |
| 1130 Revenue In Lieu Of Taxes | \$0.00 | \$9,573.58 |
| 1140 Revenue From Local Governmental Units Other Than Leas | \$0.00 | \$0.00 |
| 1190 Other Taxes | \$0.00 | \$55,042.44 |
| TOTAL TAXES LEVIED/ASSESSED | \$1,133,204.80 | \$1,209,525.08 |
| 1200 Tuition & Fees | \$0.00 | \$0.00 |
| 1300 Earnings on Investments and Bond Sales | \$0.00 | \$0.00 |
| 1400 Rental, Disposals and Commissions | \$0.00 | \$8,300.00 |
| 1500 Reimbursements | \$0.00 | \$0.00 |
| 1600 Other Local Sources of Revenue | \$0.00 | \$0.00 |
| 1700 Child Nutrition Programs | \$0.00 | \$0.00 |
| 1800 Athletics | \$0.00 | \$0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | \$1,133,204.80 | \$1,217,825.08 |
| 2000 INTERMEDIATE SOURCES OF REVENUE | | |
| 2100 County 4 Mill Ad Valorem Tax | \$0.00 | \$0.00 |
| 2200 County Apportionment (Mortgage Tax) | \$0.00 | \$0.00 |
| 2300 Resale of Property Fund Distribution | \$0.00 | \$0.00 |
| 2900 Other Intermediate Sources of Revenue | \$0.00 | \$0.00 |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE: | | |
| 3100 STATE DEDICATED SOURCES OF REVENUE | | |
| 3110 Gross Production Tax | \$0.00 | \$0.00 |
| 3120 Motor Vehicle Collections | \$0.00 | \$0.00 |
| 3130 Rural Electric Cooperative Tax | \$0.00 | \$0.00 |
| 3140 State School Land Earnings | \$0.00 | \$0.00 |
| 3150 Vehicle Tax Stamps | \$0.00 | \$0.00 |
| 3160 Farm Implement Tax Stamps | \$0.00 | \$0.00 |
| 3170 Trailers and Mobile Homes | \$0.00 | \$0.00 |
| 3190 Other Dedicated Revenue | \$0.00 | \$0.00 |
| TOTAL STATE DEDICATED SOURCES OF REVENUE | \$0.00 | \$0.00 |
| 3200 STATE AID - NONCATEGORICAL | | |
| 3210 Foundation and Salary Incentive Aid | \$0.00 | \$0.00 |
| 3220 Mid-Term Adjustment For Attendance | \$0.00 | \$0.00 |
| 3230 Teacher Consultant Stipend | \$0.00 | \$0.00 |
| 3240 Disaster Assistance | \$0.00 | \$0.00 |
| 3250 Flexible Benefit Allowance | \$0.00 | \$0.00 |
| TOTAL STATE AID - NONCATEGORICAL | \$0.00 | \$0.00 |
| 3300 State Aid - Competitive Grants - Categorical | \$0.00 | \$0.00 |
| 3400 State - Categorical | \$800,000.00 | \$801,296.41 |
| 3500 Special Programs | \$0.00 | \$0.00 |
| 3600 Other State Sources of Revenue | \$0.00 | \$0.12 |
| 3700 Child Nutrition Program | \$0.00 | \$0.00 |
| 3800 State Vocational Programs - Multi-Source | \$0.00 | \$0.00 |
| TOTAL STATE SOURCES OF REVENUE | \$800,000.00 | \$801,296.53 |
| 4000 FEDERAL SOURCES OF REVENUE: | | |
| 4100 Grants-In-Aid Direct From The Federal Government | \$0.00 | \$0.00 |
| 4200 Disadvantaged Students | \$0.00 | \$0.00 |
| 4300 Individuals With Disabilities | \$0.00 | \$0.00 |
| 4400 No Child Left Behind | \$0.00 | \$0.00 |
| 4500 Grants-In-Aid Passed Through Other State/Intermediate Sources | \$0.00 | \$0.00 |
| 4600 Other Federal Sources Passed Through State Dept Of Education | \$0.00 | \$0.00 |
| 4700 Child Nutrition Programs | \$0.00 | \$0.00 |
| 4800 Federal Vocational Education | \$0.00 | \$0.00 |
| TOTAL FEDERAL SOURCES OF REVENUE | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS: | \$0.00 | \$0.00 |
| TOTAL NON-REVENUE RECEIPTS | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Forward | \$512,925.61 | \$512,925.61 |
| 6130 Prior-Year Lapsed Appropriations (Schedule 6) | \$0.00 | \$10,618.45 |
| 6140 Estopped Warrants by Statute | \$0.00 | \$15,780.50 |
| TOTAL CASH ACCOUNTS | \$512,925.61 | \$539,324.56 |
| 6200 Interfund Transfers | \$0.00 | \$0.00 |
| TOTAL BALANCE SHEET ACCOUNTS | \$512,925.61 | \$539,324.56 |
| GRAND TOTAL | \$2,446,130.41 | \$2,558,446.17 |

BUILDING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'C'

| Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances (Continued) | | | | |
|---|---------------------|----------------------------------|------------------------------------|-----------------------------|
| SOURCE | 2023-24 Account | BASIS AND LIMIT OF ENSUING | ESTIMATED BY GOVERNING BOARD | APPROVED BY EXCISE BOARD |
| | OVER/UNDER | | | |
| 1000 DISTRICT SOURCES OF REVENUE: | | | | |
| 1100 TAXES LEVIED/ASSESSED | | | | |
| 1110 Ad Valorem Tax Levy (Current Year) | -\$8,856.42 | 106.14% | \$1,179,134.74 | \$1,179,134.74 |
| 1120 Ad Valorem Tax Levy (Prior Years) | \$20,560.68 | 58.85% | \$20,000.00 | \$20,000.00 |
| 1130 Revenue In Lieu Of Taxes | \$9,573.58 | 0.00% | \$0.00 | \$0.00 |
| 1140 Revenue From Local Governmental Units Other Than Leas | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1190 Other Taxes | \$55,042.44 | 0.00% | \$0.00 | \$0.00 |
| TOTAL TAXES LEVIED/ASSESSED | \$76,320.28 | | \$1,199,134.74 | \$1,199,134.74 |
| 1200 Tuition & Fees | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1300 Earnings on Investments and Bond Sales | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1400 Rental, Disposals and Commissions | \$8,300.00 | 0.00% | \$0.00 | \$0.00 |
| 1500 Reimbursements | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1600 Other Local Sources of Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1700 Child Nutrition Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1800 Athletics | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | \$84,620.28 | | \$1,199,134.74 | \$1,199,134.74 |
| 2000 INTERMEDIATE SOURCES OF REVENUE | | | | |
| 2100 County 4 Mill Ad Valorem Tax | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 2200 County Apportionment (Mortgage Tax) | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 2300 Resale of Property Fund Distribution | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 2900 Other Intermediate Sources of Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$0.00 | | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE: | | | | |
| 3100 STATE DEDICATED SOURCES OF REVENUE: | | | | |
| 3110 Gross Production Tax | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3120 Motor Vehicle Collections | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3130 Rural Electric Cooperative Tax | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3140 State School Land Earnings | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3150 Vehicle Tax Stamps | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3160 Farm Implement Tax Stamps | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3170 Trailers and Mobile Homes | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3190 Other Dedicated Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL STATE DEDICATED SOURCES OF REVENUE | \$0.00 | | \$0.00 | \$0.00 |
| 3200 STATE AID - NONCATEGORICAL | | | | |
| 3210 Foundation and Salary Incentive Aid | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3220 Mid-Term Adjustment For Attendance | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3230 Teacher Consultant Stipend | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3240 Disaster Assistance | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3250 Flexible Benefit Allowance | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL STATE AID - NONCATEGORICAL | \$0.00 | | \$0.00 | \$0.00 |
| 3300 State Aid - Competitive Grants - Categorical | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3400 State - Categorical | \$1,296.41 | 97.34% | \$780,000.00 | \$780,000.00 |
| 3500 Special Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3600 Other State Sources of Revenue | \$0.12 | 0.00% | \$0.00 | \$0.00 |
| 3700 Child Nutrition Program | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3800 State Vocational Programs - Multi-Source | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL STATE SOURCES OF REVENUE | \$1,296.53 | | \$780,000.00 | \$780,000.00 |
| 4000 FEDERAL SOURCES OF REVENUE: | | | | |
| 4100 Grants-In-Aid Direct From The Federal Government | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4200 Disadvantaged Students | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4300 Individuals With Disabilities | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4400 No Child Left Behind | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4500 Grants-In-Aid Passed Through Other State/Intermediate Sources | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4600 Other Federal Sources Passed Through State Dept Of Education | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4700 Child Nutrition Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4800 Federal Vocational Education | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL FEDERAL SOURCES OF REVENUE | \$0.00 | | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS: | | | | |
| TOTAL NON-REVENUE RECEIPTS | \$0.00 | | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | | | |
| 6100 CASH ACCOUNTS | | | | |
| 6110 Cash Forward | \$0.00 | 53.98% | \$276,857.16 | \$276,857.16 |
| 6130 Prior-Year Lapsed Appropriations (Schedule 6) | \$10,618.45 | 0.00% | \$0.00 | \$0.00 |
| 6140 Estopped Warrants by Statute | \$15,780.50 | 0.00% | \$0.00 | \$0.00 |
| TOTAL CASH ACCOUNTS | \$26,398.95 | | \$276,857.16 | \$276,857.16 |
| 6200 Interfund Transfers | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL BALANCE SHEET ACCOUNTS | \$26,398.95 | | \$276,857.16 | \$276,857.16 |
| GRAND TOTAL | \$112,315.76 | | \$2,255,991.90 | \$2,255,991.90 |

BUILDING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'C'

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | | | |
|--|------------------------|--------------------------|--------------------|
| FISCAL YEAR ENDING JUNE 30, 2023 | | | |
| | RESERVES 06-30-2023 | WARRANTS ISSUED SINCE | BALANCE LAPSED |
| TOTAL PRIOR YEAR RESERVES | \$105,180.48 | \$94,562.03 | \$10,618.45 |

| Schedule 8: Report of Current Year Expenditures | | | |
|---|-----------------------|-----------------------------|-------------------------|
| FISCAL YEAR ENDING JUNE 30, 2024 | | | |
| APPROPRIATED ACCOUNTS | APPROPRIATIONS | | |
| | ORIGINAL | SUPPLEMENTAL ADJUSTMENTS | FINAL APPROPRIATIONS |
| 1000 INSTRUCTION: | \$0.00 | \$0.00 | \$0.00 |
| 2000 SUPPORT SERVICES: | | | |
| 2100 Support Services - Students | \$0.00 | \$0.00 | \$0.00 |
| 2200 Support Services - Instructional Staff | \$0.00 | \$0.00 | \$0.00 |
| 2300 Support Services - General Administration | \$0.00 | \$0.00 | \$0.00 |
| 2400 Support Services - School Administration | \$0.00 | \$0.00 | \$0.00 |
| 2500 Support Services - Business | \$2,446,130.41 | \$0.00 | \$2,446,130.41 |
| 2600 Operations And Maintenance of Plant Services | \$0.00 | \$0.00 | \$0.00 |
| 2700 Student Transportation Services | \$0.00 | \$0.00 | \$0.00 |
| TOTAL SUPPORT SERVICES | \$2,446,130.41 | \$0.00 | \$2,446,130.41 |
| 3000 OPERATION OF NON-INSTRUCTION SERVICES: | | | |
| 3100 Child Nutrition Programs Operations | \$0.00 | \$0.00 | \$0.00 |
| 3200 Other Enterprise Service Operations | \$0.00 | \$0.00 | \$0.00 |
| 3300 Community Services Operations | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 4000 FACILITIES ACQUISITION & CONSTRUCTION SERVICES: | | | |
| 4200 Land Acquisition Services | \$0.00 | \$0.00 | \$0.00 |
| 4300 Land Improvement Services | \$0.00 | \$0.00 | \$0.00 |
| 4400 Architecture and Engineering Services | \$0.00 | \$0.00 | \$0.00 |
| 4500 Educational Specifications Development Services | \$0.00 | \$0.00 | \$0.00 |
| 4600 Building Acquisition and Construction Services | \$0.00 | \$0.00 | \$0.00 |
| 4700 Building Improvement Services | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FACILITIES ACQUISITION & CONST. SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 5000 OTHER OUTLAYS: | | | |
| 5100 Debt Service | \$0.00 | \$0.00 | \$0.00 |
| 5200 Fund Transfer/Reimbursement (Child Nutrition Fund) | \$0.00 | \$0.00 | \$0.00 |
| 5300 Clearing Account | \$0.00 | \$0.00 | \$0.00 |
| 5400 Indirect Cost Entitlement | \$0.00 | \$0.00 | \$0.00 |
| 5500 Private Nonprofit Schools | \$0.00 | \$0.00 | \$0.00 |
| 5600 Correcting Entry | \$0.00 | \$0.00 | \$0.00 |
| 5800 Charter School Reimbursement | \$0.00 | \$0.00 | \$0.00 |
| 5900 Arbitrage | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER OUTLAYS | \$0.00 | \$0.00 | \$0.00 |
| 7000 OTHER USES / UNBUDGETED ITEMS: | \$0.00 | \$0.00 | \$0.00 |
| 8000 REPAYMENTS: | \$0.00 | \$0.00 | \$0.00 |
| TOTAL BUILDING FUND 2023-24 FISCAL YEAR | \$2,446,130.41 | \$0.00 | \$2,446,130.41 |

BUILDING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'C'

| Schedule 8: Report of Current Year Expenditures (Continued) | | | | |
|---|-----------------------|---------------------|---|---|
| FISCAL YEAR ENDING JUNE 30, 2024 | | | | |
| APPROPRIATED ACCOUNTS | WARRANTS ISSUED | RESERVES | LAPSED BALANCE KNOWN TO BE UNENCUMBERED | 2023-2024 EXPENDITURES FOR CURRENT EXPENSE PURPOSES |
| 1000 INSTRUCTION: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2000 SUPPORT SERVICES: | | | | |
| 2100 Support Services - Students | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2200 Support Services - Instructional Staff | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2300 Support Services - General Administration | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2400 Support Services - School Administration | \$719.88 | \$0.00 | -\$719.88 | \$719.88 |
| 2500 Support Services - Business | \$12,713.55 | \$250.00 | \$2,433,166.86 | \$12,963.55 |
| 2600 Operations And Maintenance of Plant Services | \$1,754,113.88 | \$272,397.62 | -\$2,026,511.50 | \$2,026,511.50 |
| 2700 Student Transportation Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL SUPPORT SERVICES | \$1,767,547.31 | \$272,647.62 | \$405,935.48 | \$2,040,194.93 |
| 3000 OPERATION OF NON-INSTRUCTION SERVICES: | | | | |
| 3100 Child Nutrition Programs Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3200 Other Enterprise Service Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3300 Community Services Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4000 FACILITIES ACQUISITION & CONSTRUCTION SERVICES: | | | | |
| 4200 Land Acquisition Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4300 Land Improvement Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4400 Architecture and Engineering Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4500 Educational Specifications Development Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4600 Building Acquisition and Construction Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4700 Building Improvement Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FACILITIES ACQUISITION & CONST. SERVICES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5000 OTHER OUTLAYS: | | | | |
| 5100 Debt Service | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5200 Fund Transfer/Reimbursement (Child Nutrition Fund) | \$241,394.08 | \$0.00 | -\$241,394.08 | \$241,394.08 |
| 5300 Clearing Account | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5400 Indirect Cost Entitlement | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5500 Private Nonprofit Schools | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5600 Correcting Entry | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5800 Charter School Reimbursement | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5900 Arbitrage | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER OUTLAYS | \$241,394.08 | \$0.00 | -\$241,394.08 | \$241,394.08 |
| 7000 OTHER USES / UNBUDGETED ITEMS: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 8000 REPAYMENTS: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL BUILDING FUND 2023-24 FISCAL YEAR | \$2,008,941.39 | \$272,647.62 | \$164,541.40 | \$2,281,589.01 |

| ESTIMATE OF NEEDS FOR THE FISCAL YEAR 2024-25 | | Estimate of Needs by Governing Board | Approved by County Excise Board |
|---|--|--------------------------------------|---------------------------------|
| PURPOSE: | | | |
| Current Expense | | \$2,235,991.90 | \$2,235,991.90 |
| Pro rata share of County Assessor's Budget as determined by County Excise Board | | \$0.00 | \$0.00 |
| GRAND TOTAL - Home School | | \$2,235,991.90 | \$2,235,991.90 |

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CHILD NUTRITION FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'D'

| Schedule 1: Current Balance Sheet for June 30, 2024 | | Amount |
|--|--|---------------------|
| ASSETS: | | |
| Cash Balances | | \$842,520.44 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$842,520.44 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$128,633.24 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$188,766.57 |
| TOTAL LIABILITIES AND RESERVES | | \$317,399.81 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$525,120.63 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$842,520.44 |

| Schedule 2: Revenue and Requirements, 2023-2024 | | |
|---|------------------|-------------------------------|
| REVENUE: | Estimated Budget | Actual Revenue & Expenditures |
| Revenues, Non-Revenue Receipts & Cash Balances (Schedule 6) | \$2,765,625.75 | \$3,207,977.37 |
| LESS: REQUIREMENTS: | | |
| Expenditures (Schedule 8) | \$2,765,625.75 | \$2,682,856.74 |
| CASH FUND BALANCE JUNE 30, 2024 | \$0.00 | \$525,120.63 |

| Schedule 3: Child Nutrition Fund Cash Accounts of Current and all Prior Years | | | | |
|---|-----------------------|------------------------|---------------|-----------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2022-23 | PRE-2022 | Total |
| Cash Balance Reported to Excise Board 6-30-23 | \$0.00 | \$1,213,660.89 | \$0.00 | \$1,213,660.89 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE | | | | |
| Revenues/Non-Rev (Sch 6 Source Codes 1000 to 5999) | \$2,140,948.26 | \$0.00 | \$0.00 | \$2,140,948.26 |
| Cash Balances Transferred (Sch 6 Source Code 6110) | \$987,670.97 | -\$987,670.97 | \$0.00 | \$0.00 |
| Prior Year Lapsed Appropri (Sch 6 Source Code 6130) | \$79,141.99 | -\$79,141.99 | \$0.00 | \$0.00 |
| Estopped Warrants (Sch 6 Source Code 6140) | \$216.15 | -\$216.15 | \$0.00 | \$0.00 |
| Interfund Transfers (Sch 6 Source Code 6200) | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE | \$3,207,977.37 | -\$1,067,029.11 | \$0.00 | \$2,140,948.26 |
| Warrants Paid of Year in Caption | \$2,365,456.93 | \$146,631.78 | \$0.00 | \$2,512,088.71 |
| TOTAL DISBURSEMENTS | \$2,365,456.93 | \$146,631.78 | \$0.00 | \$2,512,088.71 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$842,520.44 | \$0.00 | \$0.00 | \$842,520.44 |
| Reserve for Warrants Outstanding (Schedule 4) | \$128,633.24 | \$0.00 | \$0.00 | \$128,633.24 |
| Reserve for Encumbrances (Schedule 8) | \$188,766.57 | \$0.00 | \$0.00 | \$188,766.57 |
| TOTAL LIABILITIES AND RESERVE | \$317,399.81 | \$0.00 | \$0.00 | \$317,399.81 |
| DEFICIT: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$525,120.63 | \$0.00 | \$0.00 | \$525,120.63 |

| Schedule 4: Child Nutrition Fund Warrant Accounts of Current and all Prior Years | | | | |
|--|-----------------------|---------------------|---------------|-----------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2022-23 | PRE-2022 | Total |
| Warrants Outstanding 6-30 of Year in Caption | \$0.00 | \$116,966.95 | \$0.00 | \$116,966.95 |
| Warrants Registered During Year | \$2,494,090.17 | \$29,880.98 | \$0.00 | \$2,523,971.15 |
| TOTAL | \$2,494,090.17 | \$146,847.93 | \$0.00 | \$2,640,938.10 |
| Warrants Paid During Year | \$2,365,456.93 | \$146,631.78 | \$0.00 | \$2,512,088.71 |
| Warrants Converted to Bonds or Judgments | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Warrants Estopped by Statute/Canceled | \$0.00 | \$216.15 | \$0.00 | \$216.15 |
| TOTAL WARRANTS RETIRED | \$2,365,456.93 | \$146,847.93 | \$0.00 | \$2,512,304.86 |
| BALANCE WARRANTS OUTSTANDING JUNE 30, 2024 | \$128,633.24 | \$0.00 | \$0.00 | \$128,633.24 |

CHILD NUTRITION FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'D'

| Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances | | |
|--|-----------------------|-----------------------|
| SOURCE | 2023-24 Account | |
| | AMOUNT ESTIMATED | ACTUALLY COLLECTED |
| 1000 DISTRICT SOURCES OF REVENUE: | | |
| 1100 TAXES LEVIED/ASSESSED | | |
| 1110 Ad Valorem Tax Levy (Current Year) | \$0.00 | \$0.00 |
| 1120 Ad Valorem Tax Levy (Prior Years) | \$0.00 | \$0.00 |
| 1130 Revenue In Lieu Of Taxes | \$0.00 | \$0.00 |
| 1140 Revenue From Local Governmental Units Other Than Leas | \$0.00 | \$0.00 |
| 1190 Other Taxes | \$0.00 | \$0.00 |
| TOTAL TAXES LEVIED/ASSESSED | \$0.00 | \$0.00 |
| 1200 Tuition & Fees | \$0.00 | \$0.00 |
| 1300 Earnings on Investments and Bond Sales | \$0.00 | \$363.33 |
| 1400 Rental, Disposals and Commissions | \$0.00 | \$0.00 |
| 1500 Reimbursements | \$0.00 | \$6,121.22 |
| 1600 Other Local Sources of Revenue | \$0.00 | \$0.00 |
| 1700 CHILD NUTRITION PROGRAM | | |
| 1710 Students' Lunches | \$260,334.32 | \$263,443.61 |
| 1720 Students' Breakfsts | \$106,615.21 | \$161,302.75 |
| 1730 Adult Lunches/Breakfasts | \$0.00 | \$24,631.85 |
| 1740 Extra Food/A La Carte/Extra Milk | \$0.00 | \$0.00 |
| 1750 Special Milk Program | \$0.00 | \$0.00 |
| 1760 Contract Lunches, Breakfasts, Milk and Supplements | \$0.00 | \$0.00 |
| 1790 Other District Revenue (Child Nutrition Programs) | \$0.00 | \$0.00 |
| TOTAL CHILD NUTRITION PROGRAM | \$366,949.54 | \$449,378.21 |
| 1800 Athletics | \$0.00 | \$0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | \$366,949.54 | \$455,862.76 |
| 2000 INTERMEDIATE SOURCES OF REVENUE: | | |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE: | | |
| 3100 Total Dedicated Revenue | \$0.00 | \$0.00 |
| 3200 Total State Aid - General Operations - Non-Categorical | \$125,000.00 | \$146,493.97 |
| 3300 State Aid - Competitive Grants - Categorical | \$0.00 | \$0.00 |
| 3400 State - Categorical | \$0.00 | \$0.00 |
| 3500 Special Programs | \$0.00 | \$0.00 |
| 3600 Other State Sources of Revenue | \$0.00 | \$0.00 |
| 3700 CHILD NUTRITION PROGRAM | | |
| 3710 State Reimbursement | \$0.00 | \$0.00 |
| 3720 State Matching | \$15,912.36 | \$15,919.86 |
| TOTAL CHILD NUTRITION PROGRAM | \$15,912.36 | \$15,919.86 |
| 3800 State Vocational Programs - Multi-Source | \$0.00 | \$0.00 |
| TOTAL STATE SOURCES OF REVENUE | \$140,912.36 | \$162,413.83 |
| 4000 FEDERAL SOURCES OF REVENUE: | | |
| 4100 Grants-In-Aid Direct From The Federal Government | \$0.00 | \$0.00 |
| 4200 Disadvantaged Students | \$0.00 | \$0.00 |
| 4300 Individuals With Disabilities | \$0.00 | \$0.00 |
| 4400 No Child Left Behind | \$0.00 | \$0.00 |
| 4500 Grants-In-Aid Passed Through Other State/Intermediate Sources | \$0.00 | \$0.00 |
| 4600 Other Federal Sources Passed Through State Dept Of Education | \$0.00 | \$0.00 |
| 4700 CHILD NUTRITION PROGRAMS | | |
| 4710 Lunches | \$1,025,010.18 | \$1,114,248.77 |
| 4720 Breakfasts | \$245,082.70 | \$281,721.98 |
| 4730 Special Milk | \$0.00 | \$0.00 |
| 4740 Summer Food Service Program | \$0.00 | \$32,213.77 |
| 4750 to 4790 Other Federal Child Nutrition Programs | \$0.00 | \$94,487.15 |
| TOTAL CHILD NUTRITION PROGRAMS | \$1,270,092.88 | \$1,522,671.67 |
| 4800 Federal Vocational Education | \$0.00 | \$0.00 |
| TOTAL FEDERAL SOURCES OF REVENUE | \$1,270,092.88 | \$1,522,671.67 |
| 5000 NON-REVENUE RECEIPTS: | | |
| TOTAL NON-REVENUE RECEIPTS | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Forward | \$987,670.97 | \$987,670.97 |
| 6130 Prior-Year Lapsed Appropriations (Schedule 6) | \$0.00 | \$79,141.99 |
| 6140 Estopped Warrants by Statute | \$0.00 | \$216.15 |
| TOTAL CASH ACCOUNTS | \$987,670.97 | \$1,067,029.11 |
| 6200 Interfund Transfers | \$0.00 | \$0.00 |
| TOTAL BALANCE SHEET ACCOUNTS | \$987,670.97 | \$1,067,029.11 |
| GRAND TOTAL | \$2,765,625.75 | \$3,207,977.37 |

CHILD NUTRITION FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'D'

| Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances (Continued) | | | | |
|---|---------------------|----------------------------------|------------------------------------|-----------------------------|
| SOURCE | 2023-24 Account | BASIS AND LIMIT OF ENSUING | ESTIMATED BY GOVERNING BOARD | APPROVED BY EXCISE BOARD |
| | OVER/UNDER | | | |
| 1000 DISTRICT SOURCES OF REVENUE: | | | | |
| 1100 TAXES LEVIED/ASSESSED | | | | |
| 1110 Ad Valorem Tax Levy (Current Year) | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1120 Ad Valorem Tax Levy (Prior Years) | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1130 Revenue In Lieu Of Taxes | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1140 Revenue From Local Governmental Units Other Than Leas | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1190 Other Taxes | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL TAXES LEVIED/ASSESSED | \$0.00 | | \$0.00 | \$0.00 |
| 1200 Tuition & Fees | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1300 Earnings on Investments and Bond Sales | \$363.33 | 0.00% | \$0.00 | \$0.00 |
| 1400 Rental, Disposals and Commissions | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1500 Reimbursements | \$6,121.22 | 0.00% | \$0.00 | \$0.00 |
| 1600 Other Local Sources of Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1700 CHILD NUTRITION PROGRAM | | | | |
| 1710 Students' Lunches | \$3,109.29 | 95.00% | \$250,271.43 | \$250,271.43 |
| 1720 Students' Breakfasts | \$54,687.54 | 95.00% | \$153,237.61 | \$153,237.61 |
| 1730 Adult Lunches/Breakfasts | \$24,631.85 | 95.00% | \$23,400.26 | \$23,400.26 |
| 1740 Extra Food/A La Carte/Extra Milk | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1750 Special Milk Program | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1760 Contract Lunches, Breakfasts, Milk and Supplements | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 1790 Other District Revenue (Child Nutrition Programs) | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL CHILD NUTRITION PROGRAM | \$82,428.67 | | \$426,909.30 | \$426,909.30 |
| 1800 Athletics | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | \$88,913.22 | | \$426,909.30 | \$426,909.30 |
| 2000 INTERMEDIATE SOURCES OF REVENUE: | | | | |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE: | | | | |
| 3100 Total Dedicated Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3200 Total State Aid - General Operations - Non-Categorical | \$21,493.97 | 95.00% | \$139,169.27 | \$139,169.27 |
| 3300 State Aid - Competitive Grants - Categorical | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3400 State - Categorical | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3500 Special Programs | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3600 Other State Sources of Revenue | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3700 CHILD NUTRITION PROGRAM | | | | |
| 3710 State Reimbursement | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 3720 State Matching | \$7.50 | 95.00% | \$15,123.87 | \$15,123.87 |
| TOTAL CHILD NUTRITION PROGRAM | \$7.50 | | \$15,123.87 | \$15,123.87 |
| 3800 State Vocational Programs - Multi-Source | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL STATE SOURCES OF REVENUE | \$21,501.47 | | \$154,293.14 | \$154,293.14 |
| 4000 FEDERAL SOURCES OF REVENUE: | | | | |
| 4100 Grants-In-Aid Direct From The Federal Government | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4200 Disadvantaged Students | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4300 Individuals With Disabilities | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4400 No Child Left Behind | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4500 Grants-In-Aid Passed Through Other State/Intermediate Sources | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4600 Other Federal Sources Passed Through State Dept Of Education | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4700 CHILD NUTRITION PROGRAMS | | | | |
| 4710 Lunches | \$89,238.59 | 95.00% | \$1,058,536.33 | \$1,058,536.33 |
| 4720 Breakfasts | \$36,639.28 | 95.00% | \$267,635.88 | \$267,635.88 |
| 4730 Special Milk | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 4740 Summer Food Service Program | \$32,213.77 | 95.00% | \$30,603.08 | \$30,603.08 |
| 4750 to 4790 Other Federal Child Nutrition Programs | \$94,487.15 | 0.00% | \$0.00 | \$0.00 |
| TOTAL CHILD NUTRITION PROGRAMS | \$252,578.79 | | \$1,356,775.29 | \$1,356,775.29 |
| 4800 Federal Vocational Education | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL FEDERAL SOURCES OF REVENUE | \$252,578.79 | | \$1,356,775.29 | \$1,356,775.29 |
| 5000 NON-REVENUE RECEIPTS: | | | | |
| TOTAL NON-REVENUE RECEIPTS | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | | | |
| 6100 CASH ACCOUNTS | | | | |
| 6110 Cash Forward | \$0.00 | 53.17% | \$525,120.63 | \$525,120.63 |
| 6130 Prior-Year Lapsed Appropriations (Schedule 6) | \$79,141.99 | 0.00% | \$0.00 | \$0.00 |
| 6140 Estopped Warrants by Statute | \$216.15 | 0.00% | \$0.00 | \$0.00 |
| TOTAL CASH ACCOUNTS | \$79,358.14 | | \$525,120.63 | \$525,120.63 |
| 6200 Interfund Transfers | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| TOTAL BALANCE SHEET ACCOUNTS | \$79,358.14 | | \$525,120.63 | \$525,120.63 |
| GRAND TOTAL | \$442,351.62 | | \$2,463,098.36 | \$2,463,098.36 |

CHILD NUTRITION FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'D'

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | | | |
|--|------------------------|--------------------------|--------------------|
| FISCAL YEAR ENDING JUNE 30, 2023 | | | |
| | RESERVES 06-30-2023 | WARRANTS ISSUED SINCE | BALANCE LAPSED |
| TOTAL PRIOR YEAR RESERVES | \$109,022.97 | \$29,880.98 | \$79,141.99 |

| Schedule 8: Report of Current Year Expenditures | | | |
|---|----------------------------------|-----------------------------|-------------------------|
| APPROPRIATED ACCOUNTS | FISCAL YEAR ENDING JUNE 30, 2024 | | |
| | APPROPRIATIONS | | |
| | ORIGINAL | SUPPLEMENTAL ADJUSTMENTS | FINAL APPROPRIATIONS |
| 1000 INSTRUCTION: | \$0.00 | \$0.00 | \$0.00 |
| TOTAL INSTRUCTION | \$0.00 | \$0.00 | \$0.00 |
| 2000 SUPPORT SERVICES: | \$0.00 | \$0.00 | \$0.00 |
| TOTAL SUPPORT SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 3000 OPERATION OF NON-INSTRUCTION SERVICES: | | | |
| 3100 CHILD NUTRITION PROGRAMS OPERATIONS | | | |
| 3110 Supervision of Child Nutrition Programs Operations | \$0.00 | \$0.00 | \$0.00 |
| 3120 Food Preparation & Dispensing Services | \$2,765,625.75 | \$0.00 | \$2,765,625.75 |
| 3130 Food and Supplies Delivery Services | \$0.00 | \$0.00 | \$0.00 |
| 3140 Other Direct/Related Child Nutrition Programs Services | \$0.00 | \$0.00 | \$0.00 |
| 3150 Food Procurement Services | \$0.00 | \$0.00 | \$0.00 |
| 3160 Non-Reimbursable Services | \$0.00 | \$0.00 | \$0.00 |
| 3180 Nutrition Education & Staff Development | \$0.00 | \$0.00 | \$0.00 |
| 3190 Other Child Nutrition Programs Operations | \$0.00 | \$0.00 | \$0.00 |
| TOTAL CHILD NUTRITION PROGRAMS OPERATIONS | \$2,765,625.75 | \$0.00 | \$2,765,625.75 |
| 3200 Other Enterprise Service Operations | \$0.00 | \$0.00 | \$0.00 |
| 3300 Community Services Operations | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OPERATION OF NON-INSTRUCTION SERVICES | \$2,765,625.75 | \$0.00 | \$2,765,625.75 |
| 4000 FACILITIES ACQUISITION & CONSTRUCTION SERV: | | | |
| 4100 Supv. of Facilities Acquisition and Construction | \$0.00 | \$0.00 | \$0.00 |
| 4200 Site Acquisition Services | \$0.00 | \$0.00 | \$0.00 |
| 4300 Site Improvement Services | \$0.00 | \$0.00 | \$0.00 |
| 4400 Architecture and Engineering Services | \$0.00 | \$0.00 | \$0.00 |
| 4500 Educational Specifications Development Services | \$0.00 | \$0.00 | \$0.00 |
| 4600 Building Acquisition and Construction Services | \$0.00 | \$0.00 | \$0.00 |
| 4700 Building Improvement Services | \$0.00 | \$0.00 | \$0.00 |
| 4900 Other Facilities Acquisition and Const. Services | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FACILITIES ACQUISITION & CONST. SERVICES | \$0.00 | \$0.00 | \$0.00 |
| 5000 OTHER OUTLAYS: | | | |
| 5100 Debt Service | \$0.00 | \$0.00 | \$0.00 |
| 5200 Reimbursement(Child Nutrition Fund) | \$0.00 | \$0.00 | \$0.00 |
| 5300 Clearing Account | \$0.00 | \$0.00 | \$0.00 |
| 5400 Indirect Cost Entitlement | \$0.00 | \$0.00 | \$0.00 |
| 5500 Private Nonprofit Schools | \$0.00 | \$0.00 | \$0.00 |
| 5600 Correcting Entry | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER OUTLAYS | \$0.00 | \$0.00 | \$0.00 |
| 7000 OTHER USES: | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER USES | \$0.00 | \$0.00 | \$0.00 |
| 8000 REPAYMENTS: | \$0.00 | \$0.00 | \$0.00 |
| TOTAL REPAYMENTS | \$0.00 | \$0.00 | \$0.00 |
| TOTAL CHILD NUTRITION FUND 2023-24 FISCAL YEAR | \$2,765,625.75 | \$0.00 | \$2,765,625.75 |

CHILD NUTRITION FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT 'D'

| Schedule 8: Report of Current Year Expenditures (Continued) | | | | |
|---|-----------------------|---------------------|---|---|
| FISCAL YEAR ENDING JUNE 30, 2024 | | | | |
| APPROPRIATED ACCOUNTS | WARRANTS ISSUED | RESERVES | LAPSED BALANCE KNOWN TO BE UNENCUMBERED | 2023-2024 EXPENDITURES FOR CURRENT EXPENSE PURPOSES |
| 1000 INSTRUCTION: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL INSTRUCTION | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2000 SUPPORT SERVICES: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL SUPPORT SERVICES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3000 OPERATION OF NON-INSTRUCTION SERVICES: | | | | |
| 3100 CHILD NUTRITION PROGRAMS OPERATIONS | | | | |
| 3110 Supervision of Child Nutrition Programs Operations | \$77,216.21 | \$0.00 | -\$77,216.21 | \$77,216.21 |
| 3120 Food Preparation & Dispensing Services | \$1,052,610.80 | \$0.00 | \$1,713,014.95 | \$1,052,610.80 |
| 3130 Food and Supplies Delivery Services | \$62,882.69 | \$0.00 | -\$62,882.69 | \$62,882.69 |
| 3140 Other Direct/Related Child Nutrition Programs Services | \$191,984.91 | \$184,414.05 | -\$376,398.96 | \$376,398.96 |
| 3150 Food Procurement Services | \$853,085.00 | \$4,352.52 | -\$857,437.52 | \$857,437.52 |
| 3160 Non-Reimbursable Services | \$4,991.88 | \$0.00 | -\$4,991.88 | \$4,991.88 |
| 3180 Nutrition Education & Staff Development | \$13,965.67 | \$0.00 | -\$13,965.67 | \$13,965.67 |
| 3190 Other Child Nutrition Programs Operations | \$96,746.01 | \$0.00 | -\$96,746.01 | \$96,746.01 |
| TOTAL CHILD NUTRITION PROGRAMS OPERATIONS | \$2,353,483.17 | \$188,766.57 | \$223,376.01 | \$2,542,249.74 |
| 3200 Other Enterprise Service Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3300 Community Services Operations | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OPERATION OF NON-INSTRUCTION SERVICES | \$2,353,483.17 | \$188,766.57 | \$223,376.01 | \$2,542,249.74 |
| 4000 FACILITIES ACQUISITION & CONSTRUCTION SERV: | | | | |
| 4100 Supv. of Facilities Acquisition and Construction | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4200 Site Acquisition Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4300 Site Improvement Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4400 Architecture and Engineering Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4500 Educational Specifications Development Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4600 Building Acquisition and Construction Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4700 Building Improvement Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4900 Other Facilities Acquisition and Const. Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FACILITIES ACQUISITION & CONST. SERVICES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5000 OTHER OUTLAYS: | | | | |
| 5100 Debt Service | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5200 Reimbursement(Child Nutrition Fund) | \$140,607.00 | \$0.00 | -\$140,607.00 | \$140,607.00 |
| 5300 Clearing Account | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5400 Indirect Cost Entitlement | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5500 Private Nonprofit Schools | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5600 Correcting Entry | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER OUTLAYS | \$140,607.00 | \$0.00 | -\$140,607.00 | \$140,607.00 |
| 7000 OTHER USES: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL OTHER USES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 8000 REPAYMENTS: | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL REPAYMENTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL CHILD NUTRITION FUND 2023-24 FISCAL YE | \$2,494,090.17 | \$188,766.57 | \$82,769.01 | \$2,682,856.74 |

| ESTIMATE OF NEEDS FOR THE FISCAL YEAR 2024-25 | | Estimate of Needs by Governing Board | Approved by County Excise Board |
|---|--|--------------------------------------|---------------------------------|
| PURPOSE: | | | |
| Current Expense | | \$2,463,098.36 | \$2,463,098.36 |
| Pro rata share of County Assessor's Budget as determined by County Excise Board | | \$0.00 | \$0.00 |
| GRAND TOTAL - Home School | | \$2,463,098.36 | \$2,463,098.36 |

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SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New) | | | | | | |
|---|-------------|------------------|--------|--------|-----------------|---------------------|
| PURPOSE OF BOND ISSUE: | | | | | | Building Bonds 2023 |
| Date Of Issue | | | | | | 6/1/2023 |
| Date Of Sale By Delivery | | | | | | |
| HOW AND WHEN BONDS MATURE: | | | | | | |
| Uniform Maturities: | | | | | | |
| Date Maturity Begins | | | | | | 6/1/2025 |
| Amount Of Each Uniform Maturity | | | | | | \$ 8,000,000.00 |
| Final Maturity Otherwise: | | | | | | |
| Date of Final Maturity | | | | | | 6/1/2026 |
| Amount of Final Maturity | | | | | | \$ 8,000,000.00 |
| AMOUNT OF ORIGINAL ISSUE | | | | | | \$ 16,000,000.00 |
| Cancelled, In Judgement Or Delayed For Final Levy Year | | | | | | \$ 0.00 |
| Basis of Accruals Contemplated on Net Collections or Better in Anticipation: | | | | | | |
| Bond Issues Accruing By Tax Levy | | | | | | \$ 16,000,000.00 |
| Years To Run | | | | | | 3 |
| Normal Annual Accrual | | | | | | \$ 5,333,333.33 |
| Tax Years Run | | | | | | 1 |
| Accrual Liability To Date | | | | | | \$ 5,333,333.33 |
| Deductions From Total Accruals: | | | | | | |
| Bonds Paid Prior To 6-30-2023 | | | | | | \$ 0.00 |
| Bonds Paid During 2023-2024 | | | | | | \$ 0.00 |
| Matured Bonds Unpaid | | | | | | \$ 0.00 |
| Balance Of Accrual Liability | | | | | | \$ 5,333,333.33 |
| TOTAL BONDS OUTSTANDING 6-30-2024: | | | | | | |
| Matured | | | | | | \$ 0.00 |
| Unmatured | | | | | | \$ 16,000,000.00 |
| Coupon Computation: | Coupon Date | Unmatured Amount | % Int. | Months | Interest Amount | |
| Bonds and Coupons | 6/1/2025 | \$ 8,000,000.00 | 4.000% | 11 Mo. | \$ 293,333.33 | |
| Bonds and Coupons | 6/1/2026 | \$ 8,000,000.00 | 4.000% | 12 Mo. | \$ 320,000.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Requirement for Interest Earnings After Last Tax-Levy Year: | | | | | | |
| Terminal Interest To Accrue | | | | | | \$ 0.00 |
| Years To Run | | | | | | 0 |
| Accrue Each Year | | | | | | \$ 0.00 |
| Tax Years Run | | | | | | 0 |
| Total Accrual To Date | | | | | | \$ 0.00 |
| Current Interest Earned Through 2024-2025 | | | | | | \$ 613,333.33 |
| Total Interest To Levy For 2024-2025 | | | | | | \$ 613,333.33 |
| INTEREST COUPON ACCOUNT: | | | | | | |
| Interest Earned But Unpaid 6-30-2023: | | | | | | |
| Matured | | | | | | \$ 0.00 |
| Unmatured | | | | | | \$ 0.00 |
| Interest Earnings 2023-2024 | | | | | | \$ 693,333.33 |
| Coupons Paid Through 2023-2024 | | | | | | \$ 640,000.00 |
| Interest Earned But Unpaid 6-30-2024: | | | | | | |
| Matured | | | | | | \$ 0.00 |
| Unmatured | | | | | | \$ 53,333.33 |

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New) | | | | | | |
|---|-------------|------------------|--------|--------|-----------------|----------------------|
| PURPOSE OF BOND ISSUE: | | | | | | Building Bonds 2023B |
| Date Of Issue | | | | | | 12/1/2023 |
| Date Of Sale By Delivery | | | | | | |
| HOW AND WHEN BONDS MATURE: | | | | | | |
| Uniform Maturities: | | | | | | |
| Date Maturity Begins | | | | | | 12/1/2025 |
| Amount Of Each Uniform Maturity | | | | | | \$ 1,730,000.00 |
| Final Maturity Otherwise: | | | | | | |
| Date of Final Maturity | | | | | | 12/1/2026 |
| Amount of Final Maturity | | | | | | \$ 1,730,000.00 |
| AMOUNT OF ORIGINAL ISSUE | | | | | | \$ 3,460,000.00 |
| Cancelled, In Judgement Or Delayed For Final Levy Year | | | | | | \$ 0.00 |
| Basis of Accruals Contemplated on Net Collections or Better in Anticipation: | | | | | | |
| Bond Issues Accruing By Tax Levy | | | | | | \$ 3,460,000.00 |
| Years To Run | | | | | | 2 |
| Normal Annual Accrual | | | | | | \$ 1,730,000.00 |
| Tax Years Run | | | | | | 0 |
| Accrual Liability To Date | | | | | | \$ 0.00 |
| Deductions From Total Accruals: | | | | | | |
| Bonds Paid Prior To 6-30-2023 | | | | | | \$ 0.00 |
| Bonds Paid During 2023-2024 | | | | | | \$ 0.00 |
| Matured Bonds Unpaid | | | | | | \$ 0.00 |
| Balance Of Accrual Liability | | | | | | \$ 0.00 |
| TOTAL BONDS OUTSTANDING 6-30-2024: | | | | | | |
| Matured | | | | | | \$ 0.00 |
| Unmatured | | | | | | \$ 3,460,000.00 |
| Coupon Computation: | Coupon Date | Unmatured Amount | % Int. | Months | Interest Amount | |
| Bonds and Coupons | 12/1/2025 | \$ 1,730,000.00 | 4.250% | 19 Mo. | \$ 116,414.58 | |
| Bonds and Coupons | 12/1/2026 | \$ 1,730,000.00 | 4.250% | 19 Mo. | \$ 116,414.58 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Bonds and Coupons | | | | Mo. | \$ 0.00 | |
| Requirement for Interest Earnings After Last Tax-Levy Year: | | | | | | |
| Terminal Interest To Accrue | | | | | | \$ 30,635.42 |
| Years To Run | | | | | | 2 |
| Accrue Each Year | | | | | | \$ 15,317.71 |
| Tax Years Run | | | | | | 0 |
| Total Accrual To Date | | | | | | \$ 0.00 |
| Current Interest Earned Through 2024-2025 | | | | | | \$ 232,829.17 |
| Total Interest To Levy For 2024-2025 | | | | | | \$ 248,146.88 |
| INTEREST COUPON ACCOUNT: | | | | | | |
| Interest Earned But Unpaid 6-30-2023: | | | | | | |
| Matured | | | | | | \$ 0.00 |
| Unmatured | | | | | | \$ 0.00 |
| Interest Earnings 2023-2024 | | | | | | \$ 0.00 |
| Coupons Paid Through 2023-2024 | | | | | | \$ 0.00 |
| Interest Earned But Unpaid 6-30-2024: | | | | | | |
| Matured | | | | | | \$ 0.00 |
| Unmatured | | | | | | \$ 0.00 |

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New) | | Total All Bonds |
|---|--|--------------------|
| PURPOSE OF BOND ISSUE: | | |
| HOW AND WHEN BONDS MATURE: | | |
| Uniform Maturities: | | |
| Amount Of Each Uniform Maturity | | \$ 9,730,000.00 |
| Final Maturity Otherwise: | | |
| Amount of Final Maturity | | \$ 9,730,000.00 |
| AMOUNT OF ORIGINAL ISSUE | | \$ 19,460,000.00 |
| Cancelled, In Judgement Or Delayed For Final Levy Year | | \$ 0.00 |
| Basis of Accruals Contemplated on Net Collections or Better in Anticipation: | | |
| Bond Issues Accruing By Tax Levy | | \$ 19,460,000.00 |
| Normal Annual Accrual | | \$ 7,063,333.33 |
| Accrual Liability To Date | | \$ 5,333,333.33 |
| Deductions From Total Accruals: | | |
| Bonds Paid Prior To 6-30-2023 | | \$ 0.00 |
| Bonds Paid During 2023-2024 | | \$ 0.00 |
| Matured Bonds Unpaid | | \$ 0.00 |
| Balance Of Accrual Liability | | \$ 5,333,333.33 |
| TOTAL BONDS OUTSTANDING 6-30-2024: | | |
| Matured | | \$ 0.00 |
| Unmatured | | \$ 19,460,000.00 |
| Requirement for Interest Earnings After Last Tax-Levy Year: | | |
| Terminal Interest To Accrue | | \$ 30,635.42 |
| Accrue Each Year | | \$ 15,317.71 |
| Total Accrual To Date | | \$ 0.00 |
| Current Interest Earned Through 2024-2025 | | \$ 846,162.50 |
| Total Interest To Levy For 2024-2025 | | \$ 861,480.21 |
| INTEREST COUPON ACCOUNT: | | |
| Interest Earned But Unpaid 6-30-2023: | | |
| Matured | | \$ 0.00 |
| Unmatured | | \$ 0.00 |
| Interest Earnings 2023-2024 | | \$ 693,333.33 |
| Coupons Paid Through 2023-2024 | | \$ 640,000.00 |
| Interest Earned But Unpaid 6-30-2024: | | |
| Matured | | \$ 0.00 |
| Unmatured | | \$ 53,333.33 |

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 2: Detail of Judgment Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New) | | | | | | |
|--|----------------|----------------|----------------|----------------|----------------|---------------------------|
| Judgments For Indebtedness Originally Incurred After January 8, 1937. (New) | | | | | | |
| IN FAVOR OF | | | | | | TOTAL ALL JUDGMENTS |
| BY WHOM OWNED | | | | | | |
| PURPOSE OF JUDGMENT | | | | | | |
| Case Number | | | | | | |
| NAME OF COURT | | | | | | |
| Date of Judgment | | | | | | |
| Principal Amount of Judgment | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest Rate Assigned by Court | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | |
| Tax Levies Made | 0 | 0 | 0 | 0 | 0 | |
| Principal Amount Provided for to June 30, 2023 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Principal Amount Provided for in 2023-2024 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| PRINCIPAL AMOUNT NOT PROVIDED FOR | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| AMOUNT TO PROVIDE BY TAX LEVY FISCAL YEAR 2024-2025 | | | | | | |
| Principal 1/3 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| FOR ALL JUDGMENTS REPORTED | | | | | | |
| LEVIED FOR BUT UNPAID JUDGMENT OBLIGATIONS | | | | | | |
| OUTSTANDING JUNE 30, 2023 | | | | | | |
| Principal | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| JUDGMENT OBLIGATIONS SINCE LEVIED FOR: | | | | | | |
| Principal | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| JUDGMENT OBLIGATIONS SINCE PAID: | | | | | | |
| Principal | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| LEVIED BUT UNPAID JUDGMENT OBLIGATIONS | | | | | | |
| OUTSTANDING JUNE 30, 2024 | | | | | | |
| Principal | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Total | \$ 0.00 |

| Schedule 3: Prepaid Judgments as of June 30, 2024 | | | | | | |
|---|---------|---------|---------|---------|---------|-----------------------------------|
| Prepaid Judgments On Indebtedness Originating After January 8, 1937 | | | | | | |
| NAME OF JUDGMENT | | | | | | TOTAL ALL PREPAID JUDGMENTS |
| CASE NUMBER | | | | | | |
| NAME OF COURT | | | | | | |
| Date of Judgment | | | | | | |
| Principal Amount of Judgment | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Tax Levies Made | 0 | 0 | 0 | 0 | 0 | |
| Unreimbursed Balance At June 30, 2023 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Reimbursement By 2023-2024 Tax Levy | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Annual Accrual On Prepaid Judgments | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Stricken By Court Order | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Asset Balance | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 4: Sinking Fund Cash Statement | | |
|--|-----------------|-----------------------|
| Revenue Receipts and Disbursements (Fund 41) | SINKING FUND | |
| | Detail | Extension |
| Cash on Hand June 30, 2023 | | \$ 28,120.45 |
| Investments Since Liquidated | \$ 0.00 | |
| COLLECTED AND APPORTIONED: | | |
| Contributions From Other Districts | \$ 0.00 | |
| 2022 and Prior Ad Valorem Tax | \$ 497,239.30 | |
| 2023 Ad Valorem Tax | \$ 5,685,053.14 | |
| Miscellaneous Receipts | \$ 414,235.36 | |
| TOTAL RECEIPTS | | \$ 6,596,527.80 |
| TOTAL RECEIPTS AND BALANCE | | \$ 6,624,648.25 |
| DISBURSEMENTS: | | |
| Coupons Paid | \$ 640,000.00 | |
| Interest Paid on Past-Due Coupons | \$ 0.00 | |
| Bonds Paid | \$ 0.00 | |
| Interest Paid on Past-Due Bonds | \$ 0.00 | |
| Commission Paid to Fiscal Agency | \$ 0.00 | |
| Judgments Paid | \$ 0.00 | |
| Interest Paid on Such Judgments | \$ 0.00 | |
| Investments Purchased | \$ 0.00 | |
| Judgments Paid Under 62 O.S. 1981, Sect 435 | \$ 0.00 | |
| TOTAL DISBURSEMENTS | | \$ 640,000.00 |
| CASH BALANCE ON HAND JUNE 30, 2024 | | \$5,984,648.25 |

| Schedule 5: Sinking Fund Balance Sheet | | |
|--|-----------------|------------------------|
| | SINKING FUND | |
| | Detail | Extension |
| Cash Balance on Hand June 30, 2024 | | \$ 5,984,648.25 |
| Legal Investments Properly Maturing | \$ 0.00 | |
| Judgments Paid to Recover by Tax Levy | \$ 0.00 | |
| TOTAL LIQUID ASSETS | | \$ 5,984,648.25 |
| DEDUCT MATURED INDEBTEDNESS: | | |
| a. Past-Due Coupons | \$ 0.00 | |
| b. Interest Accrued Thereon | \$ 0.00 | |
| c. Past-Due Bonds | \$ 0.00 | |
| d. Interest Thereon After Last Coupon | \$ 0.00 | |
| e. Fiscal Agent Commission On Above | \$ 0.00 | |
| f. Judgements and Interest Levied for But Unpaid | \$ 0.00 | |
| TOTAL Items a. Through f. (To Extension Column) | | \$ 0.00 |
| BALANCE OF ASSETS SUBJECT TO ACCRUALS | | \$ 5,984,648.25 |
| DEDUCT ACCRUAL RESERVES IF ASSETS SUFFICIENT: | | |
| g. Earned Unmatured Interest | \$ 53,333.33 | |
| h. Accrual on Final Coupons | \$ 0.00 | |
| i. Accrued on Unmatured Bonds | \$ 5,333,333.33 | |
| TOTAL Items g. Through i. (To Extension Column) | | \$ 5,386,666.67 |
| EXCESS OF ASSETS OVER ACCRUAL RESERVES | | \$ 597,981.58 |

| Schedule 6: Estimate of Sinking Fund Needs | | |
|--|-----------------------------|--------------------------|
| | SINKING FUND | |
| | Computed By Governing Board | Provided By Excise Board |
| Interest Earnings on Bonds | \$ 861,480.21 | \$ 861,480.21 |
| Accrual on Unmatured Bonds | \$ 7,063,333.33 | \$ 7,063,333.33 |
| Annual Accrual on "Prepaid" Judgments | \$ 0.00 | \$ 0.00 |
| Annual Accrual on Unpaid Judgments | \$ 0.00 | \$ 0.00 |
| Interest on Unpaid Judgments | \$ 0.00 | \$ 0.00 |
| Participating Contributions (Annexations): | \$ 0.00 | \$ 0.00 |
| For Credit to School Dist. No. | \$ 0.00 | \$ 0.00 |
| For Credit to School Dist. No. | \$ 0.00 | \$ 0.00 |
| For Credit to School Dist. No. | \$ 0.00 | \$ 0.00 |
| For Credit to School Dist. No. | \$ 0.00 | \$ 0.00 |
| Annual Accrual From Exhibit KK | \$ 0.00 | \$ 0.00 |
| TOTAL SINKING FUND PROVISION | \$ 7,924,813.54 | \$ 7,924,813.54 |

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 7: Ad Valorem Tax Account - Sinking Funds | | | |
|--|----------------|--------------|-----------------|
| ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024 | | 26.154 Mills | Amount |
| Gross Value | \$ | Net Value | \$ |
| | 241,048,287.00 | | 0.00 |
| Total Proceeds of Levy as Certified | | | \$ 6,304,312.51 |
| Additions: | | | \$ 0.00 |
| Deductions: | | | \$ 0.00 |
| Gross Balance Tax | | | \$ 6,304,312.51 |
| Less Reserve for Delinquent Tax | | | \$ 300,205.36 |
| Reserve for Protests Pending | | | \$ 0.00 |
| Balance Available Tax | | | \$ 6,004,107.15 |
| Deduct 2023 Tax Apportioned | | | \$ 5,685,053.14 |
| Net Balance 2023 Tax in Process of Collection | | | \$ 319,054.01 |
| Excess Collections | | | \$ 0.00 |

| Schedule 8: Sinking Fund Contributions From Other Districts Due To Boundary Changes | | | |
|---|--|-------------------|--|
| SCHOOL DISTRICT CONTRIBUTIONS | | SINKING FUND | |
| | | Actually Received | Provided For in Budget of Contributing School District |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| From School District No. | | \$ 0.00 | \$ 0.00 |
| TOTALS | | \$ 0.00 | \$ 0.00 |

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "E"

| Schedule 10: Miscellaneous Revenue | 2023-24 ACCOUNT | |
|---|-----------------|-------------------|
| Source | Amount | |
| 1000 DISTRICT SOURCES OF REVENUE: | | |
| 1200 Tuition & Fees | \$ | 0.00 |
| 1300 EARNINGS ON INVESTMENTS AND BOND SALES | | |
| 1310 Interest Earnings | \$ | 0.00 |
| 1320 Dividends on Insurance Policies | \$ | 0.00 |
| 1330 Premium on Bonds Sold | \$ | 0.00 |
| 1340 Accrued Interest on Bond Sales | \$ | 34,647.73 |
| 1350 Interest on Taxes | \$ | 0.00 |
| 1360 Earnings From Oklahoma Commission on School Funds Management | \$ | 0.00 |
| 1370 Proceeds From Sale of Original Bonds | \$ | 0.00 |
| 1390 Other Earnings on Investments | \$ | 706.73 |
| TOTAL EARNINGS ON INVESTMENTS AND BOND SALES | \$ | 35,354.46 |
| 1400 RENTAL, DISPOSALS AND COMMISSIONS | | |
| 1410 Rental of School Facilities | \$ | 0.00 |
| 1420 Rental of Property Other Than School Facilities | \$ | 0.00 |
| 1430 Sales of Building and/or Real Estate | \$ | 0.00 |
| 1440 Sales of Equipment, Services and Materials | \$ | 0.00 |
| 1450 Bookstore Revenue | \$ | 0.00 |
| 1460 Commissions | \$ | 0.00 |
| 1470 Shop Revenue | \$ | 0.00 |
| 1490 Other Rental, Disposals and Commissions | \$ | 0.00 |
| TOTAL RENTAL, DISPOSALS AND COMMISSIONS | \$ | 0.00 |
| 1500 Reimbursements | \$ | 0.00 |
| 1600 Other Local Sources of Revenue | \$ | 0.00 |
| 1700 Child Nutrition Programs | \$ | 0.00 |
| 1800 Athletics | \$ | 0.00 |
| TOTAL DISTRICT SOURCES OF REVENUE | \$ | 35,354.46 |
| 2000 INTERMEDIATE SOURCES OF REVENUE: | | |
| 2100 County 4 Mill Ad Valorem Tax | \$ | 0.00 |
| 2200 County Apportionment (Mortgage Tax) | \$ | 0.00 |
| 2300 Resale of Property Fund Distribution | \$ | 0.00 |
| 2900 Other Intermediate Sources of Revenue | \$ | 0.00 |
| TOTAL INTERMEDIATE SOURCES OF REVENUE | \$ | 0.00 |
| 3000 STATE SOURCES OF REVENUE: | | |
| 3100 Total Dedicated Revenue | \$ | 0.00 |
| 3200 Total State Aid - General Operations - Non-Categorical | \$ | 0.00 |
| 3300 State Aid - Competitive Grants - Categorical | \$ | 0.00 |
| 3400 State - Categorical | \$ | 0.00 |
| 3500 Special Programs | \$ | 0.00 |
| 3600 Other State Sources of Revenue | \$ | 0.60 |
| 3700 Child Nutrition Program | \$ | 0.00 |
| 3800 State Vocational Programs - Multi-Source | \$ | 0.00 |
| TOTAL STATE SOURCES OF REVENUE | \$ | 0.60 |
| 4000 FEDERAL SOURCES OF REVENUE: | | |
| TOTAL FEDERAL SOURCES OF REVENUE | \$ | 0.00 |
| 5000 NON-REVENUE RECEIPTS: | | |
| TOTAL NON-REVENUE RECEIPTS | | 378,880.30 |
| GRAND TOTAL | \$ | 414,235.36 |

TOTAL CAPITAL PROJECT FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | TOTAL OF ALL FUNDS |
|--|-----------------------|
| ASSETS: | Amount |
| Cash Balances | \$1,869,188.78 |
| Investments | \$0.00 |
| TOTAL ASSETS | \$1,869,188.78 |
| LIABILITIES AND RESERVES: | |
| Warrants Outstanding | \$885,606.70 |
| Reserve for Interest on Warrants | \$0.00 |
| Reserves From Schedule 8 | \$604,427.82 |
| TOTAL LIABILITIES AND RESERVES | \$1,490,034.52 |
| CASH FUND BALANCE JUNE 30, 2024 | \$379,154.26 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | \$1,869,188.78 |

| Schedule 3: Capital Projects Fund Total Of All Funds Cash Accounts of Current and all Prior Years | | |
|---|------------------------|---------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30-23 | \$0.00 | \$17,393,240.23 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$126,759.66 | |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$3,472,700.00 | |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$16,988,335.06 | |
| 6130 Prior Year Lapsed Appropriations | \$33,850.57 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$17,022,185.63 | |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$17,022,185.63 | |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$20,621,645.29 | \$371,054.60 |
| Warrants Paid of Year in Caption | \$18,752,456.51 | \$371,054.60 |
| TOTAL DISBURSEMENTS | \$18,752,456.51 | \$371,054.60 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$1,869,188.78 | \$0.00 |
| Reserve for Warrants Outstanding | \$885,606.70 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$604,427.82 | \$36,765.00 |
| TOTAL LIABILITIES AND RESERVE | \$1,490,034.52 | \$36,765.00 |
| DEFICIT | \$0.00 | -\$36,765.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$379,154.26 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$395,813.13 | \$361,962.56 | \$33,850.57 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|---------------------|------------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$3,366,853.21 | \$596,105.89 | \$3,962,959.10 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Constructon Services | \$15,894,250.00 | \$0.00 | \$15,894,250.00 |
| 5000 Other Outlays | \$376,960.00 | \$0.00 | \$376,960.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$19,638,063.21 | \$596,105.89 | \$20,234,169.10 |

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CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 31 |
|--|-----------|---------------------|
| ASSETS: | | Amount |
| Cash Balances | | \$309,826.85 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$309,826.85 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$0.00 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$8,321.93 |
| TOTAL LIABILITIES AND RESERVES | | \$8,321.93 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$301,504.92 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$309,826.85 |

| Schedule 3: Capital Projects Fund 31 Cash Accounts of Current and all Prior Years | | |
|---|--------------|----------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$627,806.28 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$0.00 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$506,408.63 | -\$536,408.63 |
| 6130 Prior Year Lapsed Appropriations | \$30,000.00 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | | -\$536,408.63 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | | -\$536,408.63 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | | \$91,397.65 |
| Warrants Paid of Year in Caption | \$226,581.78 | \$91,397.65 |
| TOTAL DISBURSEMENTS | | \$91,397.65 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | | \$0.00 |
| Reserve for Warrants Outstanding | \$0.00 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$8,321.93 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | | \$8,321.93 |
| DEFICIT | | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | | \$301,504.92 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$113,075.72 | \$83,075.72 | \$30,000.00 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|---------------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$226,581.78 | \$0.00 | \$226,581.78 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Construcion Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | | \$226,581.78 | \$226,581.78 |

CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 32 |
|--|-----------|--------------------|
| ASSETS: | | Amount |
| Cash Balances | | \$24,280.93 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$24,280.93 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$254.85 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$11,270.36 |
| TOTAL LIABILITIES AND RESERVES | | \$11,525.21 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$12,755.72 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$24,280.93 |

| Schedule 3: Capital Projects Fund 32 Cash Accounts of Current and all Prior Years | | |
|---|---------------------|----------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$352,953.31 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$0.00 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$120,731.77 | -\$123,183.20 |
| 6130 Prior Year Lapsed Appropriations | \$2,451.43 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$123,183.20 | -\$123,183.20 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$123,183.20 | -\$123,183.20 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$123,183.20 | \$229,770.11 |
| Warrants Paid of Year in Caption | \$98,902.27 | \$229,770.11 |
| TOTAL DISBURSEMENTS | \$98,902.27 | \$229,770.11 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$24,280.93 | \$0.00 |
| Reserve for Warrants Outstanding | \$254.85 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$11,270.36 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | \$11,525.21 | \$0.00 |
| DEFICIT | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$12,755.72 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$231,451.43 | \$229,000.00 | \$2,451.43 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|--------------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$99,157.12 | \$11,270.36 | \$110,427.48 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Constructon Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$99,157.12 | \$11,270.36 | \$110,427.48 |

CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 33 |
|--|-----------|-------------------|
| ASSETS: | | Amount |
| Cash Balances | | \$8,684.83 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$8,684.83 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$0.00 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$0.00 |
| TOTAL LIABILITIES AND RESERVES | | \$0.00 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$8,684.83 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$8,684.83 |

| Schedule 3: Capital Projects Fund 33 Cash Accounts of Current and all Prior Years | | |
|---|-------------------|--------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$22,488.60 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$0.00 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$7,967.62 | -\$9,366.76 |
| 6130 Prior Year Lapsed Appropriations | \$1,399.14 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$9,366.76 | -\$9,366.76 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$9,366.76 | -\$9,366.76 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$9,366.76 | \$13,121.84 |
| Warrants Paid of Year in Caption | \$681.93 | \$13,121.84 |
| TOTAL DISBURSEMENTS | \$681.93 | \$13,121.84 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$8,684.83 | \$0.00 |
| Reserve for Warrants Outstanding | \$0.00 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$0.00 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | \$0.00 | \$0.00 |
| DEFICIT | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$8,684.83 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$14,520.98 | \$13,121.84 | \$1,399.14 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|---------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$681.93 | \$0.00 | \$681.93 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Constructiton Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$681.93 | \$0.00 | \$681.93 |

CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 34 |
|--|-----------|-------------|
| ASSETS: | | Amount |
| Cash Balances | | \$44,432.25 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$44,432.25 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$0.00 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$0.00 |
| TOTAL LIABILITIES AND RESERVES | | \$0.00 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$44,432.25 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$44,432.25 |

| Schedule 3: Capital Projects Fund 34 Cash Accounts of Current and all Prior Years | | |
|---|-----------------|--------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$16,353,210.00 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$126,759.66 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$16,353,210.00 | -\$16,353,210.00 |
| 6130 Prior Year Lapsed Appropriations | \$0.00 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$16,353,210.00 | -\$16,353,210.00 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$16,353,210.00 | -\$16,353,210.00 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$16,479,969.66 | \$0.00 |
| Warrants Paid of Year in Caption | \$16,435,537.41 | \$0.00 |
| TOTAL DISBURSEMENTS | \$16,435,537.41 | \$0.00 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$44,432.25 | \$0.00 |
| Reserve for Warrants Outstanding | \$0.00 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$0.00 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | \$0.00 | \$0.00 |
| DEFICIT | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$44,432.25 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$0.00 | \$0.00 | \$0.00 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|----------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$164,327.41 | \$0.00 | \$164,327.41 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Constructicon Services | \$15,894,250.00 | \$0.00 | \$15,894,250.00 |
| 5000 Other Outlays | \$376,960.00 | \$0.00 | \$376,960.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$16,435,537.41 | \$0.00 | \$16,435,537.41 |

CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 35 |
|--|-----------|-----------------------|
| ASSETS: | | Amount |
| Cash Balances | | \$1,469,263.92 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$1,469,263.92 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$884,411.35 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$584,835.53 |
| TOTAL LIABILITIES AND RESERVES | | \$1,469,246.88 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$17.04 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$1,469,263.92 |

| Schedule 3: Capital Projects Fund 35 Cash Accounts of Current and all Prior Years | | |
|---|-----------------------|--------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$17.04 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$0.00 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$3,460,000.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$17.04 | -\$17.04 |
| 6130 Prior Year Lapsed Appropriations | \$0.00 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$17.04 | -\$17.04 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$17.04 | -\$17.04 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$3,460,017.04 | \$0.00 |
| Warrants Paid of Year in Caption | \$1,990,753.12 | \$0.00 |
| TOTAL DISBURSEMENTS | \$1,990,753.12 | \$0.00 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$1,469,263.92 | \$0.00 |
| Reserve for Warrants Outstanding | \$884,411.35 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$584,835.53 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | \$1,469,246.88 | \$0.00 |
| DEFICIT | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$17.04 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$0.00 | \$0.00 | \$0.00 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|---------------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$2,875,164.47 | \$584,835.53 | \$3,460,000.00 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Construcion Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$2,875,164.47 | \$584,835.53 | \$3,460,000.00 |

CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 36 |
|--|-----------|--------------------|
| ASSETS: | | Amount |
| Cash Balances | | \$12,700.00 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$12,700.00 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$940.50 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$0.00 |
| TOTAL LIABILITIES AND RESERVES | | \$940.50 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$11,759.50 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$12,700.00 |

| Schedule 3: Capital Projects Fund 36 Cash Accounts of Current and all Prior Years | | |
|---|--------------------|--------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$0.00 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$0.00 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$12,700.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$0.00 | \$0.00 |
| 6130 Prior Year Lapsed Appropriations | \$0.00 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$0.00 | \$0.00 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$0.00 | \$0.00 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$12,700.00 | \$0.00 |
| Warrants Paid of Year in Caption | \$0.00 | \$0.00 |
| TOTAL DISBURSEMENTS | \$0.00 | \$0.00 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$12,700.00 | \$0.00 |
| Reserve for Warrants Outstanding | \$940.50 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$0.00 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | \$940.50 | \$0.00 |
| DEFICIT | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$11,759.50 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$0.00 | \$0.00 | \$0.00 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|---------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$940.50 | \$0.00 | \$940.50 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Construcion Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$940.50 | \$0.00 | \$940.50 |

CAPITAL PROJECT FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Bond Fund | Fund 39 |
|--|-----------|---------------|
| ASSETS: | | Amount |
| Cash Balances | | \$0.00 |
| Investments | | \$0.00 |
| TOTAL ASSETS | | \$0.00 |
| LIABILITIES AND RESERVES: | | |
| Warrants Outstanding | | \$0.00 |
| Reserve for Interest on Warrants | | \$0.00 |
| Reserves From Schedule 8 | | \$0.00 |
| TOTAL LIABILITIES AND RESERVES | | \$0.00 |
| CASH FUND BALANCE JUNE 30, 2024 | | \$0.00 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | | \$0.00 |

| Schedule 3: Capital Projects Fund 39 Cash Accounts of Current and all Prior Years | | |
|---|---------------|---------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$36,765.00 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$0.00 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$0.00 | \$0.00 |
| 6130 Prior Year Lapsed Appropriations | \$0.00 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$0.00 | \$0.00 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$0.00 | \$0.00 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$0.00 | \$36,765.00 |
| Warrants Paid of Year in Caption | \$0.00 | \$36,765.00 |
| TOTAL DISBURSEMENTS | \$0.00 | \$36,765.00 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$0.00 | \$0.00 |
| Reserve for Warrants Outstanding | \$0.00 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$0.00 | \$36,765.00 |
| TOTAL LIABILITIES AND RESERVE | \$0.00 | \$36,765.00 |
| DEFICIT | \$0.00 | -\$36,765.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$0.00 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$36,765.00 | \$36,765.00 | \$0.00 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|--|----------------------------------|---------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$0.00 | \$0.00 | \$0.00 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Construcion Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$0.00 | \$0.00 | \$0.00 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$0.00 | \$0.00 | \$0.00 |

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ENTERPRISE FUNDS BY ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "H"

| Schedule 1: Current Balance Sheet - June 30, 2024 | Gift Fund |
|--|--------------------|
| ASSETS: | Amount |
| Cash Balances | \$67,920.65 |
| Investments | \$0.00 |
| TOTAL ASSETS | \$67,920.65 |
| LIABILITIES AND RESERVES: | |
| Warrants Outstanding | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 |
| Reserves From Schedule 8 | \$0.00 |
| TOTAL LIABILITIES AND RESERVES | \$0.00 |
| CASH FUND BALANCE JUNE 30, 2024 | \$67,920.65 |
| TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE | \$67,920.65 |

| Schedule 3: Enterprise Fund Gift Fund Cash Accounts of Current and all Prior Years | | |
|--|--------------------|---------------------|
| CURRENT AND ALL PRIOR YEARS | 2023-24 | 2023 & Prior Years |
| Cash Balance Reported to Excise Board 6-30 of Year in Caption | \$0.00 | \$66,251.23 |
| REVENUES, NON-REVENUE RECEIPTS & CASH BALANCES | | |
| 1000 DISTRICT SOURCES OF REVENUE (Source 1000 to 1999) | \$1,739.31 | \$0.00 |
| 2000 INTERMEDIATE SOURCES OF REVENUE (Source 2000 to 2999) | \$0.00 | \$0.00 |
| 3000 STATE SOURCES OF REVENUE (Source 3000 to 3999) | \$0.00 | \$0.00 |
| 4000 FEDERAL SOURCES OF REVENUE (Source 4000 to 4999) | \$0.00 | \$0.00 |
| 5000 NON-REVENUE RECEIPTS (Source 5000 to 5999) | \$0.00 | \$0.00 |
| 6000 BALANCE SHEET ACCOUNTS | | |
| 6100 CASH ACCOUNTS | | |
| 6110 Cash Balances Transferred | \$66,251.23 | -\$66,251.23 |
| 6130 Prior Year Lapsed Appropriations | \$0.00 | |
| 6140 Estopped Warrants | \$0.00 | |
| TOTAL CASH ACCOUNTS | \$66,251.23 | -\$66,251.23 |
| 6200 Interfund Transfers | \$0.00 | |
| TOTAL BALANCE SHEET ACCOUNTS | \$66,251.23 | -\$66,251.23 |
| TOTAL REVENUES, NON-REV RECEIPTS & CASH BALANCES | \$67,990.54 | \$0.00 |
| Warrants Paid of Year in Caption | \$69.89 | \$0.00 |
| TOTAL DISBURSEMENTS | \$69.89 | \$0.00 |
| CASH & INVESTMENTS BALANCE JUNE 30, 2024 | \$67,920.65 | \$0.00 |
| Reserve for Warrants Outstanding | \$0.00 | \$0.00 |
| Reserve for Interest on Warrants | \$0.00 | \$0.00 |
| Reserves From Schedule 8 | \$0.00 | \$0.00 |
| TOTAL LIABILITIES AND RESERVE | \$0.00 | \$0.00 |
| DEFICIT | \$0.00 | \$0.00 |
| CASH FUND BAL FORWARD TO SUCCEEDING YEAR | \$67,920.65 | \$0.00 |

| Schedule 7: Report of Prior Year Warrants Issued From Reserves | FISCAL YEAR ENDING JUNE 30, 2023 | | |
|--|----------------------------------|--------------------------|----------------------------------|
| | RESERVES 6/30/23 | WARRANTS SINCE ISSUED | BALANCE LAPSED APPROPRIATIONS |
| TOTAL PRIOR YEAR RESERVES | \$0.00 | \$0.00 | \$0.00 |

| Schedule 8: Report of Current Year Expenditures | FISCAL YEAR ENDING JUNE 30, 2024 | | |
|---|----------------------------------|---------------|-----------------------|
| | WARRANTS ISSUED | RESERVES | TOTAL EXPENDITURES |
| 1000 Instruction | \$0.00 | \$0.00 | \$0.00 |
| 2000 Support Services | \$0.00 | \$0.00 | \$0.00 |
| 3000 Operation Of Non-Instruction Services | \$0.00 | \$0.00 | \$0.00 |
| 4000 Facilities Acquisition & Construction Services | \$0.00 | \$0.00 | \$0.00 |
| 5000 Other Outlays | \$0.00 | \$0.00 | \$0.00 |
| 7000 Other Uses | \$69.89 | \$0.00 | \$69.89 |
| 8000 Repayments | \$0.00 | \$0.00 | \$0.00 |
| TOTAL EXPENDITURES 2023-24 FISCAL YEAR | \$69.89 | \$0.00 | \$69.89 |

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CERTIFICATE OF EXCISE BOARD

State of Oklahoma, County of Creek

We, do further certify that we have examined the statement of estimated needs for the current fiscal year ending June 30, 2024, as certified by the Board of Education of Sapulpa Public Schools, District Number I-33 of said County and State, and its financial statement for the preceding year, and in so doing we have diligently performed the duties imposed upon this Excise Board by 68 O. S. 2001 Section 3007, by (1) ascertaining that the financial statements, as to the statistics therein contained, reflect the true fiscal condition at the close of the fiscal year, or caused the same to be corrected so to show; (2) struck from the estimate of needs so submitted any items not authorized by law and reduced to the sum authorized by law any items restricted by statute as to the amount lawfully expendable therefor; (3) supplemented such estimate, after appropriate action, by an estimate of needs prepared by this Excise Board to make provision for mandatory functions based upon statistics authoritatively submitted; (4) computed the total means available to each fund in the manner provided, applying the Governing Board's estimate of revenue to be derived from surplus tax of the immediately preceding year and from sources other than ad valorem tax, or reduced such estimate to not less than the lawfully authorized ratio of the several sums realized from such sources during the preceding fiscal year or to such lesser sum as may reasonably be anticipated under altered law or circumstance and using for such determination the basic collections of the preceding year and the ratios on which distribution or apportionment must be made during the ensuing or current year.

To the several and specific purposes of the estimated needs as certified, we have and do hereby appropriate the surplus balances of cash on hand of the prior year, estimates of income from sources other than ad valorem taxation within the limitation fixed by law, and the proceeds of ad valorem tax levy within the number of mills authorized, either by apportionment by the Legislature, allocation by the excise board or by legal election, all of which appropriations are made in so far as the available surpluses, revenues, and levies will permit, except in that we have also provided that, after deducting items consisting of cash and the revenue from all sources other than the 2024 tax and the proceeds of the 2024 tax levy are in excess of the residue of such appropriations, by a sum included for delinquent tax, computed at 10.0% of such residue. And provided further, if said School District has been ascertained to be a well defined State Aid District, the local budget, as approved and appropriated for, has been applied wholly to its operating accounts.

We further certify that the amount required to be raised from tax, excluding Homesteads, for General Revenue Fund purposes as approved, requires a total ad valorem tax levy of 35.000 Mills. Said levy is within the statutory limit, and if in excess, is within the constitutional limit and has been authorized by a vote of the people of said district, as shown by certificate of the School Board to-wit:

To this District, with valuations shown below, the Excise Board allocated 5.000 Mills, plus 15.000 Mills authorized by the Constitution, plus an emergency levy of 5.000 Mills; plus local support levy of 10.000 Mills; for a total levy for the General Fund of 35.000 Mills.

We further certify that the amount required to be raised for building fund purposes as approved requires a tax levy of 5.000 Mills, and said levy has been certified as authorized by a vote of the people at an election held for that purpose. We further certify that Assessed Values used in computing Mill-vote levies have been applied as certified by the County Assessor.

We further certify that we have examined the within statements of account and estimated needs or requirements of the Governing Board of Sapulpa Public Schools, School District No. I-33 of said County and State, in relation to the Sinking Fund or Funds thereof, and after finding the same correct or having caused the same to be corrected pursuant to 68 O. S. 2001 Section 3009, have approved the requirements therefor to fulfill the conditions of Section 26 and 28 of Article 10, Oklahoma Constitution, and have made and certified a tax levy therefor to the extent of the excess of said total requirements over the total of items 2, 3, 6, and 12 of Exhibit Y and any other legal deduction, including a reserve of 10.0% for delinquent taxes.

CERTIFICATE OF EXCISE BOARD
ESTIMATE OF NEEDS FOR 2024-2025

| EXHIBIT "Y" | | | | | |
|---|------------------|-----------------|------------|----------------------|------------------------------------|
| County Excise Board's Appropriation of Income and Revenue | General Fund | Building Fund | Co-op Fund | Child Nutrition Fund | New Sinking Fund (Exc. Homesteads) |
| Appropriation Approved and Provision Made | \$ 39,712,884.34 | \$ 2,255,991.90 | \$ 0.00 | \$ 2,463,098.36 | \$ 7,924,813.54 |
| Appropriation of Revenues: | | | | | |
| Excess of Assets Over Liabilities | \$ 5,970,504.61 | \$ 276,857.16 | \$ 0.00 | \$ 525,120.63 | \$ 597,981.58 |
| Unclaimed Protest Tax Refunds | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Miscellaneous Estimated Revenues | \$ 25,036,129.08 | \$ 780,000.00 | \$ 0.00 | \$ 1,937,977.73 | None |
| Est. Value of Surplus Tax in Process | \$ 450,000.00 | \$ 20,000.00 | \$ 0.00 | \$ 0.00 | None |
| Sinking Fund Contributions | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Surplus Building Fund Cash | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Total Other Than 2024 Tax | \$ 31,456,633.69 | \$ 1,076,857.16 | \$ 0.00 | \$ 2,463,098.36 | \$ 597,981.58 |
| Balance Required | \$ 8,256,250.65 | \$ 1,179,134.74 | \$ 0.00 | \$ 0.00 | \$ 7,326,831.96 |
| Add Allowance for Delinquency | \$ 825,625.06 | \$ 117,913.47 | \$ 0.00 | \$ 0.00 | \$ 366,341.60 |
| Total Required for 2024 Tax | \$ 9,081,875.71 | \$ 1,297,048.21 | \$ 0.00 | \$ 0.00 | \$ 7,693,173.56 |
| Rate of Levy Required and Certified | ----- | ----- | ----- | ----- | 30.31 Mills |

We further certify that the net assessed valuation of the Property, subject to ad valorem taxes, after the amount of all Homestead Exemptions have been deducted in the said School District as finally equalized and certified by the Board of Equalization for the current year 2024-2025 is as follows:

| VALUATION AND LEVIES EXCLUDING HOMESTEADS | | | | |
|---|----------------|---------------|----------------|----------------|
| County | Real | Personal | Public Service | Total |
| This County Creek | \$ 198,117,315 | \$ 41,905,593 | \$ 13,802,573 | \$ 253,825,481 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Joint County | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Total Valuations, All Counties | \$ 198,117,315 | \$ 41,905,593 | \$ 13,802,573 | \$ 253,825,481 |

The assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof appropriated as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, be raised by ad valorem taxation, we thereupon made the above levies therefor as provided by law as follows:

CERTIFICATE OF EXCISE BOARD
ESTIMATE OF NEEDS FOR 2024-2025

| EXHIBIT "Y" Continued: | | Primary County And All Joint Counties | | | | |
|--------------------------------|--------------|---|-----------------|-----------------------------|--------------|--|
| Levies Required and Certified: | | Valuation And Levies Excluding Homesteads | | Total Required For 2024 Tax | | |
| County | General Fund | Building Fund | Total Valuation | General | Building | |
| This County Creek | 35.78 Mills | 5.11 Mills | \$ 253,825,481 | \$ 9,081,876 | \$ 1,297,048 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Joint Co. | 0.00 Mills | 0.00 Mills | \$ 0 | \$ 0 | \$ 0 | |
| Totals | | | \$ 253,825,481 | \$ 9,081,876 | \$ 1,297,048 | |

Sinking Fund: 30.31 Mills

We do hereby order the above levies to be certified forthwith by the Secretary of this Board to the County Assessor of said County, in order that the County Assessor may immediately extend said levies upon the Tax Rolls for the year 2024 without regard to any protest that may be filed against any levies, as required by 68 O. S. 2001, Section 2869.

Signed at _____, Oklahoma, this _____ day of _____,

Excise Board Member

Excise Board Chairman

Excise Board Member

Excise Board Secretary

Joint School District Levy Certification for Sapulpa Public Schools I-33

Career Tech District Number _____: General Fund _____

Building Fund _____

State of Oklahoma)
) ss
County of Creek)

I, _____, Creek County Clerk, do hereby certify that the above levies are true and correct for the taxable year 2024.

Witness my hand and seal, on _____.

Creek County Clerk

ALL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
STATISTICAL DATA FOR 2024-2025

EXHIBIT "Z"

Schedule 1: SUMMARY RECAPITULATION OF SCHOOL COSTS FOR THE FISCAL YEAR ENDING JUNE 30, 2024, AND
APPORTIONMENT THEREOF

| CLASSIFICATION | ACCUMULATION OF EXPENDITURES AND UNLIQUIDATED COMMITMENTS TO DETERMINE PER CAPITA COSTS | | | | | | | |
|-------------------------------|--|----------------------------|-------------------------------------|----------------------|-----------------------------|-------------------------------|--|------|
| | GENERAL REVENUE FUND | CHILD NUTRITION FUND | BUILDING FUND | SINKING FUND | SPECIAL REVENUE FUNDS | CAPITAL PROJECT FUNDS | | |
| Current Exp. - Educational | \$ 33,828,897.91 | \$ 2,353,483.17 | \$ 1,767,547.31 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Current Exp. - Transportation | \$ 1,265,775.30 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Current Res. - Educational | \$ 179,777.91 | \$ 188,766.57 | \$ 272,647.62 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Current Res. - Transportation | \$ 737.39 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Capital Exp. - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Capital Exp. - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Capital Res. - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Capital Res. - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | |
| Interest Paid and Reserved | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 640,000.00 | \$ 0.00 | \$ 0.00 | | |
| TOTALS | \$ 35,275,188.51 | \$ 2,542,249.74 | \$ 2,040,194.93 | \$ 640,000.00 | \$ 0.00 | \$ 0.00 | | |
| Enumeration | | 0.00 | Average Daily Attendance | | 0.00 | Average Daily Haul | | 0.00 |

| Expenditures and Reserves | ENTERPRISE FUNDS | ACTIVITY FUNDS | EXPENDABLE TRUST FUNDS | NON- EXPENDABLE TRUST FUNDS | INTERNAL SERVICE FUNDS | |
|---------------------------------------|---------------------|-------------------|------------------------------|--------------------------------------|------------------------------|---------|
| Current Expenditures - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Current Expenditures - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Current Reserves - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Current Reserves - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Capital Expenditures - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Capital Expenditures - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Capital Reserves - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Capital Reserves - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Interest Paid and Reserved | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| TOTALS | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| Per Capita Cost for: | | Education | \$ 0.00 | Transportation | | \$ 0.00 |

| Expenditures and Reserves | TOTAL OF ALL APPLICABLE COSTS 2023-2024 | OPERATION COSTS ONLY | TRANSPORTATION COSTS ONLY |
|---------------------------------------|--|-------------------------|------------------------------|
| Current Expenditures - Educational | \$ 37,949,928.39 | \$ 37,949,928.39 | \$ 0.00 |
| Current Expenditures - Transportation | \$ 1,265,775.30 | \$ 0.00 | \$ 1,265,775.30 |
| Current Reserves - Educational | \$ 641,192.10 | \$ 641,192.10 | \$ 0.00 |
| Current Reserves - Transportation | \$ 737.39 | \$ 0.00 | \$ 737.39 |
| Capital Expenditures - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Capital Expenditures - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Capital Reserves - Educational | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Capital Reserves - Transportation | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Interest Paid and Reserved | \$ 640,000.00 | \$ 640,000.00 | \$ 0.00 |
| TOTALS | \$ 40,497,633.18 | \$ 39,231,120.49 | \$ 1,266,512.69 |

**Sapulpa Public Schools
2024-25 Budget Summary
General Fund**

| CODE | SOURCE | 2024-25 Estimated Revenue |
|-------------------------------------|--|---------------------------------|
| 1110 | Ad Valorem Tax-current | 8,256,250.65 |
| 1120 | Ad Valorem Tax-prior | 450,000.00 |
| 1300 | Interest | 281,128.22 |
| 1400 | Rental, Disposals, and Commissions | - |
| 1500 | Reimbursements | |
| 1600 | Other Local Sources | |
| 2100 | 4-Mill Levy | 760,193.14 |
| 2200 | Mortgage Tax | 87,212.02 |
| 3110 | Gross Production Tax | 183,570.64 |
| 3120 | Motor Vehicle Collections | 1,538,363.89 |
| 3130 | R.E.A. Tax | - |
| 3140 | State School Land Earnings | 610,065.79 |
| 3150 | Vehicle Tax Stamps | 5,666.08 |
| 3210 | Foundation & Salary Incentive | 14,962,900.46 |
| 3250 | Flexible Benefit | 3,151,076.23 |
| 3300 | State Aid - Comp.Grants (Alt Ed) | 120,000.00 |
| 3400 | State - Categorical - Textbooks | 237,101.28 |
| 3400 | State - Categorical - Resource Officer | 92,000.00 |
| 3400 | State - Categorical - NBCS | 35,000.00 |
| 3400 | State - Categorical - Other | 55,000.00 |
| 3500 | Special Programs | |
| 3600 | Other State Sources | |
| 3700 | Child Nutrition State Sources | - |
| 3800 | Vocational - State | 100,000.00 |
| 4100 | Indian Education | 237,829.00 |
| 4100 | JROTC | 70,000.00 |
| 4100 | Federal REAP | |
| 4100 | Other - | |
| 4200 | Title I | 800,000.00 |
| 4200 | Title II, Part A | 100,000.00 |
| 4200 | Title III, Limited English Proficiency | 10,000.00 |
| 4300 | IDEA-B Flowthrough | 845,254.99 |
| 4300 | IDEA-B Pre-School | 24,447.92 |
| 4400 | Title IV, Part A | 30,000.00 |
| 4400 | Title IX, Homeless | 75,000.00 |
| 4500 | JOM | 50,000.00 |
| 4500 | Medicaid | 40,000.00 |
| 4600 | ESSER III (795) | - |
| 4600 | Counselor Grant (722) | 15,794.34 |
| 4600 | Other | 123,561.09 |
| 4800 | Carl Perkins / Vocational | 44,964.00 |
| 5100 | Non-Revenue Receipts | 350,000.00 |
| Total Revenue Estimates | | 33,742,379.73 |
| Fund Balance, 7-1-24 | | 5,970,504.61 |
| TOTAL 2024-25 APPROPRIATIONS | | \$ 39,712,884.34 |

Note - The above appropriation amount is the maximum amount that you can legally obligate your school district encumbrances and payments. If you exceed this amount, you must add to your appropriations.

Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2024
Estimate of Needs for Fiscal Year Ending June 30, 2025
Public Schools, School District No. , County, Oklahoma

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF CREEK, ss:

We, the undersigned duly elected, qualified and acting officers of the Board of Education of Sapulpa Public Schools, School District No. I-33, of Said County and State, do hereby certify that at a meeting of the Governing Body of the said District begun at the time provided by law for districts of this class and pursuant to the provisions of 68 O. S. 2001 Section 3003, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said District as reflected by the records of the District Clerk and Treasurer. We further certify that the foregoing estimate for current expenses for the fiscal year beginning July 1, 2024 and ending June 30, 2025, as shown are reasonably necessary for the proper conduct of the affairs of the said District, that the Estimated Income to be derived from sources other than ad valorem taxation does not exceed the lawfully authorized ratio of the revenue derived from the same sources during the preceding year.

President of Board of Education

Subscribed and sworn to before me this _____, 2024

Notary Public

The Estimate of Needs shall be published in one issue in some legally qualified newspaper published in such political subdivision. If there be no such newspaper published in such political subdivision, such statement and estimate shall be so published in some legally qualified newspaper of general circulation therein; and such publication shall be made, in each instance, by the board or authority making the estimate.

**Sapulpa Public Schools
Gifted and Talented Local Advisory Committee
2024 - 2025**

Donia Doudican
Stephanie Kiesau
Sandy Janowiak
Alison Owens
Danelle Nagel
Tracie Muilenburg

**Oklahoma State Regents for Higher Education
 Participation in Developmental Education in 2022-2023
 2022 Oklahoma Public High School Graduates as Fall 2022 College Freshmen in Public Higher Education**

| | Fall First-Time Degree-Seeking Freshman Count | Science Developmental Student Count | Percent Science | English Developmental Student Count | Percent English | Math Developmental Student Count | Percent Math | Reading Developmental Student Count | Percent Reading | Total Developmental Students | Percent Total |
|----------------|--|--|----------------------------|--|----------------------------|---|-------------------------|--|----------------------------|---|--------------------------|
| SAPULPA | 77 | 0 | 0% | 3 | 3.9% | 7 | 9.1% | 5 | 6.5% | 13 | 16.9% |

Sapulpa Public School 2022-2023 Dropout Report

| Site | Drop Out Rate | Dropouts (Grade 7-12) | | | Dropouts by Age (Grade 7-12) | | | | | | | | Dropout by Race (Grade 7-12) | | | | | |
|------|---------------|-----------------------|--------|-------|------------------------------|----|----|----|----|----|----|-------|------------------------------|------------------|-----------------|-------------|-------|-------------|
| | | Male | Female | Total | <13 | 13 | 14 | 15 | 16 | 17 | 18 | 19-22 | Hispanic | African American | American Indian | Pacific Is. | White | Two or More |
| MS | 2.77% | 4 | 3 | 7 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 3 | 0 | 0 | 3 | 0 |
| JHS | 1.17% | 6 | 1 | 7 | 1 | 1 | 3 | 2 | 0 | 0 | 0 | 0 | 3 | 0 | 1 | 0 | 3 | 0 |
| HS | 4.63% | 28 | 16 | 44 | 0 | 0 | 0 | 6 | 12 | 18 | 4 | 4 | 10 | 3 | 8 | 0 | 12 | 11 |



5214F Diamond Heights Blvd #3255
 San Francisco, CA 94131
 Remit Email: orders@amiralearning.com
 Quote Date : 8/21/2024
 Proposal No.: Q-66331

Prepared by: Heather Tennyson

Customer Contact: Amy Riff

Contract Term: 12 Months

Customer Name: Sapulpa Public Schools

Start Date: 9/01/2024

Address: 511 E Lee Ave
 ACCOUNTS PAYABLE

End Date: 8/31/2025

Sapulpa, OK, 74066-4308

Proposal Expiration: 9/30/2024

| Product Description | Quantity | Annual Price | Months | Total |
|---|----------|--------------|--------|--------|
| Amira Practice Student License 1 Year | 765 | 0 | 12 | \$0.00 |
| Amira Practice Teacher License 1 Year | 70 | 0 | 12 | \$0.00 |
| Amira Suite Student Resilience License | 760 | 0 | 12 | \$0.00 |
| Amira Suite Teacher Resilience License | 70 | 0 | 12 | \$0.00 |
| Amira Assessment Student License 1 Year | 1525 | 0 | 12 | \$0.00 |

| | |
|-------------------------|--------|
| Amount Due (PO Amount): | \$0.00 |
|-------------------------|--------|

Please review and return this cost proposal with your signed Purchase Order to orders@amiralearning.com. Please include the Proposal Number above on your Purchase Order.

IMPORTANT: Do not allow licensed product (as defined in said terms and conditions) to be installed or used without reading the terms and conditions of this agreement. If you are not willing to accept these terms and conditions, you must return the licensed product to Amira Learning within ten (10) days of receipt. By installing and using the licensed product as permitted by this license or ordering services (as defined below), you are agreeing to be bound by the terms of this agreement.



This cost proposal is for the purchase of the AMIRA software subscription and services set forth above, and is subject to and incorporates by reference the terms and conditions for the applicable products located at:

<https://amiralearning.com/terms-conditions.html> (the "Agreement"). By signing the attached Purchase Order, Customer represents and warrants that: (a) it has read and understands the Agreement that is incorporated by reference to this cost proposal and agrees to be bound by the terms of the Agreement, (b) it has reviewed and agree to the enumeration of the services included with the subscription, and (c) it has full power and authority to accept the Agreement and this cost proposal. The use of all software and delivery of any services provided for herein will be subject to the terms and conditions between ESC Region 4 ("Customer") and Amira Learning, Inc (AMIRA). All capitalized terms used in this proposal have the meanings stated in the Agreement, unless stated otherwise.

Any applicable state sales tax has not been added to this quote. Subscription Start and End Dates shall be as set forth above, which may be delayed based upon the date that AMIRA receives your Purchase Order. No modification of the Agreement shall be affected by Customer's use of any order form, purchase order, acknowledgement or other form containing additional or different terms.

Central Tech

Pre-Employment Transition Services Pre-ETS COLLABORATIVE AGREEMENT FY 2025

PURPOSE

This Collaborative Agreement (“Agreement”), effective as of the latest date of signature of all Parties or the 1st day of July, 2024 whichever is later, is entered into by and between the following Parties, also referred to herein as “Team Members” to promote collaboration in the delivery of Pre-Employment Transition Services (also referred to herein as Pre-ETS) for students with a documented disability transitioning from secondary school to post-secondary education programs and/or competitive employment; for individuals with disabilities who are enrolled in secondary education and are eligible, or potentially eligible, to receive vocational rehabilitation services (VR) provided by Oklahoma Department of Rehabilitation Services (DRS).

- **“ Sapulpa Public School”** (also referred to herein as “Partner School”);

Pre-ETS activities are available to students with a documented disability. Students, ages 14-21, do not have to have an IEP (individual education program), a 504 plan or be a Vocational Rehabilitation client. Pre-ETS activities are an action step or service to assist students to achieve their transition goals.

The OBJECTIVE of this Agreement seeks to:

- Increase coordination between the Parties to identify and prepare students with a documented disability to move to post-secondary education and/or competitive integrated employment; based on student need, considering strength, preferences, and interests.
- Improve transition planning by DRS and local education agencies (LEAs) for a student with disabilities to facilitate the development and implementation of that individual’s education program.
- Strengthen the relationship between Central Tech, The Oklahoma State Department of Education (OSDE), Oklahoma Office of Workforce Development (OOWD), LEAs, higher education entities, and businesses to facilitate successful outcomes for students with a documented disability.
- Engage, involve and educate families to increase student success in post-school activities.
- Increase the number of students reaching their individual education plan (IEP) and the DRS individual plan for employment (IPE) goals.
- Increase professional learning opportunities and share resources.
- Increase job training and education opportunities for people who have traditionally faced barriers.

TERM

The Parties agree that the effective period of this Agreement shall be the latest date of signature of all Parties, or July 1, 2024, whichever is the latter, through June 30, 2025.

This Agreement may be renewed for two (2) additional twelve-month periods. Any renewals are contingent upon the Department of Rehabilitation Services renewing the Pre-Employment Transition Services Agreement with Central Tech's approval of such renewal.

Central Tech contact: Shelly Rentz, shelly.rentz@centraltech.edu or Dr. Kim Howard, kim.howard@centraltech.edu

The following are examples of activities that fall into the five required *Pre-ETS* categories:

- **Job Exploration Counseling:** discussion, activities, vocational evaluations, or assessments on in-demand job opportunities intended to foster motivation and informed decision-making.
- **Work-Based Learning** – research and knowledge of work site tours, job shadowing, mentoring, internships, apprenticeships, short-term employment, volunteering, and on-the-job support
- **Counseling on Post-Secondary Opportunities**—discussion and activities regarding college and other -post-secondary opportunities, academic and occupational training needed to succeed in the workplace, and providing resources that may be used to support individual student success in education and training, such as disability support services and financial aid.
- **Workplace Readiness Training** (can be in a simulated or "real" work setting) -teaching social skills and independent living skills necessary to prepare for eventual employment, such as communication and interpersonal skills, financial literacy, transportation options, job-seeking skills, understanding employer expectations, and other "soft" skills necessary for employment; and
- **Self-advocacy**—training on rights and responsibilities; how to request accommodations or services and supports; communicating thoughts, concerns, and needs; peer-mentoring opportunities; and participating in leadership activities offered in educational or community settings.

RESPONSIBILITIES:

The Partner School:

The school plays a significant role in the success of providing and coordinating transition services, specifically employment readiness instruction for students with a documented disability. Schools are bound by the specific content in the Individuals with Disabilities Education Act (IDEA) for the provision of secondary transition services and by coordinating services with other agencies who will pay for or provide transition services. *Pre-Employment Transition Services are not meant to reduce the responsibility of schools to provide transition services. The intent is to enhance the resources available*

Pre-ETS FY25

to students with a documented disability through collaboration. Partner School understands and agrees that they will not be reimbursed by Central Tech for any costs incurred as part of the Pre-ETS program.

The Partner School will:

- allow Central Tech Pre-ETS staff access to DRS potentially eligible students with a documented disability and/or DRS clients (in a group setting or one-on-one) to whom they can provide Pre-ETS instructional activities;
- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- be responsible for collecting signed parent authorization to allow their student to participate in Pre-ETS activities.
 - provide other documentation to identify the student having a documented disability.
- communicate to the Central Tech Pre-ETS staff and DRS (if applicable) any concerns brought forth by a student;
- provide information to assist staff providing Pre-ETS activities that will support the learning needs, adaptations, and/or modifications of program participants;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- share career assessment and planning information with DRS and Pre-ETS staff;
- work collaboratively to increase number of students obtaining their IEP and IPE goals;
- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program participants.

Central Tech will:

- work in collaboration with DRS counselor, school transition personnel, and other persons supporting DRS potentially eligible students with a documented disability and/or DRS clients to provide Pre-ETS instructional activities in groups and/or individually;
- ensure its staff are trained and experienced in working with students with a documented disability as well as developing business relationships;
- ensure its staff have successfully passed a criminal background check; and will provide the Partner School proof (if requested) prior to providing Pre-ETS activities;
- support the Partner school staff in planning for the transition of students with a documented disability from school to post-school activities;
- work in collaboration with the teacher and current transition curriculum;
- work to increase employment and/or post-secondary student success;
- work with local school districts to create greater access for students with a documented disability and remove barriers into transition programs and activities;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- encourage community work experiences that provide the opportunity for students with a documented disability to participate in skill development in community settings;
- share career assessment and planning information with DRS and school staff;

- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- communicate to Partner School staff and DRS (if applicable) any concerns brought forth by a student;
- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program participants.

Signatures

The Parties hereto agree that they may conduct the transaction by electronic means and hereby state that an electronic signature shall have the same force and effect as an original signature.

The partner school represents that it has read and understands the terms of this agreement and made no changes to the terms of this agreement. By placing the signature of its authorized representative, the partner school agrees to be bound by this agreement.

Partner School

Signature

Date

Print Name and Title

Central Tech

Signature

Date

Print Name and Title

**PARTICIPATION AGREEMENT AMONG
OKLAHOMA STATE DEPARTMENT OF EDUCATION (OSDE),
PUBLIC CONSULTING GROUP LLC (PCG),
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 Avenue

Street Address

Sapulpa

City

OK

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, 2024 (“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 2659019714 (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

Requisition: 2650014757

support documentation in OK EDPlan™ (which include EasyTrac™); and the PCG Claiming System; 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.
- C.** Additional scope of work if requested by the DISTRICT. As a participant in the OSDE SBHS program, districts will have the option to receive disability evaluation support through third party vendor PresenceLearning. This includes the following services:
- Direct evaluation support to Participating Districts of the OSDE Medicaid Program
 - Virtual Evaluations
 - Priority will be eligibility evaluations, followed by additional areas dictated by OSDE
 - District Engagement
 - Performance Reporting (Monthly)
 - Service Assessments and Feedback

II. TERM

- A.** The term of this Participation Agreement (the "**Term**") shall commence on the Effective Date and shall continue through June 30, 2025.
- 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 the 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.
- D.** For MAC the DISTRICT hereby agrees to pay PCG 10% of the federal share amounts received from OHCA, as compensation for PCG services.
- 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 any 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 the 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 to PCG on the amount disallowed and will not otherwise be liable for any further amount. Notwithstanding anything to the contrary, 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 written 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 if the DISTRICT elects not to participate in the next successive term, PCG will provide the 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 the 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. The 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 (unless otherwise prohibited by applicable law) 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 during PCG’s normal business hours of operation and in a commercially reasonable manner.
- F.** Upon expiration or termination of this Participation Agreement, and subject to Section V.B above, 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. **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.
- B. **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.
- C. **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.
- D. **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.
- E. **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 the DISTRICTS's performance of its obligations hereunder, PCG shall license its proprietary systems (i) EasyTrac™ (including application and related supporting services) and/or (ii) PCG Claiming System to the 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; and (iii) the Documentation developed by PCG for distribution and use in combination with the foregoing.
- (ii)** “PCG Claiming System” means: (i) the Internet-based system PCG uses for MAC herein; (ii) all Random Moment Time Study and cost reporting services; and (iii) the Documentation developed by PCG for distribution and use in combination with the foregoing.

B. PCG grants to the DISTRICT, and the 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 the 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 the DISTRICT's documentation for EasyTrac™ and/or the PCG Claiming System, and, if such DISTRICT's documentation is in an on-line format, allow the DISTRICT users to make print copies of the same.

D. The DISTRICT shall not use or grant to any person or entity other than authorized the DISTRICT users the right to use EasyTrac™ and/or the PCG Claiming System, which users shall be subject to the terms set forth herein. The 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. The 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 the DISTRICT relating thereto. Examples of such documentation include training materials and manuals. The 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.** The 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 the DISTRICT or an authorized DISTRICT user and shall not permit any DISTRICT user or third party to do so.
- G.** The 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.** The 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.** The 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 the 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 the 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, the 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 the DISTRICT by this Agreement.
- K.** The DISTRICT acknowledges that PCG is and shall remain the owner of all rights, 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 the DISTRICT's use of EasyTrac™ and/or the PCG Claiming System with respect to PCG's trademarks shall inure exclusively to the benefit of PCG. The 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 the DISTRICT'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. To the extent permitted by applicable law, 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 not 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 Participation Agreement exceed an amount equal to the total compensation paid to PCG pursuant to this Participation 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.

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
 Manager
 Public Consulting Group LLC
 545 Mainstream Drive Suite 220
 Nashville, Tennessee 37228

OSDE

Ryan Walters
 State School Superintendent (Or Designee)
 Oklahoma State Department of Education
 2500 North Lincoln Boulevard Oklahoma
 City, Oklahoma 73105

DISTRICT

Katherine Stufflebeam
 Director of Special Services
 Sapulpa Public Schools
 511 East Lee Avenue
 Sapulpa, OK 74066

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: PCG Manager

Date: July 1, 2024

For and on behalf of the OSDE:

Andrea
Fielding

Digitally signed by Andrea
Fielding
Date: 2024.08.09
14:45:02 -05'00'

Signature

State Superintendent of Public Instruction or Designee

Andrea Fielding, Chief Operating Officer

For and on behalf of District:

Signature

Name:

Title:

Date Approved by School Board:

Sapulpa Public Schools
ABA Services Agreement
School Year 2024-2025

This Agreement is entered into on the 10th day of September, 2024 by and between Independent School District No. 33 of Creek County, Oklahoma ("District") and Golden Steps ("Provider"), together referred to as the Parties.

RECITALS:

WHEREAS, the District and Provider desire to enter into a service agreement mutually advantageous to both parties.

WHEREAS, the District agrees to allow access to school-based Applied Behavioral Analysis behavioral therapy services from the Provider for private insurance-eligible students for the 2024-2025 school year at District's elementary and secondary schools.

WHEREAS, Provider desires to provide school-based behavioral therapy services and family support services under the terms and conditions of this Agreement and pursuant to private (non-school) compensation arrangements herein referenced.

NOW, THEREFORE, the parties agree as follows:

1. Provider shall designate Provider Employee(s) to deliver behavioral therapy to students and consultation services to staff at the assigned schools. The Provider Employee will possess licensure as a Board Certified Behavior Analyst or be under supervision of a Board Certified Behavior Analyst in preparation for licensure in the State of Oklahoma.
2. The Provider Employee, with parent permission, will provide services to eligible District students, that include Applied Behavioral Analysis Therapy, case management, and (as relevant to services) attendance of student-focused meetings - all of which are subject to the expectations of the Special Services Department and/or the principal of the school to:
 - a. Determine specific school based therapeutic needs in collaboration with special education administrators, building level administrators, parent/guardians, provider Board Certified Behavior Analyst, and classroom staff members to plan appropriate service times and improve services provided to each eligible District students as dictated by the student's individual needs and capacity within the classroom setting;
 - b. Orient, train, and consult with professional and nonprofessional staff in ABA techniques/strategies that can be used in the classroom setting;
 - c. Provide verbal and/or written reports to the District on a mutually agreeable schedule;

- d. Provide in-service training for staff and families as mutually agreed upon by Parties to this Agreement;
3. In the event that the Provider Employee providing services under this Agreement is not providing services in accordance with the stated direction of the Special Services Office and/or building principal, the designated Provider administrative representative will be contacted. In the event that said issues are not resolved, Provider will, upon written request by the District, immediately remove Provider's Employee from the school. In addition, all issues Provider's Employees have will be managed through Provider and not the District.
4. Provider is an independent contractor and acknowledges and agrees that Provider's Employees are employees of Provider and not the District. Nothing in this Agreement shall be construed to constitute the Provider as an agent or employee of District, nor shall anything contained in this Agreement be construed to constitute the District as an agent of the Provider. All wages, taxes, benefits, and other employment-related expenses and duties associated with the Provider's Employee are the sole responsibility of the Provider.
5. Services under this Agreement will extend from September 10, 2024 to June 30, 2025. The Provider Employee will provide services at the assigned school site only during school hours, upon appointment, when the particular school is in session according to the District's 2024-2025 school calendar. Provider must have parent permission to provide services during the school day and Provider is solely responsible for obtaining parent permission in writing, and will provide written proof of parent consent, upon request.
6. Provider will maintain all records, logs, and documentation, including student progress notes, prepared by the Provider Employee, in compliance with the Family Educational Rights and Privacy Act {FERPA} and any other applicable state and federal laws regarding the confidentiality of student information.
7. Provider agrees to and shall defend, indemnify, and hold the District, its officers, administrators, board members, employees, agents, assigns, and attorneys harmless from and against any and all liability, loss, or expense including reasonable attorneys's fees, or claims for injury or damages that are caused by or result from the negligent or intentional acts or omissions of Provider, its officers, agents, employees, or contractors.
8. Provider agrees that prior to entering into this Agreement, Provider has obtained a Commercial General Liability ("CGL") insurance policy and Professional Liability insurance policy (PL) insuring Provider in an amount not less than \$1,000,000.00 for each occurrence, at its own expense, and will provide written proof of such coverage, upon request.
9. Further, Provider affirms that its employees and any subcontractor who will be on District property and acting on behalf of Provider in performance of this

Agreement are covered by Workers Compensation Insurance and shall in no event be entitled to any such coverage from the District.

10. Provider Employees will operate in accordance with the applicable federal and state laws and regulations and District policies, rules, regulations, and applicable guidance. The District will provide written documentation of relevant District policies to Provider, who will then be responsible for training Provider Employees, maintaining proof of training, and providing such proof upon request by the District. District special education administrators and/or building principals will supervise the day-to-day provision of these services.
11. The District and Provider agree that student safety is a top priority. In an effort to protect student safety, Provider agrees that it will neither hire nor assign any individual whether as officer, agent, employee, or contractor, who has been convicted of a felony or who has been convicted of a felony or who has been convicted of any crime involving moral turpitude. Provider shall submit written proof to the District's Special Services Office that all applicable Provider Employees have passed background checks and had training in universal precautions, CPR and first aid, prior to entering any school to provide services to this Agreement. The District Special Services Office shall thereafter submit a list of approved Provider Employees who have met these criteria to the assigned school. All Provider Employees must have in their possession, at all times, a current photo ID which identifies them as a staff member of Provider. If, at any time, a Provider Employee demonstrates actions which are inappropriate and create a disruption within the school, the principal may request them to leave and discontinue allowing them to see the student during the school day.
12. Before providing services to a particular student on school property, Provider must provide proof that they sought and obtained written permission from the student's parent or legal guardian. Provider Employees may see a student only at the time specified during the consultation meeting. Provider shall ensure that the Special Services Office has a current list of all students being served by the Provider.
13. A designation of Services by the Provider or a Provider Employee will not be written into a student's IEP or 504 Plan.
14. The Special Services Office will meet with the Provider at the end of the school year, and more often as needed, to review program components to ensure that delivery of services are in accordance with this Agreement.
15. Either Provider or the District may choose to discontinue services during the term of this Agreement for any reason with thirty (30) calendar days written notice. Any such termination of this Agreement by the District may be effectuated by the Superintendent of the District or the Superintendent's designee.

16. No failure or delay in the exercise of any right, remedy, power, or privilege hereunder shall preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege. The rights, remedies, powers, and privileges herein provided are cumulative and not exclusive of any rights, remedies, powers, and privileges provided by law or in equity.
17. Provider, under no circumstances, will bill or attempt to bill the District for any services provided. All Provider compensation will be arranged through the student's private insurance carrier. The district will not bill, or attempt to bill, provider or private insurance company for any supervision that may be provided by school employed Board Certified Behavior Analyst.
18. THIS CONTRACT IS NOT ASSIGNABLE, AND THE OBLIGATIONS OF THIS CONTRACT MAY NOT BE SUBCONTRACTED OR OTHERWISE DELEGATED TO OTHERS.
19. This Agreement constitutes the entire agreement of the parties with respect to the subject matter, and may be amended only in a writing signed by both parties.

IN WITNESS WHEREOF, the District and Provider have executed this Agreement on the day and year, first above written.

INDEPENDENT SCHOOL DISTRICT NO. 33
OF CREEK COUNTY, OKLAHOMA

President, Board of Education

DATE

(ABA Clinic, Owner)

DATE

LEGAL CONTRACT

BETWEEN SAPULPA PUBLIC SCHOOLS AND ELAINE HART

This agreement is entered into between Sapulpa Public Schools and Elaine Hart, Certified Special Education Teacher.

I. Terms

- A. Elaine Hart shall maintain special education certification with the Oklahoma State Department of Education (OSDE).
- B. Elaine Hart shall provide IEP file management services and conduct IEP meetings as requested by the Director of Special Services. Services may include meeting with teachers and parents/guardians, reviewing student files, observing students in class, and serving as the special education teacher of record in IEP meetings. Services will be scheduled as feasible for Elaine Hart and Sapulpa Public Schools.

II. Consideration and Cost of Services

- A. Sapulpa Public Schools shall pay Elaine Hart \$50.00 an hour for hours served for the length of this agreement. Elaine will provide services up to 10 hours per week unless additional services are approved by the Director of Special Services.
- B. Elaine Hart will submit a bill/invoice by the 5th of each month to Sapulpa Public Schools for services provided.

III. Duration of the Contract

The duration of this contract is to become effective September 10, 2024 and terminate June 30, 2025 with the Board of Education approval.

IV. This contract is subject to termination upon 30 (thirty) days advance written notice by either party. Said written notice must be forwarded by certified mail.

V. Amendment

This contract is subject to amendments at any time but only upon fully disclosed written consent and approval by both parties.

Sapulpa Public Schools _____ Date _____
Board President

Elaine Hart _____ Date _____
Certified Special Education Teacher

| | |
|--|---|
| | <i>University of Notre Dame ESTEEM Capstone Project Memorandum of Understanding</i> |
|--|---|

Project Description

| | |
|--|----------------------------------|
| Company Legal Name: | Sapulpa Public Schools |
| Company Address: | |
| Effective Date: | 06/20/2024 |
| Total Amount Due to University: | \$32,000 |
| Due Date of First Payment: (will be invoiced 30 days prior) | 09/15/2024 |
| Due Date of Second Payment: | 03/15/2025 |
| Project Sponsor's Name: | Dr. Mindy Englett |
| Project Sponsor's Title: | Director of Educational Pathways |
| Project Sponsor's Email: | menglett@sapulpaps.org |
| Project Sponsor's Phone Number: | 918-224-3400 Ext. 1137 |
| MOU Signer's Name: | Robert Armstrong |
| MOU Signer's Title: | Superintendent |
| MOU Signer's Email: | rarmstrong@sapulpaps.org |
| MOU Signer's Phone Number: | 918-224-3400 |
| Invoice Addressee Name: | Ben Kante |
| Invoice Addressee Title: | Owner Kante Group (Wark LLC) |
| Invoice Addressee Email: | ben@kante.com |
| Invoice Addressee Phone Number: | |
| Date of Project Start: | 07/09/2024 |
| Completion Date: | 05/16/2025 |

Project Definition

Company Name: Sapulpa Public Schools

Company website: www.sapulpaps.org

Project Topic: Business & Entrepreneurship High School Pathways Programming

Company Overview:

Sapulpa Public Schools (SPS) proudly serves almost 3,800 students from PreKindergarten to 12th grade. Sapulpa Public campuses, under Superintendent Rob Armstrong, employs around 600 people across eight campuses, a virtual academy, one service center, and the administration building. The mission of

Sapulpa Public Schools, in partnership with the community, is to provide a premier education to ensure that every student achieves success in a global society.

Project Overview:

Sapulpa Public Schools, along with community and educational partners, is in the process of designing and developing an innovative Educational Pathways program for Sapulpa students. With the implementation of this program, our students will have the opportunity to expand their learning experiences and customize their own educational journey.

Under a bond issue passed in 2023, Sapulpa will be building a new high school to house this innovative programming. The bond can be found here: [LINK](#). The school will house approximately 1,200 high school students.

SPS is working to implement an innovation program, called the Educational Pathways Program, and the goal is to have it in place prior to the final completion of the new high school campus, which is targeted to open in 2027. Through the Educational Pathways program, and new student learning environments inside the new high school, students will get access to some of the most cutting-edge equipment used in both high schools and in industry. A new Fabrication Lab, for instance, would give students the opportunity to use high-tech tools in 3D printing, welding, and more.

The goal of the Educational Pathways program is to meet the needs of each individual student, and set them up for success after graduation. One way to set them up for success is to offer hands-on learning experiences so that they experiment with areas of interest before they go to college, the military, or directly into industry. We will begin a pilot of this program in the 2024 - 2025 school year. We will be piloting some portions of the Educational Pathways Program in the areas of Business & Entrepreneurship, Arts, and Engineering. Students can obtain early college credits, industry certifications, through a series of rigorous academic courses, and individualized, career-specific learning opportunities through career pathways. This gives students the freedom to pursue many career-related interests without the obligation of a college major. The long-term goal is to offer a variety of pathways from which students may choose. The goal is that, eventually, all students will choose a pathway.

SPS is pursuing numerous partnerships to advance the Educational Pathways program. One of those alliances may be with area colleges and universities which could provide comprehensive dual enrollment programs, perhaps leading to a concurrent associate's degree for high school graduates. Another avenue includes career tech partnerships. SPS will work alongside Central Tech to give students access to practical training and workforce development, connecting them with careers immediately after graduation.

It should be investigated if other area colleges and universities would be willing to change their curriculum to embed what technologies local companies are utilizing. For example, SPS would obtain new welding equipment to teach the students basic skills. When there is a need for a welding professional in the community, then the student would have received months of on-the-job training in high school and would be set up for success in the industry role, or to attend an area college to advance their skills training.

Problem Description:

While there are other schools in the area building similar programs, we are looking at innovative ways to make this program stand out. While educators are known for collaboration efforts with one another, where we are lacking is collaboration within the business and industry sectors. We are looking to build a program of the future using futuristic innovations and technologies. How do we gain those partnerships and learn about the industry? Where are the industry partners that want to work with the local high school? What can set this program apart from other programs?

Technology/Innovation Description:

We want to include the latest technological innovations whenever possible. The goal of SPS is to give students opportunities to learn and understand businesses that are on the cutting edge of technology. We want partners building businesses for the future.

There is a connection between this project and the four SeneGence projects that ESTEEM will be working on for the 2024 - 2025 academic calendar. The owner of SeneGence International, Ben Kante, is married to Joni Kante, who is the CEO of SeneGence. Joni's family is originally from the Sapulpa, OK area. SeneGence is building a new facility in Sapulpa, and they want to ensure that the best talent will move to the area once the new facility is ready to hire for the open positions.

The Kante's children attended JSerra Catholic High School ([LINK](#)) in San Juan Capistrano, California. This school will serve as a role model to what Sapulpa could and should do. There will be plenty of opportunities to get involved with the JSerra staff to determine how they went through this transition and learn from their successes.

What does success look like?

Sapulpa is a town in Oklahoma that is seeing immense growth in the community. Recently the downtown area has opened up new shops, a renovation and reopening of the drive-in theater, and there are plans for a major manufacturer to bring a brand new facility into this community. The major industries in this area include manufacturing plants, oil industry, steel manufacturing, multiple facets of law, entrepreneurs and small businesses, engineering, construction, medical, and a variety of other businesses.

The talent they will be looking for includes workers with skills in communication, time management, accountability, and willingness to learn. When a town experiences such growth, external talent often looks at the community first to see if it is somewhere they would want to raise their family. As part of this investigative process, external talent will review the educational choices for their children, and having an incredible school system will allow top talent to choose our area over other areas for their future employment.

Successful completion of this project will be a program built on partnerships using innovative approaches in business that will serve as jobs for the Sapulpa Public School graduates. Partnerships with local industries and serving the needs of the local industries will be key. This will be a comprehensive program complete with a learning guide and investigation as to what should be in our future curriculum development for our teachers.

This will be a program that gives high school students opportunities to connect with business partners and use technologies that are up-and-coming in the business industry. This should be innovative programming using future technologies throughout.

Project Deliverables:

The student must be willing to make connections with business partners willing to work with Sapulpa Public Schools. The student will create a business innovations and entrepreneurship program that is complete with teacher guides and curriculum, and has opportunities for connection to the industry.

Out of Scope: School outside of the Sapulpa Public Schools district.

This ND Capstone project will focus on this new high school, and working with the middle school and the elementary schools is out of scope.

Project Deliverable Percentages:

| Project Deliverable: | % of overall time the student will focus on this deliverable: |
|---|---|
| Business Model Development (incorporates Technology Review and IP Analysis) | 10% |
| Customer Persona Development & Value Proposition Design | 10% |
| Financial Assessment & Statement Preparation | 10% |
| Go-To-Market Plan | 25% |
| Market Analysis (Market Sizing and Competitive Landscape) | 25% |
| Primary Market Research (minimum 10% requirement) | 10% |

| | |
|----------------------------------|-----|
| Lo-fi Prototyping and Validation | 10% |
|----------------------------------|-----|

Student Qualifications:

The student should have a desire to think creatively about how to solve this problem. They should have the desire to make a first class high school experience while integrating all of the new technologies that are available to students. They need to have an understanding of how to work with industry partners to define their future needs in order to guide the Educational Pathways Program.

Interactions with Sponsor:

We will have weekly 1:1 calls / check ins that will be scheduled via one hour calendar invitations. The purpose is to ensure the project is tracking objectives, discussing issues, gaining approvals, and for the student to report out on their key learnings.

A weekly email will be sent 2 days prior to the weekly call from the student to the sponsor. The email outlines the work completed last week, the tasks planned for this week, and any roadblocks for which you would like the sponsor's assistance.

Ad-hoc communication meetings with company personnel as needed by the student.

Travel:

We expect travel to happen at least once throughout the project timeline. In the ND summer term, you should expect to come to Sapulpa, Oklahoma, to understand our community, meet with school officials, and meet with local industry partners to begin to form relationships.

If requested by the student, travel may be approved to visit conferences or vendors to gather information on technology, vendors, or the market.

The terms and conditions stated in Appendix A, and attached hereto, are incorporated into this Memorandum of Understanding and effective as of the Effective Date stated herein.

**University of Notre Dame du Lac
on behalf of its ESTEEM Program:**

Company: Sapulpa Public Schools

By: _____

Name: David W. Murphy
Title: Assistant Provost for the Office of
Innovation/IDEA Center
Executive Director, Student Entrepreneurship
and the ESTEEM Graduate Program

By:  _____

Name: Robert Armstrong
Title: Superintendent

Appendix A: Terms and Conditions

These terms and conditions are incorporated into the Memorandum of Understanding and are effective as of the date of the Memorandum of Understanding agreed to by the University of Notre Dame du Lac, (the **University**) on behalf of its ESTEEM Master of Science Graduate Program (**ESTEEM**), and the Company, who is sponsoring a capstone academic project for students enrolled at the University in ESTEEM (the **Project**).

1. The Project will consist of the activities and deliverables listed on the Project Description, and any other work related to the foregoing and agreed upon by the University and Company, all according to these terms and conditions.
2. In consideration of the support for student participant effort and the work product to be developed under the Project, Company will pay the University a total amount of, and on payment terms, as described in the Project Description.
3. Company agrees that the Project is a component of an academic curriculum that will result in course credit for a student participant's progress toward a Master of Science degree. Accordingly, the Project is non-cancellable, and any amounts paid are non-refundable.
4. The University acknowledges that, during the course of the Project, participants may have access to proprietary or confidential information of the Company. In such an event, the parties shall enter into appropriate non-disclosure agreements on mutually agreeable terms, as required by Company.
5. Company acknowledges that Project reports or other deliverables provided pursuant to this relationship are works to which student participants have retained certain rights for personal promotion or biographical purposes, and the University retains certain rights in such reports or deliverables for academic evaluation purposes. Accordingly, the University hereby grants to Company a worldwide non-exclusive, irrevocable license to reproduce, create derivative works, distribute, display, or perform publicly the deliverables provided pursuant to the Project.
6. The University is an independent entity, not affiliated with or employed by the Company with respect to the performance of the Project. The relationship between the parties shall not be construed as a joint venture or partnership between the University and Company and is not intended to create such a relationship. It is expressly understood and agreed by Company that participants engaged in the Project are not agents or employees of the Company.

7. Company acknowledges that participants engaged in performing the Project are University of Notre Dame students who may from time to time offer advice or otherwise provide information to the Company as a part of their involvement hereunder. Company acknowledges and agrees that the Project is conducted in the context of an educational experience and that the individual participants are not considered professionals for the purpose of rendering advice or counsel. The Company accepts full responsibility for any and all decisions and actions it undertakes on the basis of advice, information, or deliverables given Company through the Project and hereby releases, indemnifies, and holds harmless the Project participants individually, as well as the University of Notre Dame, its Trustees, officers, employees, and agents, from any and all liability for damages or injury to person or property in any way related to or arising out of any advice, information, or deliverables received by Company pursuant to the Project.

8. Company grants permission for the University to identify Company as a sponsor of the Project, and to use its marks or logos as pre-approved by Company in conjunction with such identification, in ESTEEM's promotional materials. Aside from this grant of permission, neither party shall make use of the name, trademarks, or other indicia of the other party in public promotion or in conjunction with the public use of deliverables hereunder unless approved in advance in writing.

9. If any provision or portion of these terms and conditions are held by any court or tribunal to be invalid or unenforceable, the remainder of these terms and conditions shall not be affected thereby and shall remain in full force and effect.

10. These terms and conditions and any attachments or associated non-disclosure agreements shall constitute the entire agreement between the parties with respect to the subject matter hereof. The terms hereof can be modified only by a written agreement signed by both parties. Neither these terms nor any right or obligation arising hereunder shall be assigned, sold, or transferred to any third party without the prior written approval of both parties hereto.

**Solution Tree, Inc.
Purchase Agreement**

Effective August 1, 2024, Solution Tree, Inc. ("Solution Tree") located at 555 N. Morton St., Bloomington, IN 47404 and Sapulpa Public Schools ("Customer") located at 511 East Lee Sapulpa, OK US 74066 agree as follows:

- 1. Summary of Products and Services:** Customer will purchase the following Solution Tree products and services ("Products"). Additional Products may be added in a mutually agreed upon written Addendum.

| Products and Services | Total |
|---------------------------------|--------------------|
| Onsite Professional Development | \$13,000.00 |
| Total | \$13,000.00 |

- 2. Payment Terms:** Customer will provide Solution Tree with a purchase order made out to Solution Tree, 555 N. Morton St., Bloomington, IN 47404, for the full amount due under this Agreement upon execution of this Agreement (the "Purchase Order Due Date"). A non-refundable deposit of 20% of the total amount due will be invoiced upon execution of this Agreement. The total includes any travel, lodging, and incidental expenses incurred by Solution Tree. All payments are due net 30 days from the actual date of invoice. All past due invoices are subject to a finance charge of 1.5% monthly. Solution Tree will invoice Customer off of the purchase order based on the following schedule:

| Description | Payment | Expected Invoice Date |
|---------------------------------|----------------|------------------------------|
| 20% Deposit (non-refundable) | \$0.00 | Waived |
| Onsite Professional Development | \$6,500.00 | October 10, 2024 |
| Onsite Professional Development | \$6,500.00 | January 14, 2025 |

- 3. Onsite Professional Development**

- 3.1. Description of Services:** Solution Tree agrees to provide a speaker, Rusty Taylor ("Associate"), to disseminate information for Customer on the topic of *PLC at Work*® on October 10, 2024 and January 14, 2025.
- 3.2. Presentation Materials:** Customer will reproduce any handouts and other print materials related to the services and will notify the Associate directly of any deadlines for reproduction.
- 3.3. Venue and Audio/Visual Equipment:** Customer will provide a venue, audio/video equipment, and technical support for all sessions.

4. General Terms

- 4.1. Intellectual Property:** Customer acknowledges that Solution Tree or Associate owns the copyrights to all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with services performed under this Agreement and that no materials will be developed specifically for Customer. Solution Tree will retain all copyrights owned prior to entering this Agreement, and Customer may not reproduce any materials not designated reproducible without the express written permission of Solution Tree. All audio, video, and digital recording of the services by Customer is prohibited.
- 4.2. Force Majeure:** If an event beyond the parties' control makes performance impossible, illegal, or commercially impracticable (a "Force Majeure Event"), the parties will proceed as follows:
- a. If a Force Majeure Event prevents services from occurring onsite, the parties will arrange for the affected services to be delivered virtually on the scheduled dates.
 - b. If a Force Majeure Event prevents services from occurring as scheduled, the parties will use best efforts to reschedule or make substitutions for affected services or products.
 - c. If a Force Majeure Event prevents performance entirely, neither party will have any further liability to the other party for the prevented performance.
 - d. All obligations unaffected by a Force Majeure Event will remain in place.
- 4.3. Termination:** Solution Tree may terminate this Agreement if Solution Tree has not received a purchase order by the Purchase Order Due Date.
- a. **Onsite Professional Development:** If Customer cancels any Onsite Professional Development Services within 90 days of the scheduled date for any reason but Force Majeure, Customer will reimburse Solution Tree for any reasonable business expenses incurred in anticipation of performance of this Agreement that exceed the amount of the deposit. If events beyond the parties' control make performance on the scheduled dates impossible, the parties will use best efforts to reschedule the Onsite Professional Development Services.
- 4.4. Entire Agreement:** This Agreement and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Agreement will be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Agreement will not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder will not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

This Agreement is acknowledged and accepted by Customer and Solution Tree:

Melinda Ryan
Board President
Sapulpa Public Schools

Date

Date

Solution Tree, Inc.



This Digital Ticket Sales Agreement (the “**Agreement**”) is entered into as of Sept. 10, 2024 (the “**Effective Date**”) by and between **Huddle Tickets, LLC dba GoFan**, a Georgia limited liability company having its principal place of business at 5900 Windward Parkway, Suite 250, Alpharetta, GA 30005 (“**Company**”), and Sapulpa Public Schools a [Oklahoma] not-for-profit corporation having its principal office at 3 S. Mission, Sapulpa, OK 74066 (“**Customer**”).

Each of Company and Customer a “**Party**” and collectively the “**Parties**.”

1. DEFINITIONS. Capitalized terms not otherwise defined herein, shall have the meanings set forth below.

“**Authorized Users**” means individuals who are authorized by Customer to use the GoFan® Solution. Authorized Users may include but are not limited to Customer’s employees, consultants or contractors.

“**Confidential Information**” means any non-public information, material, or data relating to a Party that such disclosing Party treats as proprietary or confidential, and is marked as “confidential” or “proprietary” or that, given the circumstances, should be reasonably apparent that such information is of a confidential or proprietary nature. Without limiting the foregoing, (i) the GoFan® Solution and all IP Rights associated therewith shall constitute Confidential Information of Company, (ii) Customer Data shall constitute Confidential Information of Customer; and (iii) all software and any databases (including any data models, structures, non-Customer specific data and Customer specific data and aggregated statistical data contained therein) disclosed by a Party shall constitute Confidential Information of the disclosing Party.

“**Customer**” means the school district indicated in the opening paragraph of this Agreement, and the term includes any Customer School listed in an Order Form for the purposes of the Services contracted under that particular Order Form.

“**Customer Data**” means any data, regardless of whether in printed or electronic form, that is (i) provided to Company by Customer in order for Company to perform its obligations under this Agreement, including without limitation, the Customer Materials, (ii) provided to Company by Authorized Users and/or Patrons, and (iii) derived from Customer’s and Patrons’ use of the GoFan® Solution. Customer Data expressly excludes any Aggregated Data as defined in Section 7.1.

“**Customer Materials**” means any and all data and information uploaded or transmitted to the GoFan® Solution or otherwise delivered to Company hereunder for providing the Services (including, without limitation, Customer’s Marks, Event Listings, information related to Non-ticketed Items, database lists, images, photographs, illustrations, graphics, audio clips, video clips, text, colors, mascot images, and the like).

“**Digital Tickets**” mean electronic tickets for Events that are purchased by Patrons through the GoFan® Solution.

“**Documentation**” means the technical documentation provided by Company to Customer in connection with the GoFan® Solution, expressed in any medium or format.

“**Event**” is an activity held or celebrated at or related to a Customer or a Customer’s venue (including Schools’ venues or grounds) and for which Patrons may purchase Digital Tickets to attend, access to, or participate in.

“**Event Listings**” means the schedule of Events, ticket pricing, promotions, fulfillment method (QR code, mobile only, both), and other related information reasonably requested by Company for each Event for which a Digital Ticket is made available through the Services.

“**GoFan® Solution**” means the online web-based and mobile applications and platform provided by Company, as described in the Documentation, that is contracted by Customer under an Order Form, excluding all Third-Party Services.

“**IP Rights**” means any and all intellectual property rights of any type, recognized in any country or jurisdiction throughout the world, now or hereafter existing, and whether or not perfected, filed or recorded, including without limitation, all: (i) inventions, including patents, patent applications and statutory invention registrations or certificates of invention, and any divisions, continuations, renewals or re-issuances of any of the foregoing; (ii) trademarks, service marks, domain names, trade dress, logos, and other brand source distinctions; (iii) copyrights and works of authorship, or (iv) trade secrets and know-how.

“**Marks**” means any one or more of the trademarks, service marks, trade names, trade dress, domain names, logos, business and product names, slogans, and registrations and applications for registration thereof owned and/or in use by a Party as of the Effective Date, or which are acquired and/or used by such Party thereafter.

“**Non-ticketed Items**” are goods and items other than Digital Tickets that Patrons may purchase electronically through the GoFan® Solution, including but not limited to, merchandise (e.g. apparel, spirit wear), memorabilia, food, registrations (camps, activities, etc.), annual passes for certain Events, club memberships, fundraising, and donations.

“**Order Form(s)**” means one or more ordering documents for contracting the GoFan® Solution and purchasing related Services that are executed by Customer and Company from time to time under this Agreement. Order Forms are incorporated herein by reference.

“**Patron**” means an individual buyer or potential buyer of Digital Tickets and/or Non-ticketed Digital Items.

“**Personal Information**” means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer, household, or device.

“Professional Services” means, in each instance, the implementation, integration, configuration, training, consulting or other professional services provided by Company pursuant to an Order Form for Services under this Agreement.

“Schools” means, collectively, those institution(s) where instruction is given to students, or an organization whose primary purpose is the support of those institutions, such as Booster Clubs, Event Organizers, or State Associations (each a **“School”**), which are, by virtue of their relationship with Customer, authorized to receive Services and which can be listed as a **“Customer School”** in an Order Form. **Exhibit A** includes the list of Schools approved to receive Services under this Agreement.

“Services” means, collectively, the services identified on the Order Form, and provided by Company under this Agreement.

“Technology” means all software, designs, formulas, algorithms, processes, and programs that are owned by Company or its licensors and that are used to provide the GoFan® Solution and any Website.

“Term” means the Initial Term plus all Renewal Terms, as further set forth in Section 11.1.

“Third-Party Services” means software products and services that are provided by third parties but may be configured to interoperate with the GoFan® Solution, Technology and Website. Third-Party Services include, without limitation, the payment processing services provided by Stripe, Inc. (**“Stripe”**).

“Website” means any website that is configured and hosted by Company for Customer’s benefit under a URL agreed by the Parties and set forth in the applicable Order Form.

“Work Product” means any expression of Company’s findings, developments, inventions, analyses, conclusions, opinions, recommendations, ideas, techniques, designs, programs, enhancements, modifications, interfaces, source code, object code and other technical information resulting from the performance of Professional Services, support services, or any other Services performed for the benefit of Customer.

2. SERVICES AND THE GOFAN® SOLUTION

2.1. **Scope.** Company is in the business of providing Digital Tickets (and managing reservations, certificates, admissions, and/or confirmations) that allow Patrons’ attendance at, access to, or participation in, Events as well as purchases of Non-ticketed Items provided by Customer, through the GoFan® Solution, a cloud based technology platform and managed service.

2.2. **Provision of the GoFan® Solution and Services.** Subject to the terms of this Agreement and pursuant to the applicable Order Form, Company agrees to provide to Customer (which term, as indicated in an Order Form, may include specific Customer School(s)) the Services identified on the Order Form and to make the GoFan® Solution available to Customer during the Term. Company may provide the GoFan® Solution and host the Technology and Website on its own infrastructure or using a third party cloud computing services provider. Customer’s purchase of the Services and access to the GoFan® Solution are neither contingent on the delivery of any future functionality or features nor dependent on any oral or written public comments made by Company regarding future functionality or features. Company may, in its sole discretion, modify, enhance and/or expand the GoFan® Solution at no additional cost to Customer. Company may also modify, enhance or expand the GoFan® Solution by providing additional features or functionality, which may, but are not required to be, added by Customer to this Agreement at additional cost. Such additional cost features and functionality may be added by mutual written agreement of the Parties. The Parties agree that as of the Effective Date, **Exhibit A** includes the list of Customer Schools approved to receive Services under this Agreement. The Parties agree to update such **Exhibit A** by mutual written agreement from time to time, as needed.

2.3. **Additional Orders.** At any time, following Customer’s execution of the initial Order Form, Customer may subscribe to or purchase additional products or services offered by Company, or otherwise expand the scope of the GoFan® Solution provided to Customer, upon Company’s receipt and acceptance of an amendment to an existing Order Form or additional Order Forms. The GoFan® Solution is subject to any usage limits that are specified in the Order Forms.

2.4. **License Grant.** Subject to Customer’s compliance with all of the terms and conditions of this Agreement, Company hereby grants Customer a limited, revocable, non-exclusive, non-transferable right during the Term to access/use the Technology and the Website(s), solely in connection with Customer’s use of the GoFan® Solution under this Agreement. Customer agrees and understands that access to and/or use of the GoFan® Solution requires acceptance of the GoFan® Terms of Use available at <https://www.huddletickets.com/gofantermsofuse> and the GoFan® Privacy Policy available at <https://www.huddletickets.com/gofanprivacypolicy>.

2.5. **Website.** As part of the GoFan® Solution, Company may provide a co-branded personalized website page and online platform for digital ticketing at no additional cost to Customer, which shall include a **“Powered by GoFan®”** brand designation. For purposes of the foregoing, Customer hereby grants to Company a non-exclusive, non-sublicenseable, non-transferable right and license to configure Customer’s branding elements in the Website including displaying Customer’s Marks and Customer Materials solely as part of the personalized Website feature of the GoFan® Solution.

3. RESPONSIBILITIES OF THE PARTIES

3.1. **Company Responsibilities.** As part of the GoFan® Solution and related Services, Company will (a) display Customer’s Event Listings; (b) accept and process on-line orders for purchases of Digital Tickets to Customer’s Events and of Non-Ticketed Items, and process all payments for said purchases; (c) provide an accounting to Customer of any fees and charges for each sale in accordance with Section 5 below; (d) provide Customer with Company’s standard support for the GoFan® Solution at no additional charge, and/or upgraded support if purchased for any applicable additional fee(s), and (e) use commercially reasonable efforts to make the GoFan® Solution available 24 hours a day, 7 days a week, except for any unavailability caused by scheduled maintenance or by circumstances beyond Company’s reasonable control, including, for example, an act of God, act of government, national emergency, pandemic, flood, fire, earthquake, civil unrest, act of terror, strike or other labor problem, Internet service provider failure or delay, failure or delay of service from any third party cloud computing services provider, or denial of service attack. Company will provide support services and service level commitments in accordance with its standard policies, as in effect from time-to-time. Company shall use commercially reasonable efforts to ensure that the GoFan® Solution is available to Customers with an availability of at least 99.5% as measured on a monthly basis during the Term. Customer acknowledges and agrees that downtime attributable to scheduled maintenance or failures in Customer’s systems, failure of network or data availability at a venue, Patron’s access to their mobile data due to network connectivity, and so forth, shall not count against the foregoing availability requirement. Company reserves the right to modify its maintenance and support services documentation from time-to-time and, other than immaterial changes and corrections, will give Customer reasonable notice of modifications thereto.

3.2. **Customer Responsibilities.** Customer shall (a) be responsible for its own and its Authorized Users’ compliance with this Agreement, (b) be solely responsible for the accuracy, quality, integrity, and legality of Customer Data and of the means by which Customer acquired Customer Data, (c) use commercially reasonable efforts to prevent unauthorized access to or use of the GoFan® Solution, and notify Company promptly of any such unauthorized access or use, (d) use the GoFan® Solution only in accordance with the Documentation and applicable laws and government regulations, and (e) provide Company with assistance, information and the Customer Materials that are reasonably requested as necessary to effectively provide the GoFan® Solution. Customer represents that, as the Event organizer, is solely

authorized to provide access to such Events. Customer shall appoint a primary contact and a main financial contact (“**Customer Contacts**”) to facilitate implementation and management of the GoFan® Solution and agrees to provide to Company updated and accurate information regarding Customer’s Contacts at all times. Customer represents that these Customer Contacts have the authority to make decisions on Customer’s behalf, including receiving legal notifications and communications from Company.

3.3. License to Company. In addition to the license granted in Section 2.5, Customer hereby grants Company a worldwide right and license to (a) display the Marks of each Customer (including Schools) and reformat the branding as necessary in connection with the Services, including without limitation, for display of the Non-Ticketed Items; (b) post on the social media channels of each Customer (including Schools) for the purpose of promoting the Services; (c) manage online searches and activities for each Customer (including Schools) for the purpose of promoting the Services, and (d) offer the Services listed on the Order Form to Patrons.

3.4. Restrictions. Customer will not, directly or indirectly, do any of the following: (a) make the GoFan® Solution available to, or use the GoFan® Solution for the benefit of, anyone other than Customer, or its Authorized Users and Patrons; (b) sell, resell, license, sublicense, distribute, rent or lease any of the Services, or include the GoFan® Solution in a service bureau or outsourcing offering; (c) use the GoFan® Solution 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; (d) use the GoFan® Solution to store or transmit code, files, scripts, agents or programs intended to do harm (including, for example, viruses, worms, time bombs and Trojan horses); (e) interfere with or disrupt the integrity or performance of the GoFan® Solution or any content contained therein; (f) attempt to gain unauthorized access to the GoFan® Solution or the Technology; (g) permit direct or indirect access to or use of the GoFan® Solution or Technology in a way that circumvents a contractual usage limit, (h) copy any part, feature, function or user interface of the GoFan® Solution; (i) access the GoFan® Solution or Technology in order to build a competitive product or service; or (j) reverse engineer, disassemble or decompile any portion of the Technology.

3.4. Personal Information. With respect to any Personal Information collected or received from or on behalf of Customer, Company (a) shall only process such Personal Information for the purpose of providing the GoFan® Solution and related Services; (b) shall not retain, use, or disclose (including outside of the direct business relationship between Company and Customer) Personal Information except for the purpose of providing the GoFan® Solution; (c) shall not sell, rent, release, disclose, disseminate, make available, transfer or otherwise communicate such Personal Information to any third party for monetary or other valuable consideration; and (d) certifies that it understands the restrictions on Company’s processing such Personal Information as set forth herein and will comply with them. For clarity, Company may disclose Customer Personal Information to Company’s service providers in connection with such service providers providing services to Company, and Company may permit such service providers to process Customer Personal Information as necessary for Company to provide the GoFan® Solution to Customer.

3.5. Security. Company has implemented industry standard technical and organizational measures designed to secure the GoFan® Solution and Customer Data from accidental loss and unauthorized access, use, alteration or disclosure; however, Company cannot guarantee that unauthorized third-parties will never be able to defeat those measures to gain access to the GoFan® Solution, and as such, Customer understands that its use of the GoFan® Solution is at Customer’s own risk. Notwithstanding the foregoing, each party shall take, and hereby represents that it has taken, all steps to ensure the reliability and security of its systems; and that it will comply with their respective systems, network and data security policies.

4. PROFESSIONAL SERVICES

4.1. Professional Services. The Parties may, but are under no obligation to, enter one or more Order Forms for Professional Services to be performed by Company. No Professional Services shall be furnished to Customer by virtue of this Agreement alone, but shall require the execution of an Order Form for Professional Services by both Parties. An “**Order Form for Professional Services**” means an ordering document for the purchase of Professional Services executed by Customer and Company (from time to time) under this Agreement and that contains, at a minimum, the following information: (i) the scope of the Professional Services to be provided; (ii) applicable rates and fees; (iii) responsibilities and dependencies of each Party; (iv) agreed upon Work Product and specific deliverables, if any; and (v) signatures of authorized representative of both Parties.

4.2. Scope Modifications. Customer may at any time request a modification to the Professional Services to be performed pursuant to any particular Order Form by making a written request to Company specifying the desired modifications. Company shall submit an estimate of the cost for such modifications and a revised estimate of the time for performance pursuant to the applicable Order Form. Modifications in any Order Form for Professional Services shall become effective only when a written change request is executed by authorized representatives of both Parties.

4.3. Company Personnel. Company shall be responsible for securing, managing, scheduling, coordinating and supervising Company personnel, including its subcontractors, performing the Professional Services.

4.4. Cooperation. Customer will provide all reasonably requested assistance to Company as may be reasonably necessary to enable Company to perform its obligations hereunder, including, without limitation, any obligations with respect to the Professional Services.

5. FEES AND PAYMENTS

5.1. Fees. In consideration for the rights granted to Customer and the performance of Company’s obligations under the Agreement and the applicable Order Form, Customer shall pay to Company, without offset or deduction, the fees referenced in such applicable Order Form. Company reserves the right to modify and/or update its pricing from time to time, and in any event no less than once a year. Unless otherwise specified in the applicable Order Form and subject to Company’s then-current pricing, Company shall be entitled to assess and receive (a) charges and fees in the amounts set forth in the Order Form, all of which charges and fees shall be assessed against Digital Ticket and Non-ticketed Item sales (the “**Transaction Fees**”), and (b) the license fees, if applicable, for use of the GoFan® Solution and pre-packaged Services, as set forth on the Order Form, which shall be assessed annually against Customer (the “**Platform Fee**”). Except as otherwise specified in an Order Form, fees for any and all Professional Services shall be based on then-current hourly rates.

5.2. Payment Terms. Any undisputed fees and other amounts due under this Agreement that are payable directly from Customer to Company shall be due and payable net thirty (30) calendar days after date of receipt by Customer of the applicable invoice. When Company process and collects payment for sales of Digital Tickets or Non-ticketed Items, Company will collect all fees and charges on behalf of Customer from the Patron(s) and deduct all applicable Transaction Fees from the fees passed along to Customer. Company will make all payments to Customer (Digital Tickets and/or Non-ticketed Items sales fees minus applicable Transaction Fees due to Company, including any prior balance due to Company for any reason) using the payment method and frequency agreed between the Parties in the applicable Order Form. Company will use commercially reasonable efforts to submit payment within a reasonable time following the completion of the Event to which the registration fees correspond, provided that Company reserves the right to withhold funds at any time as Company in its sole discretion determines to be necessary for the processing and settlement of all returns, disputed charges, client complaints, allegations of fraud, chargebacks, expected chargebacks and other discrepancies.

5.3. Refunds and Canceled Events. Customer agrees and understands that all sales processed by Company are final and non-refundable, except in case of full cancellation of an Event by Customer. It is Customer's responsibility to communicate Customer's refund policy to Patrons in the event of a canceled Event. Customer shall ensure that its refund policy is consistent with the terms of this Agreement, the payment and refund processes included in the Services, and all applicable legal, regulatory and other governmental requirements. All communications or disputes regarding refunds are between Customer and the Patron, and Company will not be liable for any decision to issue or not issue refunds. No payments shall be made to Customer from Company with respect to any Event that is cancelled and for which the Customer authorizes a refund. If an Event is canceled, a refund shall be issued to Patrons. Except as otherwise provided herein, any credit card fees or convenience fees paid to Company by Patron(s) are non-refundable.

5.4. No Minimum Sales. It is agreed and understood that neither Company nor Customer guarantees or will guarantee that any minimum or fixed number of Digital Tickets or Non-Ticketed Items will be sold or available for sale through the GoFan® Solution for any Event.

5.4. Taxes. If applicable, Customer will, within thirty (30) days of the effective date of the Order Form, provide Company with applicable sales tax exemption certificate(s). Unless the applicable tax-exempt certificate is provided, Customer shall be responsible for, all taxes, duties, and assessments imposed on Customer in connection with fees paid under the provisions of this Agreement, including without limitation, all sales, use, excise or other taxes and duties, and Company will include all such taxes, duties and assessments on each applicable invoice. If Company believes that Company is obligated to obtain tax information and Customer does not provide this information to Company after Company has requested it, Company may withhold Customer's payments until Customer provides this information or otherwise satisfies Company that Customer is not a person or entity from whom Company is required to obtain tax information. Company reserves the right to offset any amounts due to Company hereunder in the event Company is found to be liable for any tax or withholding tax in connection with the Services.

5.5. Expenses. Customer shall reimburse Company for any reasonable, actual out-of-pocket expenses incurred and approved by Customer, including travel expenses and related costs, incurred by Company employees and subcontractors, provided that such expense and costs are consistent with Customer's own travel policies and approved in advance by Customer.

5.6. Customer Information. Customer will provide complete and accurate billing and contact information to Company and promptly notify Company of any changes to such information. Any bank fees related to returned or cancelled payments due to a contact or payment information error or omission may be deducted from any newly issued payment.

5.7. Disputed Charges. Customer must notify Company in writing of any dispute or disagreement with invoiced charges within thirty (30) calendar days after the date of receipt of the applicable invoice by Customer. Absent such notice, Customer shall be deemed to have agreed to the charges as invoiced. Payment shall be calculated solely based on records maintained by Company. No other measurements or statistics of any kind shall be accepted by Company or have any effect under this Agreement.

5.8. Suspension. If any amount owing by Customer under this Agreement is thirty (30) or more days past due, Company may, without limiting its other rights and remedies, accelerate Customer's unpaid fee obligations under this Agreement so that all such obligations become immediately due and payable, and suspend the GoFan® Solution, the Services and/or Professional Services to Customer until such amounts are paid in full. Company will give Customer at least ten (10) days' prior notice that Customer's account is overdue before implementing any such suspension.

6. CONFIDENTIAL INFORMATION

6.1. Access. The Parties acknowledge that during the performance of this Agreement, each Party will have access to certain Confidential Information of the other Party or Confidential Information of third parties that the disclosing Party is required to maintain as confidential.

6.2. Mutual Obligations. Except as may be expressly set forth in this Agreement, each Party that receives Confidential Information of the other Party agrees during the term of this Agreement and thereafter, to: (a) use the Confidential Information only for the purposes of performing this Agreement; (b) hold the Confidential Information of the other Party in confidence and restrict it from dissemination to, and use by, any third party; (c) protect the confidentiality of the other Party's Confidential Information using the same degree of care, but no less than reasonable degree of care, as the receiving Party uses to protect its own Confidential Information; (d) not create any derivative work from Confidential Information of the other Party; and (e) restrict access to the Confidential Information of the other Party to such of its personnel, subcontractors, and/or consultants who have a need to have access to such Confidential Information, who have been advised of the confidential nature of such information, and who have agreed in writing to terms no less protective than the terms set forth in this Agreement with respect to the treatment of such Confidential Information.

6.3. Confidentiality Exceptions. Section 6.2 shall not apply to Confidential Information that is: (a) publicly available or in the public domain at the time disclosed; (b) publicly available, becomes publicly available or enters the public domain through no fault of the recipient; (c) rightfully communicated to the recipient by persons not bound by confidentiality obligations with respect thereto; (d) already in the recipient's possession free of any confidentiality obligations with respect thereto at the time of disclosure; (e) independently developed by the recipient without use of or reference to the disclosing Party's Confidential Information and by employees or other authorized agents of the receiving Party who have not been exposed to the disclosing Party's Confidential Information; or (f) approved for release or disclosure in writing by the disclosing Party.

6.4. Compelled Disclosure. Notwithstanding the foregoing, each Party may disclose Confidential Information of the other Party to the limited extent required to: (a) comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall, to the extent allowed by law, first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (b) establish a Party's rights under this Agreement, including to make such court filings as it may be required to do.

6.5. Equitable Relief. The Parties acknowledge and agree that money damages would not be a sufficient remedy for breaches of this Section 6, and that each Party may seek injunctive relief, specific performance, or other equitable relief as a remedy for any such breach.

7. INTELLECTUAL PROPERTY/PROPRIETARY RIGHTS

7.1. Company. As between the Parties, Company and its licensors own all right, title and interest, including all IP Rights, in and to all Company Confidential Information, the Technology, the GoFan® Solution, Company Marks and Aggregated Data including, without limitation, all modifications, improvements, upgrades, derivative works, and feedback related thereto, and any third party software provided by Company, and all software, associated documentation, hardware, materials, information, processes or subject matter that is proprietary to Company and is provided under this Agreement. "Aggregated Data" is anonymous, statistical, analytical and other aggregated data that is collected automatically from use of the GoFan® Solution and that does not personally identify Customer, an Authorized User, Patron, or visitor to the Website. Company expressly reserves all rights not expressly granted to Customer under this Agreement and all executed Order Forms.

Customer shall not knowingly engage in any act or omission that would impair the IP Rights of Company or its licensors. In no event shall Customer obtain any ownership rights in or to the Confidential Information of Company, the GoFan® Solution, the Company Marks, or any IP Rights of Company.

7.2. Customer. Customer and its licensors own all right, title and interest, including all IP Rights, in and to Customer Marks, the Customer Data and all Confidential Information disclosed by Customer. Company shall not knowingly engage in any act or omission that would impair Customer's IP Rights or Confidential Information. In no event shall Company obtain any ownership rights in or to the Confidential Information of Customer, the Customer Data, Customer Marks or Customer's IP Rights.

7.3. Customer Data; License. As between Company and Customer, Customer exclusively owns all rights, title, and interest in and to all of the Customer Data. Customer hereby grants Company a worldwide, limited-term license to host, copy, transmit and display Customer Data, as necessary for Company to provide the GoFan® Solution in accordance with this Agreement. Subject to the limited licenses granted herein, Company acquires no right, title or interest from Customer under this Agreement in or to Customer Data. Customer hereby grants to Company a perpetual, non-exclusive, royalty-free license to (a) use Customer Data in order to provide, monitor and improve the GoFan® Solution to Customer and (b) use all of Customer Data that is anonymous and does not personally identify Customer, or an Authorized User, Patron, or visitor to the Website for statistical, analytical and other aggregate use. Customer represents and warrants to Company that it owns all right, title and interest in, or otherwise has full and sufficient authority to use in the manner contemplated by this Agreement, any Customer Data furnished by Customer to Company for purposes of this Agreement.

7.5. Work Product. Unless otherwise specified in the applicable Statement of Work, all Work Product created under this Agreement, including all IP Rights related thereto, shall be owned by Company. Regarding all Work Product created under this Agreement that is owned by Company and is made available to Customer to enable Customer's use of the GoFan® Solution pursuant to the terms of this Agreement, Company hereby grants Customer a worldwide, non-exclusive, non-transferrable, non-sublicensable right and license to use the Work Product, solely in connection with Customer's use of the GoFan® Solution. Unless otherwise specified in an applicable Order Form, to the extent Customer acquires any rights in the Work Product, Customer hereby assigns such rights to Company. Customer shall give Company all reasonable assistance and execute all documents necessary to assist or enable Company to perfect, preserve, register and/or record such assignment and Company's rights in any Work Product.

8. REPRESENTATIONS AND WARRANTIES

8.1. General. Each Party represents and warrants to the other that it has full power and authority to enter into and perform this Agreement, and that the execution and performance of this Agreement does not and shall not violate any other contract, obligation, or instrument to which it is a party, or which is binding upon it, including any confidentiality obligations.

8.2. GoFan® Solution Warranties. Company warrants that: (a) the GoFan® Solution shall perform materially in accordance with the Documentation, and (b) subject to Section 8.3 (Third-Party Services), the functionality of the GoFan® Solution will not be materially decreased during a Term. For any breach of either such warranty, Customer's exclusive remedy shall be as provided in Section 11.5 (Termination for Breach). Customer acknowledges that availability of the GoFan® Solution depends upon the availability of the Internet and any third-party cloud computing services provider and that Company has no control over such availability. Accordingly, Company makes no representations, warranties, or covenants regarding the availability of the GoFan® Solution to the extent that such availability depends upon the availability of the Internet or any third-party cloud computing services provider.

8.3. Third Party Services. The GoFan® Solution is designed to work with, and may integrate, certain Third-Party Services. Customer's use of Third-Party Services is governed entirely by the terms of Customer's agreement with the relevant third party. Nothing in this Agreement creates any rights or obligations on the part of Company with respect to such Third-Party Services nor should this Agreement be construed as creating any rights or obligations on the part of any third party providing Third-Party Services with respect to the GoFan® Solution provided by Company. Company reserves the right to terminate any Third-Party Services provided to Customer. In such event, any pre-paid Services fees applicable to the unexpired term of the terminated Third-Party Services and all other fees paid by Customer to Company for the affected Third-Party Services will be promptly refunded to Customer. Customer understands and agrees that Customer must agree to Stripe's connected account agreement as part of the Services provided. *Company makes no warranties for the Third-Party Services or any hardware or software used in connection with or otherwise related thereto.* Any warranties provided by the Third-Party Services provider directly to Customer exclusively apply. To the extent expressly permitted by a Third-Party Services provider, Company shall pass through to Customer for Customer's benefit any applicable warranties that the Third-Party Services provider provides directly to Company. Customer warrants to Company that Customer will use the Third-Party Services in accordance with all applicable laws and regulations and any underlying Third-Party Service agreement.

8.4. Customer Warranties. Customer agrees to (a) provide accurate and current information during the registration process and to update such information to maintain its accuracy and completeness, and (b) not disclose Customer's login credentials to any third party. Customer is solely responsible for any activities or actions under Customer's Company account, whether or not Customer has authorized such activities or actions. Customer will immediately notify Company of any unauthorized use or access to Customer's Company account. Customer represents and warrants that: (i) it has all the requisite corporate power and authority to execute and perform its obligations under the Agreement and to grant the rights set forth herein; (ii) no approval, authorization or consent is required in order for it to enter into and perform its obligations under the Agreement, (iii) it will comply with all applicable laws, rules, regulations, ordinances and tax requirements in connection with this Agreement, its use of the Services, any Events that are related to the Digital Tickets offered under this Agreement, and the fulfillment of any Non-Ticketed Digital Items, including without limitation, donations or fundraising, (iv) it will not infringe the rights of any person or entity, including without limitation, their intellectual property, privacy, publicity or contractual rights; (v) it will not interfere with or damage the Services or Third-Party Services, including, without limitation, through the use of viruses, cancel bots, Trojan horses, harmful code, flood pings, denial-of-service attacks, packet or IP spoofing, forged routing or electronic mail address information or similar methods or technology; (vi) it will not use the Services in connection with the distribution of unsolicited commercial email ("spam"); (vii) it will not offer any Digital Tickets for Events not sponsored by a Customer; (viii) it will not use automated scripts to collect information or otherwise interact with the Services; (ix) it will not submit any information to Company or any Third-Party Services provider with false or misleading information, or submit any Event Listing with a price, service or activity that Customer does not intend to honor; (x) it will not use, display, mirror or frame the GoFan® Solution or the Services, or any individual element within the Services, Company's name, Company Marks or other proprietary information, without Company's express written consent; (xi) it will not access, tamper with, or use non-public areas of the GoFan® Solution or the Services; (xii) it will not attempt to probe, scan, or test the vulnerability of any Company system or network or breach any security or authentication measures; (xiii) it will not avoid, bypass, remove, deactivate, impair, descramble, or otherwise circumvent any technological measure implemented by Company, or any Third-Party Services provider; (xiv) it will only offer Non-Ticketed Items in connection with Customer(s); and (xx) it will not advocate, encourage, or assist any third party in doing any of the foregoing.

8.5. Professional Services Warranty; Exclusive Remedy. Company warrants the Professional Services performed hereunder will be performed in a professional and workmanlike manner, using sound principles, accepted industry practices and competent personnel ("**Professional Services Warranty**"). The Professional Services

Warranty shall not apply if the Work Product is implemented, customized, modified, enhanced or altered by Customer or any third party that is not specifically retained by Company as a contractor for such purposes. Customer's sole and exclusive remedy, and Company's sole obligation, in the event of a breach of the Professional Services Warranty is for Company, at its expense, to re-perform the Professional Services which were not as warranted, provided Company has received notice from Customer within thirty (30) calendar days of the completion of the Professional Services that Customer alleges were not performed consistent with the Professional Services Warranty. NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, THIS SECTION 8.5 SETS FORTH COMPANY'S SOLE AND EXCLUSIVE REMEDY FOR ANY BREACH OF THE PROFESSIONAL SERVICES WARRANTY.

8.6. Disclaimers. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION 8, COMPANY MAKES NO OTHER REPRESENTATIONS OR WARRANTIES OF ANY KIND WHETHER EXPRESS, IMPLIED OR STATUTORY, AND COMPANY EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, QUIET ENJOYMENT, SYSTEM INTEGRATION AND/OR DATA ACCURACY. NO WARRANTY IS MADE BY COMPANY ON THE BASIS OF TRADE USAGE OR COURSE OF DEALING. COMPANY DOES NOT WARRANT THAT THE GOFAN® SOLUTION, TECHNOLOGY, WEBSITE OR ANY OTHER INFORMATION, MATERIALS, OR SERVICES PROVIDED UNDER THIS AGREEMENT WILL MEET CUSTOMER'S OR PATRON'S REQUIREMENTS OR THAT THE OPERATION THEREOF WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT ALL ERRORS WILL BE CORRECTED.

9. LIMITATIONS OF LIABILITY

9.1. EXCEPT FOR DAMAGES ARISING OUT OF (I) A PARTY'S BREACH OF ITS CONFIDENTIALITY OBLIGATIONS HEREUNDER, (II) A PARTY'S MISAPPROPRIATION OF THE OTHER PARTY'S IP RIGHTS, OR (iii) WHERE A CLAIM RESULTS FROM INTENTIONAL MISCONDUCT OR GROSS NEGLIGENCE, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, COSTS OF DELAY, ANY FAILURE OF DELIVERY, BUSINESS INTERRUPTION, OR COSTS OF LOST OR DAMAGED DATA OR DOCUMENTATION, EVEN IF THE PARTY FROM WHOM SUCH DAMAGES ARE SOUGHT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION UPON DAMAGES AND CLAIMS IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED.

9.2. EXCEPT FOR DAMAGES ARISING OUT OF (I) A PARTY'S BREACH OF ITS CONFIDENTIALITY OBLIGATIONS HEREUNDER, (II) A PARTY'S MISAPPROPRIATION OF THE OTHER PARTY'S IP RIGHTS, OR (iii) WHERE A CLAIM RESULTS FROM INTENTIONAL MISCONDUCT OR GROSS NEGLIGENCE, EACH PARTY'S TOTAL AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, REGARDLESS OF THE FORM OF ACTION, SHALL NEVER EXCEED THE TOTAL AMOUNT PAID BY CUSTOMER TO COMPANY UNDER THIS AGREEMENT DURING THE TWELVE MONTHS IMMEDIATELY BEFORE ANY EVENT GIVING RISE TO A CLAIM BY THE OTHER PARTY HEREUNDER. EACH PARTY HEREBY RELEASES THE OTHER PARTY FROM ALL OBLIGATIONS, LIABILITY, CLAIMS, OR DEMANDS IN EXCESS OF THIS LIMITATION.

9.3. Essential Basis. The disclaimers, exclusions and limitations of liability set forth in this Agreement form an essential basis of the bargain between the Parties, and, absent any of such disclaimers, exclusions or limitations of liability, the provisions of this Agreement, including, without limitation, the economic terms, would be substantially different.

10. INDEMNIFICATION

10.1. Infringement Claim.

10.1.1. Company shall indemnify, defend and hold harmless Customer from and against all losses, liabilities, damages, claims, costs and reasonable expenses (including reasonable attorneys' fees) arising out of or related to a third party claim that Customer's use of, or access to, the GoFan® Solution or Technology infringes a United States patent, copyright or trademark or misappropriates any third party trade secrets (an "Infringement Claim"); provided that, Customer must give Company: (a) prompt written notice of such claim; (b) authority to control and direct the defense and/or settlement of such claim; and (c) such information and assistance as Company may reasonably request, at Company's expense, in connection with such defense and/or settlement. Notwithstanding the foregoing, Company shall not, without the prior written consent of Customer, settle any third-party claim against Customer unless (i) such settlement completely and forever releases Customer with respect thereto or (ii) does not involve any financial obligation on the part of Customer. In any action for which Company provides defense on behalf of Customer, Customer may participate in such defense at its own expense by counsel of its choice.

10.1.2. Upon the occurrence of any Infringement Claim for which indemnity is or may be due under this Section 10.1.1, or in the event that Company believes that such a claim is likely, (Company will, at its option: (a) appropriately modify the GoFan® Solution, GoFan® Solution or Technology to be non-infringing, or substitute functionally equivalent software or services; (b) obtain a license to the applicable third-party intellectual property rights; or (c) if the remedies set forth in clauses (a) and (b) above are not commercially feasible, as determined by Company in its sole discretion, Company may terminate this Agreement on written notice to Customer and refund any pre-paid fees for services that have not been provided. THE PROVISIONS OF THIS SECTION 10.1 STATES THE SOLE, EXCLUSIVE, AND ENTIRE LIABILITY OF COMPANY TO CUSTOMER, AND IS CUSTOMER'S SOLE REMEDY, WITH RESPECT TO ANY INFRINGEMENT CLAIM.

10.2. Mutual Indemnity. Except as prohibited by applicable law, each Party ("Indemnifying Party") shall indemnify, defend and hold harmless the other Party and its officers, directors, shareholders, members, managers, employees, and agents (each, an "Indemnified Party") against any claim, including costs and reasonable attorney's fees, in which the Indemnified Party is named as a result of the grossly negligent or intentionally willful acts or omissions of the Indemnifying Party, its employees or agents, while performing its obligations pursuant to this Agreement or any act or omission which results in death, bodily injury or tangible property damage. The Indemnified Party must give the Indemnifying Party: (a) prompt written notice of such claim; (b) authority to control and direct the defense and/or settlement of such claim; and (c) such information and assistance as the Indemnifying Party may reasonably request, at the Indemnifying Party's expense, in connection with such defense and/or settlement. Notwithstanding the foregoing, the Indemnifying Party shall not, without the prior written consent of the Indemnified Party, settle any third-party claim against the Indemnified Party unless (i) such settlement completely and forever releases the Indemnified Party with respect thereto or (ii) does not involve any financial obligation on the part of the Indemnified Party. In any action for which the Indemnifying Party provides defense on behalf of the Indemnified Party, the Indemnified Party may participate in such defense at its own expense by counsel of its choice.

11. TERM AND TERMINATION

11.1. Agreement. This Agreement will continue for the duration of the Term unless terminated earlier in accordance with this Agreement. The initial term of this Agreement ("Initial Term") will commence on the Effective Date and continue for a period of three (3) years thereafter. Following the Initial Term, this Agreement will automatically renew for successive one year terms (each, a "Renewal Term"), unless either party notifies the other, at least sixty (60) days prior to the end of the Initial Term or then-current Renewal Term, as the case may be, of the notifying party's election not to renew this Agreement, whereupon this Agreement shall terminate on the last day of the Initial Term or the then-current Renewal Term, as the case may be.

11.2. Termination for Breach. Either Party may, at its option, terminate the Agreement in the event of a material breach by the other Party, provided such Party has provided written notice to the other Party specifically identifying the breach or breaches on which such notice of termination is based. The other Party will have a

right to cure such breach or breaches within thirty (30) days of receipt of such notice, and the Agreement will terminate in the event that such cure is not made within such thirty (30) day period. For purposes of clarity, Customer's non-payment of fees validly due and payable under the Agreement will be deemed a material breach.

11.3. Bankruptcy. This Agreement may be terminated immediately by a Party through written notice if the other Party ceases to carry on business as a going concern, becomes the object of the institution of voluntary or involuntary proceedings in bankruptcy or liquidation, or a receiver is appointed with respect to a substantial part of its assets.

11.4. Accrued Obligations. Termination of this Agreement and/or any particular Order Form shall not release either Party from any liability which, at the time of termination, has already accrued or which thereafter may accrue with respect to any act or omission before termination, or from any obligation which is expressly stated in this Agreement and/or any applicable Order Form to survive termination.

11.5. Cumulative Remedies. Termination of this Agreement and/or any applicable Order Form, regardless of cause or nature, shall be without prejudice to any other rights or remedies of the Parties and shall be without liability for any loss or damage occasioned thereby.

11.6. Effect of Termination. Upon any termination of this Agreement, Customer shall immediately discontinue all use of the GoFan® Solution and promptly pay to Company all amounts due and payable under this Agreement. Upon termination, Company shall inform Customer of the extent to which performance of Services has been completed under any Order Form and shall deliver any collected fees minus any payments owed to Company. In addition, each Party shall: (a) immediately discontinue all use of the other Party's Confidential Information; (b) at the option of the disclosing Party, either return or destroy all Confidential Information of the disclosing Party in its possession; and (c) delete the disclosing Party's Confidential Information from its computer storage or any other media, except for archival copies which may be retained and shall be destroyed in accordance with the party's Record retention policy. Any such retained copies shall remain subject to Section 6 (Confidentiality). Each Party will, on request from the disclosing Party, provide the disclosing Party with a written certification of compliance with this Section 11.6 signed by an officer.

11.7. Survival of Obligations. Those provisions of the Agreement that by their nature or their terms survive termination or expiration of the Agreement shall so survive including but not limited to Sections 1, 6, 7, 8, 9, 10, 11.4 – 11.7, and 12.

12. MISCELLANEOUS

12.1. Applicable Law; Venue and Jurisdiction. Unless otherwise expressly agreed in an Order Form, this Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma, without giving effect to its rules regarding conflicts of laws. THE PARTIES AGREE THAT ANY AND ALL CAUSES OF ACTION BETWEEN THE PARTIES ARISING FROM OR IN RELATION TO THIS AGREEMENT SHALL BE BROUGHT EXCLUSIVELY IN THE STATE AND FEDERAL COURTS LOCATED WITHIN CREEK COUNTY, OKLAHOMA.

12.2. Order of Precedence. In the event of a conflict between this Agreement and any Order Form, or other document referencing this Agreement that is executed by both Parties, this Agreement shall govern, except to the extent that the applicable Order Form, or other executed document expressly states the intent of the Parties to supersede or change one or more provisions in this Agreement and clearly identifies the provision(s) to be superseded or changed. This Agreement, including each Order Form, shall prevail over any different, conflicting, inconsistent or additional terms contained in any purchase order or like document issued by Customer.

12.3. Force Majeure. If a Party is prevented or delayed in performance of its obligations hereunder as a result of circumstances beyond such Party's reasonable control, including, by way of example and not limitation, war, riot, fires, floods, acts of God, epidemics, public health emergencies, orders of governmental authorities, or failure of public utilities or public transportation systems, such failure or delay will not be deemed to constitute a material breach of the Agreement, but such obligation will remain in full force and effect, and will be performed or satisfied as soon as reasonably practicable after the termination of the relevant circumstances causing such failure or delay. Any delay resulting from any of such causes shall extend performance accordingly or excuse performance, in whole or in part, as may be reasonable under the circumstances.

12.4. Notices. Any notice required or permitted under the terms of this Agreement or required by law must be in writing and must be: (a) delivered in person; (b) sent by registered mail, return receipt requested; or (c) sent overnight using an overnight air courier. Notices will be considered to have been given at the time of actual delivery if delivered in person, three (3) business days after posting if sent by mail, or one (1) day after delivery to an overnight air courier service. Notices shall be addressed to each Party's address as set forth below the signature block hereunder, unless otherwise indicated on the Order Form.

12.5. Assignment. Neither Party shall assign its rights or delegate its obligations under this Agreement without the other Party's prior written consent, and, absent such consent, any purported assignment or delegation shall be null, void and of no effect. Notwithstanding the foregoing, either Party may assign this Agreement, without requiring such prior consent, in connection with a merger or sale of all or substantially all of its assets, provided that the assignee agrees in writing to assume the assignor's obligations under this Agreement. This Agreement shall be binding upon and inure to the benefit of Company and Customer and their successors and permitted assigns.

12.6. Customer Attribution; Marketing. Each Party may use and display the other Party's name, logo, and success stories in its marketing materials. Upon Customer's prior written approval, Company may issue a press release announcing Customer's selection of Company's product and services and/or Customer's successful deployment of the Company products and services. Company may refer to Customer in its marketing and promotional materials, verbally and/or in writing, provided Customer has provided its approval prior to publication thereof.

12.7. General. The Parties are acting as independent contractors in making and performing this Agreement. The relationship arising from this Agreement does not constitute or create any partnership, joint venture, employment relationship or franchise between the Parties. No amendment to this Agreement or any Order Form shall be valid unless it is made in writing and is signed by the authorized representatives of both Parties. No waiver under this Agreement shall be valid or binding unless set forth in writing and duly executed by the Party against whom enforcement of such waiver is sought. Any such waiver shall constitute a waiver only with respect to the specific matter described therein and shall in no way impair the rights of the Party granting such waiver in any other respect or at any other time. Any delay or forbearance by either Party in exercising any right hereunder shall not be deemed a waiver of that right. If any provision of this Agreement is invalid or unenforceable for any reason in any jurisdiction, such provision shall be construed to have been adjusted to the minimum extent necessary to cure such invalidity or unenforceability. The invalidity or unenforceability of one or more of the provisions contained in this Agreement shall not have the effect of rendering any such provision invalid or unenforceable in any other case, circumstance or jurisdiction, or of rendering any other provisions of this Agreement invalid or unenforceable whatsoever. The Parties acknowledge that the covenants set forth in this Agreement are intended solely for the benefit of the Parties, their successors and permitted assigns. Nothing herein, whether express or implied, shall confer upon any person or entity, other than the Parties, their successors and permitted assigns, any legal

or equitable right whatsoever to enforce any provision of this Agreement. The headings in this Agreement are inserted merely for the purpose of convenience and shall not affect the meaning or interpretation of this Agreement.

12.8. Entire Agreement. The Agreement (and its Order Forms and other documents incorporated by reference) sets forth the entire agreement and understanding between the Parties with respect to its subject matter and, except as specifically provided herein, supersedes and merges all prior oral and written agreements, discussions and understandings between the parties with respect to its subject matter, and neither of the Parties will be bound by any conditions, inducements or representations other than as expressly provided for herein. Any purchase order issued by Customer is merely for the administrative convenience of Customer and company shall not be bound by any terms, conditions or other provisions of such purchase order.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized officers as of the Effective Date.

| | |
|--|---|
| <p>"Company" Huddle Tickets LLC dba GoFan</p> | <p>"Customer" Sapulpa Public Schools</p> |
| <p>By: _____ Name: _____ Title: _____ Date: _____</p> | <p>By: _____ Name: _____ Title: _____ Date: _____</p> |
| <p>Address for Legal Notices: Huddle Tickets, LLC, 5900 Windward Parkway, Suite 250, Alpharetta, GA 30005, USA <i>Attention:</i> Legal Department. Legal contact email for copies of notices: legal@huddleinc.com.</p> | <p>Address for Legal Notices: <i>Attention:</i> Legal Department. Legal contact email for copies of notices:</p> |

ORDER FORM

| Term | July 1, 2024 to June 30, 2025 School option for annual renewal | | | | | | | | | | | | |
|---|--|-------------|------------|--|---------------------|---|--------------------------|----------------------------|----------------------------------|-------------|------------------------------|---------------------------------|--------------------------|
| Digital Ticket Sales | Custom school ticketing page to be used for athletics, performing arts and/or additional school events. - Online Ticket Sales - Season Ticket Sales - Onsite Ticket Sales (QR Code Self Checkout) | | | | | | | | | | | | |
| Event Reporting | Real-time online ticket sales status Post event digital ticket sales report Automated for financial tracking and reconciliation | | | | | | | | | | | | |
| Event Reporting | Regular, electronic transfer of funds Full documented support for refunds, cancellations and event disruption | | | | | | | | | | | | |
| Support | Full on-boarding and training content Access to growing base of user knowledge to share best practices Dedicated account management resource(s) | | | | | | | | | | | | |
| Ticket Fees | <table><thead><tr><th><u>Type</u></th><th><u>Fee</u></th></tr></thead><tbody><tr><td>General Admission Tickets (\$10 or less)</td><td>\$1.00 (Per Ticket)</td></tr><tr><td>General Admission Tickets (\$10.01 and above)</td><td>5% + \$1.00 (Per Ticket)</td></tr><tr><td>Season / Full-Year Tickets</td><td>5% + \$2.00 (Per Ticket or Pass)</td></tr><tr><td>Concessions</td><td>3% + \$.30 (Per Transaction)</td></tr><tr><td>Reserved Seating (Single Event)</td><td>5% + \$1.00 (Per Ticket)</td></tr></tbody></table> | <u>Type</u> | <u>Fee</u> | General Admission Tickets (\$10 or less) | \$1.00 (Per Ticket) | General Admission Tickets (\$10.01 and above) | 5% + \$1.00 (Per Ticket) | Season / Full-Year Tickets | 5% + \$2.00 (Per Ticket or Pass) | Concessions | 3% + \$.30 (Per Transaction) | Reserved Seating (Single Event) | 5% + \$1.00 (Per Ticket) |
| <u>Type</u> | <u>Fee</u> | | | | | | | | | | | | |
| General Admission Tickets (\$10 or less) | \$1.00 (Per Ticket) | | | | | | | | | | | | |
| General Admission Tickets (\$10.01 and above) | 5% + \$1.00 (Per Ticket) | | | | | | | | | | | | |
| Season / Full-Year Tickets | 5% + \$2.00 (Per Ticket or Pass) | | | | | | | | | | | | |
| Concessions | 3% + \$.30 (Per Transaction) | | | | | | | | | | | | |
| Reserved Seating (Single Event) | 5% + \$1.00 (Per Ticket) | | | | | | | | | | | | |

EXHIBIT A

Approved Schools



2024-25 Sapulpa Athletics Sponsorship Agreement

The Sapulpa Athletic Program is hereby extended a sponsorship package to include a food credit, reduced pricing programs and exclusive fundraising opportunities.

In return, Chick-fil-A® Glenpool's marketing/promotions team is offered the opportunity to attend a minimum of two athletic events (one football and one basketball game) and receive related game-day advertising opportunities.

Food Credit of \$3,000

- Food credit can be used for team meals or for concessions sales. (see concession program details below)
- Current retail prices as follows will be the prices used for the food credit allowance.
 - Chick-fil-A® Chicken Sandwich \$4.95
 - Chick-fil-A® Spicy Chicken Sandwich \$5.25
- Pickup or delivery is available with a delivery minimum of 50-sandwiches
- Only the athletic director or those the athletic director has approved and informed Chick-fil-A® Glenpool of are able to use the food credit
- Food credit usage and balance remaining will be emailed monthly
- Food credit expires one month before the last day of school to allow for end of year reconciling. Sponsorship balances do not rollover year to year

Special Pricing (beyond food credit orders)

- Original Chick-fil-A® Sandwich \$3.75 (Price is for Pick Up or Delivery*)
- Chick-fil-A® Spicy Chicken Sandwich \$4.00 (Price is for Pick Up or Delivery*)
- Receive 10% off of our catering trays or boxed meals. Catering prices available at www.chickfilagp.com or by calling 918-296-5508 and please ask for Sean Ellison
- To receive special pricing, orders must be for school events and paid for by the school
- Tax exempt information will be requested at time of order
- *50-sandwich order minimum

Concession Program:

- Chick-fil-A® Chicken Sandwiches can be sold as concessions. At a minimum, they must be priced no less than our current retail price of \$4.95 each. For fundraising purposes, they can be marked up beyond \$4.95 to whatever price is appropriately determined by the school/athletic program
- A standard sandwich order will include pickles on the sandwich and Chick-fil-A Sauce will be provided unless other sauces/condiments are requested. Sauce provided will be at the equivalent of one sauce per sandwich. Concession teams are asked to help manage how it is distributed
- “Provided by Chick-fil-A® Glenpool” signage, created by Chick-fil-A® Glenpool, must be displayed while sandwiches are being sold
- Heating bags available for use but must be returned the following business day and can ONLY to be used for Chick-fil-A® Sandwiches due to potential allergen contamination

Spirit (Fundraising) Days

- Around the date of the two individual athletic events that Chick-fil-A® Glenpool will attend, a Spirit Day will be scheduled with a portion of sales being donated back to the general athletic fund. Chick-fil-A® will create a flyer for the event and provide it to the school. Although Chick-fil-A will coordinate some advertising of the event, the school/athletic program is asked to also advertise through all available channels

Athletic Director:

Print Name

Signature

Date

Chick-fil-A® Representative:

Print Name

Signature

Date

| | |
|---|--|
| MEMORANDUM OF AGREEMENT BETWEEN AND <u>Sapulpa Public Schools</u> <i>(Name of School District)</i> | <u>Marine Corps</u> <i>(Military Service)</i> <i>Form Approved</i> <i>OMB Number 0704-0680</i> <i>Expires 02/28/2027</i> |
| TO ESTABLISH AND OPERATE A JUNIOR RESERVE OFFICERS' TRAINING CORPS UNIT | |
| <p>The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Director of Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send your form to the appropriate Service Representative</p> | |
| Privacy Advisory Disclosure of this information is voluntary and will be used to provide notice and communication related to this Memorandum of Agreement. When completed, this form contains personally identifiable information and is protected by the Privacy Act of 1974, as amended | |
| This Memorandum of Agreement (MOA) is hereby entered into by and between <u>Marine Corps</u> <i>(Military Service Name)</i> acting through <u>Commanding General, Training and Education Command</u> <i>(first General/Flag Officer Command above JROTC Program Office)</i> , and <u>Sapulpa Public Schools</u> <i>(School District Name)</i> (collectively the Parties) for the establishment of a Junior Reserve Officers' Training Corps (JROTC) Unit at <u>Sapulpa High School</u> <i>(Name of School Hosting the Unit)</i> , pursuant to United States Code, Title 10, Subtitle A, Part III, Chapter 102, §§ 2031-2036 and reference I.2. herein. | |
| The purpose of the JROTC program is to instill in students in United States secondary educational institutions the values of citizenship, service to the United States (including an introduction to service opportunities in military, national, and public service), personal responsibility and a sense of accomplishment. Upon execution by <u>Marine Corps</u> <i>(Military Service Name)</i> on the date of signature below, a JROTC unit is established at <u>Sapulpa Public Schools</u> <i>(Host School)</i> consisting of students voluntarily enrolled. This MOA together with the Military Service Addendum herein (reference I.6) contain the Parties' entire agreement and outlines terms and responsibilities for both the Military Service and the School District. | |
| I. REFERENCES. The following references are incorporated herein and apply to both Parties: <ol style="list-style-type: none"> 1. 10 U.S.C. §§ 2031-2036 2. Department of Defense (DoD) Instruction 1205.13 "Junior Reserve Officers' Training Corps Program" 3. Department of Defense Education Activity (DODEA) Administrative Instruction 1443.02 "Prohibited Sexual, Sex-Based, and Other Related Abusive Misconduct Reporting and Response" 4. DD Form 3200, Junior Reserve Officers' Training Corps Instructor Prohibited Activities Acknowledgment 5. DD Form 3203, Junior Reserve Officers' Training Corps Student/Parent/Guardian Acknowledgment of Expected Standards Of Conduct And Participation 6. <u>Marine Corps JROTC-Specific Addendum dated 15 August 2024</u> <i>(Name of Military Service-specific Addendum)</i> | |
| II. STATEMENT OF NON-DISCRIMINATION. The DoD is committed to creating and maintaining a safe and trusted learning and work environment free from discrimination and harassment (including sexual harassment as defined by the US Department of Education in Sexual Harassment Guidance 2020). The DoD does not condone and will not tolerate hostile environments, including any created by sexual harassment, sexual assault, problematic sexual behavior in children and youth (PSB-CY) as defined in DoD Instruction 6400.01 , or other related abusive misconduct of, or by, employees, students, other beneficiaries (to include and when applicable, volunteers, students, support personnel, student teachers, contractors, and parents/guardians), or anyone within the School District jurisdiction in JROTC-conducted or sponsored education and training programs and activities, committed both on and off school premises. <p>The following School District and Host School office handles inquiries regarding the non-discrimination policies: <u>SPS Administrative Offices, 511 East Lee, Sapulpa, OK 74066</u> <i>(Address)</i>. The following School District and Host School office handles Title IX inquiries and complaints: <u>Mr. Bilby, (918) 224-3400 x1103</u> <i>(Host School District's Title IX Coordinator/ Office Address/Contact Information)</i>. Any JROTC student, instructor, or other beneficiary who reports that they, or someone they know, has been subjected to a violation of this MOA, including reference I.6, has the right to prompt response and intervention by an appropriate DoD/JROTC official or School District official to ensure the safety and welfare of those individuals involved. [Refer to Sections III.5 and IV below]</p> | |
| III. UNDERSTANDINGS OF THE PARTIES. <ol style="list-style-type: none"> 1. Nondiscrimination. Neither party shall discriminate in conducting a JROTC program. This includes denying participation in or the benefits derived from the JROTC program (e.g., admission of students, hiring of JROTC instructors who meet statutory requirements, or subsequent participation of students and instructors) on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor in its employment, programs and activities. 2. Retaliation Prohibited. Retaliation against an individual/individuals reporting, either verbally or in writing, an allegation or suspicion of violation of this MOA or reference I.6, or who participates in or cooperates with an investigation of such report or suspicion, is strictly prohibited. 3. Partnership/Certification Relationship and Background Checks. JROTC instructors serve two chains of authority and shall be responsible to both the Military Service (their certifier) and the School District (their employer) for properly operating the JROTC program and for their own professional conduct. In addition to the School District's requirements, JROTC instructors have mandatory responsibilities levied upon them by their Military Service as described in reference I.6. <ol style="list-style-type: none"> a) Both parties shall provide JROTC instructors with relevant training and their policy prohibiting harassment and abuse (e.g., annual instructor/teacher anti-harassment training, DD Form 3200, "JROTC Instructor Prohibited Activities Acknowledgment") and inform each other on all significant personnel matters (such as suspensions or terminations) concerning instructor certification and employment. The Host School shall maintain the signed DD Form 3200 and signed DD Form 3203 and make available for review per paragraph 6.b. | |

b) Although the Military Service is not a party to the instructor's employment contract, the Military Service is the certifying authority for JROTC instructors and maintains an inherent need-to-know regarding any information related to performance, conduct, and employment status. As such, the Military Service shall:

- (1) Conduct and fund initial and on-going background checks on JROTC instructor for certification purposes.
- (2) Childcare National Agency Check with Inquiries (CNACI) investigation (re-verified every 5 years, or when triggered by an instructor's adverse credit check, any adverse instructor information identified, or a break in instructor service of more than 24 months)
- (3) JROTC instructors will complete JROTC Initial Qualification Training (JIQT) prior to certification.
- (4) Require all JROTC instructors to authorize the release to the Military Service of any information the School District determines is necessary to ensure compliance with the terms of this MOA related to the JROTC instructor's employment and/or conduct.
- (5) Immediately suspend the certification of JROTC instructors and/or begin decertification procedures based on any violation of this MOA by the instructor, adverse investigation findings, or reference I.6.

c) The School District shall:

- (1) Interview and employ only approved JROTC instructors as required by reference I.6.
- (2) Perform state and local background checks at their own expense in accordance with applicable federal, state, and local requirements.
- (3) Provide JROTC instructors a contract of employment with the School District as the employing agency and in accordance with reference I.6.
- (4) Provide a copy of this certified MOA to JROTC instructors.
- (5) Provide JROTC students and parents/guardians at the beginning of each academic year, and upon request, JROTC promotional and pertinent administrative materials to ensure they are aware of their rights under this MOA. This must include both parties' contact information in Section IV and the proper procedures for reporting and responding to allegations of violations.

4. **Monitoring Instructor Performance.** The Military Service holds the certification of all JROTC instructors, and therefore maintains an inherent right to monitor instructor behavior and performance. They must receive any necessary information from the School District regarding instructor performance, professional conduct, and employment status.

a) The Military Service shall:

- (1) Ensure instructors receive performance counseling and/or professional development within thirty (30) days of the effective date of employment with the School District, and then annually, usually at the beginning of each school semester.
- (2) Mentor, monitor and counsel all instructors concerning their educational requirements under this MOA and reference I.6.
- (3) Assess the instructional performance of at least one instructor per school.

b) The School District shall:

- (1) Communicate with the Military Service on all matters concerning instructor performance, conduct, and employment as permitted by state law. School districts wishing to transfer or reassign a JROTC instructor between JROTC host schools may do so in accordance with district policies and reference I.6., with consent of the JROTC instructor and with prior written approval from the Military Service.
- (2) Conduct annual JROTC instructor evaluations/assessments and provide them, by electronic copy, to the Military Service point of contact in Section IV.
- (3) Notify the Military Service in writing of any instructor evaluation that does not meet School District requirements within three (3) business days.
- (4) Include the Senior Military Service instructors in meetings where policies, recommendations, or decisions affecting the JROTC Program are made, including the employment or discharge of JROTC instructors.
- (5) Have effective and timely procedures in place to ensure the Military Service Regional Director (POC) is advised of any disciplinary or administrative action levied upon a JROTC instructor (i.e., administrative leave, suspensions, letters of admonishment), the initiation of any investigation into alleged JROTC instructor misconduct (school, civil, or criminal), or any changes in the employment status of an JROTC instructor. If any of the aforementioned items occur, the School District shall notify the Military Service in writing within one (1) business day. The Host School shall include enough information to provide the Military Service a comprehensive understanding of the nature and scope of any allegations, investigation, or complaint.

5. **Preventive, Corrective, and Disciplinary Actions.** Both parties shall take all necessary and appropriate action needed to prevent, correct, and, if necessary, discipline behavior which violates this MOA concurrent with or independent of any outside investigations and action that may be taken by appropriate external enforcement entities, where applicable. The host institution will address any violation by Instructor, Trainer, or participating student in accordance with their school district's student and personnel policies. Violations may not be ignored or dismissed by either party, JROTC instructors, or program volunteers, especially if a student is being sexually harassed, sexually assaulted, or subjected to other related misconduct by any adult (welcome or unwelcome), or if anyone is touching or trying to touch a juvenile in a sexual way against their will or without lawful consent.

a) **Mandatory Reporting.** Child abuse, neglect, sexual assault and sexual harassment must be reported by JROTC instructors and program volunteers. Minor incidents of sexual harassment and other related abusive misconduct, even if it has been successfully resolved in the moment by addressing the harasser directly, must still be reported to the appropriate School District, Host School, and Military Service personnel to create a record in case the misconduct occurs again. The Military Service cannot take action to stop harassing, assaultive, problematic, and abusive misconduct if they are unaware it is happening.

b) **Response.** School District and Host School shall report preventative, corrective, and disciplinary actions in accordance with state, local, School District, and Host School policy.

6. **Program Evaluations.** The parties shall perform program evaluations for trend analysis and to monitor the effectiveness of response and resolution and facilitate ongoing recommendations for improvements to the JROTC program.

a) The Military Service shall:

- (1) Make annual visits to the Host School, either announced or unannounced, per reference I.2, to evaluate the operation, administration, and effectiveness of the JROTC program and ensure continued compliance with this MOA and Military Service standards in reference I.6.

(2) Evaluate compliance with this MOA (e.g., the number, nature, and resolution of reported violations) periodically throughout the fiscal year.

(3) Include the JROTC Program in its Management and Internal Controls Program to review, assess, and report on the effectiveness of internal control.

b) The School District shall maintain and make available for review all JROTC instructor evaluations and program records during program visits and for a period of ten (10) years following the expiration or termination of this MOA. Failure to adhere to this requirement may result in decertification of the instructor, placement of the JROTC Program in a probationary status, or Program disestablishment.

7. Minimum Number of Enrolled Students. The School District and Host School shall ensure that each unit maintains a minimum student enrollment of at least (A) 10 percent of the Host School's student population (grades 8-12 or 9-12, whichever is applicable), or (B) 100 students, whichever is less, as required by 10 U.S.C. § 2031(b)(1). Actual enrollment shall only be determined by counting those students who voluntarily meet, and subsequently maintain acceptable standards of academic achievement and conduct, as prescribed by the Secretary of the military department concerned, as required by 10 U.S.C. § 2031(b)(4). The JROTC unit shall be placed on probation if these requirements are not met.

8. Voluntary Student Enrollment. The School District and Host School shall only permit voluntary student enrollment in the JROTC program. The School District shall fully inform prospective JROTC students that the program is voluntary and of all mandatory JROTC enrollment requirements before authorizing enrollment into the JROTC program. Only students who voluntarily choose to meet and maintain acceptable JROTC standards in reference I.6 shall be enrolled into, and permitted to remain in, the JROTC program. The Host School shall ensure all enrollments of students into the JROTC program are conducted with the prior knowledge and endorsement of the Military Service per reference I.6. If a JROTC instructor senses a student has been involuntarily enrolled, they must inform both the Senior Military Service instructor and Host School Principal.

9. JROTC Cadet Health/Wellness Participation Waiver.

a) The Host School will:

(1) Collect and maintain a medical release and Parent/Guardian acknowledgement of the risk(s) associated with all physical activity sessions (e.g., walking, running, calisthenics, drills) and acknowledging any risk associated with any physical activity.

(2) Inform its JROTC faculty of anything that should keep a student from participating in the JROTC Cadet Health/Wellness Program. The JROTC Senior Instructor shall make the enrollment decision for any student who has a permanent disability that inhibits full participation in physical activity sessions. Only students who complete and submit the required JROTC Cadet Health/Wellness Program release and acknowledgement shall be enrolled into, and permitted to remain in, the JROTC program. The JROTC Cadet Health/Wellness Program is designed to improve physical fitness.

b) The Military Service shall:

(1) Ensure that all physical activity sessions shall be supervised and monitored by at least one JROTC instructor.

(2) Identify any Health/Wellness training requirements (refer to reference I.6).

10. Prohibitions on Fundraising. The School District shall not permit any fundraising for external entities while using government equipment or while in uniform. Fundraising and grants in support of the JROTC unit are authorized as governed by state and local policies. The acceptance of any grants and/or funds by the School District and/or Host School does not reflect an endorsement by the Department of Defense.

11. Information Technology (IT) support. The School District and Host School shall provide the appropriate IT support to include access to third-party websites that are required for instructors, other school employees and district employees to perform routine tasks. Third party-websites include any website in support of administrative, budgetary, and curriculum delivery and support, and testing services. Required websites shall be provided by JROTC headquarters staff to the School District and Host School upon request.

12. Facilities. The Host School shall provide the partner Military Service with adequate facilities for classroom instruction, storage of non-lethal arms and other equipment which may be furnished in support of the unit, and adequate drill areas at or in the immediate vicinity of the institution, as determined by the Secretary of the military department concerned, as required by 10 U.S.C. § 2031(b)(2). Additionally, the Host School shall provide administrative office(s), office equipment, including telephone service capable of electronic data transmission, instructional supplies (other than those provided by the Service), and utilities. The Host School shall pay for the cost and maintenance of these facilities thereof.

13. Military Instruction. The School District and Host School shall provide a course of military instruction of not less than three academic years' duration and which may include instruction or activities in the fields of science, technology, engineering, and mathematics, as prescribed by the Secretary of the military department concerned, as required by 10 U.S.C. § 2031(b)(3).

14. Storage and Safekeeping of Government Property. The Host School shall provide secure and adequate storage areas for the protection and security of Government Furnished Property and comply with all applicable regulations relating to the issue, care, use, safekeeping, turn-in, and accounting for such property. The School District shall promptly replace, or repair at its cost and to the satisfaction of the Military Department any such item that is lost or sustains damage directly or indirectly attributable to the conduct of the School District or Host School. The School District shall furnish to the Military Departments a bond or insurance policy from a financial institution satisfactory to the Military Department in an amount equal to the replacement value of Government-furnished Property. The School District shall ensure that the bond or insurance remains in effect for the requisite amount at all times during the term of this Agreement and, thereafter, so long as any Government-Furnished Property remains in the School District's custody. If the School District elects to provide an insurance policy, it shall name the United States as an additional insured and provide a certificate to that effect to the Military Department.

IV. POINTS OF CONTACT. The following points of contact will be used by the Parties to provide any notice required under this MOA. Each Party may change its point of contact in writing upon 10 business days' notice to the other Party.

1. For the School District

Primary:

Title: Assistant Superintendent, Mr. Johnny Bilby

Address: 511 East Lee, Sapulpa, OK 74066

Email: jbilby@sapulpaps.org

Telephone Number: (918) 224-3400 x1103

Alternate:

Title: Sapulpa High School Principal, Mr. Seth Shibley

Address: 3 S. Mission, Sapulpa, OK 74066

Email: sshibley@sapulpaps.org

Telephone Number: (918) 224-6560 x2701

2. For the Military Service

Primary:

Title: Regional Director

Address: 3039 Fitzgerald Dr, Montgomery, TX 77356

Email: cody.stewart@mcjrotc.org

Telephone Number: (909) 440-0653

Alternate:

Title: Compliance Branch Manager

Address: 2007 Elliot Road, Quantico, VA 22134

Email: richard.barnes@mcjrotc.org

Telephone Number: 703-432-1766

V. GOVERNING LAW. This MOA is governed by and shall be construed under all applicable Federal, state, and local Laws. However, compliance with state and local laws by the military service is voluntary.

VI. MODIFICATION OF MOA. This MOA may only be modified by written agreement of both Parties, and duly signed by their authorized representatives. This MOA shall be reviewed for currency in accordance with the Military Service's policy, who reserves the right to require renewal of this MOA by both parties if significant program changes occur.

VII. NO WAIVER. Unless expressly stated in writing, signed by the Military Service, the waiver by the Military Service of any act, duty, or obligation required of the institution hereunder shall not be construed as a waiver of any other, or of any future act, duty, or obligation to be performed by the School District or Host School.

VIII. ENTIRE AGREEMENT. It is expressly understood and agreed that this MOA together with reference I.6. constitutes the entire agreement between the Parties and supersedes and replaces any prior agreement, understandings, or representations between the parties. Regardless of changes to the employment status of the original signatories, this MOA shall remain in effect until officially terminated.

IX. CONFLICTS. In the event of any conflict between this MOA and reference I.6, this MOA takes precedence.

X. REPRESENTATIVE AUTHORITY. Each undersigned representative of the parties to this MOA certifies he or she is fully authorized to enter into the terms and conditions of this MOA and to execute the same so as to effectively bind each party to its terms.

XI. SEVERABILITY. If any term, provision, or condition of this MOA is held to be invalid, void, or unenforceable by a governmental authority and such holding is not or cannot be appealed further, then such invalid, void, or unenforceable term, provision, or condition shall be deemed severed from this MOA and all remaining terms, provisions, and conditions of this MOA shall continue in full force and effect. The Parties shall endeavor in good faith to replace such invalid, void, or unenforceable term, provision, or condition with valid and enforceable terms, provisions, or conditions which achieve the purpose intended by the Parties to the greatest extent permitted by law.

XII. TERMINATION. This MOA may be terminated by either Party by giving at least 30 days' written notice to the other Party. This MOA shall remain in effect throughout the semester/trimester, and the termination date of this agreement may only occur during non-instruction periods in the academic calendar year.

XIII. TRANSFERABILITY. This MOA is not transferable.

XIV. ANTI-DEFICIENCY ACT. Nothing in this MOA shall be construed as obligating the Military Service, its officers, employees, or agents to expend any funds in excess of appropriations authorized for such purposes in violation of the Federal Anti-Deficiency Act (31 U.S.C. § 1341).

XV. EFFECTIVE DATE. This MOA takes effect as of the date on which it has been certified by the Military Service.

XVI. CANCELLATION OF PREVIOUS MOA. This MOA cancels and supersedes any prior agreement by the Parties.

| FOR THE SCHOOL | | |
|---|--|---|
| TYPED NAME (Last, First, Middle Initial) AND TITLE Armstrong, Robert | SIGNATURE | DATE SIGNED (YYYYMMDD) |
| FOR THE MILITARY SERVICE | | |
| TYPED NAME (Last, First, Middle Initial) AND TITLE Oltman, Robert G. Director, Marine Corps JROTC | SIGNATURE OLTMAN.ROBERT.G ERALD.1034515731 <small>Digitally signed by OLTMAN.ROBERT.GERALD.10345 15731 Date: 2024.08.16 10:50:21 -0400'</small> | DATE SIGNED (YYYYMMDD) 20240816 |
| THE FOLLOWING AGREEMENT AND INFORMATION IS TO BE CONSIDERED AS PART OF THIS CONTRACT | | |
| DATA PERTAINING TO HOST SCHOOL | | |
| a. NAME OF HOST SCHOOL (No abbreviations) Sapulpa High School | b. HOST SCHOOL'S COMPLETE MAILING ADDRESS (Include ZIP code) <i>(If P.O. Box must also provide street address for shipping purposes)</i> Sapulpa High School 3 S. Mission Sapulpa, OK 74066 | |
| c. TYPE OF SCHOOL (Check appropriate box) <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Military Academy | | |
| d. PRINCIPAL'S NAME Mr. Seth Shibley | | |
| e. TELEPHONE NUMBER (918) 224-6560 x2701 | | |
| f. FAX NUMBER (918) 224-5584 | | |
| g. EMAIL ADDRESS sshibley@sapulpaps.org | | |
| PERTAINING TO SCHOOL DISTRICT | | |
| a. NAME OF SCHOOL DISTRICT (No abbreviations) Sapulpa Public Schools | b. SCHOOL DISTRICT'S COMPLETE MAILING ADDRESS (Include ZIP code) Sapulpa Public Schools 511 East Lee Sapulpa, OK 74066 | |
| c. SUPERINTENDENT'S NAME Mr. Robert Armstrong | | |
| d. TELEPHONE NUMBER (918) 224-3400 x1105 | | |
| e. FAX NUMBER (918) 227-8347 | | |
| f. EMAIL ADDRESS rarmstrong@sapulpaps.org | | |
| LIST ACCREDITING AGENCY | | |
| a. REGIONAL N/A | b. STATE Oklahoma State Department of Education | c. OTHER N/A |
| TOTAL ENROLLMENT OF HOST SCHOOL 1609 (combined High School and Junior High School) | ESTIMATED NO. OF QUALIFIED STUDENTS WHO WILL ENROLL IN THE JROTC PROGRAM 110 | |
| | | |



www.candidcolorphotography.com

1300 Metropolitan Avenue
Oklahoma City, OK 73108
405-951-7300 800-345-1443
Fax: 405-951-7363



www.okcpartypics.com

School Photography Agreement

Sapulpa HS
(School/Organization Name)

wishes to be photographed by Candid Color Photography.

Candid Color Photography will take individual and/or group photographs on

Date(s): Sept. 5, 2024 Start time: 8:30 am/pm End time: 2:30 am/pm

Location: Sapulpa H.S. & Bartlett Academy

Makeup date: Oct. 3, 2024 Start time: 8:30 am/pm End time: 2:30 am/pm Location: same

Number to be photographed: 1200 Grades: 8th - 12th

Main Contact's Name: Shanna Lloyd

Phone: 918-224-6560 Email: s.lloyd2@sapulpa.org

Additional Contact's Name:

Phone: _____ Email: _____

Candid Color Photography agrees to provide the following picture services:

1. Take individual portraits of each student/Faculty at no charge and with no obligation to purchase.
2. Email, and or text, a direct link with the image gallery within 24 hours of photo day.
3. Display proofs on our website at www.gradphotonetwork.com for 15 years.
4. Provide yearbook Administrative access to download school pictures for yearbook only.
5. Handle all order completions and ship directly to the purchaser, no passing out or collection of payments required by the school.
6. Orders placed online will be shipped with 5 business days.

In consideration of the above, _____ agrees to:

1. Provide current contact data for parents and students at least 1 week prior to photo day so Candid Color Photography can promptly send digital proofs to parents directly. _____ (initial).
2. Aid Candid Color Photography the most up to date contact information, by sending registration link via parent portal, and onsite registration when needed.

Date information will be provided: Tuesday, Sept. 3, 2024

Additional Considerations: _____

School Representative Signature

Title/Position

Date

[Signature]

Candid Color Photography Representative

[Signature]
Title/Position

8/26/2024
Date



Order Form to Master Registration Agreement

This Order Form (“**Order Form**”) is entered into between the entities specified in the table below. This Order Form is made a part of the Master Registration Agreement (“MRA”), or such other applicable agreement, between the Turnitin Contracting Party specified in the Billing and Contact Information table below (“**Turnitin**”) and Sapulpa High School (“**Customer**”) governing the provision of the Services (the “**Agreement**”). This Order Form is effective as of the date the last party signs this Order Form (the “**Order Form Effective Date**”). All capitalized terms used but not defined in this Order Form have the meanings ascribed to them in the Agreement. For purposes of this Order Form, “**you**” and “**your**” refer to Customer and “**we**” and “**us**” refer to Turnitin. In the event of any conflict between the terms of the Agreement and this Order Form, the terms of this Order Form will govern.

Turnitin, LLC

2101 Webster Street
Suite 1900
Oakland CA 94612
United States

Order Form No: Q-812873-9
Date: 6-Sep-2024
Expires On: 21-Sep-2024

In Process

Order form for **Sapulpa High School**
Proposed by Courtney Kolodka
Email: cweaver@turnitin.com
Phone: (510) 369-3597

| Customer Information | |
|--------------------------------------|---|
| Billing Account: Sapulpa High School | |
| Billing Street: 3 South Mission | Primary Contact: Seth Shibley - SHS |
| Billing City: Sapulpa | Primary Contact Email: sshibley@sapulpaps.org |
| Billing State/Province: OK | |
| Billing Zip/Postal Code: 74066 | Billing Contact: Seth Shibley - SHS |
| Billing Country: United States | Email: sshibley@sapulpaps.org |
| Tax ID Number: | |



1. Terms and Conditions.

1.1 Use of Products and Services. You acknowledge and agree that our provision and your use of the Products and Services provided hereunder are governed by the terms of the Agreement, available at www.turnitin.com/mra the DPA, available at www.turnitin.com/dpa the Service Terms, available at www.turnitin.com/service-terms and the Turnitin Policies.

2. Training

2.1 On-site or online trainings must be completed within twelve (12) months of the start of Turnitin/iThenticate service, or the expiration of the Term in which Training was licensed whichever is earlier ("Training Term Expiry").

[Training Terms and Conditions](#)

3. Term and Termination

3.1 Term. The term of each Product or Service provided hereunder is specified in the Services and Fees table below:

3.2 Renewal. This Order Form (including your license(s) to the Products/Services provided pursuant to this Order Form) will automatically renew as set forth in Section 19.1.1 of the MRA.

Sapulpa HS

| Product Name | License Type | Service Start Date | Service End Date | Quantity | Amount |
|--------------------------------|--------------|--------------------|------------------|----------|--------------|
| Turnitin Feedback Studio | Enterprise | 22-Sep-2024 | 21-Sep-2025 | 1 | USD 3,879.96 |
| Turnitin Originality | Enterprise | 22-Sep-2024 | 21-Sep-2025 | 1 | USD 860.00 |
| Sapulpa HS Net Total: | | | | | USD 4,739.96 |
| Sapulpa HS Gross Total: | | | | | USD 4,739.96 |

Sapulpa JHS

| Product Name | License Type | Service Start Date | Service End Date | Quantity | Amount |
|---------------------------------|--------------|--------------------|------------------|----------|--------------|
| Turnitin Feedback Studio | Enterprise | 22-Sep-2024 | 21-Sep-2025 | 1 | USD 2,586.64 |
| Turnitin Originality | Enterprise | 22-Sep-2024 | 21-Sep-2025 | 1 | USD 575.00 |
| Sapulpa JHS Net Total: | | | | | USD 3,161.64 |
| Sapulpa JHS Gross Total: | | | | | USD 3,161.64 |

Training & Implementation

| Product Name | License Type | Service Start Date | Service End Date | Quantity | Amount |
|---|--------------|--------------------|------------------|----------|------------|
| Virtual Training Session | Enterprise | 22-Sep-2024 | 21-Sep-2025 | 1 | USD 250.00 |
| Training & Implementation Net Total: | | | | | USD 250.00 |
| Training & Implementation Gross Total: | | | | | USD 250.00 |

| | |
|---------------------|--------------|
| Net Total: | USD 8,151.60 |
| Gross Total: | USD 8,151.60 |

Product Descriptions

Sapulpa HS

| | |
|---------------------------------|--|
| Turnitin Feedback Studio | Check for similarity and streamline feedback and grading essays |
| Turnitin Originality | Comprehensive protection against academic misconduct including emerging challenges such as AI writing & contract cheating. |

Sapulpa JHS

| | |
|---------------------------------|--|
| Turnitin Feedback Studio | Check for similarity and streamline feedback and grading essays |
| Turnitin Originality | Comprehensive protection against academic misconduct including emerging challenges such as AI writing & contract cheating. |

Training & Implementation

| | |
|---------------------------------|---|
| Virtual Training Session | Live, virtual, introductory, advanced or refresher training exclusive for your institution. |
|---------------------------------|---|

4. Fees; Payment Terms.

4.1 Invoices. You will pay the total amount due within Net 30 days of receipt of an invoice. Payments not received within Net 30 days may accrue a late fee (“**Late Fee**”) of two percent (2%) of the total amount due under the invoice per month up to (i) ten percent (10%) of the total amount due or (ii) the maximum Late Fee percentage permitted under Applicable Law, whichever is less. The billing method you have selected is . In connection with this Order Form, Turnitin will submit invoices to Customer in accordance with the billing method selected and will direct such invoices to Customer via the contact information provided in the Billing and Contact Information table above. Payment instructions will be supplied on the invoices that are generated from the order.

4.2 Indirect Taxes. All fees payable by you are exclusive of Indirect Taxes, except where Applicable Law requires otherwise. We may charge and you will pay applicable Indirect Taxes that we are legally obligated or authorized to collect from you. You will provide such information to us as reasonably required to determine whether we are obligated to collect Indirect Taxes from you. We will not collect, and you will not pay, any Indirect Tax for which you furnish us a properly completed exemption certificate or a direct payment permit certificate for which we can claim an available exemption from such Indirect Tax. If you possess a valid exemption certificate from certain taxes, please email such certificate to us at ar@turnitin.com.

4.3 Disputes. In the event of any dispute or discrepancy regarding any invoice, Customer shall notify the Turnitin Engagement Manager at ar@turnitin.com within ten (10) days of receipt of the invoice. Failure to do so will constitute acceptance of the invoice as accurate and due for payment.

4.4 Purchase Order Instructions. If you require a purchase order to submit payment, please follow the below guidance.

1. Please make your purchase order payable to Turnitin, LLC
2. Your institution name and address must be on the purchase order
3. The payment on the purchase order must indicate it is in USD and must equal the USD 8,151.60 amount of the order form
4. Orders cannot be processed from a Purchase Order alone, a signed Order Form must also be provided.
5. Email the purchase order and Order Form to the respective Turnitin representative listed above or orders@turnitin.com

Custom Billing Terms

Payment Currency: USD

| Invoice Date | Payment Due Date | Payment Amount |
|--------------|------------------|----------------|
| 9/22/2024 | 10/22/2024 | 3286.64 |
| 9/22/2024 | 10/22/2024 | 4864.96 |

Signed Order Form Instructions

| Please check the details at the top of page one. If any of them are blank or incorrect please amend below. | |
|--|--|
| Billing Address | |
| Billing Contact | |
| Billing Email (General billing email preferred) | |
| Tax ID Number | |

In Process

Signature Section

IN WITNESS WHEREOF, the parties have executed this Order Form as of the Order Form Effective Date:

| |
|------------------------------------|
| Customer |
| Sapulpa High School |
| Signature |
| Printed Name seth shibley - SHS |
| Printed Title |
| Date |

Certificate Of Completion

| | |
|--|------------------------------|
| Envelope Id: D5F9B0403D2D4367BA9298AFB100CB74 | Status: Delivered |
| Subject: SIGNATURE NEEDED: 2024/25 Turnitin Licensing - Sapulpa Public Schools | |
| Billing Address: | |
| Billing Address 2: | |
| Source Envelope: | |
| Document Pages: 4 | Signatures: 0 |
| Certificate Pages: 4 | Initials: 0 |
| AutoNav: Enabled | Envelope Originator: |
| Enveloped Stamping: Enabled | Courtney Weaver |
| Time Zone: (UTC-08:00) Pacific Time (US & Canada) | 2101 Webster St., Suite 1800 |
| | Oakland, CA 94612 |
| | cweaver@turnitin.com |
| | IP Address: 44.241.73.113 |

Record Tracking

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|----------------------|-------------------------|--------------------|
| Status: Original | Holder: Courtney Weaver | Location: DocuSign |
| 9/6/2024 12:37:43 PM | cweaver@turnitin.com | |

Signer Events

| Signature | Timestamp |
|--|-----------------------------|
| Seth Shibley - SHS | Sent: 9/6/2024 12:38:04 PM |
| sshibley@sapulpaps.org | Viewed: 9/9/2024 7:41:28 AM |
| Security Level: Email, Account Authentication (None) | |

Electronic Record and Signature Disclosure:
 Accepted: 9/9/2024 7:41:28 AM
 ID: 5d618e29-799a-4ad1-a7f1-0e12d08e8809

In Process

In Person Signer Events

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Editor Delivery Events

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Agent Delivery Events

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Intermediary Delivery Events

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Certified Delivery Events

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Carbon Copy Events

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Witness Events

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Notary Events

| Signature | Timestamp |
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Envelope Summary Events

| Status | Timestamps |
|---------------------|--|
| Envelope Sent | Hashed/Encrypted 9/6/2024 12:38:04 PM |
| Certified Delivered | Security Checked 9/9/2024 7:41:28 AM |

Payment Events

| Status | Timestamps |
|--------|------------|
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Required hardware and software

| | |
|----------------------------|--|
| Operating Systems: | Windows2000 or WindowsXP |
| Browsers (for SENDERS): | Internet Explorer 6.0 or above |
| Browsers (for SIGNERS): | Internet Explorer 6.0, Mozilla FireFox 1.0, NetScape 7.2 (or above) |
| Email: | Access to a valid email account |
| Screen Resolution: | 800 x 600 minimum |
| Enabled Security Settings: | Allow per session cookies Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection |

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to

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- Until or unless I notify Turnitin, LLC as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Turnitin, LLC during the course of my relationship with you.

In Process

SAPULPA PUBLIC SCHOOLS

SUPERINTENDENT'S REQUEST FOR
OUT-OF-STATE ACTIVITY TRIP

REQUESTING GROUP: Sapulpa HS Band

DATE OF REQUEST: 8/20/24

SPONSOR: Whitney Yokum

DESTINATION: New Orleans, LA

DATE LEAVING (DAY AND DATE): May 8, 2025

DATE RETURNING (DAY AND DATE): May 12, 2025

NUMBER OF SCHOOLS DAYS MISSED: 3

THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS. PLEASE LIST BRIEFLY HOW THESE

FUNDS WERE RAISED: Candy bars, Cheesecake sales, cookie dough sales

NUMBER OF STUDENTS ATTENDING: 100

NUMBER OF SPONSORS:

PURPOSE OF TRIP: Students will perform in a concert band setting, learn about music/culture

MODE OF TRANSPORTATION: Charter Bus


Principal's Approval

 9/3/24
Superintendent Approval

Board President Approval

SAPULPA PUBLIC SCHOOLS

SUPERINTENDENT'S REQUEST FOR
OUT-OF-STATE ACTIVITY TRIP

REQUESTING GROUP: Liberty STEM Club

DATE OF REQUEST: 9/3/24

SPONSOR: Kimberly McCallum

DESTINATION: San Diego

DATE LEAVING (DAY AND DATE): 2/16/25

DATE RETURNING (DAY AND DATE): 2/22/25

NUMBER OF SCHOOLS DAYS MISSED: 4

THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS. PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: Restaurant nights, family events, raffle, matching donors

NUMBER OF STUDENTS ATTENDING: 20

NUMBER OF SPONSORS: 6

PURPOSE OF TRIP: Experiences not available locally

MODE OF TRANSPORTATION: Plane, Rental Vehicle


Principal's Approval

 9/4/24
Superintendent Approval

Board President Approval

SAPULPA PUBLIC SCHOOLS
SUPERINTENDENT'S REQUEST FOR
OUT-OF-STATE ACTIVITY TRIP

REQUESTING GROUP: JROTC

DATE OF REQUEST: 4 Sep 2024

SPONSOR: LtCol Shannon

DESTINATION: Wichita, KS

DATE LEAVING (DAY AND DATE): 11 Oct 2024

DATE RETURNING (DAY AND DATE): 12 Oct 2024

NUMBER OF SCHOOLS DAYS MISSED: 0

THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS. PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: Bartlett

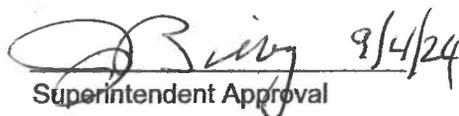
NUMBER OF STUDENTS ATTENDING: 12

NUMBER OF SPONSORS: 2

PURPOSE OF TRIP: Attend Raider PT Competition

MODE OF TRANSPORTATION: School Vans (x2) or Minibus


Principal's Approval


Superintendent Approval

Board President Approval

FUNDRAISERS 2024-25 School Year

| SITE | CLUB | DATE OF EVENT | FUNDRAISER | HOW FUNDS WILL BE USED |
|----------------------------|---|---------------|--|--|
| Middle School | Library | 9/30/2024 | Scholastic Book Fair | Purchasing new books and materials for the library |
| Freedom | Library | 10/25/2024 | Scholastic Book Fair | Funds will be used to purchase new books, supplies, furniture/misc. materials for library media center. |
| Sapulpa Football Field | Varsity Cheer | 10/24/2024 | Mini Cheer Clinic | food for games, senior gifts, bows and t-shirts, end of year party |
| Junior High | FCCLA | 9/16/2024 | Vending Machine Sales | club dues and state convention |
| High School | FCCLA | 9/16/2024 | High school vending machine sales | club dues and state convention |
| Junior High | FCCLA | 9/23/2024 | FCCLA Wristbands | club dues |
| Junior High | FCCLA | 10/7/2024 | Ozark Lolipops | competitive events |
| JHE | TAPS | 9/11/2024 | Snack Shack | To support student activities throughout the school year |
| Sapulpa JH | FTC Robotics | 9/11/2024 | Vending Machine (JH) | Buying Parts for the robot and uniform accessories |
| Sapulpa Middle School | SMS Office | 9/24/2024 | Green Country Fending Sales | To update school posters, provide assistance to clubs (StuCO, Builders, etc), |
| SMS | READ180-district reading software program | 9/11/2024 | earbud sales | Students require earbuds with a microphone to complete the District software READ180. I would like to sell them to students. |
| none | Wrestling | 9/11/2024 | Sugar llamas discount cards | get new warmup gear for JH and HS boys and girls |
| none | wrestling | 9/11/2024 | QT cards | Help buy new warm up gear for JH and HS boys and girls wrestlers |
| none | Wrestling | 9/11/2024 | Sponsorship from local businesses in exchange for banner or sign | New wrestling mats. mats are extremely old and need replaced |
| JHS | Leadership /Stuco | 10/25/2024 | Vending Machines/unending utilil May | Students/teachers/supplies, materials, food |
| Sapulpa High School | National Honor Society | 9/11/2024 | Homecoming T-shirts | Pay for our national chapter dues |
| SHS | JROTC | 9/13/2024 | Calendar Fundraiser | Support Cadet Marine Corps Birthday Ball |
| Sapulpa Wrestling facebook | Wrestling | 10/12/2024 | Route 66 car wash proceeds | Help fund new mats for the wrestling room |
| Sapulpa Wrestling facebook | Wrestling | 10/12/2024 | Whimpy's meet the wrestler night | New mats, warmups for the wrestlers, feeding wrestlers |

| | | | | |
|----------------------------|---------------------------|------------|---|---|
| Sapulpa Wrestling facebook | Wrestling | 11/12/2024 | Bake Sale to occur at a car wash or dual | New mats, warm ups, feeding the wrestlers |
| Sapulpa Wrestling facebook | Wrestling | 11/4/2024 | Silent auction at dual or tournament | Wrestling banquet |
| Sapulpa Wrestling facebook | Wrestling | 10/1/2024 | Merchandise to sell at sapulpa events, duals, tournaments | Feed wrestlers, new warmups for all wrestlers, new singlets for wrestlers |
| Sapulpa Wrestling facebook | Wrestling (Takedown Club) | 10/1/2024 | Chase Frazier text/email donations given to club by the wrestlers sending out texts and emails to family and friends. similar to fan pledge | Wrestler gear for all JH and HS boys and girl wrestlers |

FUNDRAISERS 2024-25 School Year

| SITE | CLUB | DATE OF EVENT | FUNDRAISER | HOW FUNDS WILL BE USED |
|----------------------------|---------------------------|---------------|---|--|
| Woodlawn | Tutors | 9/15/2024 | Snack sales | Staff appreciation week items not covered by the grant |
| Woodlawn | Tutors | 9/15/2024 | Football concessions | Staff appreciation things not covered by other grants |
| Liberty | Liberty | 10/1/2024 | Square One Art | Student Activities |
| Liberty | Liberty | 9/23/2024 | Daily store with beef jerky and snacks | Student Activities |
| Woodlawn | Tutors | 9/15/2024 | Beaded Jewelry and ornament sales all year | Staff events |
| Woodlawn | NASA | 11/8/2024 | Indian Taco sales | NASA events such as parades |
| High School | Thespians | 10/10/2024 | Charge students \$1 to come see our play during school. | They'll be put toward attending International Thespian Festival. |
| High School | Debate | 11/15/2024 | Debate Tournament | To pay entry fees to other tournaments and pay for State hotel. |
| facebook sapulpa wrestling | Wrestling (Takedown Club) | 11/1/2024 | Golf tournament | Wrestling gear for all JH and HS girls and boys |
| SHS | JROTC | 10/3/2024 | Texas Roadhouse Spirit Night | Support Cadet Marine Corps Birthday Ball |
| Facebook wrestling | Wrestling (takedown club) | 10/12/2024 | Selling calendar posters with the wrestlers pic on it | Help purchase new mats for the wrestling room |

GRADUATION REQUIREMENTS

The _____ Board of Education recognizes that a 12-year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the policy of the board of education that a minimum of _____ units of credit be earned in the subject areas listed below to be eligible for graduation.

Students entering the eighth grade in the 2025- 2026 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, shall complete a minimum of the following 23 curriculum units or sets of competencies at the secondary level:

4 units of English to include Grammar, Composition, Literature, or any English course;

4 units of mathematics, two of which shall be Algebra I and either Algebra II or Geometry. The other two units may include Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, Math of Finance, Computer Science, college courses approved for dual credit, an approved full-time postsecondary career and technology program, or locally approved math-based application course, or any mathematics course with content and/or rigor above Algebra I;

3 units of laboratory science approved for college admission requirements including one unit of life science meeting the standards for Biology I, one unit of physical science meeting the standards for Physical Science, Chemistry or Physics; and one unit from the domains of physical science, life science, or earth and space science, or approved full-time postsecondary career and technology program or locally approved science-based application course, or any course with content and/or rigor above Biology I or Physical Science;

3 units of history and citizenship skills including one unit of American History, ½ unit of Oklahoma History, ½ unit of United States Government, and one unit from the subjects of History, Government, Geography, Economics, Civics or non-Western culture;

6 pathway units which align with the student’s Individual Career and Academic Plan (ICAP) which may include, but are not limited to, any additional math, science, English, history, world or non-English language, computer technology, Junior Reserve Officers’ Training Corp. internship or apprenticeship programs, career and technology education courses, concurrently enrolled courses, advanced placement courses, International Baccalaureate courses approved for college admission requirements, music, art, drama, speech, dance, media arts, or other approved courses; and

3 units of elective courses.

Beginning with the 2024-2025 school year, a student whose parent or legal guardian approves modification of the student’s existing graduation track, subject to school approval, may complete a minimum of 23 curriculum units or sets of competencies at the secondary level as listed above. All other students graduating prior to 2030, in order to graduate from an Oklahoma public school, will be required to complete the “college preparatory/work ready curriculum units or sets of competencies” at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the “core curriculum” option. The “college preparatory/work ready curriculum” will include the following:

GRADUATION REQUIREMENTS (Cont.)

4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;

3 units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;

3 units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;

3 units of history and citizenship skills, including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements;

2 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and

1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

In order to graduate from the district with a standard diploma, students shall complete the following core curriculum units at the secondary level:

Language Arts

- 4 units or sets of competencies
 - 1 unit of Grammar and Composition and
 - 3 units which may include
 - American Literature
 - English Literature
 - World Literature
 - Advanced English Courses
 - Other English courses with content and/or rigor equal to or above grammar and composition

Social Studies

- 3 units or sets of competencies
 - 1 unit of United States History
 - ½ to 1 unit of United States Government
 - ½ unit of Oklahoma History
 - ½ unit to 1 unit which may include:
 - World History
 - Geography
 - Economics
 - Anthropology
 - Other social studies courses with content and/or rigor equal to or above United States History,

United States Government, and Oklahoma

history

**GRADUATION REQUIREMENTS
(Cont.)**

Mathematics

3 units or sets of competencies

1 unit of Algebra I ¹
and

2 units which may include:

- Algebra II
- Geometry ¹
- Trigonometry
- Math Analysis or Precalculus
- Statistics and/or Probability
- Calculus
- Computer Science I and II
- Intermediate Algebra
- Mathematics of Finance

Contextual mathematics courses that enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the tenth, eleventh, or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the district board of education

Mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the tenth, eleventh, or twelfth grade upon approval of the State Board of Education and the district board of education

Other mathematics courses with content and/or rigor equal to or above Algebra I

A science, technology, engineering and math (STEM) block course.

The Arts and Computer Education

1 unit or set of competencies which may include, but is not limited to, courses in Visual Arts and General Music and 1 unit or set of competencies of computer technology, whether taught at a high school or a technology center school, including computer programming, hardware and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing classes

Science

3 units or sets of competencies of laboratory science approved for college admission requirements:

- 1 unit or set of competencies of life science, meeting the standards for Biology I:
- 1 unit or set of competencies of physical science, meeting the standards for Physical Science, Chemistry or Physics; and
- 1 unit or set of competencies from the domains of physical science, life science or earth and space science such that content and rigor is above Biology I or Physical Science.

Electives

8 units or sets of competencies

In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act.

All students are strongly encouraged to complete two units or sets of competencies of foreign world language classes and two units or sets of competencies of physical and health education as part of the core curriculum.

Credit may be given for the above-referenced classes for the college preparatory/work-ready and core curriculum diploma pathways when the courses are taken in the seventh or eighth grades if the teachers are certified or authorized by law to teach the subjects for high school credit and the required course rigor is maintained.

Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher, and which provide for the teaching and learning of the appropriate skills and

GRADUATION REQUIREMENTS (Cont.)

knowledge in the OAS may, upon approval of the State Board of Education and the school district board of education, be counted for academic credit and toward meeting state graduation requirements.

No student will be allowed to receive credit more than once for completion of the same unit or sets of competencies. All of the above-referenced classes may not be offered by the district. However, sufficient courses shall be offered to allow students to meet the graduation requirements during the secondary grade years of the student.

The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine through twelve are required to enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes.

Students who transfer into this school district from out of state after their junior year of high school shall not be denied, because of differing graduation requirements, the opportunity to be awarded a standard diploma. This applies to students who would be unable to meet the specific graduation requirements listed above without extending the date of graduation. Exception from the graduation requirements will be based on rules established by the State Department of Education. All exceptions and the reasons therefor shall be reported to the State Department of Education on or before July 1 of each year.

All course credit earned through examination by students in required curriculum areas shall be appropriately noted on the student's transcript and/or student record. Completion may be recorded with a letter grade or pass notation, credits earned by a student through examination in accordance with the provisions of 210:35-27-2 shall be transferrable to or from any other school district within the State of Oklahoma in which the student was enrolled, is currently enrolled, or may be enrolled. Credit for units of secondary coursework in curriculum areas required for graduation count toward meeting the requirements for the high school diploma.

Beginning with the 2015-2016 school year, all students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.

Students ~~who start ninth grade prior to or during the 2016-2017 school year will be~~ are required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

GRADUATION REQUIREMENTS (Cont.)

Beginning with the 2024-2025 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall complete and submit a Free Application for Federal Student Aid (FAFSA). A student shall be exempt from this requirement if:

- the student's parent or legal guardian submits a signed form authorizing the student to opt out of the requirement;
- the student, age eighteen (18) or older, submits a signed form authorizing him or her to opt out of the requirement or
- A school counselor authorizes a student to opt out of the requirement.

Students shall be allowed to earn released time elective credit in accordance with state law and the Oklahoma Accreditation Standards.

REFERENCE: 70 O.S. § 11-101.3
70 O.S. § 11-103.2c
70 O.S. § 11-103.6
70 O.S. § 1210.199
70 O.S. § 1210.508
70 O.S. § 1210.508-6

Emergency Operations Site Plan

Chase Morris Sudden Cardiac Arrest Response Plan

Home Of The Chieftains!



CHASE MORRIS ACT

Oklahoma Statutes Citationized

 Title 70. Schools

 Chapter 1 - School Code of 1971

 Article Article XXIV - Miscellaneous Provisions

 Section 24-156 - Chase Morris Sudden Cardiac Arrest Prevention Act

Cite as: 70 O.S. § 24-156 (OSCN 2024)

A. This act shall be known and may be cited as the “Chase Morris Sudden Cardiac Arrest Prevention Act”.

B. As used in the Chase Morris Sudden Cardiac Arrest Prevention Act, “athletic activity” means any sport sanctioned and offered in grades seven through twelve by a school district.

C. The State Department of Health and the State Department of Education shall jointly develop and post on their publicly accessible websites guidelines and other relevant materials to inform and educate students participating in or desiring to participate in an athletic activity, their parents, and their coaches about the nature and warning signs of sudden cardiac arrest including the risks associated with continuing to play or practice after experiencing one or more symptoms of sudden cardiac arrest including unexplained fainting, difficulty breathing, chest pains, dizziness, and abnormal racing heart rate. In developing the guidelines and materials, the State Department of Health and the State Department of Education may utilize existing materials developed by other entities or organizations.

D. A student participating in or desiring to participate in an athletic activity and the student’s parent, or guardian shall, each school year and prior to participation by the student in an athletic activity, sign and return to the student’s school an acknowledgement of receipt and review of a sudden cardiac arrest symptoms and warning signs information sheet jointly developed by the State Department of Health and the State Department of Education.

E. A school may hold an informational meeting prior to the start of each athletic season for all ages of competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to students, parents, coaches, and other school officials, informational meetings may include physicians, pediatric cardiologists, and athletic trainers.

F. A student who collapses or faints without a concurrent head injury while participating in an athletic activity shall be removed by the coach from participation at that time.

G. A student removed or prevented from participating in an athletic activity pursuant to subsection F of this section shall not return to participation until the student is evaluated and cleared for return to participation in writing by a health care provider as defined in Section 3090.2 of Title 63 of the Oklahoma Statutes.

H. Once each year, a coach of an athletic activity, school nurses, and athletic trainers shall complete: 1. The sudden cardiac arrest training course offered by a provider approved by the State Department of Health; and

2. Training in first aid, cardiopulmonary resuscitation, and use of an automated external defibrillator. The training shall follow guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care.

A coach of an athletic activity shall not coach the athletic activity until the coach completes the training course required under this subsection.

I. Each public school in this state shall develop a sudden cardiac emergency response plan. The plan shall be formulated by a school site administrator and presented to the school district board of education. The plan shall:

1. Establish and provide for membership of a sudden cardiac emergency response team for each school site. Each team shall include a school site administrator;

2. Activate the team in response to a sudden cardiac arrest;

3. Implement automated external defibrillator (AED) placement and routine maintenance within the school as needed and dictated by the plan and in accordance with guidelines set by a nationally recognized, guidelines based organization focused on emergency cardiovascular care. The plan shall provide for implementation of clearly marked and easily accessible AED placement;

4. Provide for communication and dissemination of the plan throughout the school campus; 5.

Require the response team to practice the plan by conducting periodic drills;

6. Provide for coordination with emergency medical service providers that serve the area in which the school is located;

7. Address athletic events and athletic facilities at each middle school and high school site provided:

a. an AED shall be placed at each athletic venue or be accessible within one to three minutes of each venue where athletic practices or competitions are held, or

b. a mobile AED device shall be on the premises in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care;

8. Provide for appropriate school staff to be trained in first aid, cardiopulmonary resuscitation, and the use of an AED in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care. The plan shall stipulate the appropriate staff to receive training which shall include, but not be limited to, athletic coaches, school nurses, and athletic trainers; and

9. Be reviewed by the school district board of education and sudden cardiac emergency response team members and updated annually.

J. The sponsors of youth athletic activities not associated with a school are encouraged to follow the guidance stated in the Chase Morris Sudden Cardiac Arrest Prevention Act.

K. Nothing in the Chase Morris Sudden Cardiac Arrest Prevention Act shall be construed to create, establish, expand, reduce, contract, or eliminate any civil liability on the part of any school or school employee.

L. The State Board of Health and the State Board of Education shall promulgate rules to implement the provisions of the Chase Morris Sudden Cardiac Arrest Prevention Act.

Historical Data

Laws 2015, SB 239, c. 272, § 1, emerg. eff. July 1, 2015; Amended by Laws 2024, SB 1921, c. 451, § 1, emerg. eff. July 1, 2024 ([superseded document available](#)).

CHASE MORRIS ACT COMPLIANCE SITE PLAN

Sapulpa High School has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT **Creek County EMS** on **08/29/2024**.

SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:

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

| Team Member | Role |
|--------------------------------|----------------------|
| Seth Shibley | Administrator |
| Denzil Stamper | Administrator |

| | |
|------------------------------|------------------------------|
| Heather Lakey | Nurse |
| Glenn Coffey | Safety & Security |
| Kayla Martin | SRO |
| Jason Hedges | SRO |
| Lisa Neff | Asst. Principal |
| Jeremy Lusk | Asst. Principal |
| Toni Slagle | Asst. Principal |
| Shad Miller | Asst. Principal |

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

All athletic coaches, All school nurses, All athletic trainers, Site Administration, SRO/Safety and Security Officers, Appointed Team members at all sites

HOW TO ACTIVATE THE TEAM:

**Explain how the team will be activated for fastest response time

Person identifying the need for a response will call 911, and direct another person to notify administrative personnel.

Use of the RAVE app, medical emergency button, is preferred as it will notify all team members and call 911 simultaneously.

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

Each team member will be given a copy of the plan. The plan will be presented to all employees and hung so all employees can see it routinely. All parents/athletic team members will be given a copy of the plan to review. Drills will be done at each site a minimum of twice a year.

DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:

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

| Date of Drill | Notes |
|----------------------|--------------|
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IDENTIFY EMERGENCY MEDICAL PROVIDERS THAT SERVE YOUR AREA

**Example: Local Ambulance, Fire Department, Police Department, Sheriff Department

***Identify who on your team will contact these providers

| <i>Name of Provider</i> | <i>Contact Information</i> |
|--|----------------------------|
| <i>Sapulpa Fire Department</i> | <i>918-224-3359</i> |
| <i>Sapulpa Police Department</i> | <i>918-224-3862</i> |
| <i>Creek County EMS</i> | <i>918-227-4111</i> |
| <i>Creek County Sheriff's Department</i> | <i>918-224-4964</i> |
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LOCATION OF AED'S IN SCHOOL SITE AND MAINTENANCE DATE: (see attached list)

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

| <i>AED Location</i> | <i>Maintenance Date</i> |
|--------------------------------------|-------------------------|
| <i>High School Attendance Office</i> | <i>02/28/2022</i> |
| <i>Junior High Main Office</i> | <i>02/16/2023</i> |
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LOCATION OF AED'S AT ATHLETIC EVENTS AND FACILITIES AT EACH MS & HS SITE: (see

attached sheet)

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

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

| Site | Location | Last Maintenance Date |
|----------------------------------|-------------------------|------------------------------|
| Chieftain Center | Messa | 02/28/2022 |
| Chieftain Center | Trainers' Room | 02/28/2022 |
| Bailey | Trainers' Room | 02/28/2022 |
| XC, Track, Soccer Complex | Concession Stand | 02/28/2022 |
| Baseball Field | Concession Stand | 02/28/2022 |
| Softball Field | Concession Stand | 03/01/2020 |
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DATE UPDATED AND REVIEWED BY THE SCHOOL BOARD

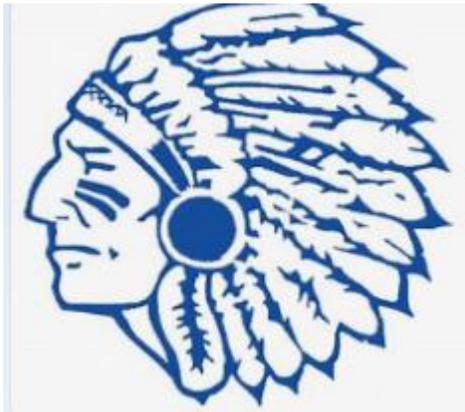
****Must be updated and reviewed by the school board annually**

Date of update and school board review: _____

Emergency Operations Site Plan

Chase Morris Sudden Cardiac Arrest Response Plan

Home Of The Chieftains!



CHASE MORRIS ACT

Oklahoma Statutes Citationized

 Title 70. Schools

 Chapter 1 - School Code of 1971

 Article Article XXIV - Miscellaneous Provisions

 Section 24-156 - Chase Morris Sudden Cardiac Arrest Prevention Act

Cite as: 70 O.S. § 24-156 (OSCN 2024)

A. This act shall be known and may be cited as the “Chase Morris Sudden Cardiac Arrest Prevention Act”.

B. As used in the Chase Morris Sudden Cardiac Arrest Prevention Act, “athletic activity” means any sport sanctioned and offered in grades seven through twelve by a school district.

C. The State Department of Health and the State Department of Education shall jointly develop and post on their publicly accessible websites guidelines and other relevant materials to inform and educate students participating in or desiring to participate in an athletic activity, their parents, and their coaches about the nature and warning signs of sudden cardiac arrest including the risks associated with continuing to play or practice after experiencing one or more symptoms of sudden cardiac arrest including unexplained fainting, difficulty breathing, chest pains, dizziness, and abnormal racing heart rate. In developing the guidelines and materials, the State Department of Health and the State Department of Education may utilize existing materials developed by other entities or organizations.

D. A student participating in or desiring to participate in an athletic activity and the student’s parent, or guardian shall, each school year and prior to participation by the student in an athletic activity, sign and return to the student’s school an acknowledgement of receipt and review of a sudden cardiac arrest symptoms and warning signs information sheet jointly developed by the State Department of Health and the State Department of Education.

E. A school may hold an informational meeting prior to the start of each athletic season for all ages of competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to students, parents, coaches, and other school officials, informational meetings may include physicians, pediatric cardiologists, and athletic trainers.

F. A student who collapses or faints without a concurrent head injury while participating in an athletic activity shall be removed by the coach from participation at that time.

G. A student removed or prevented from participating in an athletic activity pursuant to subsection F of this section shall not return to participation until the student is evaluated and cleared for return to participation in writing by a health care provider as defined in Section 3090.2 of Title 63 of the Oklahoma Statutes.

H. Once each year, a coach of an athletic activity, school nurses, and athletic trainers shall complete: 1. The sudden cardiac arrest training course offered by a provider approved by the State Department of Health; and

2. Training in first aid, cardiopulmonary resuscitation, and use of an automated external defibrillator. The training shall follow guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care.

A coach of an athletic activity shall not coach the athletic activity until the coach completes the training course required under this subsection.

I. Each public school in this state shall develop a sudden cardiac emergency response plan. The plan shall be formulated by a school site administrator and presented to the school district board of education. The plan shall:

1. Establish and provide for membership of a sudden cardiac emergency response team for each school site. Each team shall include a school site administrator;

2. Activate the team in response to a sudden cardiac arrest;

3. Implement automated external defibrillator (AED) placement and routine maintenance within the school as needed and dictated by the plan and in accordance with guidelines set by a nationally recognized, guidelines based organization focused on emergency cardiovascular care. The plan shall provide for implementation of clearly marked and easily accessible AED placement;

4. Provide for communication and dissemination of the plan throughout the school campus; 5.

Require the response team to practice the plan by conducting periodic drills;

6. Provide for coordination with emergency medical service providers that serve the area in which the school is located;

7. Address athletic events and athletic facilities at each middle school and high school site provided:

a. an AED shall be placed at each athletic venue or be accessible within one to three minutes of each venue where athletic practices or competitions are held, or

b. a mobile AED device shall be on the premises in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care;

8. Provide for appropriate school staff to be trained in first aid, cardiopulmonary resuscitation, and the use of an AED in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care. The plan shall stipulate the appropriate staff to receive training which shall include, but not be limited to, athletic coaches, school nurses, and athletic trainers; and

9. Be reviewed by the school district board of education and sudden cardiac emergency response team members and updated annually.

J. The sponsors of youth athletic activities not associated with a school are encouraged to follow the guidance stated in the Chase Morris Sudden Cardiac Arrest Prevention Act.

K. Nothing in the Chase Morris Sudden Cardiac Arrest Prevention Act shall be construed to create, establish, expand, reduce, contract, or eliminate any civil liability on the part of any school or school employee.

L. The State Board of Health and the State Board of Education shall promulgate rules to implement the provisions of the Chase Morris Sudden Cardiac Arrest Prevention Act.

Historical Data

Laws 2015, SB 239, c. 272, § 1, emerg. eff. July 1, 2015; Amended by Laws 2024, SB 1921, c. 451, § 1, emerg. eff. July 1, 2024 ([superseded document available](#)).

CHASE MORRIS ACT COMPLIANCE SITE PLAN

Bartlett Alternative School has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT **Creek County EMS** on **08/29/2024**.

SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:

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

| Team Member | Role |
|----------------------------------|------------------------------|
| Jennifer Hudgins | Administrator |
| Glenn Coffey | Safety & Security |

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|------------------------------|----------------|
| Heather Lakey | Nurse |
| Jason Hedges | SRO |
| Kayla Martin | SRO |
| Carl Fisher | Teacher |
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IDENTIFY APPROPRIATE SCHOOL STAFF TO BE TRAINED IN FIRST AID, CARDIOPULMONARY RESUSCITATION, AND THE USE OF AN AED

All athletic coaches, All school nurses, All athletic trainers, Site Administration, SRO/Safety and Security Officers, Appointed Team members at all sites

HOW TO ACTIVATE THE TEAM:

**Explain how the team will be activated for fastest response time

Person identifying the need for a response will call 911, and direct another person to notify administrative personnel.

Use of the RAVE app, medical emergency button, is preferred as it will notify all team members and call 911 simultaneously.

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

Each team member will be given a copy of the plan. The plan will be presented to all employees and hung so all employees can see it routinely. All parents/athletic team members will be given a copy of the plan to review. Drills will be done at each site a minimum of twice a year.

DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:

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

| Date of Drill | Notes |
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IDENTIFY EMERGENCY MEDICAL PROVIDERS THAT SERVE YOUR AREA

**Example: Local Ambulance, Fire Department, Police Department, Sheriff Department

***Identify who on your team will contact these providers

| <i>Name of Provider</i> | <i>Contact Information</i> |
|--|----------------------------|
| <i>Sapulpa Fire Department</i> | <i>918-224-3359</i> |
| <i>Sapulpa Police Department</i> | <i>918-224-3862</i> |
| <i>Creek County EMS</i> | <i>918-227-4111</i> |
| <i>Creek County Sheriff's Department</i> | <i>918-224-4964</i> |
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LOCATION OF AED'S IN SCHOOL SITE AND MAINTENANCE DATE: (see attached list)

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

| <i>AED Location</i> | <i>Maintenance Date</i> |
|------------------------|-------------------------|
| <i>Main Door Lobby</i> | <i>02/16/2023</i> |
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LOCATION OF AED'S AT ATHLETIC EVENTS AND FACILITIES AT EACH MS & HS SITE: (see attached sheet)

****AED must be accessible within one to three minutes. Identify who is responsible to get the AED**

Could insert your EAP (Emergency Action Plan for athletics here also)

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

| Site | Location | Last Maintenance Date |
|----------------------------------|-------------------------|------------------------------|
| Chieftain Center | Messa | 02/28/2022 |
| Chieftain Center | Trainers' Room | 02/28/2022 |
| Bailey | Trainers' Room | 02/28/2022 |
| XC, Track, Soccer Complex | Concession Stand | 02/28/2022 |
| Baseball Field | Concession Stand | 02/28/2022 |
| Softball Field | Concession Stand | 03/01/2020 |
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DATE UPDATED AND REVIEWED BY THE SCHOOL BOARD

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

Date of update and school board review: _____

Emergency Operations Site Plan

Chase Morris Sudden Cardiac Arrest Response Plan

Home Of The Chieftains!



CHASE MORRIS ACT

Oklahoma Statutes Citationized

 Title 70. Schools

Chapter 1 - School Code of 1971

Article Article XXIV - Miscellaneous Provisions

Section 24-156 - Chase Morris Sudden Cardiac Arrest Prevention Act

Cite as: 70 O.S. § 24-156 (OSCN 2024)

A. This act shall be known and may be cited as the “Chase Morris Sudden Cardiac Arrest Prevention Act”.

B. As used in the Chase Morris Sudden Cardiac Arrest Prevention Act, “athletic activity” means any sport sanctioned and offered in grades seven through twelve by a school district.

C. The State Department of Health and the State Department of Education shall jointly develop and post on their publicly accessible websites guidelines and other relevant materials to inform and educate students participating in or desiring to participate in an athletic activity, their parents, and their coaches about the nature and warning signs of sudden cardiac arrest including the risks associated with continuing to play or practice after experiencing one or more symptoms of sudden cardiac arrest including unexplained fainting, difficulty breathing, chest pains, dizziness, and abnormal racing heart rate. In developing the guidelines and materials, the State Department of Health and the State Department of Education may utilize existing materials developed by other entities or organizations.

D. A student participating in or desiring to participate in an athletic activity and the student’s parent, or guardian shall, each school year and prior to participation by the student in an athletic activity, sign and return to the student’s school an acknowledgement of receipt and review of a sudden cardiac arrest symptoms and warning signs information sheet jointly developed by the State Department of Health and the State Department of Education.

E. A school may hold an informational meeting prior to the start of each athletic season for all ages of competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to students, parents, coaches, and other school officials, informational meetings may include physicians, pediatric cardiologists, and athletic trainers.

F. A student who collapses or faints without a concurrent head injury while participating in an athletic activity shall be removed by the coach from participation at that time.

G. A student removed or prevented from participating in an athletic activity pursuant to subsection F of this section shall not return to participation until the student is evaluated and cleared for return to participation in writing by a health care provider as defined in Section 3090.2 of Title 63 of the Oklahoma Statutes.

H. Once each year, a coach of an athletic activity, school nurses, and athletic trainers shall complete: 1. The sudden cardiac arrest training course offered by a provider approved by the State Department of Health; and

2. Training in first aid, cardiopulmonary resuscitation, and use of an automated external defibrillator. The training shall follow guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care.

A coach of an athletic activity shall not coach the athletic activity until the coach completes the training course required under this subsection.

I. Each public school in this state shall develop a sudden cardiac emergency response plan. The plan shall be formulated by a school site administrator and presented to the school district board of education. The plan shall:

1. Establish and provide for membership of a sudden cardiac emergency response team for each school site. Each team shall include a school site administrator;

2. Activate the team in response to a sudden cardiac arrest;

3. Implement automated external defibrillator (AED) placement and routine maintenance within the school as needed and dictated by the plan and in accordance with guidelines set by a nationally recognized, guidelines based organization focused on emergency cardiovascular care. The plan shall provide for implementation of clearly marked and easily accessible AED placement;

4. Provide for communication and dissemination of the plan throughout the school campus; 5.

Require the response team to practice the plan by conducting periodic drills;

6. Provide for coordination with emergency medical service providers that serve the area in which the school is located;

7. Address athletic events and athletic facilities at each middle school and high school site provided:

a. an AED shall be placed at each athletic venue or be accessible within one to three minutes of each venue where athletic practices or competitions are held, or

b. a mobile AED device shall be on the premises in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care;

8. Provide for appropriate school staff to be trained in first aid, cardiopulmonary resuscitation, and the use of an AED in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care. The plan shall stipulate the appropriate staff to receive training which shall include, but not be limited to, athletic coaches, school nurses, and athletic trainers; and

9. Be reviewed by the school district board of education and sudden cardiac emergency response team members and updated annually.

J. The sponsors of youth athletic activities not associated with a school are encouraged to follow the guidance stated in the Chase Morris Sudden Cardiac Arrest Prevention Act.

K. Nothing in the Chase Morris Sudden Cardiac Arrest Prevention Act shall be construed to create, establish, expand, reduce, contract, or eliminate any civil liability on the part of any school or school employee.

L. The State Board of Health and the State Board of Education shall promulgate rules to implement the provisions of the Chase Morris Sudden Cardiac Arrest Prevention Act.

Historical Data

Laws 2015, SB 239, c. 272, § 1, emerg. eff. July 1, 2015; Amended by Laws 2024, SB 1921, c. 451, § 1, emerg. eff. July 1, 2024 ([superseded document available](#)).

CHASE MORRIS ACT COMPLIANCE SITE PLAN

Sapulpa Junior High School has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT **Creek County EMS** on **08/29/2024**.

SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:

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

| Team Member | Role |
|-----------------------|----------------------|
| Denzil Stamper | Administrator |
| Seth Shibley | Administrator |

| | |
|------------------------------|------------------------------|
| Heather Lakey | Nurse |
| Glenn Coffey | Safety & Security |
| Kayla Martin | SRO |
| Jason Hedges | SRO |
| Lisa Neff | Asst. Principal |
| Jeremy Lusk | Asst. Principal |
| Toni Slagle | Asst. Principal |
| Shad Miller | Asst. Principal |

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

All athletic coaches, All school nurses, All athletic trainers, Site Administration, SRO/Safety and Security Officers, Appointed Team members at all sites

HOW TO ACTIVATE THE TEAM:

**Explain how the team will be activated for fastest response time

Person identifying the need for a response will call 911, and direct another person to notify administrative personnel.

Use of the RAVE app, medical emergency button, is preferred as it will notify all team members and call 911 simultaneously.

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

Each team member will be given a copy of the plan. The plan will be presented to all employees and hung so all employees can see it routinely. All parents/athletic team members will be given a copy of the plan to review. Drills will be done at each site a minimum of twice a year.

DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:

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

| Date of Drill | Notes |
|----------------------|--------------|
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IDENTIFY EMERGENCY MEDICAL PROVIDERS THAT SERVE YOUR AREA

**Example: Local Ambulance, Fire Department, Police Department, Sheriff Department

***Identify who on your team will contact these providers

| <i>Name of Provider</i> | <i>Contact Information</i> |
|--|----------------------------|
| <i>Sapulpa Fire Department</i> | <i>918-224-3359</i> |
| <i>Sapulpa Police Department</i> | <i>918-224-3862</i> |
| <i>Creek County EMS</i> | <i>918-227-4111</i> |
| <i>Creek County Sheriff's Department</i> | <i>918-224-4964</i> |
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LOCATION OF AED'S IN SCHOOL SITE AND MAINTENANCE DATE: (see attached list)

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

| <i>AED Location</i> | <i>Maintenance Date</i> |
|--------------------------------------|-------------------------|
| <i>Junior High Main Office</i> | <i>02/16/2023</i> |
| <i>High School Attendance Office</i> | <i>02/28/2022</i> |
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LOCATION OF AED'S AT ATHLETIC EVENTS AND FACILITIES AT EACH MS & HS SITE: (see

attached sheet)

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

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

| Site | Location | Last Maintenance Date |
|----------------------------------|-------------------------|------------------------------|
| Chieftain Center | Messa | 02/28/2022 |
| Chieftain Center | Trainers' Room | 02/28/2022 |
| Bailey | Trainers' Room | 02/28/2022 |
| XC, Track, Soccer Complex | Concession Stand | 02/28/2022 |
| Baseball Field | Concession Stand | 02/28/2022 |
| Softball Field | Concession Stand | 03/01/2020 |
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DATE UPDATED AND REVIEWED BY THE SCHOOL BOARD

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

Date of update and school board review: _____

Emergency Operations Site Plan

Chase Morris Sudden Cardiac Arrest Response Plan

Home Of The Chieftains!



CHASE MORRIS ACT

Oklahoma Statutes Citationized

 Title 70. Schools

Chapter 1 - School Code of 1971

Article Article XXIV - Miscellaneous Provisions

Section 24-156 - Chase Morris Sudden Cardiac Arrest Prevention Act

Cite as: 70 O.S. § 24-156 (OSCN 2024)

A. This act shall be known and may be cited as the “Chase Morris Sudden Cardiac Arrest Prevention Act”.

B. As used in the Chase Morris Sudden Cardiac Arrest Prevention Act, “athletic activity” means any sport sanctioned and offered in grades seven through twelve by a school district.

C. The State Department of Health and the State Department of Education shall jointly develop and post on their publicly accessible websites guidelines and other relevant materials to inform and educate students participating in or desiring to participate in an athletic activity, their parents, and their coaches about the nature and warning signs of sudden cardiac arrest including the risks associated with continuing to play or practice after experiencing one or more symptoms of sudden cardiac arrest including unexplained fainting, difficulty breathing, chest pains, dizziness, and abnormal racing heart rate. In developing the guidelines and materials, the State Department of Health and the State Department of Education may utilize existing materials developed by other entities or organizations.

D. A student participating in or desiring to participate in an athletic activity and the student’s parent, or guardian shall, each school year and prior to participation by the student in an athletic activity, sign and return to the student’s school an acknowledgement of receipt and review of a sudden cardiac arrest symptoms and warning signs information sheet jointly developed by the State Department of Health and the State Department of Education.

E. A school may hold an informational meeting prior to the start of each athletic season for all ages of competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to students, parents, coaches, and other school officials, informational meetings may include physicians, pediatric cardiologists, and athletic trainers.

F. A student who collapses or faints without a concurrent head injury while participating in an athletic activity shall be removed by the coach from participation at that time.

G. A student removed or prevented from participating in an athletic activity pursuant to subsection F of this section shall not return to participation until the student is evaluated and cleared for return to participation in writing by a health care provider as defined in Section 3090.2 of Title 63 of the Oklahoma Statutes.

H. Once each year, a coach of an athletic activity, school nurses, and athletic trainers shall complete: 1. The sudden cardiac arrest training course offered by a provider approved by the State Department of Health; and

2. Training in first aid, cardiopulmonary resuscitation, and use of an automated external defibrillator. The training shall follow guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care.

A coach of an athletic activity shall not coach the athletic activity until the coach completes the training course required under this subsection.

I. Each public school in this state shall develop a sudden cardiac emergency response plan. The plan shall be formulated by a school site administrator and presented to the school district board of education. The plan shall:

1. Establish and provide for membership of a sudden cardiac emergency response team for each school site. Each team shall include a school site administrator;

2. Activate the team in response to a sudden cardiac arrest;

3. Implement automated external defibrillator (AED) placement and routine maintenance within the school as needed and dictated by the plan and in accordance with guidelines set by a nationally recognized, guidelines based organization focused on emergency cardiovascular care. The plan shall provide for implementation of clearly marked and easily accessible AED placement;

4. Provide for communication and dissemination of the plan throughout the school campus; 5.

Require the response team to practice the plan by conducting periodic drills;

6. Provide for coordination with emergency medical service providers that serve the area in which the school is located;

7. Address athletic events and athletic facilities at each middle school and high school site provided:

a. an AED shall be placed at each athletic venue or be accessible within one to three minutes of each venue where athletic practices or competitions are held, or

b. a mobile AED device shall be on the premises in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care;

8. Provide for appropriate school staff to be trained in first aid, cardiopulmonary resuscitation, and the use of an AED in accordance with guidelines set by a nationally recognized, guidelines-based organization focused on emergency cardiovascular care. The plan shall stipulate the appropriate staff to receive training which shall include, but not be limited to, athletic coaches, school nurses, and athletic trainers; and

9. Be reviewed by the school district board of education and sudden cardiac emergency response team members and updated annually.

J. The sponsors of youth athletic activities not associated with a school are encouraged to follow the guidance stated in the Chase Morris Sudden Cardiac Arrest Prevention Act.

K. Nothing in the Chase Morris Sudden Cardiac Arrest Prevention Act shall be construed to create, establish, expand, reduce, contract, or eliminate any civil liability on the part of any school or school employee.

L. The State Board of Health and the State Board of Education shall promulgate rules to implement the provisions of the Chase Morris Sudden Cardiac Arrest Prevention Act.

Historical Data

Laws 2015, SB 239, c. 272, § 1, emerg. eff. July 1, 2015; Amended by Laws 2024, SB 1921, c. 451, § 1, emerg. eff. July 1, 2024 ([superseded document available](#)).

CHASE MORRIS ACT COMPLIANCE SITE PLAN

Sapulpa Middle School has developed a sudden cardiac emergency response plan. The district has collaborated with the local/responding EMT **Creek County EMS** on **08/29/2024**.

SUDDEN CARDIAC EMERGENCY RESPONSE TEAM:

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

| Team Member | Role |
|------------------------------|------------------------------|
| Peter Carter | Administrator |
| Glenn Coffey | Safety & Security |

| | |
|------------------------------|------------------------|
| Heather Lakey | Nurse |
| Jason Hedges | SRO |
| Kayla Martin | SRO |
| Amy Sanders | Asst. Principal |
| Coy Caviness | Asst. Principal |
| | |
| | |
| | |

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

All athletic coaches, All school nurses, All athletic trainers, Site Administration, SRO/Safety and Security Officers, Appointed Team members at all sites

HOW TO ACTIVATE THE TEAM:

**Explain how the team will be activated for fastest response time

Person identifying the need for a response will call 911, and direct another person to notify administrative personnel.

Use of the RAVE app, medical emergency button, is preferred as it will notify all team members and call 911 simultaneously.

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

Each team member will be given a copy of the plan. The plan will be presented to all employees and hung so all employees can see it routinely. All parents/athletic team members will be given a copy of the plan to review. Drills will be done at each site a minimum of twice a year.

DOCUMENT PERIODIC DRILLS FOR PRACTICING THE PLAN:

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

| Date of Drill | Notes |
|----------------------|--------------|
| | |
| | |

| | |
|--|--|
| | |
| | |

IDENTIFY EMERGENCY MEDICAL PROVIDERS THAT SERVE YOUR AREA

**Example: Local Ambulance, Fire Department, Police Department, Sheriff Department

***Identify who on your team will contact these providers

| <i>Name of Provider</i> | <i>Contact Information</i> |
|--|----------------------------|
| <i>Sapulpa Fire Department</i> | <i>918-224-3359</i> |
| <i>Sapulpa Police Department</i> | <i>918-224-3862</i> |
| <i>Creek County EMS</i> | <i>918-227-4111</i> |
| <i>Creek County Sheriff's Department</i> | <i>918-224-4964</i> |
| | |
| | |

LOCATION OF AED'S IN SCHOOL SITE AND MAINTENANCE DATE: (see attached list)

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

| <i>AED Location</i> | <i>Maintenance Date</i> |
|-----------------------|-------------------------|
| <i>Nurse's Office</i> | <i>01/28/2022</i> |
| | |
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LOCATION OF AED'S AT ATHLETIC EVENTS AND FACILITIES AT EACH MS & HS SITE: (see

attached sheet)

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

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

| Site | Location | Last Maintenance Date |
|----------------------------------|-------------------------|------------------------------|
| Chieftain Center | Messa | 02/28/2022 |
| Chieftain Center | Trainers' Room | 02/28/2022 |
| Bailey | Trainers' Room | 02/28/2022 |
| XC, Track, Soccer Complex | Concession Stand | 02/28/2022 |
| Baseball Field | Concession Stand | 02/28/2022 |
| Softball Field | Concession Stand | 03/01/2020 |
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DATE UPDATED AND REVIEWED BY THE SCHOOL BOARD

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

Date of update and school board review: _____

MEDIA CENTER - SELECTION OF LIBRARY BOOKS

The board of education, which is responsible for all book purchases, recognizes the student's right to free access to many different types of books. The board also recognizes the right of teachers and administrators to select books and other materials in accordance with current trends in education and to make them available in the schools.

The authority to select library materials is delegated to the professional personnel of the district. While the selection of materials may involve input from various school personnel, the responsibility for coordinating, evaluating, and recommending the selection and purchase of library/media materials rests with the certified library/media personnel and the district's site administrators.

It is therefore the policy of this district to require the materials used in the school library media program, including print materials, nonprint materials, multimedia resources, equipment, and supplies, selected for our schools to be in accord with the following:

1. Books and other reading materials shall be chosen for the interest, information, and enlightenment of all students in the community.
2. A book shall not be excluded because of the origin, background, or views of the author or because of its style and language.
3. Every effort will be made to provide materials that present all points of view concerning the problems and issues of our times, including international, national, and local issues.
4. Books or other reading material of sound factual authority shall not be excluded or removed from library shelves or classrooms because of partisan or doctrinal, approval or disapproval.
5. When acquiring books and other materials, the materials selected shall reflect the district's community standards for the population the library serves, and the materials shall be age-appropriate to the schools in which the materials are made available.
6. Books and other materials shall be selected in a manner ensuring that materials available to students are adequate in quantity and quality to meet the needs of students in all areas of the school library media program.
7. Censorship of books shall be challenged in order to maintain the school's responsibility to provide information and enlightenment.
8. No parent or group of parents has the right to determine the reading matter for students other than their own children. The board does, however, recognize the right of an individual parent to request

that his or her child does not have to read a given book, provided a written request is made to the superintendent or the superintendent's designee.

REQUEST FOR RECONSIDERATION

In accordance with number 3 above, the board of education has adopted the following policy for addressing objections to books and other library materials:

Any parent who wishes to request reconsideration of the use of any book in the school must make such a request in writing on a Citizen's Request for Reconsideration of a Work form available from the superintendent.

The Citizen's Request for Reconsideration of a Work will be submitted to the principal, who will review the request and schedule a conference to discuss this matter with the individual making the request. The principal may invite a teacher or a librarian to participate in this discussion.

If the complaint is not resolved during the initial conference, the matter will be referred to a committee appointed by the superintendent, which will consist of two appropriate level teachers, one appropriate level librarian, and an administrator associated with curriculum. The committee will review the material in its entirety, review the general acceptance of the material by reading reviews and consulting recommended lists, determine the extent to which the material supports the curriculum, obtain any necessary documentation from the teacher or librarian who selected the materials in question, and determine whether the material conforms to the above-stated principles of selection.

The committee will discuss the material as a group and will reach a decision by simple majority. Options available to the committee for its decision are: no action, removal of the material, designation of material for a specified student group (i.e. AP students), or reassignment of material to a library serving older students. The committee shall prepare a written report to the superintendent in a timely manner outlining its recommendations for the material.

The site principal is responsible for sending the committee's report to the superintendent and mailing the report, via certified mail, to the person initiating the review.

The decision of the committee will be provided to the appropriate administrator who will ensure that implementation of the decision occurs.

A written appeal of the decision of the committee may be made within ten (10) working days to the board of education. If further review by the board of education is requested, all materials will be forwarded to the clerk of the board. The board shall hold a hearing to review the written report of the committee and the written request for appeal. The final decision rests with the board.

The board of education shall make a final decision concerning the material being reviewed in a timely manner. The superintendent shall inform, in writing, all individuals involved in the

board of education's decision. Material that has been challenged, and on which a decision has been rendered by either a committee or the board of education, may not be challenged again for the same objection for one calendar year after the final decision has been made.

Reference: OKLA. STAT. tit. 70, § 11-201; American Library Association, *Library Bill of Rights*; *Independent Sch. Dist. No. 12 of Okla. Cnty v. State of Okla.*, 2024 OK 39, --- P.3d ---.

TITLE IX—SEX-BASED DISCRIMINATION AND SEXUAL HARASSMENT
(Approved 9.10.2024)**Policy and Purpose**

Sapulpa Public Schools does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, including in employment, as required by Title IX of the Education Amendments of 1972, as amended.

This policy informs all students and all district employees of policies and procedures regarding sex-based discrimination and harassment to which all students, instructional staff, and non-instructional personnel are expected to adhere. In addition, comprehensive information is provided regarding the reporting of sex-based discrimination and harassment and avenues to seek immediate assistance.

The district seeks to create a positive educational environment on and off campus throughout our academic programs, services, and activities. These policies and procedures are aimed at providing protection against sex-based discrimination and harassment. To that end, the district condemns discrimination in its education programs and activities based on sex or gender. Any district employee with actual knowledge of conduct that constitutes sex-based discrimination or sexual harassment **MUST** notify the Title IX coordinator as soon as possible.

Scope of the Policy

The District must respond when sex discrimination and harassment occur in the school's education programs or activities. Education programs and activities include locations, events, or circumstances in which the district exercises substantial control over both the respondent and the context in which the discrimination or harassment occurred. Title IX applies to all of the district's education programs or activities, whether such programs or activities occur on-campus or off-campus, including online instruction.

Reports of violations to this policy may be made in person, by mail, by telephone, or by email, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address listed for the Title IX Coordinator.

Individuals are responsible for immediately reporting any knowledge or information concerning sexual harassment to the district's Title IX Coordinator. The district encourages victims of sexual harassment to talk with a counselor. Different employees within the scope of district's resources have different abilities to maintain a victim's confidentiality.

This policy also applies to retaliation by the District or any person against any other person for the purpose of interfering with Title IX rights, or because the person has participated or refused to participate in any manner in a proceeding under Title IX that is prohibited.

Title IX Coordinator and Staff

- The District will designate one employee as the Title IX Coordinator to coordinate the District's efforts to comply with its responsibilities under Title IX and U.S. Department of Education regulations. The District or the Title IX Coordinator may designate deputy Title IX officers as appropriate.
- Title IX Coordinator has primary responsibility for overseeing the process of coordinating the District's compliance efforts, receiving complaints, conducting investigations, holding hearings, imposing sanctions, facilitating appeals, and providing education and training associated with this policy.
- When notified of conduct that constitutes sex discrimination, the Title IX Coordinator must take the following actions unless they reasonably determine the conduct as alleged could not constitute sex discrimination: 1) treat the complainant and respondent equitably; 2) offer and coordinate supportive measures as appropriate; 3) notify complainant or reporter of grievance procedure and information resolution process and notify the respondent if a complaint is made; 4) initiate grievance procedure/information resolution process as appropriate; 5) determine whether to initiate a complaint under certain circumstances pursuant to this policy.
- The Title IX Coordinator will monitor the District's education programs and activities for barriers to reporting information about conduct that constitutes sex discrimination and take steps reasonably calculated to address such barriers.
- Deputy Title IX Officers, if any, have the secondary responsibility to assist with the duties of the Title IX Coordinator.
- Title IX Investigators may include but not be limited to district administration. The investigator is to collect statements and any evidence directly related to any allegations of a Title IX policy violation as directed by the Title IX Coordinator. Investigators will receive appropriate Title IX training.
- Title IX Hearing Officer (decision-maker) may include a district administrator, legal counsel, or specially designated officer. The primary responsibility of the hearing officer is to ensure both parties receive due process in the event allegations of a Title IX policy violation are directed to a hearing by the Title IX Coordinator. Hearing Officers will receive appropriate Title IX training.

Title IX Coordinator

Johnny Bilby
511 E. Lee
Sapulpa, OK 74066
Jbilby@Sapulpaps.org
918-224-3400 ext. 1103

Deputy Title IX Officer

Amy Riff
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Sapulpa, OK 74066
Ariff@Sapulpaps.org
918-224-3400 ext. 1106

Definitions

- A. Sex Discrimination – includes sexual harassment and is defined as conduct directed at a specific individual or a group of identifiable individuals that subjects the individual or group to treatment that adversely affects their education or employment, or school-related benefits, on account of sex or gender (including on the basis of a student’s pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom) . This may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex even if those acts do not involve conduct of a sexual nature.
- B. Sexual Harassment – the District considers sex-based harassment to be a form of sex discrimination. The District defines sex-based harassment broadly to include any instance of: quid pro quo harassment, the creation of a hostile environment through unwelcome conduct so severe or pervasive that it denies a person equal education access, and any specific offense of sexual assault as defined by federal law.
1. Hostile Environment – Sexual harassment includes unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person’s ability to participate in or benefit from the District’s education programs or activities. Whether conduct is harassing is a fact-based inquiry that includes, but is not limited to, consideration of the following:
- The degree to which the conduct affected the complainant’s ability to access the recipient’s education program or activity;
 - The type, frequency, and duration of the conduct;
 - The parties’ ages, roles within the District’s education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
 - The location of the conduct and the context in which the conduct occurred; and
 - other sex-based harassment in the District’s education program or activity.
2. Quid Pro Quo Sexual Harassment – An employee, agent, or other person authorized by the District to provide an aid, benefit, or service under the recipient’s education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person’s participation in unwelcome sexual conduct.

Examples of Quid Pro Quo Harassment:

- A teacher insists that a student have sex or engage in sexual acts in exchange for a good grade. This is harassment regardless of whether the student agrees to the request.
- A student repeatedly sends sexually oriented jokes around in an electronic medium, even when asked to stop, causing one recipient to avoid the sender on campus or in connection with classes or school sponsored events in which both are involved.
- The teacher’s assistant probes for explicit details of a student’s sexual history and demands that the student respond.
- An administrator asks a student for nude or semi-nude pictures to be sent via Snapchat or other social media.
- The coach provides explicit details of his sexual past or describes his sexual relationship with his spouse or girlfriend.

- An ex-girlfriend widely spreads false stories about her sex life with her former boyfriend to his clear discomfort and embarrassment.
3. Specific Offenses of Sexual Assault – An offense classified as a forcible or nonforcible sex offense under federal law. This includes, but is not limited to, any instance of sexual coercion, dating violence, domestic violence, and stalking.
- C. Advisor – a person who has agreed to assist a complainant or respondent during the Title IX process. The advisor may be a person of the student’s choosing, including but not limited to a district faculty or staff member, a friend, or an attorney.
- D. Complainant – is either:
1. A student or employee who is alleged to have been subjected to conduct that constitutes sex discrimination under this policy; or
 2. A person other than a student or employee who is alleged to have been subjected to conduct that constitutes sex discrimination under this policy and who was participating or attempting to participate in the District’s education program or activity at the time of the alleged sex discrimination.
- E. Respondent – a person who is alleged to have violated the District’s prohibition of sex discrimination.
- F. Formal complaint – a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school investigate the allegation(s) of sexual harassment and stating the date, time, place, name(s) of person(s) involved (e.g., the accused, witnesses) and sufficient details to make a determination regarding basic elements of the formal complaint process. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school with which the formal complaint is filed.
- G. Supportive measures – Individualized measures offered as appropriate, as reasonably available, without unreasonably burdening complainant or respondent, not for punitive or disciplinary reason, and without charge to: 1) restore or preserve a party’s access to the District’s educational program or activity, including measures that are designed to protect the safety of the parties’ or the District’s educational environment; or 2) provide support during ongoing grievance procedures. Supportive measures may be terminated or modified at the conclusion of the resolution process.

Examples of Supportive Measures:

- Counseling
- Extension of deadlines and other course-related adjustments
- Campus escort services
- Restrictions on contact applied to one or more parties
- Leaves of absence
- Training and education programs related to sex-based harassment

Reporting

All forms of sex-based discrimination and/or harassment should be reported, no matter the severity. **All school district employees are required to immediately report to the District's Title IX Coordinator any information that concerns sex-based discrimination or sexual harassment.** Allegations of specific offences of sexual assault may also be reported to local police.

A. Mandatory Reporting

All district employees are responsible for taking all appropriate action to prevent sex discrimination or sexual harassment, to correct it when it occurs, and must promptly report it to the Title IX Coordinator. Failure to do so may result in disciplinary action up to and including termination of employment.

B. Reporting to the Police

The district strongly encourages anyone to report sexual violence and any other criminal offenses to the police. This does not commit a person to prosecution but will allow the gathering of information and evidence. The information and evidence gathered preserve future options regarding criminal prosecution, district disciplinary actions and/or civil actions against the respondent.

- If the incident happened on campus, it can be reported to the district's Safety and Security Director Glenn Coffey at 918-224-3400 ext. 2953 or an officer of the Police Department at 918-224-3862. If the incident happened anywhere else, it can be reported to the local law enforcement with jurisdiction in the location where it occurred. Please know that the information you report can be helpful in supporting other reports and/or preventing further incidents.
- Reporting for Faculty and Staff (Non-Student) Instances: Faculty and staff shall report any instances of sexual harassment by another faculty or staff member to the Title IX Coordinator. As stated above, the district also strongly encourages reporting any instances of sexual violence or criminal conduct to the police.

C. Student Reporting

Students shall report any instances of sex discrimination or sexual harassment to any district employee and/or the Title IX Coordinator. Only victims or their parents or guardians can file a formal complaint of sexual harassment. A complaint should be filed as soon as possible. If either the complainant or the respondent is a student, the incident may be addressed through the Title IX process. The report can be made in person, by phone, mail, or email using the contact information listed for the Title IX Coordinator or by any other means that result in the Coordinator receiving the report. The report can be made any time, even during non-business hours.

After receiving a report or notice of an incident, the Title IX Coordinator will promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the

availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. A complainant's wishes regarding whether the district investigates will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances.

The district will promptly take necessary steps to protect the complainant and ensure safety as necessary, including taking interim steps before the final outcome of any investigation once a report or knowledge of sexual harassment or sex discrimination has been reported. In some instances, the district may implement an emergency removal of a student when a safety and risk analysis indicate that an imminent threat exists to the physical health or safety of a party. A party subject to an emergency removal shall have an opportunity to challenge the decision immediately following the removal. An employee may be placed on administrative leave or suspended during the pendency of the grievance process. Periodic updates on the status of the investigation will be provided to both the complainant and respondent. If the school determines that sexual violence occurred, the district will continue to take steps to protect the complainant and ensure safety at school or related activities. The district will provide the complainant with available resources, such as victim advocacy, academic support, counseling, disability services, health and mental health services, and assistance in reporting a crime to local law enforcement.

Written Notice of Complaint

Upon receipt of a formal complaint, the Title IX Coordinator will provide written notice to all known parties in sufficient time to give the respondent time to prepare a response before an initial interview. Written notice includes:

- a. Notice of the grievance process, including any informal resolution process;
- b. Notice of the allegations, including sufficient detail (i.e., names of known parties, the conduct alleged to be sexual harassment, and the date and location of the conduct, if known) to allow the respondent to prepare a response;
- c. A statement that the respondent is presumed not responsible for the conduct and that responsibility will be determined at the conclusion of the grievance process;
- d. Notice of the parties' right to have an advisor (who may be, but is not required to be, an attorney) and to inspect and review evidence;
- e. A statement that retaliation by the parties or District is prohibited;
- f. A statement that the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of the evidence; and
- g. Notice that knowingly making false statements or providing false information in the grievance process is a violation of the code of conduct of students or a violation of performance and conduct standards for employees.

Investigation

An investigator will be designated to investigate the allegations contained in the complaint or which are developed in the course of the investigation. The burden of gathering evidence and burden of proof must remain on the District—not on the parties.

An investigation will be conducted by a District Title IX official. This investigation will include:

- Meeting personally with the complainant (unless extraordinary circumstances prevent a personal meeting),

- Meeting personally with the respondent (unless extraordinary circumstances prevent a personal meeting),
- Presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made,
- Collecting any physical evidence,
- Meeting personally with any witnesses (unless extraordinary circumstances prevent a personal meeting with one or more witnesses),
- Reviewing any documentary evidence, and
- Preparing a report of the investigation.

The investigation of complaints will be adequate, reliable and impartial. The investigation process can take up to 60 days. When investigating a complaint and throughout the grievance process, the District must do the following:

1. Ensure that the burden of proof and of gathering evidence rests on district rather than the parties;
2. Provide an equal opportunity for the parties to present fact witnesses and other relevant evidence that is not otherwise impermissible;
3. Not restrict either party's ability to discuss the allegations or gather and present evidence;
4. Provide the parties with the same opportunities to have others present during interviews or related proceedings, including an advisor;
5. Provide, to a party who is invited or expected to attend, written notice of the date, time, participants, purpose, and location of any investigative interview, hearing or other meeting with enough time to allow the party to prepare and participate;
6. Provide both parties and their advisors an equal opportunity to review all evidence directly related to the allegations in the formal complaint (both exculpatory and inculpatory) at least 10 days prior to the completion of the final investigation;
7. Ensure that if the District obtains additional information from or about the respondent or complainant, during the course of the investigation, that was not included in the original notice to the parties—both parties will be provided written notice of additional allegations and a reasonable opportunity to respond in writing to the new information or documents;
8. Prepare a written report that fairly summarizes the relevant evidence and provide the report to both parties and their advisors for review and written response at least 10 days before a hearing or determination of responsibility; and
9. Ensure that parties will have 10 calendar days to respond to the investigator's report; any response will be considered in connection with any hearing that is conducted.

The Title IX Coordinator will determine if a Title IX hearing is necessary. In making this determination, the Coordinator will consider whether both parties request or consent to a hearing and will agree to participate in a hearing. If it is determined that the District will proceed with a hearing, the complainant and the respondent will be notified in writing of the hearing.

Mandatory or Permissive Dismissal of Complaint

Mandatory dismissal of a complaint made under this policy must occur when it is determined in the course of the investigation that allegations in a formal complaint: (1) did not occur in the district's program or activity; (2) that, even if proven, would not constitute sex discrimination as defined after the District makes reasonable efforts to clarify the allegations with the complainant, or (3) did not occur against a person within the United States.

Permissive dismissal may occur at any time during the investigation or hearing when: (1) a complainant notifies the Title IX Coordinator in writing that they would like to withdraw and the District determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint would not constitute sex discrimination as defined; (2) the respondent is no longer enrolled or employed by the district; (3) specific circumstances prevent the district from gathering evidence sufficient to reach a determination; or (4) the District is unable to identify the respondent after reasonable steps.

Upon either a mandatory or permissive dismissal, the District will promptly notify the complainant of the basis for the dismissal and provide the procedures to appeal the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the District will also promptly notify the respondent of the dismissal, the basis for the dismissal and the complainant's opportunity to appeal. Notification of dismissal may be provided simultaneously if done in writing. Supportive measures must also be offered to the complainant and, in certain situations, the respondent.

The district may still address allegations of misconduct under the Student Code of Conduct or employee disciplinary procedures.

District Action

Unless the Title IX Coordinator reasonably finds no sex-based discrimination occurred in the facts as alleged by the complainant, the District will resolve the complaint through one of the following actions. In taking such an action, the District must:

1. Treat complainant and respondent(s) equitably;
2. Require that any person designated as a Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent;
3. Include a presumption that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of the recipient's grievance procedures for complaints of sex discrimination;
4. Establish reasonably prompt timeframes for the major stages of the grievance procedures (i.e. evaluation, investigation, determination, and appeal), including a process that allows for the reasonable extension of timeframes on a case-by-case basis for good cause with notice to the parties that includes the reason for the delay.
5. Take reasonable steps to protect the privacy of the parties and witnesses during the pendency of the grievance procedures, provided that the steps do not restrict the ability of the parties to: obtain and present evidence, consult with family members or other advisors, or otherwise prepare for or participate in the grievance procedures;
6. Require an objective evaluation of all evidence that is relevant and not otherwise impermissible and allow the parties equal opportunity to access that evidence. Credibility determinations must not be based on a person's status as a complainant, respondent or witness; and
7. Exclude the following types of evidence, and questions seeking that evidence, as impermissible:
 - a. Evidence that is protected under a privilege as recognized by federal or state law unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
 - b. A party's or witness's records that are made or maintained by a physician, psychologist or other recognized professional or paraprofessional in connection with the provision of treatment of the party or witness, unless the recipient obtains

that party's or witness's voluntary, written consent for use in the recipient's grievance procedures; and

- c. Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless the evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

A. Informal Resolution

An informal resolution to a complaint is available in some circumstances. Informal resolutions are unavailable unless a formal complaint of sexual harassment is filed. Informal resolutions may be entered into any time prior to determining whether sex-based harassment occurred. Informal resolution may include conflict resolution or a restorative agreement between the parties with a trained Title IX Officer presiding over the informal resolution conference. Participation in informal resolution is never mandatory and will only take place with the full consent of both parties involved. The District may, in its sole discretion, decline to offer an informal resolution in certain circumstances.

Informal resolution may only be used:

1. When a formal complaint of sexual harassment is filed;
2. Prior to a determination of the existence of sex-based discrimination or harassment;
3. When a Title IX Officer determines this is a suitable option for resolving the concern, and both the complainant and respondent agree to use the process;
4. When the complaint does not involve sexual violence as defined in the Title IX Policy; and
5. When both parties acknowledge receipt of written notice of their rights under this policy and both parties provide written, voluntary consent.

The facilitator of the informal resolution must receive training in Title IX issues and shall not be the same person as the fact investigator or decision maker in grievance procedures. Informal resolution is not available when the complaint alleges a district employee sexually harassed a student.

The District will provide the following notices to parties involved in the informal resolution process:

1. The allegations
2. The right to withdraw and initiate grievance procedures
3. The agreements made at the conclusion of the informal resolution process preclude the complainant from initiating grievance procedures for the same allegations.
4. Any terms that may be requested or offered by the parties or the district.
5. What information will be maintained by the district and whether or how it will be disclosed.

Because the outcomes of voluntary resolution conversations are mutually developed and agreed upon by parties involved, an appeal of the process and its result is not permitted.

However, either the Complainant or the Respondent may withdraw from informal resolution at any time prior to the entry of a voluntary resolution agreement and proceed with the Title IX hearing. If the parties are unable to agree on a voluntary resolution, the matter will be referred by the Title IX Coordinator to a Title IX Hearing. No offers to resolve the conflict that were made or discussed during the informal voluntary resolution process may be introduced during the Title IX Hearing.

B. Title IX Hearing

All Title IX hearings conducted by the District will be through written exchanges only. Absent extraordinary circumstances, live hearings will not be conducted.

The Title IX Hearing Officer's responsibilities include, but are not limited to, the following, regardless of whether a hearing is conducted through written exchanges or a live hearing:

- Read and understand the Title IX Policy and Procedures, which include the hearing process;
- Read and understand all of the information of the Title IX case provided by the Coordinator prior to the hearing as part of a hearing packet;
- Read and understand the procedures of the Title IX hearing (live or non-live) provided by the Coordinator prior to the hearing as part of a hearing packet;
- Have a clear understanding of the incident(s) in question before making a decision;
- Decide the outcome and sanctions if needed based on the information presented, hearing notes, and the district Title IX Policy;
- Maintain copies of all notes made. The hearing officer will inform the parties of the decision at the live hearing and send a letter as described in this policy;
- Ensure that parties have had ample time and opportunity to ask questions and obtain responses before the hearing officer renders a decision (live or non-live); and
- Ensure that the determination (decision) includes a statement of and rationale as to each allegation, a determination of responsibility, any disciplinary sanctions, and whether remedies to restore equal access to the district's educational programs or activities will be provided to the complainant.

Complainant's Rights:

- Be given a written explanation of the allegations and the hearing process;
- Have access to evidentiary material in advance of the hearing;
- Be present during the entire live hearing or fully aware of the process used in a non-live hearing;
- Be accompanied by an advisor during the hearing. The advisor is limited to advising the student and may not present the case, or make statements during the proceedings. Students should provide district with the name and contact information for the student's advisor as soon as practical but at least three (3) calendar days prior to the hearing;
- Be given a timely live or non-live hearing;
- Be assured of exclusion of evidence of the victim's past sexual history from discussion during the hearing. The past sexual history of the victim with persons other than the respondent shall be presumed irrelevant;
- Be permitted to clarify that evidence of a prior consensual dating or sexual relationship between the parties by itself does not imply consent (remember

students cannot consent to sexual harassment) or preclude a finding of sexual harassment;

- Be provided written notification of the outcome of the hearing including any sanctions, remedies/accommodations for the complainant, additional remedies for the school community;
- Be provided written notification of any external counseling services that may be available;
- Be provided written notification of options for changing academic, extracurricular, transportation, school-site, or work-site situations, if reasonable;
- Be provided written notification of an avenue for appeal.

Respondent's Rights:

- Be given written notice of the allegations and the hearing process;
- Be given access to evidentiary material in advance of the hearing;
- Be present during the entire hearing;
- Have no violation presumed until found responsible;
- Be given a timely hearing;
- Be accompanied by an advisor during the hearing. The advisor is limited to advising the student and may not present the case, or make statements during the proceedings. Students should provide the district with the name and contact information for the student's advisor as soon as practical but at least three (3) days prior to the hearing;
- Be informed that evidence of the victim's past sexual history will be excluded from discussion during the hearing or hearing process. Similarly, the past sexual history of the victim with persons other than the respondent shall be presumed irrelevant;
- Be provided written notification of the outcome of the hearing including any sanctions, remedies/accommodations for the complainant or respondent, additional remedies for the school community;
- Be provided written notification of external counseling services that may be available;
- Be provided written notification of options for changing academic, extracurricular, transportation, school-site, or work-site situations, if reasonable; and
- Be provided written notification of an avenue for appeal.

C. Live Hearings

A live hearing will not be conducted unless extraordinary circumstances are present. The complainant and respondent will be notified in writing of the hearing date, the alleged policy violation(s) and issued a notice to appear at the hearing. The Notice of Hearing will be hand-delivered or mailed to the physical or electronic addresses of the parties. Parties are responsible for ensuring that a current physical and electronic mail address is included in district records. The live hearing will include opening statements, each party's evidence and witnesses, cross-examination, and closing statements. Students are permitted to have an advisor accompany the Student throughout the disciplinary hearing. Students should provide district with the name and contact information for the Student's advisor at least 3 calendar days prior to the hearing. Parties are present during the disciplinary hearing (except during deliberations of the hearing officer). Parties are permitted to make statements, present witnesses and present evidence during the hearing which has been previously collected and approved during the investigative process.

D. Non-Live Hearings

Non-live hearings will have similar rights and responsibilities, except that the hearing officer will conduct the hearing via written or oral exchanges and neither the complainant nor the respondent will confront one another; no cross-examination will occur. However, both parties will be invited to submit questions, receive answers, and present relevant written arguments in connection with the claims and defenses. Parties will have at least 10 days to respond to the receipt of information or documents to which they wish to respond. The investigator's report, all submissions by the parties, the exchange of information, documents and arguments will provide the basis for the hearing officer's decision.

E. All Hearings

Witnesses and evidence need to be directly related to the claims. Parties will be notified in any instance in which responses, information or documents are not available because of a privilege (not waived by the party who asserts the privilege) or irrelevant information is involved (e.g., information involving prior sexual behavior or sexual predisposition is irrelevant; a privilege such as an attorney-client or doctor-patient or other privilege bars introduction of certain evidence).

The decisionmaker must treat complainants and respondents equitably. In addition, the decisionmaker must presume the respondent is not responsible for the alleged sex discrimination until a determination is made. The standard of proof used in District Title IX hearings to make such a determination is the preponderance of the evidence. This means the determination to be made is whether it is more likely than not a violation occurred. This is significantly different than proof beyond a reasonable doubt, which is required for a criminal prosecution.

Outcomes

If it is determined under the preponderance of evidence standard (more likely than not to have occurred) that the respondent is not responsible for a violation of this policy, the complaint will be dismissed.

If it is determined under the preponderance of evidence standard that a student respondent is responsible for a sex-based discrimination policy violation, the Title IX Coordinator will 1) coordinate remedies to complainant and other persons identified having had equal access limited by the discrimination; 2) coordinate disciplinary sanctions on the respondent including notification to complainant; and 3) take other appropriate, prompt and effective steps to ensure sex discrimination does not continue or reoccur.

The following sanctions will be considered for students in the event sex-based discrimination is found. The listing of sanctions below is not intended to be exclusive; actions may be imposed singularly or in combination when a violation of this policy is found.

A finding that sex-based discrimination or harassment has occurred may result in one or more of the following sanctions on student(s) found responsible:

- Restriction – A limitation on a student’s privileges for a period of time and may include but not be limited to, the denial of the use of facilities or access to parts of campus, denial of the right to represent the district, or denial of participation in extracurricular activities.
- Service Project – Community service or an education class or project beneficial to the individual and campus or community.
- Probation – A specified period of time during which the student is placed on formal notice that he/she is not in good social standing with the district and that further violations of district policies will subject the student to suspension from school.
- Suspension – If warranted by the severity of the incident, removal from classes and other privileges or activities for a definite period of time not to exceed the remainder of the semester in which the incident occurred and the following semester and until the conditions which are set forth in the hearing outcome letter are met. Students who are suspended from the district are not permitted on campus or in campus buildings, facilities or activities at any time for any reason during the period of suspension, unless otherwise directed by the Principal or designee. Conditions to conclude a suspension and reinstatement process will be stated in the written notification. Notation on the student’s transcript will not be made; however, a permanent record of the action will be maintained in the student’s record.

Sexual violence may include the following sanction on the student(s) found responsible.

- Long-term Suspension – Suspension of student status for an indefinite period not to exceed the maximum period permitted by law. The conditions for readmission, if any, shall be stated in the hearing outcome letter. In addition, a student, though readmitted to the school by operation of law, may be denied the opportunity to participate in extracurricular activities for as long as the student is enrolled in the district. Notation on the student’s transcript will not be made; however, a permanent record of the action will be maintained in the student’s record. Removal should be reserved and used only in cases involving the most severe instances of misconduct.

Employees found to have violated this policy will be subject to sanctions up to and including dismissal from employment.

Both parties will be notified of the outcome in writing at the same time by certified mail or other agreed upon form of notice within five business days after the hearing. Both parties have the right to appeal the decision reached through the hearing process within five days after the hearing.

Appeal Procedures

A complainant or respondent may appeal the outcome of a Title IX hearing or determination using the following procedures. An appeal is not a new hearing, but a review of the record of the original hearing to serve as a procedural safeguard for the parties involved.

- A. Appeals must be submitted in writing to the Superintendent within five (5) district working/calendar days of receiving the decision. Failure to file an appeal within the prescribed time constitutes a waiver of any right to an appeal.

- B. The appeal must cite at least one of the following criteria as the reason for appeal and include supporting argument(s):
1. The original hearing was not conducted in conformity with prescribed procedures and substantial prejudice to the complainant or the respondent resulted.
 2. The evidence presented at the previous hearing was not “sufficient” to justify a decision against the student or group.
 3. New evidence which could have substantially affected the outcome of the hearing has been discovered since the hearing. The evidence must not have been available at the time of the original hearing. Failure to present information that was available is not grounds for an appeal.
 4. The sanction is not appropriate for the violation. This provision is intended to be utilized when a determined sanction is inherently inconsistent with district procedures or precedent. Simple dissatisfaction with a sanction is not grounds for overturning a sanction under this provision.
- C. The Superintendent will review the record of the original hearing, including documentary evidence. It is the Superintendent’s discretion to convert any sanction imposed to a lesser sanction, to rescind any previous sanction, or to return a recommended sanction to the original hearing officer for review/or reconsideration. If there is new evidence (unavailable at the time of the hearing through no fault of the parties) which is believed to substantially affect the outcome, or evidence presented at the previous hearing was “insufficient” to justify a decision against the student or group, or a finding that a substantial procedural error resulting in prejudice occurred, the matter may be remanded to either a rehearing of the entire matter or reconsideration of specific issues. If remanded to the original hearing officer, either or both students may appeal the hearing officer’s decision to the Superintendent and the procedures set out above shall control the appeal.
- D. The final decision will be communicated in writing by the Superintendent to both parties. The decision will be communicated within ten (10) calendar days of receiving the hearing officer’s decision.
- E. The decision of the Superintendent on appeal shall be final.

Retaliation

Retaliation by employees against any student or District employee for reporting or participating in grievance procedures for a Title IX complaint is strictly prohibited. Students are likewise prohibited from retaliating in any manner against a District employee or another student for reporting or participating in grievance procedures for a Title IX complaint.

Retaliation in this context means intimidation, threats, coercion or discrimination against any person by the District, a student, or employee for the purpose of interfering with Title IX rights, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding or hearing under this policy, including in an informal resolution process, in grievance procedures and, if applicable, in any other actions taken by the District under this policy. Nothing in this definition or this policy precludes the District from requiring an employee to participate as a witness in, or otherwise assist with, an investigation, proceeding, or hearing under this policy.

The district will take steps to prevent retaliation against a student who filed a complaint on his or her own behalf or reported on behalf of another student, or against those who provided information

as witnesses. Complaints of retaliation will follow the same process of investigation, hearing, and appeal.

- If it is determined, under the preponderance of evidentiary standard (more likely than not to have occurred), that a student is responsible for retaliation, they will be subject to sanctions including, but not limited to those listed in the Outcomes section of this policy. District employees found to be responsible for retaliation under the same standard will be subject to sanctions up to, and including, dismissal from employment.

District Officers and Designees

The designation of a district official responsible for prescribed actions under this policy shall automatically include the official's designee in instances where an official is unable, unavailable or it appears that the official may have a conflict of interest that causes the official to recuse from involvement in the matter. The official's designee shall have the same authority as the official in matters involving this policy. In connection with an appeal the Superintendent may appoint a neutral individual, not employed by the district, to consider and decide the appeal.

Timelines

The intent of this policy is to complete the grievance process within 60 days of the filing of a formal complaint; however, the timeline can be affected by one or both parties' right to at least 10 days to review and respond, consistent with the procedural protections provided both parties. An extension of timelines by agreement or to ensure one or both parties' opportunity to respond will not violate this policy even if the timeline for resolution of a grievance through appeal, for good cause, exceeds 60 days. Unless otherwise stated, a reference to days refers to calendar days.

Recordkeeping Protocol

The Title IX coordinator shall collect and maintain for a period of no less than seven years, the following:

- A. Each complaint of sex discrimination, records documenting the informal resolution process or grievance procedures undertaken by the District and, if applicable, the outcome of the same.

This includes, but is not limited to:

1. Investigation notes
2. Informal resolution agreement
3. Notice of hearing
4. Committee selection
5. Initial complaint
6. Letters sent to all parties
7. Responses from the respondent
8. Hearing notes
9. Hearing decision
10. Written notice of outcome
11. Any recordings made of the live hearing or in the course of the investigation.

- B. For each notification the Title IX coordinator receives of information about conduct that reasonably may constitute sex-based discrimination under this policy, records documenting the actions the District took to meet its obligations under Title IX.
- C. All materials used to provide Title IX training to District employees. Such materials are subject to inspection by members of the public upon request.

Training

Individuals employed by the district who serve a role enforcing this policy, including, but not limited to the Title IX Coordinator, investigators, decision-makers, and any person who facilitates an informal resolution, must receive training on:

- The definition of sexual harassment under this policy;
- The scope of the district's education program or activity;
- How to conduct an investigation, including how to create an investigative report that fairly summarizes the relevant evidence required under this policy;
- How to serve in their role impartially; and
- The grievance process defined under this policy, including hearings, appeals, and the informal resolution process.

The district may, from time to time and in its discretion, require all employees to undergo training related to the enforcement of this policy.

Free Speech and Academic Freedom

Members of the District community enjoy significant free speech protections guaranteed by the First Amendment of the United States Constitution. This policy is intended to protect members of the District community from discrimination and is not designed to regulate protected speech. No provision of this policy shall be interpreted to prohibit conduct that is legitimately related to course content, teaching methods, scholarship, or public commentary of an individual faculty member or the educational, political, artistic or literary expression of students in classrooms and public forums. However, freedom of speech and academic freedom are not limitless and do not protect speech or expressive conduct that violates federal or state antidiscrimination laws.

Availability of other Complaint Procedures

In addition to seeking criminal charges through local law enforcement, members of the district community may also file complaints with the following entities regardless of whether they choose to file a complaint under this procedure:

Office for Civil Rights
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Customer Service Hotline: (800) 421-3481
Email: OCR@ed.gov

Office for Civil Rights:
Kansas City Field Office: OCR.KansasCity@ed.gov, (816) 268-0550;
Washington D.C.: OCR@ed.gov 1-800-421-3481

Equal Employment Opportunity Commission:
Oklahoma City Field Office: 1-800-669-4000;
Washington D.C.: 1-800-669-4000, Eeoc.gov/contact

Distribution

The district shall: prominently display on its website the required contact information for the Title IX Coordinator; post training materials used to train Title IX Coordinators and related Title IX Officials, Investigators, and Hearing Officers on its website; and notify applicants for employment, parents or legal guardians of elementary and secondary school students, and employee organizations—of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator.



SAPULPA PUBLIC SCHOOLS

Title IX Complaint Form-Policy 491/773

This form may be completed by any member of the Sapulpa Public Schools community who has experienced an incident that may constitute a violation of SPS Title IX Policy. Please complete the form to the best of your ability. Return the completed form to the Title IX Coordinators as listed on the SPS website.

Today's Date: _____ **SPS Student or Employee ID Number:** _____

Complainant Name: _____ **Phone Number:** _____

Email: _____ **School/Work Location:** _____

Your SPS Affiliation:

Student Employee Parent/Guardian No Affiliation Other _____

Accommodations:

- I request and interpreter. Language: _____
- I request accommodation(s) for a qualified disability
- I do not request accommodation(s) for a qualified disability

Incident Date: _____ **Incident Time:** _____

Incident Location:

- School Building/Office Outdoors on school property SPS Transportation
- SPS Sponsored Event Other _____

Type of Incident:

- Discrimination Harassment Stalking
- Violence/Sexual Assault Retaliation Other _____

Protected Class(es) Basis of Report:

- Race Color Religion National Origin Age
- Disability Sex Other _____

Specific Location: _____

Respondent: _____

Respondent's SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Name of Witness 1:

SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Name of Witness 2:

SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Name of Witness 3:

SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Incident Narrative (Give a brief description of the incident. A full statement will be taken by the investigator.):

Supportive Measures Requested:

- No Contact Order Teacher Notification Counseling Safety Plan
- School Escort Workplace Adjustment Medical Care Academic Adjustment
- Assistance Reporting to Law Enforcement Legal Support Information
- Victim Advocate Outreach Other: _____

Accommodations:

- I request and interpreter. Language: _____
- I request accommodation(s) for a qualified disability
- I do not request accommodation(s) for a qualified disability

Action Requested:

- No Action Informal Resolution Formal Investigation
- Meet with Title IX Coordinator Other: _____

Signature: _____ **Date:** _____

Signature is optional unless a complaint is initiated by the Title IX Coordinator. Parent/guardian may sign on behalf of their child.

Received By: _____ **Date:** _____

TITLE IX—SEX-BASED DISCRIMINATION AND SEXUAL HARASSMENT
(Approved 9.10.2024)**Policy and Purpose**

Sapulpa Public Schools does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, including in employment, as required by Title IX of the Education Amendments of 1972, as amended.

This policy informs all students and all district employees of policies and procedures regarding sex-based discrimination and harassment to which all students, instructional staff, and non-instructional personnel are expected to adhere. In addition, comprehensive information is provided regarding the reporting of sex-based discrimination and harassment and avenues to seek immediate assistance.

The district seeks to create a positive educational environment on and off campus throughout our academic programs, services, and activities. These policies and procedures are aimed at providing protection against sex-based discrimination and harassment. To that end, the district condemns discrimination in its education programs and activities based on sex or gender. Any district employee with actual knowledge of conduct that constitutes sex-based discrimination or sexual harassment MUST notify the Title IX coordinator as soon as possible.

Scope of the Policy

The District must respond when sex discrimination and harassment occur in the school's education programs or activities. Education programs and activities include locations, events, or circumstances in which the district exercises substantial control over both the respondent and the context in which the discrimination or harassment occurred. Title IX applies to all of the district's education programs or activities, whether such programs or activities occur on-campus or off-campus, including online instruction.

Reports of violations to this policy may be made in person, by mail, by telephone, or by email, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address listed for the Title IX Coordinator.

Individuals are responsible for immediately reporting any knowledge or information concerning sexual harassment to the district's Title IX Coordinator. The district encourages victims of sexual harassment to talk with a counselor. Different employees within the scope of district's resources have different abilities to maintain a victim's confidentiality.

This policy also applies to retaliation by the District or any person against any other person for the purpose of interfering with Title IX rights, or because the person has participated or refused to participate in any manner in a proceeding under Title IX that is prohibited.

Title IX Coordinator and Staff

- The District will designate one employee as the Title IX Coordinator to coordinate the District's efforts to comply with its responsibilities under Title IX and U.S. Department of Education regulations. The District or the Title IX Coordinator may designate deputy Title IX officers as appropriate.
- Title IX Coordinator has primary responsibility for overseeing the process of coordinating the District's compliance efforts, receiving complaints, conducting investigations, holding hearings, imposing sanctions, facilitating appeals, and providing education and training associated with this policy.
- When notified of conduct that constitutes sex discrimination, the Title IX Coordinator must take the following actions unless they reasonably determine the conduct as alleged could not constitute sex discrimination: 1) treat the complainant and respondent equitably; 2) offer and coordinate supportive measures as appropriate; 3) notify complainant or reporter of grievance procedure and information resolution process and notify the respondent if a complaint is made; 4) initiate grievance procedure/information resolution process as appropriate; 5) determine whether to initiate a complaint under certain circumstances pursuant to this policy.
- The Title IX Coordinator will monitor the District's education programs and activities for barriers to reporting information about conduct that constitutes sex discrimination and take steps reasonably calculated to address such barriers.
- Deputy Title IX Officers, if any, have the secondary responsibility to assist with the duties of the Title IX Coordinator.
- Title IX Investigators may include but not be limited to district administration. The investigator is to collect statements and any evidence directly related to any allegations of a Title IX policy violation as directed by the Title IX Coordinator. Investigators will receive appropriate Title IX training.
- Title IX Hearing Officer (decision-maker) may include a district administrator, legal counsel, or specially designated officer. The primary responsibility of the hearing officer is to ensure both parties receive due process in the event allegations of a Title IX policy violation are directed to a hearing by the Title IX Coordinator. Hearing Officers will receive appropriate Title IX training.

Title IX Coordinator

Johnny Bilby
511 E. Lee
Sapulpa, OK 74066
Jbilby@Sapulpaps.org
918-224-3400 ext. 1103

Deputy Title IX Officer

Amy Riff
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Ariff@Sapulpaps.org
918-224-3400 ext. 1106

Definitions

- A. Sex Discrimination – includes sexual harassment and is defined as conduct directed at a specific individual or a group of identifiable individuals that subjects the individual or group to treatment that adversely affects their education or employment, or school-related benefits, on account of sex or gender (including on the basis of a student’s pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom) . This may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex even if those acts do not involve conduct of a sexual nature.
- B. Sexual Harassment – the District considers sex-based harassment to be a form of sex discrimination. The District defines sex-based harassment broadly to include any instance of: quid pro quo harassment, the creation of a hostile environment through unwelcome conduct so severe or pervasive that it denies a person equal education access, and any specific offense of sexual assault as defined by federal law.
1. Hostile Environment – Sexual harassment includes unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person’s ability to participate in or benefit from the District’s education programs or activities. Whether conduct is harassing is a fact-based inquiry that includes, but is not limited to, consideration of the following:
 - The degree to which the conduct affected the complainant’s ability to access the recipient’s education program or activity;
 - The type, frequency, and duration of the conduct;
 - The parties’ ages, roles within the District’s education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
 - The location of the conduct and the context in which the conduct occurred; and
 - other sex-based harassment in the District’s education program or activity.
 2. Quid Pro Quo Sexual Harassment – An employee, agent, or other person authorized by the District to provide an aid, benefit, or service under the recipient’s education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person’s participation in unwelcome sexual conduct.

Examples of Quid Pro Quo Harassment:

- A teacher insists that a student have sex or engage in sexual acts in exchange for a good grade. This is harassment regardless of whether the student agrees to the request.
- A student repeatedly sends sexually oriented jokes around in an electronic medium, even when asked to stop, causing one recipient to avoid the sender on campus or in connection with classes or school sponsored events in which both are involved.
- The teacher’s assistant probes for explicit details of a student’s sexual history and demands that the student respond.
- An administrator asks a student for nude or semi-nude pictures to be sent via Snapchat or other social media.
- The coach provides explicit details of his sexual past or describes his sexual relationship with his spouse or girlfriend.

- An ex-girlfriend widely spreads false stories about her sex life with her former boyfriend to his clear discomfort and embarrassment.
3. Specific Offenses of Sexual Assault – An offense classified as a forcible or nonforcible sex offense under federal law. This includes, but is not limited to, any instance of sexual coercion, dating violence, domestic violence, and stalking.
- C. Advisor – a person who has agreed to assist a complainant or respondent during the Title IX process. The advisor may be a person of the student’s choosing, including but not limited to a district faculty or staff member, a friend, or an attorney.
- D. Complainant – is either:
1. A student or employee who is alleged to have been subjected to conduct that constitutes sex discrimination under this policy; or
 2. A person other than a student or employee who is alleged to have been subjected to conduct that constitutes sex discrimination under this policy and who was participating or attempting to participate in the District’s education program or activity at the time of the alleged sex discrimination.
- E. Respondent – a person who is alleged to have violated the District’s prohibition of sex discrimination.
- F. Formal complaint – a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school investigate the allegation(s) of sexual harassment and stating the date, time, place, name(s) of person(s) involved (e.g., the accused, witnesses) and sufficient details to make a determination regarding basic elements of the formal complaint process. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school with which the formal complaint is filed.
- G. Supportive measures – Individualized measures offered as appropriate, as reasonably available, without unreasonably burdening complainant or respondent, not for punitive or disciplinary reason, and without charge to: 1) restore or preserve a party’s access to the District’s educational program or activity, including measures that are designed to protect the safety of the parties’ or the District’s educational environment; or 2) provide support during ongoing grievance procedures. Supportive measures may be terminated or modified at the conclusion of the resolution process.

Examples of Supportive Measures:

- Counseling
- Extension of deadlines and other course-related adjustments
- Campus escort services
- Restrictions on contact applied to one or more parties
- Leaves of absence
- Training and education programs related to sex-based harassment

Reporting

All forms of sex-based discrimination and/or harassment should be reported, no matter the severity. **All school district employees are required to immediately report to the District's Title IX Coordinator any information that concerns sex-based discrimination or sexual harassment.** Allegations of specific offences of sexual assault may also be reported to local police.

A. Mandatory Reporting

All district employees are responsible for taking all appropriate action to prevent sex discrimination or sexual harassment, to correct it when it occurs, and must promptly report it to the Title IX Coordinator. Failure to do so may result in disciplinary action up to and including termination of employment.

B. Reporting to the Police

The district strongly encourages anyone to report sexual violence and any other criminal offenses to the police. This does not commit a person to prosecution but will allow the gathering of information and evidence. The information and evidence gathered preserve future options regarding criminal prosecution, district disciplinary actions and/or civil actions against the respondent.

- If the incident happened on campus, it can be reported to the district's Safety and Security Director Glenn Coffey at 918-224-3400 ext. 2953 or an officer of the Police Department at 918-224-3862. If the incident happened anywhere else, it can be reported to the local law enforcement with jurisdiction in the location where it occurred. Please know that the information you report can be helpful in supporting other reports and/or preventing further incidents.
- Reporting for Faculty and Staff (Non-Student) Instances: Faculty and staff shall report any instances of sexual harassment by another faculty or staff member to the Title IX Coordinator. As stated above, the district also strongly encourages reporting any instances of sexual violence or criminal conduct to the police.

C. Student Reporting

Students shall report any instances of sex discrimination or sexual harassment to any district employee and/or the Title IX Coordinator. Only victims or their parents or guardians can file a formal complaint of sexual harassment. A complaint should be filed as soon as possible. If either the complainant or the respondent is a student, the incident may be addressed through the Title IX process. The report can be made in person, by phone, mail, or email using the contact information listed for the Title IX Coordinator or by any other means that result in the Coordinator receiving the report. The report can be made any time, even during non-business hours.

After receiving a report or notice of an incident, the Title IX Coordinator will promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the

availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. A complainant's wishes regarding whether the district investigates will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances.

The district will promptly take necessary steps to protect the complainant and ensure safety as necessary, including taking interim steps before the final outcome of any investigation once a report or knowledge of sexual harassment or sex discrimination has been reported. In some instances, the district may implement an emergency removal of a student when a safety and risk analysis indicate that an imminent threat exists to the physical health or safety of a party. A party subject to an emergency removal shall have an opportunity to challenge the decision immediately following the removal. An employee may be placed on administrative leave or suspended during the pendency of the grievance process. Periodic updates on the status of the investigation will be provided to both the complainant and respondent. If the school determines that sexual violence occurred, the district will continue to take steps to protect the complainant and ensure safety at school or related activities. The district will provide the complainant with available resources, such as victim advocacy, academic support, counseling, disability services, health and mental health services, and assistance in reporting a crime to local law enforcement.

Written Notice of Complaint

Upon receipt of a formal complaint, the Title IX Coordinator will provide written notice to all known parties in sufficient time to give the respondent time to prepare a response before an initial interview. Written notice includes:

- a. Notice of the grievance process, including any informal resolution process;
- b. Notice of the allegations, including sufficient detail (i.e., names of known parties, the conduct alleged to be sexual harassment, and the date and location of the conduct, if known) to allow the respondent to prepare a response;
- c. A statement that the respondent is presumed not responsible for the conduct and that responsibility will be determined at the conclusion of the grievance process;
- d. Notice of the parties' right to have an advisor (who may be, but is not required to be, an attorney) and to inspect and review evidence;
- e. A statement that retaliation by the parties or District is prohibited;
- f. A statement that the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of the evidence; and
- g. Notice that knowingly making false statements or providing false information in the grievance process is a violation of the code of conduct of students or a violation of performance and conduct standards for employees.

Investigation

An investigator will be designated to investigate the allegations contained in the complaint or which are developed in the course of the investigation. The burden of gathering evidence and burden of proof must remain on the District—not on the parties.

An investigation will be conducted by a District Title IX official. This investigation will include:

- Meeting personally with the complainant (unless extraordinary circumstances prevent a personal meeting),

- Meeting personally with the respondent (unless extraordinary circumstances prevent a personal meeting),
- Presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made,
- Collecting any physical evidence,
- Meeting personally with any witnesses (unless extraordinary circumstances prevent a personal meeting with one or more witnesses),
- Reviewing any documentary evidence, and
- Preparing a report of the investigation.

The investigation of complaints will be adequate, reliable and impartial. The investigation process can take up to 60 days. When investigating a complaint and throughout the grievance process, the District must do the following:

1. Ensure that the burden of proof and of gathering evidence rests on district rather than the parties;
2. Provide an equal opportunity for the parties to present fact witnesses and other relevant evidence that is not otherwise impermissible;
3. Not restrict either party's ability to discuss the allegations or gather and present evidence;
4. Provide the parties with the same opportunities to have others present during interviews or related proceedings, including an advisor;
5. Provide, to a party who is invited or expected to attend, written notice of the date, time, participants, purpose, and location of any investigative interview, hearing or other meeting with enough time to allow the party to prepare and participate;
6. Provide both parties and their advisors an equal opportunity to review all evidence directly related to the allegations in the formal complaint (both exculpatory and inculpatory) at least 10 days prior to the completion of the final investigation;
7. Ensure that if the District obtains additional information from or about the respondent or complainant, during the course of the investigation, that was not included in the original notice to the parties—both parties will be provided written notice of additional allegations and a reasonable opportunity to respond in writing to the new information or documents;
8. Prepare a written report that fairly summarizes the relevant evidence and provide the report to both parties and their advisors for review and written response at least 10 days before a hearing or determination of responsibility; and
9. Ensure that parties will have 10 calendar days to respond to the investigator's report; any response will be considered in connection with any hearing that is conducted.

The Title IX Coordinator will determine if a Title IX hearing is necessary. In making this determination, the Coordinator will consider whether both parties request or consent to a hearing and will agree to participate in a hearing. If it is determined that the District will proceed with a hearing, the complainant and the respondent will be notified in writing of the hearing.

Mandatory or Permissive Dismissal of Complaint

Mandatory dismissal of a complaint made under this policy must occur when it is determined in the course of the investigation that allegations in a formal complaint: (1) did not occur in the district's program or activity; (2) that, even if proven, would not constitute sex discrimination as defined after the District makes reasonable efforts to clarify the allegations with the complainant, or (3) did not occur against a person within the United States.

Permissive dismissal may occur at any time during the investigation or hearing when: (1) a complainant notifies the Title IX Coordinator in writing that they would like to withdraw and the District determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint would not constitute sex discrimination as defined; (2) the respondent is no longer enrolled or employed by the district; (3) specific circumstances prevent the district from gathering evidence sufficient to reach a determination; or (4) the District is unable to identify the respondent after reasonable steps.

Upon either a mandatory or permissive dismissal, the District will promptly notify the complainant of the basis for the dismissal and provide the procedures to appeal the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the District will also promptly notify the respondent of the dismissal, the basis for the dismissal and the complainant's opportunity to appeal. Notification of dismissal may be provided simultaneously if done in writing. Supportive measures must also be offered to the complainant and, in certain situations, the respondent.

The district may still address allegations of misconduct under the Student Code of Conduct or employee disciplinary procedures.

District Action

Unless the Title IX Coordinator reasonably finds no sex-based discrimination occurred in the facts as alleged by the complainant, the District will resolve the complaint through one of the following actions. In taking such an action, the District must:

1. Treat complainant and respondent(s) equitably;
2. Require that any person designated as a Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent;
3. Include a presumption that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of the recipient's grievance procedures for complaints of sex discrimination;
4. Establish reasonably prompt timeframes for the major stages of the grievance procedures (i.e. evaluation, investigation, determination, and appeal), including a process that allows for the reasonable extension of timeframes on a case-by-case basis for good cause with notice to the parties that includes the reason for the delay.
5. Take reasonable steps to protect the privacy of the parties and witnesses during the pendency of the grievance procedures, provided that the steps do not restrict the ability of the parties to: obtain and present evidence, consult with family members or other advisors, or otherwise prepare for or participate in the grievance procedures;
6. Require an objective evaluation of all evidence that is relevant and not otherwise impermissible and allow the parties equal opportunity to access that evidence. Credibility determinations must not be based on a person's status as a complainant, respondent or witness; and
7. Exclude the following types of evidence, and questions seeking that evidence, as impermissible:
 - a. Evidence that is protected under a privilege as recognized by federal or state law unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
 - b. A party's or witness's records that are made or maintained by a physician, psychologist or other recognized professional or paraprofessional in connection with the provision of treatment of the party or witness, unless the recipient obtains

that party's or witness's voluntary, written consent for use in the recipient's grievance procedures; and

- c. Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless the evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

A. Informal Resolution

An informal resolution to a complaint is available in some circumstances. Informal resolutions are unavailable unless a formal complaint of sexual harassment is filed. Informal resolutions may be entered into any time prior to determining whether sex-based harassment occurred. Informal resolution may include conflict resolution or a restorative agreement between the parties with a trained Title IX Officer presiding over the informal resolution conference. Participation in informal resolution is never mandatory and will only take place with the full consent of both parties involved. The District may, in its sole discretion, decline to offer an informal resolution in certain circumstances.

Informal resolution may only be used:

1. When a formal complaint of sexual harassment is filed;
2. Prior to a determination of the existence of sex-based discrimination or harassment;
3. When a Title IX Officer determines this is a suitable option for resolving the concern, and both the complainant and respondent agree to use the process;
4. When the complaint does not involve sexual violence as defined in the Title IX Policy; and
5. When both parties acknowledge receipt of written notice of their rights under this policy and both parties provide written, voluntary consent.

The facilitator of the informal resolution must receive training in Title IX issues and shall not be the same person as the fact investigator or decision maker in grievance procedures. Informal resolution is not available when the complaint alleges a district employee sexually harassed a student.

The District will provide the following notices to parties involved in the informal resolution process:

1. The allegations
2. The right to withdraw and initiate grievance procedures
3. The agreements made at the conclusion of the informal resolution process preclude the complainant from initiating grievance procedures for the same allegations.
4. Any terms that may be requested or offered by the parties or the district.
5. What information will be maintained by the district and whether or how it will be disclosed.

Because the outcomes of voluntary resolution conversations are mutually developed and agreed upon by parties involved, an appeal of the process and its result is not permitted.

However, either the Complainant or the Respondent may withdraw from informal resolution at any time prior to the entry of a voluntary resolution agreement and proceed with the Title IX hearing. If the parties are unable to agree on a voluntary resolution, the matter will be referred by the Title IX Coordinator to a Title IX Hearing. No offers to resolve the conflict that were made or discussed during the informal voluntary resolution process may be introduced during the Title IX Hearing.

B. Title IX Hearing

All Title IX hearings conducted by the District will be through written exchanges only. Absent extraordinary circumstances, live hearings will not be conducted.

The Title IX Hearing Officer's responsibilities include, but are not limited to, the following, regardless of whether a hearing is conducted through written exchanges or a live hearing:

- Read and understand the Title IX Policy and Procedures, which include the hearing process;
- Read and understand all of the information of the Title IX case provided by the Coordinator prior to the hearing as part of a hearing packet;
- Read and understand the procedures of the Title IX hearing (live or non-live) provided by the Coordinator prior to the hearing as part of a hearing packet;
- Have a clear understanding of the incident(s) in question before making a decision;
- Decide the outcome and sanctions if needed based on the information presented, hearing notes, and the district Title IX Policy;
- Maintain copies of all notes made. The hearing officer will inform the parties of the decision at the live hearing and send a letter as described in this policy;
- Ensure that parties have had ample time and opportunity to ask questions and obtain responses before the hearing officer renders a decision (live or non-live); and
- Ensure that the determination (decision) includes a statement of and rationale as to each allegation, a determination of responsibility, any disciplinary sanctions, and whether remedies to restore equal access to the district's educational programs or activities will be provided to the complainant.

Complainant's Rights:

- Be given a written explanation of the allegations and the hearing process;
- Have access to evidentiary material in advance of the hearing;
- Be present during the entire live hearing or fully aware of the process used in a non-live hearing;
- Be accompanied by an advisor during the hearing. The advisor is limited to advising the student and may not present the case, or make statements during the proceedings. Students should provide district with the name and contact information for the student's advisor as soon as practical but at least three (3) calendar days prior to the hearing;
- Be given a timely live or non-live hearing;
- Be assured of exclusion of evidence of the victim's past sexual history from discussion during the hearing. The past sexual history of the victim with persons other than the respondent shall be presumed irrelevant;
- Be permitted to clarify that evidence of a prior consensual dating or sexual relationship between the parties by itself does not imply consent (remember

students cannot consent to sexual harassment) or preclude a finding of sexual harassment;

- Be provided written notification of the outcome of the hearing including any sanctions, remedies/accommodations for the complainant, additional remedies for the school community;
- Be provided written notification of any external counseling services that may be available;
- Be provided written notification of options for changing academic, extracurricular, transportation, school-site, or work-site situations, if reasonable;
- Be provided written notification of an avenue for appeal.

Respondent's Rights:

- Be given written notice of the allegations and the hearing process;
- Be given access to evidentiary material in advance of the hearing;
- Be present during the entire hearing;
- Have no violation presumed until found responsible;
- Be given a timely hearing;
- Be accompanied by an advisor during the hearing. The advisor is limited to advising the student and may not present the case, or make statements during the proceedings. Students should provide the district with the name and contact information for the student's advisor as soon as practical but at least three (3) days prior to the hearing;
- Be informed that evidence of the victim's past sexual history will be excluded from discussion during the hearing or hearing process. Similarly, the past sexual history of the victim with persons other than the respondent shall be presumed irrelevant;
- Be provided written notification of the outcome of the hearing including any sanctions, remedies/accommodations for the complainant or respondent, additional remedies for the school community;
- Be provided written notification of external counseling services that may be available;
- Be provided written notification of options for changing academic, extracurricular, transportation, school-site, or work-site situations, if reasonable; and
- Be provided written notification of an avenue for appeal.

C. Live Hearings

A live hearing will not be conducted unless extraordinary circumstances are present. The complainant and respondent will be notified in writing of the hearing date, the alleged policy violation(s) and issued a notice to appear at the hearing. The Notice of Hearing will be hand-delivered or mailed to the physical or electronic addresses of the parties. Parties are responsible for ensuring that a current physical and electronic mail address is included in district records. The live hearing will include opening statements, each party's evidence and witnesses, cross-examination, and closing statements. Students are permitted to have an advisor accompany the Student throughout the disciplinary hearing. Students should provide district with the name and contact information for the Student's advisor at least 3 calendar days prior to the hearing. Parties are present during the disciplinary hearing (except during deliberations of the hearing officer). Parties are permitted to make statements, present witnesses and present evidence during the hearing which has been previously collected and approved during the investigative process.

D. Non-Live Hearings

Non-live hearings will have similar rights and responsibilities, except that the hearing officer will conduct the hearing via written or oral exchanges and neither the complainant nor the respondent will confront one another; no cross-examination will occur. However, both parties will be invited to submit questions, receive answers, and present relevant written arguments in connection with the claims and defenses. Parties will have at least 10 days to respond to the receipt of information or documents to which they wish to respond. The investigator's report, all submissions by the parties, the exchange of information, documents and arguments will provide the basis for the hearing officer's decision.

E. All Hearings

Witnesses and evidence need to be directly related to the claims. Parties will be notified in any instance in which responses, information or documents are not available because of a privilege (not waived by the party who asserts the privilege) or irrelevant information is involved (e.g., information involving prior sexual behavior or sexual predisposition is irrelevant; a privilege such as an attorney-client or doctor-patient or other privilege bars introduction of certain evidence).

The decisionmaker must treat complainants and respondents equitably. In addition, the decisionmaker must presume the respondent is not responsible for the alleged sex discrimination until a determination is made. The standard of proof used in District Title IX hearings to make such a determination is the preponderance of the evidence. This means the determination to be made is whether it is more likely than not a violation occurred. This is significantly different than proof beyond a reasonable doubt, which is required for a criminal prosecution.

Outcomes

If it is determined under the preponderance of evidence standard (more likely than not to have occurred) that the respondent is not responsible for a violation of this policy, the complaint will be dismissed.

If it is determined under the preponderance of evidence standard that a student respondent is responsible for a sex-based discrimination policy violation, the Title IX Coordinator will 1) coordinate remedies to complainant and other persons identified having had equal access limited by the discrimination; 2) coordinate disciplinary sanctions on the respondent including notification to complainant; and 3) take other appropriate, prompt and effective steps to ensure sex discrimination does not continue or reoccur.

The following sanctions will be considered for students in the event sex-based discrimination is found. The listing of sanctions below is not intended to be exclusive; actions may be imposed singularly or in combination when a violation of this policy is found.

A finding that sex-based discrimination or harassment has occurred may result in one or more of the following sanctions on student(s) found responsible:

- Restriction – A limitation on a student’s privileges for a period of time and may include but not be limited to, the denial of the use of facilities or access to parts of campus, denial of the right to represent the district, or denial of participation in extracurricular activities.
- Service Project – Community service or an education class or project beneficial to the individual and campus or community.
- Probation – A specified period of time during which the student is placed on formal notice that he/she is not in good social standing with the district and that further violations of district policies will subject the student to suspension from school.
- Suspension – If warranted by the severity of the incident, removal from classes and other privileges or activities for a definite period of time not to exceed the remainder of the semester in which the incident occurred and the following semester and until the conditions which are set forth in the hearing outcome letter are met. Students who are suspended from the district are not permitted on campus or in campus buildings, facilities or activities at any time for any reason during the period of suspension, unless otherwise directed by the Principal or designee. Conditions to conclude a suspension and reinstatement process will be stated in the written notification. Notation on the student’s transcript will not be made; however, a permanent record of the action will be maintained in the student’s record.

Sexual violence may include the following sanction on the student(s) found responsible.

- Long-term Suspension – Suspension of student status for an indefinite period not to exceed the maximum period permitted by law. The conditions for readmission, if any, shall be stated in the hearing outcome letter. In addition, a student, though readmitted to the school by operation of law, may be denied the opportunity to participate in extracurricular activities for as long as the student is enrolled in the district. Notation on the student’s transcript will not be made; however, a permanent record of the action will be maintained in the student’s record. Removal should be reserved and used only in cases involving the most severe instances of misconduct.

Employees found to have violated this policy will be subject to sanctions up to and including dismissal from employment.

Both parties will be notified of the outcome in writing at the same time by certified mail or other agreed upon form of notice within five business days after the hearing. Both parties have the right to appeal the decision reached through the hearing process within five days after the hearing.

Appeal Procedures

A complainant or respondent may appeal the outcome of a Title IX hearing or determination using the following procedures. An appeal is not a new hearing, but a review of the record of the original hearing to serve as a procedural safeguard for the parties involved.

- A. Appeals must be submitted in writing to the Superintendent within five (5) district working/calendar days of receiving the decision. Failure to file an appeal within the prescribed time constitutes a waiver of any right to an appeal.

- B. The appeal must cite at least one of the following criteria as the reason for appeal and include supporting argument(s):
1. The original hearing was not conducted in conformity with prescribed procedures and substantial prejudice to the complainant or the respondent resulted.
 2. The evidence presented at the previous hearing was not “sufficient” to justify a decision against the student or group.
 3. New evidence which could have substantially affected the outcome of the hearing has been discovered since the hearing. The evidence must not have been available at the time of the original hearing. Failure to present information that was available is not grounds for an appeal.
 4. The sanction is not appropriate for the violation. This provision is intended to be utilized when a determined sanction is inherently inconsistent with district procedures or precedent. Simple dissatisfaction with a sanction is not grounds for overturning a sanction under this provision.
- C. The Superintendent will review the record of the original hearing, including documentary evidence. It is the Superintendent’s discretion to convert any sanction imposed to a lesser sanction, to rescind any previous sanction, or to return a recommended sanction to the original hearing officer for review/or reconsideration. If there is new evidence (unavailable at the time of the hearing through no fault of the parties) which is believed to substantially affect the outcome, or evidence presented at the previous hearing was “insufficient” to justify a decision against the student or group, or a finding that a substantial procedural error resulting in prejudice occurred, the matter may be remanded to either a rehearing of the entire matter or reconsideration of specific issues. If remanded to the original hearing officer, either or both students may appeal the hearing officer’s decision to the Superintendent and the procedures set out above shall control the appeal.
- D. The final decision will be communicated in writing by the Superintendent to both parties. The decision will be communicated within ten (10) calendar days of receiving the hearing officer’s decision.
- E. The decision of the Superintendent on appeal shall be final.

Retaliation

Retaliation by employees against any student or District employee for reporting or participating in grievance procedures for a Title IX complaint is strictly prohibited. Students are likewise prohibited from retaliating in any manner against a District employee or another student for reporting or participating in grievance procedures for a Title IX complaint.

Retaliation in this context means intimidation, threats, coercion or discrimination against any person by the District, a student, or employee for the purpose of interfering with Title IX rights, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding or hearing under this policy, including in an informal resolution process, in grievance procedures and, if applicable, in any other actions taken by the District under this policy. Nothing in this definition or this policy precludes the District from requiring an employee to participate as a witness in, or otherwise assist with, an investigation, proceeding, or hearing under this policy.

The district will take steps to prevent retaliation against a student who filed a complaint on his or her own behalf or reported on behalf of another student, or against those who provided information

as witnesses. Complaints of retaliation will follow the same process of investigation, hearing, and appeal.

- If it is determined, under the preponderance of evidentiary standard (more likely than not to have occurred), that a student is responsible for retaliation, they will be subject to sanctions including, but not limited to those listed in the Outcomes section of this policy. District employees found to be responsible for retaliation under the same standard will be subject to sanctions up to, and including, dismissal from employment.

District Officers and Designees

The designation of a district official responsible for prescribed actions under this policy shall automatically include the official's designee in instances where an official is unable, unavailable or it appears that the official may have a conflict of interest that causes the official to recuse from involvement in the matter. The official's designee shall have the same authority as the official in matters involving this policy. In connection with an appeal the Superintendent may appoint a neutral individual, not employed by the district, to consider and decide the appeal.

Timelines

The intent of this policy is to complete the grievance process within 60 days of the filing of a formal complaint; however, the timeline can be affected by one or both parties' right to at least 10 days to review and respond, consistent with the procedural protections provided both parties. An extension of timelines by agreement or to ensure one or both parties' opportunity to respond will not violate this policy even if the timeline for resolution of a grievance through appeal, for good cause, exceeds 60 days. Unless otherwise stated, a reference to days refers to calendar days.

Recordkeeping Protocol

The Title IX coordinator shall collect and maintain for a period of no less than seven years, the following:

- A. Each complaint of sex discrimination, records documenting the informal resolution process or grievance procedures undertaken by the District and, if applicable, the outcome of the same.

This includes, but is not limited to:

1. Investigation notes
2. Informal resolution agreement
3. Notice of hearing
4. Committee selection
5. Initial complaint
6. Letters sent to all parties
7. Responses from the respondent
8. Hearing notes
9. Hearing decision
10. Written notice of outcome
11. Any recordings made of the live hearing or in the course of the investigation.

- B. For each notification the Title IX coordinator receives of information about conduct that reasonably may constitute sex-based discrimination under this policy, records documenting the actions the District took to meet its obligations under Title IX.
- C. All materials used to provide Title IX training to District employees. Such materials are subject to inspection by members of the public upon request.

Training

Individuals employed by the district who serve a role enforcing this policy, including, but not limited to the Title IX Coordinator, investigators, decision-makers, and any person who facilitates an informal resolution, must receive training on:

- The definition of sexual harassment under this policy;
- The scope of the district's education program or activity;
- How to conduct an investigation, including how to create an investigative report that fairly summarizes the relevant evidence required under this policy;
- How to serve in their role impartially; and
- The grievance process defined under this policy, including hearings, appeals, and the informal resolution process.

The district may, from time to time and in its discretion, require all employees to undergo training related to the enforcement of this policy.

Free Speech and Academic Freedom

Members of the District community enjoy significant free speech protections guaranteed by the First Amendment of the United States Constitution. This policy is intended to protect members of the District community from discrimination and is not designed to regulate protected speech. No provision of this policy shall be interpreted to prohibit conduct that is legitimately related to course content, teaching methods, scholarship, or public commentary of an individual faculty member or the educational, political, artistic or literary expression of students in classrooms and public forums. However, freedom of speech and academic freedom are not limitless and do not protect speech or expressive conduct that violates federal or state antidiscrimination laws.

Availability of other Complaint Procedures

In addition to seeking criminal charges through local law enforcement, members of the district community may also file complaints with the following entities regardless of whether they choose to file a complaint under this procedure:

Office for Civil Rights
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Customer Service Hotline: (800) 421-3481
Email: OCR@ed.gov

Office for Civil Rights:
Kansas City Field Office: OCR.KansasCity@ed.gov, (816) 268-0550;
Washington D.C.: OCR@ed.gov 1-800-421-3481

Equal Employment Opportunity Commission:
Oklahoma City Field Office: 1-800-669-4000;
Washington D.C.: 1-800-669-4000, Eeoc.gov/contact

Distribution

The district shall: prominently display on its website the required contact information for the Title IX Coordinator; post training materials used to train Title IX Coordinators and related Title IX Officials, Investigators, and Hearing Officers on its website; and notify applicants for employment, parents or legal guardians of elementary and secondary school students, and employee organizations—of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator.



SAPULPA PUBLIC SCHOOLS

Title IX Complaint Form-Policy 491/773

This form may be completed by any member of the Sapulpa Public Schools community who has experienced an incident that may constitute a violation of SPS Title IX Policy. Please complete the form to the best of your ability. Return the completed form to the Title IX Coordinators as listed on the SPS website.

Today's Date: _____ **SPS Student or Employee ID Number:** _____

Complainant Name: _____ **Phone Number:** _____

Email: _____ **School/Work Location:** _____

Your SPS Affiliation:

Student Employee Parent/Guardian No Affiliation Other _____

Accommodations:

I request and interpreter. Language: _____
 I request accommodation(s) for a qualified disability
 I do not request accommodation(s) for a qualified disability

Incident Date: _____ **Incident Time:** _____

Incident Location:

School Building/Office Outdoors on school property SPS Transportation
 SPS Sponsored Event Other _____

Type of Incident:

Discrimination Harassment Stalking
 Violence/Sexual Assault Retaliation Other _____

Protected Class(es) Basis of Report:

Race Color Religion National Origin Age
 Disability Sex Other _____

Specific Location: _____

Respondent: _____

Respondent's SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Name of Witness 1:

SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Name of Witness 2:

SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Name of Witness 3:

SPS Affiliation: Student Employee No Affiliation Other _____

School/Work Location: _____

Contact Information (If known): _____

Incident Narrative (Give a brief description of the incident. A full statement will be taken by the investigator.):

Supportive Measures Requested:

- No Contact Order Teacher Notification Counseling Safety Plan
- School Escort Workplace Adjustment Medical Care Academic Adjustment
- Assistance Reporting to Law Enforcement Legal Support Information
- Victim Advocate Outreach Other: _____

Accommodations:

- I request and interpreter. Language: _____
- I request accommodation(s) for a qualified disability
- I do not request accommodation(s) for a qualified disability

Action Requested:

- No Action Informal Resolution Formal Investigation
- Meet with Title IX Coordinator Other: _____

Signature: _____ **Date:** _____

Signature is optional unless a complaint is initiated by the Title IX Coordinator. Parent/guardian may sign on behalf of their child.

Received By: _____ **Date:** _____

Teachers are charged with the education of the youth of this state. In order to perform effectively, teachers must demonstrate a belief in the worth and dignity of each human being, recognizing the supreme importance of the pursuit of truth, devotion to excellence, and the nurturing of democratic principles.

In recognition of the magnitude of the responsibility inherent in the teaching process and by virtue of the desire for the respect and confidence of their colleagues, students, parents, and the community; teachers are to be guided in their conduct by commitment to students and the profession.

PRINCIPLE I
COMMITMENT TO THE STUDENTS

The teacher must strive to help each student realize his or her potential as a worthy and effective member of society. The teacher must work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the teacher:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning.
2. Shall not unreasonably deny the student access to varying points of view.
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress.
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety.
5. Shall not intentionally expose the student to embarrassment or disparagement.
6. Shall not on the basis of race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly
 - A. Exclude any student from participation in any program,
 - B. Deny benefits to any students,
 - C. Grant any advantage to any student.
7. Shall not use professional relationships with students for private advantage.
8. Shall not disclose information about students obtained in the course of professional service, unless disclosure serves a compelling professional purpose and is permitted or required by law.

PRINCIPLE II
COMMITMENT TO THE PROFESSION

The teaching profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In order to assure that the quality of the services of the teaching profession meets the expectations of the state and its citizens, the teacher shall exert every effort to raise professional standards, fulfill professional responsibilities with honor and integrity, promote a climate that encourages the exercise of professional judgment, achieve conditions which attract persons worthy of the trust to careers in education, and assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation to the profession, the educator:

1. Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. Shall not misrepresent his/her professional qualifications.
3. Shall not assist entry into the teaching profession of any person known to be unqualified in respect to character, education, or other relevant attribute.
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. Shall not assist an unqualified person in the unauthorized practice of the teaching profession.
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
7. Shall not knowingly make false or malicious statements about a colleague.
8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decision or actions.

PRINCIPLE III

1. Pursuant to the Teacher Due Process Act of 1990, a career teacher may be dismissed or not reemployed for:
 - A. Willful neglect of duty.
 - B. Repeated negligence in performance of duty.
 - C. Mental or physical abuse to a child.
 - D. Incompetency.

- E. Instructional ineffectiveness.
 - F. Unsatisfactory teaching performance.
 - G. Commission of an act of moral turpitude.
 - H. Abandonment of contract,
 - I. Conviction of a felony,
 - J. After a finding that such person has engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties, or
 - K. Failure to earn required staff development points.
2. A career teacher shall not be subject to dismissal or non-reemployment for items A, B, D, E, and F, above unless and until a written admonishment has been issued in accordance with relevant law.
 3. A probationary teacher shall not be subject to dismissal or non-reemployment for inadequate teaching performance unless or until a written admonishment has been issued in accordance with relevant law.
 4. Temporary teachers, substitute teachers, adult education teachers, and teachers employed in positions fully funded by private or federal grants shall not be protected by the provisions of the Teacher Due Process Act.
 5. A teacher convicted of a felony shall be dismissed or not reemployed unless a presidential or gubernatorial pardon has been issued.
 6. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties:
 - A. "Criminal sexual activity" means the commission of an act defined in Section 886 of Title 21 of the Oklahoma Statutes, which is the act of sodomy; and
 - A. "Sexual misconduct" means the soliciting or imposing of criminal sexual activity (70 O.S. §6-101.22).
 7. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person has, either in the presence of a minor or in a manner that such person has participated in making available to a minor online, engaged in sexual acts, acts that appeal to the prurient interest in sex as found by the average person applying contemporary community standards, or acts that excessively promote sexuality in light of the educational value of the material and in light of the youngest age of any student with access to said material.

REFERENCE:70 O.S. §6-101.21, et seq.

NOTE: In accordance with the referenced statutes, a copy of these standards of performance and conduct will be provided to each teacher.

544.2 **MEDICATIONS ADMINISTRATION OF MEDICINE TO STUDENTS** (Approved 9-6-94)
(Revised 4-7-08; 9-10-24)

A. Purpose

The purpose of this Policy is to identify when District personnel are authorized to administer medication to students, when students are authorized to self-medicate and how District personnel will maintain, administer, monitor and dispose of student medication.

B. Definitions

1. For purposes of this Policy, these terms have the following definitions:
 - a. "Medicine" or "medications" includes prescription medications, opioid antagonists and over-the-counter medicines such as but not limited to aspirin, cough syrup, medicated ointments and any other item used to treat an illness, disease or malady. This term shall not include "Sunscreen" as defined below.
 - b. "Parent" means a parent, a court-appointed guardian or a person having legal custody of a minor student.
 - c. "Inhaler" means a device that delivers a bronchodilator to alleviate symptoms of respiratory distress that is manufactured in the form of a metered-dose inhaler or dry powder inhaler and that may include a spacer or holding chamber that attaches to the inhaler to improve the delivery of the bronchodilator.
 - d. "Respiratory distress" means the perceived or actual presence of coughing, wheezing or shortness of breath.
 - e. "Sunscreen" means a compound topically applied to prevent sunburn.

C. Policy

1. Under Oklahoma law, a school nurse, an administrator or a designated school employee may administer prescription and nonprescription medications and assist in applying sunscreen to students. Only designated employees who have successfully completed specific training in the administration of nonprescription and prescription medications may administer medication to students with legitimate health needs.
2. Except as provided in this Policy and in the District's Student Diabetes Care and Management policy, students may not retain possession of or self-administer any

medicine. Violation of this rule will be reported to the student's parent and may result in discipline, including out-of-school suspension.

3. As further set out below, the District retains the discretion to reject requests for the administration of medication or application of sunscreen and to discontinue the administration of medication or application of sunscreen.
4. The parent must deliver the student's medicine to the school nurse or school administrator in its original container with the parent's written authorization for administration of the medicine. Sunscreen for application by a school nurse must be delivered to the school nurse or school administrator in its original container with the parent's written authorization for application of sunscreen. The parent's authorization for either medicine or sunscreen must identify the student, the medicine or sunscreen, and include or refer to the label for instructions on administration of the medicine. The school nurse, an administrator or a designated employee will administer the medicine to the student or assist the student in applying sunscreen pursuant to the parent's instructions and the directions for use on the label or in the physician's prescription. The parent must complete a new authorization form annually and for each change of medication or sunscreen. The District will maintain the authorization form as a part of the student's health record. Authorization forms will be available in the principal's office. A parent who chooses to do so may come to the school and personally dispense medication or apply sunscreen to the student.
5. The administration of each school will keep a record of the students to whom medicine is administered or sunscreen is applied, the date of administration or application, the person who administered the medicine or applied the sunscreen and the name or type of medicine or sunscreen administered.
6. Medications and sunscreen will be stored in a separate locked drawer or cabinet that is readily accessible only to the persons who will administer the medication or sunscreen. Medications requiring refrigeration will be refrigerated in a secure area.
7. Any person administering medicine or applying sunscreen to a student will participate in training by October 1 of each year conducted by a school nurse or other health care professional. The training will include:
 - a. Review of state statutes and school rules and regulations (including this Policy) regarding administration of medication by school personnel.
 - b. Procedures for administration, documentation, handling and storage of medication and sunscreen; and

- c. Medication needs of specific students, desired effects, potential side effects, adverse reactions and other observations.
8. Only those persons who successfully complete the training are authorized to administer medication or apply sunscreen. Each school site will maintain a current list of those authorized to administer medication and apply sunscreen at that site.
9. Students who are able to self-administer specific medications, such as inhaled asthma medication, anaphylaxis medication, replacement pancreatic enzymes, or use specialized equipment, such as an inhaler or Epinephrine injector, may do so provided such medication and special equipment are transported and maintained under the students' control in compliance with the following rules:
 - a. A licensed physician or dentist must provide a written order that the student has a particular medical condition (asthma, anaphylaxis, cystic fibrosis, etc.), is capable of and has been instructed in the proper method of self-administration of medication. It is the parent's responsibility to contact the physician and have the physician complete and return the required order.
 - b. The parent must provide a written authorization for self-administration of medication.
 - c. Parents who elect self-medication understand and agree that the District, its agents and employees shall incur no liability for any adverse reaction or injury the student suffers as a result of self-administration of medication and/or use of specialized equipment.
 - d. The written authorization will terminate at the end of the school year and must be renewed annually.
 - e. If the parent and physician authorize self-medication, the District is not responsible for safeguarding the students' medications or specialized equipment.
 - f. Students who self-medicate are prohibited from sharing or playing with their medication or special equipment. If a student engages in these activities the parent will be contacted and a conference will be scheduled with the parent, student, nurse and other appropriate persons.
 - g. Students will not be allowed to self-administer:

1. Narcotics;
 2. Prescription pain killers;
 3. Ritalin Medication used to treat ADD/ADHD or other psychological or behavior disorders; and
 4. Other medication hereafter designated in writing by the District.
- h. Except as otherwise provided by an individual student's school health plan, students may self-administer non-diabetes and non-anaphylaxis-related injectables only in the school office in the presence of authorized school personnel. Diabetes-related injectables will be administered in accordance with the District's Management of Students with Diabetes Diabetes Care and Management Policy.
 - i. Students who self-medicate are encouraged to wear Medic Alert bracelets or necklaces.
 - j. The parent will provide an emergency supply of a student's inhaled asthma medication to be administered by school personnel, as required by state law.
 - k. Students who are able to self-apply sunscreen may do so provided such sunscreen is regulated by the Food and Drug Administration. Students may self-apply sunscreen without the written authorization of a parent, legal guardian or physician. All students are permitted to possess sunscreen that is regulated by the Food and Drug Administration.

10. Sunscreen

District staff will only assist the student in applying sunscreen with the parent's written authorization and according to label directions or, if applicable, written instructions from the student's physician. The sunscreen must be in the original container indicating:

- a. Ingredients; and
- b. Directions for Application.

11. Nonprescription Medication

School District staff will only administer nonprescription medication with the parent's written authorization and according to label directions or written instructions from the minor student's physician. The medication must be in the original container that indicates:

- a. Student name (affixed to the container);
- b. Ingredients;
- c. Expiration date;
- d. Dosage and frequency;
- e. Administration route, i.e., oral, drops, etc.; and
- f. Other directions as appropriate.

School staff will only administer aspirin (acetylsalicylic acid) and products containing salicylic acid with written instructions from the student's physician. The parent must provide and maintain a supply of nonprescription medication for the student.

12. Prescription Medication

Except for district-wide inhalers, School District staff will only administer prescription medication with written authorization and instructions. Prescription medication must be in the original container that indicates:

- a. Student name;
- b. Name and strength of medication and expiration date;
- c. Dosage and directions for administration;
- d. Name of the licensed physician or dentist;
- e. Date, name, address and phone number of the pharmacy.

13. The parent must provide and maintain the supply of prescription medication for the student.

14. The parent must reclaim any remaining medication by the last official day of school closing or within seven days after the prescribing physician discontinues the medication. The school nurse or designated employee will destroy in a nonrecoverable fashion in the presence of a witness any medication not timely reclaimed. The person who destroys the medication will record the following information:
- a. Date of destruction;
 - b. Time of destruction;
 - c. Name and quantity of medication destroyed; and
 - d. Manner of destruction of medication

Any and all controlled substances will be destroyed according to state law.

15. The school nurse or designated employee will advise the principal or designee if discontinuance of medication to a student is appropriate and assist in informing the parent. Legitimate reasons for discontinuing administration of medication include, but are not limited to the following:
- a. A legitimate lack of space or facility to adequately store specific medication;
 - b. Lack of cooperation by the student, parent and/or prescribing doctor ~~and the District~~;
 - c. An unexpected and/or adverse medical reaction to the medication at school, i.e., mood change, allergic reaction, etc., considered to be deleterious harmful to the health and well being of the student;
 - d. Any apparent change in the medication's appearance, odor, or other characteristics that raise reasonable doubts about the quality of the medication; and
 - e. The medication expiration date has passed.

Seizure-Rescue Medication (*Seizure-Safe Schools Act*)

Beginning January 1, 2022, at every school site that has a student enrolled who (1) has a seizure disorder and (2) has a seizure rescue medication or other medication prescribed to treat seizure disorder symptoms approved by the Food and Drug Administration and any successor agency that is prescribed by the student's health care provider, the district shall have at least one

employee who has met the training requirements necessary to (1) administer or assist with the self-administration of seizure medication, and (2) recognize the signs and symptoms of seizures and the appropriate steps to be taken to respond to these symptoms. For purposes of this training, the district is permitted by law to use any adequate and appropriate training programs or guidelines for training of school personnel in the seizure disorder care tasks covered under this policy.

Before a seizure rescue medication can be administered to a student to treat seizure disorder symptoms, the student's parent or legal guardian shall do the following:

1. provide the school with **written authorization** to administer the medication at school
2. provide a **written statement** from the student's health care provider that shall contain the following information:
 - a. the student's name,
 - b. the name and purpose of the medication,
 - c. the prescribed dosage,
 - d. the route of administration,
 - e. the frequency that the medication may be administered, and
 - f. the circumstances under which the medication may be administered;
3. provide the **prescribed medication** to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy; and
4. collaborate with school personnel to create a "**seizure action plan**," which means a written, individualized health plan designed to acknowledge and prepare for the health care needs of a student diagnosed with a seizure disorder.

The written authorization and seizure action plan shall be kept on file in the office of the school nurse or school administrator, and it shall be distributed to any school personnel or volunteers responsible for the supervision or care of the student. The written authorization and seizure action plan shall be effective only for the school year in which written authorization is granted and may be renewed each following school year upon fulfilling requirements A–D above. The district shall follow all administrative rules promulgated by the State Board of Education for the development and implementation of the seizure education program and the procedures for the development and content of seizure action plans.

Pursuant to state law, a school employee may not be subject to any disciplinary proceedings resulting from an action taken in compliance with *Seizure-Safe*

Schools Act, and any employee acting in accordance with the provisions of that act shall be immune from civil liability unless the actions of the employee rise to the level of reckless or intentional misconduct. Any district-employed school nurse shall not be responsible for and shall not be subject to disciplinary action for actions performed by a volunteer.

District-Wide Use of Inhalers

The board of education has authorized the superintendent to obtain a prescription for inhalers and spacers or holding chambers in the name of the school district. This prescription will be of a quantity sufficient to provide for two (2) inhalers with spacers and holding chambers in a secure location at each school site.

The superintendent will designate personnel at each school site to:

- a. be responsible for obtaining and maintaining an adequate supply of inhalers with spaces and holding chambers from the district's central office;
- b. ensure appropriate training on the administration of the inhalers with spacers and holding chambers for designated staff members;
- c. distribute and maintain annual parent/guardian consent forms.

Only a school nurse or school employee trained by a health care professional will be required to agree to be trained in the use of inhalers with spacers and holding chambers.

School employees are still required to call 911 in the event of an emergency, including any time an employee believes a student is experiencing respiratory distress.

Annual written notice will be provided to all parents/guardians that trained employees are authorized to administer inhalers to any student who is believed to be experiencing respiratory distress.

The District must also immediately notify a student's parent/guardian after administration of an inhaler.

The parent/guardian must provide written consent and waive liability related to the good-faith use of the inhaler. No inhaler shall be given if the proper written consent from the parent/guardian is not on file with the district

Administration of Emergency Opioid Antagonist (e.g., Naloxone) by District Personnel

District medical personnel (certified school nurse or any other nurse employed by or under contract with the district) or any other person designated by the Superintendent may administer, regardless of whether there is a prescription or standing order in place, an emergency opioid antagonist for a suspected opioid overdose by a student or other individual exhibiting signs of an opioid overdose.

The Superintendent may authorize one or more district employees to receive training offered by the Department of Mental Health and Substance Abuse Services, a law enforcement agency or any other entity in recognizing the signs of an opioid overdose and administering an emergency opioid antagonist. The Superintendent may designate persons to receive this training who have been required to receive annual training in cardiopulmonary resuscitation and the Heimlich maneuver (70 Okla. Stat. §1210.199). Furthermore, if a person or persons designated and trained to administer an emergency opioid antagonist are absent, the Superintendent or designee may authorize any person, regardless of whether there is a prescription or standing order in place, to administer an emergency opioid antagonist to a student or other individual exhibiting signs of an overdose.

Any person administering an emergency opioid antagonist to a student or other individual at a school site or school-sponsored event, in a manner consistent with addressing opioid overdose, shall be covered by Oklahoma's Good Samaritan Act. In the event of a suspected overdose, the district and its employees or designees shall be immune from civil liability in relation to the administration of an emergency opioid antagonist.

Any first responder who administers or provides an emergency opioid antagonist in good faith and in a manner consistent with addressing opioid overdose is not liable for any civil damages as a result of any acts or omissions by such first responder except for committing gross negligence or willful wanton wrongs in administering or providing such emergency opioid antagonist. Pursuant to OKLA. STAT. tit. 63, § 1-2506.1, for purposes of this section a "first responder" shall include medical personnel at schools including any public or charter schools, technology center schools and institutions of higher education. "Medical personnel at schools" means a certified school nurse or any other nurse employed by or under contract with a district, any licensed practitioner of the healing arts, or any person designated by the school administration to administer an emergency opioid antagonist.

As used in this section, "emergency opioid antagonist" means a drug including, but not limited to, naloxone that blocks the effects of opioids and that is approved by the United States Food and Drug Administration for the treatment of an opioid overdose.

Reference:

OKLA. STAT. tit. 70, § 1-116.2, 70 § 1-116.3

OKLA. STAT. tit. 70, § 1210.199

OKLA. STAT. tit. 70, §1210.242
OKLA. STAT. tit. 63, §1-2506.1
OKLA. STAT. tit. 70, § 1210.183
OKLA. STAT. tit. 70, §1210.196.3

566.1. **STUDENT DIABETES CARE AND MANAGEMENT** (Revised 9-10-24)
(Approved 4-7-08)

A. Purpose

The purpose of this Policy is to implement the requirements of the Diabetes Management in Schools Act (“Act”), Okla. Stat. tit. 70, § 1210.196.1 et seq.

B. Definitions

For purposes of this Policy, these terms have the following definitions:

1. “Diabetes medical management plan” means the document a student’s personal health care team develops that identifies the health services the student may need at school.
2. “Personal health care team” means the team responsible for managing a student’s diabetes and includes the principal or designee, the school nurse (if assigned to the school), the assistant, if any, the parent or guardian of the student, and to the extent practicable, the physician responsible for the student’s diabetes treatment.
3. “School nurse” means a certified school nurse, a registered nurse contracting with the District or a public health nurse.
4. “Volunteer diabetes care assistant” means a District employee who has volunteered to be a diabetes care assistant and successfully completed the training required by this policy and state law.

C. Policy

Any District employee aware of a student who has diabetes-related needs while at school or while participating in school activities will promptly advise the principal or designee. The parent of any student who will have diabetes-related needs at school or in school activities should promptly advise the school principal or designee.

A personal health care team will develop a written Diabetes Medical Management Plan (“Plan”) for each student who will seek care for diabetes while at school or while participating in a school activity. The Plan will identify the health services the student may need at school. Each member of the student’s personal health care team, including the parent, will sign the Plan. The personal health care team will review the Plan at least annually. The school nurse at the school in which the student is enrolled, if any, will assist the student with the management of his or her diabetes care as provided in the Plan. If the school does not have an assigned school nurse, the principal will make a reasonable effort to find one or more District employees willing to serve as a volunteer diabetes care assistant (“Assistant”) to assist the student with diabetes care as provided in the

student's Plan. The principal will make a reasonable effort to ensure that a school nurse or Assistant is available at the school to assist the student when needed. The District will not restrict the assignment of a student with diabetes to a particular school based on the presence of a school nurse or Assistant.

District personnel will request that the parent provide written authorization for the school nurse or Assistant to have access to the student's physician at all times. The District will maintain the Plan and related documentation as student health records.

Before undertaking responsibilities as an assistant, a volunteer must first complete training provided by the school nurse or the State Department of Health in accordance with the Act. The training will include instruction in the following:

- a. Recognizing the symptoms of hypoglycemia and hyperglycemia;
- b. Understanding the proper action to take if the student's blood glucose is outside the range indicated in the Plan;
- c. Understanding the details of the Plan;
- d. Performing finger sticks to check blood glucose levels, check urine ketone levels and record the results of those checks;
- e. Properly administering insulin and glucagon and recording the results of the administration;
- f. Recognizing complications that require the Assistant to seek emergency assistance; and
- g. Understanding the recommended schedules and food intake for the student's meals and snacks, the effect of physical activity on blood glucose and the proper action to be taken if the student's schedule is disrupted.

To continue as an assistant, the volunteer must annually demonstrate competency in the above training. The school nurse, principal or designee will maintain a copy of the training guidelines and the records associated with the training.

With parent permission, the District will provide each District employee responsible for supervising or transporting a student with diabetes a form with the following information:

- a. Student's name;
- b. Telephone number of a contact person in case of an emergency involving the student; and
- c. Potential emergencies that may occur due to the diabetes and appropriate responses to such emergencies.

Any District employee provided the above information will be informed of applicable health privacy policies.

In accordance with his or her individual Plan and this Policy, a student may attend to the management of his or her diabetes, which may include:

- a. Performing blood glucose level checks;
- b. Administering insulin through the student's insulin delivery system;
- c. Treating hypoglycemia and hyperglycemia;
- d. Unless changed in accordance with this Policy, possessing on his or her person at any time, any supplies or specialized equipment necessary to monitor and care for his or her diabetes; and
- e. Otherwise attending to the management of his or her diabetes in the classroom, any area of the school or grounds, or at any school related activity.

The school administration will provide a private area where the student can attend to his or her diabetes-related needs.

If a student uses a device providing continuous glucose monitoring with electronic access glucose numbers, a school nurse, diabetes care assistant, or other school staff may access electronically monitored glucose numbers for the student with written permission of the student's parent or guardian. To monitor glucose numbers, staff members with appropriate permissions may download the necessary electronic application(s) or software to access electronically monitored glucose numbers to a school electronic device, or their personal electronic device in the absence of a school-provided device.

A school nurse, diabetes care assistant, or other school staff shall not be responsible for and shall not be subject to disciplinary action for lack of any monitoring of electronic glucose numbers outside of school hours or school-sponsored activities.

Students who manage their diabetes and personally possess the necessary specialized equipment and supplies under this Policy are prohibited from sharing or playing with their equipment or supplies. If a student engages in these activities, the parent will be contacted, and a meeting of the personal health care team will be scheduled. The District is not responsible for safeguarding the specialized equipment or supplies of a student who personally possesses those items. Students with diabetes are encouraged to wear Medic Alert bracelets or necklaces.

No District employee will be subject to any penalty or disciplinary action for refusing to serve as an assistant. No District employee will be subject to any disciplinary proceeding resulting from any action taken in compliance with this Policy. Any employee acting in accordance with this Policy and law will be immune from civil liability unless the employee's actions rise to the level of reckless or intentional conduct. A school nurse will not be held responsible or subject to disciplinary action for the actions of an Assistant.

The District will provide in either digital or printed format type 1 diabetes informational materials to parents/guardians of students when a student is initially enrolled in the District and when the student enters 6th grade. The diabetes informational materials provided will conform to the type 1 diabetes informational materials to be developed by the Oklahoma State Department of Education.

Reference: OKLA. STAT. tit. 70, § 1210.196

PERSONNEL REPORT

September 10, 2024

SUPPORT PERSONNEL REPORT

EMPLOYMENT

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|---------------------|----------------------------------|-----------------------|
| Regina Jacobs | Secretary/\$15.76 hr | August 12, 2024 |
| Rubi Pando Herrera | Secretary/\$14.63 hr | August 26, 2024 |
| Tianna Batson | Paraprofessional II/\$14.15 hr | August 26, 2024 |
| Rianna Castaldi | Paraprofessional II/\$14.15 hr | August 13, 2024 |
| Pamela Waits | Paraprofessional II/\$14.65 hr | August 29, 2024 |
| Natasha Yocham | Teacher Assistant/\$13.07 hr | August 26, 2024 |
| Cammie Schwickerath | Teacher Assistant/\$13.33 hr | August 13, 2024 |
| Frank Mullins | Boys BB 7th Grade A Team/\$2,200 | August 20, 2024 |
| Sarah Shearer | Volleyball JH Coach/\$2,000 | August 21, 2024 |
| Jesse Buntin | Custodian/\$14.35 hr | September 04, 2024 |

EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra Duty Assignments/Stipends</u> |
|--------------------|--|
| Rosa Verdugo | Travel Stipend/\$400 |
| Rubi Pando-Herrera | HPE-Web Master/\$500 |

REMOVAL OF EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra Duty Assignments/Stipends</u> |
|--------------|--|
| Rosa Verdugo | Travel Stipend/\$200 |

TRANSFER

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

CHANGE OF STATUS

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> |
|--------------------|-------------------------------|--------------------------------|------------------------------|
| Karen Isham | Bus Assistance/\$13.33hr | Bus Driver(Mini)/\$17.30 hr | August 15, 2024 |
| Kaylah Singleton | Paraprofessional I/\$14.36 hr | Paraprofessional II/\$15.57 hr | August 05, 2024 |
| Nichole Young | 8 hr Bus Driver/\$18.80 hr | 6.5 hrs | August 15, 2024 |
| James Dearman | Bus Driver | SPED Bus Driver | August 15, 2024 |

FMLA REQUEST

| <u>Name</u> | <u>Position</u> | <u>Reason</u> | <u>Effective Date</u> |
|--------------------|------------------------|----------------------|------------------------------|
| Heather Trager | Bus Driver | Medical | August 21, 2024 |

RESIGNATIONS/RETIREMENTS

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|---------------------|-------------------------------|------------------------------|
| Sara Davidson | Paraprofessional | August 02, 2024 |
| Blair Blay | Paraprofessional | August 15, 2024 |
| Elizabeth Endicott | Media Assistant | July 29, 2024 |
| Haley Vandeventer | Teacher Assistant | May 31, 2024 |
| Jason Gray | Asst. Transportation Director | October 18, 2024 |
| Nicholas McWilliams | Video Productions Coordinator | September 13, 2024 |
| Arthur Harsha | Custodian | September 03, 2024 |

PERSONNEL REPORT

September 10, 2024

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> |
|---------------|---|-----------------------|
| Mikayla Soli | Counselor/\$44,422.18 | September 03, 2024 |
| Cynthia Swift | Business/Entrepreneurship Pathway Teacher/\$61,831.53 | September 16, 2024 |

(Pending Approval of Adjunct/Emergency Certification)

| | | |
|-----------------|---------------------|-----------------|
| Joshua Terrones | Teacher/\$43,021.88 | August 09, 2024 |
|-----------------|---------------------|-----------------|

EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra-duty Assignment/Stipend</u> |
|-------------------|--------------------------------------|
| Donna Shaban | Science Dept Chair SMS/\$1,000 |
| Tamara Andrews | Math Dept Chair SMS/\$1,000 |
| Tara Simpson | CT-Team/\$500 |
| Tyler Ford | Asst CTV Sponsor/\$500 |
| Kelsey Girty | JH Counselor Mentor/\$500 |
| Kim Castaldi | LIB Counselor Mentor/\$500 |
| Stephanie Soli | SHS Counselor Mentor/\$500 |
| Shannon Lloyd | SHS Mentor Teacher/\$500 |
| Melinda Plummer | JHE Mentor Teacher/\$500 |
| Gina Ritchie | JHE Mentor Teacher/\$500 |
| Karen Diehl | HPE Mentor Teacher/\$500 |
| Ryan Wright | Bartlett Mentor Teacher/\$500 |
| Cynthia Swift | Pathway Coordinator/\$12,000 |
| Katie Greer | Career Tech Teacher/\$2,200 |
| | Key Club Sponsor/\$400 |
| Harrison Bartlett | Marching Band/\$4,000 |
| Kristi Carter | Cell Phone Stipend/\$900 |
| Amber Robertson | Cell Phone Stipend/\$900 |
| Megan Hurt | Cell Phone Stipend/\$900 |
| Ashley Johnson | IEP File Management/\$100 |
| Danielle Nagel | IEP File Management/\$100 |

REMOVAL OF EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra-duty Assignment/Stipend</u> |
|--------------------|---|
| Emily Webb | CT-Team/\$800 |
| Julie Leaton | SJH Spanish Dept Chair/\$1,000 |
| Patricia King | SMS Math Dept Chair/\$1,000 |
| Brandy Lusk | SMS Science Dept Head/\$1,000 |
| Sam Johnson | Boys BB 7th Grade A Team/\$2,200 |

CHANGE OF STATUS

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> |
|--------------------|--------------------------|--------------------------|------------------------------|
| Elisabeth Harper | Bachelor/\$55,406.07 | Masters/\$56,782.57 | August 01, 2024 |
| Colter Cagle | Bachelor/\$43,466.22 | Bachelor+15/\$43,771 | August 01, 2024 |
| T.Read Richards | Asst CTV Sponsor/\$3,000 | Head CTV Sponsor/\$3,500 | August 21, 2024 |

TRANSFERS

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

RESIGNATIONS

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|--------------------|------------------------|------------------------------|
| Hayden Casey | Teacher | September 06, 2024 |

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|-----------------------------------|---|---|---|
| Fast Pitch Softball (5) | NEW TO DISTRICT - Magen Coldiron - Head Coach | Baseball (4) | Steve Irvine, Head Coach |
| | Josh Littlebear- Varsity Asst. | | Riley Tincher, Varsity Asst. (Adjunct) |
| NEW POSITION | Bianca Blevis - Varsity Asst. (Adjunct) | | JT (John) Rains, Varsity Asst. |
| NEW TO DISTRICT | Brice Hill - Head Middle School Coach (Adjunct) | | Marshal McPherson - Varsity Asst. |
| NEW TO DISTRICT | Chance Roth - JH Asst. (Adjunct) | Paid by booster club | Matt Burkhalt - Junior Varsity (Adjunct) |
| Cross Country (5) | Debbie Williams, Head Coach Boys & Girls | NEW TO DISTRICT | Lee Callison - JH Head Coach |
| | Andy Tuttle, Varsity Asst. | Paid by booster club /NEW TO DISTRICT | Coleson Coffey - JH Asst. |
| | Charlie Dugan, Varsity Asst. | | Steve Irvine, Field Maintenance |
| | Nick Williams, Varsity Asst. | Boys Basketball (6) NEW | Jordan Nagel, Head Coach |
| NEW POSITION | Brandy Lusk - Varsity Asst. | NEW TO DISTRICT | JD Limes, Varsity Asst. |
| NEW POSITION | Zach Mark - Head JH. Varsity Asst. | | Joshua Stephens - 9th grade (Adjunct) |
| Football (15) | Tim Holt - Head Coach | | Larry Heath - 8th Grade |
| | Dave Alexander - Varsity Offensive coordinator | NEW TO DISTRICT | Frank Mullins - 7th Grade A Team Coach (Adjunct) |
| NEW TO DISTRICT | Braxton Watters - Varsity Defensive coordinator | | John Morgan - 7th Grade B Team Coach (Adjunct) |
| NEW TO DISTRICT | Braxton Watters - Assist. Head Coach | Girls Basketball (6) | Darlean Calip, Head Coach |
| | Sam Johnson - Varsity Asst. | | Nicky Cooper, Varsity Asst. |
| NEW TO DISTRICT | Landon Isham - Varsity Asst. (Adjunct) | NEW POSITION | Lila Heard, 9th Grade Head Coach (Adjunct) |
| | Gionni Harris - Varsity Asst. | NEW POSITION | Josh Littlebear, 8th Grade Head Coach |
| | Josh Hicks - Varsity Asst. | NEW TO DISTRICT | Abigail Boren - 7th Grade A Team |
| NEW TO DISTRICT | Cade Stacey - Varsity Asst. (Adjunct) | | Kylie Willis - 7th Grade B Team Coach (Adjunct) |
| | David Alexander - Varsity Asst. | | |
| NEW TO DISTRICT | Darius Boone - Varsity Asst. | Golf Boys-Girls (2) | Andy Tuttle, Head Golf |
| | OPEN - Head Freshmen | | Nicky Cooper, Head JH |
| | JT Rains - Asst Freshmen | NEW TO DISTRICT | Abigail Boren - Assist Coach |
| | Andrew Thomas - Asst Freshmen (Adjunct) | | |
| NEW POSITION | Gionni Harris - Head 8th Coach | Assistant Athletic Directors (3) | Tim Holt |
| NEW POSITION | Adedolapo Sobowale - Asst 8th | | Darlean Calip |
| NEW TO DISTRICT | John Gambill - Asst 8th | | Jordan Nagel |
| | Josh Hicks - equipment | | |
| | Tim Holt - Summer | JH Coordinators (3) | Gionni Harris NEW POSITION |
| (Paid by FB Booster) - NEW | Sam Johnson - Head 7th Coach | | Andy Tuttle |
| (Paid by FB Booster) - NEW | Josh Hicks - Asst. 7th | | Lori Arundell |
| NEW TO DISTRICT | Braxton Watters - Summer S&C a.k.a Powerlifting - Head Coach | | |
| | Dave Alexander - Summer S&C a.k.a Powerlifting - Assist. Coach | Seasonal Athletic Manager | OPEN (Fall) |
| Tennis B&G (2) | Karma Sanders, Head Coach | We will NOT have these anymore (6/1/2020 per Mr. Bilby) | OPEN (Winter) |
| | Rosemary Hill - Varsity Assistant | | |
| Swimming B&G (1) | N/A | Football Game Manager | OPEN |
| | | Plan Time Coaching | |
| Girls Soccer (2) | Lori Arundell, Head Coach | | |
| | Tiffany Admire, Varsity Asst. | Track & Field (9) / NEW POSITION | Nick Williams - Head Coach |
| | OPEN - JH Coach | | Debbie Williams, Varsity Asst. |
| | | | Gionni Harris, Varsity Asst. |
| Boys Soccer (2) | Adedolapo Sobowale - Head Coach | | Zach Mark, Varsity Asst. |

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| NEW POSITION | Spencer Braswell - Asst Coach | | | Charlie Dugan, Varsity Asst. |
| | OPEN - JH Coach | | | Lee Wilson, Head Jr. High |
| | | | | Andrew Thomas Jr. High (Adjunct) |
| Volleyball (4) | Corey Harp - Head Coach (Adjunct) | | | OPEN - Jr High Assistant |
| NEW TO DISTRICT | Rashelle Vaughn - Varsity Asst. | | | Bianca Blevins, Jr. High Assistant (Adjunct) |
| | Karma Ludlow - Varsity Asst | | | |
| NEW TO DISTRICT | Sarah Shearer - JH assistant (Adjunct) | | Wrestling (5) | Cody Fuller - Head Coach NEW POSITION (Adjunct) |
| | OPEN - JH assistant (Covered by vb booster or activity) | | NEW TO DISTRICT | Rashelle Vaughn - Varsity Asst. |
| | Off-Season Stipend | | | Josh Hicks - Varsity Asst. |
| Cheer (3) | Lindsay Hurst, Head Coach Adj. w/o Asst. | | | Dunie Mills - Head Coach JH (Adjunct) |
| NEW POSITION | Astanzia Rolin - Head JH-FB | | | Christian Supernaw - Asst. JH |
| NEW POSITION | Astanzia Rolin - SJH Cheer BB | | NEW POSITION | Cody Fuller - Wrestling Mat Cleaning (Adjunct) |
| NEW POSITION | Astanzia Rolin - SJH Cheerleading Wrestling | | | OPEN - Wrestling HS Free Style |

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