

Regular Meeting of The Board of Education Independent School District Number 33,
Creek County
Tuesday, June 10, 2025 12:00 PM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

- I. Call the meeting to order and Pledge Allegiance to the 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 Board Meeting Minutes.
 - III.A.1. 5.05.2025-Regular Meeting Minutes
 - III.A.2. 06.05.2025-Special Meeting Minutes-Bond Sale
 - III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 827 through 870.
 - III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance numbers 193 through 210.
 - III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order Encumbrance numbers 96 through 100.
 - III.E. Approval of the 2024-25 Lease Revenue Fund 4 Purchase Order Encumbrance numbers 59 and 60.
 - III.F. Approval of the 2024-25 Bond Fund 31 Purchase Order encumbrance number 2..
 - III.G. Approval of the 2024-25 Bond Fund 34 Purchase Order Encumbrance numbers 3 through 5.
 - III.H. Approval of 2024-25 Bond Fund 37 Purchase Order Encumbrance number 1.
 - III.I. Approval of the monthly financial reports of the School Activity Funds account.
 - III.J. Approval of monthly financial reports of the SPS Endowed Scholarship Accounts, Fund 81.
 - III.K. Approval of the Treasurer's Report on the status of Funds and Investments.
 - III.L. Approval of a School Membership with Oklahoma State School Boards Association (OSSBA) for the 2025-26 school year.
 - III.M. Approval of Assemble Paperless Meeting Subscription with Oklahoma State School Boards Association (OSSBA) for the 2025-26 school year.
 - III.N. Approval of the 2025-26 OSSBA Policy Services.
 - III.O. Approval of the 2025-26 OSSBA Superintendent Evaluation tool.
 - III.P. Approval of renewing the 2025-26 Workers Compensation Insurance with the Oklahoma School Assurance Group (OSAG).
 - III.Q. Approval of renewing the 2025-26 School District Comprehensive Insurance Policy with Oklahoma Schools Insurance Group (OSIG).
 - III.R. Approval of a 2025-26 Legal Contract with Christina Evans, Orientation and Mobility Specialist.
 - III.S. Approval of a 2025-26 Legal Contract with Cindy Lumpkin, Consultant, to serve district children with visual disabilities.
 - III.T. Approval of a 2025-26 Legal Contract with Casey Newman Wood to provide educational audiology consultant services.
 - III.U. Approval of a 2025-26 Legal Contract with Leah Gruns to conduct speech and/or language therapy and related activities for Sapulpa Public Schools.
 - III.V. Approval of a 2025-26 Legal Contract with Lindsay Briggs to provide Occupational Therapy for Sapulpa Public Schools.
 - III.W. Approval of the 2025-26 United Community Action Program (UCAP) Head Start MOU and Sapulpa Public Schools.
 - III.X. Approval of the 2025-26 United Community Action Head Start Special Services Agreement with SPS.

- III.Y. Approval of the 2025-26 Special Services Cooperative Agreement with NACT (Native American Coalition of Tulsa Head Start Program).
- III.Z. Approval of 2025-26 NACT MOA with Sapulpa Public Schools.
- III.AA. Approval of the 2025-26 BorderLAN Security Agreement for internet filtering service and classroom management system.
- III.BB. Approval of the 2025-26 renewal of Microsoft Licensing.
- III.CC. Approval of the 2025-26 Buy Board National Purchasing Cooperative Interlocal Participation.
- III.DD. Approval of the 2025-26 Oklahoma State University MOU for Field/Clinical Experiences.
- III.EE. Approval of the 2025-26 University of Tulsa MOU for Classroom Student Teachers.
- III.FF. Approval of the 2025-26 Tulsa Community College MOU for dual credit programs.
- III.GG. Approval of the 2025-26 PLTW (Project Lead the Way) Grants Agreement.
- III.HH. Approval of the 2025-26 CREOKS MOU.
- III.II. Approval of the 2025-26 Family & Children Services Interagency Agreement.
- III.JJ. Approval of the 2025-26 YSCC MOU.
- III.KK. Approval of the 2025-26 PowerSchool Schoology Quote.
- III.LL. Approval of the 2025-26 Agreement for Gas Installation by Oklahoma Natural Gas Company at the Sapulpa High School Campus.
- III.MM. Approval of the 2025-26 renewal of Identogo Fingerprint Coupon Codes.
- III.NN. Approval of the 2025-26 Child Nutrition Prime Vendor Recommendation.
- III.OO. Approval of the 2025-26 Child Nutrition Kitchen Chemical Bid Recommendation.
- III.PP. Approval of the 2025-26 Child Nutrition Milk and Juice Bid Recommendation.
- III.QQ. Approval of the 2025-26 K&T Demolition & Site Clearing Agreement for the demolition of the Dewey property.
- III.RR. Approval of the 2025-26 Cummins Sales and Service Planned Maintenance Proposal.
- III.SS. Approval of the 2025-26 Action Fire Protection proposal for annual inspections and service work.
- III.TT. Approval of the 2025-26 Lone Star Co-Op Application for Softball, Volleyball, Football, Wrestling, Baseball, Boys and Girls Golf, Soccer, and Tennis.
- III.UU. Approval of 2025 Perry Weather Subscription.
- III.VV. Approval of the 2025-26 renewal for the YurView Agreement.
- III.WW. Approval of the 2025-26 renewal of the Tulsa Bone and Joint Sports Medicine Services Donation Agreement.
- III.XX. Approval to accept payment from Sapulpa Baseball Booster for Steve Irvine, Riley Tincher, JT Rains, Coleson Coffey, Lee Callison, and John McPherson for the 2025 Summer Program payments.
- III.YY. Approval of a generous donation of \$2,255.14 from Tulsa Bone & Joint to cover new training tables for the Baseball and Softball Complex.
- III.ZZ. Approval of the 2025-26 Focused Yearbook Agreement for Holmes Park Elementary.
- III.AAA. Approval of the 2025-26 Picture Agreements.
 - III.AAA.1. SHS-Lifetouch
 - III.AAA.2. Jr.High-Lifetouch
 - III.AAA.3. Liberty STEM-Ruth Kelly Studio
- III.BBB. Approval of the following as Sanctioned Clubs of Sapulpa Public Schools:
 - III.BBB.1. Holmes Park Elementary TAPS
 - III.BBB.2. Sapulpa Ping Pings Booster Club
 - III.BBB.3. Sapulpa HS Band Booster Club
 - III.BBB.4. Sapulpa HS Baseball Booster Club
 - III.BBB.5. Sapulpa HS Softball Booster Club
- III.CCC. Declaration of Surplus
 - III.CCC.1. Bartlett Academy-Old Text Books

- III.CCC.2. District-Chromebook Surplus List-2025
- III.CCC.3. District-General Contents, Property, and Equipment of previous Baseball/Softball Fields
- III.DDD. Out of State Activity Trips
 - III.DDD.1. Cross Country-X2-Fayetteville, AR and Joplin, MO
 - III.DDD.2. HS Band-Johnson City, TN
 - III.DDD.3. Softball-MO
- III.EEE. Approval of Fundraisers as per attachment.
- IV. Hearing from the Public
- V. Information & Discussion Items
 - V.A. Bond Projects Update
 - V.B. Updated Cell Phone Policy, first read
 - V.C. Superintendent Comments
- VI. Action Items
 - VI.A. New Business - items not known or foreseen when agenda was posted.
 - VI.B. Proposed executive session to discuss Personnel listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.
 - VI.B.1. Vote to convene in Executive Session.
 - VI.B.2. To acknowledge the Board has returned to Open Session.
 - VI.B.3. Statement of Executive Session Minutes.
- VII. Personnel
 - VII.A. Vote to approve/disapprove employing Personnel as per attachment.
 - VII.B. Vote to approve/disapprove the 2025 Summer Program employees as per the attachment.
 - VII.C. Vote to approve/disapprove Peggy Mussler as an adjunct teacher in English for the 2025-26 school year.
 - VII.D. Vote to approve/disapprove Rashelle Vaughn as an adjunct teacher in Biological Science for the 2025-26 school year.
 - VII.E. Vote to approve/disapprove Cynthia Swift as an adjunct teacher in Business Education for the 2025-26 school year.
 - VII.F. Vote to approve/disapprove Adedolapo Sobowale as an adjunct teacher in Physical Education/Health/Safety for the 2025-26 school year.
 - VII.G. Vote to approve/disapprove Mary Coldiron as an adjunct teacher in Physical Education/Health/Safety for the 2025-26 school year.
 - VII.H. Vote to accept Resignations received since the last board meeting.
- VIII. Adjournment.

Regular Meeting of The Board of Education Independent School District Number
33, Creek County
Monday, May 5, 2025 6:00 PM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge Allegiance to the Flag

Vice President Larry Hoover called the meeting to order at 6 pm. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

Mr. Armstrong then introduced the Support Employees of the Year. Judith Ramsay, SMS; Melodee Gish, SHS; Colin McElyea, District IT; Connie Kling, JHE. Melodee Gish was named the District Support Employee of the Year. District Teacher of the Year (introductions from a previous meeting) was Jo Martin.

II. Formal Adoption of the Agenda.

Vice President Larry Hoover called the meeting to order at 6 pm. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

Mr. Armstrong then introduced the Support Employees of the Year. Judith Ramsay, SMS; Melodee Gish, SHS; Colin McElyea, District IT; Connie Kling, JHE. Melodee Gish was named the District Support Employee of the Year. District Teacher of the Year (introductions from a previous meeting) was Jo Martin.

II.A. Motion, discussion, and vote on a motion to formally adopt Agenda.

To formally adopt the Agenda passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite:	Yea
Larry Hoover:	Yea
Steve McCormick:	Absent
Johnny Merrell:	Yea
Melinda Ryan:	Yea

Yea: 4, Nay: 0, Absent: 1

III. Consent Agenda

III.A. Approval of the 4.14.2025 Regular Board Meeting Minutes.

III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 806 through 826.

III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance number 180 through 192.

III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order Encumbrance number 92 through 95.

III.E. Approval of the 2024-25 Lease Revenue Fund Purchase Order Encumbrance numbers 43 and 58.

III.F. Approval of the 2024-25 Sinking Bond Fund 41 Purchase Order Encumbrance numbers 3 and 4.

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

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

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

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

III.K. Approval of 2025-26 renewal of the PowerSchool UT Applicant Tracking and TalentEd Records Quote.

III.L. Approval of 2025-26 renewal of the PowerSchool Maintenance and Support Quote.

III.M. Approval of 2025-26 renewal of the PowerSchool Enrollment Registration Quote.

III.N. Approval of 2025-26 renewal of the PowerSchool SearchSoft-McRel-Principal Quote.

III.O. Approval of the 2025-26 renewal of PowerSchool SchoolMessenger Presence Quote.

III.P. Approval of the 2025-26 PowerSchool Ecollect Form Quote.

III.Q. Approval of the 2025-26 renewal of the Horizon Digitally Enhanced Campus MOU with Sapulpa Public Schools.

III.R. Approval for renewal of the 2025-26 Bridges Foundation MOU.

III.S. Approval of the 2025-26 Muscogee (Creek) Nation Head Start MOA with Sapulpa Public Schools.

III.T. Approval of renewal with ESS, Substitute Staffing Company, for the 2025-26 school year.

III.U. Approval of the 2025-26 renewal of Student Provisioning Services Quote, revised OKSTE Consortium-Mizuni Upgrade.

III.V. Approval of the 2025-26 renewal of Instructure Quote for Follett SIF Agent for Destiny.

III.W. Approval of 2025-26 renewal of sylogist ed, Software Service Order Agreement, Finance.

III.X. Approval of the 2025-26 Child Nutrition Commercial Pizza Bid.

III.Y. Approval to open contract negotiations with United Sapulpa Educators and United Sapulpa Educators Support Personnel for the 2025-26 school year.

III.Z. Approval of 2025-26 renewal of Service Warranty with EMCO Termite & Pest Control Company of Tulsa, INC for the Sapulpa Middle School, Jr. High and High School, and the Chieftain Center.

III.AA. Approval of 2025-26 Weaver Drug Testing Lab Service Agreement with Sapulpa Public Schools for Transportation Dept.

III.AB. Approval of the 2025-26 American Elevator Quarterly Maintenance Contract.

III.AC. Approval of the 2025 Bixby HS Basketball Invitational Tournament for Sapulpa Girls Basketball.

III.AD. Approval of 2025-26 renewal of Jostens Total Service Agreement with Sapulpa High School.

III.AE. Approval of 2025-26 Picture Agreements.

III.AE.1. Sapulpa Middle School Agreement with Focused

III.AE.2. Freedom Elementary Agreement with Focused

III.AE.3. Holmes Park Elementary Agreement with Focused.

III.AE.4. Jefferson Heights Elementary Agreement with Focused.

III.AF. Approval of a generous donation of \$300 from Andy's Bar and Grill to Freedom Elementary.

III.AG. Approval of a generous donation of \$1,000 from Williams Company to the Jr. High for Teacher Appreciation and End of Year Activities.

III.AH. Approval of a generous donation of \$500 from Reed Architecture & Interiors to the Jr. High for Teacher Appreciation Week.

III.AI. Approval of a generous donation of \$500 from Bennett Steel to the Jr. High for Teacher Appreciation Week.

III.AJ. Declaration of Surplus

III.AJ.1. FRE Library Book List

III.AJ.2. HPE Library Books List

III.AJ.3. JHE Library Books List

III.AJ.4. LIB STEM Library Books List

III.AJ.5. JH List of Books from ELA Department

III.AJ.6. Athletics-Baseball Tarp

III.AK. Out of State Activity Trips

III.AK.1. FCCLA-Orlando, FL

III.AL. Approval of Fundraisers

To approve Consent Agenda Items A-AL passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Absent

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

IV. Hearing from the public

None

V. Information and Discussion

V.A. Superintendent Comments

Superintendent Armstrong started off his comments by thanking Teachers and Staff as it is Teacher Appreciation Week. He also thanked the many sponsors who support our schools in making this week a special one for all. About 300 students are set to graduate on May 16th, but first, the Senior Assembly will be on May 7th, and their last day is May 9th. The other students' last day of school will be May 14th. Employee Assembly and their last day will be May 15th.

Legislative Update: There are around 85 school-related bills. SB 139 Bell to Bell ban on cell phones is getting a lot of attention and would go into effect for the 2025-26 school year.

V.B. Bond Building Update

Superintendent Armstrong continued with Bond's progress and timeline. The weather is impacting site work, with a lot of rain. Woodlawn Walk Through is scheduled for May 8th, 4pm-6pm. There have been many reachouts with interest in touring the facility before it is torn down. Demo of 400 Hall and Woodlawn set for May 26th through June 20th. Building Pad prep is ongoing. A new Work Zone Alert (#4) will go out on May 19th and run through July 21st. Dewey St Closure beginning May 19th and will remain closed until sometime in August of 2026. Most Summer Programs have been moved off of the HS Campus. Retaining walls and pier work to begin soon.

VI. Action Items

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

VI.B. Discussion, motion, and vote on a motion to approve/disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2025-26. This resolution authorizes the filing of the Form 471 applications for the funding year 2025-26 and the payment of the applicant's share upon approval of funding and receipt of services.

To approve the Resolution for Schools and Libraries Universal Services (E-Rate) for 2025-26. This resolution authorizes the filing of the Form 471 applications for the funding year 2025-26 and the payment of the applicant's share upon approval of funding and receipt of services passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Absent

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.C. Discussion, motion, and vote on a motion to approve/disapprove the renewal of the Sublease Agreement dated March 07, 2024, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2026, as required under the provisions of the agreement. (Lease Revenue Bond continuance)

To approve the renewal of the Sublease Agreement dated March 07, 2024, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2026, as required under the provisions of the

agreement. (Lease Revenue Bond continuance) passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.D. Discussion, motion, and vote on a motion to approve/disapprove of a Financial Advisory Services Agreement with BOK Financial Securities, Inc. To approve/disapprove of a Financial Advisory Services Agreement with BOK Financial Securities, Inc passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E. Discussion, motion, and vote on a motion to approve/disapprove a Resolution authorizing the sale of the District's General Obligation Combined Purpose Bonds, Series 2025, and setting forth the following items:
To approve a Resolution authorizing the sale of the District's General Obligation Combined Purpose Bonds, Series 2025, in the amount of \$7,730,000, at noon on June 05, 2025, for the bonds to be sold, to fix mature amount for each year, and to authorize the Clerk to give notice of said sale as required by law passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E.1. Fixing the time and place the bonds are to be sold;

VI.E.2. Fixing the amount of bonds to mature each year;

VI.E.3. Authorizing the Clerk to give notice of said sale as required by law.

VI.F. Proposed Executive Session to discuss the Personnel List as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.

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

To convene into Executive Session at 6:30 pm passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

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

Vice President Larry Hoover acknowledged the board's return to Open Session at 6:54 pm.

VI.F.3. Statement of Executive Session Minutes

The Board of Education went into Executive Session at 6:30 pm to discuss Personnel as listed, 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 6:54 pm. Present in Executive Session were Johnny Merrell, Sarah Havenstrite, Melinda Ryan, Larry Hoover, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

VI.G. Personnel

VI.G.1. Vote to approve/disapprove employing Personnel as per attachment. To approve employing Personnel as per the attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.2. Vote to approve/disapprove of the rehire of District Certified Staff on a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve of the rehire of District Certified Staff on a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.3. Vote to approve/disapprove the rehire of District Certified Staff moving from a first-year temporary contract to a second-year temporary contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve the rehire of District Certified Staff moving from a first-year temporary contract to a second-year temporary contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.4. Vote to approve/disapprove the rehire of District Certified Staff from a second-year temporary contract to a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve the rehire of District Certified Staff from a second-year temporary contract to a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VI.G.5. Vote to approve/disapprove the rehire of District Support Staff on contract for 2025-26 provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve the rehire of District Support Staff on contract for 2025-26 provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

VI.G.6. Vote to approve/disapprove the 2025-26 employment and contract renewal for District Administrators, Directors, and Coordinators.

To approve the 2025-26 employment and contract renewal for District Administrators, Directors, and Coordinators passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

VI.G.7. Vote to approve/disapprove the 2025-26 employment and contract renewal for site Principals, Assistant Principals, and Dean of Students.

To approve the 2025-26 employment and contract renewal for site Principals, Assistant Principals, and Dean of Students passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VI.G.8. Vote to approve/disapprove the 2025 Summer Program Employees as per the attachment.

To approve the 2025 Summer Program Employees as per the attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.9. Vote to approve/disapprove the Superintendent's recommendation to hire a Head Coach for Boys Basketball.

To approve the Superintendent's recommendation to hire a Head Coach for Boys Basketball, Chris Wallace. passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.10. Vote to accept Resignations received since the last board meeting. To accept Resignations received since the last board meeting passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VII. Adjournment

To adjourn at 7:00 pm passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea
Steve McCormick: Absent
Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

Special Meeting of The Board of Education Independent School District Number
33, Creek County
Thursday, June 5, 2025 12:00 PM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the Meeting to Order

President Steve McCormick called the meeting to order at 12pm.

II. Consent Agenda

II.A. Declaration of Surplus

II.A.1. District-Structures and content on the newly acquired property at 1133 Dewey

To approve Consent Agenda item A.1 passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Absent
Yea: 3, Nay: 0, Absent: 2

III. Action Items

III.A. Receive bids, consider, and award the District's \$7,730,000 General Obligation

Combined Purpose Bonds, Series 2025, to the successful purchaser.

To award the low bid to The Baker Group in association with American Heritage Bank(Sapulpa, OK) for a rate of 3.53% passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Absent
Yea: 3, Nay: 0, Absent: 2

III.B. Possible consideration and vote to approve a resolution providing for the issuance

of \$7,730,000 General Obligation Combined Purpose Bonds, Series 2025, by Independent School District Number 33 of Creek County, Oklahoma, authorized

at an election duly called and held for such purposes; designating bonds for certain provisions of the Internal Revenue Code; prescribing form of bonds and providing for registration thereof, providing for a levy of an annual tax for payment of principal and interest on the same; approving and deeming final the official statement pertaining to the bonds; and fixing other details.

To approve a resolution providing for the issuance of \$7,730,000 General Obligation Combined Purpose Bonds, Series 2025, by Independent School District Number 33 of Creek County, Oklahoma, authorized at an election duly called and held for such purposes; designating bonds for certain provisions of the Internal Revenue Code; prescribing form of bonds and providing for registration thereof, providing for a levy of an annual tax for payment of principal and interest on the same; approving and deeming final the official statement pertaining to the bonds; and fixing other details passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite:	Yea
Larry Hoover:	Absent
Steve McCormick:	Yea
Johnny Merrell:	Yea
Melinda Ryan:	Absent

Yea: 3, Nay: 0, Absent: 2

IV. Personnel

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

To approve employing Personnel as per the attachment passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

Sarah Havenstrite:	Yea
Larry Hoover:	Absent
Steve McCormick:	Yea
Johnny Merrell:	Yea
Melinda Ryan:	Absent

Yea: 3, Nay: 0, Absent: 2

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

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

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

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

V. Adjourn

To adjourn at 12:11 pm passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Johnny Merrell: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 827 - 9999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	827	05/01/2025	228	TRANS AIR	Bus 26 Condenser Fans for AC	677.24
11	828	05/06/2025	7514	PUBLIC CONSULTING GROUP LLC	698-Sped Medicaid Reimbursement to PCG	1,676.06
11	829	05/06/2025	285	SARAH ELIZABETH RAMIREZ	621-Sped Mileage Reimbursement for IEP/SA Student	1,500.00
11	830	05/08/2025	3826	SECURITY BANK CARD CENTER INC	SUBSCRIPTION FOR GRAMMARLY/SUPT SVCS	144.00
11	831	05/08/2025	3826	SECURITY BANK CARD CENTER INC	011-CPI Training Materials	3,900.00
11	832	05/08/2025	3826	SECURITY BANK CARD CENTER INC	SRO CONFERENCE JUNE 2-4	600.00
11	833	05/09/2025	153	ESS SOUTH CENTRAL, LLC	DISTRICT SUBSTITUTE SERVICES	18,455.72
11	834	05/09/2025	3826	SECURITY BANK CARD CENTER INC	ADMIN OFFICE SUPPLIES-AMAZON,QUILL	2,000.00
11	835	05/13/2025	3826	SECURITY BANK CARD CENTER INC	CLASSROOM SUPPLIES/NEEDS-AMAZON	250.00
11	836	05/13/2025	282	ORION SECURITY SOLUTIONS LLC	Open Options Annual Renewal - Orion	4,373.00
11	837	05/13/2025	3826	SECURITY BANK CARD CENTER INC	Amazon MV laptop cover and keyboard mouse	100.00
11	838	05/14/2025	3826	SECURITY BANK CARD CENTER INC	011 Sped K-12 STEM Teacher Conference Reg. Fee	35.00
11	839	05/14/2025	3826	SECURITY BANK CARD CENTER INC	GASOLINE FOR DISTRICT VEHICLES-MAY THRU JUNE	7,000.00
11	840	05/14/2025	3826	SECURITY BANK CARD CENTER INC	DIESEL FOR DISTRICT VEHICLES-MAY THRU JUNE	8,000.00
11	841	05/15/2025	3417	BEAR COMMUNICATIONS	FCC renewal on current handheld radios	150.00
11	842	05/21/2025	3826	SECURITY BANK CARD CENTER INC	CCOSA Registration Fee	599.00
11	843	05/21/2025	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 26 Brakes	2,200.00
11	844	05/22/2025	3826	SECURITY BANK CARD CENTER INC	JOM Student Frontier City Incentive	2,000.00
11	845	05/23/2025	3826	SECURITY BANK CARD CENTER INC	Tulsa World ANNUAL subscription	359.88
11	846	05/27/2025	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 27 Replace Exhaust Manifold	4,306.00
11	847	05/28/2025	3826	SECURITY BANK CARD CENTER INC	Annual Renewal- PDQ Bulk Deployment Software	3,150.00
11	848	05/29/2025	80742	BRIDGET SHIBLEY	541- Travel Per Diem for June 11-13 Conference	259.04
11	849	05/29/2025	80074	DONIA RENE DOUDICAN	541- Travel Per Diem for June 11-13 Conference	359.04
11	850	05/29/2025	80519	AMY M RIFF	541- Travel Per Diem for June 11-13 Conference	128.00
11	851	05/29/2025	80587	STEPHANIE A KIESAU	541- Travel Per Diem for June 11-13 Conference	128.00
11	852	06/03/2025	1818	MERRIFIELD OFFICE SUPPLY	Payroll Status forms	300.00
11	853	06/03/2025	617	MCDONALD HOPKINS LLC	CYBER POWERSCHOOL SECURITY INCIDENT	10,000.00
11	854	06/03/2025	3826	SECURITY BANK CARD CENTER INC	FEES FOR OESC	200.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 827 - 9999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	855	06/03/2025	1269	SOFTWARE HOUSE INTERNATIONAL	Annual Renewal- Microsoft Licenses	24,881.70
11	856	06/03/2025	103	BorderLAN, Inc.	Annual Renewal- LineWize Internet Filter	21,737.97
11	857	06/03/2025	107	TELECOMP HOLDINGS INC.	Renewal- Sophos Detection and Response	40,800.00
11	858	06/03/2025	405	NEXT STEP GROUP, INC.	Erate WiFi Replacement	43,555.40
11	859	06/03/2025	282	ORION SECURITY SOLUTIONS LLC	Install Access Control for New Softball/Baseball	12,128.00
11	860	06/04/2025	796	OKLAHOMA GAS & ELECTRIC CO	SUMMER ELECTRIC SERVICE-DISTRICT	200,000.00
11	861	06/04/2025	3826	SECURITY BANK CARD CENTER INC	GASOLINE FOR DISTRICT-SUMMER	15,000.00
11	862	06/04/2025	3826	SECURITY BANK CARD CENTER INC	DIESEL FOR BUSES & TRUCKS-SUMMER	25,000.00
11	863	06/04/2025	30413	COX BUSINESS SERVICES	DISTRICT INFORMATION SERVICES	8,000.00
11	864	06/04/2025	206	CITY OF SAPULPA	DISTRICT WATER/SEWER	18,000.00
11	865	06/04/2025	3826	SECURITY BANK CARD CENTER INC	ADMINISTRATION OFFICE/BLDG SUPPLIES	2,000.00
11	866	06/04/2025	3826	SECURITY BANK CARD CENTER INC	STAMPED ENVELOPES-FINANCE/ADMIN	1,000.00
11	867	06/04/2025	3826	SECURITY BANK CARD CENTER INC	EMPLOYEE BACKGROUND CHECKS	5,000.00
11	868	06/04/2025	4055	O T A PIKEPASS	PIKEPASS TOLLS FOR DISTRICT VEHICLES	500.00
11	869	06/05/2025	3826	SECURITY BANK CARD CENTER INC	011-Sped Pcard-Glasses Lens Replacement	450.00
11	870	06/05/2025	32187	OCCUPATIONAL HEALTH CENTERS SW, PA	STAFF DRUG SCREENS MAY-AUGUST	2,000.00

Non-Payroll Total:	\$492,903.05
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$492,903.05

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 193 - 9999, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	193	05/01/2025	3158	WILLIAM A. HARRISON, INC.	District HVAC Replace Trane motor/HP Kitchen	2,200.00
21	194	05/02/2025	8510	HD SUPPLY FACILITIES MAINTENANCE	District Maintenance and Custodial Supplies	500.00
21	195	05/06/2025	391	BENNETT STEEL, INC.	District Crane Rental	3,000.00
21	196	05/06/2025	47	JC MECHANICAL	District HVAC Service & Repair	1,000.00
21	197	05/08/2025	3647	EMCO TERMITE & PEST CONTROL	District Pest Control/Bartlett Termites	2,600.00
21	198	05/14/2025	3158	WILLIAM A. HARRISON, INC.	District HVAC Service and Repair	3,000.00
21	199	05/14/2025	1597	ENVIRONMENTAL HAZARD CONTROL INC.	Woodlawn Abatement Inspection	1,200.00
21	200	05/14/2025	1056	ASSURANCE RESTORATION	Emergency Restoration Services/Bailey Building	6,123.39
21	201	05/16/2025	3158	WILLIAM A. HARRISON, INC.	EMERGENCY SERVICE ON HS AIR EQUIPMENT	5,000.00
21	202	05/20/2025	796	OKLAHOMA GAS & ELECTRIC CO	DISTRICT ELECTRICAL SERVICE-MAY & JUNE	54,076.79
21	203	05/29/2025	497	K & T TRUCKING & SITE CLEARING INC.	Demolition & disposal of canopy/Liberty	7,000.00
21	204	05/29/2025	306	BRADY INDUSTRIES OF KANSAS, LLC	District Custodial Equipment	32,000.00
21	205	06/02/2025	629	LOCKE SUPPLY	District Supplies Maintenance	3,000.00
21	206	06/02/2025	9622	WESTLAKE HARDWARE INC	District Supplies/Maintenance	2,500.00
21	207	06/02/2025	1250	JACK YOUNG GLASS CO.	District Glass Replacement	300.00
21	208	06/03/2025	9098	SAPULPA RURAL WATER CO.	Water service at Freedom Elementary - June	400.00
21	209	06/03/2025	2183	RIVERSIDE HEAT & AIR	District HVAC Service and Repair	5,500.00
21	210	06/04/2025	497	K & T TRUCKING & SITE CLEARING INC.	DEMO 1133 E DEWEY	12,000.00
Non-Payroll Total:						\$141,400.18
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$141,400.18

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 96 - 9999, Fund(s): CHILD NUTRITION FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	96	05/02/2025	637	MARKHAM RESTAURANT SUPPLY	Cut out broken Scrapmaster at HPE	6,135.00
22	97	05/20/2025	3778	HILAND DAIRY FOODS COMPANY, LLC	Summer Food Service Program - Milk	2,500.00
22	98	05/20/2025	2541	BEN E. KEITH	Summer Feeding - Food and Supplies	30,000.00
22	99	05/20/2025	3826	SECURITY BANK CARD CENTER INC	Date Code Genie for High School Kitchen	1,179.00
22	100	06/04/2025	587	ACE MART RESTAURANT SUPPLY CO	Small wares for all sites	2,523.00
Non-Payroll Total:						\$42,337.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$42,337.00

Sapulpa Public Schools

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 59 - 9999, Fund(s): LEASE REV - MAR 2024

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
04	59	05/07/2025	54139	VARSITY BRANDS HOLDING CO INC.	PITCHING MACHINE SOFTBALL	2,858.90
04	60	05/16/2025	3826	SECURITY BANK CARD CENTER INC	2 40' Storage containers	9,500.00
Non-Payroll Total:						\$12,358.90
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$12,358.90

Sapulpa Public Schools

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 2 - 9999, Fund(s): BOND FUND - 31 2020, TAXABLE

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
31	2	05/22/2025	8348	AMERICAN HERITAGE BANK	LEASE PURCHASE PMT VIDEOBOARD	55,372.76
Non-Payroll Total:						\$55,372.76
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$55,372.76

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 3 - 9999, Fund(s): BOND FUND - 34 BUILDING - 6/2023 EXEMPT

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
34	3	05/22/2025	8348	AMERICAN HERITAGE BANK	LEASE PURCHASE PMT SPLIT WITH FUND 31	23,802.24
34	4	06/03/2025	3158	WILLIAM A. HARRISON, INC.	SMS HVAC REPLACE SUCTION LINE TEMP SENSOR	3,950.00
34	5	06/05/2025	650	PJ'S WINDOW COVERINGS	WINDOW COVERINGS BB/SB OFFICES	1,520.00
Non-Payroll Total:						\$29,272.24
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$29,272.24

Sapulpa Public Schools

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1 - 9999, Fund(s): BOND FUND - 37 - EXEMPT BUILDING BOND 2025

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
37	1	06/05/2025	3141	STANDARD & POOR'S FINANCIAL SVCS	RATING FOR 2025 BOND SALE	20,900.00

Non-Payroll Total:	<u>\$20,900.00</u>
Payroll Total:	\$0.00
Balance Forward:	<u>\$0.00</u>
Report Total:	<u><u>\$20,900.00</u></u>

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2025 - 5/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 HS GRANTS	\$2,819.89	\$0.00	\$0.00	\$0.00	\$2,819.89	\$213.52	\$2,606.37
802 HS OFFICE	\$15,012.56	\$3,754.61	\$0.00	\$1,006.50	\$17,760.67	\$5,387.51	\$12,373.16
803 CREDIT RECOVERY	\$11,042.29	\$2,225.05	\$0.00	\$0.00	\$13,267.34	\$0.00	\$13,267.34
804 ID BADGE	\$2,730.94	\$250.00	\$0.00	\$0.00	\$2,980.94	\$0.00	\$2,980.94
805 HS ART	\$7,084.79	\$0.00	\$0.00	\$1,454.99	\$5,629.80	\$2,807.86	\$2,821.94
806 HS BAND	\$14,704.70	\$3,045.87	\$0.00	\$4,948.04	\$12,802.53	\$6,596.37	\$6,206.16
807 HS BAND BOOSTER CONCESSION	\$28,496.84	\$1,100.00	\$0.00	\$1,189.00	\$28,407.84	\$5,258.82	\$23,149.02
808 HS OKLAHOMA CLOSE UP	\$473.50	\$0.00	\$0.00	\$0.00	\$473.50	\$0.00	\$473.50
809 HS HOSPITALITY COMMITTEE	\$342.05	\$46.48	\$0.00	\$0.00	\$388.53	\$0.00	\$388.53
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)	\$351.35	\$0.00	\$0.00	\$19.98	\$331.37	\$0.00	\$331.37
814 HS AP EXAMS	\$5,856.93	\$0.00	\$0.00	\$0.00	\$5,856.93	\$816.00	\$5,040.93
815 HS FCCLA	\$1,624.36	\$244.00	\$0.00	\$215.92	\$1,652.44	\$1,259.36	\$393.08
817 HS LIBRARY	\$1,218.99	\$0.00	\$0.00	\$467.87	\$751.12	\$0.00	\$751.12
818 HS NATIONAL HONOR SOCIETY	\$6,863.50	\$630.00	\$0.00	\$412.62	\$7,080.88	\$937.38	\$6,143.50
819 GREEN-THUMB CHIEFTAINS	\$2,809.17	\$1,175.25	\$0.00	\$117.21	\$3,867.21	\$100.00	\$3,767.21
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	\$5,839.46	\$0.00	\$0.00	\$0.00	\$5,839.46	\$2,000.00	\$3,839.46
823 HS SENIORS 2026	\$13,114.45	\$0.00	\$0.00	\$5,884.04	\$7,230.41	\$0.00	\$7,230.41
824 HS SCIENCE & ENGINEERING	\$74,114.21	\$0.00	\$0.00	\$0.00	\$74,114.21	\$0.00	\$74,114.21
825 HS SPANISH HONOR SOCIETY	\$393.77	\$0.00	\$0.00	\$54.40	\$339.37	\$52.50	\$286.87
826 HS SPECIAL ED/OLYMPICS	\$4,589.91	\$0.00	\$0.00	\$44.98	\$4,544.93	\$1,135.02	\$3,409.91
827 HS STUDENT COUNCIL	\$4,479.08	\$0.00	\$0.00	\$0.00	\$4,479.08	\$0.00	\$4,479.08
828 HS VOCAL MUSIC	\$16,540.98	\$2,000.40	(\$900.00)	\$7,865.91	\$9,775.47	\$1,018.10	\$8,757.37
829 HS AG ED & FFA	\$16,144.96	\$11,873.52	\$0.00	\$3,768.04	\$24,250.44	\$8,861.64	\$15,388.80
830 HS LYONS SPED	\$1,423.30	\$0.00	\$0.00	\$0.00	\$1,423.30	\$0.00	\$1,423.30
831 HS YEARBOOK	\$5,221.94	\$5,594.60	\$0.00	\$0.00	\$10,816.54	\$0.00	\$10,816.54
832 HS GILLIS SPED	\$1,047.33	\$0.00	\$0.00	\$0.00	\$1,047.33	\$0.00	\$1,047.33
833 HS FISHING TEAM/CLUB	\$834.45	\$0.00	\$0.00	\$0.00	\$834.45	\$0.00	\$834.45
835 HS BAND AUXILIARIES	\$3,513.28	\$953.17	\$0.00	\$235.93	\$4,230.52	\$419.00	\$3,811.52
836 HS BAND TRIPS	\$40,961.21	\$7,341.45	\$0.00	\$3,853.56	\$44,449.10	\$8,342.46	\$36,106.64
837 HS BAND GRANTS	\$59,446.21	\$142.70	\$0.00	\$4,948.27	\$54,640.64	\$12,788.91	\$41,851.73
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	\$500.00	\$680.17	\$0.00	\$680.17
841 HS SAPULPA INDIAN CLUB	\$9,689.82	\$0.00	\$0.00	\$0.00	\$9,689.82	\$2,224.77	\$7,465.05
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	\$17,221.65	\$585.00	\$0.00	\$9,218.10	\$8,588.55	\$420.00	\$8,168.55
845 HS CULINARY ARTS	\$3,308.95	\$3,750.00	\$900.00	\$175.17	\$7,783.78	\$2,940.15	\$4,843.63
846 HS JROTC	\$84,858.09	\$237.00	\$0.00	\$4,542.70	\$80,552.39	\$18,571.66	\$61,980.73
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	\$7,681.83	\$0.00	\$0.00	\$356.88	\$7,324.95	\$1,000.00	\$6,324.95
850 LOCAL SCHOLARSHIPS	\$38,756.42	\$500.00	\$0.00	\$750.00	\$38,506.42	\$0.00	\$38,506.42
851 HS SENIOR GIRL EVENTS	\$3,149.56	\$1,400.00	\$0.00	\$838.64	\$3,710.92	\$0.00	\$3,710.92
852 HS FIRST ROBOTICS	\$49,825.20	\$0.00	\$0.00	\$3,293.75	\$46,531.45	\$400.00	\$46,131.45
854 HS INDIAN ED STAFF DEV	\$2,971.01	\$0.00	\$0.00	\$0.00	\$2,971.01	\$361.21	\$2,609.80
855 HS PHYSICS	\$1,684.22	\$0.00	\$0.00	\$99.80	\$1,584.42	\$0.00	\$1,584.42
856 E-SPORTS	\$1,370.46	\$0.00	\$0.00	\$0.00	\$1,370.46	\$0.00	\$1,370.46
857 JH OFFICE	\$5,683.61	\$1,495.57	\$0.00	\$581.92	\$6,597.26	\$3,878.08	\$2,719.18
860 JH LIBRARY	\$370.07	\$0.00	\$0.00	\$0.00	\$370.07	\$0.00	\$370.07
863 JH STUDENT COUNCIL	\$1,291.61	\$0.00	\$0.00	\$0.00	\$1,291.61	\$250.00	\$1,041.61
864 JH VOCAL MUSIC	\$4,472.29	\$100.00	\$0.00	\$2,068.62	\$2,503.67	\$41.00	\$2,462.67
866 JH YEARBOOK	\$5,467.87	\$2,730.24	\$0.00	\$0.00	\$8,198.11	\$0.00	\$8,198.11
867 JH ROBOTICS	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00
870 JH ART	\$6,493.27	\$2,974.00	\$0.00	\$576.26	\$8,891.01	\$377.97	\$8,513.04

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2025 - 5/31/2025

	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	\$4,733.23	\$0.00	\$0.00	\$0.00	\$4,733.23	\$3,800.00	\$933.23
877 MS OFFICE	\$9,077.28	\$92.00	\$0.00	\$967.05	\$8,202.23	\$864.50	\$7,337.73
878 MS LIBRARY	\$372.42	\$0.00	\$0.00	\$0.00	\$372.42	\$0.00	\$372.42
879 MS STUDENT OF THE MONTH	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
880 MS STUDENT COUNCIL	\$2,707.32	\$0.00	\$0.00	\$0.00	\$2,707.32	\$500.00	\$2,207.32
881 MS YEARBOOK	\$2,010.38	\$1,715.00	\$0.00	\$0.00	\$3,725.38	\$3,069.29	\$656.09
882 MS ART	\$522.58	\$0.00	\$0.00	\$0.00	\$522.58	\$0.00	\$522.58
883 MS CHOIR	\$10,295.58	\$0.00	\$0.00	\$3,122.34	\$7,173.24	\$0.00	\$7,173.24
884 MS TECHNOLOGY STUDENT ASSOC.	\$1,998.15	\$0.00	\$0.00	\$1,612.00	\$386.15	\$4.00	\$382.15
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	\$41,140.25	\$0.00	\$0.00	\$17,680.90	\$23,459.35	\$74.42	\$23,384.93
889 MS PLTW	\$2,616.50	\$0.00	\$0.00	\$0.00	\$2,616.50	\$0.00	\$2,616.50
892 SPED DIRECTOR	\$2,302.62	\$0.00	\$0.00	\$0.00	\$2,302.62	\$161.86	\$2,140.76
893 LIBERTY LIBRARY	\$1,871.72	\$51.00	\$0.00	\$38.16	\$1,884.56	\$0.00	\$1,884.56
894 LIBERTY MISC	\$2,973.52	\$0.00	\$0.00	\$1,365.03	\$1,608.49	\$475.90	\$1,132.59
895 LIBERTY FUNDRAISING	\$14,220.69	\$1,429.11	\$0.00	\$1,596.73	\$14,053.07	\$4,029.66	\$10,023.41
896 LIBERTY STEM CLUB	\$23,910.01	\$3,498.85	\$0.00	\$2,368.85	\$25,040.01	\$4,950.00	\$20,090.01
897 LIBERTY GRANTS	\$3,145.44	\$0.00	\$0.00	\$0.00	\$3,145.44	\$1,300.00	\$1,845.44
900 FREEDOM MISC	\$6,718.08	\$0.00	\$0.00	\$1,521.82	\$5,196.26	\$1,483.18	\$3,713.08
901 FREEDOM FUNDRAISING	\$23,787.99	\$19,637.93	\$0.00	\$10,088.87	\$33,337.05	\$1,679.84	\$31,657.21
902 FREEDOM LIBRARY	\$233.89	\$0.00	\$0.00	\$0.00	\$233.89	\$205.38	\$28.51
903 FREEDOM GRANTS	\$792.52	\$0.00	\$0.00	\$0.00	\$792.52	\$394.49	\$398.03
904 FREEDOM TAPS	\$24,916.63	\$20.60	\$0.00	\$2,271.93	\$22,665.30	\$4,081.83	\$18,583.47
907 JEFFERSON HTS MISC	\$10,700.19	\$666.00	\$0.00	\$3,188.50	\$8,177.69	\$2,007.26	\$6,170.43
908 JEFFERSON HTS FUNDRAISING	\$31,496.05	\$460.00	\$0.00	\$9,987.75	\$21,968.30	\$3,875.96	\$18,092.34
910 JEFFERSON HTS GRANTS	\$7,723.54	\$0.00	\$0.00	\$0.00	\$7,723.54	\$0.00	\$7,723.54
911 JEFFERSON HTS LIBRARY	\$4,740.29	\$33.00	\$0.00	\$47.70	\$4,725.59	\$0.00	\$4,725.59
919 HOLMES PARK MISC	\$4,611.86	\$0.00	\$0.00	\$409.44	\$4,202.42	\$650.00	\$3,552.42
920 HOLMES PARK FUNDRAISING	\$27,167.24	\$1,494.45	\$0.00	\$2,204.06	\$26,457.63	\$9,240.89	\$17,216.74
921 HOLMES PARK LIBRARY	\$4,080.73	\$0.00	\$0.00	\$0.00	\$4,080.73	\$12.32	\$4,068.41
922 HOLMES PARK GRANTS	\$4,383.41	\$0.00	\$0.00	\$127.20	\$4,256.21	\$1,966.17	\$2,290.04
928 REVOLUTIONARY DAYS	\$1,790.66	\$0.00	\$0.00	\$0.00	\$1,790.66	\$200.00	\$1,590.66
929 DISTRICT STEM	\$26,790.77	\$0.00	\$0.00	\$0.00	\$26,790.77	\$1,277.26	\$25,513.51
931 BENEVOLENCE FUND	\$9,166.20	\$0.00	\$0.00	\$0.00	\$9,166.20	\$300.00	\$8,866.20
932 GT GRANTS	\$13,550.00	\$0.00	\$0.00	\$0.00	\$13,550.00	\$0.00	\$13,550.00
933 NOW (INTEREST INCOME)	\$93,619.99	\$7,515.73	\$0.00	\$563.80	\$100,571.92	\$8,514.80	\$92,057.12
934 DRIVERS EDUCATION	\$16,020.00	\$0.00	\$0.00	\$0.00	\$16,020.00	\$0.00	\$16,020.00
935 CREEK NATION LATCHKEY	\$54,561.96	\$0.00	\$0.00	\$6,176.96	\$48,385.00	\$6,157.13	\$42,227.87
936 STEM-CAMP INVENTION	\$41,037.63	\$910.00	\$0.00	\$0.00	\$41,947.63	\$1,100.00	\$40,847.63
937 LATCHKEY	\$54,024.20	\$6,399.72	\$0.00	\$345.45	\$60,078.47	\$421.75	\$59,656.72
938 COLLINS FOUNDATION	\$27,166.55	\$0.00	\$0.00	\$0.00	\$27,166.55	\$0.00	\$27,166.55
940 SPARK	\$5,605.70	\$3,996.68	\$0.00	\$0.00	\$9,602.38	\$1,238.16	\$8,364.22
941 LOCAL SCH CHILD WELFARE	\$22,807.48	\$0.00	\$0.00	\$1,505.57	\$21,301.91	\$1,236.23	\$20,065.68
942 ALTERNATIVE STUDENT INCENTIVES	\$436.62	\$0.00	\$0.00	\$0.00	\$436.62	\$0.00	\$436.62
943 ALTERNATIVE SCHOOL GRANTS	\$1,437.00	\$0.00	\$0.00	\$0.00	\$1,437.00	\$0.00	\$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	\$11,258.35	\$0.00	\$0.00	\$804.20	\$10,454.15	\$780.31	\$9,673.84
946 SOFT DRINK MONEY	\$6,020.14	\$0.00	\$0.00	\$2,393.83	\$3,626.31	\$903.24	\$2,723.07
947 ALTERNATIVE SCHOOL	\$2,624.27	\$0.00	\$0.00	\$280.96	\$2,343.31	\$1,230.86	\$1,112.45
949 CLEARING ACCOUNT	\$6,172.60	\$0.00	\$0.00	\$0.00	\$6,172.60	\$0.00	\$6,172.60
950 SERVICE CENTER	\$438.19	\$0.00	\$0.00	\$0.00	\$438.19	\$0.00	\$438.19
951 CREEK NATION SUMMER	\$70,200.00	\$0.00	\$0.00	\$0.00	\$70,200.00	\$5,300.00	\$64,900.00
952 CHROMEBOOK INS/REPAIR	\$54,591.15	\$1,339.00	\$0.00	\$6,348.33	\$49,581.82	\$13,430.74	\$36,151.08
954 5TH GRADE ELEM BASKETBALL	\$1,923.67	\$0.00	\$0.00	\$0.00	\$1,923.67	\$0.00	\$1,923.67

Sapulpa Public Schools

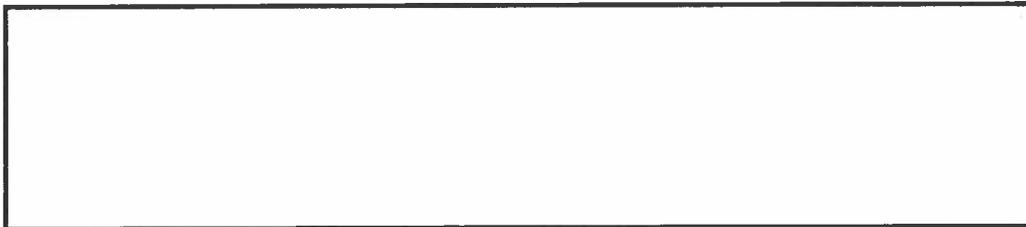
Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2025 - 5/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
955 CHIEFTAIN CARE	\$13,474.48	\$2.27	\$0.00	\$1,026.05	\$12,450.70	\$1,261.93	\$11,188.77
957 HOMELESS	\$8,160.68	\$0.00	\$0.00	\$80.74	\$8,079.94	\$0.00	\$8,079.94
960 ATHLETIC SPORTS OVERALL	\$6,882.96	\$992.92	\$0.00	\$2,209.64	\$5,666.24	\$5,479.20	\$187.04
961 FOOTBALL BUDGET	\$38,308.64	\$0.00	\$0.00	\$3,491.50	\$34,817.14	\$18,728.65	\$16,088.49
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	\$6,569.18	\$50.00	\$0.00	\$0.00	\$6,619.18	\$0.00	\$6,619.18
965 SOFTBALL BUDGET	\$7,118.70	\$750.00	\$0.00	\$0.00	\$7,868.70	\$100.00	\$7,768.70
966 WRESTLING BUDGET	\$2,028.10	\$0.00	\$0.00	\$0.00	\$2,028.10	\$394.85	\$1,633.25
967 TENNIS BUDGET	\$2,584.72	\$0.00	\$0.00	\$480.00	\$2,104.72	\$100.00	\$2,004.72
968 TRACK BUDGET	\$6,657.35	\$0.00	\$0.00	\$970.79	\$5,686.56	\$3,544.48	\$2,142.08
969 GOLF BUDGET	\$9,921.96	\$305.00	\$0.00	\$2,652.50	\$7,574.46	\$1,646.55	\$5,927.91
971 ATHLETIC - BOOSTER CLUB	\$129,523.33	\$11,360.00	\$0.00	\$16,175.17	\$124,708.16	\$25,923.70	\$98,784.46
972 CROSS COUNTRY BUDGET	\$9,197.78	\$130.00	\$0.00	\$0.00	\$9,327.78	\$823.15	\$8,504.63
973 BOYS SOCCER BUDGET	\$3,105.34	\$70.00	\$0.00	\$474.87	\$2,700.47	\$125.00	\$2,575.47
974 ATHLETICS - TRAINER	\$2,542.09	\$0.00	\$0.00	\$0.00	\$2,542.09	\$1,203.72	\$1,338.37
975 GIRLS SOCCER BUDGET	\$7,370.03	\$0.00	\$0.00	\$505.18	\$6,864.85	\$208.77	\$6,656.08
976 GIRLS VOLLEYBALL BUDGET	\$716.10	\$0.00	\$0.00	\$0.00	\$716.10	\$0.00	\$716.10
977 CHEER BUDGET	\$3,869.34	\$741.10	\$0.00	\$230.98	\$4,379.46	\$950.04	\$3,429.42
978 ALL EVENTS GATE	\$24,317.36	\$21,147.12	\$0.00	\$11,069.34	\$34,395.14	\$25,230.39	\$9,164.75
979 JR HIGH CHEER	\$2,772.98	\$0.00	\$0.00	\$0.00	\$2,772.98	\$225.00	\$2,547.98
983 DRUG TEST-PHYSICALS	\$6,167.07	\$6,048.49	\$0.00	\$938.00	\$11,277.56	\$232.00	\$11,045.56
985 SPONSORS 2022-2023	\$2,698.24	\$0.00	\$0.00	\$0.00	\$2,698.24	\$0.00	\$2,698.24
986 CHIEFTAIN CENTER CONCESSION	\$16,764.57	\$0.00	\$0.00	\$4,663.08	\$12,101.49	\$8,712.43	\$3,389.06
988 INBC - BASKETBALL FUNDRAISER	\$9,450.00	\$0.00	\$0.00	\$0.00	\$9,450.00	\$300.00	\$9,150.00
Total	\$1,744,091.78	\$145,004.88	\$0.00	\$181,474.37	\$1,707,622.29	\$270,566.58	\$1,437,055.71

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

	GENERAL FUND	BUILDING FUND	CH NUTR FUND	BOND FUND	SINKING FUND	TOTAL
BEG BALANCE	10,636,744.86	1,002,025.20	308,255.32	219,813.00	4,396,789.82	16,563,628.20
DEPOSITS	2,811,090.33	52,551.34	260,336.58	0.00	301,507.14	3,425,485.39
CHECKS ISSUED						
Current Year	2,767,305.99	260,003.13	166,310.18	87,496.93	5,377.12	3,286,493.35
Prior Year	0.00	0.00	0.00	0.00	0.00	0.00
END BALANCE	10,680,529.20	794,573.41	402,281.72	132,316.07	4,692,919.84	16,702,620.24
Last Yr Same Month	9,046,349.49	474,124.22	827,089.17	1,877,510.71	5,960,124.51	18,185,198.10
Gain or (Loss)	1,634,179.71	320,449.19	(424,807.45)	(1,745,194.64)	(1,267,204.67)	(1,482,577.86)



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



Kenda Terrones, Treasurer

<u>GENERAL FUND</u>	PREVIOUS <u>TOTAL</u>	CURRENT <u>MONTH</u>	NEW <u>YR-TO-DATE</u>
<u>Local Revenue</u>			
Current Ad Valorem	7,883,756.45	337,770.77	8,221,527.22
Prior Ad Valorem	241,284.76	20,807.19	262,091.95
Homestead & In Lieu Tax	80,286.06	1,069.95	81,356.01
Interest Earned	603,399.00	80,101.71	683,500.71
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	5,062.67	0.00	5,062.67
Workers' Compensation	0.00	0.00	0.00
Misc Reimbursements	66,671.22	15,866.44	82,537.66
Donations and Contributions	63,000.00	0.00	63,000.00
Repayment from CNF	0.00	0.00	0.00
Repayment from Activity Fd	<u>269,400.95</u>	<u>12,077.51</u>	<u>281,478.46</u>
Local TOTALS	9,706,119.67	467,693.57	10,173,813.24
<u>County Revenue</u>			
Mill Levy	856,495.72	38,406.99	894,902.71
Mortgage Tax	<u>100,060.13</u>	<u>11,270.21</u>	<u>111,330.34</u>
County TOTALS	956,555.85	49,677.20	1,006,233.05
<u>State Revenue</u>			
Gross Production	161,819.82	13,786.21	175,606.03
Auto Tags	1,235,865.19	146,311.74	1,382,176.93
School Land	565,438.94	32,979.79	598,418.73
Tax Stamps & Other Misc	5,305.70	1,233.24	6,538.94
Farm Implement Tax Stamp	129,257.76	0.00	129,257.76
State Aid (Fdn. & Incentive)	12,047,435.13	1,487,002.92	13,534,438.05
Flexible Benefit	2,366,817.14	292,674.32	2,659,491.46
Alternative Ed/High Challenge	93,456.47	31,152.16	124,608.63
Staff Development	0.00	0.00	0.00
National Board Cert Stipends	39,050.00	0.00	39,050.00
Reading Sufficiency	82,950.20	0.00	82,950.20
State Textbook Allocation	238,277.47	0.00	238,277.47
Driver's Education	35,677.48	0.00	35,677.48
Maternity Reimbursement	33,249.83	0.00	33,249.83
State Land Reimbursement	0.80	0.00	0.80
State Misc/ACE Technology	0.00	18,672.56	18,672.56
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	28,320.00	16,440.00	44,760.00
Voc. Incentive Assistance	75,000.00	25,000.00	100,000.00
Okla Education Lottery Fund	<u>43,822.70</u>	<u>0.00</u>	<u>43,822.70</u>
State TOTALS	17,181,744.63	2,065,252.94	19,246,997.57
<u>Federal Revenue</u>			
FEMA	0.00	0.00	0.00
Title VII - Indian Ed (561)	196,455.30	19,893.75	216,349.05
JROTC	69,085.74	6,959.82	76,045.56
SIG Grants -Liberty	584.96	0.00	584.96

Title I (511)	787,260.51	9,836.93	797,097.44
Title II Part A (541)	144,149.93	10,036.91	154,186.84
IDEA-B Flow Thru (621)	851,833.90	140,786.97	992,620.87
IDEA-B Preschool 3-5 (641)	25,113.40	3,974.06	29,087.46
4442	33,454.89	2,396.76	35,851.65
Title 10 (596)	35,323.56	2,483.68	37,807.24
JOM (563)	44,951.81	0.00	44,951.81
Medicaid (698)	40,945.70	10,308.72	51,254.42
CARES Act	461,728.92	0.00	461,728.92
4689	2,674.35	0.00	2,674.35
Carl Perkins (421)	<u>35,827.10</u>	<u>21,789.02</u>	<u>57,616.12</u>
Federal TOTALS	2,729,390.07	228,466.62	2,957,856.69
TOTAL GEN FUND	30,573,810.22	2,811,090.33	33,384,900.55
<u>BUILDING FUND</u>			
Current Taxes	1,125,936.16	48,239.48	1,174,175.64
Prior Taxes	34,459.62	2,971.64	37,431.26
In Lieu of Taxes	9,837.84	0.00	9,837.84
Redbud	455,331.10	0.00	455,331.10
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	0.22	0.00	0.22
FEMA	0.00	0.00	0.00
Donations and Reimbursements	<u>0.00</u>	<u>1,340.22</u>	<u>0.00</u>
Building Fund TOTALS	1,696,001.82	52,551.34	1,747,212.94
<u>CHILD NUTR FUND</u>			
Local (Meals, Interest, etc)	401,069.26	50,088.80	451,158.06
State Reimbursement	138,164.52	15,571.35	153,735.87
Federal Reimbursement	<u>1,130,064.75</u>	<u>194,676.43</u>	<u>1,324,741.18</u>
Child Nutrition Fund TOTALS	1,669,298.53	260,336.58	1,929,635.11
<u>TOTAL GF/BF/CNF</u>	33,939,110.57	3,123,978.25	37,061,748.60
<u>BOND FUND</u>			
Interest	0.00	0.00	0.00
Sale of New Bonds	<u>622,300.00</u>	<u>0.00</u>	<u>622,300.00</u>
Bond Fund TOTALS	622,300.00	0.00	622,300.00
<u>SINKING FUND</u>			
Current Taxes	6,676,007.68	286,132.81	6,962,140.49
Prior Taxes	176,547.95	15,374.33	191,922.28
In Lieu of Taxes	58,353.21	0.00	58,353.21
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	0.67	0.00	0.67
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	7,272,716.57	301,507.14	7,574,223.71
<u>INSURANCE REIMBURSEMENT FUND</u>	0.00	0.00	0.00
GRAND TOTAL	41,834,127.14	3,425,485.39	45,258,272.31

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%
Feb 25	27,630	11,960	42,145	2,810	6,965	91,511	701,720	-5,711	-165,403	-19.07%
Mar 25	22,256	10,123	39,767	3,499	12,459	88,104	789,824	-4,829	-170,232	-17.73%
Apr 25	24,427	14,004	44,805	3,539	5,415	92,190	882,014	-8,686	-178,918	-16.86%
May 25	15,956	17,398	83,286	6,074	2,529	125,242	1,007,257	41,909	-137,009	-11.97%

General Fund					
<u>WORKING BUDGET</u>					
		Budgeted	Actual as of	Variance	June
		2024-25	05/31/2025	2024-25	Projected
WADM					
State Allocation		14,962,900	13,534,438	(1,428,462)	1,265,562
Other State Revenue		6,157,844	5,712,560	(445,284)	250000
Ad Valorem Projection		8,706,251	8,564,975	(141,275)	50000
Other Local and County Revenue		1,448,533	2,615,071	1,166,538	150000
Federal Grant Revenue		2,466,851	2,957,857	491,005	
Mid Term Adjustment State Allocation		0		0	
CURRENT YEAR REVENUE		33,742,379	33,384,901	(357,479)	1,715,562
Prior Year Carryover		<u>5,970,505</u>			
Total Revenue		39,712,884			
			Encumbered as of		
Projected Expenses			5/31/2025		
Certified Salaries		18,606,151	18,062,605	543,546	
Support Salaries		5,869,310	5,896,488	(27,177)	
Certified Benefits		5,268,162	5,007,581	260,581	
Support Benefits		1,844,318	1,785,063	59,254	
Purchased Professional & Technical Services		902,485	748,109	154,376	
Contracted Property Services		471,230	367,869	103,362	
Other Contracted Services		643,739	651,328	(7,589)	
Supplies & Materials		1,754,078	1,891,197	(137,120)	
Property Expenses		172,865	6,118	166,747	
Other Objects		354,762	307,979	46,783	
Total Expenses		35,887,099	34,724,337	1,162,763	
Projected Carryover		3,825,785	5,183,868		
		11.34%			



Oklahoma State School Boards Assn.
 2801 N. Lincoln Blvd. Suite 125
 Oklahoma City, OK 73105
 405.528.3571 or 888.528.3571
 Fax: 405.609.3091
 EIN: 73-6636480

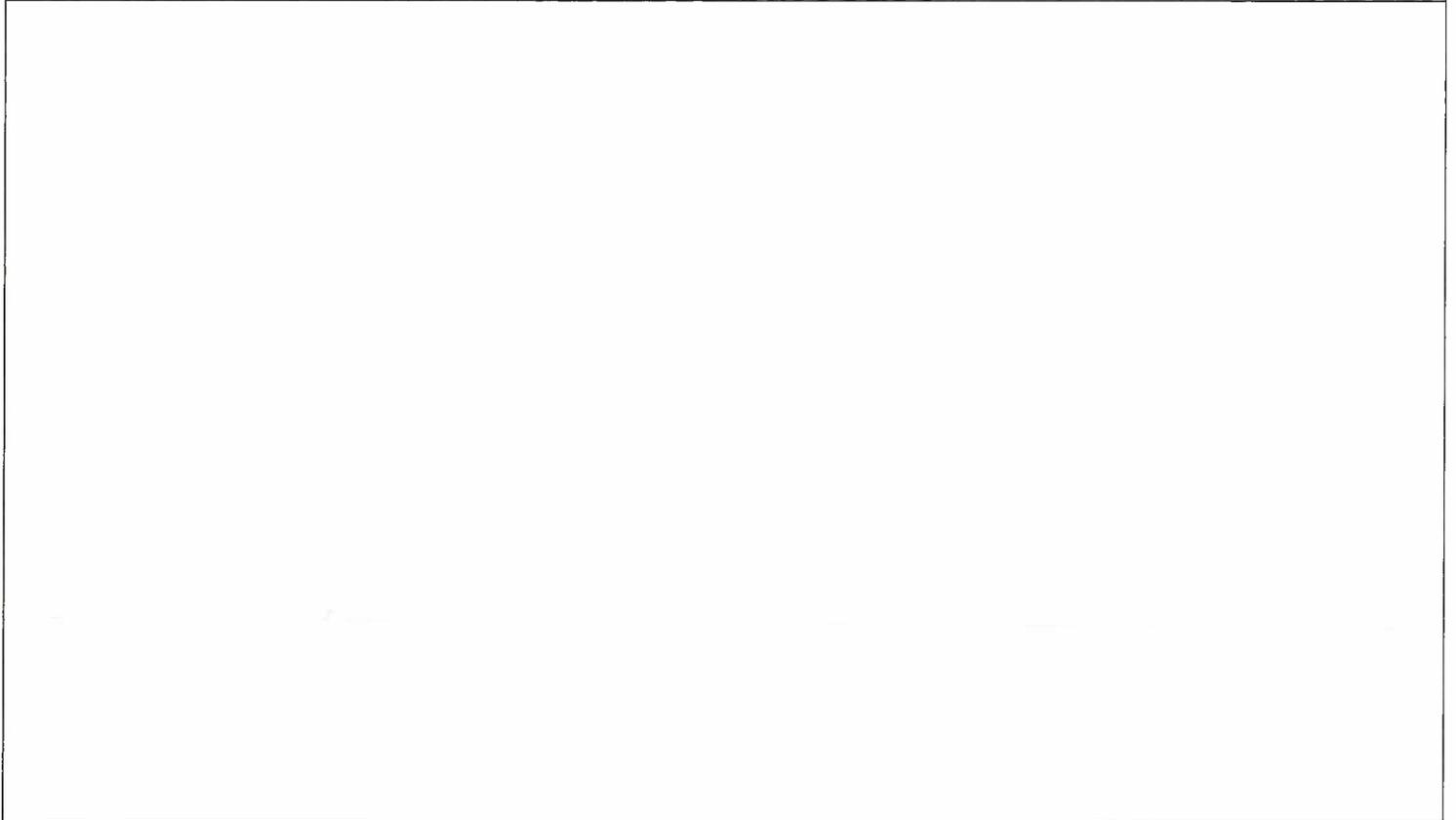
Invoice	39488
Date	7/15/2025
Amount Due	\$4,569.00
Customer #	7081

Customer:

Sapulpa Public Schools
 511 E Lee
 Sapulpa, OK 74066

For proper credit please return top portion
 To pay online via credit card, please visit:
www.ossba.org/payonline

Customer ID	Customer Name	Purchase Order No.	Due Date		
7081	Sapulpa Public Schools		7/15/2025		
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
1000	2025-2026 Membership Dues - Sapulpa Public Schools	1	\$0.00	\$4,569.00	\$4,569.00



The membership fee covers the provision of various services by the Oklahoma State School Boards Association to boards of education. Such services include legal information, publications, in-office consultations, answers to telephone and letter inquiries from school officials and school patrons, monitoring of state and federal education legislation, and other services designed to improve the quality of management of public education in Oklahoma. Member boards of education also receive reduced rates for workshop registrations, subscriptions and fee service programs.

Subtotal	\$4,569.00
Tax	\$0.00
Total	\$4,569.00

Questions? Contact accounting@ossba.org



Oklahoma State School Boards Assn.
 2801 N. Lincoln Blvd. Suite 125
 Oklahoma City, OK 73105
 405.528.3571 or 888.528.3571
 Fax: 405.609.3091
 EIN: 73-6636480

Invoice	41231
Date	7/15/2025
Amount Due	\$3,000.00
Customer #	7081

Customer:

Sapulpa Public Schools
 511 E Lee
 Sapulpa, OK 74066

For proper credit please return top portion
 To pay online via credit card, please visit:
www.ossba.org/payonline

Customer ID	Customer Name	Purchase Order No.		Due Date	
7081	Sapulpa Public Schools			7/15/2025	
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
3502	2025 Assemble for Education - Sapulpa Public Schools	1	\$0.00	\$3,000.00	\$3,000.00

Subtotal	\$3,000.00
Tax	\$0.00
Total	\$3,000.00

Questions?
 Contact OSSBA at accounting@ossba.org



Oklahoma State School Boards Assn.
 2801 N. Lincoln Blvd. Suite 125
 Oklahoma City, OK 73105
 405.528.3571 or 888.528.3571
 Fax: 405.609.3091
 EIN: 73-6636480

Invoice	40667
Date	7/15/2025
Amount Due	\$1,200.00
Customer #	7081

Customer:

Sapulpa Public Schools
 511 E Lee
 Sapulpa, OK 74066

For proper credit please return top portion
 To pay online via credit card, please visit:
www.ossba.org/payonline

Customer ID	Customer Name	Purchase Order No.		Due Date	
7081	Sapulpa Public Schools			7/15/2025	
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
3105	Policy Service - Sapulpa Public Schools	1	\$0.00	\$1,200.00	\$1,200.00

Subtotal	\$1,200.00
Tax	\$0.00
Total	\$1,200.00

Questions?
 Contact OSSBA at accounting@ossba.org



Oklahoma State School Boards Assn.
 2801 N. Lincoln Blvd. Suite 125
 Oklahoma City, OK 73105
 405.528.3571 or 888.528.3571
 Fax: 405.609.3091
 EIN: 73-6636480

Invoice	41025
Date	7/15/2025
Amount Due	\$250.00
Customer #	7081

Customer:

Sapulpa Public Schools
 511 E Lee
 Sapulpa, OK 74066

For proper credit please return top portion
 To pay online via credit card, please visit:
www.ossba.org/payonline

Customer ID	Customer Name	Purchase Order No.		Due Date	
7081	Sapulpa Public Schools			7/15/2025	
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
3205	2025 Superintendent Evaluation - Sapulpa Public Schools	1	\$0.00	\$250.00	\$250.00

Subtotal	\$250.00
Tax	\$0.00
Total	\$250.00

Questions?
 Contact OSSBA at accounting@ossba.org



Oklahoma School Assurance Group

May 23, 2025

Robert Armstrong
Sapulpa School District
511 East Lee
Sapulpa, OK 74066

Dear Robert Armstrong and Board of Education:

Your 2025-2026 workers' compensation premium quote from the Oklahoma School Assurance Group (OSAG) is enclosed.

It is important to review the proposal completely, to familiarize with the member benefits provided by OSAG for your district. Several important documents are enclosed for your review. Don't hesitate to call our office for assistance with questions about your OSAG quote.

OSAG is the largest provider of workers' compensation services to Oklahoma public schools, proudly saving our members over \$109,705,968 since we began in 1994. Our motto is to provide *"the most efficient and economical workers' compensation services to Oklahoma public school districts"*. We strive to uphold this motto and look forward to serving Sapulpa School District in 2025-2026.

Your OSAG policy will automatically renew on 7/1/2025, so no action is due on your part. If you have any questions regarding your quote material, please contact Victoria Keith or Tom Beckman at 800-699-5905.

Sincerely,

Tina J. Wamsley, Chief Operating Officer
Oklahoma School Assurance Group

TJW/ear
enclosure



Oklahoma School Assurance Group

May 23, 2025

Robert Armstrong
Sapulpa School District
511 East Lee
Sapulpa, OK 74066

Re: 2025-2026 OSAG Workers' Compensation Insurance Quote
The policy will automatically renew on 7/1/25 – No action needed.

Dear Robert Armstrong,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2025-2026 OSAG renewal quote is as follows:

**Total 2025-2026 OSAG Workers' Compensation
Renewal Premium including Dividend/Credits:**

\$133,777.00
Non-Auditable

**Your OSAG policy also contains Employers' Liability Limits of \$1,000,000/\$1,000,000/\$1,000,000*

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The membership dividend is based on an overall favorable group loss ratio.

About the OSAG Proposal:

*The Membership Dividend is the maximum amount that may be awarded to an active member as a performance dividend. This figure is based on individual district loss performance.

*All members that renew with OSAG have a *Membership Dividend* associated with active membership.
To receive the Membership Dividend, a member must be active with paid premium.

**OSAG has awarded \$500,000 in Safety Equipment Grants, as well as a \$250,000 Shared Premium Credit awarded to all active members in 2024-2025. OSAG grants/credits are predicted to continue in the future for all active members.*

****See enclosed listing of all OSAG member benefits – ALL at NO COST to members!**

P.O. Box 18858, Oklahoma City, Oklahoma 73154
Ph: 800-699-5905 Fax: 405-842-0051 www.okschoolassurancegroup.org

The Oklahoma School Assurance Group is an Interlocal Cooperation Act Agency of Schools Providing Workers' Compensation

AFFIDAVIT FOR FILING WITH COMPETITIVE BID

STATE OF OKLAHOMA)
) SS
COUNTY OF OKLAHOMA)

Tom Beckman, of lawful age, being first duly sworn, an oath says, that he is the agent authorized by the bidder to submit the attached bid. Affidavit further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any county official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Tom Beckman

Subscribed and sworn to before me this 21st day of May, 2025.

ELIZABETH A. RIDENER
NOTARY PUBLIC - STATE OF OKLAHOMA
MY COMMISSION EXPIRES FEB. 07, 2028
COMMISSION # 12001300

Elizabeth A. Ridener
Notary Public

My commission expires: 02/07/28
My commission number: 12001300

NOTE:

Each competitive bid submitted to a county, school district or municipality must be accompanied with the above Affidavit as required by 74 O.S. 1976 85.25. Any bids received without an attached affidavit cannot be received as a valid bid per O.S.



OSAG

Member Benefits of the Oklahoma School Assurance Group

The Oklahoma School Assurance Group (O.S.A.G.) is the largest provider of workers' compensation services to Oklahoma public schools, proudly serving 98% of Oklahoma schools & over 75,000 employees!

The OSAG motto is "to provide the most efficient and economical workers' compensation services to Oklahoma public schools."

Since 1994, member school districts have accumulated a total savings of \$109,705,968!

OSAG member benefits include the following:

- *Insurance consulting services covering **MOST** lines of district insurance needs, i.e. workers' compensation, property, liability, etc. **NO COST** for this service.*
- *Training provided at Oklahoma ASBO spring & fall conferences at **NO COST**.*
- *Online safety training video program with 1,000+ videos provided at **NO COST** to membership. Accessible with assigned school-specific username and password. All videos are accessible through the OSAG webpage at www.okschoolassurancegroup.org, 24 hrs/day, 7 days/week.*
- *Monthly newsletter providing current safety training tips, OSAG board correspondence, & notifications of upcoming OSAG events.*
- *Discounted membership with the Oklahoma Safety Council of only \$99....just for being a member of OSAG!*
- ***Guaranteed annual premium! One premium quote for one year of coverage with absolutely no additional premium owed due to payroll auditing.***
- *Premiums based on **individual** school district's workers' compensation claim performance and not based on group.*
- ***No risk policy!** OSAG, as well as its members, assume **ZERO** risk or liability for claims made. OSAG is a fully insured program. All OSAG funds belong to OSAG membership.*

Potential dividend earnings!

- *Individual district performance dividend used to reduce future premium costs! Since inception, approximately \$27,092,033 has been awarded to qualifying members as premium refunds, performance dividends, \$500,000 in Safety Equipment Grants, a \$250,000 Shared Premium Credit, and upfront premium savings.*

OSAG's motto is not only "to provide the most efficient & economical workers' compensation services to Oklahoma schools", but to work as a team with our members to protect your district as a whole.



Protecting Your District

This time of year poses important decisions to be made by our members.....employment contracts, property & casualty insurance, workers' compensation needs. As your workers' compensation provider, we want you to know that we aren't solely concerned about your workers' compensation needs, but your district as a whole. The OSAG Board of Trustees each serve as district superintendents and know firsthand the challenges faced this time of year in making safe, protective decisions for the district.

- Be ***mindful*** of your **OWNERSHIP** of OSAG. No other providers exist like OSAG – ALL benefits are FREE to members; company is fully membership-owned.
- Be ***careful*** not to share your OSAG premium with other vendors. By doing this, short-lived outside quotes that seem more competitive result in substantial higher premiums the following renewal. Not only that but earned *Performance Dividends* are lost in the process that cannot be recaptured should your district join the OSAG family again.
- Be ***thoughtful*** of the membership benefits provided by OSAG. ALL safety training is FREE to members, i.e. online safety video library, onsite safety training, twice-annual training at Oklahoma ASBO, & discounted membership with Oklahoma Safety Council.

Finally, OSAG has provided savings of \$109,705,968 to membership since 1994. This savings includes over \$27 million dollars in refunds & dividends, premium savings compared to other carriers, equity ownership in OSAG, Safety Equipment Grants & a Shared Premium Credit award.

Board of Directors

May 21, 2025

Terry Davidson,
Chairman
Finance Director:
Comanche Schools

Robert Armstrong
Sapulpa ISD
511 E. Lee
Sapulpa, OK 74066

Sherry Durkee,
Vice Chairman
Superintendent:
Sand Springs
Schools

RE: Membership Proposal Effective 07/01/2025

Dr. John Cox,
Treasurer
Superintendent:
Peggs Schools

Dear Robert Armstrong:

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

Shelley Free,
Secretary
Superintendent:
Kiamichi Technology
Center

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, **member owned** and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 539 school districts are members of OSIG. Our membership is strong and committed.

Jeremy Hogan,
Member
Superintendent:
Collinsville Schools

OSIG's financial position is excellent. Our organization is continuously growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Jeff Daugherty,
Member
Superintendent:
Merritt Schools

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

Jason Lindley,
Member
Superintendent:
Hartshorne Schools

For the 07/01/2025 to 7/1/2026 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG before close of business June 27, 2025 in order to bind coverage effective July 1, 2025. **Coverage will not be bound if resolution is not received by June 27, 2025.**

Laura Sprouse,
Member
*Select Actuarial
Services*

Loss control, risk management services and specialized insurance coverages included in OSIG program are:

Steve Moyer,
Member
Shelter Insurance

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online training in many different areas for your school employees
- Loss Control Site Surveys/Safety Inspections
- Member Only Risk Management Library at osig.org
- StopIt Anonymous Incident Reporting mobile and web app

Executive Director

Rick Thomas

Sincerely,
OSIG Program Administration

Option #1

Sapulpa ISD
 511 E. Lee
 Sapulpa, OK 74066

Breakdown of Insurance Cost

Annual Premium Breakdown

Property:	\$583,838
Boiler & Machinery:	\$2,779
Auto Physical Dmg:	\$4,971
General Liability:	\$22,058
Auto Liability:	\$29,402
Educators Legal:	\$22,058
Excess Liability:	\$0
Total Annual:	\$665,106

A 25% minimum earned premium applies.

Agent's Commission = 7.0%

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Total Values	\$180,350,670	\$180,710,278	\$185,102,418	\$194,225,698	\$228,015,233	\$228,259,593
Premium	\$328,447	\$400,403	\$457,547	\$516,412	\$672,062	\$724,374
Distribution	\$14,112	\$0	\$0	\$0	\$0	\$0

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
50	\$3,018,281	\$996,920	33.03%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

- Installment #1 1/3 of total due 7/1/25
- Installment #2 1/3 of total due 8/1/25
- Installment #3 1/3 of total due 9/1/25

Option #2: Includes \$4M Excess Liability

Sapulpa ISD
 511 E. Lee
 Sapulpa, OK 74066

Breakdown of Insurance Cost

<u>Annual Premium Breakdown</u>	
Property:	\$583,837
Boiler & Machinery:	\$2,779
Auto Physical Dmg:	\$4,971
General Liability:	\$22,058
Auto Liability:	\$29,402
Educators Legal:	\$22,058
Excess Liability:	\$14,452
Total Annual:	\$679,557

A 25% minimum earned premium applies.

Agent's Commission = 7.0%

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Total Values	\$180,350,670	\$180,710,278	\$185,102,418	\$194,225,698	\$228,015,233	\$228,259,593
Premium	\$328,447	\$400,403	\$457,547	\$516,412	\$672,062	\$724,374
Distribution	\$14,112	\$0	\$0	\$0	\$0	\$0

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
50	\$3,018,281	\$996,920	33.03%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

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- Installment #1 1/3 of total due 7/1/25
- Installment #2 1/3 of total due 8/1/25
- Installment #3 1/3 of total due 9/1/25

Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV or buildings designated as ACV or *stated value
- No Coinsurance Clause
- Exclusion - Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property- Limit Per Occurrence \$1,500,000,000
- Building - Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property - blanket coverage per statement of values including:
 - Electronic Data Processing Equipment, and Media
 - Accounts Receivable
 - Valuable Papers
 - Fine Arts
 - Miscellaneous Property
 - Miscellaneous Unnamed / Undescribed Property
 - Builder's Risk
 - *Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
 - Outdoor Property - covered all perils
 - Extra Expense
 - Business Income including Rental Income and Tuition Income
 - Ordinance or Law including Increased Cost of Construction and Demolition
 - Contractor's Equipment Coverage
 - Debris Removal Coverage
 - Covered Property In Transit
 - Personal Property of Others/Officers/Employees
 - Off Premises Services Interruption including Extra Expense
 - Vehicle Damage
- Newly Acquired Property Coverage - newly acquired property should be reported to OSIG within 30 days of acquisition \$25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000
- Flood- Aggregate Any One Policy Year \$25,000,000
 *Note Flood Zones A and V are excluded
- Terrorism \$500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$100,000 Property Deductible Per Occurrence
- \$100,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$10,000 Terrorism Deductible Per Occurrence
- \$50,000 Flood, Earthquake and Pollution

General Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- *Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$5,000 Deductible
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

Oklahoma Uninsured Motorist Coverage

- \$25,000 per covered party
- \$50,000 per accident

Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG

- No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

Cyber Liability

- Claims-Made Form
- Retro date - first effective date with OSIG
- Liability
 - \$2,000,000 Annual Aggregate Limit for Data and Network Liability
 - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
 - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs
 - \$2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
 - \$500,000 Annual Aggregate for Breach Response Cost
- First Party
 - \$750,000 Annual Aggregate for Cyber Extortion Loss
 - \$750,000 Annual Aggregate for Data Recovery Costs
 - \$750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
 - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
 - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
 - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- eCRIME
 - \$75,000 Annual Aggregate for Fraudulent Instruction
 - \$75,000 Annual Aggregate for Funds Transfer Fraud
 - \$75,000 Annual Aggregate for Telephone Fraud
- Coverage Endorsements
 - \$100,000 Annual Aggregate for Reputation Loss
 - \$50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
 - \$100,000 Annual Aggregate for Computer Hardware Replacement Costs
 - \$100,000 Annual Aggregate for Invoice Manipulation
 - \$25,000 Annual Aggregate for Cryptjacking
- \$10,000 Deductible

Excess Cyber Coverage

- \$2,000,000 limit
- \$5,000,000 annual aggregate

*** Note, to access full first-party and full liability limits of the Cyber and Excess Cyber coverages, members must have:**

- Multi-Factor Authentication (MFA) for all remote access
- Enterprise-wide Endpoint Protection Platform (EPP)
- Without these controls, first-party sublimits are reduced to \$100,000 per coverage, and liability limits for Data Network, Regulatory Defense, Payment Card, and Media Liability are reduced to \$1,000,000 per member.

Deadly Weapon Protection

- Claims Made Form
- \$500,000 Limit Per Occurrence
- \$2,500,000 Annual Aggregate
- \$10,000 Deductible
- Must notify OSIG within 90 days of receiving notice of a covered accident

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

This coverage form is an outline of the coverages provided through OSIG. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual plan language.

Property Schedule

Report Printed: 05/21/2025 09:31 pm

Sapulpa ISD

Location	Occupied As	Bldg Value	Contents Val
1004 W. Bryan	Indoor Baseball Practice Facility	\$1,200,980	\$120,098
110 S. Burnett St.	Serv Ctr Administration Building	\$729,776	\$103,960
110 S. Burnett St.	Serv Ctr Transportation/Maintenance Building	\$1,378,838	\$257,302
110 S. Burnett St.	Serv Ctr Warehouse Building	\$1,192,771	\$194,925
11840 S 33rd West A	Cattle Barn (Pole Barn)	\$285,311	\$28,588
11840 S 33rd West A	Cow Barn	\$245,106	\$49,120
11840 S 33rd West A	Farrow Pig Barn	\$122,554	\$24,561
11840 S 33rd West A	Pig Pole Barn (Pole Barn)	\$340,889	\$61,128
11840 S 33rd West A	Sheep Pole Barn (Pole Barn)	\$267,673	\$53,642
11840 S 33rd West A	Vo-Ag Center	\$559,826	\$83,170
1231 E. Dewey Ave.	Holmes Park Elementary	\$21,510,673	\$4,100,248
1304 E Cleveland	Middle School	\$20,661,063	\$3,670,899
1521 S Wickham Roa	Bleachers	\$137,127	\$0
1521 S Wickham Roa	Canopies w/Fabric Shades (2)	\$18,022	\$0
1521 S Wickham Roa	Canopy w/Fabric Shade	\$25,150	\$0
1521 S Wickham Roa	Canopy w/Fabric Shade	\$13,045	\$0
1521 S Wickham Roa	Fencing	\$46,149	\$0
1521 S Wickham Roa	Flagpole	\$2,032	\$0
1521 S Wickham Roa	Jefferson Heights	\$16,506,872	\$3,063,018
1521 S Wickham Roa	Lights/Poles (4) w/12 lights each	\$98,890	\$0
1521 S Wickham Roa	Scoreboard	\$36,258	\$0
1521 S Wickham Roa	Soccer Building	\$1,374,801	\$137,480
1521 S Wickham Roa	Soccer/Turf/Track	\$1,030,000	
1620 S. Cheyenne R	Baseball Field - Artificial Turf @ Westside BB/SB Complex	\$1,755,060	\$0
1620 S. Cheyenne R	Baseball Press Box @ Westside BB/SB Complex	\$78,053	\$7,828
1620 S. Cheyenne R	Baseball Scoreboard	\$42,527	\$0
1620 S. Cheyenne R	Bleachers @ Westside BB/SB Complex	\$164,800	\$0
1620 S. Cheyenne R	Dugouts @ Baseball Field @ Westside BB/SB Complex	\$92,700	\$9,270
1620 S. Cheyenne R	Dugouts @ Softball Field @ Westside BB/SB Complex	\$92,700	\$9,270
1620 S. Cheyenne R	Fencing @ Westside BB/SB Complex	\$119,480	\$0
1620 S. Cheyenne R	Main Building @ Westside BB/SB Complex	\$5,168,025	\$516,802
1620 S. Cheyenne R	OccupiedAsRCBldgValContentsValueSqFtFloorsYrBuiltYrAddnConstIDRoofConstrRoofAgeSprinklerTypeBurglarAlarmTypeBoilerInspectionTypeFireAlarmTypeCostRoofCondi tions	\$0	\$0
1620 S. Cheyenne R	SB Canopies (2)	\$13,448	\$0
1620 S. Cheyenne R	SB Press Box Canopies	\$34,967	\$0
1620 S. Cheyenne R	Scoreboard @ SB Field	\$42,527	\$0
1620 S. Cheyenne R	Softball Field - Artificial Turf @ Westside BB/SB Complex	\$614,913	\$0
1620 S. Cheyenne R	Softball Press Box @ Westside BB/SB Complex	\$78,053	\$7,828
1620 S. Cheyenne R	Ticket Booth @ Westside BB/SB Complex	\$23,175	\$2,318
3 S. Mission	Band Building	\$3,039,077	\$818,685
3 S. Mission	Chieftain Center	\$12,000,000	\$1,250,769
3 S. Mission	Football Electronic Scoreboard	\$510,328	\$0
3 S. Mission	Football Field Surface	\$1,030,000	\$0
3 S. Mission	Goal Post	\$10,894	\$0
3 S. Mission	High School Bailey Building	\$3,489,043	\$1,366,425
3 S. Mission	Home Bleachers 195' x 20 rows metal/approx 1950 seating cap	\$919,275	\$0
3 S. Mission	Lighting-Home 2 Poles w/15 Lights & Visitor 2 Poles w/14 Lights	\$229,291	\$0
3 S. Mission	North Band Bleachers/Storage 60 x 14 rows metal/approx. 420	\$137,127	\$0
3 S. Mission	Playground Equipment (Elementaries)	\$383,922	\$0
3 S. Mission	South & North RR & Aux Areas/Ticket Booth/Concession & Pressboxes/Crows Nest	\$2,289,736	\$344,888
3 S. Mission	Stadium Fencing	\$115,746	\$0

Sapulpa ISD

Location	Occupied As	Bldg Value	Contents Val
3 S. Mission	Stadium Lighting- Poles (4)	\$422,300	\$0
3 S. Mission	Tennis Courts	\$140,000	\$0
3 S. Mission	Tennis Courts - Fencing	\$59,333	\$0
3 S. Mission	Tennis Courts - Lighting	\$46,149	\$0
3 S. Mission	Track @ Football Field	\$168,111	\$0
3 S. Mission	Visitors Bleachers 135 x 20 rows metal/approx 1350 seating	\$239,969	\$0
3 S. Mission	Visitors Concession/Restroom/Ticket Booth	\$332,929	\$75,193
3 S. Mission	Visitors Locker Rooms	\$901,867	\$144,602
513 E Lee	Washington Administration Building	\$8,134,796	\$1,145,430
603 South Park	Bartlett School	\$3,156,738	\$632,631
631 North Brown	DRO-Indoor Softball Practice Facility/Locker Rooms	\$50,000	\$0
631 North Brown	Liberty Kindergarten	\$598,664	\$71,946
631 North Brown	Liberty School Complex (2 1/2 Story) w/New Addn/Safe Room	\$9,647,067	\$1,955,396
7 S. Mission	HS/JH Complex	\$55,845,045	\$9,327,912
7 S. Mission	JROTC Storage/Training Building	\$675,944	\$67,594
9170 S 73 W Ave	Canopy @ Freedom Elementary	\$8,876	\$0
9170 S 73 W Ave	Canopy @ Freedom Elementary	\$11,162	\$0
9170 S 73 W Ave	Canopy @ Freedom Elementary School	\$11,702	\$0
9170 S 73 W Ave	Electronic Marquis Sign	\$21,786	\$0
9170 S 73 W Ave	Freedom Elementary School	\$16,850,231	\$3,063,018
		<u>\$197,581,342</u>	<u>\$32,765,944</u>

Floater Limi	<u>\$745,500</u>	Auto Values:	<u>\$1,987,781</u>
EDP Limit:	<u>\$2,000,000</u>	Total Values:	<u>\$235,580,567</u>
Extra Expense Limit	<u>\$500,000</u>		

Auto Schedule

Report Printed: 05/21/2025 09:32 pm

Sapulpa ISD

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	2003	Chevy	Astro Van	8	1GNDM19X73B133267	\$0
2	1979	Utility	Trailer		7290	\$0
3	1984	Flatbed	Trailer		7089R	\$0
4	1987	Flatbed	Trailer		7089	\$0
5	1993	Custom made	Trailer		3985	\$0
6	1986	Hillsboro	Trailer		3985	\$0
7	1988	Chevy	Pickup		1GCFK24K4JZ219133	\$0
8	1999	International	Truck		1HTSCAAM4XH205262	\$4,338
9	2000	Freightliner	Bus	72	4UZ6CJAA5YCG10421	\$4,338
10	2001	Chevy	Pickup		2GCEC19V311226623	\$2,100
11	2001	Ford	Pickup		1FTZF17221NB25279	\$0
12	2002	Ford	Pickup		1FTRF17272KA80908	\$0
13	2005	Chevy	Van	8	1GNFG15X451105649	\$0
14	2005	Chevy	Van	8	1GNFG15X951105307	\$0
15	2006	Chevy	Silverado		1HCJK33D06F178270	\$5,609
16	2008	International	Activity bus	48	4DRBUAAN19B659795	\$28,763
17	2008	Lo Pro Goosene	Trailer		129SG242980169369	\$5,249
18	2008	Chevy	Express Van	8	1GNFG154681183716	\$4,199
19	2008	Chevy	Van w/lift	6	1GAHG39K481117647	\$4,724
20	2008	Chevy	Van	8	1GNFG154381134005	\$4,461
21	2008	Chevy	Delivery Van	2	1GBJG31KX81229538	\$4,934
22	2007	Chevy	Pickup		1GCEC19X78Z202442	\$5,249
23	2005	Wells Fargo	Trailer		1W4200F1X62055750	\$0
24	2009	Chevy	Impala		2G1WB57K491221555	\$3,149
25	2010	Ford	Pickup		1FTWW3DR3AEA18337	\$9,973
26	2010	Ford	Pickup		1FTWW3DR5AEA18338	\$9,973
27	2010	International	Bus	77	4DRBUAAN4AB247701	\$27,293
28	2010	International	Bus	77	4DRBUAAN8AB247703	\$27,293
29	2010	Chevy	Van	8	1GNUGBD46A1111158	\$6,614
30	2010	Chevy	Van	8	1GNUGBD42A1109875	\$6,614
31	2011	Thomas	Bus	77	4UZABRDT1BCAR8057	\$29,288
32	2009	Chevy	Impala		2G1WB57K191249815	\$3,674
33	2009	Car Hauler	Maxi Trailer		5GXCH1822AM013206	\$0
34	2009	Car Hauler	Maxi Trailer		5GXCH1827AM013444	\$0
35	2011	Chevy	Utility Truck		1GB0CVCG9BF139500	\$7,558
36	2012	International	Bus w/lift	54	4DRBUAAN9CB565848	\$30,234
37	2011	Chevy	Van	8	1GNSGBF46B1178672	\$6,614
38	2009	Chevy	Suburban		1GNFC26089R262305	\$8,503
39	2006	Chevy	Silverado		3GCEC14X26G257286	\$3,149
40	1988	Nabors	Semi Trailer		1NT142483J10X0148/BAND	\$3,149
41	2010	Maxey Carhauler	Trailer		5GXCH2027AM014157	\$0
42	2015	International	Bus	77	4DRBUSKP8FB027863	\$38,220
43	2015	International	Bus	77	4DRBUSKPF027864	\$38,220
44	2013	Thomas	Bus		4UZABRDT7DCBT1954	\$33,539
45	2013	Thomas	Bus	77	4UZABRDT9DCBT1955	\$33,539
46	2013	Thomas	Bus	77	4UZABRDT0DCBT1956	\$33,539
47	2016	Chevy	Activity Bus	15	1GB3GSBGZG1297621	\$29,393
48	2016	Chevy	Activity Bus	15	1GB3GSBG1G1298145	\$29,393
49	2019	International	Bus	71	4DRBUC8N3KB231265	\$41,649
50	2019	International	Bus	71	4DRBUC8N5KB231266	\$41,649
51	2019	International	Bus	71	4DRBUC8NXKB231263	\$41,649
52	2019	International	Bus	71	4DRBUC8N1KB231264	\$41,649

Sapulpa ISD

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
53	2019	International	Handicap Bus	39	4DRBUC8N8KB660854	\$49,039
54	2017	Ford	Pickup		1FT8W3DT0HEE99050	\$20,627
55	2018	Ford	Taurus		1FAHP2D80JG102469	\$10,392
56	2018	Ford	Taurus		1FAHP2D87JG102470	\$10,392
57	2018	Ford	Explorer		1FM5K7B85JGA71548	\$11,904
58	2016	Chevy	Activity Bus	15	1GB3GSBG5G1292140	\$29,393
59	2016	Chevy	Activity Bus	15	1GB3GSBG5G1300995	\$29,393
60	2018	Lark	Trailer		571BE1622JM027575	\$2,362
61	2018	Texas Bragg	Trailer		17XFY1821J1083866	\$1,782
62	2019	Tiger	Trailer		5UTBU162XKM015709	\$1,732
63	2021	Collins	Mini Bus	15	1GB3GRB77M1263694	\$46,466
64	2023	International	Bus	71	4DRBUPWN6PB611444	\$59,540
65	2021	International	Activity Bus	71	4DRBUC8N2NB435849	\$78,408
66	2021	International	Activity Bus	71	4DRBUC8N9NB435850	\$80,884
67	2022	Interstate	LoadRunner 6x12 Trailer		4RALS1216NCO58247	\$3,838
68	2023	Ford	F350 Pickup		1FT8W3DT5PED24467	\$52,974
69	2024	International	Bus	70	4DRBUC8PXR8104542	\$97,581
70	2024	International	Bus	70	4DRBUC8P1RB104543	\$97,581
71	2017	Nissan	Cargo Van	2	3N6CMOKN7HK700481	\$14,985
72	2024	Ford	Explorer		1FMSK8DH9RGA19440	\$40,060
73	2024	Chevy	Traverse	8	1GNERFKS1RJ199538	\$33,300
74	2024	Chevy	Traverse	8	1GNERFKSORJ199661	\$33,300
75	2024	Chevy	Traverse	8	1GNERFKS4RJ199601	\$33,300
76	2024	Chevy	Silverado		1GCRDAEKXRZ395406	\$38,300
77	2024	Family Garden	Enclosed Trailer		1F91E1621RG545913	\$4,766
78	1998	Kenworth	Band Truck		1XKAD99X1WR781519	\$15,300
79	2026	International	Bus	71	4DRGVMMP1TB053115	\$128,567
80	2026	International	Bus	71	4DRGVMMP3TB053116	\$128,567
81	2026	International	Bus	71	4DRGVMMP5TB053117	\$128,567
82	2025	Chevy	Suburban	8	1GNS5BRD0SR188116	\$45,000

Total Value of All Autos for Sapulpa ISD: \$1,987,781

Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG allows member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with **broad insurance coverage through "A" rated insurance carriers and professional risk management services**. Over the past 23 years, OSIG's membership has grown to 539 and the program insures more than \$30 Billion in school property across Oklahoma.

Structure

OSIG is a non-profit, member-owned, public entity program whose management is completely controlled by a Board of your peers.

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".

The group purchases reinsurance from "A" rated carriers. OSIG's reinsurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Risk Program Administrators in Tulsa to administer the program. RPA is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance, risk management and the added value services you need to protect your schools' assets, your board, your staff and most importantly your children.

Financial Strength

OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/24 was more than \$7.8 million and our assets were more than \$39 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance interlocal should be of utmost importance to you when choosing an insurance partner for your district.

<i>Statement of Net Assets</i>	
<i>As of 6/30/24</i>	
Cash	\$ 28,499,096
Other Assets	\$ 11,453,895
Total Assets	\$ 39,952,991
<hr/>	
Total Liabilities	\$ 32,096,253
Total Net Assets/Surplus	\$ 7,856,738

Important Plan Information

It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$1,500,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence subject to a \$10M annual aggregate limit. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member **school districts to make projections of OSIG's expected losses. OSIG adequately funds to,** or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.

Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education and return to OSIG in order to bind coverage effective 07/01/2025.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/25
Installment #2	1/3 of total	due 8/1/25
Installment #3	1/3 of total	due 9/1/25

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

Onsite Safety Inspections

Onsite Appraisals

StopIt Anonymous Incident Reporting Mobile App & Web App

Risk Management focused website www.osig.org

Vector Solutions - Professional Development Training Platform:

Free of charge to all members of OSIG

Online 24/7 access to training

Training modules include:

- Child Sexual Abuse Prevention Training
- School Bus Driver Training
- Safety & Compliance Training

Beazley & Lodestone Cyber Portal

Helix Intel

HSB Water & Temperature Monitoring Devices - Pilot Program

Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Risk Program Administrators - Tulsa
5314 S Yale Avenue, Suite 900
Tulsa, OK 74135
Phone: 918-764-7137
Toll-Free 866-444-0061
Fax: 866-420-0695
Email: jennifer_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)

Guy Griggs
Keystone Insurance
11 East Broadway
Sand Springs, OK 74063
Phone: 918-245-2558
Fax: 918-245-8553
Email: guy.griggs@insurica.com

General Program Questions

Rick Thomas
Executive Director
P O Box 3068
Tulsa, OK 74101
Phone: 918-688-1056
Fax: 866-420-0695

OSIG Board Members

Terry Davidson - Chairman	Comanche Schools	(580) 439-2900
Sherry Durkee - Vice Chairman	Sand Springs Schools	(918) 246-1406
Dr. John Cox - Treasurer	Peggs Schools	(918) 598-3412
Shelley Free - Secretary	Kiamichi Technology Center	(918) 465-2323
Jeremy Hogan - Member	Collinsville Schools	(918) 371-2326
Jeff Daugherty - Member	Merritt Schools	(580) 225-5460
Jason Lindley - Member	Hartshorne Schools	(918) 297-2534
Laura Sprouse - Member	Select Actuarial Services	(615) 620-7584
Steve Moyer - Member	Shelter Insurance	(918) 396-3379

Resolution of Sapulpa ISD to Join Oklahoma Schools Insurance Group

Whereas, Oklahoma Schools Insurance Group (“OSIG”) is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

Whereas, Sapulpa ISD is an Oklahoma public school district (“the District”); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2025-2026 plan year; and

Whereas, the quotation is acceptable to the District;

Now, therefore be it resolved, that the District hereby joins OSIG as a Member;

Be it further resolved, that so long as the District remains as a Member, the District shall comply with OSIG’s bylaws, the Plan Document and OSIG claim reporting procedures; and

Be it further resolved, that by the adoption and signing of this resolution, Sapulpa ISD understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members’ losses.

Date: _____

Sapulpa ISD By:

Attest:

President, Board of Education

Clerk, Board of Education

LEGAL CONTRACT

**BETWEEN SAPULPA PUBLIC SCHOOLS AND
MOBILIZED VISION, LLC (CHRISTINA EVANS)**

This agreement is entered into between Sapulpa Public Schools and Mobilized Vision, LLC-Christina Evans, CTVI/COMS (sole member and owner), as a Certified Orientation and Mobility Specialist to work with students who are blind or have visual impairments. She will provide consultation and teach individuals with visual impairments to travel safely, confidently and independently in their environment.

I. Terms

- A. Christina Evans shall maintain ACVREP certification.
- B. Christina Evans shall provide consultation along with orientation and mobility services for children with visual impairments as requested by the director of special services. Services may include meeting with teachers and parents, reviewing student files, observing students in class, and serving as the related service provider in IEP meetings. Services will be scheduled as feasible for the COMS (Certified Orientation and Mobility Specialist) and school.

II. Consideration and Cost of Services

- A. Sapulpa Public Schools shall pay Christina Evans \$83.00 an hour port to port for the hours served for the length of this agreement. Christina will provide services up to 10 hours per week unless additional services are approved by the Director of Special Services.
- B. Christina Evans will submit a bill/invoice by the 5th of each month to Sapulpa Public Schools for services provided.

III. Duration of the Contract

The duration of this contract is to become effective August 1, 2025 and terminate June 30, 2026 with the Board of Education approval.

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

V. Amendment

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

Sapulpa Public Schools _____ Date _____
Board President

Christina Evans _____ Date _____
Certified Orientation and Mobility Specialist

LEGAL CONTRACT

BETWEEN SAPULPA PUBLIC SCHOOLS AND CINDY LUMPKIN

This agreement is entered into between Sapulpa Public Schools and Superior Vision Consulting, LLC/Cindy Lumpkin, a teacher certified to teach students with visual impairments, for providing consultant services to the Sapulpa Public Schools.

I. Terms

- A. Cindy Lumpkin shall maintain Oklahoma State Department of Education certification as a teacher of children with visual impairments.
- B. Superior Vision Consulting/Cindy Lumpkin shall provide direct or consultant services for children with visual disabilities as requested by the director of special services. Services may include meeting with teachers and parents, reviewing student files, observing students in class, attending IEP meetings, writing portions of the IEP, and conducting functional vision assessments. Services will be scheduled as feasible for the consultant and school.

II. Consideration and Cost of Services

- A. Sapulpa Public Schools shall pay Superior Vision Consulting \$80.00 per hour, port to port, for the hours served for the length of this agreement. Superior Vision Consulting/Cindy Lumpkin will provide services up to 12 hours per week unless additional services are approved by the Director of Special Services.
- B. Superior Vision Consulting will submit a bill/invoice by the 5th of each month to Sapulpa Public Schools for services provided.

III. Duration of the Contract

The duration of this contract is to become effective August 1, 2025 and terminate June 30, 2026 with the Board of Education approval.

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

V. Amendment

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

Sapulpa Public Schools _____ Date _____
Board President

Cindy Lumpkin _____ Date _____
Superior Vision Consulting, LLC

CONSULTATION AGREEMENT

BETWEEN SAPULPA PUBLIC SCHOOLS AND CASEY NEWMAN WOOD

This agreement is entered into between Sapulpa Public Schools and Casey Newman Wood, AuD., CCC-A, to provide educational audiology consultant services to Sapulpa Public Schools.

I. Terms

A. Casey Newman Wood shall provide consultant services for children with hearing impairments as requested by the Director of Special Services. Services may include consultation in regard to the selection, purchase, installation, maintenance, calibration checking and utilization of audiologic equipment, meeting with teachers and parents, and serving as the educational audiologist at meetings. Services will be scheduled as feasible for the consultant and school.

II. Consideration and Cost of Services

A. Sapulpa Public Schools shall pay Casey Newman Wood \$65.00 per hour for the length of this agreement. Casey will provide services up to 5 hours per week unless additional services are approved by the Director of Special Services.

B. Casey Newman Wood will submit a bill/invoice by the 5th of each month to Sapulpa Public Schools for consultation services provided.

III. Duration of the Agreement

The duration of this agreement is to become effective August 1, 2025 and terminate June 30, 2026.

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

V. Amendment

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

Sapulpa Public Schools _____ Date _____
Board President

Casey Newman Wood _____ Date _____
Educational Audiology Consultant

LEGAL CONTRACT

BETWEEN SAPULPA PUBLIC SCHOOLS AND LEAH K. GRUNS

This agreement is entered into between Sapulpa Public Schools and Leah K. Gruns, a Speech-Language Pathologist, certified to conduct speech and/or language therapy and related activities for Sapulpa Public Schools.

I. Terms

- A. Leah K. Gruns shall maintain current Oklahoma State Department of Education certification and ASHA licensure as a Speech-Language Pathologist and carry personal liability insurance for the duration of the contract.
- B. Leah K. Gruns shall conduct speech and/or language evaluations, therapy (in-person or teletherapy), IEP meetings, and related activities as directed by the Director of Special Services. Services may include meeting with teachers, parents or other SLP's, reviewing student files, observing students in class, and serving as a Speech-Language Pathologist in child study meetings. Services will be scheduled as feasible for both parties.

II. Consideration and Cost of Services

- A. Sapulpa Public Schools shall pay Leah K. Gruns \$55.00 per hour for duties related to the position of Speech-Language Pathologist and related activities as directed by the Director of Special Services.
- B. Leah K. Gruns will provide services up to 18 hours per week unless additional services are approved by the Director of Special Services.
- C. Sapulpa Public Schools will pay the current IRS federal mileage rate for travel to and from her homebase.
- D. Leah K. Gruns will submit an invoice by the 5th of each month to Sapulpa Public Schools for services provided.

III. Duration of the Contract

The duration of this contract is to become effective August 1, 2025 and terminate June 30, 2026 with the Board of Education approval.

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

V. Amendment

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

Sapulpa Public Schools _____ Date _____
Board President

Leah K. Gruns _____ Date _____
Speech Language Pathologist

Sapulpa Public Schools

Contractual Agreement For Occupational Therapy Services

This agreement is between Sapulpa Public Schools (hereinafter referred to as school) and Lindsay Biggs MS, OTR/L (hereinafter referred to as therapist) wherein good and valuable consideration it is hereby agreed that the therapist being licensed by the Oklahoma Board of Examiners for Occupational Therapy (Registered Occupational Therapist) to provide occupational therapy services according to the following stipulated provisions:

1. Therapist agrees during the term of this agreement to be covered by adequate professional liability and malpractice insurance.
2. The school shall take all necessary steps to assure provision of and complete access by the therapist to all records, supplies, and equipment within the school necessary for the performance of services described herein.
3. Therapist agrees not to bill Medicaid individually for Occupational and Physical Therapy, but will provide the school with required documentation needed for them to bill.
4. Therapist agrees to retain as confidential all information relating to policies, procedures, and resources of the school provided. However, the therapist reserves the express right to act as a consultant to any other school or related instruction during the term of this agreement or subsequent thereto.
5. Therapist shall devote a sufficient number of hours based on the needs of the school to carry out the above responsibilities. However, therapists will be reimbursed for hours worked regardless of actual units billed to Medicaid.
6. In consideration of the services to be performed, the school agrees to pay the therapist the fees listed below. Billing will be made monthly to the school. Payment is to be made within thirty (30) days of receipt of invoice for services rendered.
7. \$75 per hour to include diagnostics, formal evaluations, screenings, direct treatment, consultation, IEP meetings (when applicable), training, and/or monitoring. OT will provide school with a minimum of 24 hrs per week.
8. For any other services requested by school such as but not limited to classroom modifications and development of sensory rooms and strategies within school and classrooms, there will be a negotiated rate put into agreement between Lindsay Biggs and Sapulpa Public Schools.
9. School will be charged .25 hrs for virtual no shows. OT will provide reminders prior to each virtual session.
10. If school is unable to be in session due to COVID-19, OT will provide virtual session when needed.

11. OT will provide the school with summer packets for each student that is actively on caseload.
12. School will be charged \$75 per hour during school start up and school closing. During this time OT will be developing schedules, review of IEP's, and introduction to new schools.
13. Sapulpa will reimburse either mileage or drive-time, whichever is agreed upon with both parties.

This contract will be in effect for the 2025-2026 school year. This agreement shall not be assignable by either party; however, this agreement may be modified or terminated by either party provided that the other party gives thirty (30) days written notice.

Signed:



6/3/2025

Lindsay Biggs MS, OTR/L

Date

Board President, Sapulpa Public Schools

Date

Memorandum of Understanding
Between
United Community Action Program Head Start and
Sapulpa Public Schools
2025-2026

This Memorandum of Understanding is entered into by and between United Community Action Program Head Start and Sapulpa Public Schools to improve the availability and quality of services to Head Start Children and families in our community.

The purpose of this memorandum is for coordination of services between Head Start and the local public school for our preschool aged children and families.

UCAP Head Start is mandated under the “Improving Head Start for School Readiness Act of 2007” section 642 (e) (5) to collaborate and coordinate with public entities to the extent practicable.

UCAP Head Start has identified activities in which services between Head Start and the public school may appease this provision in a unified manner.

Both parties will engage in an ongoing system of communication to ensure all eligible children and their families have access to quality early childhood educational experiences.

The UCAP Head Start Program along with the public school will provide the following roles and responsibilities in this collaborative agreement.

These activities will include; but not limited to:

- a) Share the UCAP School Readiness Goals
UCAP will provide along with this MOU a copy of our School Readiness Goals
- b) Join in Recruitment/Pre-Enrollment events
Staff will inform parents of upcoming enrollment time as notified by the public school
- c) Share information as needed for children transitioning into public school with written consent from parent.
Staff will gather written consent from parents as to what documents is needed by the Public school for enrollment such as birth certificate, immunization record, etc.
- d) Invite Kindergarten teacher to speak at parent meeting in UCAP Head Start
Staff will inform the public school on a scheduled time for a representative, preferably a kindergarten teacher, to come and provide parents as to what is to be expected in their child’s next level of education.
- e) Joint staff training sessions when allowable to establish camaraderie between school and Head Start personnel
UCAP staff will collaborate with public school administrators on training that would be of interest to both parties for joint attendance.
- f) Share information with parents about events occurring at the public school via flyers or notes

- UCAP staff will disseminate any flyers or notices from the public school informing parents of events they would be welcome to attend
- g) Plan tours for Head Start children and parents to visit public school and get acquainted with public school personnel and the view the facility.
UCAP staff will coordinate with public school personnel for a time for tours or visits to occur.

Approved By:

Kim Rice
UCAP Head Start Director

Sapulpa Public Schools, Board President

**SPECIAL SERVICES AGREEMENT BETWEEN
United Community Action Head Start & Sapulpa Public Schools
2025-2026**

This is a local agreement between Sapulpa Public Schools, hereinafter referred to as the local education agency (LEA), and United Community Action Head Start Program, hereinafter referred to as the local Head Start Program. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education, Special Education Services (OSDE/SES) and by the Head Start Program Performance Standards (45 CFR 1304 Chapter XIII 1302). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

This agreement is to describe the responsibilities of each entity, outline areas of cooperation and provide guidance for local cooperation, and coordination between and among all aforementioned parties in the implementation of the Disabilities Education Improvement Act (IDEA) 2007 and (45 CFR Chapter XIII), Head Start Program Performance Standards: 42 U.S.C. 9801 et seq., subchapter B of 45 CFR Chapter XIII is revised, 2016). Pertinent contact information for all agencies is included as Attachment A.

For the 2025-2026 School Year, Sapulpa Public Schools will utilize: Developmental Delay , or Categorical, _____, eligibility for Head Start age children.

Sapulpa Public Schools is is not _____ using Response to Intervention (RTI) for Head Start aged (3-5) children.

I. LEA RESPONSIBILITIES:

- A. The LEA ensures that IDEA Part B, Section 619, (preschool) funds received for the provision of services to eligible children with disabilities ages three through five who are served in the Head Start Program are expended in accordance with the requirements of the IDEA. Funds may be used for, but are not limited to, the following: cost of evaluation; materials and supplies; contractual arrangements for services when the Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.
- B. Upon referral from the Head Start Disabilities Services Manager or designee, the LEA shall provide a multidisciplinary team evaluation, when appropriate, for determination of the need for special education and related services under the IDEA.

- C. The LEA shall be responsible for the provision of procedural safeguards including due process and mediation procedures for any child determined to be eligible under the IDEA and enrolled in the Head Start Program.
- D. The LEA shall provide, through prior written notice of meetings, that the appropriate Head Start Program representative be directly involved and receive appropriate documentation throughout the process of referral, evaluation, IEP development, and/or placement of children with disabilities enrolled in the Head Start Program.
- E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- F. The LEA will maintain and submit to the OSDE/SES the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program.

II. LOCAL HEAD START RESPONSIBILITIES:

- A. The Head Start shall provide screening and assessment for all children enrolled in the Head Start as required by Head Start Program Performance Standards 45 CFR 1304 and 1308, participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA shall provide parents with their rights under these programs.
- B. The Head Start shall provide all Head Start services to any child enrolled in Head Start who meets eligibility requirements in accordance with the Head Start Program Performance Standards.
- C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, and implementation of the portions of the IEP's identified for the Head Start Program, and the IEP review as appropriate.
- D. The Head Start will provide a support system for families and children with disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services.
- E. The Head Start Disabilities Services Manager or designee shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities.
- F. The Head Start will provide the number of children receiving IEP services under the IDEA to the LEA for the child count report by October 1, annually.

- G. The Head Start agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.

III. COORDINATION OF COST SHARING:

The local Head Start and Local Education Agency agreement will address planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for children with disabilities in these programs. The Head Start and the LEA agree to the following cost-sharing services (see Attachment B for examples)

IV. COORDINATION OF REQUIRED PAPERWORK:

To coordinate paperwork required by Head Start and the LEA special education program, the following process will be utilized:

- A. Parental consent must be obtained by the Head Start Program prior to referral to the LEA.
- B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: consent for Release of Confidential Information.
- C. The Head Start will release results of vision, hearing, developmental, health, and speech screenings as well as other relevant information as a part of the Head Start referral process developed in conjunction with the LEA.
- D. When Head Start refers a child for a multidisciplinary evaluation to the LEA, the LEA will first obtain parental consent, with assistance of the Head Start personnel as needed.
- E. The LEA special education program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, multidisciplinary evaluation and eligibility team summary, necessary special education records and documentation of services provided to the Head Start.
- F. All personally identifiable information collected, used, or maintained by the Head Start will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to confidentiality requirements under the Family Educational Rights and Privacy Act (FERPA) and state laws.

v. COORDINATION OF SCREENING:

In the coordination of screening between the Head Start and the LEA special education program, the following process is agreed upon:

- A. The LEA special education program and the Head Start will determine designated program personnel to be responsible for conducting screenings within each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards (45 CFR 1308).
- B. This agreement will include the following time frame for completion of screening or transfer of information. The time frame includes the 45 calendar days' timeline for screening of all children enrolled in the Head Start as mandated in the Head Start Performance Standards (45 CFR 1308).

One or more of the following methods has been considered: (Check one or more as appropriate)

- 1. Joint screening: -Screening will be conducted simultaneously by Head Start staff and LEA special education staff within the same location.
- 2. Shared staff: -Local implementation may incorporate coordination of shared staff (e.g., required vision, hearing, speech/language, health, and developmental screening may be conducted by the Head Start under Head Start Program Performance Standards, and the LEA special education program may complete required screening under the IDEA).
- 3. Shared Information-Screening will be provided for referrals as determined by both entities. Consent for release of information will be obtained at the time of screening.

vi. COORDINATION OF IEP REVIEW:

The Head Start and the LEA will conduct an IEP review at least annually or when a change of program or placement of a child is being considered. The parent, the Head Start staff or the LEA special education program staff at any time, may request a meeting. Procedural safeguards for notification will be followed.

VII. COORDINATION OF INSERVICE TRAINING:

The LEA and the Head Start program will agree to coordinate inservice training when feasible. Considerations for top priority training include:

1. IDEA procedural safeguards training for both entities
2. Overview of Head Start program requirements
3. Overview of LEA Special Education Program and requirements
4. Identified local training needs
5. Individual child needs.

VIII. TRANSITION

The LEA and Head Start Program will agree to coordinate transition of children with disabilities from the Head Start program to the LEA early in the school year of the child's last attending year in Head Start, no later than October. Meetings will be held between the LEA and Head Start program and child's family members in order to facilitate a smooth transition.

IX. RESOLUTION OF DISPUTE

In the event of disputes between the Head Start and the LEA special education program, the following process will be followed for resolution:

- A. The dispute will first be brought to the attention of the LEA special education director and the Head Start Director and/or the Head Start Disabilities Services Manager to seek resolution of the dispute.
- B. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director and the LEA special education director or the LEA superintendent to facilitate resolution.
- C. If the issue is not resolved, as described in section VIII.B, then the matter will be submitted in writing to OSDE/SES, for assistance in the resolution of any IDEA dispute between the Head Start and the LEA.
- D. If the issue is not resolved and is an issue under the Head Start Program Performance Standards 45 CFR 1308 the matter will be submitted in writing to the Administration on Children Families Region VI office or the American Indian/Alaska Native Programs Branch.

Signatures:

Head Start Director

Date

Board President, LEA

Date

**ATTACHMENT A:
CONTACT INFORMATION**

Head Start Program Name: UCAP, Inc.
Head Start Director: Kim Rice
Head Start Director's
Email: krice@ucapinc.org

Head Start Disabilities Services Coordinator:
Heather Tennial
Head Start Disabilities Services Coordinator's
Email: htennial@ucapinc.org
United CAP Head Start Program Address: 501
6th Street, Pawnee, OK 74058
Disabilities Coordinator Phone
Number: 918-762-2561 x 385

UCAP Fax Number: 918-762-3712
Head Start Site: 404 S. Walnut
Sapulpa, OK 74066
Head Start Site Phone Number: 918-224-1083
Head Start Site Fax Number: 918-224-6731

LEA Superintendent: Robert Armstrong
LEA Address: 511 East Lee, Sapulpa, OK
74066
LEA Superintendent's Phone Number: 918-
224-3400
LEA Superintendent's Email Address:
rarmstrong@sapulpaps.org
LEA Superintendent's Fax Number: 918-227-
8347

Oklahoma Head Start Collaboration Office
Paula Brown, Project Director
605 Centennial Blvd
Edmond OK 73013
Phone 405-949-1495
Fax 405-949-0955
Email: headstart@okacaa.org

ACF Federal Region VI Office
Kenneth Gilbert, Regional Program Manager
1301 Young Street, Ste 917
Dallas, TX 75202
Phone: (214) 767-9648
Fax: (214) 767-3743
Email: dallas@acf.hhs.gov

ACF/ACYF/Head Start Bureau/AI/ANPB
330 "C" Street, S.W., Room 2030 Main Office
Washington, D.C. 20047
Phone: (202) 205-8437
Fax: (202) 205-8436
AI/ANPB Toll-Free Phone: 877-876-2662

ATTACHMENT B:

EXAMPLES OF AREAS OF COST-SHARING

- Classroom assistants
- Transportation
- Adaptive equipment
- Assistive technology

UCAP, Inc. Head Start/Early Head Start
Permission for Referral to LEA/SoonerStart for Evaluation

Disabilities Manager info: Heather Tennial email:htennial@ucapinc.org

This form is completed in conjunction with the Release of Confidential Information CFSUPP-3, with both being sent to LEA or SoonerStart office. Send e-mail from COPA referral to pbrown@ucapinc.org

Center: Teacher:

Child's Name: DOB:

I, (do) (do not)

(Parent/Guardian Name) (mark one)

hereby give Head Start/Early Head

(Name of Head Start/Early Head Start Center)

Start permission to refer my child to the

(Child's Name)

Public Schools/SoonerStart for further evaluation

(Name of LEA or Local SoonerStart Office)

and possible special or early intervention services.

(Parent/Guardian Signature) (Date)

(Teacher Signature) (Date)

Head Start/Early Head Start Use Only
Screening Results

ASQ-3 Indicate Score/Cutoff for each area:

Communication: Gross Motor: Fine Motor:

Problem Solving: Personal-social:

Comments: Date

ASQSE Indicate Total Score/Cutoff Score /Date

Hearing /Date Vision /Date

(Indicate Child Results/Pass Results for both Hearing and Vision)

Physical Date

(Most Recent)

Dental Date

(Most Recent)

Other Date

**SPECIAL SERVICES COOPERATIVE AGREEMENT BETWEEN
HEAD START AND THE LOCAL EDUCATION AGENCY
2025-2026**

This is a local agreement covering the period August 1, 2025 to May 31, 2026, between, Sapulpa Public Schools 511 East Lee Avenue Sapulpa, Oklahoma 74066, here in after referred to as the local education agency (LEA), and Native American Coalition of Tulsa Head Start Program, 1740 West 41st Street, Tulsa, Oklahoma, 74017, hereinafter referred to as NACT. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children residing in the Sapulpa Public School District ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education, Special Education Services (OSDE/SES) and by the Head Start Program Performance Standards (45 CFR 1304 and 1308). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

This agreement is to describe the responsibilities of each entity, outline areas of cooperation, and provide guidance for local cooperation and coordination between and among all aforementioned parties in the implementation of the Individuals with Disabilities Education Act (IDEA) Amendments (34 CFR 300), Head Start Program Performance Standards and the Head Start Re-Authorization Act. .

I. LEA RESPONSIBILITIES:

- A. The LEA ensures that IDEA Part B, Section 619, (preschool) funds received for the provision of services to eligible children with disabilities ages three through five who are served in the Head Start Program and reside in the Sapulpa Public School District are expended in accordance with the requirements of the IDEA. Funds may be used for, but are not limited to, cost of evaluation; materials, supplies, and/or contractual arrangements for services.
- B. Upon referral from the Head Start Disabilities Services Manager or designee, the LEA shall provide an evaluation, followed by a MEEGS and multidisciplinary group meeting to establish whether or not a child is eligible for special education and related services under IDEA.
- C. The LEA shall be responsible for the provision of procedural safeguards including due process and mediation procedures for any child determined to be eligible under the IDEA and enrolled in the Head Start Program who resides in the Sapulpa Public School District.
- D. The LEA shall provide, through prior written notice of meetings, that the appropriate Head Start Program representative be directly involved and receive appropriate documentation throughout the process of referral, evaluation, IEP development, and/or placement of children with disabilities enrolled in the Head Start Program who resides in the Sapulpa Public School District.

- E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program in the Sapulpa Public School District. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- F. The LEA will maintain and submit to the OSDE/SES the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program who resides in the Sapulpa Public School District.

II. **NACT HEAD START RESPONSIBILITIES:**

- A. NACT Head Start shall arrange for screening and assessment for all children enrolled in Head Start as required by Head Start Program Performance Standards 45 CFR 1304 and 1308, participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA shall assure parents are provided in writing their rights under these programs.
- B. NACT Head Start shall provide all Head Start services to any child enrolled in Head Start who meets eligibility requirements in accordance with the Head Start Program Performance Standards, unless his or her IEP specifies otherwise.
- C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary team, IEP development, and implementation of the portions of the IEP's identified for support by the Head Start Program, and the IEP review as appropriate.
- D. If a child does not meet the eligibility criteria established by OSDE/SES under the IDEA but meets one or more of the eligibility criteria in the Head Start Performance Standards 45 CFR 1308, then a Head Start managed IEP shall be developed for the child, with guidance and assistance from LEA Special Education personnel.
- E. When Head Start initiates and develops a Head Start managed IEP, Head Start must invite in writing the participation of a representative of the LEA. Head Start Program Performance Standards (45 CFR 1308) requirements for parent involvement and notification must also be followed for IEP meetings initiated by the Head Start Program. When the Head Start develops Head Start managed IEP's, family goals and objectives for the child must be addressed.
- F. NACT Head Start will provide a support system for families and children with disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services/ resources.
- G. The NACT Head Start Disabilities Services Manager or designee shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities.

- H. NACT Head Start will provide the number of children receiving IEP services under the IDEA to the LEA for the child count report by October 1 and November 15, annually.
- I. NACT Head Start agrees to provide and participate with the LEA in joint training of staff and parents as appropriate concerning services for children with disabilities.

III. COORDINATION OF COST SHARING:

The NACT Head Start and Local Education Agency agreement will address planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for children with disabilities in these programs. NACT Head Start and the LEA agree to the following cost-sharing services (see Attachment A for examples), (list only if applicable and agreed upon by both parties):

IV. COORDINATION OF REQUIRED PAPERWORK:

To coordinate paperwork required by NACT Head Start and the LEA special education program, the following process will be utilized:

- A. Parental consent must be obtained in writing by NACT Head Start and/or the LEA prior to referral for applicable or appropriate services.
- B. NACT Head Start or the LEA will obtain written parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: "Consent for Release of Confidential Information", and / or the applicable NACT Head Start Release of Information form.
- C. NACT Head Start will release results of vision, hearing, developmental, health, and speech screenings as well as other relevant information as a part of the Head Start referral process developed in conjunction with and to the LEA.
- D. When a disability is suspected and Head Start refers a child who resides in the Sapulpa Public School District for further evaluation by the LEA, the LEA will evaluate the child, after obtaining written parental consent, and include the NACT Head Start Disabilities Manager or designee in the child's MEEGS Meeting, and multidisciplinary meeting to determine if the child qualifies for LEA services and Individual Education Program (IEP) is to be written.

- E. The LEA special education program, with parental consent, will release copies of IDEA IEP's, evaluations, the multidisciplinary evaluation and eligibility group summary, and necessary special education records and documentation of services to the NACT Head Start Disabilities Manager or designee, in accordance with Head Start Performance Standards.
- F. All personally identifiable information collected, used, or maintained by NACT Head Start will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to confidentiality requirements under the Family Educational Rights and Privacy Act (FERPA) and state laws.

V. **COORDINATION OF SCREENING:**

In the coordination of screening between NACT Head Start and the LEA Special Education Program, the following process is agreed upon:

- A. The LEA special education program and NACT Head Start will determine designated program personnel to be responsible for conducting screenings within each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards (45 CFR 1308).
- B. This agreement will include the following time frame for completion of screening or transfer of information. The time frame includes the 45 calendar-day timeline for screening of all children enrolled in Head Start as mandated in the Head Start Performance Standards (45 CFR 1308).

One or more of the following methods has been considered and agreed upon: (Check one or more as appropriate)

- 1. Joint screening: - Screening will be conducted simultaneously by Head Start staff and LEA special education staff within the same location.
- 2. Shared staff: - Local implementation may incorporate coordination of shared staff (e.g., vision, health issues, developmental, etc. may be conducted by NACT Head Start under Head Start Program Performance Standards), and hearing, speech/language, etc. under the LEA Special Education program and IDEA.
- 3. Shared Information- Screening will be provided for referrals as determined by both entities. Consent for the release of information will be obtained at the time of screening.

VI. **COORDINATION OF IEP REVIEW:**

NACT Head Start and the LEA will conduct an IEP review at least annually or when a change of program or placement of a child is being considered. The parent, the Head Start

staff or the LEA special education program staff may request a review meeting at any time. Procedural safeguards for notification will be followed.

Each party will be invited to participate in all Transition Meetings and help develop a plan for the upcoming school year.

VII. COORDINATION OF INSERVICE TRAINING:

The LEA and NACT Head Start program agree to coordinate in-service training when feasible. Considerations for top priority training include:

1. IDEA procedural safeguards training for both entities
2. Overview of Head Start program requirements
3. Overview of LEA Special Education Program and requirements
4. Identified local training needs for Parents, Head Start and/or LEA Staff.
5. Individual child needs and related parent or staff training.

VIII. RESOLUTION OF DISPUTE

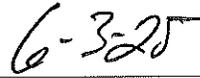
In the event of disputes between NACT Head Start and the LEA Special Education Program, the following process will be followed for resolution:

- A. The dispute will first be brought to the attention of the LEA Special Education Director and the NACT Head Start Director and/or the Head Start Disabilities Services Manager to seek resolution of the dispute.
- B. If the issue is not resolved, the matter will then be submitted in writing to the NACT Head Start Director and the LEA Special Education Director or the LEA Superintendent of Schools to facilitate resolution.
- C. If the issue is not resolved, as described in section VIII.B, then the matter will be submitted in writing to OSDE/SES, for assistance in the resolution of any IDEA dispute between NACT Head Start and the LEA.
- D. If the issue is not resolved and is an issue under the Head Start Program Performance Standards 45 CFR 1308 the matter will be submitted in writing to the Administration on Children Families Region VI Office, Dallas, Texas, or the American Indian/Alaska Native Programs Branch, Washington D.C. (if applicable).

Signatures:



NACT HEAD START DIRECTOR



Date

LEA AUTHORIZED REPRESENTATIVE

Date

ATTACHMENT A:
EXAMPLES OF AREAS OF COST-SHARING

- Classroom assistants
- Transportation
- Adaptive equipment
- Assistive technology



A Memorandum of Agreement Between

Sapulpa Public Schools and
Native American Coalition of Tulsa Head Start

I. Parties to the Agreement

- A. *Sapulpa Public Schools* and
- B. *NACT Head Start*

II. Purpose of Agreement

- A. To improve availability and the quality of services for *the geographic service area of the Head Start agency's* children, age three through age five, and their families
- B. To support children's optimal development and readiness for school entry and success
- C. To address the unique strengths and needs of the local population, such as homeless, migrant, or non-English speaking families
- D. To promote collaboration regarding shared use of transportation, facilities, and other resources, as appropriate
- E. To promote further collaboration to reduce duplication and enhance efficiency of services
- F. To define the roles and responsibilities of the named parties toward coordination and greater collaboration; enhance linkages and relationships; and exchange information on the provision of educational and noneducational services
- G. Coordinate a comprehensive system of activities, policies, and procedures among the named parties which guide and support their delivery of services to children and their families

III. Program Descriptions

- A. **NACT Head Start** provides services to children and families who reside in or near to that portion of Tulsa County that is bounded on the North by Osage County, on the west by Creek County, and on the south by Creek County and Okmulgee County and on the east by a line extending south from the southeast corner of Osage County to the Arkansas River, and by the river thereafter.
- B. Head Start is a nation-wide Federal grant program funded by the U.S. Department of Health and Human Services. It is a comprehensive child development program for families with young children in the areas of education, social services, health, and family involvement. Head Start preschool programs are for children from 3 to 5 years of age and their families.

Head Start is mandated to assume a leadership role in the development of partnerships with community agencies and service providers. Each Head Start, Migrant and Seasonal, and American Indian/Alaska Native Head Start program must have a written agreement with the local school systems (LSS) or local education agency (LEA) to coordinate and collaborate to best meet the needs of children and their families.

C. *Sapulpa Public School District is located in Creek County.*

IV. Authority

- A. Head Start's responsibility for coordination and collaboration with the appropriate local entity responsible for managing publicly funded preschool programs in the service area of the Head Start agency is mandated in the Head Start Act: Public Law 110-134 "Improving Head Start for School Readiness Act of 2007."

V. Guiding Principles

- Create and maintain a meaningful partnership to promote school readiness so that children from low-income families in Head Start programs, or who are preschool age, may receive comprehensive services to prepare them for elementary school and to address any potential "achievement gap"
- Develop successful linkages within the context of No Child Left Behind Act of 2001, the Head Start Act (2007), and Oklahoma legislation, policies, and procedures

- Plan and implement strategies based on practice and research that have proven to support children’s school success
- Respect the uniqueness of each locality’s needs and resources
- Promote the involvement of members of the early care and education communities
- Share commitment, cooperation, and collaboration for a coordinated service delivery system

VI. Joint Roles in System Review, Coordination, Collaboration, Alignment, and Implementation

The *Sapulpa Public School District* and the *NACT* Head Start Agency will work together for the review, coordination, collaboration, alignment, and implementation of each of the following 10 activities, as mandated by the Act.

A. Educational activities, curricular objectives, and instruction

1. 642(f) Implement a research-based early childhood curriculum that – (E) is aligned with the Head Start Child Outcomes Framework developed by the Secretary and, as appropriate, State early learning standards
2. 642A(3) Establish ongoing communications between the Head Start agency and local educational agency for developing continuity of developmentally appropriate curricular objectives (which for the purpose of the Head Start program shall be aligned with the Head Start Child Outcomes Framework and, as appropriate, State early learning standards) and for shared expectations for children's learning and development as the children transition to school

B. Public information dissemination and access to programs for families contacting the Head Start program or any of the preschool programs

1. 642(e)(1) Generate support and leverage the resources of the entire local community in order to improve school readiness
2. 642A(2) Establish ongoing channels of communication between Head Start staff and their counterparts in the schools (including teachers, social workers, local educational agency liaisons designated under section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11432(g)(1)(J)(ii)), and health staff) to facilitate coordination of programs

C. Selection priorities for eligible children to be served by programs

1. 642A (13) Develop and implement a system to increase program participation of underserved populations of eligible children
2. 642(f)(10) Develop procedures for identifying children who are limited English proficient, and informing the parents of such children about the instructional services used to help children make progress towards acquiring the knowledge and skills described in section 641A(a)(1)(B) and acquisition of the English language
3. 641A(E) Include information on the innovative and effective efforts of the Head Start agencies to collaborate with the entities providing early childhood and development services or programs in the community and any barriers to such collaboration that the agencies encounter
4. 641(H) the plan of such applicant to coordinate and collaborate with other public or private entities providing early childhood education and development programs and services for young children in the community involved, including—
 - (i) Programs implementing grant agreements under the Early Reading First and Even Start programs under subparts 2 and 3 of part B of title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6371 et seq., 6381 et seq.)
 - (ii) Other preschool programs under title I of that Act (20 U.S.C. 6301 et seq.)
 - (iii) Programs under section 619 and part C of the Individuals with Disabilities Education Act (20 U.S.C. 1419, 1431 et seq.)
 - (iv) State pre-kindergarten programs
 - (v) Child care programs
 - (vi) The educational programs that the children in the Head Start program involved will enter at the age of compulsory school attendance
 - (vii) Local entities, such as a public or school library for—
 - (I) Conducting reading readiness programs
 - (II) Developing innovative programs to excite children about the world of books, including providing fresh books in the Head Start classroom
 - (III) Assisting in literacy training for Head Start teachers

(IV) Supporting parents and other caregivers in literacy efforts

D. Definition of service areas

1. The services will be provided for children in Tulsa County at 4935 South Union Tulsa, Oklahoma.

E. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula, and social and emotional development

1. 642A (4) Organize and participate in joint training, including transition-related training for school staff and Head Start staff

F. Program technical assistance

1. 642 (10) Link the services provided in such Head Start program with educational services, including services relating to language, literacy, and numeracy, provided by such local educational agency
2. 648(i) (e)(3) Encourage States to supplement the T/TA funds with Federal, State, or local funds other than funds made available, to expand training and technical assistance activities beyond Head Start agencies to include other providers of other early childhood education and development programs within a State

G. Provision of services to meet the needs of working parents, as applicable

1. 642(e) Coordinate activities to make resources available for full working-day and full calendar year available to children
2. 642(e)(3) Coordinate activities and collaborate with programs under the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858 et seq.)

H. Communication and parent outreach for smooth transitions to kindergarten

1. 642A (1) Develop and implement a systematic procedure for transferring, with parental consent, Head Start program records for each participating child to the school in which such child will enroll
2. 642 (5) Establish comprehensive transition policies and procedures that support children transitioning to school, including by engaging the local educational agency in the establishment of such policies

3. 642 (6) Conduct outreach to parents and elementary school (such as kindergarten) teachers to discuss the educational, developmental, and other needs of individual children

4. 642 (7) Help parents of limited English proficient children understand—

(A) The instructional and other services provided by the school in which such child will enroll after participation in Head Start; and

(B) As appropriate, the information provided to parents of limited English proficient children under section 3302 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7012)

5. 642 (8) Develop and implement a family outreach and support program, in cooperation with entities carrying out parental involvement efforts under title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq.), and family outreach and support efforts under subtitle B of title VII of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.), taking into consideration the language needs of parents of limited English proficient children

6. 642 (9) Assist families, administrators, and teachers in enhancing educational and developmental continuity and continuity of parental involvement in activities between Head Start services and elementary school classes

7. 642 (11) Help parents (including grandparents and kinship caregivers, as appropriate) to understand the importance of parental involvement in a child's academic success while teaching them strategies for maintaining parental involvement as their child moves from Head Start to elementary school

8. 642 (12) Help parents understand the instructional and other services provided by the school in which their child will enroll after participation in the Head Start program

I. Provision and use of facilities, transportation, and other program elements

1. 642(e)(4) (A) Collaborate on the shared use of transportation and facilities, in appropriate cases

(B) Collaborate to reduce the duplication and enhance the efficiency of services while increasing the program

participation of underserved populations of eligible children

(C) Exchange information on the provision of non-educational services to such children

J. Other elements mutually agreed to by the parties

VII. Confidentiality

All acknowledge confidentiality requirements that each agency must follow regarding the sharing and release, with the consent of families, of personally identifiable information regarding children and families. Each agency will protect the rights of young children with respect to records and reports created, maintained, and used by the public agencies. It is the intent of this agreement to ensure that parents have rights of access and rights of privacy with respect to such reports and records, and that applicable State and Federal laws for exercise of these rights be strictly followed. Family Educational Rights and Privacy Act (FERPA) will be followed. (See 34CFR 303.460.)

VIII. Dispute Resolution

Parties will first attempt to resolve the dispute between or among themselves. All local agencies will ensure that a system is in place to resolve disputes and solve problems. The system should include:

- a. Timelines for regular meetings to review local agreements, plan collaborative activities, and resolve issues; and
- b. The identification of a liaison from each agency.

IX. Review of Agreement

The agreement will be jointly reviewed by all parties annually and more frequently if laws and regulations are amended that will significantly impact this agreement, or when a party requests a formal change.

X. Term of Agreement

The agreement will become effective immediately after being signed and dated by all parties.

By signing the agreement each agency agrees to the terms.

The signed agreement will be binding on all successors of parties to the agreement.

XII. SIGNATURES

For the Sapulpa Public School District

Local Entity Representative

Date

Superintendent of Schools (if applicable)

Date

For NACT Head Start Agency



Head Start Grantee Director



Date

Grantee Authorized Representative

Date



Price Quotation # : 2025-1YRDS

THIS QUOTE IS VALID until June 30, 2025

Contact Name :	Date: January 31, 2025
Company: Sapulpa School District	Terms: Total Contract payable: Net 30
Address: 511 East Lee	Order Payment: Purchase Order / Money Order
City, State Zip:	Installation and Support: Family Zone
Phone:	Tax & Shipping: Added to Invoice
E-Mail:	BorderLAN Contact: Deena Swidler 858.752.2339 deena@borderlan.com
Notes: Subscription 7/25/2025-7/24/2026	Remit To: BorderLAN Security Receivables 950 Boardwalk #300 San Marcos, CA 92078 FAX: (860) 736-8100

Item	Description	Units	Your COST
1	FZ-T3-LGW-1Y FamilyZone Local Gateway 1 Yr Subscription. 2,501-10,000 FTE	1	\$3,645.97
2	FZ-T3-SMGR-1Y FamilyZone School Manager 1 Year Subscription 2,501-10,000 FTE. PRICED PER FTE. Cloud-Managed Content Filter and reporter w/ built in Cyber-Safety controls.	3600	\$10,332.00
3	FZ-T3-CLASS-1Y FamilyZone Classroom 1 Year Subscription 2,501- 10,000 FTE. PRICED PER FTE. Classroom management suite with Google Classroom and SIS integration. Provides option for teachers to set class policies, focus class, and view student screens.	3600	\$5,760.00
4	FZ-Community-1Y FamilyZone Community Package 1 Year Subscription. Includes community engagement content, virtual classes, digital parenting course, staff awareness training, a unique FamilyZone.com URL with school logo and school safety reporting information		\$0.00
5	Advanced Student Information System (SIS) Integration to pull classroom rosters and associate them with directory users from gsuite or windows environments. 1 Year Subscription. Charged Per Integrated School.	8	\$2,000.00
6	Taxes, if applicable or need tax exempt certificate		TBD



Price Quotation # : 2025-1YRDS

THIS QUOTE IS VALID until June 30, 2025

<i>This quotation contains proprietary information and is confidential, intended for use by your company only, and only for the User identified above.</i>	Contract Total <u>\$21,737.97</u>
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PAYMENT TERMS: 100% of the total payment is due in Net 30 from the date of the Purchase Order. Real costs of shipping and handling will be added to the prices shown above and will be reflected on the invoice if applicable, and paid by Customer as part of the total invoice amount. If applicable, state sales tax will be added to the price of all products unless Customer provides written evidence of exemption prior to shipment.

ENTIRE AGREEMENT: The terms and conditions of this Agreement are intended by the parties as the final expression of their agreement with respect to the subject matter of this Agreement, and supersede all prior discussions, representations and agreements, both oral and written. This Agreement may only be modified by means of a document, signed by both parties.

Upon signing, you agree to have BorderLAN Security invoice you for the amount listed. This is a binding order effective once signed and faxed to BorderLAN Security.

To order, fax signed copy of this agreement AND a PO to:
Sales Department: Fax # (860)736-8100

Agreed and accepted:

Customer

BorderLAN Security

By: _____
SIGNATURE

By: _____
SIGNATURE

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Pricing Proposal
 Quotation #: 26120789
 Reference #: 84556196
 Created On: 4/25/2025
 Valid Until: 6/30/2025

OK-City of Sapulpa Public Schools

Inside Account Manager

James Lawrence

511 E Lee Avenue
 Sapulpa, OK 74066
 United States
 Phone: (918) 512-8540
 Fax:
 Email: jlawrence2@sapulpaps.org

Ashlee Warren

290 Davidson Ave
 Somerset, NJ 08873
 Phone: 732-868-5886
 Fax:
 Email: ashlee_warren@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 M365 A3 Unified Edu Sub Per User Microsoft - Part#: AAD-38391 Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02 Coverage Term: 7/1/2025 – 6/30/2026 Note: 12 Months- Anniverssary	408	\$58.56	\$23,892.48
2 M365 A3 Unified Edu Sub Student Use Benefit Per User Microsoft - Part#: AAD-38397 Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02 Coverage Term: 7/1/2025 – 6/30/2026 Note: 12 Months- Anniverssary	6000	\$0.00	\$0.00
3 O365 A1 Edu Sub Per User Microsoft - Part#: M6K-00001 Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02 Coverage Term: 7/1/2025 – 6/30/2026 Note: 12 Months- Anniverssary	500	\$0.00	\$0.00
4 Win Server DC Core ALng LSA 16L Microsoft - Part#: 9EA-00271 Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02 Coverage Term: 7/1/2025 – 6/30/2026 Note: 12 Months- Anniverssary	3	\$329.74	\$989.22
		Total	\$24,881.70

Additional Comments

Due to the potential impact of any current or future tariffs, the price and availability of hardware items on this quote may be subject to change.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed

above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

Memorandum of Understanding
between
OKLAHOMA STATE UNIVERSITY
OFFICE OF EDUCATOR SUPPORT
and
Sapulpa Public Schools
for
FIELD CLINICAL EXPERIENCES

This UNDERSTANDING made and entered into this day of August 1, 2025, by and between the Oklahoma State University Office of Educator Support, party of the first part, hereinafter referred to as “OSU OES,” and Sapulpa Public Schools, party of the second part, hereinafter referred to as “SAPULPA PUBLIC SCHOOLS.” Oklahoma State University students participating in an approved OSU OES field or clinical experience course will be referred to as OSU OES candidates.

SECTION 1 SAPULPA PUBLIC SCHOOLS agrees to provide the authorization, supervision, and instruction of OSU OES candidates completing the field and clinical experiences component of the teacher preparation program. This would include activities such as a) observation, b) teacher job-shadowing, c) student teaching, d) advanced certification internships/practicum, and e) other activities as approved by both the OSU OES and SAPULPA PUBLIC SCHOOLS. OSU OES requires all candidates to have a cleared Oklahoma State Bureau of Investigation (OSBI) name check prior to being placed in any field experience or clinical practice. OSU OES will not place a candidate without a clear OSBI check, but the completion of a cleared OSBI name check will not necessarily require SAPULPA PUBLIC SCHOOLS to accept that OSU OES candidate in a field or clinical experience. All placements should be mutually acceptable to both parties and either party may withdraw a candidate from the program if they believe it is not in the best interest of the candidate, faculty member, or the program to continue. Procedures for problem solving are detailed in the Handbook for Cooperating Teachers, Supervisors, and Principals. The OSU OES will provide the appropriate forms, collect the fees, and provide the information to SAPULPA PUBLIC SCHOOLS. The completed OSBI report will be valid for up to four (4) years while the candidate is enrolled at OSU.

SECTION 2 SAPULPA PUBLIC SCHOOLS agrees to accept OSU OES candidates for assignment in the public schools with cooperating teachers, administrators, and other related teaching personnel. SAPULPA PUBLIC SCHOOLS further agrees the cooperating certified staff will give direct supervision to the OSU OES candidates assigned and will work with a faculty member assigned by the OSU OES in directing and evaluating the field or clinical experience.

SECTION 3 The OSU OES agrees to award *Certificates of Professional Development* (CPD) for SAPULPA PUBLIC SCHOOLS certified staff who supervise OSU OES candidates. Each cooperating certified staff member who singly supervises a student teacher for 12 weeks will receive a three hour CPD. For each 360 hours of clinical observations, a one hour CPD will be awarded to SAPULPA PUBLIC SCHOOLS. This certificate provides a tuition waiver for the continuing professional development of certified staff member. Cooperating teachers must complete an online evaluation of candidate performance prior to the last day of the semester serving as a cooperating teacher; failure to do so will result in no CPD being issued for that cooperating teacher. The cooperating certified staff member of record can transfer the

certificate to another SAPULPA PUBLIC SCHOOLS certified, contracted staff member with the approval of the superintendent. Certificates cannot be sold. If a certified staff member chooses not to redeem the certificate, it must be redeemed by another member of the SAPULPA PUBLIC SCHOOLS certified staff following all OSU OES and district procedures. The donating certified staff member (or superintendent approved district administrator with documentation of donation), the certificate recipient and the superintendent must sign the certificate in order to complete the transfer. Certificates must be used during the semester in which course work is completed and will expire after 18 months. Lost CPDs cannot be replaced. No more than 6 hours of certificates may be redeemed by any one person during a semester or summer session. Certificates pay only the graduate resident rate (not the online program rate).

SECTION 4 The OSU OES agrees to provide or arrange for non-credit staff development training related to supervision for those teachers desiring to serve as supervisors of teacher candidates and other clinical experiences. All instructors (tenure-track faculty, adjunct faculty, visiting faculty, and graduate teaching assistants or associates) are required to complete FERPA training. As part of our national accreditation, we are required to teach and assess the professional dispositions of our candidates throughout their coursework. Remediation is provided for any candidate receiving a low score on any element in each course. The elements in this assessment include ethics, professionalism, commitment to education, respect for diversity, work ethic, communication, learner attributes, cooperative/collaborative nature, and flexibility.

All OSU candidates are protected under FERPA. Mentor teachers with concerns about a candidate should communicate with their own administrator/principal and/or Dr. Kathy Thomas in the OSU OES.

SECTION 5 All field experience forms will be initially processed for each course and each semester through the OSU OES Field and Clinical Experiences office. Forms processed by the OSU OES will be given to the designated SAPULPA PUBLIC SCHOOLS personnel for further processing and site placement.

SECTION 6 The OSU OES agrees to provide SAPULPA PUBLIC SCHOOLS a report of the year's activities with field and clinical experiences including the schools involved, the various experiences and activities that occurred and the number of CPDs and hours awarded to SAPULPA PUBLIC SCHOOLS teachers and the district.

SECTION 7 All OSU employees are covered by professional insurance for their actions performed within the scope of their employment but the university is prohibited from indemnifying a third party (candidates). Therefore, OSU advises all candidates to purchase professional liability insurance through a professional organization. Candidates placed in SAPULPA PUBLIC SCHOOLS for clinical practice will be advised that they must show proof of liability insurance when requested. OSU will not be responsible for maintaining coverage for any liability arising from the acts and/or omissions of the employees, representatives or agents of Sapulpa Public Schools.

SAPULPA PUBLIC SCHOOLS will maintain adequate insurance to provide coverage for the liabilities arising from the acts and/or omissions of employees, representatives or agents of SAPULPA PUBLIC SCHOOLS who are participating in the internship program with OSU. SAPULPA PUBLIC SCHOOLS will not be responsible for maintaining coverage for any liability arising from the acts and/or omissions of the candidates, employees, representatives or agents of Oklahoma State University. Worker's compensation coverage is not provided to the OSU candidate by Sapulpa Public Schools.

SECTION 8 UNDERSTANDING begins August 1, 2025, and may be renewed by memorandum of understanding between the two parties.

By: 

Dr. Toni Ivey
Director, Office of Educator Support
College of Education and Human Sciences
Oklahoma State University
Date: ____5-1-2025

By: _____

Sapulpa Public Schools
Date: _____

**AGREEMENT
Between**

**UNIVERSITY OF TULSA
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 1st day of July, 2025, by and between **THE UNIVERSITY OF TULSA, acting on behalf of its Teacher Education Program ("University")**, and **INDEPENDENT SCHOOL DISTRICT NO. 33 OF CREEK COUNTY, OKLAHOMA, a/k/a SAPULPA PUBLIC SCHOOLS ("SPS")**.

WITNESSETH:

SECTION 1: SPS 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: SPS 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. SPS 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.

SPS 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 SPS building administrators and University's Department of Education Coordinator of Field Services. If a student teacher fails to comply with the requirements of this

Agreement or to perform to the satisfaction of SPS, the University will, upon written request by SPS, 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 SPS policies, rules, and regulations (available for review at www.sapulpaps.org) while on SPS 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: To the extent allowed by law, each party shall save and protect the other, and indemnify the other from all legal liability resulting in injury, death, or damages, including costs and attorney fees, caused by or arising out of the indemnifying party's negligent or willful misconduct in the supervision of students pursuant to this agreement or resulting from the negligent or intentional acts or omissions of the parties, its student teachers, officers, agents, employees, or contractors.

SECTION 6: 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 SPS or any of their respective employees, student teachers or agents. SPS 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 SPS 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 SPS shall, in no event, be required to provide such coverage for the University's student teachers and employees.

SECTION 7: SPS 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 SPS 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 SPS property are currently registered or required to be registered under the provisions of the Oklahoma Sex Offenders' Registration Act or the Mary Rippy Violent Offender Registration Act. The University shall submit written proof to SPS that all student teachers and faculty supervisors coming on to SPS property have passed background checks. While there is no drug/alcohol screening requirement for the University student teachers and faculty supervisors, they shall be subject to drug/alcohol testing pursuant to the District's policies and regulations regarding such matters as if they are employees of the District (www.sapulpaps.org) 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 SPS, a SPS photo ID authorizing access to a specific SPS site. If at any time a student teacher or University employee demonstrates actions which are inappropriate or create a disruption within a school, the principal may require that

such person leave SPS property and not return without specific permission of the principal, and District personnel.

SECTION 8: Neither SPS, 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 SPS'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 9: 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: **The University of Tulsa**
 Department of Education
 ATTN: Jolly Meadows
 Coordinator of Field Services
 800 South Tucker Drive
 Tulsa, OK 74104
 jolly-meadows@utulsa.edu

If to SPS: **Sapulpa Public Schools**
 Attn: Superintendent
 511 East Lee Ave
 Sapulpa, OK 74066

With a copy to: **Sapulpa Public Schools**
 Attn: _____
 511 East Lee Ave
 Sapulpa, OK 74066

SECTION 10: 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 11: This Agreement is for a period of one (1) year beginning July 1, 2022 and ending June 30, 2023. 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 SPS 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 SPS have executed this Agreement as of the day and year first written above.

**THE UNIVERSITY OF TULSA,
acting for and on behalf of its
TEACHER EDUCATION PROGRAM**

Signed by:
By: Josh Corngold 5/1/2025
Name: Josh Corngold
Title: Chair, Department of Education

Signed by:
By: Blaine Greteman 5/1/2025
Name: Blaine Greteman
Title: Dean, Henry Kendall College of Arts & Sciences

“UNIVERSITY”

**INDEPENDENT SCHOOL DISTRICT NO. 33
OF CREEK COUNTY, OKLAHOMA, a/k/a
SAPULPA PUBLIC SCHOOLS (SPS)**

SAPULPA PUBLIC SCHOOLS BOE

By: _____
Name (print): _____
Title: Sapulpa Public Schools BOE President

“SPS”

AY 2025-2026

Memorandum of Understanding
Tulsa Community College
And
Sapulpa Public Schools

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

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

1. Purpose

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

2. Term

The agreement will be in continuous effect beginning in the semester in which the memorandum of understanding is signed unless terminated in writing by either institution. Either party shall have the right to terminate this MOU with or without cause by giving ninety (90) days prior written notice of intention to terminate at the end of the college semester during which the

AY 2025-2026

notice was provided. If the notice to terminate is received less than 90 days from the end of the college semester, then the agreement will conclude at the end of the following college semester.

The parties agree to work in good faith to avoid any such termination. The rationale for the requested termination should be stated with the request, and the parties will attempt to resolve

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

3. Operations

A. TCC will ensure the following conditions:

- Admit high school students to the college according to the Oklahoma State Regents for Higher Education requirements.
- Offer 1000 level and 2000 level courses to a minimum of fourteen (14) pre-enrolled students.
- Hold courses open and accept enrollments to meet required minimum fourteen enrollments: minimums must be met by December 15 for spring courses and May 15 for fall courses.
- Accept course enrollments in addition to the minimum fourteen (14) students until the section fills or until the first class meeting.
- Post the Dual Credit Student Enrollment Portal and instructional video on the TCC Dual Credit Programs' web pages for participating high school districts.
- Counsel students on issues concerning academic success and higher education goals including course transferability, college majors, and pathways to Associates Degrees, or workforce certifications.
- Conduct annual training for high school counselors.
- Provide online, online live, blended, and classroom delivered instruction for courses as agreed upon by TCC, the partner, attending districts, and appropriate external authorities.
- Endeavor to provide instructors and courses; however, TCC cannot guarantee course availability at the site.
- Provide curriculum and instructors for all TCC courses.
- Comply with the policies, practices, and procedures as outlined in the TCC faculty handbook at all times.
- Administer courses to follow a sixteen (16) week format. Students will follow the established TCC calendar as it relates to add/drop dates, withdrawal dates, holidays, and unscheduled closings.
- Provide high schools with due dates for the course scheduling process. See addendums for specific program timelines.
- Provide TCC student ID cards to each concurrently enrolled student who presents a TCC ID number and photo identification at TCC Student Activities Centers. The ID card will

AY 2025-2026

provide students with access to all four (4) TCC libraries and online library access. Students are billed \$5.00 per semester.

- Allow students to enroll in additional courses on TCC campuses as well as in the courses taught at the off-campus sites, online, online live modalities.
- All enrollments beyond the tuition waivers will be charged full TCC tuition.
- Send a password encrypted, electronic end of term grade spreadsheet to the district registrar or staff authorized to receive FERPA information.
- Provide dual credit student orientations. Partners may attend scheduled orientations on TCC campuses, online, or students may view the dual credit orientation electronically from www.tulsacc.edu/dualcredit in the high school counselor's office.
- Provide an early alert system via email to the district's high school counselor and/or administrator authorized to receive student information.
- Provide ADA accommodations: TCC requires students to self-identify and submit appropriate professional documentation in accordance with the guidelines established by the Accessibility Resources Center located at 909 S. Boston Ave Room MC 331B.
- The Director of Dual Credit Programs, TCC faculty department chairs, TCC Deans and Associate Deans, and the Associate Vice-President of Academic Affairs will review all course requests from participating high schools. Courses will be approved based on the program scope, collective resources, and available support for each course.

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

- Ensure that each student has textbooks and instructional materials as required for each course and that no student is denied an opportunity to participate due to the inability to purchase textbooks and instructional materials.
- Comply with the one hour and fifty minute TCC semester finals schedule.
- Designate a representative as the liaison between the partner and TCC. The partner liaison provides program information and guidance to students, parents, and high school faculty.
- Establish a process to confirm eligibility.
- Support and help guide the development and integrity of the program through the partner high school principal and counselor(s).
- Advise concurrently enrolling students on all issues concerning high school education, graduation, and college application requirements.
- Distribute for signatures and retain the signed district's student/parent MOU (if used).
- Communicate clearly to the parent and student regarding financial responsibilities and the college environment.
- Ensure that students have an opportunity to enroll in courses necessary for high school graduation. TCC courses may not be available or convenient for some students so should not be depended on as the sole source for completing high school graduation requirements.
- Include TCC courses in the high school course catalog.
- Display TCC brochures, guides, posters, and other promotional materials that TCC provides in a designated area such as the high school guidance office.

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- Allow compliance with the TCC student policies and resources handbook during TCC class time. Note: Any student suspended or expelled from the high school will be expected to continue participating in his or her TCC class(es).
 - Provide program information and enrollment due dates to parents and students prior to registration periods.
 - Support the instructor and the student through standards set by TCC.
 - TCC campuses, including community campuses, do not close as frequently as high schools. If the high school closes and TCC does not, students will be expected to complete any homework or assigned readings and may be required to complete an online assignment, using Blackboard. Even when TCC is closed, students should keep up with the course agenda and check Blackboard for updated assignment schedules.
 - Provide an orientation for TCC faculty prior to the start of the semester if the district or partner campus is hosting TCC faculty. The orientation should include a tour of the campus, information about parking, keys to rooms, introductions to appropriate personnel, computer network passwords, IDs, and other information that may be unique to the site that faculty will need to teach their classes.
 - Provide students with adequate time to travel to and participate fully in courses and time to return to their home high school if applicable.
 - Provide, when course delivery model requires, qualified (per TCC standards) facilitators in classrooms, access to computer labs, and access to tutoring services. See addenda for specific program requirements.
 - Request all course additions or program changes in writing to the TCC Dual Credit Programs office.
 - Fall semester requests should be submitted by January 15th. Spring and summer semesters' requests should be submitted by August 15th.
 - English courses require a minimum of 14 enrollments and a maximum of 20 enrollments per section. All other courses require a minimum of 14 and a maximum set by the discipline and faculty. All enrollment maximums are additionally based on the ability to provide a collegiate environment.
 - Course change requests and program requests should include the rationale for the additional course, any extenuating circumstances surrounding the request; the number of students qualified and expected to enroll in the course, and the availability of specialized equipment/labs if appropriate. The requests will be reviewed and newly approved courses may be offered in the following semester.
- C. Obligations of both TCC and Partner:
- Attend an annual senior leadership meeting.
 - Collaborate to provide program information, communication, promotional materials, and activities.
 - Collaborate to articulate curricula between the high school and the college.

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- Collaborate to develop a two-year pathway of academic course offerings. The course schedule will be reviewed annually.
- Collaborate when advising a concurrently enrolled student to ensure that the student is apprised of all education options.
- Attend operations meetings as required.

D. High School Concurrently Enrolled Students Will:

- Meet the minimum requirements as set forth by the Oklahoma State Regents for Higher Education. Admission and enrollment requirements are posted at www.tulsacc.edu and accompany the enrollment form.
- Complete the online TCC college admission application a minimum of one week prior to enrollment.
- Enroll using the Dual Credit Student Enrollment Portal www.tulsacc.edu/dualcredit .
- Pay course fees and materials used via Bb for all courses at any TCC Bursar office or online via MYTCC.
- Pay full tuition incurred beyond the maximum tuition waiver amount.
- Assume responsibility for course materials.
- Complete a student orientation in person, online, or with a high school counselor via TCC's orientation presentations and materials.
- Assume all responsibility for personal actions during transportation to the course delivery sites and during the return to the home high school including driving or riding in personal vehicles and district transportation on roads or in parking lots.
- Comply with the TCC student policies and resources as outlined in the TCC Student Code of Conduct (<http://www.tulsacc.edu/student-resources/student-handbook>) during TCC class time.
- Behave in the same manner as any student enrolled and participating in a college course as written in the TCC Student Code of Conduct available on the TCC website.
- Assume responsibility for any malicious destruction of property, equipment and materials belonging to the host concurrent delivery site and/or TCC.
- Read the district's student/parent MOU if required by the district (to be retained at the high school counselor's office).
- Participate as required and outlined in the course syllabus.
- Check the television, radio, and TCC Alerts for class cancellations due to unforeseen situations (weather), and log onto TCC Blackboard to complete any assignments.
- Assume responsibility for reporting grades to appropriate high school staff.

4. Financial Arrangements

- Students will pay the one-time admission fee of \$20.00 with the first semester enrollment.
- TCC will waive tuition via the state of Oklahoma and TCC's tuition waiver programs.

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- TCC Financial Aid will apply the juniors' tuition waiver for a maximum of twelve (12) credit hours per semester beginning the summer after the 10th grade. The student must meet all OSRHE policy regulations for high school student early enrollment including being on track for graduation from high school in the spring of their senior year.
- TCC Financial Aid will apply the seniors' tuition waiver for a maximum of eighteen (18) credit hours during the three senior semesters of concurrent eligibility beginning the summer after 11th grade. The student must meet all OSRHE policy regulations for high school student early enrollment including being on track for graduation from high school in the spring of their senior year.
- All courses are charged Oklahoma State Regents for Higher Education mandatory course fees regardless of delivery mode or location. Other courses' fees vary.
- Partners may set up third-party billing with the TCC bursar to eliminate student barriers.
 - Participating third-party billing high schools will be billed for all students on the TCC rosters after the semester drop date. Consult the TCC academic calendar for semester dates.
 - Students are not eligible to receive a federal T-1098 tuition statement for education credit for any amounts remitted by the district via 3rd party billing

5. Liability

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

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

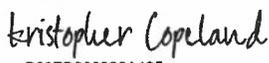
6. Independent Capacity

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

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Official Signatures

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

Signed by:

D69EBC39220A495...

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

4/30/2025 | 2:38 PM CDT

Date: _____

School Board President or Superintendent
Participating school or district

Date: _____

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MOU Addendum:

College Prep Math (CPM)

In cooperation with the high school mathematics department, Tulsa Community College is offering eligible high school juniors and seniors the opportunity to earn three hours of transferable college Mathematics and satisfy their high school Mathematics requirement. College-Prep Mathematics (CPM) is an intensive preparatory course designed for students aiming to excel in their chosen math pathway during the subsequent semester. This course is tailored to equip students with the fundamental skills necessary for success across various mathematical disciplines. CPM lays the groundwork for three distinct math pathways: Precalculus I – Primarily designed for STEM majors, this pathway delves into advanced mathematical concepts essential for disciplines such as engineering, physics, and mathematics. Math Functions – Geared towards business majors, this pathway emphasizes practical mathematical applications relevant to fields such as economics, finance, and management. Quantitative Reasoning – Tailored for Liberal Arts majors, this pathway focuses on developing critical thinking skills through the application of mathematics in everyday contexts. The goal is for all students who take the CPM class to successfully complete a TCC college-level math course (MATH 1513 – Precalculus I, MATH 1473 – Quantitative Reasoning, or MATH 1483 – Mathematics Functions & Their Uses) the following semester. Recognizing the importance of embedded support, students enrolled in CPM will receive daily assistance from their high school math instructors during the subsequent semester as they navigate their chosen TCC math pathway online.

Tulsa Community College Responsibilities

- Meet with the district and high school administrations to review the MOU and addenda.
- Provide the high school with CPM curriculum and objectives, which will be used during the fall semester to prepare students for the college-level math course.
- Provide a TCC Dual Credit Coordinator to administrate and liaison with the student, teacher, and counselor (See DC procedural timeline).
- Conduct an on-site or virtual information session during the first week(s) of the CPM class.
- Provide a TCC Math faculty liaison to review the CPM course materials with the high school math teacher and to provide support throughout the semester.
- Meet with students to help them apply to TCC in September (fall) and in April (spring).
- Provide a 16-week online section of MATH 1513, MATH 1473, and/or MATH 1483 taught by TCC faculty who will communicate with the high school support instructor throughout the semester.
- Reserve seats for the CPM students who meet admissions and enrollment criteria, who earn a C or better in CPM, and who enroll by January 3 for spring semester, by May 30 for fall semester.
- Send TCC Qualtrics student survey link to high school teacher to gather student roster information.
- Share Google Class Roster Sheet with the high school teachers to communicate admission and enrollment status and any student issues.
- ENROLLMENT: The TCC coordinator will send enrollment information including the registration portal link, tutorial video links for students and parents, and the CRN(s) and section number(s) dedicated for each high school to the student's TCC email and HS teacher email. Meet with the district and high school administrations to review the MOU and addenda.
- Process the junior or senior tuition waiver for all concurrent high school students as applicable.

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District Responsibilities

- Follow the CPM procedural timeline.
- Meet with the TCC dual credit director and high school administrations to review the MOU and addendum before offering the class for the first time.
- Immediately notify dualcredit@tulsacc.edu if personnel changes during the semester and arrange for the new teacher to meet with the TCC faculty liaison.
- Grant the teacher a full day of paid professional development time during the semester to participate in professional development with college faculty
- Provide students with computers and Internet access during the dedicated class period. Note: IT departments will need to assist students with technology issues when they take the college-level math class.
- Send fall semester transcript by January 10th for each college-level math student to demonstrate all students meet placement criteria; TCC will de-enroll students who were projected to earn a C but did not unless students meet other placement criteria.

High School Responsibilities

- Follow the CPM procedural timeline.
- Meet with the TCC dual credit director and high school administrations to review the MOU and addendum before offering the class for the first time.
- Work with high school math faculty to identify students who can meet the admission requirements (see below), who want to go to college, and who have a strong work ethic but who don't yet have the academic and/or study skills needed succeed in a college-level math class.
- Send the parent letter to students interested in the CPM class (see below) and keep them on file.
- Communicate student deadlines for admission, enrollment, and payment to students.
- Provide a qualified math teacher to deliver the preparatory curriculum *and* to provide support for the online college-level math class the following semester.
- Encourage students to use ICAP time to explore the math pathway assigned to college/university majors and higher education institutions. Students may consult their assigned TCC Academic Advisor (connect in MYTCC – Starfish) for assistance.
- Provide a dedicated class period and space for both CPM and online college-level math class.
- Send the math teacher's name and contact information to dualcredit@tulsacc.edu by August 1.
- Immediately notify dualcredit@tulsacc.edu of any personnel changes during the semester and arrange for the new teacher to meet with the TCC faculty liaison.
- Provide a high school counselor to complete the college prep enrollment approvals in the dual credit enrollment portal.
- Enroll only CPM students in designated sections until the deadline has passed. The deadline for enrolling students for fall semester is June 30; for spring semester, the deadline is January 3. Once the deadline passes, students may be added to the designated section.
- Make sure students *and* support high school teachers participate in/watch the video of the dual credit student orientation and complete the Blackboard orientation before the start date of the college-level math class.
- Review the math teacher's lesson plans as needed to ensure he/she is adhering to the CPM curriculum.

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- Provide students with computers and Internet access during the dedicated class period. Note: IT departments will need to assist students with technology issues when they take the college-level math class.
- Ensure that qualified students have access to course material, software, and textbooks.
- Encourage students to stay in the course until Week 12; students who cannot pass the course should be referred to their TCC advisor to complete a withdrawal request on the Monday of Week 12.
- Monitor the progress of and provide academic support for students throughout the TCC semester, including days when the high school is not in session or switches to virtual instruction. Students who need to temporarily pivot to virtual attendance must meet virtually with the high school teacher a minimum of three times a week.

High School Teacher responsibilities

- Complete the Beginning of Semester survey for CPM teachers by the end of week two of the semester. The Dual Credit office will send teachers a link to the TCC Qualtrics student survey the first week of the semester.
 - Teachers will have students fill out the survey by the end of the third week of the semester.
- Provide the TCC Dual Credit Coordinator one class period to conduct college admission workshop (weeks 6-8). NOTE: Admission does not guarantee enrollment.
- Use Google Class Roster Sheet sent by the TCC coordinator to communicate about class roster changes, to update admission and enrollment information, and to note any student issues. For example, alert TCC coordinator of any additional students added to the class after the coordinator has completed the admission/student information workshop.
- Consult the Google Class Roster Sheet frequently during the semester and inform students about any admission and enrollment issues the coordinator has listed in the notes section.
- Teach the CPM math class.
 - Attend professional development with the TCC faculty.
 - Follow the curriculum as explained during the professional development and discuss any variations with the TCC faculty liaison.
 - Communicate regularly with the TCC faculty liaison throughout the semester.
- Encourage students to use ICAP time to explore the math pathway assigned to college/university majors and higher education institutions. Students may consult their assigned TCC Academic Advisor (connect in MYTCC – Starfish) for assistance.
- Alert students to enrollment information, including the registration portal link, tutorial video links for students and parents, and the CRN(s) and section number(s) dedicated for your high school.
- Complete the end-of-the-semester teacher survey. TCC will send this survey so that teachers can identify students who are NOT recommend for the college-level course enrollment or who will not complete the preparation semester with a grade of C or better. Both a C or better AND the teacher recommendation are required to enroll the student in the college course without additional placement criteria. The survey also contains the conditional FERPA release that allows the high school teacher and college faculty to collaborate during the college course.
- Complete the Blackboard orientation with students.
- Assist with time management, study skills, and technology issues. If teachers have any issues with Blackboard, they need to contact their TCC liaison immediately. Students should be directed to the TCC Student Support Center (918-595-2000).
- View the TCC orientation video links (emailed to the teacher) with the class and send any questions to the TCC Dual Credit Coordinator.

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- Communicate regularly with the college-level math professor(s).
- Print the TCC professor's syllabus, major assignments, mid-term/finals schedule, and other materials as needed.
- Review the course syllabus with students during the first week of the TCC's semester. Focus on the instructor contact information, grading policy, assignment list, attendance/participation, lab assignment & make-up work, due dates, and pacing schedule.
- Provide supplemental instruction and/or individual tutoring to reinforce the course's learning outcomes. While students are expected to work independently during the dedicated class period and to behave as responsible college students, the teacher may offer mini-lessons to reinforce the college-level math course outcomes and should periodically schedule tutoring sessions with students.
- Monitor student progress by taking attendance during both semesters' dedicated class periods. During the online college math semester, send regular updates on attendance to the college professor.
- Check Bb grades once a week and alert the high school counselor if the students' grade drops below 70%.
- Encourage students to stay in the course until Week 12; students who cannot pass the course should be referred to their TCC advisor to complete a withdrawal request on the Monday of Week 12.
- Support the TCC Student handbook, the TCC professor's syllabus, and the grading standards.
- Enforce the course etiquette policy and ensure that the classroom environment is conducive to studying. If necessary, the high school teacher will work with the TCC professor to dismiss students who consistently disrupt the designated study time.
- Follow best practices for tutoring.
- Meet at least three times a week with any student who needs to temporarily pivot to virtual attendance.

Student Responsibilities

- Complete the student information survey by the end of week 3 of the preparatory semester.
- Apply for TCC admission with the TCC Coordinator during weeks six to eight of the semester. For admission eligibility, see the Dual Credit Program's [Website](#).
- Set up TCC email and password in MYTCC after admission and prior to enrollment.
- Use ICAP time to explore the math pathway assigned to your college/university major and higher education institution post high school. Consult your TCC Academic Advisor (connect in MYTCC – Starfish) for assistance.
- Enroll in the designated section of online Math 1473, Math 1483, or Math 1513 as soon as TCC sends the assigned CRN / section to your TCC email. Admitted students will receive an email to their TCC email account with enrollment instructions, a link to the Dual Credit Enrollment Portal, tutorial videos for students and parents, and the CRN/ section assigned to their class. Students must enroll by January 3rd for spring semester, May 30th for fall semester; after those dates, the ***Math course sections will be open to other high school students.***
- Demonstrate enrollment eligibility if necessary. Students who earn a C or better in CPM and who have the teacher's recommendation meet the placement criteria to enroll in the designated online section of Math 1473, Math 1483, or Math 1513 only; the grade does not work for placement in any other section of math. For any other section of math, students must demonstrate enrollment eligibility as explained on the Dual Credit Program's [Website](#). Course choice will be guided by the student's declared major and college/university post high school.
- Seek assistance for any Bb or technology issues immediately. Students should alert their high school teacher and the TCC Student Support Center (918-595-2000).
- Attend the TCC dual credit student orientation and complete the TCC online Bb orientation (see Dual Credit Programs webpage for dates and locations).

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- Attend the high school class regularly while taking the TCC online course. Students who need to temporarily pivot to virtual attendance must meet virtually with the high school teacher a minimum of three times a week.

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College Preparatory Math
Letter to parents/guardians

Dear Parent/Guardian,

Your student has been identified as a candidate for the College Prep Math (CPM) course, a high school class that prepares students to succeed in a Tulsa Community College MATH 1473, MATH 1483, or MATH 1513 course. This letter is to inform you about this opportunity.

College Preparatory Math is a class developed by college and high school math faculty with the goal of ensuring high school students are prepared for college-level reading and writing. Data show that many high school students graduate without meeting the standards required to take a college-level math class. These students often must take costly remedial courses at the college and/or may not be able to pass a first-year math class. While taking College Preparatory Math does not guarantee that a student will be taking Math 1473, or Math 1483, or Math 1513 the following semester, the class will challenge all students to improve their math skill so that they graduate high school prepared to succeed in college classes.

The CPM class helps prepare students for the 3 college-level pathways (MATH 1513, MATH 1473, & MATH 1483) by asking students to practice some of the same math concepts they will be asked to complete in these college-level courses. High school teachers will also

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

The high school instructor will continue to help students succeed in an online college-level math class the following semester by providing tutoring, technology support, and encouragement. Although students will have a dedicated class period to work on their TCC math class, they are expected to work independently and to behave as responsible college students. The professor will follow college policies regarding attendance, academic freedom, and grades, and the high school teacher will reinforce college policies (including the professor’s syllabus policies), take daily attendance, and ensure that the classroom environment is conducive to studying.

Students will be required to take the mid-term and final exams. (Locations vary: college campus, remote, or high school campus as determined by TCC and the high school.) Students who complete the college-level math class successfully will have three hours of college credit, transferable to most colleges and universities and required of almost all degree programs.

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

_____ Parent _____ Date

_____ Student _____ Date

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The College Preparatory Math Timeline

CPM OFFERED IN THE FALL

February - March

- High schools indicate interest in offering/continuing to offer CPM fall semester of the following academic year.
- For schools offering the course for the first time, the school principal meets with the Dual Credit faculty chair and/or the Dual Credit Program director to review the MOU agreement and timeline.
- High schools identify students for CPM (February to August school start date):
 - High school math faculty should recruit current sophomores and juniors during the high school scheduling period.
 - High school counselors ensure that students meet or can meet the dual credit admission requirements (3.0 unweighted GPA or appropriate test score)
 - High school sends letters to parents about CPM

April - July

- High school sends name(s) and contact information of CPM teacher(s) to the Dual Credit Programs Coordinator **no later than June 1**.
- TCC notifies teachers of date for CPM workshop.
- CPM instructors who have offered the course for at least one semester may discuss curriculum changes with the TCC faculty liaison.

August

- High school may replace teacher if necessary by August 15th.
- CPM teachers attend the CPM workshop.
- TCC faculty liaison begins regular communication with the CPM teacher.
- TCC representative conducts an on-site information session or the high school teacher shares an informational video from the TCC faculty lead during the first week(s) of the CPM class.
- CPM teacher provides his/her course syllabus and agenda to the TCC faculty liaison for review no later than the second week of the semester.
- CPM teacher completes the Beginning of Semester survey sent by the Dual Credit office by the end of week two of the semester.
- The Dual Credit office sends teachers a link to the TCC Student Survey the first week of the semester. Students fill out the survey by the end of the third week of the semester.

September/October

- Dual Credit Coordinator visits the CPM class to help students apply to TCC. Students who don't meet admission criteria will be given next steps.
- Teachers use Google Class Roster Sheet sent by the TCC coordinator to communicate about class roster changes, updated admission and enrollment information, and any student issues. For example, alert TCC coordinator of any additional students added to the class after the coordinator has completed the admission/student information workshop.

November

- TCC coordinator provides the CPM teacher the CRN and section number for the Math courses for enrollment in April (fall enrollment) via the Google sheet.

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- All admitted students may enroll at this point, via the Dual Credit Enrollment Portal, but any student who does not earn a C or better **and** receive the recommendation of the HS teacher will be removed from the class in January.
- Teachers make students aware of the enrollment information including the registration portal link, tutorial video links for students and parents, and the CRN(s) and section number(s) dedicated for your high school; note any student issues on the Google Class roster sheet.
- CPM teacher completes the end of semester teacher survey. This survey will inform TCC about who the high school teacher does NOT recommend for the college-level course enrollment or who will not complete the preparation semester with a grade of C or better.
 - Both a C or better **AND** the teacher recommendation are required to enroll the student in the college course without additional placement criteria. The survey also contains the conditional FERPA release that allows the high school teacher and college faculty to collaborate during the college course.

December

- Consult the Google Class Roster Sheet frequently and inform students about any admission and enrollment issues the coordinator has listed in the notes section.

January

- CPM teacher transitions to supporting role for math students, is placed in math Blackboard sites, and begins regular communication with math professor(s).
- CPM teacher emails the Dual Credit Coordinator the names of students who did not complete the semester with the C or better **and** teacher recommendation if the list of names differs from November projection sent in November via the End of Semester Survey for CPM teachers.
- Students who complete a fall semester CPM class and have enrolled in math complete TCC's dual credit orientation and online Bb orientation; high school teacher should also complete the Bb orientation and view the TCC orientation video links (emailed to the teacher) with the class and send any questions to the TCC Dual Credit Coordinator.
- HS sends fall semester transcript by January 10 for each math student to demonstrate all students meet placement criteria for math; TCC will de-enroll students who were projected to earn a C but did not and do not meet other enrollment criteria.
- Help students with technology issues. If teachers have any issues with Blackboard, they need to contact their TCC liaison immediately.
- CPM teacher prints the TCC professor's syllabus and reviews it with students as soon as the Blackboard course site is opened (usually, the Friday before the start of the semester).

February – May

- CPM teacher reviews the professor's handouts, assignment sheets, mid-term and final schedule, and grading rubrics with students and be familiar with other materials posted in Blackboard.
- CPM teacher offers mini lessons during class, schedules individual tutoring sessions with students as needed, and helps with technology issues.
- CPM teacher communicates regularly with math professor(s) and shares supplemental instruction handouts or other materials with the math professor(s).
- CPM teacher monitors student progress by checking grades regularly.
- CPM teacher alerts the high school counselor if a student's grade drops below 70%.

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- CPM teacher encourages students to stay in the course until Week 12; students who cannot pass the course should be referred to their TCC advisor to complete a withdrawal request on the Monday of Week 12.

CPM OFFERED IN THE SPRING

September-October

- High schools indicate interest in offering/continuing to offer CPM spring semester of the following academic year.
- For schools offering the course for the first time, the school principal meets with the Dual Credit faculty chair and/or the Dual Credit Program director to review the MOU agreement and timeline.
- High schools identify students for CPM
 - High school math faculty should recruit current sophomores and juniors during the high school scheduling period.
 - High school counselors ensure that students meet or can meet the dual credit admission requirements (3.0 unweighted GPA or appropriate test score)
 - High school sends letters to parents about CPM

November-December

- High school sends name(s) and contact information of CPM teacher(s) to the Dual Credit Programs Coordinator **no later than November 1**.
- TCC notifies teachers of date for CPM workshop.
- CPM instructors who have offered the course for at least one semester may discuss curriculum changes with the TCC faculty liaison.

December

- High school may replace teacher if necessary by December 15.

January

- CPM teachers attend the CPM workshop.
- TCC faculty liaison begins regular communication with the CPM teacher.
- TCC representative conducts an on-site information session or shares an informational video during the first week(s) of the CPM class.
- CPM teacher provides his/her course syllabus and agenda to the TCC faculty liaison for review no later than the second week of the semester.
- CPM teacher completes the Beginning of Semester Survey for CPM Teachers sent by the Dual Credit office by the end of week two of the semester.
- The Dual Credit office sends teachers a link to the Survey for CPM Students the first week of the semester. Students fill out the survey by the end of the third week of the semester.

February-March

- Dual Credit Coordinator visits the CPM class to help students apply to TCC. Students who don't meet admission criteria will be given next steps.
- Teachers use Google Class Roster Sheet sent by the TCC coordinator to communicate about class roster changes, updated admission and enrollment information, and any student issues. For example, alert TCC

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coordinator of any additional students added to the class after the coordinator has completed the admission/student information workshop.

March-April

- TCC coordinator provides the CPM teacher the CRN and section number for the Math 1473, Math 1483, and Math 1513 courses for enrollment in April (fall enrollment) via the Google sheet.
 - All admitted students may enroll at this point, via the Dual Credit Enrollment Portal, but any student who does not earn a C or better **and** receive the recommendation of the HS teacher will be removed from the class in August unless other placement criteria are met.
- Teachers make students aware of the enrollment information including the registration portal link, tutorial video links for students and parents, and the CRN(s) and section number(s) dedicated for your high school; note any student issues on the Google Class roster sheet.

May

- CPM teacher completes the End of Semester Survey for CPM Teachers. This survey will inform TCC about who the high school teacher does NOT recommend for the college-level course enrollment or who will not complete the preparation semester with a grade of C or better.
 - Both a C or better AND the teacher recommendation are required to enroll the student in the college course without additional placement criteria. The survey also contains the conditional FERPA release that allows the high school teacher and college faculty to collaborate during the college course.

August

- CPM teacher emails the Dual Credit Coordinator the names of students who did not complete the semester with the C or better **and** teacher recommendation if the list of names differs from November projection sent in November via the End of Semester Survey for CPM teachers.
- Consult the Google Class Roster Sheet frequently and inform students about any admission and enrollment issues the coordinator has listed in the notes section.
- CPM teacher transitions to supporting role for math students, is placed in math Blackboard sites, and begins regular communication with math professor(s).
- Students who complete a fall semester CPM class and have enrolled in math complete TCC's dual credit orientation and online Bb orientation; high school teacher should also complete the Bb orientation and view the TCC orientation video links (emailed to the teacher) with the class and send any questions to the TCC Dual Credit Coordinator.
- HS sends spring semester transcript by August 15 for each math student to demonstrate all students meet placement criteria for math; TCC will de-enroll students who were projected to earn a C but did not and do not meet optional enrollment criteria.
- Help students with technology issues. If teachers have any issues with Blackboard, they need to contact their TCC liaison immediately.
- CPM teacher prints the TCC professor's syllabus and reviews it with students as soon as the Blackboard course site is opened (usually, the Friday before the start of the semester).

September-December

- CPM teacher reviews the professor's handouts, assignment sheets, and grading rubrics with students and be familiar with other materials posted in Blackboard.

AY 2025-2026

- CPM teacher offers mini lessons during class, schedules individual tutoring sessions with students as needed, and helps with technology issues.
- CPM teacher communicates regularly with math professor(s) and shares supplemental instruction handouts or other materials with the math professor(s).
- CPM teacher monitors student progress by checking grades regularly.
- CPM teacher alerts the high school counselor if a student's grade drops below 70%.
- CPM teacher encourages students to stay in the course until Week 12; students who cannot pass the course should be referred to their TCC advisor to complete a withdrawal request on the Monday of Week 12.

AY 2025-2026

MOU Addenda

TCC Online Courses Embedded into the high school schedule and supported by a high school staff or teacher (English and math) as academic coach.

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

TCC Responsibilities

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

TCC Professor Responsibilities:

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

College Prep English and College Prep Math Program Additional Professor Responsibilities

- Follow the CPM and CPE specific addenda requirements for college courses that follow the TCC preparation curriculum.
- Meet with high school instructor and/or faculty liaison prior to the beginning of the semester to review the course curriculum and materials.
- Communicate with the high school instructor frequently throughout the semester—once a week the first four weeks of the semester, less frequently after.

AY 2025-2026

High School District Responsibilities

- Identify students who express a desire to go to college, who have sufficient time to complete assignments outside of class time (minimum 9 hours a week per 3 credit hour online course) and who meet admission and enrollment qualifications for concurrent students.
- Communicate student deadlines for admission, enrollment, and payment to students.
- Provide adequate safety and security while faculty and students are at the site. This includes posting and practicing emergency evacuation as well as collaboration with TCC police.
- Provide a dedicated space for 20 to 30 students to support students in the online class during the TCC academic semester.
- Provide a dedicated class period within the regular school day and ensure that students attend the scheduled class time.
- Display physical evidence in a designated area such as outside the door to the TCC classroom that identify the site as a TCC course site. TCC provides brochures, guides, posters, and promotional materials.
- Provide internet access, including website access, TCC library and database access, computer hardware, and software at the site as is required for the college courses' delivery and instruction.
- Provide a collegiate environment free from classroom interruptions. This includes announcements, staff entering the classroom, classroom orderliness, and room changes, and TCC faculty/staff access to the facility for on-site orientations, admission or enrollment workshops as scheduled by the partners.
- Comply with the one hour and fifty-minute TCC semester finals schedule.
- Designate a representative as the liaison between the partner and TCC. The partner liaison provides marketing, program information, and notification to potential students in all area districts.
- Support and help guide the development and integrity of the program.
- Support the instructor and the student through standards set by TCC.
- Allow the concurrently enrolled students to comply with the TCC student policies and resources handbook during TCC class time. Note: Any student suspended or expelled from high school will be expected to continue participating in his or her TCC class(es).
- Ensure that qualified students have access to course materials. Note: Photocopying portions of a textbook is a copyright violation. Students should be responsible for purchasing, printing, and/or borrowing assigned texts.
- Grant dual credit for all college courses per OK SB290.
- Optional: Set up third party billing with the TCC Bursar.
- Commit by June 1 to a support instructor for the full year.
- Provide students with computers and Internet access during the dedicated class period.
- Meet with the TCC concurrent enrollment director and high school administrations to review the MOU and addenda.

College Prep English and College Prep Math Programs Additional District Responsibilities

- Provide a qualified high school teacher or support staff to work with students during scheduled class meeting times.
 - English courses require support instructors with strong writing skills.
 - Math courses require a certified high school math teacher (B.S. in Mathematics).
- Notify the director of concurrent enrollment of any personnel changes and arrange for the new instructor to come to TCC for orientation and training.
- Provide the support instructor with the required textbooks and/or ancillary materials (e.g., Lumen)
- Ensure high school support instructor communicates regularly with TCC faculty and follows the requirements for effective student support.

AY 2025-2026

High School Support Instructor Responsibilities All Courses

- Become familiar with Blackboard and other TCC technology.
- Assist with time management, study skills, and technology issues.
- Avoid intervening in the student’s day-to-day work. Although the course is taking place at a high school, students are expected to work independently and to behave as responsible college students.
- Monitor student progress by checking Bb grades throughout the semester.
- Alert the student and the high school counselor if the student’s grade drops below 70%.
- Counsel failing students into an on-level high school class prior to the week 12 withdraw date in a 16-week POT.
- Support the TCC professor’s syllabus and TCC student Handbook.
- Enforce the course etiquette policy and ensure that the classroom environment is conducive to studying. If necessary, work with the high school dual credit lead to dismiss students who consistently disrupt the designated study time.
- When appropriate, facilitate group discussions, study sessions, or workshops.
- Attend or watch the TCC Dual Credit Student Orientation.

Additional English teacher responsibilities

- Meet with TCC professor and/or full-time faculty liaison prior to the beginning of the semester to review the course curriculum and materials.
- Attend TCC faculty’s meeting/professional development activity.
- Take attendance each class period and let the course instructor know if students miss more than three hours of class.
- Provide supplemental instruction and/or individual tutoring to reinforce the course’s learning outcomes.
- Read the texts students are required to read and study the professor’s handouts and assignment sheets.
- Provide impromptu tutoring and instruction on an as-needed basis.
- Communicate regularly with course instructor.
- During the first three weeks of the semester, spend several class periods re-enforcing the online instruction, reviewing grammar and mechanics, assisting students with time management and study skills, and helping with any technology issues. After the first few weeks of the semester, the instructor can intervene less in the students’ day-to-day progress in the class.
- Monitor student progress by collecting copies of students’ graded essays and summaries. *Students who earn less than a C on an assignment should be required to meet with the support instructor for additional tutoring.*
- Follow the TCC tutorial best practices guidelines and provide individual tutoring to each student at least twice semester.
- Provide tutoring in thirty-minute sessions (to prevent some students from monopolizing tutoring time).

Additional Math teacher responsibilities

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

AY 2025-2026

Student Responsibilities All courses:

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

Additional responsibilities for English courses:

- Print graded essays and summaries to give to the high school support instructor for review.
- Participate in at least two tutoring sessions with the high school support instructor OR meet with a TCC writing consultant at one of the TCC writing centers or online.
- Students (not the support instructor) will be expected to find articles from the TCC library databases.

AY 2025-2026

- Complete all English departmental requirements for Composition I and II (see TCC Composition I and II Guidebook).

Additional responsibilities for Math courses:

- Purchase required textbooks/ Lumen or MyMATHLab Student Access Kit (students or high schools)
- Take a proctored midterm and final exam (These exams may be scheduled at the high school, a TCC campus, or online depending on the student's distance from TCC).



Tulsa Community College
Dual Credit Programs
MOU AY 2025-2026
April 22, 2025

Dear partner,

Thank you for your collaboration with Tulsa Community College's Dual Credit Programs. We value your partnership and dedication to Oklahoma high school students. Your students benefit from your passion for education and your partnership with Tulsa Community College.

Your AY 2025-2026 MOU agreements did not have substantive additions or changes this year, minor clarifications are not listed. The addenda for online embedded programs--College Prep English, College Prep Math, and College Prep Psychology--have been updated to reflect lessons learned and feedback from faculty and high school partners. We will review updates at our required district meetings.

If TCC has face-to-face embedded faculty on your campus, your facilities agreement has been reviewed by TCC legal counsel and updated. If you have any questions, please contact us.

Your dual credit MOU agreement will be in continuous effect beginning in the semester in which the memorandum of understanding is signed unless terminated in writing by either institution (see Term).

Dual Credit Programs Update

1. We are graduating over 125 high school seniors with TCC Associate of Arts and Associate of Science Degrees from thirteen districts next month.
2. Dual Credit Programs grew to an unprecedented 24% of the college's unduplicated student headcount in AY 2024 – 2025.
3. We provided access for any Oklahoma high school student to our degree program, Dual Credit to College Degree. This program provides a path to complete an Associate Degree during the last six semesters of high school -- fully online.
4. We added a new program called DASH: Degrees in Applied Science in High School. These work-ready degrees include college certificates in Aeronautics Drafting, CAD/CAM Drafting, Electronics, Manufacturing Quality, as well as full AAS degrees. New healthcare and aviation pathways are being developed for Dual Credit students.

Here to serve,

Melissa Steadley
Director, Dual Credit Programs
dualcredit@tulsacc.edu

PLTW

Grant Agreement

Grantee:	Sapulpa Junior High School
Grant Amount	\$20,000.00
Purpose of Grant	To offset the costs associated with the PLTW Engineering program.
Award Date	May 30, 2025
Grant Period Start	May 30, 2025
Grant Period End	May 31, 2026
Grant Funded School Year(s)	2025-2026

Payment Schedule	
School Year	Amount
2025-2026	\$20,000.00

This grant is awarded to Sapulpa Junior High School, ("Grantee"), by Project Lead The Way, Inc. ("PLTW"), in the amount of \$20,000.00, and is subject to and conditioned upon the following grant requirements:

A. Active PLTW School; Eligible Programs.

1. This Grant Agreement is conditioned upon the Grantee being deemed an "Active PLTW School" within PLTW's records, which means that the Grantee meets the following requirements throughout each Grant Funded School Year: (i) The Grantee is subject to the PLTW Terms and Conditions or other signed written agreement between Grantee and PLTW and (ii) the teacher(s) for the applicable PLTW Program(s) have completed or will complete PLTW's Core Training or are undertaking a professional development plan which is acceptable to PLTW and such teacher(s) provide the instruction for the applicable PLTW Program(s) throughout the school year. PLTW's Grant Committee will review Grantee's compliance with these requirements on a regular basis during the Grant Period.
2. This grant may be used only for the PLTW Engineering program. The purpose of this grant is to assist the grantee's implementation of the PLTW Engineering program. Grantee must offer at least one PLTW Engineering course for the 2025-2026 academic year. Grantee must complete one year of grant reporting.

B. Grant Period. Subject to Section I, this grant may be used during the period stated above (the "Grant Period"), and funds may be carried over to subsequent years but must be spent by the Grant Period End date. Grantee will return any funds that remain unspent to PLTW.

C. **Allowable Expenses.** The allowable expenses of the grant are below.

1. PLTW Participation Fee
2. Required computers and/or tablets
3. Program required equipment and supplies
4. PLTW Core Training and the following related expenses incurred: travel, room, and board
5. Stipends for use during PLTW Core Training:

D. **Unallowable Expenses.** Grantee may not use the grant funds for any of the following unallowable expenses:

1. Benefits
2. Meals
3. Infrastructure
4. Renovations
5. Indirect Costs
6. Equipment and supplies listed as Optional
7. Training Cancellation Fees
8. Training Substitution Fees
9. Trainings where there was a no-show
10. Trainings where a credential was not earned
11. Salaries
12. Stipends unrelated to PLTW Core Training
13. Any other expenses not specified as allowable

E. **Training Fees.** Grantee will not use the grant funds to pay training cancellation fees, fees associated with substitution of a training participant, registration fees for a participant that fails to attend training, and/or registration fees for a participant who does not earn a credential.

F. **Reporting.** Grantee will provide PLTW grant reports by April 15 of each grant year. The reporting requirements are to be managed in the My Grants section of myPLTW. Submitting timely reports is the responsibility of the district/school receiving the grant and PLTW reserves the right to determine satisfactory progress. PLTW reserves the right to modify reporting requirements in its sole discretion from time to time.

- G. **Access to Records.** Grantee will provide promptly such additional information, reports, required data collection and surveying, and documents as PLTW may request and will allow PLTW and its representatives to have reasonable access to files, records, accounts, or personnel that are associated with this grant, for the purpose of financial reviews, verifications, or program evaluations as may be deemed necessary by PLTW. Any such information, reports, documents or access shall be limited to the evaluation of the PLTW Program and the grant funding and shall be made consistent with any applicable federal or state laws relating to the provision of such information.
- H. **Data Share Agreement.** Grantee agrees and allows PLTW to enter into a data share agreement with a grantor of funds to PLTW, or its designated research firm, to share data for evaluation purposes, as allowed under the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C. § 1232g; 34 CFR Part 99) and any applicable state or federal regulations. PLTW will not share any personally identifiable data and will not use the data for commercial purposes, but PLTW may share information about program impact data to support its mission as related to this grant program.
- I. **Compliance.** PLTW reserves the right to require a total or partial refund of any grant funds, may limit access to PLTW curriculum and support resources, and/or may terminate this Grant Agreement if Grantee has not fully complied with the terms and conditions of this Grant Agreement or is not so fully complying at any time during the Grant Period.
- J. **Acceptance and Authorization.** Grantee's receipt of funds under this Grant Agreement is subject to the availability of funds available for this purpose. In such event of unavailability, this Grant Agreement will automatically terminate, and no additional funds will be distributed. Grantee agrees that execution of this document represents both its acceptance of the Grant funds subject to the terms of this Grant Agreement as well as Grantee's authorization for Participation Confirmation for programs set forth in this document. Grantee acknowledges and agrees the person signing this document is legally authorized to obligate the Grantee to its terms. Grantee agrees this Grant Agreement and the PLTW Terms and Conditions or other signed written agreement between Grantee and PLTW constitute the entire understanding between the parties regarding the grant funds during the Grant Period. Upon execution of the Grant Agreement, Grantee shall receive written confirmation of the grant funded programs contemplated by this agreement.

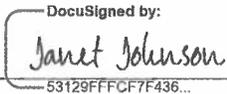
Site Name

Sapulpa Junior High School

PLTW Program

PLTW Engineering

On behalf of Grantee, I understand and agree to the foregoing terms and conditions of the PLTW grant, and hereby certify my authority to execute this agreement on Grantee's behalf.

Authorized Signer:  _____
Name: _____ Janet Johnson _____
Title: _____ Teacher _____
Date: _____ 5/30/2025 _____

PROJECT LEAD THE WAY, INC

Sam Adams

Samuel Adams
Executive Vice President & Chief Financial Officer
Date: May 30, 2025

PLTW

Grant Agreement

Grantee:	Sapulpa Junior High School
Grant Amount	\$10,000.00
Purpose of Grant	To offset the costs associated with the PLTW Gateway program.
Award Date	May 30, 2025
Grant Period Start	May 30, 2025
Grant Period End	May 31, 2026
Grant Funded School Year(s)	2025-2026

Payment Schedule	
School Year	Amount
2025-2026	\$10,000.00

This grant is awarded to Sapulpa Junior High School, (“Grantee”), by Project Lead The Way, Inc. (“PLTW”), in the amount of \$10,000.00, and is subject to and conditioned upon the following grant requirements:

A. Active PLTW School; Eligible Programs.

1. This Grant Agreement is conditioned upon the Grantee being deemed an “Active PLTW School” within PLTW’s records, which means that the Grantee meets the following requirements throughout each Grant Funded School Year: (i) The Grantee is subject to the PLTW Terms and Conditions or other signed written agreement between Grantee and PLTW and (ii) the teacher(s) for the applicable PLTW Program(s) have completed or will complete PLTW’s Core Training or are undertaking a professional development plan which is acceptable to PLTW and such teacher(s) provide the instruction for the applicable PLTW Program(s) throughout the school year. PLTW’s Grant Committee will review Grantee’s compliance with these requirements on a regular basis during the Grant Period.
2. This grant may be used only for the PLTW Gateway program. The purpose of this grant is to assist the grantee’s implementation of the PLTW Gateway program. Grantee must offer at least one PLTW Gateway unit for the 2025-2026 academic year. Grantee must complete one year of grant reporting.

B. Grant Period. Subject to Section I, this grant may be used during the period stated above (the “Grant Period”), and funds may be carried over to subsequent years but must be spent by the Grant Period End date. Grantee will return any funds that remain unspent to PLTW.

C. **Allowable Expenses.** The allowable expenses of the grant are below.

1. PLTW Participation Fee
2. Required computers and/or tablets
3. Program required equipment and supplies
4. PLTW Core Training and the following related expenses incurred: travel, room, and board
5. Stipends for use during PLTW Core Training:

D. **Unallowable Expenses.** Grantee may not use the grant funds for any of the following unallowable expenses:

1. Benefits
2. Meals
3. Infrastructure
4. Renovations
5. Indirect Costs
6. Equipment and supplies listed as Optional
7. Training Cancellation Fees
8. Training Substitution Fees
9. Trainings where there was a no-show
10. Trainings where a credential was not earned
11. Salaries
12. Stipends unrelated to PLTW Core Training
13. Any other expenses not specified as allowable

E. **Training Fees.** Grantee will not use the grant funds to pay training cancellation fees, fees associated with substitution of a training participant, registration fees for a participant that fails to attend training, and/or registration fees for a participant who does not earn a credential.

F. **Reporting.** Grantee will provide PLTW grant reports by April 15 of each grant year. The reporting requirements are to be managed in the My Grants section of myPLTW. Submitting timely reports is the responsibility of the district/school receiving the grant and PLTW reserves the right to determine satisfactory progress. PLTW reserves the right to modify reporting requirements in its sole discretion from time to time.

- G. **Access to Records.** Grantee will provide promptly such additional information, reports, required data collection and surveying, and documents as PLTW may request and will allow PLTW and its representatives to have reasonable access to files, records, accounts, or personnel that are associated with this grant, for the purpose of financial reviews, verifications, or program evaluations as may be deemed necessary by PLTW. Any such information, reports, documents or access shall be limited to the evaluation of the PLTW Program and the grant funding and shall be made consistent with any applicable federal or state laws relating to the provision of such information.
- H. **Data Share Agreement.** Grantee agrees and allows PLTW to enter into a data share agreement with a grantor of funds to PLTW, or its designated research firm, to share data for evaluation purposes, as allowed under the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C. § 1232g; 34 CFR Part 99) and any applicable state or federal regulations. PLTW will not share any personally identifiable data and will not use the data for commercial purposes, but PLTW may share information about program impact data to support its mission as related to this grant program.
- I. **Compliance.** PLTW reserves the right to require a total or partial refund of any grant funds, may limit access to PLTW curriculum and support resources, and/or may terminate this Grant Agreement if Grantee has not fully complied with the terms and conditions of this Grant Agreement or is not so fully complying at any time during the Grant Period.
- J. **Acceptance and Authorization.** Grantee's receipt of funds under this Grant Agreement is subject to the availability of funds available for this purpose. In such event of unavailability, this Grant Agreement will automatically terminate, and no additional funds will be distributed. Grantee agrees that execution of this document represents both its acceptance of the Grant funds subject to the terms of this Grant Agreement as well as Grantee's authorization for Participation Confirmation for programs set forth in this document. Grantee acknowledges and agrees the person signing this document is legally authorized to obligate the Grantee to its terms. Grantee agrees this Grant Agreement and the PLTW Terms and Conditions or other signed written agreement between Grantee and PLTW constitute the entire understanding between the parties regarding the grant funds during the Grant Period. Upon execution of the Grant Agreement, Grantee shall receive written confirmation of the grant funded programs contemplated by this agreement.

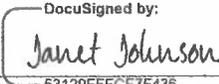
Site Name

Sapulpa Junior High School

PLTW Program

PLTW Gateway

On behalf of Grantee, I understand and agree to the foregoing terms and conditions of the PLTW grant, and hereby certify my authority to execute this agreement on Grantee's behalf.

Authorized Signer: 
53129FFFCF7F436...

Name: Janet Johnson

Title: Teacher

Date: 5/30/2025

PROJECT LEAD THE WAY, INC

Sam Adams

Samuel Adams
Executive Vice President & Chief Financial Officer
Date: May 30, 2025

MEMORANDUM OF UNDERSTANDING

between

Sapulpa Public School District of Creek County, Oklahoma
and CREOKS Behavioral Health Services, Inc.

This MEMORANDUM OF UNDERSTANDING (“MOU”) is hereby made and entered into by and between Sapulpa Public School of Creek County, Oklahoma, hereinafter referred to as “the District”, and CREOKS Behavioral Health Services, Inc., hereinafter referred to as “CREOKS” for the 2025-2026 school year.

I. Purpose

- a. The purpose of this MOU is to obtain Behavioral Health Services from CREOKS for students who are eligible, and their families, in all schools of the District as mutually agreed upon by the District and CREOKS (“the Program”).
- b. CREOKS offers to provide behavioral health services under the terms and conditions of this MOU.

II. Working Agreement

- a. The parties agree as follows:
 1. CREOKS shall provide a minimum of one (“Provider or Providers”) to deliver behavioral health support services to students participating in the Program. Each provider will possess licensure as a Licensed Professional Counselor (LPC) or be a Licensed Clinical Social Worker or be under supervision for licensure in the State of Oklahoma. Behavioral Health Rehabilitation Specialist may also be utilized to provide coping skills and training.
 2. CREOKS will also possess all other qualifications necessary under state of federal law and regulations to support successful Medicaid billing by CREOKS for the services the Providers provide in the Program.
 3. CREOKS will implement behavioral health services consistent with the expectations of the District’s Special Services Director or designee. CREOKS will perform the following duties in accordance with the following mutually agreed design:
 - a. Determine specific therapeutic needs, plan and provide appropriate therapies and activities, and assess, modify and improve the services provided to each student involved in the Program as dictated by the student’s individual needs and consistent with this MOU.
 - b. At the request of the District’s Special Services Director or designee, the Provider shall participate in District meetings, such as pre-referral meetings, team building staffing meetings, IEP meetings, parent conferences or other meetings as mutually agreed upon by both parties to the MOU;
 - c. Orient, train and consult with professional and nonprofessional staff in treatment techniques that can be used in the classroom;
 - d. Provide monthly tracking reports and other reports to the District on a mutually agreed upon schedule.
 - e. Provide in-service training for District staff as mutually agreed upon by both parties to the MOU; and
 - f. Perform other services as may be mutually agreed upon by both parties to the MOU.

4. The participating school's designated faculty will make referrals into the Program and work with on-site CREOKS staff to help optimize Program attendance.
 - a. In the event that a Provider or other CREOKS employee providing services under this MOU is not providing services in accordance with the stated direction provided by the District's Director of Special Services or designee, the designated CREOKS administrative representative will be contacted by the Director of Special Services or designee. In the event that said issues are not resolved, CREOKS will, upon written request by the District, remove said personnel immediately from the Program.
 - b. Full and proper staffing by CREOKS to fulfill its obligations under this MOU is required and paramount to the District's interests. CREOKS is required to fill all vacant positions or otherwise provide a substitute Provider for all vacant positions within thirty (30) days. The District may choose to terminate this MOU as provided herein and contract with another provider for the provisions of these services if at any time CREOKS fails to provide the requisite number and classification of Providers for the full performance of this MOU.
 - c. All wages, taxes, benefits and other employment-related expenses and duties associated with the Providers or other CREOKS personnel are the sole responsibility of CREOKS.
 - d. Services under this MOU will extend from August 1, 2024 to July 31, 2025. The Providers will provide services at the assigned school sites on the same schedule as the teachers at the assigned schools on each regular school day according to the District's 2024-2025 school calendar. Services provided during the summer months which are billable under this MOU will be mutually agreed upon by both parties.
 - e. The District agrees to provide adequate space, furniture, computers, telephones, and other furnishings as mutually agreed upon by both parties to the MOU for the implementation of the Program.
 - f. CREOKS will maintain all records, logs and documentation, including progress notes prepared by the Providers concerning students in the Program in compliance with the Family Educational Rights and Privacy Act and Oklahoma law.
 - g. CREOKS shall act as the Medicaid Provider for all services provided under this MOU and will promptly bill Medicaid for all services provided to District students who are Medicaid eligible pursuant to the current Medicaid fee schedule for the services to be provided. CREOKS will comply with the requirements of state and federal law and regulations in seeking Medicaid reimbursement for these services. CREOKS is solely responsible for the proper billing of Medicaid-covered services under this Memorandum.

III. Liability and Indemnification

- a. CREOKS agrees to and shall defend, indemnify and hold the District, its officers, administrators, board members, employees, agents, assigns and attorneys from and against any and all liability, loss, or expense, including reasonable attorneys' fees, or claims for injury or damages that are caused by or result from the negligent or intentional acts or omissions of CREOKS, its officers, agents, employees, or contractors. Also, as the Medicaid Provider under this Agreement, CREOKS shall specifically indemnify and hold harmless the District, its officers, administrators, board members, employees, agents, assigns and attorneys from and against any and all liability, loss or expense, including reasonable attorneys' fees, relating to any legal proceedings (including, but not limited to, administrative proceedings), penalties, claims, or Medicaid disallowances arising out of any omission, fault or negligence by CREOKS, its agents, employees or anyone under its direction or control, or on its behalf, in connection with the billing of and reimbursement from Medicaid as required in this MOU.

1. CREOKS agrees that prior to entering this MOU, CREOKS has obtained a Commercial General Liability (CGL) insurance policy, Professional Liability insurance policy (PL) and School Leaders Legal Liability insurance policy (SLL) (otherwise known as Directors and Officers Liability Insurance), each insuring CREOKS in an amount not less than \$125,000.00 for personal injury to or death of any individual, and \$2,000,000.00 in the aggregate for person injury or death. CREOKS must add the District as an additional insured party on each policy for purposes of CREOKS's performance of this MOU and maintain the required insurance policies at all times while this MOU is in effect. CREOKS agrees that it will furnish the District with verification of the insurance policies required by this MOU. If any of the required insurance policies is cancelled during the school year, CREOKS must immediately notify the District.
2. Further, CREOKS affirms that its employees and any subcontractor who will be on District property and acting on behalf of CREOKS in performance of this MOU are covered by Workers Compensation Insurance and shall in no event be entitled to any such coverage from the District.
3. All educational materials and supplies will be provided to the Providers but remain the property of the District and shall be annually inventoried by the District.
4. CREOKS will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and guidance applicable to the Program. District personnel will directly supervise the day-to-day operation of the Program.

IV. Privacy and Security

- a. Recognizing the District's interest in providing the most secure environment possible for its students, CREOKS agrees it will act under this MOU in compliance with 70 O.S. §6-101.48. Specifically:
 1. CREOKS will not permit the Providers or any other person under its authority, whether employee or volunteer, to come on to school premises for any activity covered by this MOU if that person is currently registered or required to register under the Oklahoma Sex Offenders Registration Act, or the Mary Rippy Violent Crime Offenders Registration Act; and
 2. CREOKS agrees that where work is to be performed by a CREOKS employee which would otherwise be performed by a District employee on a full-time or part-time basis, CREOKS shall not permit any person(s) from performing work on District premises if said person(s) has been convicted in this state, the United States, or another state of a felony offense unless ten (10) years has elapsed since the date of the criminal conviction or the employee has received a presidential or gubernatorial pardon for the offense.
- b. CREOKS's agreement to and acceptance of this MOU as evidenced by the signature(s) below serves as CREOKS's statement of compliance with the requirements of paragraphs a. of this section, as required by 70 O.S. §6-101.48(B).
- c. CREOKS agrees to require all persons under its authority to register through the District's visitor tracking system and clearly display the printed visitor badge while performing activities described in this MOU on school premises.
- d. CREOKS agrees to protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA) and Oklahoma law.

1. A student's social security number or student identification number, race/ethnicity, citizenship, nationality, gender, grades, or class schedule is always protected information which should solely be used internally and even then only when essential and among authorized individuals, and which should never be shared with any third party.
 2. Other records that are directly related to a student or students are also considered educational records that are protected under FERPA. They can be items that contain a student's name, or several students' names, or information from which an individual student or students can be personally (individually) identified. Educational records include files, documents and materials in whatever medium (handwriting, print, monitor screen, tapes, disks, film, microfilm, microfiche or notes) that contain information directly related to students and from which students can be personally identified. No educational record should ever be shared with a third party without express written permission from the parent or guardian (if the student is under the age of 18), or the student (if the student is age 18 or older).
 3. CREOKS agrees that no one under its authority shall gather, release, or make public in any way any information related to or that could lead to identification of a student. This includes taking photographs, making recordings (video and/or sound), collecting student's written or oral statements, or using records made in connection with the activities that are the subject of this MOU. The only exception is where written permission for gathering, releasing, or otherwise using the types of information described in this paragraph is obtained from the parent (if the student is under the age of 18), or the student (if the student is age 18 or older).
- e. CREOKS and the District agree that their employees and volunteers under their authority will conduct themselves in a professional and ethical manner and in accordance with District policies and procedures.

V. Liability and Indemnification

CREOKS agrees to defend, save, indemnify, and hold the District harmless from any alleged claims, claims, demands, causes of action, liability, loss, damages, and/or injury arising out of or incident to any acts, omissions, negligence, or willful misconduct of CREOKS personnel, employees, agents, contractors, or volunteers in connection with the performance of the activities described in this MOU.

VI. POINTS OF CONTACT

Primary Contacts:

Sapulpa Public Schools

Robert Armstrong
Superintendent
Sapulpa Public Schools
511 East Lee,
Sapulpa, OK 74066
Phone: (918) 224-3400
Email: rarmstrong@sapulpaps.org

CREOKS Behavioral Health Services, Inc.

Brandi Smith
Chief Clinical Officer/Clinical Director
CREOKS Behavioral Health Services
4103 S Yale Ave Ste B
Tulsa, OK 74135
Office: 918-382-7300
Cell: 918-884-1630

VII. GENERAL

- a. CREOKS agrees that the activities it undertakes under this MOU are not intended to provide services to the District and that it will not seek compensation from the District in connection with its participation in these activities.
- b. CREOKS agrees that it will not claim or imply that the District endorses the sale or purchase of its services.
- c. This MOU in no way restricts either party from participating in any activity with other public or private agencies, organizations, or individuals.
- d. Nothing in this MOU authorizes or is intended to obligate the District to expend, exchange, or reimburse funds, services, or supplies, or transfer anything else of value.
- e. All agreements within this MOU are subject to, and will be carried out in compliance with, all applicable laws, regulations, and other legal requirements of the State of Oklahoma and Tulsa County.
- f. This MOU takes effect on August 1st, 2024 or on execution and approval by the Board of Education of the District, whichever occurs last, and ends on July 31st, 2025. Either party may cancel this agreement on thirty (30) days' notice to the other party, in writing, by certified mail or personal delivery.

Both the District and CREOKS agree to the terms of the above MOU.

Witnessed:

Sapulpa Public Schools

CREOKS Behavioral Health Services, Inc.

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

INTERAGENCY AGREEMENT
July 1, 2025
Between
FAMILY & CHILDREN’S SERVICES, INC.
and SAPULPA PUBLIC SCHOOLS

WHEREAS, Family & Children’s Services, Inc. (“FCS”) a non-profit corporation incorporated in the state of Oklahoma, and Sapulpa Public Schools (“SPS”), a public school district in Sapulpa, Oklahoma, agree to provide school-based counseling and mental health services as outlined in this agreement.

WHEREAS, SPS seeks greater access to quality counseling, therapy, and mental health services for parents, students, and teachers at the following schools:

Sapulpa Middle School
1304 East Cleveland
Sapulpa, OK 74066

Holmes Park Elementary School
1231 E. Dewey
Sapulpa, OK 74066

Freedom Elementary School
9171 Freedom Road
Sapulpa, OK 74066

WHEREAS, FCS desires to perform such Services on the terms and conditions set forth hereafter in this Interagency Agreement (“IA”).

THEREFORE, in consideration of the Services described herein and of the mutual benefits and obligations set forth in this IA, FCS and SPS (individually the “Party” and collectively the “Parties” to this IA) agree as follows:

SECTION 1: Responsibilities & Performance of Services of FCS

1. Warrant that all Services provided under this IA shall be performed in a complete and skillful manner by trained, competent, and experienced personnel.
 - a. Ensure staff members will be at master’s level or bachelor’s level.
 - b. Ensure Services are provided consistent with evidence-based, client-centered models and practices.
 - c. Immediately notify SPS of any unscheduled disruption in schedule or availability.
2. Direct assignment of staff members will be based on the needs of students enrolled in services.

- a. Embed a licensed or license eligible therapist to provide individual and group therapy to support requested services.
 - b. Provide one (1) parenting class a month when requested.
- 3. Assess standardized initial screening and assessment for students needing services.
- 4. Assist teachers and the site administrator/counselor with deescalating crises.
- 5. Coordinate with school administration and the student's legal guardian to ensure coordination of higher levels of care, as needed.
- 6. Support district wide crisis response planning.
- 7. Facilitate district wide in-service behavioral health training as mutually agreed upon by the Parties.
- 8. Participate in partnership meetings to review performance, additional service needs, and other topics relevant to this IA.
 - a. Abide by SPS policies and procedures while on premises.

SECTION 2: Responsibilities of SPS

1. Ensure students and families are referred to behavioral health services when needed.
2. Contact FCS personnel when a student is experiencing a mental health or substance related crisis.
3. Provide and furnish a confidential location where students can receive crisis screening and assessment.
4. Provide and furnish a space to provide individual therapy, family therapy, and group services at the school.
5. Notify a student's legal guardian when a crisis screening is provided and the rationale for the necessity of the screening.
6. Coordinate with school FCS and the student's legal guardian to ensure coordination of higher levels of care, as needed.
7. Immediately notify FCS Services of any unscheduled disruption in schedule or availability.
8. Participate in partnership meetings with FCS to review performance, additional service needs, and other topics relevant to this IA.

SECTION 3: Performance of Services & Service Fees

1. Direct assignment of staff members will be based on the needs of students enrolled in services.
2. Services shall be provided at the following locations: Sapulpa Middle School, Holmes Park Elementary School, and Freedom Elementary School.
3. The primary payor source for services provided by FCS is Medicaid.
4. If a student requires a level of care beyond the services available in the above identified program and the student's guardian consents, FCS may bill the student's legal guardian. FCS shall notify the guardian in advance that they may be billed at their own expense.
5. FCS shall not advise guardians to seek reimbursement from SPS for services authorized by the parent provided by FCS.

SECTION 4: Performance Period & General Conditions

1. This IA is effective **July 1, 2025** and shall terminate **June 30, 2026**.
2. Any Party may terminate this IA for any reason with thirty (30) days written notice.
 - a. In the event a Party desires to terminate this IA, notice of said election to terminate shall be delivered, by email, to the signing parties at the email address provided in the signature block of this IA.
3. Upon termination of this IA, it shall be null, void, and of no further force and effect, and no Party shall have any further rights, duties, or obligations under this IA, and any, and all such relationships between the Parties shall cease and terminate except as otherwise expressly provided in this Agreement, the provisions of which shall remain in full force and effect between the Parties hereto after the termination of this IA, as provided below.

SECTION 5: Relationship of the Parties

1. In providing the Services under this IA it is expressly agreed that FCS is acting as an independent contractor and is not an employee.
2. FCS and SPS acknowledge that this IA does not create a partnership or joint venture between them and is exclusively a contract for Services.
3. Nothing expressed or implied under this IA is intended to preclude FCS from offering Services, by or through its employees, to any other persons, firms, or entities as FCS shall see fit, subject only to FCS's obligations to provide Services to SPS as required under this IA during the term hereof.
4. SPS is not required to pay or make any contributions to any social security, local, state, or federal tax, unemployment compensation, workers' compensation, insurance premium, profit-sharing, pension, or any other employee benefit for FCS during the term of this IA.
5. FCS is responsible for paying and complying with reporting and federal taxes related to payments made to FCS under this IA.
6. FCS expressly acknowledges covenants and agrees that it will not be entitled to receive any of the benefits which employees of SPS are ordinarily accorded by reason of such employment, e.g., insurance coverage, retirement benefits, etc.

SECTION 6: Confidentiality & HIPAA Compliance

The Parties accept responsibility for ensuring compliance with applicable state and federal laws regarding confidential information that may come into its possession pursuant to this IA. The Parties further acknowledge and understand that the provision of mental health consultation and treatment services through the terms of this Agreement requires FCS access to and collection of protected health information ("PHI") as defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). FCS, as a mental health provider, agrees that it will ensure compliance with these provisions and any other applicable laws, including but not limited to 42 CFR Part 2, at all times. SPS recognizes that it will not have access to certain mental health and substance use treatment information.

SECTION 7: Notices

Unless otherwise mutually agreed upon in writing by Parties, all notices, requests, demands, or other communications required or permitted by the terms of this IA shall be given in writing and delivered to the point of contact for the respective parties as follows:

Family & Children’s Services, Inc.	
Name	Taylor Rowley
Title	Associate General Counsel
email	legal@fcsok.org
Phone	918-600-3806
Mailing Address	ATTN: Legal Department Family & Children's Services, Inc. 5310 E. 31 st St., Suite #800 Tulsa, OK 74135

Sapulpa Public Schools	
Name	Steve McCormick
Title	Board Member
email	Sapulpa Public Schools
Phone	smccormick@sapulpaps.org
Mailing Address	Sapulpa, Oklahoma

SECTION 8: Indemnification and Insurance

Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, FCS and SPS agree to indemnify and hold harmless the other Party, and its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns that occur in connection with this IA.

FCS agrees to maintain: (i) General Liability Insurance in the amount of not less than one million dollars (\$1,000,000.00) per occurrence and three million dollars (\$3,000,000.00) aggregate. Each party will be named as an additional insured of the other party on all policies as permitted under law for the term of the Agreement. Certificates of Insurance

will be provided to each party by the other within thirty (30) days after the execution of this Agreement and upon renewal.

SECTION 9: Amendment or Modification

Any amendment or modification of this IA or additional obligation assumed by a Party in connection with this IA shall only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

SECTION 10: Severability

If any provision of this IA shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this IA is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

SECTION 11: Survival of Provisions

The expiration or termination of this Agreement will not affect the rights or obligations of any Party with respect to CONFIDENTIALITY or INDEMINIFICATION.

SECTION 12: No Waiver

A Party to this Agreement may decide or fail to require full or timely performance of any obligation arising under this Agreement. The decision or failure of a Party hereto to require full or timely performance of any obligation arising under this Agreement whether on a single occasion or on multiple occasions shall not be deemed a waiver of any such obligation. No such decisions or failures shall give rise to any claim of estoppel, laches, course of dealing, amendment of this Agreement by course of dealing, or other defense of any nature to any obligation arising hereunder.

SECTION 13: Governing Law

All agreements within this IA are subject to, and will be carried out in compliance with, all applicable laws, regulations, and other legal requirements of the State of Oklahoma and Tulsa County.

The Parties agree that the stated consideration is sufficient, and the terms of this IA shall be binding on all Parties. All individuals undersigned are of sound mind, age of majority, possess the legal capacity to contract, and if signing on behalf of a corporation, partnership or entity, have the necessary authorization to enter into a binding contract.

We, the undersigned, have read and agree with this Interagency Agreement.

AGREED TO ON THIS _____ day of _____ 2025:

Steve McCormick
Board Member
Sapulpa Public Schools
Email: smccormick@sapulpaps.org

Adam Andreassen
Chief Executive Officer
Family & Children's Services, Inc
Email: aandreassen@fcsok.org .



Memorandum of Understanding

Youth Services of Creek County and Sapulpa Public Schools School Based Therapy and Counseling Services Effective: 2025-2026 School Year

This Memorandum of Understanding (MOU) establishes a collaborative agreement between Youth Services of Creek County and Sapulpa Public Schools, to provide school-based mental health and counseling services to students enrolled in Sapulpa Public Schools. The intent is to support student well-being, academic success, and social-emotional development.

YSCC Agrees to:

- Provide accessible, confidential, and professional counseling services on school premises.
- To collaborate with school staff and families to support student needs.
- Promote a positive and inclusive school climate.
- Provide licensed, under supervision, or certified mental health professionals.
- Maintain client confidentiality.

Sapulpa Public School Agrees to:

- Allow YSCC credentialed therapists a confidential space to meet clients.
- Refer students to the counseling program as needed.
- Inform parents/guardians of referral.
- Uphold confidentiality.

This MOU shall remain in effect from July 1, 2025 to June 30, 2026 unless terminated earlier by either party with a written notice.

Erin Brook 5/6/25 _____
Erin Brook, Executive Director YSCC Date Sapulpa Public Schools Date



Sales Quote - This Is Not An Invoice

PowerSchool Group LLC
150 Parkshore Dr.
Folsom CA 95630

Quote #: Q-89332-1

Prepared By: Lavanya Hegde
Customer Name: Sapulpa Indep School District 33

Customer Contact: Donia Doudican
Title: Executive Director of Teaching and Learning

Contract Term: 12 Months
Start Date: July 1, 2025
End Date: June 30, 2026
Payment Terms: Net 30
Pricing Vehicle:

Address: 511 E. Lee
City: Sapulpa
State/Province: Oklahoma
Zip Code: 74066
Phone #: (918) 224-3400 ext. 1127
Pricing Vehicle Contract #:

Contract Term : July 1, 2025 to June 30, 2026

Quote Summary

License and Subscription Period(s)	Software	Total
Subscription Period 1: July 1, 2025 to June 30, 2026	USD 23,142.85	USD 23,142.85
Total Contract : July 1, 2025 to June 30, 2026	USD 23,142.85	USD 23,142.85

License and Subscription Fees

Subscription Period 1 License and Subscription Fees

Product Description	Quantity	Unit	Disc (%or \$)	Price
Schoology LMS Subscription	3,679.00	Students		USD 21,284.85
Lesson Planner for Schoology	1.00	Each		USD 0.00
PD+ for Schoology Learning	1.00	Per Person		USD 1,858.00

Subscription Period 1 License and Subscription Fees TOTAL: USD 23,142.85

Total License and Subscription Fees : **USD 23,142.85**

Subscription Start and End Dates shall be as set forth above. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then-current rates and enrollment per existing terms of the executed agreement between Customer and PowerSchool. Any applicable sales or other tax has not been added to this quote. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All purchase orders must include the exact quote number of this quote. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions of this quote or any agreement executed between the parties. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will expire after 12 months.

This quote incorporates any statement of work attached hereto. This quote is subject to and incorporate the terms and conditions found at www.powerschool.com/MSA_2024/.

By either (i) executing this quote or (ii) accessing the services described on this quote, Customer agrees that after the contract term end date, the subscription for such services will continue for successive twelve (12) month subscription periods on the same terms and conditions as set forth herein, subject to a standard annual price uplift and excluding any promotional pricing, unless Customer provides PowerSchool with a written notice of its intent not to renew at least sixty (60) days prior to the end of the applicable current contract term.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Sapulpa Indep School District 33

Signature:

Signature:



Printed Name: Jon Scrimshaw

Printed Name:

Title: Chief Accounting Officer

Title:

Date: 26-MAY-2025

Date:

PO Number: _____

**AGREEMENT FOR GAS INSTALLATION
BY OKLAHOMA NATURAL GAS COMPANY**

This Agreement for Gas Installation by Oklahoma Natural Gas Company (the “Agreement”) is made effective as of June 6th, 2025 (the “Effective Date”), by and between Oklahoma Natural Gas Company, a division of ONE Gas, Inc., an Oklahoma corporation (“ONG”), and the following named “Applicant:”

Applicant’s Name:	Sapulpa Public Schools
Applicant’s Address:	511 East Lee, Sapulpa, OK 74066
Service Site/Extension Area:	3 S Mission St. Sapulpa, OK 74066
Facilities Requested:	The replacement of approximately 380 feet of main pipe and the installation of one meter.

WHEREAS, Applicant desires that ONG provide natural gas utility service to the Service Site or Extension Area (as described above); and

WHEREAS, the provision of gas service to the Service Site or Extension Area will require the installation of the “Facilities Requested” (as described above) within public utility rights of way and/or private rights of way, along with service pre stubs at each delivery site within the Service Site or Extension Area as further described on the Design Plans attached hereto as Exhibit A and incorporated herein by reference (gas service lines, main lines, meter loops and service stubs described above are collectively referred to as the “Facilities”);

NOW, THEREFORE, in order to induce ONG to extend natural gas utility service to the Service Site or Extension Area, it is agreed as follows.

1. **Commencement Date.** After receipt of (i) this Agreement executed by Applicant and (ii) any Applicant Co-Payment, then installation, relocation, or replacement of the Facilities shall be commenced and completed as soon as is practicable. Any applicable Co-Payment shall be as set forth in Addendum 2 attached hereto and incorporated herein.
2. **Delays in Construction; Termination.** ONG shall not be responsible for delays in construction or installation of any Facilities caused by ONG’s inability to obtain access or rights of way, inclement weather, strikes, government actions or any other cause beyond ONG’s reasonable control.

If for any reason beyond ONG’s control (including without limitation the delays mentioned in the first paragraph of this Section 2), ONG has not commenced construction

of the gas service facilities within 60 days after ONG's execution hereof, ONG may at its sole option: (1) cancel this Agreement by giving Applicant 15 days' notice; or (2) re-determine the cost of the facility installation and adjust the amount of the Co-Payment to be made by Applicant in accordance with such cost; or (3) install the Facilities pursuant to the terms and conditions set forth herein. In the event ONG cancels this Agreement pursuant to this paragraph, ONG shall immediately refund to Applicant all funds paid to ONG pursuant to this Agreement.

3. Ownership of Gas Lines and Equipment. All Facilities constructed and/or installed by ONG and or its contractor(s) pursuant to this Agreement shall be the sole property of ONG, and Applicant shall have no lien or other property interest therein.

4. Additional Terms and Conditions. This Agreement shall contain the terms and conditions set forth in the following attachments, which are incorporated herein by reference:

- Exhibit A: ONG Design Map
- Exhibit B: Customer Site Plans and Plat, as required by ONG
- Addendum 1: Construction
- Addendum 2: Applicant Costs

5. Miscellaneous. The parties further agree as follows:

5.1 No Waiver by Failure to Act. Any failure or any delay on the part of ONG in exercising any right under this Agreement shall not operate as a waiver of that right; nor shall any single or partial exercise of any right hereunder preclude any other or further exercise of that right or the exercise of any other right by ONG. Payment of any sum by ONG to Applicant with or without knowledge of a breach shall not be deemed a waiver of that breach or any other breach.

5.2 Assignment. Applicant shall not assign this Agreement, or any part hereof, without the written consent of ONG, or subcontract any part of the work except in accordance with the terms of this Agreement. This Agreement shall be binding upon the respective successors, legal representatives and assigns of the parties.

5.3 Entire Agreement. This Agreement, together with the Addenda and Exhibits attached hereto, constitutes the entire agreement between the parties and supersedes all previous agreements, promises, and representations, whether written or oral, between the parties with respect to the subject matter of the Agreement. No modification, amendment, supplement to or waiver of this Agreement or any of its provisions shall be binding upon the parties unless made in writing and duly signed by authorized representatives of both parties. ONG EXPRESSLY DISCLAIMS ANY

REPRESENTATIONS, AGREEMENTS OR WARRANTIES NOT EXPRESSLY SET FORTH HEREIN.

5.4 Severability. If any paragraph or provision of this Agreement is illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, then, to the extent permitted by law, such provision shall be replaced by similar terms deemed legal, valid and enforceable. If any illegal, invalid or unenforceable paragraph or provision of this Agreement cannot be so cured, that paragraph or provision shall be severed from the remaining portion of this Agreement, which shall otherwise remain legal, valid and enforceable.

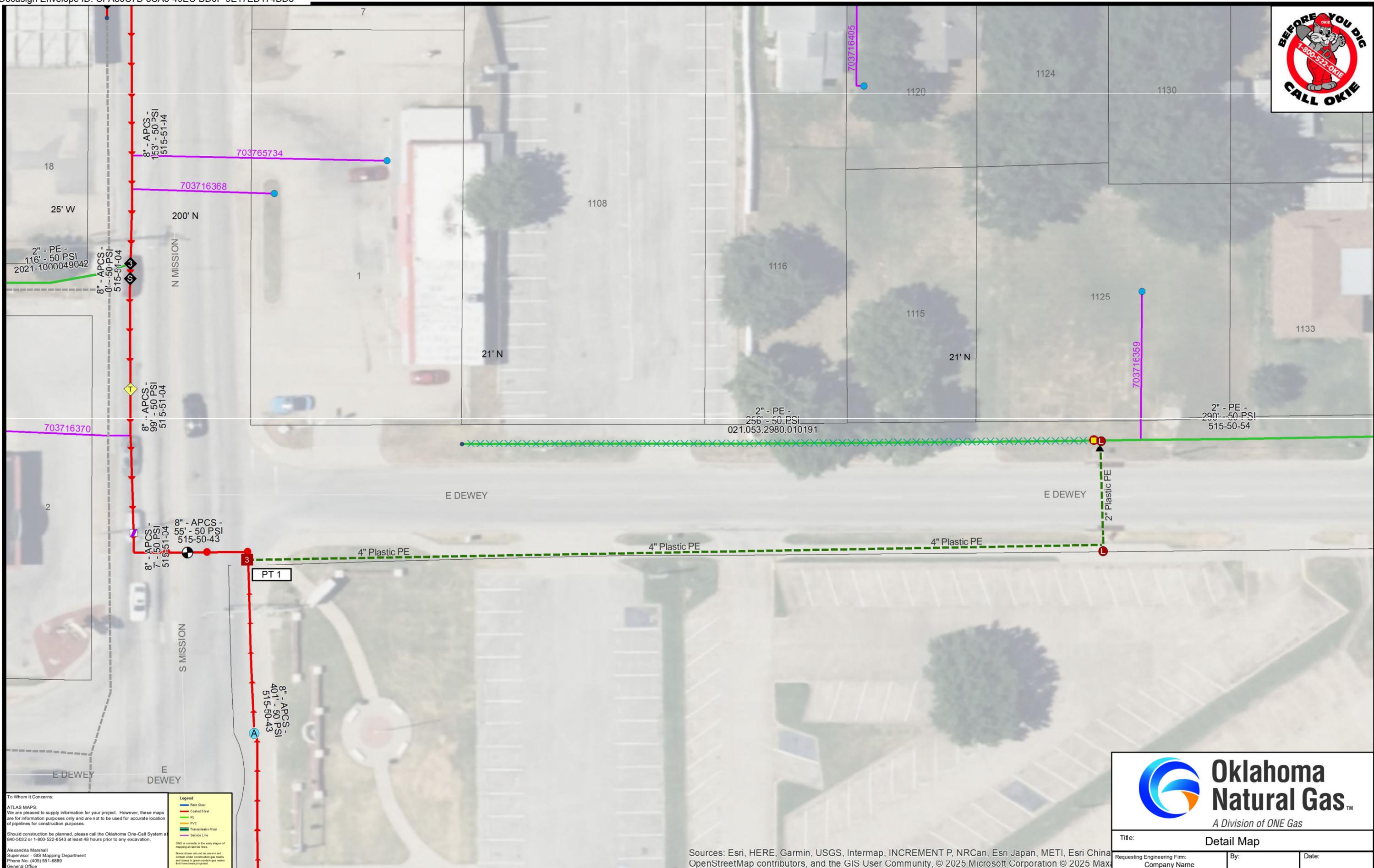
5.5 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma, excluding any conflicts of law rule or principle that would otherwise refer construction or interpretation of this Agreement to the substantive law of another jurisdiction.

5.6 Attorneys' Fees. In the event either ONG or Applicant institutes an action or other proceeding to enforce any rights arising under this Agreement, the prevailing party shall be paid all reasonable costs and attorneys' fees by the other party, such fees to be set by court and not by jury.

5.7 Headings; Interpretation. The headings used herein are for convenience and reference only and are not intended to define, limit or describe the scope or intent of any provision of this Agreement. When used in this Agreement, the term "including" shall mean without limitation by reason of enumeration.

5.8 Counterparts. This Agreement may be executed in counterparts, each of which for all purposes shall be deemed an original, and all of which shall constitute collectively one agreement. Delivery of an executed counterpart to this Agreement by telecopy, e-mail or other electronic means (e.g., "pdf" or "rtf") shall be effective as an original.

5.9 Authority to Execute Agreement. Each party warrants that it has the full right and authority to enter into this Agreement. All necessary approvals and authority to enter into this Agreement have been obtained and the person executing this Agreement on behalf of each party has the express authority to do so and in so doing, to bind such party hereto.



To Whom It Concerns:
ATLAS MAPS:
We are pleased to supply information for your project. However, these maps are for information purposes only and are not to be used for accurate location of pipelines for construction purposes.
Should construction be planned, please call the Oklahoma One-Call System at 840-5032 or 1-800-522-6543 at least 48 hours prior to any excavation.
Alexandria Marshall
Supervisor - GIS Mapping Department
Phone No: (405) 551-5889
General Office

Legend

Blue Line	Bare Steel
Red Line	Coated Steel
Green Line	PE
Yellow Line	PVC
Orange Line	Transmission Main
Purple Line	Service Line

ONG is currently in the early stages of mapping all service lines.
Bare steel service lines are shown in red and coated steel service lines are shown in blue. Green, yellow, orange, and purple service lines are shown in green, yellow, orange, and purple respectively.

Oklahoma Natural Gas™
A Division of ONE Gas

Title: **Detail Map**

Requesting Engineering Firm: Company Name	By:	Date:
--	-----	-------

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China OpenStreetMap contributors, and the GIS User Community, © 2025 Microsoft Corporation © 2025 Max

Exhibit A

This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of REED Architecture & Interiors and is not to be used, in whole or in part, for any other project, without the written authorization of REED Architecture & Interiors.
 © 2024 Reed Architecture & Interiors

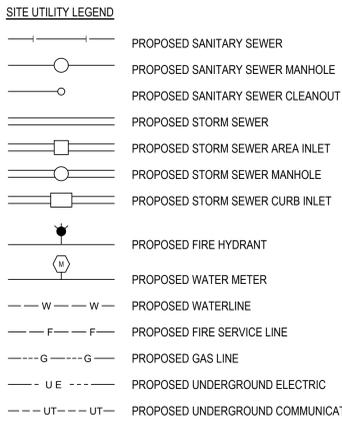
CONSULTANT:
 CIVIL
 PEC
 1924 S Ulita Ave Suite 1400
 Tulsa, OK 74104
 918-464-0420

CONSULTANT:
 LANDSCAPE / STRUCTURAL / MEP
 DLR GROUP
 7290 West 133rd St
 Kansas City, KS 66213
 913-497-7811

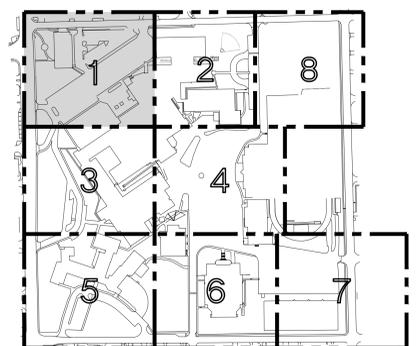
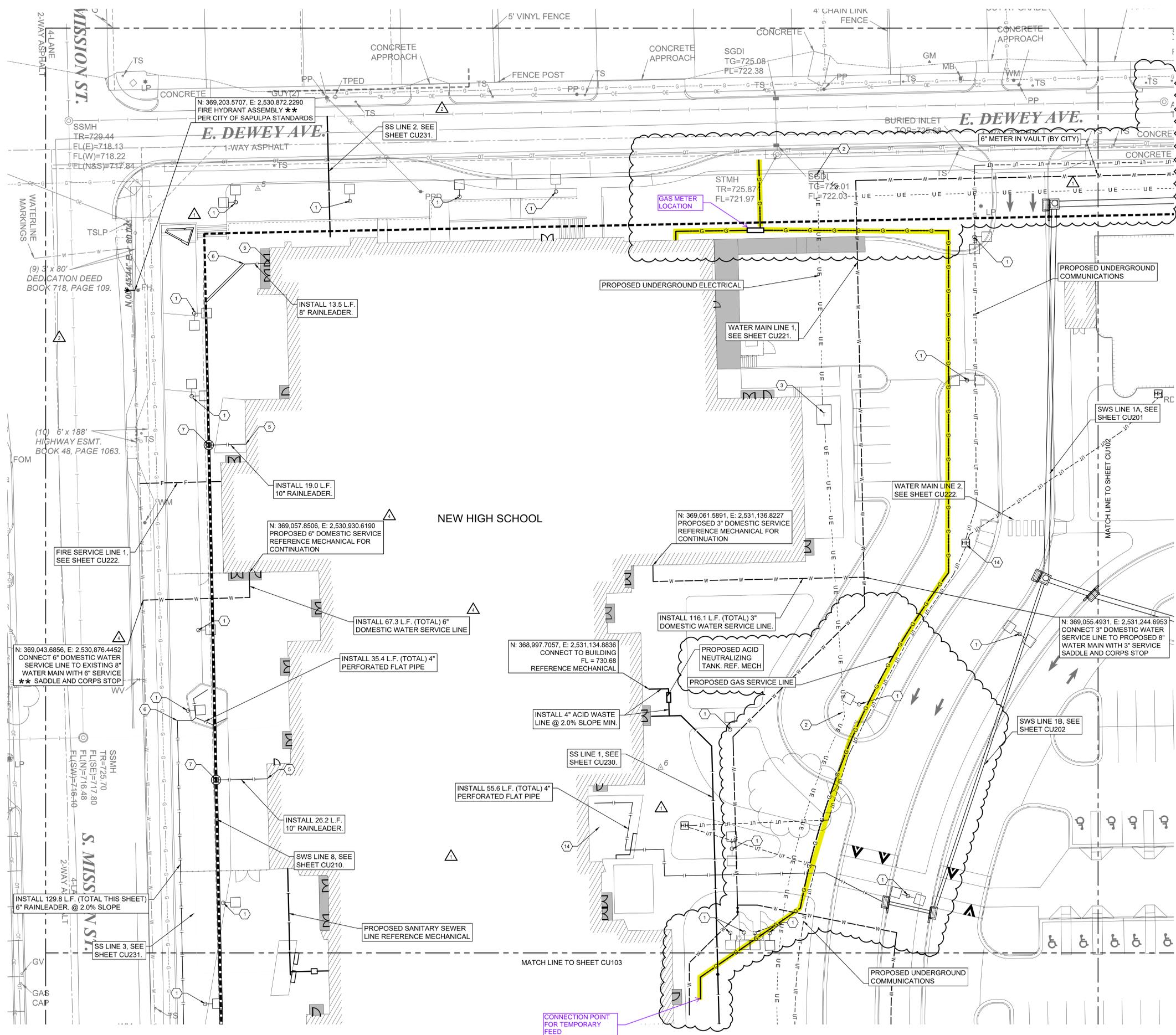
CONSULTANT:
 AUDIO VISUAL & ACOUSTICS
 AVL SYSTEMS DESIGN
 14901 Bristol Park Blvd
 Edmond, OK 73113
 405-749-1866

CONSULTANT:
 FOOD SERVICES
 MAXWELL CONSULTING
 1807 Dodson Ave
 Fort Smith, AR 72901
 479-629-4572

- KEYNOTES**
1. PROPOSED LIGHTPOLE
 2. PROPOSED UTILITY SECTIONLIZER
 3. PROPOSED TRANSFORMER
 4. PROPOSED NATURAL GAS GENERATOR
 5. CONNECT TO BUILDING, REFERENCE MECHANICAL.
 6. INSTALL 6" WYE W/ CLEAN OUT. SEE DETAIL SHEET CU506.
 7. CONNECT TO MANHOLE.
 8. CONNECT TO CURB INLET.
 9. INSTALL 6" WYE. SEE DETAIL SHEET CU506.
 10. INSTALL 6" 45' BEND. SEE DETAIL SHEET CU506.
 11. CONNECT TO AREA INLET.
 12. INSTALL 6" 90' BEND. SEE DETAIL SHEET CU506.
 13. INSTALL 6" 22.5' BEND. SEE DETAIL SHEET CU506.
 14. PROPOSED HANDHOLD.



****** PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL EXCAVATE THE EXISTING WATER LINE AND STRUCTURE TO VERIFY ITS HORIZONTAL AND VERTICAL LOCATION. THE LOCATIONS SHALL BE REPORTED TO THE ENGINEER SO THAT ANY NECESSARY PLAN MODIFICATIONS CAN BE MADE. ANY ADDITIONAL LABOR OR MATERIALS NECESSARY TO COMPLETE THE CONNECTION SHALL BE CONSIDERED SUBSIDIARY TO THE PROJECT.



CONSTRUCTION DOCUMENTS
 01/27/2025

SAPULPA HIGH SCHOOL

3 S. Mission Sapulpa, OK 74066

REVISIONS

#	DATE	DESCRIPTION
1	02/17/2025	ADDENDUM 01
2	02/28/2025	ADDENDUM 02
4	04/25/2025	ASI #01

UTILITY PLAN AREA 1

JOB: 43-24101-00
 ISSUE: 01/27/2025
 DRAWN BY: CSS
 CHK'D BY: DRC

CU101

SCALE: 1" = 20'

IN WITNESS WHEREOF, the parties have caused this Agreement to be effective as of the date first written above, notwithstanding any later dates of execution appearing below.

**OKLAHOMA NATURAL GAS COMPANY,
a division of ONE Gas, Inc.**

By: 71B39E14C77544F...

Mark Funck Director - Project Management

Printed name Title

Date Signed: 6/6/2025

APPLICANT

By: _____
Authorized Signatory

Printed name Title

Date Signed: _____

ADDENDUM 1

CONSTRUCTION

1. **Coordination of Construction Activities - Applicant.** Applicant shall perform or cause to be performed the following, and shall provide evidence of completion to ONG as requested by ONG:

1.1 **Property Rights/Access.** Applicant shall provide a suitable right of way or easement for placement of the natural gas pipeline, facilities, appurtenances and access deemed necessary by ONG for installation and maintenance of the main extension. The right of way or easement shall be free from known environmental conditions and of sufficient width and rights of ingress and egress for the natural gas facilities. Said right of way shall be granted on forms provided by ONG, and shall be fully executed and delivered to ONG prior to ONG commencing construction. Applicant understands that construction will not begin until all grants of right of way are delivered, and Applicant agrees to pay all costs associated with any delay in such delivery, including the cost of acquiring right of way, within thirty days of being billed for such costs by ONG. Applicant agrees to provide ONG with a written legal description and drawing prepared by a licensed surveyor, or plat, that describes said right-of-way. At the discretion of ONG, applicant may be responsible for staking said right of way at the required intervals immediately preceding pipeline construction. In addition, in the case of a new development, Applicant agrees to cause to be stated in the covenants and restrictions, or file a plat containing the following language under the section heading "Gas Service":

1.1.1 The supplier of gas service through its agents and employees, shall at all times have the right of access to all utility easements shown on the plat or as otherwise provided for in this deed of dedication for the purpose of installing, removing, repairing, or replacing any portion of the facilities installed by the supplier of gas service.

1.1.2 The owner of any lot shall be responsible for the protection of the underground gas facilities located within the lot and shall prevent the alteration of grade or any other construction activity which would interfere with gas service. The supplier of gas service shall be responsible for the ordinary maintenance of its facilities, but the owner shall pay for damage or relocation of facilities caused or necessitated by acts of the owner, or the owner's agents or contractors.

1.1.3 The covenants set forth in this subsection shall be enforceable by the supplier of the gas service and the owner of the lot agrees to be bound by these covenants.

1.2 Notice. Execution of this Agreement by Applicant and payment of Co-Payment shall serve as notice that Applicant desires to have ONG commence installation of the gas distribution facilities described in the Facilities Requested. Notwithstanding the foregoing, Applicant must notify ONG when it believes it has achieved Site Readiness (defined below). ONG will confirm Site Readiness within 15 calendar days from such notice by Applicant.

1.3 Site Readiness: **ONG cannot construct facilities until “Site Readiness” is achieved. A construction site for a new facility (i.e. new building) is ready when: Site development permit with limits of construction inclusive of gas installation per the ONG Design Map (Exhibit A) is obtained from appropriate agency; grading and staking are complete; water and wastewater systems, and all dry utilities have been installed; and area for gas installation per the ONG Design Map is clear and accessible. A construction site for an existing facility that requires relocation, replacement, or a new service is ready when: staking is complete; area for the gas installation per the ONG Design Map is clear and accessible; owner has notified tenants of work; and traffic control has been coordinated, if applicable. If applicable for commercial sites, the external plumbing kick out must be installed and desired riser location marked.**

1.4 Customer Site Plans. Applicant has provided to ONG a site plan of the subject Service Site reflecting the location of any structures thereon, along with the location at which the service line is to be connected to the internal piping of such structures (the “Customer Site Plans”), a copy of which is attached hereto as Exhibit B and incorporated hereby reference. Applicant acknowledges that ONG designed the Facilities based on the Customer Site Plans provided by Applicant, and Applicant is responsible for additional costs associated with construction changes during installation.

1.5 Grading and Staking. Prior to commencement of installation of the Facilities Requested, Applicant shall grade to subgrade \pm .50 feet (6 inches) all streets, alleys, roadways or easements in which the services shall be installed.

In the event that the Applicant must grade after the installation of gas infrastructure, ONG must be notified to ensure minimum cover is maintained. If grading activities after gas installation cause the installation to not meet standards, Applicant is fully responsible for all costs associated with lowering and/or relocation required.

1.6 Water/Wastewater Systems. All water, wastewater and sewer construction shall be completed and tested prior to commencement of work on the Requested Facilities by ONG.

1.7 Other Installations. Applicant shall complete the installation of any underground electrical, telephone, cable television or other wiring or conduit systems within the area to be used for the Facilities Requested prior to Facilities Requested have been installed and tested.

1.8 Coordination of Trenching. All required pre-blasting of utility trenches, including natural gas trenches, shall be coordinated by Applicant prior to the

commencement of installation of any underground utility systems. Should blasting be required within 200 feet of any natural gas facilities which are active and gas carrying or under installation, Applicant shall provide ONG a detailed blasting plan which requires ONG engineering approval prior to the commencement of blasting.

1.9 Soil Density. Applicant shall be responsible for all testing of soil densities and required compactions.

1.10 Path Staking. At the discretion of ONG, applicant may be responsible for accurate staking prior to installation of Facilities Requested. **In the event that the Facilities must be relocated after installation, due to no fault of ONG, the Applicant shall be responsible for all costs incurred by ONG for the relocation of facilities. Relocation will be performed under a new agreement.**

1.11 Additional Depth. Cover in excess of twenty-four inches (24") to thirty-six inches (36") may be required. Applicant is responsible for costs associated with extra depth, if necessary, to achieve proper cover.

1.12 Casing for Main Crossings. When required by ONG, Applicant agrees to install suitably sized and placed PVC casings under proposed streets and sidewalks for the installation of gas mains and service lines. Schedule 40 PVC casings shall be installed at the locations in the development designated by ONG. The sizes of the casings will be dependent on the size of the proposed gas main: 12-inch PVC for a 6-inch gas main; 8-inch PVC for a 4-inch gas main; 4-inch PVC for a 2-inch gas main;

1.13 Casing for Service Crossings. When required by ONG, Applicant will install 2-inch PVC for residential development service lines. PVC casings shall be 3 to 4-feet below finish grade of the road (Depending on city or county being installed in) and shall extend 3-feet beyond the R-O-W line. Casing sizes for service lines on commercial developments or other residential projects will be coordinated with the ONG representative.

2. Move In/Move Out. In the event ONG is required to remove its equipment and crews from the work site after commencement of work and prior to completion thereof due to an act or omission of Applicant, Applicant shall reimburse ONG for the associated costs of same. This fee shall be paid by Applicant for each additional move in/move out required of ONG.

3. Initiation of Gas Service. ONG may refuse to initiate gas service to the Service Site until Applicant has reimbursed ONG for any additional expenses as set forth in Sections 1.5, 1.11 and 2 above.

4. Riser/Meter Location Requirements. If required by ONG, Customer will include a diagram of the riser/meter location requirements are attached hereto and incorporated in Exhibit B.

ADDENDUM 2

Applicant Co-Payment

1. **Applicant Co-Payment.** Applicant shall be responsible for co-payment prior to installation of the Facilities Requested:
 - 1.1. Extension Policy. The extension necessary to furnish service to the Service Site or Extension Area described herein is greater than allowed as a free extension, as described in the Oklahoma Natural Gas Company Rate Schedule 1081, authorized by the Oklahoma Corporation Commission (the "Rate Schedule") and Oklahoma Administrative Code 165:45-3-4. Accordingly, the Applicant shall be responsible for the co-payment described in Section 1.3 below (the "Co-Payment").
 - 1.2. Calculation of Co-payment. Applicant Co-Payment is calculated in accordance with the Rate Schedule and Oklahoma Administrative Code 165:45-3-4.
 - 1.3. Co-Payment.

Description	
Estimated Cost of Line Extension	\$158,189.00
Applicant Co-Payment	\$4,970.00
Total due to ONG	\$4,970.00

Upon execution, please return signed agreement and payment to:

Oklahoma Natural Gas
 4901 N Santa Fe Ave.
 Oklahoma City, OK 73118
 Attn: Derek Dotson

For ONG Accounting use only:

Project Name: ONG East 051 – Sapulpa High School Enhancement & Meter Rebuild

Project /Banner Number: 021.051.2980.010597 021.051.2980.010596



Oklahoma
Enrollment Services Statewide Network

This NCAC Agreement ("Agreement") is between IDEMIA Identity and Security USA, LLC ("IDEMIA") and the company or organization identified below ("Customer"), and sets forth the terms and conditions under which IDEMIA will provide no-charge authorization codes ("Authorization Code(s)") to Customer for distribution to applicants required to submit to a fingerprint based background check ("Applicant(s)") through the State of Oklahoma, Digital Fingerprint Program.

Applicants will present an Authorization Code to IDEMIA at the time IDEMIA collects their fingerprints and verifies their biographic information ("Applicant Information"). Upon IDEMIA's collection of Applicant Information, IDEMIA will charge the credit card identified by Customer in a Credit Card Authorization Agreement ("Credit Card").

IDEMIA will provide an initial quantity of 500 (minimum order of 50) Authorization Codes to Customer upon execution of this Agreement and a Credit Card Authorization Agreement. All of the codes will expire one (1) year of the date of issuance to Customer or at the date of expiration of the Credit Card, whichever occurs first. Customer will not be charged for Authorization Codes that have not been redeemed before expiration. IDEMIA will provide additional Authorization Codes at a quantity (minimum order of 50) requested by Customer. The provision and redemption of additional Authorization Codes provided to Customer will be governed by the terms of this Agreement.

IDEMIA will provide all Authorization Codes to an email address provided by Customer, in a password-protected file. Customer may distribute the Authorization Codes to applicants via any method of delivery (e.g., email, US mail).

IDEMIA will debit the Credit Card for the amount corresponding to the Oklahoma Fingerprint service code identified by the Customer in this agreement.

If the State of Oklahoma or other relevant government agency authorizes or dictates a fee increase or decrease in Fingerprint fees, IDEMIA will charge Customer the new fee for any redemption of Authorization Codes occurring on or after the effective date of the fee change.

Customer acknowledges and agrees that Customer will be responsible for all Credit Card charges for Authorization Codes issued to Customer and provided to IDEMIA by applicants, regardless of whether the corresponding Authorization Codes are obtained or redeemed by fraud, redeemed by persons to whom Customer did not issue the Authorization Codes, or that are transferred in violation of any terms and conditions under which Customer distributes the Authorization Codes.

If a charge to the Credit Card is declined by IDEMIA's payment processor or by the issuer of the Credit Card, or if IDEMIA is otherwise unable to obtain payment through the Credit Card, or if any IDEMIA charges to the Credit Card are refused or disputed, IDEMIA will require payment in full prior to or at the time of processing any further applicants of Customer, until such time that IDEMIA notifies Customer that the payment issue has been resolved.

Please indicate acceptance of these terms by having an authorized representative of Customer sign below, and return a copy to IDEMIA via fax at 615-871-0845.

ACCEPTED AND AGREED TO: Date: 05/09/2025
Name of Customer: Sapulpa Public Schools EIN/Tax ID: 73-6026796
Signature: Printed Name: Steve McCormick
Title: Board President

Agency ID (agency name): Oklahoma State Department of Education ORI: OK920060Z

Reason for printing: 8095 Applicant type: School District Employment

Provider #: N/A Service Code: 2B7KRR



OK

Customer Account Information

Legal Company Name: Sapulpa Public Schools

Legal Address: 511 East Lee

Sapulpa, OK 74066

Tax ID: 73-6026796 *if tax exempt submit exemption certificate

Primary Contact Name: Mendi Estes

Primary Contact Phone : 918-224-3400 x1121

Primary Contact Email : mestes@sapulpaps.org

Secondary Contact Name: Emily Roberts

Secondary Contact Phone : 918-224-3400 x1219

Secondary Contact Email : eroberts@sapulpaps.org

Please fax this form back with initial NCAC agreement and credit card authorization to **615-871-0845**

***Please note if contact information in the future needs to be changed, it must be done so through email to: OKUEPAccounts@US.IDEMIA.com by an established POC.**



Oklahoma Enrollment Services Statewide Network

IDEMIA Identity and Security USA, LLC (“IDEMIA”) is pleased to offer a new service - No Charge Authorization Codes or “NCAC(s)”. This service will allow you to establish an account that is backed by a major credit card (currently VISA, MasterCard, Discover and AMEX).

The benefit of a credit card-backed NCAC account is that your credit card is charged ONLY when one of your applicants is fingerprinted and an NCAC is redeemed. During applicant registration, when “NCAC” is selected as the payment method, the applicant will be prompted to enter the NCAC assigned by you from your account, thus reserving the NCAC for that applicant and his or her appointment.

NCACs will expire one (1) year from date of issuance or at the credit card expiration date, whichever comes first. Expired NCACs will not be charged to your credit card. This feature is designed to assist you in controlling the distribution of NCAC codes and assist in preventing fraud. The assigned primary contact for your account will be responsible for issuing and controlling the use of NCACs provided. The assigned primary contact should request all applicants to provide a copy of their enrollment receipt in order to assist you with your record-keeping.

Please review the following guidelines before you open an NCAC account:

- A minimum of 50 (fifty) NCAC codes per service type must be requested at any one time.
- Customers may open only one account per tax ID number.
- Complete and return the attached NCAC Agreement, Credit Card Authorization and Customer Account Information forms in their entirety to our Billing department via fax at 615-871-0845.
- The Customer Account Information form is used to identify those email addresses to which IDEMIA should send NCACs for your account.
- Upon receipt and execution of the requested documentation, IDEMIA will provide your assigned primary contact with NCAC’s. Allow 3-5 business days for processing.
- Your nine-digit Federal tax ID number or EIN number will be the identifier for your account, along with an account name. The assigned primary contact must provide this information to order additional NCACs.
- Additional NCAC’s may be requested by submitting a re-order form, located at the “Download Forms and Links” section on our web site, <https://www.identogo.com> and select your state. All re-order forms must be submitted via email to: OKUEPAccounts@us.IDEMIA.com.
- You will be charged a \$1 convenience fee for every applicant printed using an NCAC code assigned to your account. If the NCAC payment method does not work for you, other payment options are available.

- Credit Card onsite (Card holder must be present)
- Money Order, Cashier's Check or Business Check per individual fingerprinting applicant



Steps to Redeem an NCAC

1. Pre-enroll and schedule a fingerprint appointment in the State of Oklahoma at <https://uenroll.identogo.com>
2. After you enter your Service Code and input the necessary information during the pre-enrollment, when prompted to choose the form of payment, select the NCAC option and enter the NCAC provided to the applicant.
3. The Service Code selected during pre-enrollment must match the Authorization Code provided by the applicant at the time an NCAC is selected as payment. Otherwise, the applicant will be prompted for another form of payment if the NCAC is invalid and the applicant will be required to pay for his or her enrollment with a payment method other than NCAC.
4. IDEMIA will provide your applicants with a receipt, indicating confirmation of payment by NCAC. This is not a credit card receipt and does not reflect the \$1 convenience fee.
5. Ensure that the applicant retains or returns a copy of the receipt to you for your records. The applicant may ask for more than one copy of their receipt at the enrollment center at the time of fingerprinting



IF HAND WRITING, PLEASE PRINT LEGIBLY

Current Date: 05/09/2025

Nine Digit Tax ID or EIN: 73-6026796

CUSTOMER INFORMATION	
Company Name: Sapulpa Public Schools	Contact Email Address: mestes@sapulpaps.org
Customer Contact: Mendi Estes	Contact Phone Number: 918-224-3400 x1121

CUSTOMER AUTHORIZATION

By Signing below, I authorize IDEMIA to charge my credit card ending in (last four digits of card) for the Full transaction value of each unique 'Authorization Code' presented for the purpose of completing any UEP transaction performed on my company's behalf.

Signature (must be physical signature):
M. Estes

Printed Name: Mendi Estes Email: mestes@sapulpaps.org

To Be Retained

To Be Destroyed

CARD HOLDER INFORMATION		
Full Name on Card: Sapulpa Public Schools	Card Type: <input checked="" type="radio"/> Visa <input type="radio"/> Master Card <input type="radio"/> Discover <input type="radio"/> American Express	
Credit Card Number: 4485638000217383	Expiration Date: 01/2027	CSV Code: 351

IDEMIA – Billing Department – 6840 Crothers PKWY, Suite 650 – Franklin, TN 37067

FAX COMPLETED AUTHORIZATION FORM TO: 615-871-0845



SAPULPA PUBLIC SCHOOLS

CHILD NUTRITION

Hayley Holmes, Director • hholmes@sapulpaps.org

To: Sapulpa Schools Board of Education
From: Hayley Holmes
Date: May 30, 2025
Re: Recommendation to Renew Prime Vendor for SY2025-26

As our prime vendor for this past school year, Ben E. Keith Foods has reduced the number of product outages and increased the availability of K12 products, allowing us to better serve our students.

As detailed in the initial bid document, the Prime Vendor award can be extended for up to four (1) year periods, if all parties agree and the terms are the same. Ben E. Keith Foods has agreed to the same terms and case price markup of \$2.25 per case. I recommend Ben E. Keith Foods as our Prime Vendor for groceries and supplies for school year 2025-26.

Regards,

Hayley Holmes



SAPULPA PUBLIC SCHOOLS

CHILD NUTRITION

Hayley Holmes, Director • hholmes@sapulpaps.org

May 21, 2025

Kitchen Chemical Bid Recommendation

Sapulpa School Board of Education,

SPS Child Nutrition Services opened the Chemical Bid on May 21, 2025 at 10:00am. The chemical bid includes all of the warewashing and sanitizing chemicals used in each kitchen. The bid was sent to Brady Plus, EcoLab, Auto-Chlor, and Ben E. Keith. All four companies returned a proposal by the stated deadline. Each company was asked to submit pricing, as well as SDS documentation, as part of the proposal. Each category was compared based on our approximate yearly usage. Overall, Brady Plus provided the best price for each chemical required and also provides a monthly equipment service and calibration at each kitchen.

Brady Plus	\$8,540.64
Ben E Keith	\$14,108.17
EcoLab	\$13,287.47
Auto-Chlor	\$15,475.00

SPS Child Nutrition Services would like to recommend Brady Plus as our vendor for warewashing and sanitizing chemicals for school year 2025-26 with the option to renew for up to two (1) year terms.



SAPULPA PUBLIC SCHOOLS

CHILD NUTRITION

Hayley Holmes, Director • hholmes@sapulpaps.org

To: Sapulpa Board of Education
Date: May 28, 2025
Re: Milk Products and Juice Bid Recommendation

Description	Purchase Unit	Escalating/de-escalating Unit Price
Milk White - 1% - 8oz	Case 50/8oz	.3950
Milk White - FF - 8oz	Case 50/8oz	.3970
Milk Chocolate - 1% - 8oz	Case 50/8oz	.4075
Milk Strawberry - 1% - 8oz	Case 50/8oz	.4075
Cottage Cheese	5 Pounds	10.45
Sour Cream	5 Pounds	9.70
Milk White - 1% - 1 Gallon	Case 4/ 1 gal	5.35
Juice, Apple, full strength, unsweetened, pasteurized, grade A, 4 oz container	Case 75/4oz	.34
Juice, Orange, full strength, unsweetened, grade A, 4 oz container	Case 75/4oz	.3363

The milk bid was opened on May 28, 2025. Proposals were sent to Ben E Keith, Gold Star Foods, and Hiland Dairy with Hiland Dairy being the only company to respond. The above figures were submitted for SY2025-26 with the option to renew for up to four (1) year periods. Hiland Dairy has been our vendor for milk and juice products for the past six years and has provided excellent service.

SPS Child Nutrition Services would like to recommend Hiland Dairy as our vendor for delivering milk and juice products for school year 2025-26.



Sales and Service

May 29, 2025

Sapulpa Public Schools
511 E Lee Ave
Sapulpa, OK 74066

Re: Planned Maintenance Quote

Attention : Cheryl Moore

Cummins Sales and Service is a premier engine and power generation systems provider committed to delivering fast and proven solutions to our customers. We are pleased to offer you a Planned Maintenance Proposal for your review and approval. Due to the critical nature of your standby power system, this Agreement was developed based on your specific needs and equipment to ensure maximum performance and reliability.

Benefits of Planned Maintenance:

- Improves system reliability.
 - Maintenance performed by certified technicians specifically trained in power generation.
 - PM customers receive preferred service for unscheduled emergency repairs.
 - Creation of a service record for customer equipment.
 - Additional maintenance recommendations documented at that time.
- Scheduling managed by Cummins Sales and Service to ensure timely maintenance intervals.
- Eliminates administrative burden, covers equipment from multiple vendors.

Please sign, date and return the enclosed Agreement to our office along with any purchase documentation necessary so we can tend to your servicing needs. Planned Maintenance Agreements are "auto-renewed" annually prior to the end of your agreement. Should you have any questions or require additional information on this or any other subject relating to your equipment, please feel free to contact me. We look forward to the opportunity to earn your trust and business.

Sincerely,

Scott E Baker



Sales and Service

TULSA OK BRANCH
16525 EAST SKELLY DRIVE
TULSA, OK 74116
Phone: 918-234-3240

PLANNED MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information
SAPULPA PUBLIC SCHOOLS 511 E LEE AVE Sapulpa, OK 74066	Contact: Cheryl Moore Phone: 918 224-7089 Fax: 918 227-3287 Cust Id: 23290	Quote Date: 23-APR-25 Quote Expires: 23-APR-26 Quote Num: 29348 Quoted By: Scott E Baker Quote Term: 1 Year(s)

Site Information					
1	PMA-101 NORTH ADAMS	1231 E DEWEY AVE	SAPULPA	OK	74066

Site	Unit Number	Manufacturer	Model	Prod Model	Serial Number	Type
1	HOLMES PARK C	ONAN	GEN SET	150.0GGLB	A110181792	150 KW

Site	Unit Number	Service Event	Qty	Sell Price	Extended Price
1	HOLMES PARK	FULL SERVICE	1	878.22	878.22
	GEN	INSPECTION	3	395.34	1,186.02

Generator Planned Equipment Maintenance Quote

This quote reflects services completed during regular business hours unless otherwise noted. Additional repairs will not be performed without customer's authorization. Either party has the right to terminate this Agreement upon thirty (30) days written notice prior to service.

Service/Scheduled Month
Based on previous PM schedule, services are tentatively scheduled for:

- FULL SERVICE - August 2025
- INSPECTION - November 2025
- INSPECTION - February 2026
- INSPECTION - May 2026

For any questions regarding this proposal and to continue your services without interruption, please sign the agreement and return to:

Deanna McMullin
deanna.mcmullin@cummins.com
970-268-2286

Payment Information:

Customers with a line of credit will be invoiced after the completion of service event unless requested otherwise. Customers without a line of credit, including residential customers, will have payment secured prior to services being performed.

Please provide PO#s (if applicable) and include your updated contact information.

PO#: _____ Amount: _____
Name, phone & email to receive invoices _____



Sales and Service

PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
SAPULPA PUBLIC SCHOOLS 511 E LEE AVE Sapulpa, OK 74066	Contact: Cheryl Moore Phone: 918 224-7089 Fax: 918 227-3287 Cust Id: 23290	Quote Date: 23-APR-25 Quote Expires: 23-APR-26 Quote Num: 29348 Quoted By: Scott E Baker Quote Term: 1 Year(s)

Name, phone & email to receive statements _____

Name, phone & email to receive billing inquiries _____

Purchase order must be made out to Cummins Inc. or Cummins Sales & Service

For any questions regarding your account or additional sales opportunities:

Scott Baker
Scott.e.baker@cummins.com
405-625-9705

Standard Agreement Amount	\$2,064.24
Proposal Total	\$2,064.24

THERE ARE ADDITIONAL CONTRACT TERMS AND CONDITIONS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATIONS OF WARRANTIES AND LIABILITY, WHICH ARE EXPRESSLY INCORPORATED HEREIN. CUSTOMER ACKNOWLEDGES THAT THE CONTRACT TERMS AND CONDITIONS HAVE BEEN READ, FULLY UNDERSTOOD, AND ACCEPTED.

Customer Approval _____

Signature: _____

Date: _____

CUMMINS SOUTHERN PLAINS LLC _____

Signature: _____

Date: _____

PLANNED MAINTENANCE AGREEMENT TERMS AND CONDITIONS

These planned maintenance agreement terms and conditions ("Terms and Conditions"), together with the quote on the front side ("Quote") and the scope of services, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Southern Plains, LLC ("Cummins") and supersede any previous agreement or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions and it shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of Products to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of or serves to explain or interpret this Agreement. Electronic transactions between Customer and Cummins will be solely governed by this Agreement, and any terms and conditions on Customer's website, vendor portal, or other internet site will be null and void of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, vendor portal terms, specifications, agreement (whether upstream or otherwise), or any other terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins, and (ii) this Agreement shall remain the governing terms of the transaction.

1. **SCOPE OF SERVICES; PERFORMANCE OF SERVICES.** Cummins shall perform the maintenance ("Services") on the equipment identified in the Quote ("Equipment") in accordance with the schedule specified in the Quote. The Services include those services defined in the "Service Event" section of the Quote. No additional services or materials are included in this Agreement unless agreed upon by the parties in writing. Unless otherwise indicated in the Quote, Cummins will provide the labor and tools necessary to perform the Services and Services. Customer shall make all necessary arrangement to address and mitigate the consequences of any electrical service interruption which might occur during the Services. **CUSTOMER IS RESPONSIBLE FOR OPERATING AND MAINTAINING THE EQUIPMENT IN ACCORDANCE WITH THE OWNER'S MANUAL FOR THE EQUIPMENT.**

2. **CUSTOMER OBLIGATIONS.** Customer shall provide Cummins safe access to Customer's site and arrange for all related services and utilities necessary for Cummins to perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to facility occupants, customers, invitees, or any third party and property damage or work interruption arising out of the Services. Customer shall make all necessary arrangement to address and mitigate the consequences of any electrical service interruption which might occur during the Services. **CUSTOMER IS RESPONSIBLE FOR OPERATING AND MAINTAINING THE EQUIPMENT IN ACCORDANCE WITH THE OWNER'S MANUAL FOR THE EQUIPMENT.**

3. **PAYMENT TERMS.** Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Services. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Unless otherwise stated, the Quote excludes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer and shall be stated on the invoice.

If Customer fails to make any payments, in whole or in part, to Cummins when due and payable, and such failure continues for more than thirty (30) calendar days, or less if required by applicable law, then Cummins may, at its sole discretion and without prejudice to any other rights or remedies, suspend its Services upon providing forty-eight (48) hours' written notice to Customer, in which case, the applicable schedule shall be extended for a period of time equal to the suspension period, plus a reasonable ramp up period, and all costs (including default interest) caused by such suspension shall be assumed by Customer.

4. **DELAYS.** Any performance dates indicated in this Agreement are estimated and not guaranteed. Cummins shall not be liable for any delays in performance however occasioned, including any that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, civil strife, riots, natural disasters, embargoes, wars, strikes or other labor disputes, civil commotion, terrorism, sabotage, late delivery of parts by Cummins' suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment, or manufacturing facilities.

AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIALLY REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE GOODS OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.

5. **WARRANTY.** Cummins shall perform the Services in a reasonable and workmanlike manner. Parts and components supplied under this Agreement are governed by the express written manufacturer's limited warranty. No other warranty for parts or components is provided under this Agreement. All Services shall be free from defects in workmanship for a period of ninety (90) days after completion of Services. In the event of a warrantable defect in workmanship of Services supplied under this Agreement ("Warrantable Defect"), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of any Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New parts supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such parts. The remedies set forth in this Section 5 shall not be deemed to have failed of their essential purpose so long as Cummins is willing to correct defective Services or refund the purchase price therefor.

LIMITATIONS OF WARRANTIES AND LIABILITY. THE REMEDIES PROVIDED IN THE LIMITED WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, CUMMINS INC., AND/OR THEIR DIRECT OR INDIRECT SUBSIDIARIES AND AFFILIATES OR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, AND DAMAGES CAUSED BY DELAYS), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF PARTS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF PARTS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS AND/OR CUMMINS INC., FOR ANY LOSS, SHALL BE THE REMEDY PROVIDED HEREIN.

7. **INDEMNITY.** Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed to, in whole or in part, by the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

8. **TERMINATION FOR DEFAULT.** If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any parts or services supplied under this Agreement, in accordance with the payment terms detailed in Section 3. If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience in accordance with Section 1.

9. **CONFIDENTIALITY.** Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

10. **GOVERNING LAW.** This Agreement and all matters arising hereunder shall be governed by, interpreted, and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the federal and state courts of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement or any related matter, and hereby waive any right to claim such forum would be inappropriate, including concepts of forum non conveniens.

11. **INSURANCE.** Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins' relevant insurance coverage.

12. **ASSIGNMENT.** This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

13. **INTELLECTUAL PROPERTY.** Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

14. **MISCELLANEOUS.** Cummins shall be an independent contractor with respect to the Services performed under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote. No amendment of this Agreement shall be valid unless it is written and signed by an authorized representative of the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof. The Parties' rights, remedies, and obligations under this Agreement which by their nature are intended to continue beyond the termination or cancellation of this Agreement, including but not limited to the Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement.

15. **ON-CALL SERVICES.** Upon Customer's request, Cummins shall provide on-call services (repair, emergency work or other) on the Equipment ("On-call Services"). Any On-call Services shall be invoiced to the Customer at the Cummins current hourly rate (including traveling) and shall be governed by the terms and conditions of this Agreement.

16. **PRICING.** To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date Services are performed ("Performance Date") due to economic and market conditions on the Performance Date. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input and labor cost changes and other unforeseen circumstances beyond Cummins' control.

17. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

ESTIMATE

Action Fire Protection
34501 West Highway 66
Bristow, OK 74010

julie@actionfireteam.com
+1 (405) 227-7946



Bill to

Misty Jones
Sapulpa Public Schools
110 S Burnett St
Sapulpa, OK 74066
United States

Ship to

Misty Jones
Sapulpa Public Schools
110 S Burnett St
Sapulpa, OK 74066
United States

Estimate details

Estimate no.: 3180
Estimate date: 05/28/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	07/01/2025	Fire Sprinkler Inspection (Annual)	Annual fire sprinkler inspections for Sapulpa Public Schools: - Freedom Elementary - Liberty Elementary - Holmes Park Elementary - Jefferson Heights Elementary - Middle School - High School - Chieftain Center - Service Center - Bldg. Behind Service Center	1	\$5,000.00	\$5,000.00
2.	07/01/2025	Fire Extinguisher Inspection (Annual)	Annual fire extinguisher & six-year internal inspections for Sapulpa Public Schools (included).	1		\$0.00
Total						\$5,000.00

Note to customer

Clarifications/Exclusions:

- Work to be performed during normal business hours of 8 a.m. – 5 p.m. Monday – Friday.
- Protection of fire sprinkler heads from paint by others.
- Estimate based on wet sprinkler heads. No dry type heads included unless otherwise stated.
- Any sheetrock patching/repair by others.
- Bid based on current sprinkler heads properly installed. Not responsible for cracked pipe if heads are super-doped or overtightened. A change order may be submitted for additional time necessary to remove super-doped or overtightened heads.
- This proposal is good for 30 days. Net pay 30 days.
- Any additional fire sprinkler work necessary can be performed at time and material rate.
- We will make every effort to put the system back in service same

day. If repairs require a system to be down overnight or for an extended period, customer is responsible for arranging fire watch. Fire watch not included in estimate.

- OK State Lic AC440597, 470

Accepted date **Accepted by**

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

APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM
(To Be Jointly Completed By Participating Schools)

1. ACTIVITY See back page For School Year(s) 2025-26
(One Activity Per Application Form)

Check one: High School Junior High

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

A. <u>Sapulpa Public Schools</u>	B. <u>Lone Star</u>
Address <u>3 S. Mission</u>	Address <u>2945 S. Hickory</u>
City <u>Sapulpa</u> ZIP <u>74066</u>	City <u>Sapulpa</u> ZIP <u>74066</u>
Supt. <u>Rob Armstrong</u>	Supt. <u>Trecie Hall</u>
Prin. <u>Seth Shilley</u>	Prin. <u>Dusty Krangel</u>
A.D. <u>Michael Rose</u>	A.D. <u>Justin Whitehorn</u>

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

Name Michael Rose Work Phone 918-859-8464

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

5. NAME OF COOPERATIVE TEAM or GROUP Lone Star Braves
School(s) Mascot, if applicable

6. DISTANCE BETWEEN SCHOOLS 3.8 miles.

7. COACHING STAFF OR SPONSOR

Head Coach/Sponsor see back page School _____
Assistant _____ School _____

8. SITE OF CONTEST Sapulpa Public Schools

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

School A ADM (9-12) _____
School B ADM (9-12) _____

10. ADDITIONAL AGREEMENTS BETWEEN SCHOOLS

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

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

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

School A Sapulpa Public Schools
Date 6/10/25 (Host) Location 511 E. Lee
School B Lone Star
Date _____ Location _____

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

12. AUTHORIZATION FOR THE FILING OF THIS APPLICATION

The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: 6/10/25
SCHOOL A. Sapulpa Public Schools (Host) SCHOOL B. Lone Star
Bd. Pres. _____ Bd. Pres. _____
Supt. _____ Supt. _____
Prin. _____ Prin. _____

Softball - Magen Caddion
Volleyball - Coley Harp
Football - Tim Holt
Baseball - Steve Irvine
Wrestling - Will Evans
Girls Soccer - Lori Arundell
Boys Soccer - Adedolpo Sobowale
Tennis - Karma Lindlow



Perry Weather, Inc.
 3102 Oak Lawn Avenue, Suite 202
 Dallas, Texas 75219
 (referred to herein as "Perry Weather")

ORDER FORM

GENERAL INFORMATION	
Customer Name	Sapulpa Public Schools
Customer Address	511 East Lee Avenue, Sapulpa, OK 74066
Tax Exempt Status	Yes, we are tax exempt <i>If your entity is tax exempt, please email an exemption certificate to billing@perryweather.com to remove sales tax from your invoices.</i>
Perry Weather Sales Contact	Lily Baker

PRIMARY CUSTOMER CONTACT	
Full Name	Michael Rose
Title	Athletic Director
Email	mrose@sapulpaps.org
Phone	918-859-8464

EMAIL INVOICES TO	
Accounts Payable Email	mrose@sapulpaps.org
Other Email(s)	blowery@sapulpaps.org

ORDER INFORMATION	
Quote ID	20250513-164033120
Order Start Date	05/28/2025
Order End Date	06/14/2029
Standard Billing Cycle Start Date (if different from Order Start Date)	
Standard Billing Period	Annual
Additional Terms	

This Order Form is governed by and incorporates by reference the Perry Weather Terms and Conditions ("PW Terms") available at <https://perryweather.com/legal-terms>, together with any attachments, addenda, and Additional Terms herein. The PW Terms, together with any attachments, addenda, and Additional Terms herein, shall also govern all previously executed Order Forms, notwithstanding any conflicting terms in such prior agreements. Capitalized terms used but not defined in this Order Form will have the meanings ascribed thereto in the PW Terms. **By signing below, you represent and warrant that you have the authority to execute this Order Form and bind Customer to its terms.**

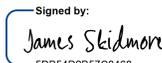
Customer:

By:  _____
Signed by: Michael Rose
D03E149B6979449

Name: Michael Rose

Title: Athletic Director

Perry Weather:

By:  _____
Signed by: James Skidmore
5DB54D2B57C8468

Name: James Skidmore

Title: Chief Operating Officer



Sapulpa Public Schools - Additional Unit (Weather Station) Full Install

Sapulpa Public Schools
 511 East Lee Avenue
 Sapulpa, OK 74066

Reference: 20250513-164033120
 Quote created: May 13, 2025
 Quote expires: August 11, 2025

Michael Rose
 mrose@sapulpaps.org
 9188598464

Comments from Lily Baker

This quote is in addition to your existing annual contract amount.

Products & Services

Name	Qty	Unit price	Total
Weather Station (WxS) Subscription Bundle SOFTWARE: - 10 Users w/ mobile app + computer dashboard WEATHER STATION: - On-Site Wet Bulb Globe Temp - Wind Speed/Direction/Chill - Precipitation, Evapotranspiration - Exportable Historic Data Reports - Cellular Connection - HD Sky Camera	1	\$3,400.00 / year	\$3,400.00 / year for 4 years
Perry Weather Installation, Per Unit	1	\$1,600.00	\$1,600.00
Shipping, per Unit	1	\$400.00	\$400.00
Subtotals			
Annual subtotal			\$3,400.00
One-time subtotal			\$2,000.00
Total			\$5,400.00

Important Notes: Customer is responsible for providing a lift or bucket truck if needed for hardware installation (if applicable). Quote does not include any applicable taxes. Tax exemption certificates may be emailed to billing@perryweather.com.

Questions? Contact me

Lily Baker, Account Executive
lily@perryweather.com, +14693381713



2025 GameTime High School Football

When accepted and signed, this letter shall serve as the agreement between **Sapulpa High School & Cox Media, LLC d/b/a YurView ("Yurview")**. The following points reflect the details of the agreement:

- This agreement between **YurView** and **Sapulpa High School** outlines the commitment of **YurView** and **Sapulpa High School** regarding the televised school sporting event at **Sapulpa High School**, in which **Sapulpa High School** owns the sole rights. **YurView** proposes to televise the live event specified in advance by the parties on **YurView**.
- **Sapulpa High School** hereby grants to **YurView** the right to produce, distribute, and cablecast the sporting event described herein and YurView accepts such right, as further detailed in this letter.
- **YurView** retains the right to distribute and sub-distribute worldwide (either directly or through a third party) the sporting events covered by this letter on any distribution technologies or platforms now existing or developed in the future, including without limitation, television, cablecast, video on demand and webcasting, and will have the right to format any of the sporting events for receipt, viewing and/or display on any device (including, without limitation, television, computer, wireless phone, personal, portable wireless device, iPod, mobile Apps or the like) for commercial or any other purposes without compensation. **YurView** shall have the right to broadcast the sporting event live on **YurView**, or on a delayed basis at such time or times as designated by **YurView**. **YurView** may broadcast the sporting event as often as **YurView** determines in its sole discretion.
- **Sapulpa High School** will schedule an appropriate start time with a 5-minute delay start prior to the cablecasting of the game to allow for YurView to produce and perform any pre-game introductions, pre-game commentary or other content as YurView deems appropriate.
- **YurView** will provide the appropriate personnel to communicate with **Sapulpa High School** and game officials.
- Commercial content of the program is at the sole discretion of **YurView** and **Yurview** shall have the right to retain all revenues from the sale of commercial advertisements.
- **Sapulpa High School** hereby grants **YurView** the non-exclusive, non-transferable, and royalty-free right to use, for the sole, limited purpose of the promotion, production, distribution, and broadcast of each sporting event, the name, logos, symbol, and trademarks associated with **Sapulpa High School**. **Sapulpa High School** also hereby grants to **YurView** the right to use, for purposes of promoting, producing, distributing, and broadcasting each sporting event and the limited promotion of such sporting event, the likenesses and biographical material of **Sapulpa High School** players, coaches, managers, and other personnel. **Sapulpa High School** will use its best efforts to obtain approvals for **YurView** to use the names, likeness, or biographical material of any player of its opponent, and any of its coaches, managers, and personnel. **Sapulpa High School** will use its best efforts to obtain approvals for **YurView** to use the trade names, logos, trademarks, and names of sponsors with banners, signs, or any other form of advertising in or around the space or facilities at which each sporting event is played.
- **YurView** will require the following arrangements for each game, depending upon sport, where the camera placement may vary:
 1. Camera positions are as follows:
 - a. (2) high cameras in the press-box stands
 - b. one hand-held camera on the home sidelines
 - c. one camera in the end zone.
 - d. Cox will provide scaffolding, if required by the sport.

2. Access to the facility in which the sporting event(s) will be held and power by 12p.m. on the date of the event.
3. Parking area for **YurView** production vehicles with access to press box.
4. An assigned booth with space for (4) **YurView** crew members:
 - a. (2) talent personnel (Color Analyst and Play by Play announcer)
 - b. (1) statistician
 - c. (1) spotter
 - d. In the case of some sports a table may be provided for crew specified, if appropriate
5. **YurView**, in its sole discretion, shall control all editorial and production matters regarding the production of the sporting event below:

10/3/25 Bartlesville vs. Sapulpa

In no event shall any party be liable for any consequential, incidental, indirect, special, or punitive damage, loss or expenses (including, but not limited to, business interruption, lost business, lost profits, or lost savings) even if it has been advised of their possible existence.

Agreed and accepted by:

Sapulpa HS Representative

**Jeff Brenner – Director of Operations
YurView**

SPORTS MEDICINE SERVICES DONATION AGREEMENT

This **SPORTS MEDICINE SERVICES DONATION AGREEMENT** (this “**Agreement**”) is made and entered into by and between the **Independent School District NO. 19-1033 Sapulpa Public Schools, Creek County, Oklahoma** (the “**School District**”) and **TULSA BONE & JOINT ASSOCIATES, P.C. (“TBJ”)**, an Oklahoma professional corporation, and **Saint Francis Health System, Inc. (“SFHS”)**, an Oklahoma non-profit corporation. SFHS and TBJ shall collectively referred to as the “**Donors.**” School District, TBJ, and SFHS shall each be referred to individually as “**Party**” or collectively as “**Parties.**” The “**Effective Date**” of the Agreement shall be the date the Parties hereby execute the Agreement by signature as set forth below.

RECITALS

A. SFHS is an Oklahoma not for profit corporation, with a charitable mission that includes community outreach and provision of support for the public health needs of the community it serves (“**Mission**”). SFHS owns a health system which provides a broad range of inpatient and outpatient healthcare services to patients through employed and contracted providers (“**SFHS Providers**”).

B. TBJ provides orthopedic and related healthcare services to patients through employed and contracted providers (“**TBJ Providers**”) (together, the SFHS Providers and TBJ Providers are the “**Service Providers**”), who are licensed and qualified to practice medicine in Oklahoma and have the requisite training and experience to provide comprehensive musculoskeletal healthcare services, including sports medicine and related diagnostic services. TBJ supports the Mission by participating in certain community outreach and public health activities of SFHS.

C. The Donors desire to donate to the School District, and the School District desires to accept the Donors’ donation of, the time, services and resources necessary to operate a comprehensive sports medicine program for the School District, according to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, the Parties do hereby agree as follows:

AGREEMENT

1. Services. The School District engages the Donors, and the Donors accept such engagement, to provide the services described in **Exhibit A**, attached hereto (collectively, the “**Sports Medicine Services**”), at the facilities of the School District (or other locations reasonably requested by the School District and approved by the Donors) (collectively, the “**Facilities**”), during the term of this Agreement. The Donors shall cause the Service Providers to use all appropriate and customary methods, techniques, skills and efforts necessary to provide the Sports Medicine Services in accordance with this Agreement.

2. Scheduling and Availability. The Donors shall determine, upon consultation with the School District, the time and manner in which the Sports Medicine Services are provided, which may include, without limitation, all pre-season, regular season and post-season Varsity football practices, scrimmages and games, and mutually agreed upon Olympic sports events (collectively, “**Required Coverage Events**”). The scheduling of Sports Medicine Services for events other than the Required Coverage Events shall be mutually agreed upon and subject to approval by the Parties, each, in their discretion. The Donors’ provision of Sports Medicine Services for the School District shall not require the Donors or their Service Providers to be present at the Facilities for a specific number of hours or at specific times, except with respect to the Required Coverage Events.

3. Term. The term of this Agreement shall commence on August 1, 2024 (“**Commencement Date**”) and shall continue thereafter for a period of three (3) years, unless earlier terminated.

4. Termination.

a) A Party may terminate this Agreement for convenience upon 90 days’ prior written notice to the other Parties.

b) The Parties may terminate this Agreement at any time by mutual written agreement signed by all Parties.

c) A Party may immediately terminate this Agreement by delivering written notice of termination to the other Parties upon default by another Party, which default is not cured to the non-defaulting Party’s reasonable satisfaction within 30 days after the defaulting Party receives written notice of the default from the non-defaulting Party.

5. Compensation. No compensation shall be paid by the School District or requested by the Donors for the Sports Medicine Services.

6. Relationship of Parties. The relationship between the School District and each Donor and Service Provider is solely that of independent contractors. The Parties acknowledge and agree that no Party has the authority to make any representation, warranty or binding commitment on behalf of any other Party. Nothing in this Agreement shall be construed to create a partnership, joint venture or employment relationship between or among the Parties.

7. Insurance.

a) SFHS and TBJ shall each maintain professional liability insurance covering SFHS and TBJ, respectively, and their respective Services Providers, as to liability for claims arising from the Sports Medicine Services. Such professional liability policies shall provide coverage with minimum limits meeting or exceeding \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. At the School District’s request, SFHS and TBJ will provide School District with certificates confirming that the required insurance coverage is in effect during the Term.

b) School District shall maintain comprehensive general liability insurance covering the School District and all officers, directors, members, agents and employees, with minimum limits meeting or exceeding \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. At the request of either SFHS or TBJ, the School District will provide the requesting Party with certificates confirming that the required insurance coverage is in effect during the Term.

8. Mutual Indemnification.

a) The Donors shall indemnify, hold harmless and defend School District and its officers, directors and employees from and against all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney fees), whether or not covered by insurance, caused or asserted to have been caused, directly or indirectly, by or as a result of Sports Medicine Services.

b) The School District shall indemnify, hold harmless and defend SFHS and TBJ, and each of their respective officers, directors., shareholders and employees from and against all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney fees), whether or not covered by insurance,

caused or asserted to have been caused, directly or indirectly, by or as a result of acts or omissions by the School District and its employees or independent contractors.

9. Notices. All notices and other communications permitted or required hereunder shall be in writing and shall be deemed to have been duly given if delivered personally, transmitted by facsimile, mailed by registered or certified mail (return receipt requested), or sent by FedEx or other recognized overnight courier, to the Parties at the following addresses (or at such other address for a party as shall be specified by like notice):

School District: _____

Attn: _____

TBJ: 4802 S. 109th E. Ave.
Tulsa, Oklahoma 74146
Attn: Linda Gunter, CEO

SFHS: 6161 South Yale Avenue
Tulsa, Oklahoma 74136
Attn: General Counsel

10. Miscellaneous.

a) This Agreement shall be governed by and construed in accordance with the laws of Oklahoma. Venue for any action to enforce this Agreement shall reside exclusively in the state and federal courts situated in Tulsa County, Oklahoma.

b) The prevailing Party in any action or proceeding to enforce this Agreement shall be entitled to recover from the non-prevailing Parties all costs and reasonable attorney fees incurred by the prevailing Party in the enforcement action or proceeding.

c) No amendment or modification to this Agreement shall be effective unless in writing and signed by all Parties.

d) The Parties are not permitted to assign this Agreement to anyone, and any attempted assignment by any Party shall be null and void unless written consent to the assignment has been provided by the other Parties. This Agreement shall be binding upon the Parties and their respective successors and permitted assigns.

e) This Agreement constitutes the final and complete expression of the Parties' entire agreement and understanding as to the subject matter hereof and supersedes any prior agreements or understandings, written or oral, between the parties relating to the subject matter hereof.

f) This Agreement may be executed in multiple counterparts, each of which shall constitute an original and all of which together shall constitute one agreement binding on the Parties. Facsimile and email signatures will constitute and have the same effect as original signatures.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement to be effective as of the date of the last signature set forth below (“Effective Date”).

FOR SCHOOL DISTRICT:
Signature: _____ Name: _____ Title: _____
Date: _____

FOR SAINT FRANCIS HEALTH SYSTEM, INC.:
_____ Barry Steichen Executive VP, COO
Date: _____

FOR TULSA BONE & JOINT ASSOCIATES, P.C.:
_____ Linda Gunter Chief Executive Officer
Date: _____

EXHIBIT A

Sports Medicine Services

The Sports Medicine Services will include the following:

1. The services of one (1) certified athletic trainer to provide training services at the sporting events mutually agreed by the Parties;
2. The services of a board-certified or board eligible physician with experience and training in sports medicine at the sporting events mutually agreed by the Parties (specifically the Required Coverage Events, defined in Section 2);
3. Provision of support (as needed) for the School District's student-trainer program;
4. Provision of the routine (as determined by Donor) supplies and equipment needed by the athletic trainers (up to a total value of \$3,000 per year), but specifically excluding orthopedic braces and other non-routine (as determined by Donor) equipment or supplies. Supplies and equipment needed by the athletic trainers exceeding \$3,000 annual limit, as well as non-routine supplies and equipment, will be the responsibility of School District;
5. Provision of student-athlete pre-participation physicals;
6. TBJ and Saint Francis' participation as advertising sponsor (in exchange for a cash donation up to \$550 per year) for all School District's athletic events and activities (and other venues as agreed by the Parties)



Focused

School Photography

YEARBOOK SALES AGREEMENT 2025-2026

School Name: Holmes Park Elementary					
Address:	1231 E Dewey Ave	City:	Sapulpa	State and Zip	OK 74066
Phone #:	918-227-6800	Enrollment:	640	Adviser Name:	Renee Martino
School Year	2025-26 New			Adviser Email:	rmartino@sapulpa.org
School Year Close Date	May 22, 2026			Adviser Phone:	918-227-6800
Ship Yearbooks To:	1231 E Dewey Ave Sapulpa, OK 74066			Alt Address	
Send Invoice To:	Renee Martino			Street Address:	

YEARBOOK INFORMATION

Size:	8x120 8x10	Cover Deadline:	April 1, 2026
Number of Pages:	52	Final Quantity Deadline:	April 1, 2026
Number of Copies:	240	Requested Arrival Date:	May 1, 2026

	Base Price	Consumer Price	School Price	
	\$	\$	\$17.00	
COVER TYPE				Activate Online Pay On:
Cover Type:	Soft cover	\$	\$ inc	Sales Flyer Need by Date:
Design:		\$	\$ inc	Notes
Printed School Name & Year		\$	\$ in design	
Personalization:	Student Names - 1 Line	\$	\$ na	
Endsheets (Hardcovers Only):		\$	\$ na	

	Consumer Price	School Price	
BOOK ENHANCEMENTS			Portrait Information
Paper:	\$	\$ na	Picture Day
Supplements:	\$	\$ na	Retake Day
			Office Use Only:
	Actual Cost \$	\$17.00	
Shipping Included in price		inc	
	Per Copy \$	17.00	
* School Price excludes any applicable taxes. We are required by State Law to apply the appropriate tax on the final invoice. If tax exempt, please supply official documentation. Changes to the estimated total will be documented for approval prior to finalization.			

Focused Representative	Authorized School Representative (Print)
Pyper Bowman	
Email/Cell number	Authorized School Representative (Signature)
	Date

The School, by its authorized representative, designates Focused School Photography as the School's yearbook publisher for the Agreement years and authorizes Focused School Photography to print the materials as specified during the terms of this Agreement. This Agreement is subjected to the terms and conditions on the reverse side.

Terms of the Publication Agreement

THIS PUBLICATION AGREEMENT includes the Terms on the front and back of this form and cannot be changed except in writing, signed by the School and Focused School Photography.

FOCUSED will provide materials in the form of software use, layouts, flyers, instructions and a production schedule for the programs selected to enable the School to prepare its yearbook for printing. The School agrees to prepare and submit all materials, including photographs in accordance with the instructions and deadline schedules.

INTERNET-BASED APPLICATION: Some of the Focused products and services are provided through an Internet-based application ("Application"). By selecting an Application, the School authorizes Focused to transmit information, including images, to and from the School and printer, its affiliated companies. The School agrees to comply with the security features of the Application and to protect and control access to the Application, including without limitation, user access credentials.

EMAIL COMMUNICATIONS: Many yearbook communications between Focused and the School will be by email. The Yearbook Adviser email address designated on the front of this Agreement, or such other email address as provided by the School, will be an agreed communication address and communication method. The School agrees to regularly monitor and keep secure the email address and advise promptly of any changes.

PROOFS: So that production will not be delayed, the School agrees to check proofs and return changes within 48 hours after receipt. Delay in proofs will delay delivery of the yearbooks.

DELIVERY: For on-time delivery, Focused must receive the final submission (including cover selection and final order quantity) on or before the deadline dates indicated on the front of this Agreement as may be updated via the Web site.

ADDITIONAL CHARGE ITEMS: If the School misses deadline dates and desires to maintain originally-scheduled ship date, the request will be considered based on available capacity, there will be additional fees.

END USER BOOK SALES: Focused will collect online payments. The school agrees to accept cash, checks and retain envelopes of purchases.

PAYMENT PLAN: The School is the purchaser of the books. The School agrees to pre-sell all books. The School agrees to pay the invoice within 30 days of bill date. Late fees may apply after this timeframe.

PAYING BY CHECK: When the School pays by check, the School authorizes Focused to process the payment as a check transaction, or to use information from the check to make a one-time electronic fund transfer from the School's checking account. Funds may be withdrawn from the account on the day Focused receives payment, and the financial institution will not return the check. A service fee may be charged on returned checks.

FOCUSED reserves the right to refuse to print any material, which in its opinion is tortious, illegal or violates any copyright or proprietary rights. Focused assumes no obligation for reviewing or editing materials submitted by or on behalf of the School.

THE SCHOOL is responsible for the content of the book and materials submitted for printing. The School releases Focused and, to the extent permitted by applicable law, will indemnify and hold harmless Focused, its affiliated companies, employees, agents and representatives from any and all claims, demands, actions, losses, costs, expenses and reasonable attorney fees arising out of or in connection with the printing of any materials submitted by the School, its faculty, administrators, students, employees, representatives, agents or breach of the School's obligations for Applications.

CANCELLATION: This Agreement is not subjected to cancellation by either party during the term of this Agreement except by written consent of both the School and Focused.

NEITHER PARTY is liable for delays or losses as a result of strikes, accidents, government restrictions, acts of God, acts of war, or other causes beyond its control, and such delays will not constitute a breach of contract.



Service Agreement

Sapulpa High School

Lifetouch ID: 54710
Account Representative Email:
dallas.arnold@lifetouch.com

School Year(s): 2025-2026
Agreement Length: 1

Account Information

Sapulpa High School
3 South Mission Street
Sapulpa, OK 74066-4633

Main Phone: 918-224-6560
Enrollment: 1100
Grades: 10 - 12

Summary of Programs Provided

- Fall Individuals Yearbook Groups Commencements
- Spring Individuals Prestige Seniors Dance Other/Misc
- Underclass Grads Sports Special Events

Program Type*	Start Date	End Date	Setup Time	Start Time	End Time	Est. Photo'd	Setup Location
Fall Individuals - Original							
Underclass Grads - Original							

*All dates are tentative and subject to change or TBD if blank.

Account Services

- Yearbook - Media CD/DMD
- Storefront
- Lifetouch Portal

Storefront Contact:

Lifetouch Portal Contact:

Picture Day Notify is a complimentary service included when parent/guardian emails are provided.

Other Services

- Digital Media Download - Medium Res - Yearbook
- Digital Media Download - High Res (up to 800)

Contact information

Contact Name	Title	Phone	Email
Authorized School Representative	Administrator	918-224-6560	communications@sapulpaps.org

Agreement Terms

The account noted above (referred to as "you") designates Shutterfly Lifetouch, LLC (referred to as "Lifetouch") as your exclusive professional photographer and authorizes Lifetouch to: (i) photograph all students and staff who participate in "Picture Day" or other photography events, and (ii) produce and deliver photographs and services for the programs identified above. You are solely responsible for obtaining staff and parent or guardian consent to, or opt out of: (i) participation in all events and activities, and (ii) inclusion in class photographs or yearbooks (if included in services). You will provide us with access to students and staff, and use of your facilities, property and information for the purpose of performing the services, including Picture Day or event administration, fulfillment and distribution of photographs and yearbooks to you, delivery of Picture Day or event notices, and providing parents or guardians of photographed students opportunities to purchase individual and class pictures and yearbooks (if included in services). Lifetouch may modify the terms of this agreement or terminate this agreement upon notice to you. You may terminate this agreement if Lifetouch notifies you of a material change. If you do not terminate this agreement within 30 days after you receive notice of a change to the terms, you will be deemed to have accepted the change. Lifetouch's liability for any breach is limited to the amount you paid for services. Lifetouch will not disclose confidential information provided by you or use or retain it for any purpose other than performing the services or other internal uses as allowed by law. Lifetouch agrees to comply with laws, regulations and governmental orders governing the privacy and security of personal information including, where applicable and without limitation, the Family Educational Rights in Privacy Act. Lifetouch is and remains the copyright owner of all photographic images created in connection with this agreement. If Lifetouch is obligated to provide photographic images to you as part of the services provided under this agreement, Lifetouch hereby grants you a nonexclusive, irrevocable, royalty-free license to use such photographic images solely for your administrative and educational purposes.

Signatures



Dallas Arnold

Authorized School Representative

Sales Account Executive - School



Administrator



Service Agreement

Sapulpa Junior High School

Lifetouch ID: 54709
Account Representative Email:
dallas.arnold@lifetouch.com

School Year(s): 2025-2026
Agreement Length: 1

Account Information

Sapulpa Junior High School
7 South Mission Street
Sapulpa, OK 74066-4633

Main Phone: 918-224-6710
Enrollment: 684
Grades: 8 - 9

Summary of Programs Provided

- Fall Individuals
- Spring Individuals
- Underclass Grads
- Yearbook
- Prestige Seniors
- Sports
- Groups
- Dance
- Special Events
- Commencements
- Other/Misc

Program Type*	Start Date	End Date	Setup Time	Start Time	End Time	Est. Photo'd	Setup Location
Fall Individuals - Original							

*All dates are tentative and subject to change or TBD if blank.

Account Services

- Yearbook - Media CD/DMD
 - Storefront
 - Lifetouch Portal
- Storefront Contact:
Lifetouch Portal Contact: Shana Lloyd

Picture Day Notify is a complimentary service included when parent/guardian emails are provided.

Other Services

Digital Media Download - Medium Res - Yearbook

Contact information

Contact Name	Title	Phone	Email
Authorized School Representative	Administrator	918-224-6710	communications@sapulpaps.org

Agreement Terms

The account noted above (referred to as "you") designates Shutterfly Lifetouch, LLC (referred to as "Lifetouch") as your exclusive professional photographer and authorizes Lifetouch to: (i) photograph all students and staff who participate in "Picture Day" or other photography events, and (ii) produce and deliver photographs and services for the programs identified above. You are solely responsible for obtaining staff and parent or guardian consent to, or opt out of: (i) participation in all events and activities, and (ii) inclusion in class photographs or yearbooks (if included in services). You will provide us with access to students and staff, and use of your facilities, property and information for the purpose of performing the services, including Picture Day or event administration, fulfillment and distribution of photographs and yearbooks to you, delivery of Picture Day or event notices, and providing parents or guardians of photographed students opportunities to purchase individual and class pictures and yearbooks (if included in services). Lifetouch may modify the terms of this agreement or terminate this agreement upon notice to you. You may terminate this agreement if Lifetouch notifies you of a material change. If you do not terminate this agreement within 30 days after you receive notice of a change to the terms, you will be deemed to have accepted the change. Lifetouch's liability for any breach is limited to the amount you paid for services. Lifetouch will not disclose confidential information provided by you or use or retain it for any purpose other than performing the services or other internal uses as allowed by law. Lifetouch agrees to comply with laws, regulations and governmental orders governing the privacy and security of personal information including, where applicable and without limitation, the Family Educational Rights in Privacy Act. Lifetouch is and remains the copyright owner of all photographic images created in connection with this agreement. If Lifetouch is obligated to provide photographic images to you as part of the services provided under this agreement, Lifetouch hereby grants you a nonexclusive, irrevocable, royalty-free license to use such photographic images solely for your administrative and educational purposes.

Signatures



Dallas Arnold

Sales Account Executive - School

Authorized School Representative



Administrator

<u>Title of Book</u>	<u>ISBN#</u>	<u>Total Count</u>	<u>Edition #</u>	<u>copyright</u>	<u>Publisher</u>
Study Skills and Strategies	978-0-9797723-4-4	36	3rd	2011	Mangrum,Staichart
Study Skills and Strategies (TE)	978-0-97977523-5-1	2			
History of Art for Young People	0810941503	11	5th	1997	Abrams Publishing
Foundations of Physical Science with Earth & Space Science	1588920593	31	--	2003	HSU/CPO science
Biology	0131905406	25	--	2006	Pearson Prentice Hall
Environmental Science	0130699004	8	--	2003	S. Foresman
Buckle Down OCCT -8th grade Reading-	978-0-7836-8199-3	1	--	2011	Triumph Learning
Buckle Down Common Core State Standard-8th grade English, Language Arts-	978-0-7836-8054-5	11	--	2011	Triumph Learning
Mastering the OK Core Curriculum -8th grade Reading-	978-1-59807-261-7	30	--	2011	American Book Co.
Discovering Art History	0-87192-299-1	7	3rd	1997	Davis
Discovering Art History (TE)	0-87192-300-9	1			
Discovering Art History	978-0-87192-719-4	8	4th	2007	Davis
Write Source (black)	978-0-547-48504-1	8	--	2012	HMH
Write Source (blue)	978-0-547-48507-2	12	--	2012	HMH
Write Source 9th grade (TE)	978-0-547-48462-4	1	--	--	--
Write Source 8th grade (TE)	978-0-547-48455-6	2	--	--	--
Economics	0-03-050584-4	3	--	1999	Holt
Economics Answer Key	0-03-052512-8	1	--	--	--
Passing the OK English II	978-1-59807-251-8	16	--	2010	American Book Co.
Intermediate Dictionary	n/a (12381)	5	--	1983	S. Foresman
The Visual Experience	0-87192-291-6	7	2nd	1995	Davis

<u>Title of Book</u>	<u>ISBN#</u>	<u>Total Count</u>	<u>Edition #</u>	<u>copyright</u>	<u>Publisher</u>
Culture and Values A Survey of Western Humanities, Alternate Volume	0-15-505458-9	39	4th	1990	Harcourt Brace
Zoology	978-0-07-298889-5	8	7th	2007	McGraw Hill
Essentials of Humanities, Anatomy & Psysiology	0-13-193481-3	9	8th	2006	Pearson
Collections (rock) 10th grade	978-0-544-50579-7	1	--	2015	HMH
Collections (rock) 10th grade (TE)	978-0-544-50650-3	1	--	--	--
Collections (rock) 10th grade (WB)	978-0-544-08762-0	1	--	--	--
Collections (flower) 9th grade	978-0-544-50578-0	1	--	2015	HMH
Collections (flower) 9th grade (TE)	978-0-544-50769-2	1	--	--	--
Collections (flower) 9th grade (WB)	978-0-544-08769-9	1	--	--	--
Introduction to the Humanities Literature, Historical Docs, & Fine Arts	0-673-29435-8	11	--	1996	S. Foresman
Performance Assessment 10th grade	978-0-544-14760-7	1	--	2015	HMH
Performance Assessment 9th grade	978-0-544-14759-1	1	--	2015	HMH
Strategies for Success Writing pre-GED	0-8114-1879-0	1	--	1987	
Introduction to Psychology	978-0-618-04828-1	25	--	2001	Nextext
Health	978-0-13-367252-7	1	--	2010	Pearson Prentice Hall
Health DVD	978-0-13-251070-7	1	--	--	--
Health DVD	0-13-251071-5	1	--	--	--
Health DVD	978-0-13-367311-1	1	--	--	--
Health DVD	978-0-13-367892-5	1	--	--	--
Sociology and You	978-0-07-874519-5	1	--	2008	McGraw Hill

<u>Title of Book</u>	<u>ISBN#</u>	<u>Total Count</u>	<u>Edition #</u>	<u>copyright</u>	<u>Publisher</u>
Understanding Psychology	978-0-07-874517-1	1	--		McGraw Hill
Psychology Principle in Practice	0-03-077789-5	1	--	2007	Harcourt Education Co.
Street Law A Course in Practical Law	0-07-860019-7	18	--	2005	McGraw Hill
Street Law Test Binder	n/a	1	--	--	--
Street Law (WB)	0-07861208-x	1	--	--	--
Street Law (Classroom Guide WB)	0-07-861950-5	1	--	--	--
Street Law (Transparencies)	0-07-861086-9	1	--	--	--
Street Law (Video Lesson Plans)	0-07-861209-8	1	--	--	--
Street Law (TE WB)	0-07-860020-0	1	--	--	--
Contemporary Living	1-56637-099-x	11	--	1995	GW Publishing
Contemporary Living (TE)	1-56637-641-6	1	--	--	--
Contemporary Living (WB)	1-56637-101-5	2	--	--	--
Contemporary Living (TE Binder)	1-56637-644-0	1			
StudySync 10th grade (TE)	978-1-94-973927-5	1	--	--	--
StudySync 9th grade	978-1-94-973926-8	1	--	--	--
Strengthening Family & Self	1-59070-495-9	21	--	--	GW Publishing
Strengthening Family & Self (TE)	1-59070-496-7	1			
Strengthening Family & Self (TE Resource)	1-59070-499-1	1	--	--	--
Strengthening Family & Self (WB)	978-1-60525-110-3	4	--	--	--
Learning for Earning Your Route to Success	1-56637-939-3	37	--	2004	GW Publishing
Learning for Earning (TE WB)	1-56637-115-5	1			
Learning for Earning	978-1-59070-946-7	13	6th	--	--
Learning for Earning (WB)	978-1-59070-948-1	4	--	--	--

<u>Title of Book</u>	<u>ISBN#</u>	<u>Total Count</u>	<u>Edition #</u>	<u>copyright</u>	<u>Publisher</u>
Learning for Earning (TE WB)	978-1-59070-949-8	2	--	--	--
Learning for Earning (TE Resource Guide)	978-1-59070-950-4	1	--	--	--
Sociology A Study of Human Relationships	0-03-097589-1	15	5th	1999	HMH
Sociology A Study of Human Relationships (TE WB)	0-03-098216-2	1	--	--	--
Creative Living	0-02-642749-4	24	6th	1997	McGraw Hill
Creative Living (TE)	0-02-642751-6	1	--	--	--
Creative Living (TE WB)	0-02-642757-5	1	--	--	--
Creative Living (WB)	0-02-642753-2	3	--	--	--
Creative Living (Testing Program)	0-02-642769-9	1	--	--	--
Creative Living (TE Binder)	0-02-676020-7	1	--	--	--
Everyday Life Skills	0-7854-2552-7	21	--	2001	AGS
Literature Course 3	978-0-07-845478-3	11	--	2007	McGraw Hill
Literature Course 4	978-0-07-845479-0	11	--	--	McGraw Hill
Literature Course 5	978-0-07-845480-6	20	--	--	McGraw Hill
The Developing Child Understanding Children & Parenting	0-02-647730-0	26	--	--	McGraw Hill
The Developing Child Understanding Children & Parenting (TE)	0-02-647731-9	2	--	--	--
The Developing Child Understanding Children & Parenting (Testing Program)	0-02-647746-7	1	--	--	--
The Developing Child Understanding Children & Parenting (Lesson Plans)	0-02-647745-9	1	--	--	--
The Developing Child Understanding Children & Parenting (WB)	0-02-647732-7	2	--	--	--

<u>Title of Book</u>	<u>ISBN#</u>	<u>Total Count</u>	<u>Edition #</u>	<u>copyright</u>	<u>Publisher</u>
The Developing Child Understanding Children & Parenting (TE WB)	0-02-647738-6	2	--	--	--
Married and Single Life	0-02-676051-7	17	5th	1992	Glencoe
Married and Single Life (lesson plan WB)	0-02-643005-3	1	--	--	--
Married and Single Life (WB)	0-02-643004-5	1	--	--	--
Food for Today	0-02-642980-2	17	6th	1997	McGraw Hill
Food for Today (TE)	0-02-642983-7	1	--	--	--
Food for Today (Binder)	0-02-642996-9	1	--	--	--
Food for Today (WB)	0-02-642982-9	1	--	--	--
Food for Today (TE)	0-02-642984-5	1	--	--	--
Food for Today (Barcode WB)	0-02-643047-9	1	--	--	--
Food for Today (Food Lab WB)	0-02-642991-8	1	--	--	--
Food for Today (Perf. Asses. WB)	0-02-642997-7	1	--	--	--
Food for Today (Lesson Plans)	0-02-642988-8	1	--	--	--
Food for Today (Activities WB)	0-02-642993-4	1	--	--	--
Food for Today (Multicult. Res WB)	0-02-642990-x	1	--	--	--
Food for Today (Extending Text WB)	0-02-642992-6	1	--	--	--
Food for Today (Enrichmnt Actv WB)	0-02-642994-2		--	--	--
Psychology & You	0-314-02772-6	27	2nd	--	West
Psychology & You (TE)	0-314-02771-8	2	--	--	--
Psychology & You (Transparencies)	0-314-04519-8	1	--	--	--
Psychology & You (WB)	0-314-04524-4	2	--	--	--
Psychology & You (Perf. task/Skill Builder)	0-314-04662-3	1	--	--	--
Foundation of Personal Finance	978-1-60525-089-2	16	8th	2010	GW Publishing

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Buckle Down on Algebra I (WB-book2)	0-7836-2612-6	1	--	2002	Buckledown Publishing
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Spectrum Math 8th grade	1-56189-908-9	1	--	2003	McGraw Hill
Algebra with Pizzazz (binder)	0-88488-791-x	1	--	1998	Creative Publishers
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IT18761	LR05N34F	IT24944	LR08F1B7	IT17553	LR0B5U0C	IT19981	LR0B5V1V
IT18771	LR05N3T8	IT24959	LR09H7DF	IT17554	LR0B5U58	IT19983	LR0B5C9U
IT18776	LR05N2UF	IT24966	LR08F16Q	IT17555	LR0B5TTK	IT19984	LR0B5URF
IT18792	LR04VZPQ	IT24967	LR09HQR7	IT17556	LR0B5UYF	IT19985	LR0B5V15
IT18820	LR04V79V	IT24979	LR09H7EL	IT17557	LR0B5TV9	IT19986	LR0B5V0C
IT18833	LR04VZP5	IT24985	LR09H7DK	IT17559	LR0B5UYY	IT19990	LR0B5VGN
IT18841	LR04RB93	IT24992	LR09HFFG	IT17563	LR0B5U2H	IT19991	LR0B5URT
IT18842	LR04VZYQ	IT24993	LR09HQR5	IT17564	LR0B5UZ0	IT19992	LR0B5UQU
IT18846	LR04WDJP			IT17565	LR0B5TXA	IT19993	LR0B5TXU
IT18958	LR05SGPH			IT17566	LR0B5VF2	IT19994	LR0B5TW6
IT18961	LR04WH1J			IT17569	LR0B5UZM	IT19995	LR0B5TYJ
IT19102	LR05NGZU			IT17570	LR0B5UQY	IT19997	LR0B5AR0
IT19120	LR06LFWU			IT17571	LR0B5VMH	IT19999	LR0B5B1J
IT19252	LR04VZLV			IT17572	LR0B5VH5	IT22037	LR0B5C7H
IT19253	LR04STH4			IT17575	LR0B5UWE	IT22038	LR0B5VFS
IT19257	LR04W03C			IT17577	LR0B5UZ2	IT22039	LR0B5TSW

Asset Tag	Serial Number						
IT19258	LR04W8SK			IT17578	LR0B5UYG	IT22056	LR0B5UUJ
IT19263	LR04W19B			IT17579	LR0B536B	IT22062	LR0B5318
IT19280	LR04VZQT			IT17581	LR0B5VGR	IT22331	LR0B530Z
IT19283	LR03ZCJN			IT17582	LR0B5V29	IT22345	LR0B5URP
IT19293	LR06LFVT			IT17583	LR0B5TY8	IT22398	LR0B5UZD
IT19315	LR05NGZA			IT17584	LR0B5UZZ	IT22463	LR0B5TUZ
IT19323	LR05N2L9			IT17585	LR0B5UR6	IT22501	LR0B5VLA
IT19329	LR04VZUJ			IT17587	LR0B5US5	IT22515	LR0B5UXV
IT19348	LR06LDAQ			IT17589	LR0B5UR5	IT22517	LR0B5U6C
IT19566	LR05N3CT			IT17590	LR0B5U24	IT22527	LR0B53DG
IT19647	LR04WMNL			IT17592	LR0B5TZQ	IT22530	LR0B5VGU
IT19730	LR03Z8LJ			IT17593	LR0B5U1V	IT22534	LR0B5TVC
IT19786	LR04SY8L			IT17595	LR0B5VCK	IT22538	LR0B5309
IT19788	LR04VZKX			IT17596	LR0B5VL0	IT22553	LR0B5TZY
IT19830	LR04SYAZ			IT17598	LR0B5TSY	IT22600	LR0BGSG2
IT22055	LR05NRBM			IT17599	LR0B5TSV	IT22623	LR0B5UYH
IT22304	LR04WMQM			IT17700	LR0B5U1D	IT22639	LR0B5V0X
IT22305	LR05SH00			IT17703	LR0B5U0D	IT22640	LR0B5TSG
IT22306	LR05NGZT			IT17704	LR0B5VE1	IT22649	LR0B5U7E
IT22307	LR04SSZ4			IT17705	LR0B5317	IT22658	LR0B5UY9
IT22308	LR05N2LT			IT17708	LR0B5U1G	IT22725	LR0B5UTJ
IT22309	LR04W8FY			IT17709	LR0B5VE8	IT22763	LR0B5U3U
IT22311	LR04VZMF			IT17710	LR0B5UYN	IT22768	LR0B52ZA
IT22312	LR04ST3W			IT17711	LR0B5TUQ	IT23862	LR0B5C4D
IT22313	LR05JJYJ			IT17712	LR0B5U1E	IT23864	LR0B5UZ5
IT22317	LR08928F			IT17714	LR0B5U18	IT23866	LR0B5TYD
IT22318	LR04VZMJ			IT17715	LR0B5342	IT23886	LR0B5TYT
IT22329	LR04W8G8			IT17716	LR0B5U47	IT23916	LR0B530H
IT22338	LR04VZM7			IT17717	LR0B5316	IT23918	LR0B53DB
IT22341	LR05NUKA			IT17718	LR0B52W9	IT23928	LR0B5VLZ
IT22343	LR04VZS2			IT17719	LR0B5UV8	IT23943	LR0B5UYZ
IT22347	LR05NUKJ			IT17722	LR0B5U1F	IT23949	LR0B5V0Y
IT22348	LR06QDFE			IT17723	LR0B52VN	IT23971	LR0B5TUL
IT22361	LR04WMG7			IT17724	LR0B530X	IT23983	LR0B52WR
IT22363	LR05NUHD			IT17726	LR0B5ZS5	IT23985	LR0B5VC8
IT22364	LR04VZL5			IT17729	LR0B5U0L	IT24600	LR0B5U5C
IT22365	LR087T4M			IT17730	LR0B5U1S	IT24602	LR0B5UVN
IT22366	LR05NGU8			IT17732	LR0B5U23	IT24603	LR0B52VV
IT22367	LR04WGA5			IT17734	LR0B5TRV	IT24604	LR0B5U3G
IT22453	LR04SSXU			IT17736	LR0B5TSM	IT24605	LR0B5TZL
IT22454	LR05NL2J			IT17740	LR0B5TSF	IT24606	LR0B5V0F
IT22461	LR05N3RU			IT17741	LR0B5V9W	IT24607	LR0B5U49
IT22500	LR05JJX9			IT17745	LR0B5TV7	IT24608	LR0B5VML
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IT22505	LR06QD1W			IT17752	LR0B4YPD	IT24611	LR0B5TT3
IT22506	LR05NUK0			IT17754	LR0B5TX8	IT24612	LR0B5VL5
IT22507	LR04WCZN			IT17755	LR0B5TUW	IT24613	LR0B5VH9
IT22508	LR04ST7P			IT17757	LR0B535A	IT24614	LR0B5U5U
IT22509	LR05N2UV			IT17758	LR0B5U0Z	IT24615	LR0B5UZQ

Asset Tag	Serial Number						
IT22510	LR062GBZ			IT17761	LR0B52W3	IT24616	LR0B5U09
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IT22519	LR04W18Z			IT17764	LR0B53D5	IT24640	LR0B5TV1
IT22523	LR05SGMX			IT17765	LR0B52WU	IT24641	LR0B5U5B
IT22524	LR06QD2T			IT17769	LR0B52W8	IT24642	LR0B5URN
IT22525	LR04WMMGH			IT17772	LR0B5TZ9	IT24650	LR0B5V1Z
IT22526	LR04VZR4			IT17775	LR0B5U3L	IT24659	LR0B52VY
IT22532	LR05N3DY			IT17776	LR0B52VH	IT24660	LR0B5TTW
IT22536	LR05N2VC			IT17778	LR0B5TV0	IT24661	LR0B5V0G
IT22551	LR073KU5			IT17779	LR0B5U33	IT24662	LR0B5V1D
IT22557	LR03ZD1K			IT17780	LR0B5U5L	IT24677	LR0B5VCE
IT22582	LR03ST06			IT17782	LR0B5TWA	IT24678	LR0B52WL
IT22601	LR04ST9S			IT17786	LR0B5U0Q	IT24679	LR0B4YPQ
IT22634	LR04W1QH			IT17787	LR0B5U4H	IT24680	LR0B5U11
IT22636	LR04VZT7			IT17788	LR0B5TT0	IT24681	LR0B5U71
IT22641	LR04SYBB			IT17789	LR0B5U1U	IT24682	LR0B5VMP
IT22642	LR04WHB0			IT17790	LR0B5U0S	IT24684	LR0B52W4
IT22648	LR06LFVR			IT17792	LR0B5U6W	IT24685	LR0B5UXY
IT22727	LR05NUJE			IT17795	LR0B5TZK	IT24686	LR0B5UY0
IT22730	LR04WMMH4			IT17796	LR0B5TZJ	IT24687	LR0B5TTT
IT22736	LR04VZSM			IT17798	LR0B5U18	IT24688	LR0B5TT1
IT22739	LR04VZRD			IT18001	LR0B5ARV	IT24689	LR0B5V86
IT22741	LR05NGQ0			IT18002	LR0B5VJ6	IT24690	LR0B5349
IT22742	LR05N2UE			IT18003	LR0B5C5P	IT24691	LR0B5UQX
IT22744	LR04W033			IT18004	LR0B5VFE	IT24692	LR0B4YP9
IT22745	LR0776AB			IT18005	LR0B5VMV	IT24693	LR0B5UQW
IT22746	LR04W16W			IT18007	LR0B5VGJ	IT24694	LR0B5U43
IT22747	LR05N3D7			IT18008	LR0B5CE1	IT24695	LR0B5343
IT22749	LR06LFX8			IT18009	LR0B5C3Y	IT24696	LR0B5U0P
IT22751	LR04W1JK			IT18011	LR0B5VM7	IT24697	LR0B5U0Y
IT22758	LR04WH7Y			IT18012	LR0B5VKS	IT24698	LR0B5UYW
IT22762	LR04VZQL			IT18014	LR0B5CC0	IT24699	LR0B5ARK
IT22766	LR04W230			IT18015	LR0B5C6G	IT24751	LR0B5V10
IT22767	LR04W1J0			IT18016	LR0B5C3Q	IT24752	LR0B5CUVV
IT22884	LR05NH8R			IT18017	LR0B5VFB	IT24753	LR0B52ZX
IT23852	LR05KV3W			IT18018	LR0B5VGM	IT24757	LR0B5TUE
IT23857	LR05N2VP			IT18020	LR0B5UVX	IT24800	LR0B5UR3
IT23858	LR04W008			IT18023	LR0B5VLR	IT24801	LR0B52W0
IT23859	LR04WHKP			IT18024	LR0B5AXP	IT24802	LR0B5UZH
IT23860	LR04VZKB			IT18025	LR0B5VK4	IT24803	LR0B5VKB
IT23867	LR05NR2N			IT18026	LR0B5VL1	IT24804	LR0B5TUK
IT23868	LR06LFXH			IT18027	LR0B5URQ	IT24808	LR0B5URX
IT23869	LR04SY8W			IT18028	LR0B5ASF	IT24809	LR0B5305
IT23870	LR05N2UC			IT18029	LR0B5V1T	IT24811	LR0B5U0G
IT23873	LR05N01U			IT18031	LR0B5VM1	IT24812	LR0B5VEU
IT23876	LR04VZLA			IT18036	LR0B5V0Z	IT24813	LR0B5C9X
IT23880	LR04WB96			IT18038	LR0B5AXG	IT24818	LR0B5TUH
IT23881	LR05NGZJ			IT18039	LR0B5VKP	IT24830	LR0B5URR
IT23882	LR04W1ST			IT18040	LR0B5C6A	IT24831	LR0B5TVH
IT23883	LR05N3C1			IT18042	LR0B5AXS	IT24849	LR0B4YPS

Asset Tag	Serial Number						
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IT23887	LR05SH0J			IT18044	LR0B5V8S	IT24863	LR0B5VBC
IT23889	LR05N2VV			IT18045	LR0B5V09	IT24872	LR0B5UYU
IT23890	LR05N414			IT18048	LR0B5BE3	IT24873	LR0B5URK
IT23946	LR04WE4K			IT18049	LR0B5AGG	IT24875	LR0B5U64
IT23948	LR05NVS0			IT18052	LR0B50QW	IT24876	LR0B5TU5
IT23957	LR04SYCR			IT18054	LR0B5V1X	IT24909	LR0B5TVN
IT23965	LR04WH9W			IT18055	LR0B5TZ3	IT24916	LR0B5U51
IT23986	LR04W5JS			IT18056	LR0B5TWX	IT24923	LR0B5TRR
IT23988	LR04VZKU			IT18057	LR0B5V13	IT24924	LR0B5TSQ
IT23992	LR04W1FT			IT18058	LR0B5C59	IT24929	LR0B5AX9
IT23994	LR05N2US			IT18059	LR0B5URV	IT24931	LR0B5V1M
IT23996	LR05NVJD			IT18060	LR0B5C5J	IT24932	LR0B5VF5
IT24601	LR05NM1Y			IT18061	LR0B5C6N	IT24933	LR0B5U0X
IT24625	LR05JFSS			IT18063	LR0B5C55	IT24934	LR0B5B81
IT24626	LR04W8SW			IT18064	LR0B5UZT	IT24940	LR0B5TVP
IT24628	LR04W8TW			IT18066	LR0B5U8B	IT24948	LR0B5UYA
IT24629	LR05MEG5			IT18068	LR0B5CAA	IT24968	LR0B5364
IT24630	LR05MZDZ			IT18069	LR0B59VS	IT24972	LR0B5UZY
IT24631	LR05N3B9			IT18070	LR0B5VAF	IT24976	LR0B5VD1
IT24632	LR06LFXQ			IT18072	LR0B542P	IT24981	LR0B5UY5
IT24634	LR04WCCL			IT18073	LR0B5VMN	IT24986	LR0B5VA5
IT24635	LR04SSY1			IT18076	LR0B5VGD	IT24994	LR0B5U31
IT24638	LR05JJZG			IT18077	LR0B5U6K	IT16822	LR0B5TUD
IT24639	LR04VZT2			IT18080	LR0B52ZT	IT17148	LR0B5TZ0
IT24644	LR04W1K1			IT18081	LR0B52WP	IT17417	LR0B5VFW
IT24645	LR05NVUA			IT18083	LR0B52W7	IT17509	LR0B52W2
IT24646	LR05N2UN			IT18084	LR0B52WS	IT17731	LR0B5TS2
IT24651	LR05N2UL			IT18085	LR0B52WQ	IT17735	LR0B530V
IT24652	LR05N2VG			IT18089	LR0B5V1S	IT17768	LR0B531V
IT24653	LR05N3BY			IT18090	LR0B5303	IT17799	LR0B5U1A
IT24654	LR04WCMS			IT18092	LR0B5356	IT18006	LR0B5V8E
IT24655	LR04W024			IT18093	LR0B535J	IT18030	LR0B5VL4
IT24656	LR04SYAB			IT18097	LR0B5UYV	IT18047	LR0B5VH8
IT24657	LR04SSYF			IT18101	LR0B4YPR	IT18051	LR0B5TXS
IT24658	LR04W5JJ			IT18103	LR0B5VHH	IT18062	LR0B586D
IT24665	LR05NUEV			IT18106	LR0B4YP6	IT18067	LR0B5VAA
IT24669	LR05NR92			IT18107	LR0B5TXV	IT18121	LR0B531M
IT24670	LR04SSWW			IT18108	LR0B5UYL	IT18144	LR0B5UTS
IT24672	LR05NGQB			IT18109	LR0B5TST	IT18201	LR0B5TT8
IT24673	LR04ZVQ3			IT18111	LR0B52ZN	IT18244	LR0B5U5A
IT24675	LR04WH9K			IT18113	LR0B52VR	IT18778	LR0B5VE7
IT24676	LR04VZNG			IT18117	LR0B530A	IT18781	LR0B50A1
IT24700	LR05SH17			IT18118	LR0B5UZU	IT19412	LR0B5TZS
IT24701	LR04SY8A			IT18120	LR0B5UZ7	IT19528	LR0B530S
IT24704	LR04ST94			IT18124	LR0B533S	IT19548	LR0B5UXR
IT24709	LR04WBYX			IT18127	LR0B5U44	IT23892	LR0B537Z
IT24713	LR05N2V9			IT18132	LR0B5VLV	IT23893	LR0B5C8F
IT24714	LR0774SU			IT18133	LR0B52W6	IT17562	LR0B5VJ2
IT24720	LR05NRC2			IT18134	LR0B52W5	IT17136	LR0B5U82

Asset Tag	Serial Number						
IT24724	LR05N3EC			IT18135	LR0B52WH	IT17137	LR0B5U0W
IT24727	LR04W17U			IT18136	LR0B530R	IT17412	LR0B5CDQ
IT24728	LR05NUH9			IT18137	LR0B5358	IT17443	LR0B5VKX
IT24729	LR05SH0Y			IT18138	LR0B5UQZ	IT17447	LR0B5AL1
IT24731	LR05NQV9			IT18139	LR0B5TV8	IT17586	LR0B5UZP
IT24732	LR05NR8M			IT18140	LR0B52WB	IT17591	LR0B53A5
IT24733	LR05N3EL			IT18141	LR0B5UXU	IT17744	LR0B5VK8
IT24734	LR04VZKQ			IT18142	LR0B5UZN	IT17753	LR0B5VB8
IT24739	LR05NUJL			IT18143	LR0B5U2M	IT17771	LR0B5TVW
IT24743	LR05SH1T			IT18146	LR0B5UXN	IT17797	LR0B5U4T
IT24745	LR05NA8R			IT18148	LR0B52WD	IT18032	LR0B5TYR
IT24747	LR04VZSG			IT18149	LR0B5U7K	IT18050	LR0B5TWK
IT24748	LR05SH07			IT18200	LR0B5TSU	IT18071	LR0B5ARE
IT24749	LR05JJYC			IT18203	LR0B5U02	IT18074	LR0B5V8N
IT24796	LR03ZCW5			IT18206	LR0B5TU2	IT18104	LR0B53D6
IT24797	LR04SSZK			IT18207	LR0B5TS3	IT18129	LR0B53AC
IT24815	LR05N3DU			IT18208	LR0B5TUM	IT18249	LR0B5U0H
IT24821	LR04SXJW			IT18209	LR0B5TSA	IT18258	LR0B5U06
IT24822	LR05N2VM			IT18210	LR0B5TS6	IT18277	LR0B5V05
IT24823	LR05NAG1			IT18212	LR0B5U1P	IT18389	LR0B5304
IT24824	LR05NR0A			IT18214	LR0B5TTS	IT18398	LR0B5TTG
IT24825	LR06QDAR			IT18216	LR0B5U6S	IT19451	LR0B5V1R
IT24826	LR04WE0Q			IT18217	LR0B5U63	IT19503	LR0B5UYX
IT24828	LR04VZSL			IT18218	LR0B5U5Z	IT19996	LR0B5TZP
IT24837	LR05N2UZ			IT18219	LR0B5TRT	IT22719	LR0B5U8H
IT24838	LR05KACY			IT18220	LR0B5U1T	IT22720	LR0B5VEV
IT24839	LR05JJZ1			IT18222	LR0B5TUG	IT23969	LR0B5U5J
IT24840	LR05NLZZ			IT18223	LR0B52ZY	IT24663	LR0B5387
IT24846	LR087ZTS			IT18224	LR0B5TZW	IT24683	LR0B5C79
IT24847	LR05NR11			IT18225	LR0B5U07	IT24805	LR0B53A8
IT24865	LR05NUKY			IT18226	LR0B5TU0	IT24810	LR0B5VKQ
IT24900	LR05J834			IT18227	LR0B5U4A	IT24829	LR0B530M
IT24902	LR04VZMX			IT18228	LR0B5U1L	IT24836	LR0B5UY3
IT24903	LR05N3CJ			IT18229	LR0B5U0J	IT24918	LR0B5UZE
IT24910	LR05N38U			IT18230	LR0B5TS9	IT24926	LR0B5VFQ
IT24911	LR05N3DJ			IT18232	LR0B5TU8	IT24949	LR0B5UZX
IT24912	LR04ST89			IT18233	LR0B5TTX	IT24980	LR0B5UZJ
IT24913	LR05NR8N			IT18234	LR0B5U6A	IT24982	LR0B5TWZ
IT24921	LR04W054			IT18235	LR0B5U0K	IT24983	LR0B5TXK
IT24922	LR05NGZ3			IT18236	LR0B5TVK	IT18075	LR0B5VMX
IT24935	LR04SSZ0			IT18239	LR0B5TTZ	IT17446	LR0B5KC
IT24938	LR05N3CL			IT18241	LR0B5U29	IT17558	LR0B5UYK
IT24939	LR04VZGL			IT18242	LR0B5TTN	IT18122	LR0B52ZW
IT24943	LR04VZQX			IT18243	LR0B5U6T	IT17567	LR0B5314
IT24945	LR05JJYE			IT18246	LR0B5TSL	IT17713	LR0B539W
IT24946	LR05N2XG			IT18247	LR0B5U4R	IT19506	LR0B5TV5
IT24947	LR03SY9X			IT18248	LR0B5TX3		
IT24964	LR04ST5V			IT18250	LR0B5TS0		
IT24991	LR05N3DD			IT18254	LR0B5TSZ		
IT24995	LR05JJUG			IT18255	LR0B5TU6		

SAPULPA HIGH SCHOOL

SUPERINTENDENT'S REQUEST FOR
OUT OF STATE ACTIVITY TRIP

5-20-25

REQUESTING GROUP: Cross Country

DATE OF REQUEST: 5-20-25

SPONSOR: D. Williams

DESTINATION: MSSU Joplin, Mo

DATE LEAVING (DAY AND DATE): Sept 20 Saturday, 2025

DATE RETURNING (DAY AND DATE): Same

NUMBER OF SCHOOLS DAYS MISSED: 0

THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS. PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: booster club existing funds & activity fund profits from 2024 Sapulpa Invitational

NUMBER OF STUDENTS ATTENDING: up to 40

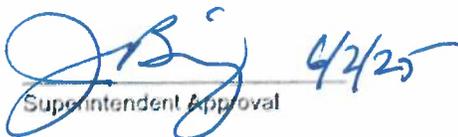
NUMBER OF SPONSORS: 2

PURPOSE OF TRIP: to compete in the Missouri Southern State University Southern Stampede Cross Country Meet

MODE OF TRANSPORTATION: bus


Athletic Director Approval


Principal Approval


Superintendent Approval

Board President Approval

SAPULPA HIGH SCHOOL

SUPERINTENDENT'S REQUEST FOR
OUT OF STATE ACTIVITY TRIP

5-20-25
~~5-20-25~~

REQUESTING GROUP: Cross country

DATE OF REQUEST: 5-20-25

SPONSOR D. Williams

DESTINATION: Univ. of Arkansas, Fayetteville

DATE LEAVING (DAY AND DATE): Oct 3 2025 Friday

DATE RETURNING (DAY AND DATE): Oct 4 2025 Saturday

NUMBER OF SCHOOLS DAYS MISSED: 1

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: booster club existing funds & activity fund profits from 2024 Sapulpa invitational.

NUMBER OF STUDENTS ATTENDING around 12, depending on qualification NUMBER OF SPONSORS: 2-3

PURPOSE OF TRIP: to compete at the University of Arkansas Chile Pepper Cross Country Meet (Will also plan to add college tour)

MODE OF TRANSPORTATION: bus


Athletic Director Approval


Principal Approval

 6/2/25
Superintendent Approval

Board President Approval

SAPULPA PUBLIC SCHOOLS

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

REQUESTING GROUP: Band

DATE OF REQUEST: 5/23/25

SPONSOR: Whitney Gokum

DESTINATION: Johnson City, Tennessee

DATE LEAVING (DAY AND DATE): Thur., Oct 16, 2025

DATE RETURNING (DAY AND DATE): Monday, Oct 20, 2025

NUMBER OF SCHOOLS DAYS MISSED: 3

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

NUMBER OF STUDENTS ATTENDING: _____

NUMBER OF SPONSORS: _____

PURPOSE OF TRIP:

Bands of America "BOA" Competition

MODE OF TRANSPORTATION: Charter Bus


Principal's Approval

 6/2/25
Superintendent Approval

Board President Approval

SAPULPA HIGH SCHOOL

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

REQUESTING GROUP: Softball

DATE OF REQUEST: 5/29/2025

SPONSOR: Magen Coldiron

DESTINATION: Branson, Missouri

DATE LEAVING (DAY AND DATE): 9/19/2025

DATE RETURNING (DAY AND DATE): 9/21/2025

NUMBER OF SCHOOLS DAYS MISSED: 1

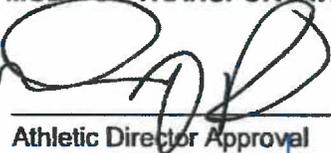
THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: Golf Tournament

NUMBER OF STUDENTS ATTENDING: 25

NUMBER OF SPONSORS: 4

PURPOSE OF TRIP: Softball Tournament

MODE OF TRANSPORTATION: Activity Bus


Athletic Director Approval


Principal Approval


Superintendent Approval

Board President Approval

FUNDRAISERS 2024-25 School Year

SITE	CLUB	DATE OF EVENT	FUNDRAISER	HOW FUNDS WILL BE USED
SHS	Softball	6/12/2025	Snap! Raise	Feeding the athletics
SHS	Softball	7/26/2025	Co-Ed Softball Game	Feed the athletes before games, banquet
Sapulpa High School	SHS/SJH Choirs	8/29/2025	Instaraise- JMS Fundraising Online-popcorn/movie sales; online donation opportunity	To fund the SJH/SHS Choir Activity Accounts for the year which is used for sheet music, accompaniment tracks, contest entry fees, all-state choir expenses, bus travel expenses, banquet supplies, performance equipment and supplies, venue rental, accompanist fees, and classroom supplies.
SHS	Junior Class	8/1/2025	Junior Class t-shirt sales	Prom deposits
SHS	Junior Class	8/1/2025	Movie on the Field	prom deposits and carry over funds for Senior Class 27
SHS	Football	8/21/2025	Voluntary Gate Donations for admission into	All program needs and wants
SHS	Football	7/15/2025	Domino's Pizza Discount Coupon Cards	All program needs and wants
Junior High	FCCLA	8/22/2025	Chieftain Lemonade-Community Kickoff	To pay for club dues
Junior High	FCCLA	9/1/2025	Ozark Lollipops	TO pay for competitive events
JH	FCCLA	9/1/2025	Deanan's Popcorn	To pay for club dues
SJH & SHS	FFA	8/25/2025	Meat Sales	for classroom materials, contests entries and student travel expenses
SJH & SHS	FFA	1/5/2026	Meat Sales	for classroom materials, contests entries and student travel expenses
SJH SHS	FFA	8/25/2025	Metal Project Sales	for classroom materials, contests entries and student travel expenses
SJH SHS	FFA	8/25/2025	Fall Plant Sales	for classroom materials, contests entries and student travel expenses
SJH SHS	FFA	3/23/2026	Spring Plant Sales	for classroom materials, contests entries and student travel expenses
SJH SHS	FFA	6/20/2025	Summer Sweet Corn Sales	for classroom materials, contests entries and student travel expenses
SHS	Student Council	8/1/2025	Various carnival games for community kickoff/Back to School Bash	Student Council State fees, Homecoming dance

SJH	Stuco/Leadership	8/21/2025	Vending Machines/unending until May 22-2026	Students, Supplies, Teachers, Food
SJH	Stuco/Leadership	8/28/2025	Back to School Dance	Funds will go back to Students, Events, Supplies, Teachers Food
SJH	Stuco/Leadership	10/16/2025	5 day Popcorn Sell	Students/Supplies/ Teachers/Events
SJH	Stuco/Leadership	2/9/2026	Candy Grams	Students/Supplies/food/Teachers
SJH	STUCO/Leadership	2/12/2026	Valentine Dance	Students/Supplies/materials/teachers/food
High School	Band	8/25/2025	Cheesecake Sales	For student band fees and upkeep for band equipment
High School	Band	1/12/2026	Cookie Dough Sales	Student fees and band needs
High School	Band	5/1/2025	Signature Chocolate Sales	Student fees
High School	Band	11/1/2025	Raffle	Instrument Upkeep, Music purchases etc.
Sapulpa High School	Sapulpa High School & the Following Clubs: Art, BPA, NASA, NHS, Choir, SHS Counseling Office, Hospitality, Ping Pings	8/21/2025	Green Country Fundraising	SHS Funds will be used for student and teacher needs and incentives. Art-Funds for supplies BPA-Student Leadership Conference NASA-For NASA events including but not limited to parades meeting NHS-Senior Recognition Ceremony Choir- Will be used for competition and activity fees SHS Counseling Office-Funds will be used to create a counselor scholarship Hospitality-Funds will be used for hospitality events for teachers Ping Pings-Assist with state, regional, and national competition fees and expenses for the team.
Sapulpa High School	Sapulpa Ping Pings	8/15/2025	Pampered Chef	The funds will be used to purchase new uniform additions, travel expenses for State and National Competitions, food, hotel, etc.
Sapulpa High School	Sapulpa Ping Pings	8/15/2025	Merch Sales	The funds will be used to purchase new uniform additions, travel expenses for State and National Competitions, food, hotel, etc.
Sapulpa High School	Sapulpa Ping Pings	8/15/2025	Burger Sales at Community Kick Off	The funds will be used to purchase new uniform additions, travel expenses for State and National Competitions, food, hotel, etc.
Sapulpa High School	Sapulpa Ping Pings	10/3/2025	Basket Raffles	The funds will be used to purchase new uniform additions, travel expenses for State and National Competitions, food, hotel, etc.
Sapulpa High School	Sapulpa Ping Pings	10/14/2025	Ping Ping Mini Clinic	The funds will be used to purchase new uniform additions, travel expenses for State and National Competitions, food, hotel, etc.

PERSONAL ELECTRONIC WIRELESS COMMUNICATION DEVICES

It is the policy of the Board of Education that a student may possess a personal ~~electronic wireless communications~~ device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school upon consent of both the student's parent or guardian, and the superintendent or the superintendent's designee. Students may be issued a device by the school district such as a laptop, tablet or other electronic device. School-issued devices or school-approved devices are exempt from the requirements of this policy and shall be utilized only for educational purposes by students.

Students are prohibited from utilizing cell phones and personal electronic devices while on the campus of a public school district from bell to bell. Exceptions may be made as follows:

1. Emergency use of cell phones or personal electronic devices by students during the school day. Emergency use includes situations where immediate communication is needed for safety or urgent personal matters. This includes, but is not limited to:
 - a. Medical Emergencies – Calling 911 or a parent if a student or someone nearby is having a severe health crisis (e.g., asthma attack, allergic reaction, seizure); or
 - b. Natural Disasters or Lockdowns – Communicating with law enforcement or family during events like tornados, fires, lockdowns, or other emergencies affecting the school; or
2. Use of cell phones or personal electronic devices by students who use them to monitor health issues. This includes, but is not limited to, glucose monitoring which may occur multiple times during the school day; or
3. Students with special needs may use cell phones or personal electronic devices during class time or during the school day if their IEP, Medical Plan, or 504 Plan explicitly requires it as assistive technology for medically or educationally necessary purposes. To qualify for this exception, the use must be listed as a documented accommodation necessary for instruction or communication within the student's IEP, Medical Plan, or 504 Plan.

~~Students will not be allowed to utilize personal wireless communication devices in classrooms. Classrooms should be a cell-phone free zone for students in order for students to fully engage in classroom instruction.~~

“Bell to bell” means the time between the first bell ringing at the start of the school day to begin instructional time until the dismissal bell at the end of the school day to end instructional time.

“Personal electronic device” means a personal device capable of connecting to a smart phone, the Internet, or a cellular or Wi-Fi network, or directly connecting to another similar device. Personal electronic devices include, but are not limited to, smart watches, smart headphones, laptops, tablets, and smart glasses. Personal electronic devices shall not include school-issued or school approved devices that are specifically limited for use in classroom instruction.

~~Personal electronic wireless communication devices should be stored out of sight. If a personal wireless communication device is utilized in a classroom without the permission of the teacher, the student shall be subject to disciplinary action.~~

~~Upon reasonable suspicion, the superintendent, principal, teacher, or security personnel shall have the authority to detain and search, or authorize the search of any student or property in the possession of the student for unauthorized wireless telecommunication devices.~~

Students found to be using any personal electronic ~~wireless telecommunications~~ device for any illegal purpose, violation of privacy, or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device ~~may~~ shall be confiscated by the administration of the school district. Any personal wireless communication device that is confiscated will be returned to the student at the end of the school day. Students violating this rule may be disallowed from carrying any wireless telecommunication device following the incident unless the device is utilized to monitor a health condition a bona fide health emergency exists.

Students found to be in possession of or using a personal electronic ~~wireless telecommunications~~ device in violation of the rules shall be subject to disciplinary action under the student discipline policy. Punishment for violation will be determined by the administration on a case-by-case basis. ~~Where appropriate, police authorities may be contacted.~~

REFERENCE: 70 O.S. §1-126
70 O.S. §24-101.1, et seq.
70 O.S. §24-102

THIS POLICY REQUIRED BY LAW.

PERSONNEL REPORT

June 10, 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>
Jason Cloud	Teacher/\$43,917	August 11, 2025
Kelly Ryan	Teacher/\$43,466	August 11, 2025
Caroline Storjoham	Teacher/\$44,836	August 11, 2025
Terra Rhoads	Teacher/\$47,754	August 11, 2025
Jayne Jewell	Teacher/\$49,270	August 11, 2025
Kari Brummett	Teacher/\$56,709	August 11, 2025
Kim Frie	Director of Fine Arts and Performing Art Center/TBD	July 01, 2025

(Pending Approval of Adjunct/Emergency Certification)

Brice Calip	Teacher/\$43,022	August 11, 2025
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EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
Kim Castaldi	Hearing Impairment Consult/\$1,650
None	

CHANGE OF STATUS

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

TRANSFERS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
*Andy Tuttle	Jr. High History Teacher	Facilities Manager	TBD

RESIGNATIONS

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

PERSONNEL REPORT

June 10, 2025

SUPPORT PERSONNEL REPORT

EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tim James	Summer Grounds/\$15.00 hr	May 15, 2025
Paige Luellen	Varsity Softball Asst/\$3,500	July 01, 2025

EXTRA DUTY ASSIGNMENTS/STIPENDS

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

CHANGE IN STATUS

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

RESIGNATIONS/RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jane Mathes	Teacher Assistant	June 30, 2025

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