

Regular Meeting of The Board of Education Independent School District Number 33,  
Creek County  
Tuesday, February 11, 2025 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 Agenda.
- III. Consent Agenda
  - III.A. Approval of the BOE Meeting Minutes.
    - III.A.1. 1.13.2025 BOE Meeting Minutes
    - III.A.2. 1.22.2025 Special BOE Meeting Minutes
  - III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 600 through 676.
  - III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance numbers 133 through 149.
  - III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order Encumbrance numbers 74 through 78.
  - III.E. Approval of 2024-25 Lease Revenue Fund 04 Purchase Order Encumbrance numbers 29 through 33.
  - III.F. Approval of the monthly financial reports of the School Activity Funds account.
  - III.G. Approval of the monthly financial reports of the SPS Endowed Scholarship Accounts, Fund 81.
  - III.H. Approval of the Treasurer's Report on the status of Funds and Investments.
  - III.I. Accept and approve the employee assignments for Mr. Johnny Bilby and Mrs. Amy Riff as the Title IX Co-Coordinators for Sapulpa Public Schools.
  - III.J. Accept and approve the employee assignment for Mrs. Katherine Stufflebeam as the ADA (Americans with Disabilities Act) and 504 (Rehabilitation Act) Coordinator.
  - III.K. Approval of the 2024-25 Southwestern Oklahoma State University Teacher Education Program MOU Agreement with Sapulpa Public Schools.
  - III.L. Approval of the OG&E Commercial Energy Efficiency Program-Projection Application-Pre-Construction for the Westside Baseball and Softball Complex.
  - III.M. Approval of 2025 Hance Pyrotechnics Agreement with Sapulpa High School, fireworks for Graduation.
  - III.N. Approval of 2025 Party Pro Contract with Sapulpa High School, chairs for Graduation.
  - III.O. Approval of 2025 Short-Term Plant Rental Agreement between Tropical Plant Design and Sapulpa Public Schools for the Sapulpa High School Graduation.
  - III.P. Approval of the 2025 Performance Stage Inc. Quote for the Sapulpa High School Graduation.
  - III.Q. Approval of the 2025 Lone Wolf Audio Quote for Sapulpa High School Graduation.
  - III.R. Approval of the 2025 Candid Color Photography Service and Agreement with Sapulpa Public Schools for graduation pictures.
  - III.S. Approval of the 2024-25 Costume World Theatrical Contract for the SHS Musical.
  - III.T. Approval of the 2025 Bixby Invitational Contract for Varsity Girls Basketball.
  - III.U. Approval of an anonymous donation of \$3,000 to Liberty STEM Academy.
  - III.V. Approval of a generous donation of \$7,000 from TTCU to be placed in the General Fund.
  - III.W. Approval of the Out of State Activity Trips as per attachment.
    - III.W.1. HPE STEM-Saco, Maine
  - III.X. Approval of Fundraisers as per attachment.

- IV. Hearing from the Public
- V. Information and Discussion Items
  - V.A. Superintendent Comments
- VI. Action Items
  - VI.A. New Business-items not known or foreseen when the agenda was posted.
  - VI.B. Discussion and possible action to authorize Sapulpa Public Schools to approve students, after the approval of their parents or legal guardian, to modify their existing graduation track to the new graduation requirements provided for in 70 O.S. Section 11-103.6 as authorized by House Bill 2672 (2024).
  - VI.C. Discussion, motion, and vote on a motion to approve/disapprove of modifying policy 210.1 Sapulpa High School Weighted Grade System.
  - VI.D. Discussion, motion, and vote on a motion to approve/disapprove of modifying policy 210.3 High School Credit for 6th-8th Grade Courses.
  - VI.E. Proposed Executive Session to discuss Personnel listed and to conduct the ongoing evaluation of the Superintendent as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.
    - VI.E.1. Vote to convene in Executive Session.
    - VI.E.2. To acknowledge the Board has returned to Open Session.
    - VI.E.3. Statement of Executive Session Minutes.
  - VI.F. Personnel
    - VI.F.1. Vote to approve/disapprove employing Personnel as per attachment.
    - VI.F.2. Vote to approve/disapprove FMLA request for Judith Ramsey, effective January 21, 2025, through March 04, 2025.
    - VI.F.3. Vote to approve/disapprove authorizing Judith Ramsey to receive sick leave donations from other employees as authorized by Board Policy 736.2 Sick Leave Donation.
    - VI.F.4. Vote to accept Resignations received since the last board meeting.
- VII. Adjournment

Regular Meeting of The Board of Education Independent School District Number  
33, Creek County  
Monday, January 13, 2025 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  
President Melinda Ryan called the meeting to order at 6 pm. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

II. GEAR UP Report

GEAR UP Director Debra Keil presented a check and presentation with information about the program. Sapulpa is one of thirteen schools participating, the largest of the Districts. This program is federally funded by the Oklahoma State Regents of Higher Education. The investment of \$34.7 million over the next seven years will benefit more than 15,833 7th-12th grade students. GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) will also be looking to see how they can partner with Pathways.

III. Recognition of Sapulpa School Board Members

Superintendent Rob Armstrong recognized BOE Members Sarah Havenstrite, Steve McCormick, Larry Hoover, Wayne Richards, and Melinda Ryan for their service/dedication to Sapulpa Public Schools. They were presented with a certificate and the first golden shovel key chains for tomorrow's HS Groundbreaking. SPS Jackets will be given at the February BOE Meeting.

IV. Formal Adoption of the Agenda

IV.A. Motion, discussion, and vote on Motion to formally adopt Agenda.  
To formally adopt Agenda passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

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

Yea: 5, Nay: 0

V. Consent Agenda

V.A. Approval of the 12.09.2024 Regular Meeting Minutes.

V.B. Approval of the 2024-25 General Fund Purchase Order encumbrance numbers 569 through 599.

V.C. Approval of the 2024-25 Building Fund Purchase Order encumbrance numbers 122 through 132.

V.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order encumbrance numbers 66 through 73.

V.E. Approval of the 2024-25 Lease Revenue Purchase Order Encumbrance numbers 22 through 28.

V.F. Approval of the 2024-25 Bond Fund 33 Purchase Order encumbrance number 3.

V.G. Approval of the 2024-25 Bond Fund 34 Purchase Order encumbrance number 1.

V.H. Approval of the monthly financial reports of the School Activity Funds account.

V.I. Approval of the monthly financial reports of the SPS Endowed Scholarship Accounts, Fund 81.

V.J. Approval of the Treasurer's Report on the status of Funds and Investments.

V.K. Approval of 2025 renewal of Cox Internet WAN Commercial Services Agreement.

V.L. Approval of a generous donation of \$1,500 for Revolutionary Days from the Eastern Town Committee of Colonial Dames.

V.M. Approval of an anonymous generous donation of \$40,000 to be allocated to the Pathways program.

This donation is part of the Oklahoma Equal Opportunity Education Scholarship Act that was approved at the December 2024 BOE Meeting. It is a State Tax Credit program.

V.N. Approval of the Out of State Activity Trips as per attachment.

V.N.1. Pings-Orlando, FL

V.N.2. Track-Pittsburg, KS (4.04.2025)

V.O. Approval of Fundraisers as per attachment.

To approve Consent Agenda Items A-O passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Yea

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

Yea: 5, Nay: 0

## VI. Hearing from the Public

None

## VII. Information & Discussion Items

### VII.A. Construction Update

SHS 2.0-Nabholz is on site-Trailers being assembled and will remain for the next two to three years. Jan/Feb site preparations for dirt/demo removal will begin. Architects will also submit their final HS & PAC drawings to Nabholz for bidding preparation. There is a 21 Day Bid period. Packages will be presented at the March BOE meeting for review and approval. HS and PAC construction to begin in April.

Westside Baseball and Softball Complex-Turf on the fields is complete. The focus now is to complete the buildings/indoor facilities. Still working toward a March 1, 2025, Completion Deadline. A great job is being done by Will Berry, Cade Cabiness, and crew.

### VII.B. Superintendent Comments

All time/comments were on the Construction Update.

## VIII. Action Items

VIII.A. New Business-items not known or foreseen when the agenda was posted.

None

VIII.B. Discussion, motion, and vote on a motion to approve or disapprove the generous grant donations totaling \$333,206 from the Edward E. and Helen Turner Bartlett Foundation made to Sapulpa Public Schools to be used in the specified departments as per attachment.

To approve the generous grant donations totaling \$333,206 from the Edward E. and Helen Turner Bartlett Foundation made to Sapulpa Public Schools to be used in the specified departments 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: Yea  
Melinda Ryan: Yea  
Yea: 5, Nay: 0

VIII.C. Discussion, motion, and vote on a motion to approve or disapprove the generous grant donation totaling \$40,000 from the Edward E. and Helen Turner Bartlett Foundation made to Kid's Kloset to be used in the specified department as per attachment.

To approve the generous grant donation totaling \$40,000 from the Edward E. and Helen Turner Bartlett Foundation made to Kid's Kloset to be used in the specified department as per the attachment passed with a motion by Sarah Havenstrite and a second by Steve McCormick.

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

Yea: 5, Nay: 0

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

VIII.D.1. Vote to convene in Executive Session.

To convene in Executive Session at 6:36 pm passed with a motion by Melinda Ryan and a second by Larry Hoover.

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

Yea: 5, Nay: 0

VIII.D.2. To acknowledge the Board has returned to Open Session.

President Melinda Ryan acknowledged the board's return to Open Session at 6:51 pm.

VIII.D.3. Statement of Executive Session Minutes.

The Board of Education went into Executive Session at 6:36 pm to discuss Personnel as listed and to conduct an ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma

Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 6:51 pm. Present in Executive Session were Sarah Havenstrite, Steve McCormick, Larry Hoover, Wayne Richards, Melinda Ryan, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

## IX. Personnel

IX.A. Vote to approve/disapprove employing Personnel as per attachment. To approve employing Personnel as per the attachment passed with a motion by Larry Hoover and a second by Wayne Richards.

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

Yea: 5, Nay: 0

IX.B. Vote to approve/disapprove FMLA for Megan Loghry effective March 27, 2025, through May 08, 2025.

To approve FMLA for Megan Loghry effective March 27, 2025, through May 08, 2025 passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

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

Yea: 5, Nay: 0

IX.C. Vote to approve/disapprove FMLA for Lorrel Thompson effective January 06, 2025, through April 07, 2025.

To approve FMLA for Lorrel Thompson effective January 06, 2025, through April 07, 2025 passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

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

Melinda Ryan: Yea

Yea: 5, Nay: 0

IX.D. Vote to approve/disapprove FMLA for Tamara Andrews effective December 06, 2024, through January 15, 2025.

To approve FMLA for Tamara Andrews effective December 06, 2024, through January 15, 2025 passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

IX.E. 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: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

X. Adjournment

To adjourn at 6:53 pm passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

Special Meeting of The Board of Education Independent School District Number  
33, Creek County  
Wednesday, January 22, 2025 8:00 AM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the Meeting to Order

President Melinda Ryan called the meeting to order at 8am. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

II. Information and Discussion

II.A. Construction Update

David Reed with Reed Architecture & Interiors shared that the Nabholz Superintendents are now on-site at the SHS campus daily to ensure that all has been mapped out accurately and is ready for dirt work, demo, and construction. Some utilities must be worked around for now and until companies can get to the site to remove them. All drawings are due Friday, 1.24.2025, to start the bid process.

III. Action Items

III.A. Discussion, motion, and vote on a motion to approve/disapprove of modifying policy 210.1 Sapulpa High School Weighted Grade System. To approve modifying policy 210.1 Sapulpa High School Weighted Grade System passed with a motion by Wayne Richards and a second by Steve McCormick.

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

Yea: 3, Nay: 0, Absent: 2

III.B. Discussion, motion, and vote on a motion to approve/disapprove of modifying policy 210.3 High School Credit for 6th-8th Grade Courses. To approve modifying policy 210.3 High School Credit for 6th-8th Grade Courses passed with a motion by Steve McCormick and a second by Wayne Richards.

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

Wayne Richards: Yea  
Melinda Ryan: Nay  
Yea: 3, Nay: 1, Absent: 1

III.C. Discussion, motion, and vote on a motion to approve/disapprove of modifying policy 221 High School Graduation Requirements.  
To approve modifying policy 221 High School Graduation Requirements passed with a motion by Melinda Ryan and a second by Wayne Richards.

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

Yea: 4, Nay: 0, Absent: 1

#### IV. Adjourn

13

To adjourn at 9:13 am passed with a motion by Larry Hoover and a second by Wayne Richards.

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

Yea: 4, Nay: 0, Absent: 1

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 600 - 999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	600	01/09/2025	206	CITY OF SAPULPA	DISTRICT WATER/SEWER	35,000.00
11	601	01/09/2025	30514	RECOGNITION PRODUCTS, LLC	GRADUATION SUPPLIES-ROBES, CORDS, ETC.	5,000.00
11	602	01/09/2025	3826	SECURITY BANK CARD CENTER INC	698 Sped-MSLBD Conference Registration	480.00
11	603	01/09/2025	177	ROBERT E ANNETT	Labor Hours for Intercom Repair	1,800.00
11	604	01/09/2025	282	ORION SECURITY SOLUTIONS LLC	Add Access Control to Front Door of WAC	8,089.00
11	605	01/09/2025	282	ORION SECURITY SOLUTIONS LLC	Install Electric Strike for Elevator Door	2,028.00
11	606	01/09/2025	3826	SECURITY BANK CARD CENTER INC	Class supplies- Wmart,Amazon,Target,Aldi,DollarTree	500.00
11	607	01/09/2025	3826	SECURITY BANK CARD CENTER INC	Amazon, WM, etc. GT budget	1,848.00
11	608	01/13/2025	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Replace brakes bus 1, 11, 14	2,300.00
11	609	01/14/2025	1818	MERRIFIELD OFFICE SUPPLY	Programs for SHS Groundbreaking	48.00
11	610	01/14/2025	3826	SECURITY BANK CARD CENTER INC	Smith - Library Supplies - amazon	130.00
11	611	01/14/2025	605	CLEAR WINDS TECHNOLOGIES, INC.	Laptop for testing purposes	800.00
11	612	01/14/2025	3826	SECURITY BANK CARD CENTER INC	Replacement Parts for Teacher Computers - Amazon	1,000.00
11	613	01/14/2025	3826	SECURITY BANK CARD CENTER INC	Biohazard Trashcan - amazon	107.28
11	614	01/14/2025	3826	SECURITY BANK CARD CENTER INC	H.LAKEY/075/SCH.NURSE/STUDENT SUPPLIES	169.09
11	615	01/14/2025	3826	SECURITY BANK CARD CENTER INC	COUNSELORS/075/OFFICE LETTERHEAD	135.00
11	616	01/14/2025	3826	SECURITY BANK CARD CENTER INC	621-Pcard Hotel Expense-MSLBD Conf.	1,125.00
11	617	01/14/2025	1818	MERRIFIELD OFFICE SUPPLY	Office Supplies	3,000.00
11	618	01/14/2025	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Brakes for Bus 7	875.00
11	619	01/14/2025	3826	SECURITY BANK CARD CENTER INC	552- ELA Elementary Classroom Manipulatives	2,499.50
11	620	01/14/2025	3826	SECURITY BANK CARD CENTER INC	552- ELA Elementary Classroom Manipulatives	1,199.50
11	621	01/14/2025	3826	SECURITY BANK CARD CENTER INC	552- ELA Elementary Classroom Manipulatives	1,499.70
11	622	01/14/2025	3826	SECURITY BANK CARD CENTER INC	552- ELA Elementary Classroom Manipulatives	1,999.00
11	623	01/14/2025	3826	SECURITY BANK CARD CENTER INC	Jefferson Heights Family Engagement	666.83
11	624	01/14/2025	3826	SECURITY BANK CARD CENTER INC	Sapulpa High School Family Engagement	30.00
11	625	01/17/2025	3826	SECURITY BANK CARD CENTER INC	ASBO CONFERENCE APRIL 23-24 OKASBO	1,500.00
11	626	01/22/2025	3826	SECURITY BANK CARD CENTER INC	Fleet Part Purchases	2,000.00
11	627	01/22/2025	80519	AMY M RIFF	Reimbursement of mileage for GEAR UP training	134.40
11	628	01/22/2025	31353	OKLAHOMA BPA	Advisor Fee OKBPA State	75.00

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 600 - 999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	629	01/22/2025	30481	BG PRODUCTS	Fuel Additive	850.00
11	630	01/22/2025	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 36 EGR Cooler and repair leaks	8,800.00
11	631	01/23/2025	3826	SECURITY BANK CARD CENTER INC	Hotel/Meals-STEM conference OKC, 1/31	250.00
11	632	01/23/2025	3580	SUPER DUPER INC	621-Sped Pcard HearBuilder Student License	99.00
11	633	01/23/2025	80594	STEPHEN A SHIBLEY II	Reimbursement for CDL	59.83
11	634	01/23/2025	584	SUN AUTO TIRE & SERVICE, INC.	Tires and Flat Repairs for Fleet	2,000.00
11	635	01/23/2025	3826	SECURITY BANK CARD CENTER INC	HENDRICKSON/075/REPLACEMENT PROJECTOR BULB	36.99
11	636	01/23/2025	31741	YALE CLEANERS, LLC	GRADUATION ROBE CLEANING/STEAMING	300.00
11	637	01/24/2025	177	ROBERT E ANNETT	Hardware for JH Intercom Repair	350.00
11	638	01/24/2025	3826	SECURITY BANK CARD CENTER INC	L.WOOD/075/LABELS	47.17
11	639	01/24/2025	3826	SECURITY BANK CARD CENTER INC	11-165-Highlighters, Crayolas, earphones	148.62
11	640	01/24/2025	3826	SECURITY BANK CARD CENTER INC	11-165 erasers, expo markers, earphones	73.75
11	641	01/24/2025	793	OK EMP SECURITY COMM	BENEFITS PAID TO EX PERSONNEL	9,000.00
11	642	01/24/2025	3826	SECURITY BANK CARD CENTER INC	11-165 Quigley Manipulatives materials	260.28
11	643	01/27/2025	3826	SECURITY BANK CARD CENTER INC	552- JHE Discovery Day Supplies	891.00
11	644	01/27/2025	3826	SECURITY BANK CARD CENTER INC	552- FRE Discovery Day Supplies	1,332.00
11	645	01/27/2025	3826	SECURITY BANK CARD CENTER INC	552- LIB Discovery Day Supplies	681.00
11	646	01/27/2025	3826	SECURITY BANK CARD CENTER INC	552- HPE Discovery Day Supplies	1,884.00
11	647	01/27/2025	3826	SECURITY BANK CARD CENTER INC	552- ELA Elementary Classroom Manipulatives	1,824.52
11	648	01/27/2025	3826	SECURITY BANK CARD CENTER INC	1099 THIRD PARTY ELECTRONIC FILING	129.35
11	649	01/28/2025	31412	AMAZON CAPITAL SVCS, INC.	11-165 Dinosaur Eggs dig kit for kids	81.00
11	650	01/28/2025	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Exhaust Manifold Gaskets	5,700.00
11	651	01/28/2025	3826	SECURITY BANK CARD CENTER INC	B.BRASWELL/075/CLASSROOM CHAIR/SUPPLIES	198.77
11	652	01/29/2025	3826	SECURITY BANK CARD CENTER INC	11-165 Classroom supplies, Learning Materials	4,000.00
11	653	01/29/2025	3826	SECURITY BANK CARD CENTER INC	S.YEAGER/075/INFORMATION BOARD-TESTING	99.00
11	654	01/29/2025	3826	SECURITY BANK CARD CENTER INC	S.YEAGER/075/WALMART/STUDENT TESTING SUPPLIES	375.00
11	655	01/29/2025	3826	SECURITY BANK CARD CENTER INC	S. YEAGER/075/PAPER	200.00
11	656	01/29/2025	61001	STEPHANIE GREENFEATHER	Rental Car Reimbursement 1/13-1/18	333.21
11	657	01/29/2025	31641	MATTHEW AARON RESIDE	GRADUATION SOUND EVENT PACKAGE	4,500.00

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 600 - 999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	658	01/29/2025	3826	SECURITY BANK CARD CENTER INC	PLANT RENTAL FOR GRADUATION STAGE	535.00
11	659	01/29/2025	3123	PERFORMANCE STAGE, INC.	STAGE FOR HS GRADUATION	7,213.00
11	660	01/29/2025	54158	PARTY PRO RENTS	CHAIR RENTAL FOR HS GRADUATION	3,200.88
11	661	01/29/2025	3826	SECURITY BANK CARD CENTER INC	JOM Cultural/Classroom Supplies	2,000.00
11	662	01/29/2025	3826	SECURITY BANK CARD CENTER INC	JOM Student Event Supplies	2,000.00
11	663	01/31/2025	30736	GOPHER SPORT	Wilson - sports equipment	750.00
11	664	01/31/2025	3826	SECURITY BANK CARD CENTER INC	Office Chairs for Counselor's Office	675.00
11	665	01/31/2025	3826	SECURITY BANK CARD CENTER INC	Storage Cabinet for counselor care closet - Amazon	182.15
11	666	01/31/2025	2008	PALEN MUSIC	Band - instruments, supplies	500.00
11	667	01/31/2025	3826	SECURITY BANK CARD CENTER INC	Carl Perkins Spark Fun	10,078.72
11	668	02/03/2025	3826	SECURITY BANK CARD CENTER INC	GenFundClassroomsupplies Amazon,Walmart,Merrifield	840.00
11	669	02/03/2025	3826	SECURITY BANK CARD CENTER INC	621 Sped PCard-Behavior Training Webinar	99.00
11	670	02/04/2025	4282	WESLEY MICHAEL PENDERGRASS	Marching Band Design	8,500.00
11	671	02/04/2025	4282	WESLEY MICHAEL PENDERGRASS	Marching Band Design Down Payment	4,000.00
11	672	02/04/2025	2008	PALEN MUSIC	Instrument Supplies and Repair	2,000.00
11	673	02/04/2025	4261	COLE MORGAN WILLIAMS	Percussion Music Down Payment	2,000.00
11	674	02/04/2025	3339	BENJAMIN LEE	Marching Show Music Down Payment	2,000.00
11	675	02/04/2025	1404	SHI INTERNATIONAL CORP	Surface Pro 10	4,614.84
11	676	02/05/2025	32187	OCCUPATIONAL HEALTH CENTERS SW, PA	PERSONNEL DRUG SCREENS 24-25	1,000.00
<b>Non-Payroll Total:</b>						<b>\$172,731.38</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$172,731.38</b>

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 133 - 999, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	133	01/09/2025	30413	COX BUSINESS SERVICES	DISTRICT SERVICES-2ND SEMESTER	8,000.00
21	134	01/09/2025	7572	PLUMBCO LLC	CC concession water heater replace	2,720.68
21	135	01/09/2025	2069	LED USA.COM	District Lighting Supplies	1,400.00
21	136	01/14/2025	3826	SECURITY BANK CARD CENTER INC	Supplies for Grounds	2,000.00
21	137	01/14/2025	30035	RIDDELL/ALL AMERICAN SPORTS	RECONDITIONING OF FOOTBALL HELMETS	8,216.80
21	138	01/14/2025	9314	LAMPROE CONSTRUCTION, INC	Emergency snow removal High School	3,000.00
21	139	01/14/2025	279	HARNES ROOFING INC	District Roof Service	4,000.00
21	140	01/22/2025	3158	WILLIAM A. HARRISON, INC.	Emergency HVAC Service	5,000.00
21	141	01/22/2025	3647	EMCO TERMITE & PEST CONTROL	SMS/ Sentricon Replace, Annual	1,275.00
21	142	01/23/2025	424	W.W. GRAINGER,, INC.	Maintenance Supplies	500.00
21	143	01/27/2025	279	HARNES ROOFING INC	District Roofing Service	2,000.00
21	144	01/27/2025	2183	RIVERSIDE HEAT & AIR	District HVAC Service and Repair	1,950.00
21	145	01/27/2025	2183	RIVERSIDE HEAT & AIR	District HVAC Service and Repair	2,900.00
21	146	01/27/2025	355	VICTOR CERVANTES	District Concrete Work	1,450.00
21	147	01/31/2025	878	STEVEN ENTERPRISES, INC.	District Plumbing Services	2,000.00
21	148	01/31/2025	2420	INTERMOUNTAIN LOCK & SECURITY	District door, lock, keys, closers, etc	3,000.00
21	149	02/04/2025	39745	MICHAEL MORGAN	District Drywall and Painting	1,200.00
<b>Non-Payroll Total:</b>						<b>\$50,612.48</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$50,612.48</b>

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 74 - 999, Fund(s): CHILD NUTRITION FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	74	01/14/2025	1459	OK DHS FINANCE	Annual DHS Commodity meal assessment fee	4,650.02
22	75	01/23/2025	563	AHIMSA LLC	5 compartments for elementary schools	1,869.33
22	76	01/27/2025	7039	WES HEFLEY/2H REFRIDGERATION	Replace Evaporator in JHE walkin cooler	5,550.00
22	77	01/31/2025	7532	AARON NEVEU	Ala Carte beverages for HS, 2nd Semester	10,000.00
22	78	01/31/2025	3826	SECURITY BANK CARD CENTER INC	Washer and dryer for HS, LOWES	1,258.46
<b>Non-Payroll Total:</b>						<b>\$23,327.81</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$23,327.81</b>

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 29 - 999, Fund(s): LEASE REV - MAR 2024

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
04	29	01/17/2025	54139	VARSITY BRANDS HOLDING CO INC.	QUOTE 12732116 BB/SB BENCHES	19,690.00
04	30	01/17/2025	739	MURRAY WOMBLE INC.	BB/SB JH LOCKERS	43,035.00
04	31	01/17/2025	54139	VARSITY BRANDS HOLDING CO INC.	BB/SB NETTING AND INSTALLATION	37,520.95
04	32	01/17/2025	5526	MAGIC REFRIGERATION CO.	ICE MAKER FOR ATHLETICS QUOTE 3571	5,650.00
04	33	02/03/2025	1315	B & B ELECTRIC COMPANY	10HP ELECTRIC MOTOR 700/800 HALL HS	1,380.00
<b>Non-Payroll Total:</b>						<b>\$107,275.95</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$107,275.95</b>

## Sapulpa Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2025 - 1/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 HS GRANTS	\$11,283.34	\$0.00	\$0.00	\$0.00	\$11,283.34	\$4,359.84	\$6,923.50
802 HS OFFICE	\$14,050.35	\$1,017.82	\$250.00	\$1,379.26	\$13,938.91	\$1,270.85	\$12,668.06
803 CREDIT RECOVERY	\$10,610.95	\$0.00	\$0.00	\$0.00	\$10,610.95	\$0.00	\$10,610.95
804 ID BADGE	\$1,689.92	\$200.00	\$0.00	\$0.00	\$1,889.92	\$339.98	\$1,549.94
805 HS ART	\$1,998.40	\$11,878.39	\$0.00	\$0.00	\$13,876.79	\$630.24	\$13,246.55
806 HS BAND	\$4,363.63	\$487.14	\$120.00	\$165.93	\$4,804.84	\$3,697.37	\$1,107.47
807 HS BAND BOOSTER CONCESSION	\$24,851.59	\$0.00	\$0.00	\$1,570.00	\$23,281.59	\$4,844.57	\$18,437.02
808 HS OKLAHOMA CLOSE UP	\$473.50	\$0.00	\$0.00	\$0.00	\$473.50	\$0.00	\$473.50
809 HS HOSPITALITY COMMITTEE	\$503.45	\$0.00	\$0.00	\$63.55	\$439.90	\$56.49	\$383.41
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	\$5,598.92	\$0.00	\$0.00	\$0.00	\$5,598.92	\$0.00	\$5,598.92
812 HS BUSINESS PROF ASSOC (BPA)	\$833.00	\$124.00	\$0.00	\$0.00	\$957.00	\$530.84	\$426.16
814 HS AP EXAMS	\$3,841.93	\$0.00	\$0.00	\$0.00	\$3,841.93	\$816.00	\$3,025.93
815 HS FCCLA	\$1,071.21	\$83.00	\$0.00	\$185.66	\$968.55	\$601.34	\$367.21
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	\$6,863.50	\$0.00	\$0.00	\$0.00	\$6,863.50	\$2,100.00	\$4,763.50
819 GREEN-THUMB CHIEFTAINS	\$2,499.68	\$473.00	\$0.00	\$36.14	\$2,936.54	\$1,063.86	\$1,872.68
820 HS NAACP	\$312.60	\$0.00	\$0.00	\$0.00	\$312.60	\$0.00	\$312.60
821 HS SENIORS 2027	\$5,198.21	\$0.00	\$0.00	\$0.00	\$5,198.21	\$0.00	\$5,198.21
822 HS SENIORS 2025	\$9,353.70	\$0.00	\$35.00	\$31.92	\$9,356.78	\$500.00	\$8,856.78
823 HS SENIORS 2026	\$8,827.81	\$0.00	\$0.00	\$0.00	\$8,827.81	\$0.00	\$8,827.81
824 HS SCIENCE & ENGINEERING	\$51,548.84	\$25,000.00	\$0.00	\$0.00	\$76,548.84	\$27,621.44	\$48,927.40
825 HS SPANISH HONOR SOCIETY	\$398.77	\$130.00	\$0.00	\$0.00	\$528.77	\$10.10	\$518.67
826 HS SPECIAL ED/OLYMPICS	\$4,180.68	\$0.00	\$0.00	\$100.00	\$4,080.68	\$575.59	\$3,505.09
827 HS STUDENT COUNCIL	\$4,690.03	\$0.00	\$0.00	\$0.00	\$4,690.03	\$66.19	\$4,623.84
828 HS VOCAL MUSIC	\$5,060.72	\$42,477.65	\$210.00	\$4,830.75	\$42,917.62	\$9,267.94	\$33,649.68
829 HS AG ED & FFA	\$20,066.62	\$250.00	\$0.00	\$8,030.63	\$12,285.99	\$12,125.40	\$160.59
830 HS LYONS SPED	\$1,423.30	\$0.00	\$0.00	\$0.00	\$1,423.30	\$0.00	\$1,423.30
831 HS YEARBOOK	\$8,759.75	\$290.00	\$0.00	\$0.00	\$9,049.75	\$0.00	\$9,049.75
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	\$1,824.63	\$753.89	\$0.00	\$419.00	\$2,159.52	\$787.00	\$1,372.52
836 HS BAND TRIPS	\$23,437.77	\$8,827.59	\$0.00	\$0.00	\$32,265.36	\$1,147.46	\$31,117.90
837 HS BAND GRANTS	\$16,340.74	\$58,000.00	\$0.00	\$1,839.27	\$72,501.47	\$20,973.87	\$51,527.60
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	\$8,581.83	\$0.00	\$0.00	\$91.53	\$8,490.30	\$323.65	\$8,166.65
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	\$2,697.98	\$14,147.00	\$0.00	\$290.00	\$16,554.98	\$1,949.74	\$14,605.24
845 HS CULINARY ARTS	\$3,890.89	\$0.00	\$0.00	\$259.18	\$3,631.71	\$746.08	\$2,885.63
846 HS JROTC	\$62,676.45	\$76,510.00	\$0.00	\$33,642.10	\$105,544.35	\$22,859.90	\$82,684.45
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	\$2,918.23	\$0.00	\$0.00	\$488.18	\$2,430.05	\$346.13	\$2,083.92
850 LOCAL SCHOLARSHIPS	\$37,631.42	\$125.00	\$0.00	\$0.00	\$37,756.42	\$0.00	\$37,756.42
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	\$27,107.63	\$50,000.00	\$0.00	\$1,279.91	\$75,827.72	\$32,211.77	\$43,615.95
854 HS INDIAN ED STAFF DEV	\$2,462.95	\$130.00	\$202.04	\$0.00	\$2,794.99	\$611.21	\$2,183.78
855 HS PHYSICS	\$1,684.22	\$0.00	\$0.00	\$0.00	\$1,684.22	\$0.00	\$1,684.22
856 E-SPORTS	\$1,450.45	\$0.00	\$0.00	\$0.00	\$1,450.45	\$0.00	\$1,450.45
857 JH OFFICE	\$3,193.30	\$588.00	\$338.58	\$117.25	\$4,002.63	\$2,042.40	\$1,960.23
860 JH LIBRARY	\$370.07	\$0.00	\$0.00	\$0.00	\$370.07	\$0.00	\$370.07
863 JH STUDENT COUNCIL	\$1,384.59	\$142.53	\$0.00	\$174.31	\$1,352.81	\$1,080.00	\$272.81
864 JH VOCAL MUSIC	\$2,161.41	\$0.00	\$0.00	\$0.00	\$2,161.41	\$150.00	\$2,011.41
866 JH YEARBOOK	\$6,974.45	\$0.00	\$0.00	\$0.00	\$6,974.45	\$1,618.78	\$5,355.67
867 JH ROBOTICS	\$0.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00
870 JH ART	\$16,019.69	\$372.00	\$0.00	\$3,864.00	\$12,527.69	\$5,983.87	\$6,543.82

## Sapulpa Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2025 - 1/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
871 JH TAPS	\$315.81	\$0.00	\$0.00	\$0.00	\$315.81	\$0.00	\$315.81
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	\$6,433.55	\$0.00	\$0.00	\$0.00	\$6,433.55	\$0.00	\$6,433.55
877 MS OFFICE	\$8,721.00	\$156.09	\$250.00	\$0.00	\$9,127.09	\$926.02	\$8,201.07
878 MS LIBRARY	\$263.00	\$0.00	\$0.00	\$0.00	\$263.00	\$0.00	\$263.00
879 MS STUDENT OF THE MONTH	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
880 MS STUDENT COUNCIL	\$2,527.84	\$0.00	\$0.00	\$0.00	\$2,527.84	\$0.00	\$2,527.84
881 MS YEARBOOK	\$762.38	\$436.00	\$0.00	\$0.00	\$1,198.38	\$0.00	\$1,198.38
882 MS ART	\$522.58	\$0.00	\$0.00	\$0.00	\$522.58	\$0.00	\$522.58
883 MS CHOIR	\$10,963.83	\$0.00	(\$210.00)	\$81.69	\$10,672.14	\$5,820.10	\$4,852.04
884 MS TECHNOLOGY STUDENT ASSOC.	\$1,679.64	\$0.00	\$0.00	\$360.00	\$1,319.64	\$450.00	\$869.64
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	\$15,065.11	\$31,006.00	\$0.00	\$0.00	\$46,071.11	\$3,168.24	\$42,902.87
889 MS PLTW	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00
892 SPED DIRECTOR	\$2,302.62	\$0.00	\$0.00	\$0.00	\$2,302.62	\$161.86	\$2,140.76
893 LIBERTY LIBRARY	\$1,146.31	\$0.00	\$0.00	\$0.00	\$1,146.31	\$418.00	\$728.31
894 LIBERTY MISC	\$1,060.23	\$2,012.90	\$250.00	\$367.13	\$2,956.00	\$568.31	\$2,387.69
895 LIBERTY FUNDRAISING	\$12,620.63	\$271.90	\$0.00	\$35.19	\$12,857.34	\$1,438.66	\$11,418.68
896 LIBERTY STEM CLUB	\$23,025.92	\$6,732.96	\$0.00	\$6,577.60	\$23,181.28	\$9,520.00	\$13,661.28
897 LIBERTY GRANTS	\$19,294.01	\$0.00	\$0.00	\$0.00	\$19,294.01	\$18,278.05	\$1,015.96
900 FREEDOM MISC	\$7,055.34	\$45.64	\$250.00	\$3,396.38	\$3,954.60	\$1,282.09	\$2,672.51
901 FREEDOM FUNDRAISING	\$30,559.38	\$0.00	\$0.00	\$2,000.00	\$28,559.38	\$2,492.70	\$26,066.68
902 FREEDOM LIBRARY	\$411.43	\$0.00	\$0.00	\$99.54	\$311.89	\$205.38	\$106.51
903 FREEDOM GRANTS	\$18,821.42	\$0.00	\$0.00	\$0.00	\$18,821.42	\$18,416.99	\$404.43
904 FREEDOM TAPS	\$25,530.00	\$3,860.66	\$0.00	\$1,544.23	\$27,846.43	\$7,763.93	\$20,082.50
907 JEFFERSON HTS MISC	\$8,227.45	\$1,134.08	\$250.00	\$398.83	\$9,212.70	\$1,555.82	\$7,656.88
908 JEFFERSON HTS FUNDRAISING	\$17,630.30	\$0.00	\$0.00	\$2,297.94	\$15,332.36	\$3,862.94	\$11,469.42
910 JEFFERSON HTS GRANTS	\$10,823.32	\$0.00	\$0.00	\$0.00	\$10,823.32	\$3,120.68	\$7,702.64
911 JEFFERSON HTS LIBRARY	\$4,136.92	\$0.00	\$0.00	\$200.00	\$3,936.92	\$365.31	\$3,571.61
919 HOLMES PARK MISC	\$6,050.40	\$152.71	\$250.00	\$1,588.41	\$4,864.70	\$3,402.59	\$1,462.11
920 HOLMES PARK FUNDRAISING	\$14,597.56	\$0.00	\$0.00	\$0.00	\$14,597.56	\$5,283.46	\$9,314.10
921 HOLMES PARK LIBRARY	\$5,063.95	\$0.00	\$0.00	\$0.00	\$5,063.95	\$1,040.75	\$4,023.20
922 HOLMES PARK GRANTS	\$10,375.94	\$0.00	\$0.00	\$2,549.32	\$7,826.62	\$5,268.77	\$2,557.85
928 REVOLUTIONARY DAYS	\$3,501.75	\$0.00	\$0.00	\$0.00	\$3,501.75	\$2,282.98	\$1,218.77
929 DISTRICT STEM	\$24,412.47	\$0.00	\$0.00	\$0.00	\$24,412.47	\$1,577.26	\$22,835.21
931 BENEVOLENCE FUND	\$9,273.63	\$0.00	\$0.00	\$0.00	\$9,273.63	\$150.00	\$9,123.63
932 GT GRANTS	\$13,550.00	\$0.00	\$0.00	\$0.00	\$13,550.00	\$0.00	\$13,550.00
933 NOW (INTEREST INCOME)	\$70,148.10	\$7,420.97	\$0.00	\$770.38	\$76,798.69	\$2,279.80	\$74,518.89
934 DRIVERS EDUCATION	\$16,020.00	\$0.00	\$0.00	\$0.00	\$16,020.00	\$0.00	\$16,020.00
935 CREEK NATION LATCHKEY	\$60,640.58	\$0.00	\$0.00	\$921.42	\$59,719.16	\$674.76	\$59,044.40
936 STEM-CAMP INVENTION	\$10,797.63	\$24,000.00	\$0.00	\$0.00	\$34,797.63	\$0.00	\$34,797.63
937 LATCHKEY	\$124,223.95	\$14,723.55	\$0.00	\$1,439.95	\$137,507.55	\$1,233.20	\$136,274.35
938 COLLINS FOUNDATION	\$27,166.55	\$0.00	\$0.00	\$0.00	\$27,166.55	\$0.00	\$27,166.55
940 SPARK	\$63,801.78	\$0.00	\$0.00	\$0.00	\$63,801.78	\$1,238.16	\$62,563.62
941 LOCAL SCH CHILD WELFARE	\$2,606.12	\$40,300.00	\$0.00	\$3,223.14	\$39,682.98	\$9,442.68	\$30,240.30
943 ALTERNATIVE SCHOOL GRANTS	\$1,866.90	\$0.00	\$0.00	\$0.00	\$1,866.90	\$429.90	\$1,437.00
944 CHILD NUTRITION BANQUETS	\$406.50	\$0.00	\$0.00	\$0.00	\$406.50	\$0.00	\$406.50
945 SPS FOOD SERV ASSOC	\$7,047.28	\$1,478.00	\$0.00	\$197.68	\$8,327.60	\$780.31	\$7,547.29
946 SOFT DRINK MONEY	\$14,002.33	\$0.00	(\$2,123.58)	\$153.36	\$11,725.39	\$1,604.44	\$10,120.95
947 ALTERNATIVE SCHOOL	\$3,029.45	\$171.94	\$250.00	\$0.00	\$3,451.39	\$1,558.31	\$1,893.08
949 CLEARING ACCOUNT	\$5,024.27	\$0.00	\$0.00	\$0.00	\$5,024.27	\$0.00	\$5,024.27
950 SERVICE CENTER	\$328.29	\$0.00	\$0.00	\$185.85	\$142.44	\$0.00	\$142.44
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	\$60,938.42	\$120.00	\$0.00	\$85.00	\$60,973.42	\$16,519.79	\$44,453.63
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	\$8,266.57	\$100.00	\$0.00	\$2,906.00	\$5,460.57	\$441.21	\$5,019.36

## Sapulpa Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2025 - 1/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
957 HOMELESS	\$5,129.18	\$400.00	(\$195.00)	\$330.28	\$5,003.90	\$584.96	\$4,418.94
960 ATHLETIC SPORTS OVERALL	\$11,477.12	\$2,208.00	\$0.00	\$3,811.33	\$9,873.79	\$7,839.74	\$2,034.05
961 FOOTBALL BUDGET	\$41,714.87	\$0.00	\$0.00	\$0.00	\$41,714.87	\$15,457.39	\$26,257.48
962 BOYS BASKETBALL BUDGET	\$1,065.54	\$0.00	\$0.00	\$0.00	\$1,065.54	\$0.00	\$1,065.54
963 GIRLS BASKETBALL BUDGET	\$183.20	\$0.00	\$0.00	\$0.00	\$183.20	\$0.00	\$183.20
964 BASEBALL BUDGET	\$7,074.54	\$0.00	\$3,500.00	\$574.00	\$10,000.54	\$2,336.36	\$7,664.18
965 SOFTBALL BUDGET	\$6,129.15	\$0.00	\$0.00	\$510.45	\$5,618.70	\$100.00	\$5,518.70
966 WRESTLING BUDGET	\$4,738.14	\$0.00	\$0.00	\$1,650.00	\$3,088.14	\$2,143.75	\$944.39
967 TENNIS BUDGET	\$802.60	\$0.00	\$1,500.00	\$0.00	\$2,302.60	\$0.00	\$2,302.60
968 TRACK BUDGET	\$2,222.59	\$0.00	\$3,000.00	\$0.00	\$5,222.59	\$360.00	\$4,862.59
969 GOLF BUDGET	\$4,481.59	\$0.00	\$2,500.00	\$0.00	\$6,981.59	\$4,430.00	\$2,551.59
971 ATHLETIC - BOOSTER CLUB	\$143,462.83	\$13,223.61	\$1,214.38	\$20,050.70	\$137,850.12	\$33,912.14	\$103,937.98
972 CROSS COUNTRY BUDGET	\$8,179.95	\$1,017.83	\$0.00	\$0.00	\$9,197.78	\$448.00	\$8,749.78
973 BOYS SOCCER BUDGET	\$2,175.29	\$0.00	\$3,000.00	\$0.00	\$5,175.29	\$861.00	\$4,314.29
974 ATHLETICS - TRAINER	\$2,721.69	\$0.00	\$0.00	\$0.00	\$2,721.69	\$914.43	\$1,807.26
975 GIRLS SOCCER BUDGET	\$5,503.87	\$900.00	\$3,000.00	\$0.00	\$9,403.87	\$3,269.98	\$6,133.89
976 GIRLS VOLLEYBALL BUDGET	\$2,175.41	\$0.00	\$0.00	\$0.00	\$2,175.41	\$1,530.00	\$645.41
977 CHEER BUDGET	\$4,862.12	\$210.00	\$0.00	\$222.94	\$4,849.18	\$1,420.52	\$3,428.66
978 ALL EVENTS GATE	\$21,532.59	\$11,395.02	(\$4,000.00)	\$5,804.10	\$23,123.51	\$12,264.69	\$10,858.82
979 JR HIGH CHEER	\$2,697.98	\$0.00	\$75.00	\$0.00	\$2,772.98	\$225.00	\$2,547.98
983 DRUG TEST-PHYSICALS	\$7,813.25	\$244.53	\$0.00	\$176.00	\$7,881.78	\$0.00	\$7,881.78
985 SPONSORS 2022-2023	\$15,198.24	\$0.00	(\$12,500.00)	\$0.00	\$2,698.24	\$0.00	\$2,698.24
986 CHIEFTAIN CENTER CONCESSION	\$16,285.44	\$12,259.87	(\$1,416.42)	\$8,614.94	\$18,513.95	\$8,356.70	\$10,157.25
988 INBC - BASKETBALL FUNDRAISER	\$14,995.00	\$1,597.00	\$0.00	\$7,500.00	\$9,092.00	\$2,487.00	\$6,605.00
<b>Total</b>	<b>\$1,662,770.90</b>	<b>\$481,586.27</b>	<b>\$0.00</b>	<b>\$139,482.35</b>	<b>\$2,004,874.82</b>	<b>\$397,275.01</b>	<b>\$1,607,599.81</b>

# Sapulpa Public Schools

## Cash Balances

**Options:** Fiscal Years: 2025, Funds: 81, As Of Date: 1/31/2025, Account Types: All

<b>Cash By Account and Fund</b>						
AC 0101	AMERICAN HERITAGE 1825474					
2025	81	GIFT FUND				\$0.00
				Total AC	0101	\$0.00
AC 8101	ALLEN SCHOLARSHIP ENDOWMENT					
2025	81	GIFT FUND				\$7,145.03
				Total AC	8101	\$7,145.03
AC 8104	DONNA HOLBROOK SCHOLARSHIP					
2025	81	GIFT FUND				\$1,760.44
				Total AC	8104	\$1,760.44
AC 8111	ALLEN SCHOLARSHIP CD 4401					
2025	81	GIFT FUND				\$49,997.35
				Total AC	8111	\$49,997.35
AC 8114	HOLBROOK SCHOLARSHIP CD					
2025	81	GIFT FUND				\$10,000.00
				Total AC	8114	\$10,000.00
						\$68,902.82
						<u>\$68,902.82</u>
						<u>\$68,902.82</u>
<b>Cash By Fund</b>						
2025	81	GIFT FUND				\$68,902.82
						<u>\$68,902.82</u>
						<u>\$68,902.82</u>

**SAPULPA PUBLIC SCHOOLS  
TREASURER'S SUMMARY  
JANUARY 2025**

	<b>GENERAL FUND</b>	<b>BUILDING FUND</b>	<b>CH NUTR FUND</b>	<b>BOND FUND</b>	<b>SINKING FUND</b>	<b>TOTALS</b>
BEG BALANCE	<b>3,778,811.04</b>	<b>(222,286.57)</b>	<b>300,121.03</b>	<b>778,251.72</b>	<b>6,172,797.58</b>	<b>10,807,694.80</b>
DEPOSITS	9,085,472.08	853,447.65	187,108.56	-	5,058,044.51	<b>15,184,072.80</b>
CHECKS ISSUED						
Current Year	2,718,770.52	74,879.31	197,930.41	83,395.93	-	<b>3,074,976.17</b>
Prior Year	324.00	-	-	-	-	<b>324.00</b>
END BALANCE	<b>10,145,188.60</b>	<b>556,281.77</b>	<b>289,299.18</b>	<b>694,855.79</b>	<b>11,230,842.09</b>	<b>22,916,467.43</b>
Last Yr Same Month	8,009,778.10	664,708.06	685,164.58	3,788,192.36	4,579,908.45	<b>17,727,751.55</b>
Gain or (Loss)	<b>2,135,410.50</b>	<b>(108,426.29)</b>	<b>(395,865.40)</b>	<b>(3,093,336.57)</b>	<b>6,650,933.64</b>	<b>5,188,715.88</b>

Notes:

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

  
Kenda Terrones, Treasurer

**GENERAL FUND**PREVIOUS  
TOTALCURRENT  
MONTHNEW  
YR-TO-DATELocal Revenue

Current Ad Valorem	21,419.10	5,935,472.10	5,956,891.20
Prior Ad Valorem	179,036.96	37,182.72	216,219.68
Homestead & In Lieu Tax	280.43	10,037.08	10,317.51
Interest Earned	309,207.15	60,317.18	369,524.33
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	5,062.67	5,062.67
Workers' Compensation	0.00	0.00	0.00
Misc Reimbursements	47,137.28	3,592.74	50,730.02
Donations and Contributions	46,000.00	7,000.00	53,000.00
Repayment from CNF	0.00	0.00	0.00
Repayment from Activity Fd	<u>48,838.80</u>	<u>1,030.02</u>	<u>49,868.82</u>
Local TOTALS	<b>1,145,178.28</b>	<b>6,059,694.51</b>	<b>7,204,872.79</b>

County Revenue

Mill Levy	43,703.91	584,748.73	628,452.64
Mortgage Tax	<u>58,613.86</u>	<u>16,970.38</u>	<u>75,584.24</u>
County TOTALS	<b>102,317.77</b>	<b>601,719.11</b>	<b>704,036.88</b>

State Revenue

Gross Production	93,825.16	17,817.20	111,642.36
Auto Tags	703,096.45	135,796.45	838,892.90
School Land	283,528.08	84,662.67	368,190.75
Tax Stamps & Other Misc	2,626.15	880.58	3,506.73
Farm Implement Tax Stamp	129,257.76	0.00	129,257.76
State Aid (Fdn. & Incentive)	6,733,305.21	1,299,311.42	8,032,616.63
Flexible Benefit	1,317,679.56	261,502.05	1,579,181.61
Alternative Ed/High Challenge	62,304.32	0.00	62,304.32
Staff Development	0.00	0.00	0.00
National Board Cert Stipends	0.00	0.00	0.00
Reading Sufficiency	0.00	82,950.20	82,950.20
State Textbook Allocation	237,101.28	1,176.19	238,277.47
Driver's Education	35,677.48	0.00	35,677.48
Maternity Reimbursement	25,415.83	0.00	25,415.83
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	22,380.00	0.00	22,380.00
Voc. Incentive Assistance	50,000.00	0.00	50,000.00
Okla Education Lottery Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
State TOTALS	<b>9,696,197.28</b>	<b>1,884,096.76</b>	<b>11,580,294.04</b>

Federal Revenue

	<u>Y-T-D</u>	<u>CUR</u>	<u>Y-T-D</u>
FEMA	0.00	0.00	0.00
Title VII - Indian Ed (561)	115,936.46	20,583.23	136,519.69
JROTC	41,246.46	6,959.82	48,206.28

SIG Grants -Liberty	584.96	0.00	584.96
Title I (511)	295,168.08	324,949.94	620,118.02
Title II Part A (541)	40,481.26	63,437.39	103,918.65
IDEA-B Flow Thru (621)	628,651.22	74,224.43	702,875.65
IDEA-B Preschool 3-5 (641)	19,114.86	2,031.85	21,146.71
4442		19,992.44	19,992.44
Title 10 (596)	13,179.72	14,785.95	27,965.67
JOM (563)	25,731.84	0.00	25,731.84
Medicaid (698)	12,589.42	10,322.30	22,911.72
CARES Act	461,728.92	0.00	461,728.92
4689		2,674.35	2,674.35
Carl Perkins (421)	<u>25,175.01</u>	<u>0.00</u>	<u>25,175.01</u>
	Federal TOTALS	<b>1,679,588.21</b>	<b>539,961.70</b>
<b>TOTAL GEN FUND</b>		<b>12,623,281.54</b>	<b>9,085,472.08</b>
<b><u>BUILDING FUND</u></b>			
Current Taxes	3,059.02	847,687.60	850,746.62
Prior Taxes	25,569.58	5,310.33	30,879.91
In Lieu of Taxes	0.00	449.72	449.72
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	<b>99,065.48</b>	<b>853,447.65</b>
<b><u>CHILD NUTR FUND</u></b>			
Local (Meals, Interest, etc)	249,579.81	33,111.62	282,691.43
State Reimbursement	67,687.39	23,763.08	91,450.47
Federal Reimbursement	<u>611,508.65</u>	<u>125,015.26</u>	<u>736,523.91</u>
	Child Nutrition Fund TOTALS	<b>928,775.85</b>	<b>1,110,665.81</b>
<b><u>TOTAL GF/BF/CNF</u></b>		<b>13,651,122.87</b>	<b>10,120,809.69</b>
<b><u>BOND FUND</u></b>			
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	<b>622,300.00</b>	<b>622,300.00</b>
<b><u>SINKING FUND</u></b>			
Current Taxes	15,654.26	5,028,064.84	5,043,719.10
Prior Taxes	130,688.01	27,312.15	158,000.16
In Lieu of Taxes	0.00	2,667.52	2,667.52
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	<b>508,149.33</b>	<b>5,058,044.51</b>
<b><u>INSURANCE REIMBURSEMENT FUND</u></b>			
		<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>		<b>14,781,572.20</b>	<b>15,178,854.20</b>
			<b>29,960,426.40</b>



**UTILITIES COMPARISON 2022-23 TO 2024-25**

	410	623	624	625	627	MO	YTD			
	<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%
Aug 24	8,214	1,834	0	2,852	0	12,900	82,298	-87,840	-92,115	-52.81%
Sep 24	10,759	7,690	83,997	3,580	2,112	108,138	190,436	-11,809	-103,923	-35.30%
Oct 24	11,151	14,770	94,277	1,230	4,208	125,637	316,072	-27,097	-131,020	-29.30%
Nov 24	14,962	16,848	76,637	3,831	2,526	114,804	430,877	-19,178	-150,199	-25.85%
Dec 24	16,361	12,111	53,649	3,469	5,103	90,693	521,570	-1,390	-151,589	-22.52%
Jan 25	20,620	10,524	45,648	2,566	9,282	88,640	610,209	-8,103	-159,692	-20.74%

<b>General Fund</b>				
<b><u>WORKING BUDGET</u></b>				
		<b>Budgeted</b>	<b>Actual as of</b>	<b>Variance</b>
		<b>2024-25</b>	<b>01/31/2025</b>	<b>2024-25</b>
<b>WADM</b>				
State Allocation		14,962,900	8,032,617	6,930,284
Other State Revenue		6,157,844	3,547,677	2,610,167
Ad Valorem Projection		8,706,251	7,204,873	1,501,378
Other Local and County Revenue		1,448,533	704,037	744,496
Federal Grant Revenue		2,466,851	2,219,550	247,301
Mid Term Adjustment State Allocation		0		0
<b>CURRENT YEAR REVENUE</b>		<b>33,742,379</b>	<b>21,708,754</b>	<b>12,033,626</b>
Prior Year Carryover		<u>5,970,505</u>		
<b>Total Revenue</b>		<b>39,712,884</b>		
			<b>Encumbered as of</b>	
			<b>1/31/2025</b>	
<b>Projected Expenses</b>				
Certified Salaries		18,606,151	17,937,739	(668,411)
Support Salaries		5,869,310	5,859,387	(9,923)
Certified Benefits		5,268,162	4,989,334	(278,828)
Support Benefits		1,844,318	1,800,676	(43,642)
Purchased Professional & Technical Services		902,485	557,464	(345,021)
Contracted Property Services		471,230	363,849	(107,382)
Other Contracted Services		643,739	628,310	(15,429)
Supplies & Materials		1,754,078	1,618,857	(135,221)
Property Expenses		172,865	8,869	(163,996)
Other Objects		354,762	250,484	(104,278)
<b>Total Expenses</b>		<b>35,887,099</b>	<b>34,014,969</b>	<b>(1,872,131)</b>
<b>Projected Carryover</b>		<b>3,825,785</b>		

AGREEMENT  
Between  
SOUTHWESTERN OKLAHOMA STATE UNIVERSITY  
Acting for and on behalf of its  
TEACHER EDUCATION PROGRAM  
And  
SAPULPA PUBLIC SCHOOLS  
For  
TEACHER EDUCATION PROGRAM

THIS AGREEMENT is made and entered into this 24<sup>th</sup> day of January, 2025, by and between the SOUTHWESTERN OKLAHOMA STATE UNIVERSITY, acting for and on behalf of its Teacher Education Program ("University"), and SAPULPA PUBLIC SCHOOLS of CREEK COUNTY, OKLAHOMA ("SCHOOL").

WITNESSETH:

SECTION 1: "SCHOOL" agrees to provide the authorization, supervision and instruction of student teachers completing their student teaching portion of teacher preparation and to provide pre-student teaching observation and participation activity in the Teacher Education Program.

SECTION 2: "SCHOOL" agrees to accept for assignment to cooperating teachers in the public schools a certain number of students enrolled in the University's Teacher Education Program. "SCHOOL" further agrees the cooperating teacher will give direct supervision to the student teacher assigned and will work with a faculty member assigned by the University in directing and evaluating the student teacher experience. "SCHOOL" further agrees to provide student teacher supervision, instruction, mentoring or assistance, as needed by various staff members to enhance and develop the student teacher's ability to effectively educate children in an urban educational environment including, but not limited to, identifying and serving children with disabilities, serving children from diverse socio-economical populations, and serving children with foreign language barriers.

SECTION 3: All arrangements for the placement or removal of student teachers will be coordinated through "SCHOOL" building administrators and University College of Education Director of Field Experiences. If a student teacher fails to comply with the requirements of this Agreement or to perform to "SCHOOL"'s satisfaction, the University will be contacted and so informed. If such issues are not resolved to "SCHOOL"'s satisfaction, the University will, upon written or verbal request by "SCHOOL"' building administrator, immediately remove that student teacher from the school.

SECTION 4: The University and its student teachers will comply with all applicable federal and state laws and regulations and will comply with all "SCHOOL" policies, rules and regulations while on "SCHOOL" premises or performing services under this Agreement. The University and its student teachers will keep confidential and not disclose to any person or entity any records or other documentation, including progress notes which may constitute student records as defined in the Family Educational Rights and Privacy Act unless such disclosure is authorized under the Act or pursuant to court order.

SECTION 5: It is not the intention of the parties to form a joint venture or partnership. This Agreement shall not be construed to create an employment or agency relationship between the University and "SCHOOL" or any of their respective employees, student teachers or agents. "SCHOOL" and the University shall, at all times, act and function pursuant to this Agreement and hold themselves out as independent contractors. The University agrees and affirms that all University employees entering upon "SCHOOL" property under the provisions of this Agreement are and shall be covered by worker's compensation insurance to the extent required by applicable law and that "SCHOOL" shall, in no event, be required to provide such coverage for the University's student teachers and employees.

SECTION 6: "SCHOOL" and the University agree that student safety is a top priority. In an effort to protect the students' safety, the University agrees that it will not place any individual on "SCHOOL" property, whether as a student teacher, officer, agent, employee or contractor if that person has been convicted of a felony or has been convicted of any crime involving moral turpitude. The University hereby certifies that none of its student teachers and none of its employees working on "SCHOOL" property are currently registered or required to be registered under the provisions of the Oklahoma Sex Offenders' Registration Act. The University shall submit written proof to "SCHOOL" that all student teachers and faculty supervisors coming on to "SCHOOL" property have passed background checks prior to their entering on "SCHOOL" property. All University employees and student teachers must have in their possession, at all times, a current photo ID which identifies them as a student teacher or employee of the University and, if required by "SCHOOL", a "SCHOOL" photo ID authorizing access to a specific "SCHOOL" site. If at any time a student teacher or University employee demonstrates actions which are inappropriate or create a disruption within a school, the building administrator may require that such person leave "SCHOOL" property and not return without specific permission of the building administrator, "SCHOOL", and University Director of Clinical Education.

SECTION 7: Neither "SCHOOL", nor its employees, shall receive compensation from the University for services performed under this Agreement in support of the University's Teacher Education Program. The University may, however, with "SCHOOL"'s consent, pay a reasonable and customary honorarium to cooperating teachers or, alternatively, may provide cooperating teachers a tuition waiver to enroll in a University course upon completion of their supervision of a student teacher.

SECTION 8: All notices to be made under this Agreement shall be made in writing and delivered by personal delivery by commercial delivery service, or by certified United States mail, return receipt requested, to the following addresses:

If to the University: Southwestern Oklahoma State University, Department of Education,  
Office of the Chair, 100 Campus Drive, Weatherford, OK 73096

If to "SCHOOL": (SCHOOL address)

With a copy to: ("SCHOOL" Superintendent's address)

SECTION 9: This Agreement sets forth the entire agreement between the parties as to the subject matter hereof, and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written.

SECTION 10: This Agreement valid from January 24, 2025 until the ending of the current fiscal year. Either party may terminate this Agreement, without cause, upon sixty (60) days' written notice. Student teachers enrolled in the University's Teacher Education Program and assigned to a "SCHOOL" site at the time such notice is given will be afforded the opportunity to complete their assignment notwithstanding such early termination.

IN WITNESS WHEREOF, the University and "SCHOOL" have executed this Agreement as of the day and year first written above.

SOUTHWESTERN OKLAHOMA STATE UNIVERSITY,  
TEACHER EDUCATION PROGRAM

By: \_\_\_\_\_

Name: Dr. Joel Kendall

Title: Provost, Exec. Vice President

By: \_\_\_\_\_

Name: Marla Pankratz

Title: Chair, Department of Education

"SCHOOL"

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

# OG&E COMMERCIAL ENERGY EFFICIENCY PROGRAM

## PROJECT APPLICATION PRE-CONSTRUCTION

### PARTICIPANT INFORMATION

OG&E Customer Account Name: Sapulpa Public Schools

Project Address:

Primary Contact Name: Wayne Richards

Email Address: wrichards@sapulpaps.org

Phone: (918) 224-3400

### PROJECT DETAILS

	1	2	3	4
Enrollment Application Number	EA-0003507167	EA-0003507168		
OG&E Account Number				
Measure/Project Type	LTG NC - Sports Complex	HVAC NC - Sports Complex		
Estimated Project Start Date				
Estimated Project Completion Date				
Estimated Demand Reduction (kW)	4.12	.20		
Estimated Usage Reduction (kWh)	26,329	802		
Initial Incentive Estimate	\$3,080.49	\$112.28		

### PARTICIPANT SIGNATURE

All information included here is true and correct to the best of my knowledge. I am authorized to commit my organization to reserving incentive funds for the projects in this Program. I understand the incentive estimate below reflects the pre-construction calculations based on the initial project information provided. Any changes or updates to this project information may alter this incentive estimate.

**Initial Incentive Estimate:** \$3,192.77

Submit Incentive Payment To: Sapulpa Public Schools

Incentive Payment Mailing Address (Cannot mail to P.O. Boxes): 511 E. Lee Ave., Sapulpa, OK 74066

**Signature (please sign):**

Printed Name:

Date:

*The incentive funds estimated in this Project Application Form are not officially reserved for the Recipient until a Program Representative has approved this form by signing below. Reserved funds are not guaranteed and are subject to change upon final documentation review and/or resolution of human errors. Any changes will require written consent and review from both parties on a follow-up Project Application.*

FOR PROGRAM USE ONLY - PLEASE DO NOT WRITE BELOW THIS LINE

**Signature:**

Printed Name:

Date:



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OGE.com

### By signing this Project Application Form, the Participant acknowledges and agrees to the following:

1. Participant in the 2024 OG&E Commercial Energy Efficiency Programs has reviewed the Program Manual available through the program team and understands that it is the official program rulebook. The following points summarize the key elements of the Project Application process as described in the Program Manual.
2. Only project sites served by OG&E are eligible for inclusion on this Form. OG&E accounts must not be opted out or under a free service rate.
3. Participant allows the Program access to project site(s) for the purpose of pre-installation and post-installation inspections. For retrofit projects, a pre-installation inspection must pass before any installation work has begun. For new construction projects, Participants must submit construction drawings or similar (in electronic, PDF format) to CLEAResult for review.
4. Approval of Project Application Forms and resulting reservations of incentive funds are solely within the discretion of the Program. Incentive funds estimated in this Form are not officially reserved until the Program has approved them and notified Participant. Reserved funds are not guaranteed and are subject to change upon final documentation review and/or resolution of human errors. Any changes will require written consent and review from both parties on a follow-up Project Application.
5. The incentive funds offered under the Program are limited to a Program budget. If the Program's budget is fully reserved, Project Application Forms will be placed on a waitlist. When/if additional budget becomes available, waitlisted Forms will be reviewed based on the date of submission.
6. Project Applications are approved under the condition that project installations will be completed by **November 15** in the program year of the submitted Project Application. Project installations not completed by **November 15** of the program year of the submitted Project Application risk forfeiting, at the sole discretion of the Program, the incentive funds that have been reserved for that project.
7. Participant's estimated annual energy savings are derived from averaged usage assumptions for each equipment and building type, considering hours of operation. It is important to note that these calculations are not guaranteed, as overall site energy usage is individual, specific, and influenced by factors such as occupancy, weather conditions, alternative equipment usage, and more.
8. Participant agrees to submit to CLEAResult a copy of the original invoice for equipment cost, labor and other costs associated with the project. If Participant uses internal labor and is therefore not invoiced for labor, Participant will submit to CLEAResult a copy of the equipment invoice and an estimate of internal labor hours spent.
9. The Program is not under any obligation to provide Participant with more incentives than the amount reserved by the Project Application Form for any project, even if Participant achieves greater energy savings by the project than estimated. However, if budget is available when a project achieves greater energy savings than estimated, the Program has the option to pay Participant more than the amount reserved, up to the incentive calculated by the achieved energy savings.

### Your signature is required.

Please sign the Project Application Form on the previous worksheet.

Return completed form and/or submit any questions to [ceep@oge.com](mailto:ceep@oge.com) or directly to CLEAResult team member.



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OG&E.com

Date:

05 February 2025

**FROM****Hance Pyrotechnics LLC**

843 Crestview Ln.  
 Tahlequah, Oklahoma 74464  
 918-458-1758  
[admin@hancefireworks.com](mailto:admin@hancefireworks.com)  
[www.hancefireworks.com](http://www.hancefireworks.com)

**TO****Sapulpa High School Grad**

Name  
 Add **3 S. Mission**  
 City **Sapulpa, OK 74066**  
 Phone **918-224-0770**  
[tslagle@sapulpas.org](mailto:tslagle@sapulpas.org)  
 Contact **Toni Slagle**  
 Loc: **Football field**

**Show Budget****\$ 3,000.00**

<b>Item Description</b>	<b>Units/ case</b>	<b>Units Ordered</b>	<b>Price</b>	<b>Shot Co Each</b>	<b>Extended Amount</b>
<b><u>Cakes Listed</u></b>					
Proline Cakes	1	26	\$ 59.85	1,274	\$ 1,556.10
13 Shot Proline Slab	12	6	\$ 35.25	6	\$ 211.50
13 Shot Slab	12	6	\$ 24.45	6	\$ 146.70
<b>shells</b>	0				

**Cakes Listed 26 Total Shot Count 1,286****Ematch 38****Total Weight****0****Net Items**

**Supplies, E match, Wire, Quick match**  
**Insurance Fee \$5,000,000.00**  
**Permit and License, Inspection fees**  
**Equipment**  
**Shipping and Handling**  
**Shooters Fees**

**Product Total \$ 1,914.30**  
 \$ 55.70  
 \$ 360.00  
 \$ 75.00  
 \$ 85.00  
 \$ 120.00  
 13% \$ 390.00  
**Net Order \$ 3,000.00**

**Total of 1,286 shots in Display****Electronic fired Show**

X

X

Authorized Signature

**Hance Pyrotechnics**  
843 Crestview Ln.  
Tahlequah, Oklahoma 74464  
458-1758  
[www.hancefireworks.com](http://www.hancefireworks.com)  
[admin@hancefireworks.com](mailto:admin@hancefireworks.com)

## **AGREEMENT FOR FIREWORKS DISPLAY**

**THIS AGREEMENT** made and entered into this \_\_\_\_ day of **February 2025**, by and between Hance Pyrotechnics, whose principal place of business is Tahlequah, Oklahoma, sometimes hereinafter referred to as **Seller**, and **Supulpa High School Graduation 3 S. Mission Sapulpa, OK 74066** sometimes hereinafter referred to as **Purchaser**,

**WITNESSETH:**

**WHEREAS**, Hance Pyrotechnics, was the successful bidder for a pyrotechnic display (hereafter “fireworks display”) to be performed and displayed on **May 16th, 2025**, with rain date of May 17, 2025 for Client, and

**WHEREAS**, Hance Pyrotechnics is to perform the fireworks display in a manner consistent with the highest degree of care with respect to the safety of viewers and improvements located in the area where the fireworks will be set off, and

**WHEREAS**, in exchange for signing this contract, Hance Pyrotechnics shall be entitled to a payment of the successfully bid amount of **\$3,000.00**, inclusive of tax, payable as hereafter provided.

**NOW THEREFORE**, the parties hereto agree as follow:

1. Seller’s responsibilities with respect to fireworks display: Seller agrees to provide all necessary fireworks; fireworks display materials, and the personnel necessary to perform the fireworks display. Seller shall take all steps reasonably necessary to safeguard the improvements or other property in the area of the display other than the issues for which Purchaser is responsible. Seller shall provide qualified pyrotechnicians who will deliver, set up, execute and take down the fireworks display. The pyrotechnicians shall conduct a search of the grounds after the display in an effort to locate and dispose of any unexploded fireworks. The scope and extent of such search shall be dependent upon the weather conditions, time and the completion of the display, etc. Seller shall comply with all local, state, and federal guidelines pertaining to the storing and displaying of fireworks, and obtain all necessary permits and the Purchaser will be responsible for the cost thereof.

2. Purchaser’s responsibilities with respect to fireworks display: Purchaser agrees to (a) provide a sufficient area for the display, (b) provide protection of the display area to prevent unrestricted access by unauthorized persons by a means it shall determine is adequately designed for that purpose, (c) arrange adequate police or other protection to prevent spectators from entering the display area, administer proper crowd control, parking supervision, etc., and (d) arrange fire protection and emergency medical care for the health and safety of spectators and the public, and provide cleanup for the display site.

3. Compensation to Seller: Purchaser shall pay to Seller the amount of **\$3,000.00** before the contracted date of the display.

4. Weather, election to postpone: The parties understand that weather may prevent the ability to perform the fireworks display. In the event inclement weather is present on the day the display is scheduled to occur, the event may be postponed by mutual agreement by the parties. The fireworks display shall not be performed in the event any government body or agency with authority in regard to the

Fireworks display shall direct, in writing or otherwise, that the display should not occur. The event will

then be rescheduled by mutual agreement by the parties to the rain date within the calendar year and The Purchaser agrees to pay an additional cost of not more than \$200.00 per day, but is limited to not more than 3 days, for security Seller will arrange for said security.

Should the event be moved to another date or a new location within the calendar year Purchaser agrees to pay Seller an additional fee equal to: 10% for a postponement notice of 6-10 days before contract date, 15% for a postponement notice of 1-5 days before contract date, and 20% of the contracted amount to cover the cost of display equipment, crews, and the dismantling of the fireworks display but only if postponed on the contracted date. Purchaser also agrees to pay all permit and insurance fees that have and will occur with the postponement.

5. Insurance: Seller is required to provide at its expense liability insurance coverage to cover liability in the amount of \$5,000,000.00 associated with the fireworks display. Such coverage shall name Purchaser as an additional insured.

6. Liability:

a. Performance: Seller shall not be liable for any faulty performance of equipment or products that could not reasonably have been discovered prior to the commencement of the fireworks display. Should conditions arise that the fireworks display is recommended by the Seller to be rescheduled due to the above conditions, a reschedule date will be within the calendar year acceptable to both parties for the balance of the fireworks display. Seller shall use its best efforts to ensure that the display will proceed as planned and Seller will secure, prepare and deliver said fireworks and/or will make necessary substitutions of equal or greater value.

b. Harm to third parties or property: Seller shall not be liable for harm to any Spectators, third parties, or improvements to property within the vicinity of the fireworks display area and that Purchaser will do everything possible to keep the fireworks display area clear of all Spectators, third parties, and improvements to property. Seller covenants that it will use its best efforts to avoid any such harm pursuant to the foregoing section.

7. Past due accounts: Purchaser shall be responsible for any balance that is not paid at the time it becomes due and shall bear interest at a rate of 1 3/4% per month compounded daily and for any and all collection cost, court cost, attorneys fees and all cost pertaining to the collection of payments, filings, processing, correspondence and fees for personnel and collection companies in the collection of payment.

8. No partnership or joint venture: The parties agree that Seller is a subcontractor and that there is no partnership or joint venture between the parties. The manner and means of providing the display is left to the sole discretion of Seller.

9. Equipment: Seller shall supply all necessary equipment and mortars for the fireworks display, and are the sole property of Hance Pyrotechnics.

**IN WITNESS WHEREOF**, this agreement has been executed this \_\_\_\_day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
**Hance Pyrotechnics**  
**Neil Hance**

\_\_\_\_\_  
**By** \_\_\_\_\_  
**Title** \_\_\_\_\_

**Seller**

**Purchaser**

**Hance Pyrotechnics**  
**843 Crestview Ln. Tahlequah, OK 74464 918(458-1758)**  
**[www.hancefireworks.com](http://www.hancefireworks.com) [admin@hancefireworks.com](mailto:admin@hancefireworks.com)**



6511 E 44th Street  
 Tulsa, OK 74145  
 www.partyprorents.com  
 918-622-8102 Phone

**Status: Quote**

Quote #: q99356

Event Beg: Fri 5/16/2025 7:30PM  
 Event End: Sat 5/17/2025 8:30PM  
 Operator: Ana R Macedo  
 Terms: On Account

Customer #: 2696

Sapulpa High School  
 3 South Mission  
 Sapulpa, OK 74066-4698

Phone 918-224-6560

Job Descr: Graduation 2025

Thank you for selecting Party Pro Rents!

Ordered By: Toni Slagle 918-906-1676

Sales Rep: Anna Macedo anna@partyprorents.com

**Delivery Fri 5/16/2025 8:00AM - 12:00PM**

Toni Slagle 918-224-0770  
 Sapulpa High School  
 3 South Mission  
 Sapulpa, OK 74066-4698

Extension is 2703.

**Pickup Mon 5/19/2025 8:00AM - 12:00PM**

Toni Slagle 918-224-0770  
 Sapulpa High School  
 3 South Mission  
 Sapulpa, OK 74066-4698

Please call prior to delivery and pickup

Toni Cell 918-906-1676

Qty	Key	Items	Each	Status	Event End Date	Price
950	31030	Chair Charcoal Plastic Folding Recommended for outdoor use	\$1.50	Rental	Sat 5/17/2025	\$1,425.00
50	31030Taupe	Chair Grey Plastic Folding	\$1.50	Rental	Sat 5/17/2025	\$75.00
1	BiJax12x16	12'x16' BILJAX STAGE PARTY PRO STAFF TO INSTALL STAGE SKIRTING	\$650.00	Rental	Sat 5/17/2025	\$650.00
2	0105-37-12	__STAIRS, BILJAX 12" 2-STEP	\$90.00	Rental	Sat 5/17/2025	\$180.00
6	Stage 8' Black	Skirt Stage 8' Black Box Pleat 23.5" Tall	\$24.00	Rental	Sat 5/17/2025	\$144.00
1	Stage Insta/remo	Stage Install & Removal Begin at: Sat 5/17/2025 8:30:00PM	\$180.00	Labor	Sat 5/17/2025	\$180.00
2	74066	Del/Pickup to Sapulpa, OK for two trucks	\$125.00	Delivery	Sat 5/17/2025	\$250.00

**Rental products quoted are not reserved. A 50% deposit or payment-in-full is required.**

**Quote**

This quote is valid for 10 - business days from the date on the bottom of this Quote. This Quote is NOT A RESERVATION. A quote does not guarantee product availability for your event. Rentals are on a first come, first served basis. A non-refundable 50% deposit is required to secure rentals and to change the status from a Quote to a Reservation. A Reservation does secure your event rentals.

Rental:	<b>\$2,474.00</b>
Damage Waiver:	<b>\$296.88</b>
Sales:	<b>\$180.00</b>
Delivery Charge:	<b>\$250.00</b>
<b>Subtotal:</b>	<b>\$3,200.88</b>
<b>Total:</b>	<b>\$3,200.88</b>
<b>Paid:</b>	<b>\$0.00</b>
<b>Amount Due:</b>	<b>\$3,200.88</b>

## TERMS AND CONDITIONS

For the purpose of the Rental Agreement, "Rental Center" shall mean Rental Center, its owners, officers, directors, shareholders, and employees, and "Customer" shall mean Customer, its agents and/or employees. In consideration of hiring of the items (herein "the rental items or items") described on the front of this Rental Agreement it is agreed as follows:

1. **INDEMNITY/HOLD HARMLESS.** Customer will take all necessary precautions regarding the items rented and protect all persons and property from injury or damage. Customer agrees to hold harmless rental center from and against any and all liability, claims, judgement, attorneys' fees and cost, of every kind and nature, including, but not limited, to injuries or death to persons and damage to property, arising out of the use, maintenance, instruction, operation, possession, ownership or rental of the items rented, however caused, except claims or litigation arising through the sole negligence or willful misconduct of rental center.
2. **ASSUMPTION OF RISK/RELEASE-DISCHARGE OF LIABILITY.** Customer is fully aware and acknowledges there is a risk of injury or damage arising out of the use or operation of the items rented hereunder and hereby elects to voluntarily enter into this rental agreement and assume all of the above risk of injury or damage. Customer agrees to release and discharge rental center from any and all responsibility or liability from such injury or damage arising out of the use or operation of the rental items; and customer further agrees to wave, release and discharge any and all claims for injury or damage against rental center which customer otherwise may be entitled to assert.
3. **TITLE AND OWNERSHIP.** The items rented shall at all times be and remain the sole and exclusive property of Rental Center. Customer shall have only the rights to use the rental items in accordance with the terms and agreements. Rental Center shall have the right to display notice of its ownership of the rental items by display of an identifying stencil, plate or other marking, and Customer agrees that it will not remove or cover such markings without the written permission of Rental Center. It is expressly intended and agreed that the rental items shall be personal property even though it may be affixed or attached to real estate. The rental items shall not be removed from the place of delivery or installation without the expressed written permission of Rental Center.
4. **INSPECTION.** Customer acknowledges that he has had an opportunity to personally inspect the rental items and finds it suitable for his needs and in good condition. Customer understands its proper use. Customer further acknowledges Customers responsibility to inspect the rental items prior to its use and to notify Rental Center of any defects.
5. **REPLACEMENT OF MALFUNCTIONING ITEMS.** If the rental items become unsafe or in disrepair for any reason, Customer agrees to discontinue its use and to notify Rental Center. Rental Center will repair or replace the items with similar items in good working order if available, and if the defect is the result of normal use. Rental Center is not responsible for any incidental or consequential damages caused by delays or otherwise, and Customer hereby waives any right or entitlement thereto.
6. **WARRANTIES.** Rental Center is not the manufacturer of the rented property nor the agent of the manufacturer, and no warranty against patent or latent defects in material workmanship or capacity is given, and Customer expressly waives all such warranties or fitness which may be accorded by law or otherwise. There are no warranties of merchantability or fitness, either express or implied. There is no warranty that the rental items are suited for Customer's intended use, or that it is free from defects, and any and all such warranties of fitness, or otherwise, are expressly and specifically waived by customer.
7. **HOLD HARMLESS AGREEMENT.** Customer shall defend, indemnify and hold harmless Rental Center its employees, agents and subsidiaries, from and against all claims, liabilities, losses, damages to property or otherwise, and expenses, of every character whatsoever, resulting from actions, negligent or otherwise, of Customer, Customer's employees and agents of Customer or Customer subcontractor. The indemnities included in this exhibit shall include reasonable attorney's fees paid by Rental Center in defending suit and actions involving liability covered by the indemnification provision in this paragraph.
8. **TIME OF RETURN.** Customer right of possession terminates on the expiration of the rental period and retention of possession after this time constitutes a material breach of Customer's obligation under this contract. Time is of the essence in this agreement. Any extension must, at Rental Center's election be mutually agreed upon writing. WE CHARGE FOR ALL TIME OUT - NOT TIME USED.
9. **ASSIGNMENTS, SUBLEASES AND LOANS OF RENTAL ITEMS.** he Rental Center may assign its right under this contract without the Customer's consent but will remain bound by all obligations herein. The Customer may not sublease or loan the rental items without the Rental Center's written permission. Any purported assignment by the Customer is void.
10. **RETURN OF RENTAL ITEMS.** At the termination of this agreement, Customer shall return all the rental items to Rental Center's premises during Rental Center's regular business hours, in the condition and repair as when delivered to Customer, subject only to reasonable wear and tear. Customer shall be liable for all damages to or loss of the Equipment occurring because it was not returned within Rental Center's regular business hours. If Rental Center has agreed to deliver the Equipment to Customer or to pick up the Equipment from Customer. Customer shall be responsible for all losses or damage to the Equipment from time of delivery to Customer and until picked up by Rental Center.
11. **INSPECTION BY RENTAL CENTER.** Rental Center shall at all times have the right to enter any premises where the Equipment may be located for purposes of inspecting it or removing it from Customer's premise.
12. **COMPLIANCE WITH LAWS/USE OF RENTAL ITEMS.** Customer agrees not to use or allow anyone to use the rental items for any illegal purposes or in any illegal manner or in an unsafe manner. Customer agrees at his sole cost and expense to comply with all municipal, county, state and federal laws, ordinances and regulations which may apply to the use of the rental items during the rental period. Customer further agrees to pay all licenses. Fines, fees, permits, or taxes arising from his use of the rental items, including any subsequently determined to be due. Customer is responsible for obtaining all permits and/or licenses from the appropriate governmental agencies. Rental Center may at the Customer's request act as the agent to obtain required permits and/or licenses. If these agencies should require additional rental items, the expense of these rental items will be the sole responsibility of the Customer. If the permits or licenses are denied for any reason, Customer is still responsible for all financial and other obligations pursuant to this Agreement to Rental Center or its subcontractors. Customer shall not allow any person who is not qualified and who has not received and understands safety and operating instructions and who does not utilize all safety required, to operate the rental items or use the rental items. Customer shall not allow any person to use or operate the rental items when it is in need of repair of when it is in an unsafe condition or situation: modify, misuse, harm, or abuse the rental items; permit any repairs to the rental items without Rental Center's prior written permission; or, allow a lien to be placed upon the rental items. Customer agrees to check filters, oil, fluid levels, air pressure, clean and visually inspect the rental items at least daily and to immediately discontinue use and notify Rental Center when rental items are found to need repair or maintenance or is not properly functioning. Customers acknowledges that Rental Center has no responsibility to inspect the rental items while they are in Customer's possession.
13. **DELIVERY/PICK UP.** Delivery is made to closest point truck can park. Extra charges will result in deliveries to upstairs, elevator use or any point where extra time is involved. Our service does not include set up and knock down of tables and chairs. If this service is required, arrangements should be made several days prior to delivery with a special charge quoted. If no arrangements are made and this service is desired on delivery, our driver must call for authorization. If time permits, we will try to accommodate you after quoting the price. On pick up where no prior arrangements have been made and rental items are not knocked down and assembled in one sheltered area, tables and chairs will be left until the next day when a special crew can be scheduled. There will be an additional one-day rental. A knock down fee will result if rental items are still up.

14. **CLEANING.** China, Glassware, and Flatware must be returned rinsed and repacked properly in boxes provided or additional charges will be assessed. Special cleaning deposits will be charged on BBQ Grills and Cooking Equipment.
15. **LINENS.** Table linens are inspected prior to pick up and upon return. **DO NOT ROLL UP OR PLACE WET LINENS IN ANY BAG** - mildew will result. If there is obvious damage such as mildew, excessive stains, burns or tears, you will be charged the cost of the linen and keep same as though it were a sale. Return all linens dry and free of waste.
16. **DIRTY, OR DAMAGED ITEMS.** Customer agrees to pay any damage to rental items regardless of cause, except reasonable wear and tear, while rental items are out of possession of Rental Center. Customer also agrees to pay a reasonable cleaning charge for all rental items returned dirty. Accrued rental charges cannot be applied against the purchase or cost of repair or damaged good. Rental Equipment damaged beyond repair will be paid for by customer at its Replacement Cost when rented. The cost of repairs will be borne by the Customer, whether performed by Rental Center, or at the Rental Center's option by others.
17. **DAMAGE WAIVER.** If accepted by Customer, Rental Center agrees, in consideration of an additional charge of 12% of the gross rental charges, to modify the responsibilities of Customer created in paragraph 16 [Dirty or Damaged Equipment]. For Damage Waiver Charge provided the Customer takes responsible precautions to protect rental items. The Rental Center assumes risk of damage to rental items, except the following risks assumed by the Customer: [a] loss, damage, vandalism, malicious mischief, and theft [b] Loss, damage or theft of accessory items such as extension cords, etc. [c] loss due to mysterious disappearance or wrongful conversion by a person entrusted with rental items. [d] Damage waiver is null and void if damage is caused by a third party not associated or related to Customer. In this instance the Rental Center reserves the right to collect from person or company causing damage. **THE LESSEE UNDERSTANDS THAT THE DAMAGE WAIVER IS NOT INSURANCE. THE LESSEE IS OBLIGATED TO SUBMIT TO THE LESSOR A POLICE REPORT ON ALL LOSSES COVERED UNDER DAMAGE WAIVER PLAN.** The Customer may decline Damage Waiver charge by making a cash deposit equal to full value of rental items.
18. **THEFT OF RENTAL ITEMS.** The Customer agrees to pay for rental items [at its replacement cost when rented] for all types of theft or mysterious disappearances. Damage waiver does not cover theft.
19. **RETAKING OF RENTAL ITEMS.** If for any reason it becomes necessary for Rental Company to retake the rental items, Customer authorizes rental center to retake rental items without further notice or further legal process and agrees that Rental Center shall not be liable for any claims for damage or trespass arising out of the removal of rental items.
20. **LEGAL FEES.** In the event an attorney is retained to enforce any provision of this Rental Agreement, the prevailing party in the dispute shall be entitled to recover reasonable attorney's fees and court costs in such actions, or proceeding, in an amount to be determined by the court.
21. **WEATHER RELATED RISKS.** Customer assumes all weather-related risks involved in holding an outdoor tented event. Rental Center will endeavor to minimize said risk, however, should the tenting become unusable due to high wind, snow, rain, flooding, extreme cold or heat, or any other factor beyond Rental Center's control, Customer shall still be liable for payment in full of all charges.
22. **PREPARATION OF SITE.** Customer agrees to have the site upon which the rental items are to be erected, free and clear of all obstacles, natural and man-made, prior to the arrival of the Rental Center's work crew. Customer further agrees to have all tents cleared for removal prior to our arrival. All non-rented items and decorations shall be cleared and taken from site. If Customer fails to do so, then Customer shall pay all cost involved for any delay, additional rental, and all costs including collection and legal expense.
23. **MATERIAL.** All tents are subject to stretching and retracting of up to 5% of listed sizes and although all tents have been impregnated with waterproofing compound, no tents are guaranteed to be absolutely waterproof, and are to be considered temporary shade structures.
24. **COOKING UNDER TENTS.** Customer agrees not to do any type of cooking under or within a reasonable distance of the tent. Customer assumes full responsibility and costs incurred for damage and or cleaning expense to tent tops due to cooking processes under or near tents.
25. **ELECTRIC POWER AND LIGHTING.** Customer agrees to furnish Rental Center access to, and the right to use Customer's electrical and power lines for installation and operation of the rental items.
26. **UNDERGROUND FACILITIES.** Customer agrees to have all Underground Facilities, in the vicinity of the Equipment installation, clearly marked prior to the arrival of Rental Center's work crew. Customer assumes full responsibility for damage to all Underground Facilities. To identify Underground Facilities. To identify Underground Facilities, Customer must call one week prior to installation.
27. **NOTICE OF NON-WAIVER/SEVERABILITY.** Any failure of Rental Center to insist upon strict performances by Customer as regards any provision of this Rental Agreement shall not be interpreted as a waiver of Rental Center's right to demand strict compliance with all other provisions of this Rental Agreement against Customer or any other person. The provisions of this Rental Agreement shall be severable so that the unenforceability, invalidity or waiver of any provisions shall not affect any other provision.
28. **TIME OF PAYMENT.** Accounts are due and payable at the termination of the rental period. A carrying charge of 1.5% per month (ANNUAL RATE OF 18%) will be charged on all overdue accounts.
29. **COLLECTION COSTS.** Customer agrees to pay all reasonable collection, attorney's and court fees and other expenses involved in the collection of the charges or enforcement of Dealer's rights under this contract.

Party Pro Rents  
Phone: 918-622-8102  
6511 E. 44st St. Tulsa, OK 74145

CREDIT CARD AUTHORIZATION

Customer Business Name: \_\_\_\_\_ Customer#: \_\_\_\_\_

Billing Address (Where credit card statements are sent)

\_\_\_\_\_  
\_\_\_\_\_

Daytime Phone#: \_\_\_\_\_ Cellular Phone#: \_\_\_\_\_

Type of Credit Card:  Mastercard  Visa  American Express  Discover

Credit Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Cardholder Name: \_\_\_\_\_

This authorization is to be used for processing payment of all purchases until written notice to suspend authorization is submitted by customer.

I accept and agree to the responsibility for all rental items released to me until returned to Party Pro Rents in the condition items were received and according to the date specified on the Order Confirmation. I understand during the course of rental items can be lost, damaged or misplaced. I authorize Party Pro Rents to apply charges to the above specified credit card for any lost, damaged or misplaced items not returned by the due date if no other arrangements have been made for payment. Rental charges will not be applied toward the sale amount for damaged and lost items. If using a debit card or cash to pay for rental items a deposit equal to 50% or more of the rental will be charged at time of rental check out unless an authorized credit card is on file. Deposit can be refunded within 7-business days after return of inspected product.



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## 2025 Sapulpa High School Graduation

1 message

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**Janis Cohlma** <janiscohlma@icloud.com>

Thu, Jan 23, 2025 at 9:19 AM

To: tslagle@sapulpaps.org

Good morning Toni,

Here is your quote for the Short Term Rental of plants for the 2025 Sapulpa High School Graduation in May.

Six plants for stage, three on each front corner ranging in size of 3', 4', 6'. Two plants on each side of front stairs, 4'-5'. Afternoon delivery and evening pick up for outdoor stage.

If this is acceptable, please give us at least a 30 day notice for making sure we have the right plants needed for the stage.

Total Short Term Rental - \$535.00

Janis Cohlma

Tropical Plant Design, Inc.

[2702 West Skelly Drive, Tulsa, OK 74107](https://www.tropicalplantdesign.com)

Office: 918.622.3400 ~ Fax: 918.622.6544

[janis@tropicalplantdesign.com](mailto:janis@tropicalplantdesign.com)

Cell: 918.691.6067



THE INTERIOR PLANT SPECIALISTS

[www.tropicalplantdesign.com](http://www.tropicalplantdesign.com)

# QUOTATION

**CLIENT:** Sapulpa Public Schools  
**ADDRESS:** 511 East Lee Avenue Sapulpa OK 74066  
**PHONE:**  
**EMAIL:**  
**QUOTE NUM:**  
**CUST REF:**  
**PMT TERMS:** Upon Delivery/Pickup

Performance Stage Inc.  
 5946 E. 12th St.  
 Tulsa OK 74112  
 Project Manager: Caleb Hill  
 Office Number: 918-832-8800  
[caleb@performancestage.com](mailto:caleb@performancestage.com)

## 2025 Sapulpa High School Graduation

**Rental** 05/15/2025@09:00AM to 05/16/2025@10:00PM

**Delivery Venue:** Sapulpa High School  
**Delivery Address:** 1 Mission St Sapulpa  
 OK  
**Delivery Instructions:**

SERVICE	DESCRIPTION	TOTAL
<b>Staging Mobile Stage</b>		\$4,063.00
	(1) Mobile Stage - Rig 1	
	(1) Rig 1 - Fly Bar Kit	
	(1) Rig 1 - Backdrop	
	(1) Rig 1 - Front Skirt	
	(1) Rig 1 - Guard Rail Kit	
	(2) Rig 1 - Guardrail - 4'	
	(6) Rig 1 - Guardrail - 8'	
	(16) Rig 1 - Guardrail - Clamps	
	(6) Stage Pin - Rig 1	
	(2) Rig 1 - Stair Unit	
	(2) Rig 1 - Downstage Truss Support	
	(2) Rig 1 - Upstage Truss Support	
	(1) Level - 2'	

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[caleb@performancestage.com](mailto:caleb@performancestage.com)

SERVICE	DESCRIPTION	TOTAL
<b>Stage Thrust</b>	<i>24' x 12' x 2' Thrust with 2 Stairs and 2 Ramps</i>  (9) AS2100 4x8 Stage Deck (1) AS2100 Vertical Deck Cart (16) AS2100 - Leg Assembly - 21" (8) AS2100 Deck Lock Corner Support Bracket (2) StageRight - Stair Unit - Tilt & Tote 2 Step (2) 1" Ratchet Strap (2) Skirt - Black - Pleated - 12"x16' (2) Skirt - Black - Pleated - 24"x17' (2) Skirt - Black - Pleated - 24"x08' (4) Guardrail - AS2100 - 4'x42" Horizontal	\$703.00
<b>Ramp Left and Right</b>	(4) AS2100 4x8 Stage Deck (2) AS2100 4x4 Stage Deck (1) AS2100 Vertical Deck Cart (20) Guardrail - AS2100 - 4'x42" Vertical (2) Ramp - AS2100 - Ramp Bottom Plate (2) Ramp - Top Filler Plate (AS2100 or ST8100) (4) Ramp - AS2100 - Guardrail - End Panel - Horizontal (6) AS2100 Deck Lock Corner Support Bracket (4) AS2100 - Leg Assembly - 21"	\$860.00
<b>Crew</b>		\$2,940.00



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 Project Manager: Caleb Hill  
 Office Number: 918-832-8800  
[caleb@performancestage.com](mailto:caleb@performancestage.com)

SERVICE	DESCRIPTION	TOTAL
<b>Load-in</b>		\$1,320.00
	(2) General Stagehand	
	(1) Lead Stage Tech	
<b>Load-out</b>		\$1,320.00
	(2) General Stagehand	
	(1) Lead Stage Tech	
	(2) Delivery/Pickup - CDL Truck	
		SUBTOTAL \$7,003.00
REPLACEMENT VALUE	\$279,810.00	TAX \$0.00
WEIGHT	2544.00 lbs	<b>TOTAL \$7,003.00</b> <i>(Cash, Check, or Wire)</i>
		<b>CREDIT TOTAL \$7,213.09</b> <i>(If Paid Via Credit Card)</i>

# QUOTATION

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 Tulsa OK 74112  
 Project Manager: Caleb Hill  
 Office Number: 918-832-8800  
[caleb@performancestage.com](mailto:caleb@performancestage.com)

## Terms and Conditions

ALL RENTALS DUE BACK AT 10AM ON RETURN DAY UNLESS OTHERWISE AGREED UPON Additional day rental rates may be assessed if equipment is returned after 10AM

Renter shall indemnify and hold harmless Performance Stage Inc. (PSI) and/or Phillip N. Martin and all Employees of Performance Stage Inc. from any risks and claims relative to the use of the equipment. Renter hereby accepts full responsibility for the protection and security of the equipment from its time of release until its time of return. Renter agrees to pay all costs of replacement or repair in the event that equipment is damaged, stolen, or lost during the rental period. This is a contract of rental only and not of sale unless specifically noted. The undersigned renter agrees to have rented the item(s) herein described upon the express condition that item(s) will at all times remain the property of PSI. Renter agrees to pay promptly when due all charges which accrue because of this rental, including damage to said item(s), or additional expense incurred by PSI due to renter's untimely return or delay in release of equipment. All charges are based on the time item(s) are in renter's possession whether in use or not. Renter agrees to pay late charges of (1) day rate per-day on each item not returned.

For do-it-yourself rentals, the equipment you are renting is professional equipment and it is assumed that you are knowledgeable in the proper operation and troubleshooting of rented equipment. PSI will provide limited instruction at time of rental as to the operation of equipment, but it is ultimately your responsibility to know how to operate the equipment. Any problems arising during your rental period not due to actual equipment malfunction will not be eligible for any refunds or discounts on the cost of the rental. We do provide 24/7 access to an on-call technician should you have any problems with your rental and any equipment failures or missing equipment must be reported at the time of discovery by calling our office at 918-832-8800 immediately to be eligible for any refund. We are available to come to your event site 24/7 to troubleshoot faulty equipment, however if the problems are due to operator error you will be billed at the standard tech rate of \$75/hr with a 2-hr minimum. It is the client's sole responsibility to verify that all required rental equipment has been provided. No discounts or refunds will be given for equipment failure cause by client once client has signed for the equipment and left the premises.

If PSI is providing operational support for a show, client hereby agrees to provide FINAL copies of any and all media (PowerPoint, video, audio, etc.) to be shown during the event to PSI no later than 72 hours before the start of the event, as listed on this agreement. Failure to comply with the above requirement may result in extra charges to the client, or the termination of this agreement at the sole discretion of PSI. In addition, should client fail to provide media in advance as stated above, PSI can make no guarantee as to the overall success of the event. For scripted shows, client shall provide PSI Inc. a copy of the final script no later than 72 hours before the start of the event. Client understands that last minute changes may affect the quality of the event, and agrees not to withhold payment for any reason resulting from last minute changes.

By executing this contract you agree to the venue for any legal proceedings to be Tulsa, OK and to be bound by the laws of the State of Oklahoma. Labor is billed at hourly rates. Client agrees to pay for additional labor costs incurred due to changes made after signing the original contract. Any changes to labor requested by the client that require additional time shall be added to the final bill, and client agrees to promptly pay these additional labor charges upon request.

Cancellation for any reason, including weather, artist failures, or any other reason not specifically listed here shall incur a cancellation penalty up to 100% of the amount of the original contract. However it is not our policy or practice to penalize customers simply for cancelling a rental and we understand that there are many factors that lead to a cancellation. For this reason, cancellations for reasons outside the control of the customer shall not incur charges exceeding the actual expenses incurred to-date in preparing the show including, but not limited to: administrative expenses in planning, labor incurred preparing the equipment, or sub-rented items that we are unable to recoup costs on. We give you our word that we will make a good faith fair and reasonable assessment at the time of cancellation and work with you, the customer, to come to an equitable resolution. PSI reserves the right to cancel this agreement at any time before the performance if the Client has requested significant changes and/or modifications to this estimate and no reasonable agreement can be made between the parties.

Sales price for job includes a 3% discount for payment via Cash or Check. Any other form of payment will incur a 3% "Convenience Fee"



# ESTIMATE

**Lone Wolf Audio LLC**  
7614 E 83rd PL N  
Owasso, Oklahoma 74055  
United States

info@lonewolfaudio.com

**BILL TO**  
**Sapulpa Public Schools**

224-6560 \* 2088  
Tslagle@sapulpaps.org

**Estimate Number:** 2010

**Customer Ref:** 2025 Graduation

**Estimate Date:** January 27, 2025

**Valid Until:** February 26, 2025

**Estimate Total (USD):** **\$4,500.00**

Items	Quantity	Price	Amount
<b>Custom Event</b> Custom Event Package: Graduation May 16, 2025	1	\$4,500.00	\$4,500.00
Sound system to cover the seating areas for the High School Graduation Ceremony that includes all Choir, Band and Stage mic'ing. All setup, tear-down, engineering and transportation fees are also included. This includes the fees for rental to hold gear for the event.			

School/Gov 0%: \$0.00

**Total:** \$4,500.00

**Estimate Total (USD):** **\$4,500.00**

## Notes / Terms

This Estimate is based on current market pricing and is subject to change based on current pricing and availability at the time of actual install agreement. All work comes with a one-year warranty on the installation/labor portion of the install, and manufacturers warranty on the equipment. Lone Wolf Audio LLC does not manufacture or warranty any of the equipment installed and therefore cannot be held liable for any problems arising from faulty equipment. Any additional equipment that is deemed necessary for completion during the course of the install must be provided by the customer or purchased through Lone Wolf Audio LLC in a timely manner so installation may be completed. If it is not, then Lone Wolf Audio LLC can not be held liable for the incompleteness of the project, and will have to re-negotiate the projects completion date and any additional fees that may be incurred. Withholding of payment for the incompleteness of the project due to aforementioned reason is not acceptable. All electrical work to be done for installation must be done to the specifications of Lone Wolf Audio LLC by a licensed electrician and be completed prior to the agreed upon install date. Lone Wolf Audio LLC carries a \$1,000,000.000 General Liability Policy and can make a copy available to your organization prior to any work being done.



1300 Metropolitan Avenue  
 Oklahoma City, OK 73108  
 405-951-7300 800-345-1443  
 Fax: 405-951-7363  
[www.candidcolorphotography.com](http://www.candidcolorphotography.com)  
[www.partypics.com](http://www.partypics.com)



**REQUEST FOR GRADUATION PHOTOGRAPHY SERVICE AND AGREEMENT**

Sapulpa High School grants exclusive right to Candid Color Photography, or its assigned, to photograph each of the school's graduates participating in ceremonies in the school year(s): Initial each year you wish to secure Candid Color Photography as your graduation photography company.

<input checked="" type="checkbox"/>	2024/2025
<input type="checkbox"/>	2025/2026
<input type="checkbox"/>	2026/2027

**CANDID COLOR PHOTOGRAPHY agrees to:**

1. Photograph each graduate as he/she receives his/her diploma, post proofs of graduate online and send an email link to each graduate which will take them to their image gallery.
2. Take an additional single photo of graduate before or after the handshake to provide students with a good closeup picture in graduation attire. This is determined based on flow of graduation and space available.
3. Digital proofs will be online within one business day of the graduation for all graduates who have proerly completed photo registration.

**SCHOOL agrees to:**

1. Grant Candid Color Photography permission to photograph each graduate as he/she receive his/her diploma. Grant CCP exclusive rights to take and offer photographs for sale to graduates.
2. Work with CCP to provide an optimum shooting position to capture the best possible photographs of the graduates.
3. Complete **Commencement Ceremony Questionnaire** to ensure ceremony details are covered to your specifications.
4. Aid CCP in collecting accurate contact information by A.) providing contact data directly to CCP via roster (in Excel format). B.) sending out a registration link to students ahead of time through your school email portal. C.) If doing on-site registration, allow CCP one extra hour prior to ceremony to complete any missing registrations. D.) QR Code to be incorporated on all announcer cards used in ceremony.
5. If you would like to schedule us to do your group photo and/or grad fair, Initial here and someone will call you to schedule and go over details. \_\_\_\_\_.
6. *Any additional information agreed upon by both parties:*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Ceremony Dates/Times: 5/16/25 7:30 pm

Commencement Coordinator: Toni Slagle Title: Assistant Principal

Email: tslagle@sapulpa.ps.org Phone: m: 918-906-1676  
 W: 918-224-0770

Mailing Address: 3 South Mission, Sapulpa, OK 74066

\_\_\_\_\_  
 School Representative

\_\_\_\_\_  
 Candid Color Photography Representative

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date



COSTUME WORLD THEATRICAL

2313 NW 30<sup>TH</sup> PLACE  
POMPANO BEACH, FL 33069

800-423-7496 ~ 954-418-0308

## COSTUME RENTAL AGREEMENT

### PRODUCTION INFORMATION

Today's Date	January 17, 2025
Name of Production	Once Upon a Mattress
Producing Organization	Sapulpa High School 35 Missiom Street Sapulpa, OK 74006
Contact	Gina Myers
Contact's Title	Director
Telephone	918-224-6560
Cellular Telephone	918-607-8016
Fax Number	
Email Address	gmyers@sapulpaps.org
Production Opens	3/6/25
Production Closes	3/8/25
Production Ship Date	2/24/25
Production Delivery Date	2/28/25
Production Returns to Costume World	3/14/25
Theatre Type:	high school
Theatrical Booking Agent Handling Your Account:	Jadene Deems

Charge will be assessed if one or more of these circumstances occur:

INITIAL HERE GM

**RUSH SURCHARGE:** Orders received less than 2 weeks prior to shipment will incur an additional charge of \$10.00 per costume. All orders must include signed contract, purchase order (if applicable), cast assignments and completed

### THE CONTRACT

This shall constitute a legal and binding agreement between Sapulpa High School (hereinafter referred to as the "THEATRE") and COSTUME WORLD, INC. for the rental of costumes for the production of *Once Upon a Mattress* whose production dates are listed above.

INITIAL HERE GM

Your initials below indicate your agreement and acceptance of the following COSTUME WORLD, INC. policies:

If cancelled after costumes have been packed for shipment, a 50% charge shall apply. No refunds will be issued once the order has been shipped.

INITIAL HERE GM

**REPRESENTATION:** COSTUME WORLD, INC. represents that it is aware of the play's costuming requirements. Any changes from our standard wardrobe shall be mutually agreed upon by both parties. COSTUME WORLD, INC., reserves the right to use their discretion to charge additional or to decline rentals for special requests or when actors are of extreme size. THEATRE will be notified in writing of this as soon as possible after an order is taken. COSTUME WORLD, INC. will design, select and provide all the costumes indicated in the script or in closest possible accordance with existing stock. Costume accessories, such as wigs, purses, jewelry, parasols or canes, undergarments, hosiery and footwear, will not be provided unless they are an integral part of the costume and agreed to in advance. Outwear is not considered part of a costume and will be charged separately.

INITIAL HERE GM

**SIZE SURCHARGE:** COSTUME WORLD, INC. will charge an additional fee for unusually sized costumes, if available, and will automatically add these additional charges:

**\$35.00 for non-stock sizes including but not limited to:**  
MEN: over 6'2" with chest 48" or greater and/or waist 46" or greater.  
WOMEN: over 5'9 with bust 46" or greater and/or waist 36" or greater.

**1/2 costume rental rate for non-stock sizes:**  
MEN: over 6'4" with chest 54" or greater and/or waist 50" or greater.  
WOMEN: over 5'11" with bust 50" or greater and/or waist 40" or greater.

Charges will be assessed if one or more of these measurements occur.

INITIAL HERE GM

**RUSH SURCHARGE:** Any order received less than 2 weeks prior to shipment will incur an additional charge of \$20.00 per costume. All orders must include signed contract, purchase order (if applicable), cast assignments and completed measurement forms.

INITIAL HERE GM

**CANCELLATIONS/RETURNS:** Orders or portions of orders, cancelled *after the alteration of costumes* will incur a charge of 25% of the rental fee.

If cancelled *after costumes have been packed for shipment*, a 50% charge shall apply. *No refunds will be issued once the order has been shipped.*

Restocking/exchange fee of 50% of the quoted rental charge will be applied if costume cannot be used due to incorrect measurements provided by the THEATRE or if the costume style is deemed unacceptable by the THEATRE. Exchange request must be submitted in writing and received no later than 48 hours after receipt of the costume.

Any costume not used, for whatever reason, must be returned prior to date of opening. All shipping charges for returns and exchanges are the responsibility of the THEATRE.

The THEATRE agrees that costumes not used for any reason and returned after the play opens will be charged the full rental.

The THEATRE understands that all returns due to the interpretation of the artistic concept are governed by this restocking fee.

INITIAL HERE GM

**INVENTORY:** COSTUME WORLD, INC. will supply THEATRE with a complete written inventory of all costumes. Each garment is shipped pressed and individually labeled for each character.

INITIAL HERE GM

**PRESSING OF THE COSTUMES:** The THEATRE understands that COSTUME WORLD, INC. will press the costumes initially before shipment. Once the costumes arrive at the THEATRE, please be aware they are NOT Stage ready. Costumes must be lightly steamed by the theater due to packing and shipment.

The THEATRE agrees to notify COSTUME WORLD, INC. of any missing items within 24-hours of the receipt of the order.

INITIAL HERE GM

**ALTERATIONS/DAMAGES:** The THEATRE maintains financial responsibility for restoration or replacement of any costumes that are destroyed, disfigured or that are returned damaged as a result of mishandling or improper storage.

The THEATRE understands that no garment is to be cut in any way to accommodate alterations (including notching of altered seams). Other unacceptable alterations include dyeing, spray painting, gluing (including sticky Velcro) and removing ornamentations or trims. (cost of total replacement fee)

Knee slides are not permitted while in a COSTUME WORLD costume. Any damage done to a suit due to knee slides will incur a replacement charge for the entire suit.

Makeup that cannot be removed will constitute permanent damage and full replacement will be assessed.

Sequined or sequin trimmed costumes are NEVER to be dry cleaned or hot pressed-hand washed and hang dry ONLY. If damage a full replacement will be assessed.

INITIAL HERE GM

**PROGRAM NOTES:** Credit must be given on all programs and materials whenever all or part of a show is costumed by COSTUME WORLD. The title page credits shall read "Costumes Provided by COSTUME WORLD THEATRICAL, Pompano Beach, FL. [www.costumeworld.com](http://www.costumeworld.com)". Credit will be given when production is filmed and for all publicity showing costumes.

INITIAL HERE n/a GM

**INSURANCE:** The THEATRE must obtain and maintain insurance, at its own cost, made payable to COSTUME WORLD, INC., in the amount of \$50,000.00 (an amount deemed sufficient for insurance against fire, loss in transportation, theft and all other coverage under a general theatrical floater. A copy of this policy shall be furnished to COSTUME WORLD upon acceptance of this contract.

INITIAL HERE GM

**RETURN SHIPPING:** All garments will be returned in order to arrive at COSTUME WORLD on the date specified in this contract. Costumes returned after the agreed date will be charged at a rate of \$20.00 per costume per day. **Costumes not returned on hangers or costumes packed with hats or feathered items will incur an additional charge of 10% of the total order.** Garments packed while damp/wet that sustain permanent damage will be charged full replacement value. **Return shipping method must be trackable. It is advised**

INITIAL HERE  
Menswear \$225  
Sh. Hats \$225  
Sh. Hats caps \$100  
Ladies 1 costume \$  
Womens 2 costumes \$  
Jewelry \$100  
Sh. 5 \$100  
Quilt \$75  
Dresses \$225  
Wool \$100  
Nightgown \$75  
1 Kitchen Sink \$175  
Amenities \$225  
Total rental \$4,425.00  
Payment Procedure \$

that a value of \$1000.00 per box of costumes and \$500.00 per box of hats be declared. Replacement fee of costumes lost or damaged in return will be the responsibility of the THEATRE.

Any production extensions will be charged at a rate to be negotiated. The THEATRE must inform COSTUME WORLD of any extensions in writing two weeks prior to any extension.

Shipping charges can be assigned to your own UPS account. If you would like to take advantage of this option, please enter your UPS shipper number here \_\_\_\_\_.

INITIAL HERE GM

**ACTS OF GOD:** The THEATRE understands that cancellation of an order due to an Act of God (fire, flood, hurricane, tornado, snowstorm, etc.) will not result in a refund of payments made against the order. If the order is rescheduled within one year, payments received by COSTUME WORLD, INC. will be applied as per the original contract.

COSTUME WORLD, INC. agrees to reimburse the THEATRE any deposits or payments made prior to the opening of the production if the THEATRE is damaged by an Act of God.

INITIAL HERE GM

**CONTINGENCIES:** COSTUME WORLD, INC. maintains the following contingencies for this specific production:

**Covid-19 protocol-Costume World follows all required guidelines to ensure your safety. All Costume World personnel who handle your costumes are tested, wear masks, and gloves. Costumes/accessories sent to you have not been worn and have been cleaned and sanitized. All shipping boxes used are new.**

INITIAL HERE GM

INITIAL HERE GM

**PAYMENT TERMS/DEPOSIT TERMS**

The total amount of your contract will be negotiated directly with your booking agent based on the individual needs of your production. A 50% deposit is due at the signing of this contract, this ensures your costumes are held for your show dates and covers the cost for pulling your costumes and any necessary adjustments. The balance is due before delivery/shipping of the costumes. Payments are to be shipped via UPS overnight, using shipper number 242F2E.

INITIAL HERE \_\_\_\_\_ PAYMENT ARRANGEMENTS:

Minstrel \$225  
Sir Harry \$225  
Sir Harry cape \$100  
Larken- 2 costumes \$225 each =\$450  
Winifred-2 costumes \$225 each =\$450  
Jester \$195  
King S \$225  
Queen \$275  
Dauntless \$225  
Wizard \$195  
Nightingale \$175  
1 Kitchen Wench \$175  
2 Knights-armor \$300 each =\$600  
Studley \$225  
3 court ladies \$225 each =\$675  
  
Total rental::: \$4,415.00

Payment Procedure: \$2,207.50 (50%) due with signed agreement. Balance due prior to ship date (2/24/25).

**These rates are contingent upon a minimum rental of 20 costumes for the time frame as stated in this contract.**

Additional costumes will be charged at these same rates. Additional weeks will be charged at \$25 per costume per week.

**Costumes returned after production has opened will not be eligible for a refund.**

INITIAL HERE GM

**Shipping charges are additional.**  
Theatre shall assume all shipping charges.

INITIAL HERE GM

THEATRE agrees that an executed copy of this COSTUME RENTAL CONTRACT received by Costume World Inc., shall be an irrevocable and binding legal contract on the part of THEATRE, unless rejected by COSTUME WORLD, INC., within two (2) business days, which shall exclude Saturdays, Sundays and legal holidays, via return transmitted facsimile, telephonic, and/or e-mail to THEATRE'S address so designated by THEATRE to COSTUME WORLD, INC., prior to such circumstance.

INITIAL HERE GM

**SECURITY:** The THEATRE agrees to provide a credit card number to act as security while the costumes are in the possession of the THEATRE'

PROPOSAL SUBMITTED BY:

Marilynn Wick

MARILYNN A. WICK, CEO AND FOUNDER  
COSTUME WORLD, INC.

DATE 1/27/25

PROPOSAL ACCEPTED BY:

Gina Myers

AUTHORIZED SIGNATURE

NAME Gina Myers  
TITLE SHS Choir Director  
DATE 1/27/25

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Individual's Organization Sapulpa High School  
(Theatre, School, etc.)

Individual's Title SHS Choir Director

Individual's Telephone Number (918) 224-6560 x 2788

Individual's Fax Number (918) 224-0174

Individual's Email Address gmyers@sapulpaps.org

Individual responsible for  
processing payment same

Individual's Title

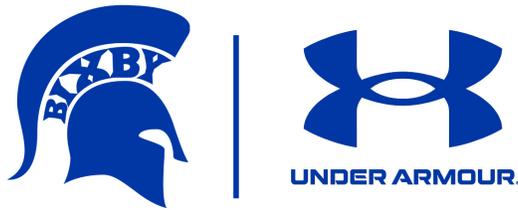
Individual's Telephone Number

Individual's Fax Number

Individual's Email Address

Individual's Address 3 S. Mission St.  
Sapulpa, OK  
74066

A 3.5% processing fee will be assessed for all payments made by credit card.



## Contract for Athletic Contests

Bixby Athletic Department, party of the first part and \_\_\_\_\_, party of the second part, contracts as follows:

Participate in the Bixby High School Basketball

Invitational Tournament

December 4<sup>th</sup> – 6<sup>th</sup>, 2025

**Circle one:** Girls/Boys/Both

The school cancelling this contract without the consent of the Bixby Athletic Department shall pay the sum of \$1500.00 to the offended school.

Both parties agree to the rules of the OSSAA as part of this contract and the suspension or termination of membership in this association of either party shall render this contract null and void. Provided this contract shall not be binding on either party unless a properly signed copy is returned to the party of the first part by (May 1st).

**Bixby High School**

Party of the First Part

\_\_\_\_\_  
Signature & Title

**Party of the Second Part**

\_\_\_\_\_  
Signature of School Official

**Sign and return one copy to:**

**dnold@bixbyps.org**

**Fax: 918-366-2267**

SAPULPA PUBLIC SCHOOLS

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

REQUESTING GROUP: HPE STEM

DATE OF REQUEST: 01/29/25

SPONSOR: McCallum/Whillock/Demers

DESTINATION: The Ecology School-Saco, ME

DATE LEAVING (DAY AND DATE): Oct. 5<sup>th</sup> } tentative

DATE RETURNING (DAY AND DATE): Oct. 10<sup>th</sup>

NUMBER OF SCHOOLS DAYS MISSED: 5

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: parent payments, car wash, restaurant donations

NUMBER OF STUDENTS ATTENDING: 10

NUMBER OF SPONSORS: 2  
Demers/Whillock

PURPOSE OF TRIP: Providing an opportunity to participate in a week-long STEM camp.

MODE OF TRANSPORTATION: flight/ground transportation

  
Principal's Approval

 2/6/25  
Superintendent Approval

\_\_\_\_\_  
Board President Approval

## FUNDRAISERS 2024-25 School Year

SITE	CLUB	DATE OF EVENT	FUNDRAISER	HOW FUNDS WILL BE USED
SMS	SMS Choir	2/21/2025	InstaRaise	Funds that will be raised will go towards helping the following things: lower the cost of the Spring MS Choir trip, assist in paying registration fees
SHS	JROTC	3/6/2025	Chieftain Cup Rifle Match Concessions	Support the Rifle Team with equipment, supplies and other expenses
SHS	Sapulpa High School	3/3/2025	Nothing Bunt Cakes	Softball uniforms, meals
SHS	Softball Booster Club	4/18/2025	Nothing Bundt Cakes	Uniforms, meals for the girls
Sapulpa High School	Student Council	3/7/2025	Dodge Ball vs. Teachers	Make A Wish Foundation
Sapulpa High School	StuCo	3/7/2025	TShirts	Make A Wish Foundation
SHS	Special Olympics	2/18/2025	Pizza Hut fundraiser	uniforms, meals
SHS	Special Olympics	2/15/2025	Dance for Special Olympics- \$5 a ticket	uniforms, meals
SHS	Special Olympics	2/12/2025	Friendship chain. Selling pieces of paper for \$1 to make a chain around the school.	meals, uniforms
Middle School	Library	3/1/2025	Scholastic Book Fair	Library purchases
Sapulpa Middle School	Sapulpa Middle School Student Council	3/13/2025	Sapulpa Middle School Spring Dance 2025	Funds raised will be used to purchase dance materials for the following year and to continue with school improvement projects including providing a hygiene station for the restrooms, supporting the counselors' closet, and updating the decor in the older hallway.
Sapulpa Middle School	Sapulpa Middle School Student Council	2/17/2025	Pops and a Pet Fundraiser for the Sapulpa Animal Shelter.	We will be donating previously raised funds to purchase sodas, ring pops, and squishy toys to sell to our student body. All funds raised will be used to purchase items from the Sapulpa Animal Shelter's Amazon wish list.
High School	Tennis	2/13/0020	Serve a thon	Buy snacks and lunch for tournaments, help buy practice ball, t-shirts or sweatshirts.
Sapulpa High School	Indian Education Parent Committee	2/22/2025	Ribbon Skirt Raffle	Scholarships for Seniors
Sapulpa High School	NASA	2/22/2025	Raffles for Vendor Items	Parade supplies for next year, expenses throughout the 2025-26 year
SHS	Soccer	3/1/2025	calendar fundraiser	food, equipment, banners and posters for the team during the spring

SHS	Soccer	3/27/2025	Tournament fundraiser	boys and girls teams to put on the tournament and split profits between the teams after refs and all parties have been paid
SHS	Esports	2/12/2025	staypluggedin Esports Apparel	Equipment and travel expense and meals for players

## Parent Permission Form for Transition to High School Graduation Requirements

### Student Information:

- Student's Name: \_\_\_\_\_
- Grade Level: \_\_\_\_\_
- School: \_\_\_\_\_

### Parent/Legal Guardian Information:

- Parent/Legal Guardian's Name: \_\_\_\_\_
- Relationship to Student: \_\_\_\_\_
- Contact Information (Phone/Email):  
\_\_\_\_\_

### Approval Statement:

I, [Parent/Legal Guardian's Name], parent/legal guardian of [Student's Name], acknowledge and approve the modification from my child's existing graduation track to the newly enacted high school graduation requirements set forth in Oklahoma House Bills 2672 and 3278 (2024). I understand that this legislation allows students to fulfill certain graduation requirements through alternative pathways.

### Contact Information:

Please contact me if you need any further information or have any questions regarding this matter.

- Signature of Parent/Legal Guardian: \_\_\_\_\_
- Date: \_\_\_\_\_

## **210.1 SAPULPA HIGH SCHOOL WEIGHTED GRADE SYSTEM**

(Approved 11-6-2000) (Revised 6-14-10) (Revised 9-14-10) (Revised and Approved 1-22-25) (Revised and Approved 2-11-25)

### **A. Rationale for a Weighted Grade Scale**

1. Encourage enrollment in college prep courses.
2. The weighted grade scale will assist in developing a more accurate point average for computing rank in class, scholarships, and valedictorian and salutatorian.

### **B. Criteria**

1. A review committee composed of the high school principal and the academic department heads shall recommend the courses for the weighted scale, monitor these classes, their requirements, and grade distribution. The principal shall serve as chairman of the committee.
2. The review committee recommendations shall be made directly to the Superintendent or designee.
3. The recommended grading system for AP, Honors, and Concurrent courses will be a 5.0 scale: (A=5.0, B=4.0, C=3.0, D=2.0, F=0) for each approved weighted course taken and passed with a "C" grade or above.



### **210.3 HIGH SCHOOL CREDIT FOR 6TH-8TH GRADE COURSES**

(Approved 5-4-09) (Revised 6-14-10, 6-13-11, 3-12-12, 2-11-13, 1-22-25,  
2-11-25)

The following high school courses taken at either the middle school or the junior high school are approved for high school credit by the Sapulpa School Board: Honors Algebra I, Honors Geometry, Art I, Fundamentals of Technology, Drama, Music Appreciation, Spanish I, Spanish II, MVSKOKE I, and MVSKOKE II. **Parent permission is required for students in grades 6-8 to enroll in these courses.** Sapulpa High School will honor the credit(s).

All high school courses taken at the middle/junior high school level will be automatically placed on the high school transcript unless notice is provided to the student's middle/junior high school principal by the student's parent(s) or legal guardian(s) by June 15th of the student's completed 9th grade school year. Once a course and grade is posted on the high school transcript, it will not be removed.

Beginning with the 2025-26 8th-grade cohort, Honors Algebra I will count as one of the four mathematics credits required for graduation, **and the above honors courses will be weighted.**

# PERSONNEL REPORT

February 11, 2025

## 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>
Alex Ruby	Teacher/\$44,422	February 10, 2025

(Pending Approval of Adjunct/Emergency Certification)

#### EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
None	

#### REMOVAL OF EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
Astanzia Rollin	JH Cheer Coach/\$1,100FB, \$1,500BB \$750Wrestling

#### CHANGE OF STATUS

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

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

<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>
Sarah Veach	Teacher	January 31, 2025

# PERSONNEL REPORT

February 11, 2025

## SUPPORT PERSONNEL REPORT

### EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Monica Hernandez	Paraprofessional/\$13.20 hr	January 15, 2025
Cammie Foster	Paraprofessional/\$14.65 hr	February 11, 2025
Britney Conley	Bus Assistant/\$13.20 hr	January 27, 2025
Mary Sanders	Bus Assistant/\$13.20 hr	January 30, 2025
Sara Haines	Bus Driver/\$18.63 hr	February 10, 2025

### EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra Duty Assignments/Stipends</u>
None	

### CHANGE OF STATUS

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

### FMLA

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Judith Ramsey	Child Nutrition	Medical	January 21, 2025

### RESIGNATIONS/RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
John Dorris	Bus Driver	June 30, 2025
Robert Lewandowski	Bus Driver	January 26, 2025
Elizabeth Mayor	Paraprofessional	February 07, 2025
Paula Walkie	Paraprofessional	February 05, 2025

