

Regular Meeting of The Board of Education Independent School District Number 33,  
Creek County  
Monday, November 10, 2025 6:00 PM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

- I. Call the meeting to order and Pledge of Allegiance to the American Flag
- II. Formal Adoption of the Agenda
  - II.A. Motion, discussion, and vote on motion to formally adopt the Agenda.
- III. Consent Agenda
  - III.A. Approval of the BOE Meeting Minutes.
    - III.A.1. 10.13.2025 Regular BOE Meeting Minutes.
  - III.B. Approval of the 2025-26 General Fund Purchase Order encumbrance numbers 496 through 575.
  - III.C. Approval of 2025-26 Building Fund Purchase Order encumbrance numbers 133 through 140 and number 142.
  - III.D. Approval of 2025-26 Child Nutrition Fund Purchase Order encumbrance number 50.
  - III.E. Approval of 2025-26 Lease Revenue Fund 4 Purchase Order Encumbrance number 13.
  - III.F. Approval of the 2025-26 Bond Fund 37 Purchase Order Encumbrance number 6.
  - III.G. Approval of the monthly financial reports of the School Activity Funds account.
  - III.H. Approval of the monthly financial report for the SPS Endowed Scholarship Accounts, Fund 81.
  - III.I. Approval of the Treasurer's Report on the status of Funds and Investments.
  - III.J. Approval of the 2025 AIMRIGHT Proposal for the HS Project, End Zone Building, and Cheiftain Center (Bond 2023).
  - III.K. Approval of the 2025-26 Cherokee Nation Professional Service Agreement for Substitute Reimbursement.
  - III.L. Approval of the 2025-26 Mabee Center Lease Agreement for the 2026 Sapulpa High School Graduation.
  - III.M. Approval of the 2026 Ben Franklin Programs: Revolutionary Day Contract.
  - III.N. Approval of the Music Theatre International Contract for the 2026 all-school musical.
  - III.O. Approval of a generous donation from Sean Stevens and Whitney McKellar to Liberty STEM program for \$1,000.
  - III.P. Approval of Fundraisers as per attachment.
- IV. Hearing from the Public
- V. Information and Discussion Items
  - V.A. Superintendent Comments
  - V.B. Bond Update
- VI. Action Items
  - VI.A. New Business - items not known or foreseen when agenda was posted.
  - VI.B. Discussion, motion, and vote on a motion to approve/disapprove the Annual Election Resolution to the County Election Board calling for the Annual School Election to be held for Board Position No. 1.
  - VI.C. Discussion, motion, and vote on a motion to approve/disapprove a generous donation from the Sapulpa Education Foundation for the 2025-26 Teacher Grants.
  - VI.D. 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.D.1. Vote to convene in Executive Session.
    - VI.D.2. To acknowledge the Board has returned to Open Session.

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

VII. Personnel

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

VII.B. Vote to approve/disapprove FMLA for Colin McElyea, effective October 27, 2025, through November 17, 2025.

VII.C. Vote to approve/disapprove FMLA for Darius Boone, effective October 30, 2025, through November 19, 2025.

VII.D. Vote to approve/disapprove FMLA for Jasmine Watashe, effective February 06, 2026, through May 08, 2026.

VII.E. 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, October 13, 2025 6:00 PM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag  
Vice President Larry Hoover called the meeting to order at 6 pm. Jefferson Heights Principal Gina Ritchie introduced 5th Grade Student Stella Havenstrite to lead the Pledge of Allegiance.

II. Formal Adoption of the Agenda

II.A. Motion, discussion, and vote on motion to formally adopt the Agenda.  
To formally adopt the Agenda passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

III. Consent Agenda

III.A. Approval of Meeting Minutes.

III.A.1. 9.04.2025 Regular BOE Meeting Minutes

III.B. Approval of the 2025-26 General Fund Purchase Order Encumbrance Numbers 333 through 495.

III.C. Approval of the 2025-26 Building Fund Purchase Order Encumbrance Numbers 99 through 132.

III.D. Approval of the 2025-26 Child Nutrition Fund Purchase Order Encumbrance Numbers 45 through 49.

III.E. Approval of the 2025-26 Fund 04 Lease Revenue Purchase Order Encumbrance Number 12.

III.F. Approval of the 2025-26 Bond Fund 36 Purchase Order Encumbrance Number 1.

III.G. Approval of the 2025-26 Bond Fund 37 Purchase Order Encumbrance Number 6.

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

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

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

III.K. Approval of the 2026 BOE Calendar Schedule

III.L. Approval of 2025-26 Residency Committee.

III.M. Approval of the 2025 October Capacity Numbers.

III.N. Approval of the 2023-24 Dropout Report.

III.O. Approval of the 2025-26 Muscogee (Creek) Nation MOU for the provision of coordinated Mvskoke Language Services.

III.P. Approval of the 2025-26 LAB AIDS Digital Content Agreement.

III.Q. Approval of the 2025-26 SPS District Chase Morris Cardiac Emergency Response Plans.

III.R. Approval of the 2025-26 edmentum Exact Path Services for Sapulpa Middle School.

III.S. Approval of Off-Season payment to Sarah Veach for the 2021-22 and 2022-23 school years.

III.T. Approval of the 2025-26 Junior Achievement JA BizTown Contract with Jefferson Heights Elementary.

III.U. Approval of the 2025-26 Voluntary Student Accident Insurance Program.

III.V. Approval of the 2025-26 Prom Venue contract with Camp Loughridge.

III.W. Approval of a generous anonymous donation of \$1,575 to sponsor three band students for the BOA marching band trip in October 2025.

III.X. Approval of a generous donation of \$300 from Bison Electric to the NASA club.

III.Y. Approval of a generous donation of \$100 from Midwest Printing to JHE Teacher Tiffany Walker for classroom needs.

III.Z. Approval of a generous anonymous donation of \$1,000 to Athletics.

III.AA. Approval of a generous donation from Muscogee Creek Nation in the amount of \$4,560 to send Michelle Benning and Keyla Chapman to the NJOMA

Conference in Denver, they have been awarded Runner-up National JOM Educator of the year.

### III.AB. Approval of Out of State Activity Trips

III.AB.1. Liberty Stem Club-Saco, Maine

III.AB.2. SHS Choir-St.Louis, MO

III.AB.3. JROTCx4-Mountain Home, AR-Colorado Springs, CO-Webb City, MO-Ozark, MO

### III.AC. Approval of Fundraisers as per attachment.

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

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

Yea: 3, Nay: 0, Absent: 2

### IV. Hearing from the Public None

### V. Information and Discussion Items

#### V.A. Superintendent Comments

Superintendent Rob Armstrong recognized some items approved from the Consent Agenda: the BOE Calendar Dates for 2026, the generous donations, and Camp Loughridge for the 2026 Prom Venue. He then introduced Kim Frie, the Fine Arts Director, and Kiley Barnett, the Routes to Success Director. Upcoming events, Parent Teacher Conferences and Fall Break.

#### V.B. Routes to Success Update

Director Kiley Barnett shared the success of the program's first guest speaker, Lael Alexander. It was held at the Way Point Lounge with about 83 in attendance. There will be four more guest speakers for the Fall Session. The program is continuing the search for community internships.

#### V.C. Bond Update

Superintendent Rob Armstrong reported that the block wall radius for Area A is complete. Block Box block wall to start next. Panels will begin to show up next week, a total of 110 to be delivered from Kansas City. Area C slab work will begin to pour on Friday, 48 trucks worth of concrete. Retaining walls continue to

be built down Mission Street. Projects to start next are the Chieftain Center and the End Zone building.

## 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 of GMP Amendment #4 for a total of \$22,194,498.00, which includes Base plus Alternate #1 as well as recommended work covered in the bidding documents, project requirements, allowances, insurance, and fees for SHS Chieftain Center and End Zone Building (Bond 2023).

To disapprove of GMP Amendment #4 for a total of \$22,194,498.00, which includes Base plus Alternate #1 as well as recommended work covered in the bidding documents, project requirements, allowances, insurance, and fees for SHS Chieftain Center and End Zone Building (Bond 2023) passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

VI.C. Discussion, motion, and vote on a motion to approve/disapprove of GMP Amendment #4 for SPS Capital Improvements a total of \$23,332,989.00, which includes Base plus Alternate #1 and #2 as well as recommended work covered in the bidding documents, project requirements, allowances, insurance, and fees for SHS Chieftain Center and End Zone Building (Bond 2023).

To approve of GMP Amendment #4 for SPS Capital Improvements, a total of \$23,332,989.00, which includes Base plus Alternate #1 and #2, as well as recommended work covered in the bidding documents, project requirements, allowances, insurance, and fees for SHS Chieftain Center and End Zone Building (Bond 2023) passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

VI.D. Discussion, motion, and vote on a motion to approve/disapprove the 2025-26 Operating Budget as presented.

To approve the 2025-26 Operating Budget as presented passed with a motion by Sarah Havenstrite and a second by Larry Hoover.

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

Yea: 3, Nay: 0, Absent: 2

VI.E. Discussion, motion, and vote on a motion to approve/disapprove the signed Creek County Clerk copy of the 2025-26 EON as presented.

To approve the signed Creek County Clerk copy of the 2025-26 EON as presented passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

VI.F. Discussion, motion, vote on a motion to approve/disapprove the modification of Policy 492 Standards of Performance and Conduct for Teachers. To approve the modification of Policy 492 Standards of Performance and Conduct for Teachers passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

VI.G. Discussion, motion, vote on a motion to approve/disapprove the modification of Policy 544.2 Administration of Medicine to Students.

To approve the modification of Policy 544.2 Administration of Medicine to Students passed with a motion by Melinda Ryan and a second by Larry Hoover.

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

Yea: 3, Nay: 0, Absent: 2

VI.H. Discussion, motion, and vote on a motion to approve/disapprove the modification of Policy 561 Child Abuse Reporting and Investigation.

To approve the modification of Policy 561 and policy name change to Abuse, Neglect, Exploitation, and Trafficking passed with a motion by Larry Hoover and a second by Melinda Ryan.

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

Yea: 3, Nay: 0, Absent: 2

VI.I. Discussion, motion, and vote on a motion to approve/disapprove the modification of Policy 723.1\* Rules and Regulations.

To approve the modification of Policy 723.1\* Rules and Regulations passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

VI.J. Discussion, motion, and vote on a motion to approve/disapprove the modification of Policy 939 Notice of Non-Discrimination.

To approve the modification of Policy 939 Notice of Non-Discrimination passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

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

To approve the MOU between Sapulpa Public Schools and United Sapulpa Educators (USE) passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Absent

Johnny Merrell: Absent

Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 2

VI.L. Proposed Executive Session to discuss the Personnel listed, to conduct the ongoing evaluation of the Superintendent, and to discuss confidential communications with John Priddy, legal counsel for the school district, concerning a pending investigation when advised by Mr. Priddy that disclosure of any additional information could seriously impair the ability of the school district to process the claim or conduct a pending investigation regarding a financial matter in the public interest, as authorized by 25 O.S. Section 307 (B) (1),(4) of the Oklahoma Open Meeting Act.

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

To convene in Executive Session at 6:58 pm passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Absent

Johnny Merrell: Absent

Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 2

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

Vice President Larry Hoover acknowledged the board's return to Open Session at 7:40 pm.

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

The Board of Education went into Executive Session at 6:58 pm to discuss Personnel as listed, to conduct an ongoing evaluation of the Superintendent,

and to discuss confidential communications with John Priddy, legal counsel for the school district, concerning a pending investigation, when advised by Mr. Priddy that disclosure of any additional information could seriously impair the ability of the school district to process the claim or conduct a pending investigation regarding a financial matter in the public interest, as authorized by 25 O.S. Section 307(B)(1) and (B)(4) 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 7:40 pm. Present in Executive Session were Sarah Havenstrite, Melinda Ryan, Larry Hoover, Rob Armstrong, and John Priddy (via phone call). No action was taken. This constitutes the minutes of the Executive Session.

## VI.M. Personnel

VI.M.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: Absent  
Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 2

VI.M.2. Vote to approve/disapprove FMLA for Kayla Legrand, effective September 02, 2025, through January 19, 2026.

To approve FMLA for Kayla Legrand, effective September 02, 2025, through January 19, 2026 passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 3, Nay: 0, Absent: 2

VI.M.3. Vote to approve/disapprove FMLA request for Elizabeth Watson, effective September 05, 2025, through October 17, 2025.

To approve FMLA request for Elizabeth Watson, effective September 05, 2025, through October 17, 2025 passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

VI.M.4. Vote to approve/disapprove FMLA for Xander Heavener, effective August 07, 2025, through January 06, 2026.

To approve FMLA for Xander Heavener, effective August 07, 2025, through January 06, 2026 passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

VI.M.5. Vote to accept Resignations received since the last board meeting. To accept Resignations received since the last board meeting passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

## VII. Adjournment

To adjourn at 7:44 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: Absent  
Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 2

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 496 - 9999, Fund(s): GENERAL FUND

| Fund | PO No | Date       | Vendor No | Vendor                        | Description                                      | Amount    |
|------|-------|------------|-----------|-------------------------------|--|-----------|
| 11   | 496   | 10/10/2025 | 3826      | SECURITY BANK CARD CENTER INC | Educational Supplies- Drones                     | 780.00    |
| 11   | 497   | 10/10/2025 | 3826      | SECURITY BANK CARD CENTER INC | Airfare to Indianapolis, IN                      | 500.00    |
| 11   | 498   | 10/10/2025 | 3826      | SECURITY BANK CARD CENTER INC | Supplies for Aviation Shirts                     | 400.00    |
| 11   | 499   | 10/10/2025 | 3826      | SECURITY BANK CARD CENTER INC | 552- Headphones for Elementary Students          | 11,100.00 |
| 11   | 500   | 10/13/2025 | 3826      | SECURITY BANK CARD CENTER INC | Ensign classroom supplies                        | 400.00    |
| 11   | 501   | 10/13/2025 | 3826      | SECURITY BANK CARD CENTER INC | FUEL FOR BAND TRIP TO TENNESSEE                  | 5,000.00  |
| 11   | 502   | 10/20/2025 | 3826      | SECURITY BANK CARD CENTER INC | Educational Supplies- Flight Simulator           | 5,812.89  |
| 11   | 503   | 10/20/2025 | 39944     | OKLAHOMA STATE UNIVERSITY     | OSU-IT Cowboy Cafe during tour                   | 570.00    |
| 11   | 504   | 10/20/2025 | 3826      | SECURITY BANK CARD CENTER INC | 075/FACULTY/STAFF/OFFICE SUPPLIES                | 700.00    |
| 11   | 505   | 10/20/2025 | 1662      | VILLAGE CHARTERS INC.         | Charter Bus to OSU IT Tour                       | 1,370.00  |
| 11   | 506   | 10/20/2025 | 3826      | SECURITY BANK CARD CENTER INC | 075/SpEd/ADAMS/LYONS/CLASS ROOM SUPPLIES         | 161.30    |
| 11   | 507   | 10/20/2025 | 3826      | SECURITY BANK CARD CENTER INC | 075/BRASWELL/SPEECH/PLAY SCRIPTS                 | 175.00    |
| 11   | 508   | 10/20/2025 | 3826      | SECURITY BANK CARD CENTER INC | Verel Classroom supplies                         | 348.50    |
| 11   | 509   | 10/20/2025 | 2818      | Kryptonite Kustomz, LLC       | Decals for Truck 109                             | 350.00    |
| 11   | 510   | 10/20/2025 | 80153     | ROGER D JOHNSON               | 552- Travel Per Diem for Nov 2-6                 | 266.00    |
| 11   | 511   | 10/20/2025 | 80801     | PETER A CARTER                | 552- Travel Per Diem for Nov. 2-6                | 266.00    |
| 11   | 512   | 10/20/2025 | 70052     | SHAD E MILLER                 | 552- Travel Per Diem for Nov. 2-6                | 266.00    |
| 11   | 513   | 10/20/2025 | 80248     | SETH A SHIBLEY                | 552- Travel Per Diem for Nov. 2-6                | 266.00    |
| 11   | 514   | 10/20/2025 | 82293     | GLENN COFFEY                  | 552- Travel Per Diem for Nov 2-6                 | 266.00    |
| 11   | 515   | 10/20/2025 | 80024     | JOHNNY BILBY                  | 000-Travel Per Diem for Nov. 2-6                 | 266.00    |
| 11   | 516   | 10/20/2025 | 2988      | EDMENTUM, INC                 | Exact Path                                       | 14,970.00 |
| 11   | 517   | 10/20/2025 | 1404      | SHI INTERNATIONAL CORP        | AG ED Carl Perkins Laptops                       | 6,325.15  |
| 11   | 518   | 10/22/2025 | 456       | 02 COOL MANUFACTURING, LLC    | Bus 27 Condenser Fans                            | 480.00    |
| 11   | 519   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | Imprintnow keychain groundbreaking keepsake -200 | 530.00    |
| 11   | 520   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | Geiger Classroom Supplies                        | 348.50    |
| 11   | 521   | 10/22/2025 | 9680      | SODEXO                        | GearUp Meals                                     | 3,060.00  |
| 11   | 522   | 10/22/2025 | 30637     | HOLT TRUCK CENTERS            | Filters for bus oil changes                      | 1,306.56  |
| 11   | 523   | 10/22/2025 | 202       | EMPIRICAL RESOLUTION, INC.    | 511- Quill Site License for JH ELA               | 1,800.00  |
| 11   | 524   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | Annual Renewal Badging Software- CloudBadging    | 479.88    |
| 11   | 525   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | OKSTE Conference                                 | 200.00    |
| 11   | 526   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | Battery for Lincoln Welder                       | 160.00    |
| 11   | 527   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | Axles and Hangers for AGED Trailer Build         | 1,150.00  |
| 11   | 528   | 10/22/2025 | 3826      | SECURITY BANK CARD CENTER INC | art supplies for students                        | 1,500.00  |
| 11   | 529   | 10/23/2025 | 153       | ESS SOUTH CENTRAL, LLC        | SUBSTITUTE SERVICES-DISTRICT                     | 75,000.00 |
| 11   | 530   | 10/23/2025 | 3826      | SECURITY BANK CARD CENTER INC | 511- Hotel for ESEA Conf Feb 9-12.               | 1,500.00  |
| 11   | 531   | 10/23/2025 | 3826      | SECURITY BANK CARD CENTER INC | 511-Hotel for ESEA Conf. Feb 9-12                | 4,500.00  |

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 496 - 9999, Fund(s): GENERAL FUND

| Fund | PO No | Date       | Vendor No | Vendor                             | Description  | Amount    |
|------|-------|------------|-----------|------------------------------------|--|-----------|
| 11   | 532   | 10/23/2025 | 3826      | SECURITY BANK CARD CENTER INC      | 511- Registration for ESEA Conf. Feb 9-12          | 2,250.00  |
| 11   | 533   | 10/23/2025 | 3826      | SECURITY BANK CARD CENTER INC      | 511-Registration for ESEA Conf. Feb. 9-12          | 3,595.00  |
| 11   | 534   | 10/23/2025 | 8318      | AMAZON                             | 51 books -pcard                                    | 777.96    |
| 11   | 535   | 10/27/2025 | 80855     | TARA L SIMPSON                     | 613 Sped Mileage Reimbursement PECS Training 10/30 | 140.58    |
| 11   | 536   | 10/27/2025 | 7089      | HOLT TRUCK CENTERS OF OKLAHOMA,LLC | Bus 12 Airbags                                     | 600.00    |
| 11   | 537   | 10/27/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Mechanic purchases                                 | 3,500.00  |
| 11   | 538   | 10/27/2025 | 3826      | SECURITY BANK CARD CENTER INC      | CYBER SEMINAR ARMSTRONG TERRONES 11/4              | 50.00     |
| 11   | 539   | 10/27/2025 | 7089      | HOLT TRUCK CENTERS OF OKLAHOMA,LLC | Bus 37 Air Suspension Leveling Valve               | 160.00    |
| 11   | 540   | 10/27/2025 | 3826      | SECURITY BANK CARD CENTER INC      | 511- Flights to Denver Feb. 9-12                   | 2,000.00  |
| 11   | 541   | 10/27/2025 | 3826      | SECURITY BANK CARD CENTER INC      | 511- Flights to Denver, CO Feb. 9-12               | 800.00    |
| 11   | 542   | 10/27/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Sapulpa Middle School Family Engagement            | 1,350.00  |
| 11   | 543   | 10/27/2025 | 500       | SCENARIO LEARNING, LLC             | VECTOR ALERT RENEWAL                               | 4,767.00  |
| 11   | 544   | 10/27/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Rear Brake Parts for Bus L06                       | 600.00    |
| 11   | 545   | 10/31/2025 | 8318      | AMAZON                             | books and makerspace materials                     | 3,592.00  |
| 11   | 546   | 10/31/2025 | 719       | PINNACLE BUSINESS SYSTEMS, INC.    | Computer and Laptop                                | 1,506.19  |
| 11   | 547   | 10/31/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Riverside Ford, replace Explorer windshield        | 600.00    |
| 11   | 548   | 10/31/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Installation of windshield Ford Explorer           | 1,000.00  |
| 11   | 549   | 10/31/2025 | 1165      | EASTERN OK ACADEMIC CONFERENCE     | 075/T.FORD/EOAC/CONFERENCE DUES                    | 325.00    |
| 11   | 550   | 10/31/2025 | 834       | PERMA-BOUND                        | 11-165 Books for the Library                       | 4,251.00  |
| 11   | 551   | 10/31/2025 | 8318      | AMAZON                             | 11-165 Bulbs for the Smart Boards                  | 500.00    |
| 11   | 552   | 10/31/2025 | 30003     | LAKESHORE EQUIPMENT COMPANY        | 11-165 sensory items, manipulative learning        | 202.82    |
| 11   | 553   | 10/31/2025 | 30003     | LAKESHORE EQUIPMENT COMPANY        | 11-165 Learning Materials for PreK Anderson        | 204.93    |
| 11   | 554   | 10/31/2025 | 278       | DEMCO, INC                         | Books supplies - tape and glossy film              | 125.69    |
| 11   | 555   | 10/31/2025 | 2008      | PALEN MUSIC                        | Instrument Repair, Music/Instrument Purchases      | 5,000.00  |
| 11   | 556   | 10/31/2025 | 2470      | ORAL ROBERTS UNIVERSITY            | LEASE FACILITY FOR GRADUATION                      | 6,000.00  |
| 11   | 557   | 10/31/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Biohazard trash bags & gloves                      | 90.00     |
| 11   | 558   | 10/31/2025 | 3826      | SECURITY BANK CARD CENTER INC      | Hygiene Products for Counselor Closet              | 145.00    |
| 11   | 559   | 10/31/2025 | 3826      | SECURITY BANK CARD CENTER INC      | CSI - Inner Orbit/Rocket Lit                       | 4,000.00  |
| 11   | 560   | 11/04/2025 | 153       | ESS SOUTH CENTRAL, LLC             | SUBSTUTUTE SERVICES - DISTRICT                     | 75,000.00 |

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 496 - 9999, Fund(s): GENERAL FUND

| <b>Fund</b>               | <b>PO No</b> | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>                 | <b>Description</b>                                 | <b>Amount</b>       |
|---------------------------|--------------|-------------|------------------|-------------------------------|--|---------------------|
| 11                        | 561          | 11/04/2025  | 523              | OTA-PLATEPAY                  | PLATE PAY ON DISTRICT VEHICLES                     | 250.00              |
| 11                        | 562          | 11/04/2025  | 7660             | ERIC RUBENSTEIN               | Revision history plagiarism software               | 288.00              |
| 11                        | 563          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | books & materials for lending library for students | 420.00              |
| 11                        | 564          | 11/04/2025  | 2041             | HOUGHTON MIFFLIN HARCOURT     | 511- Contracted Services for Math 180 Training     | 3,570.00            |
| 11                        | 565          | 11/04/2025  | 2041             | HOUGHTON MIFFLIN HARCOURT     | 511- Math 180 Site License for JH                  | 6,401.75            |
| 11                        | 566          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | Holmes Park Title I Family Engagement              | 350.00              |
| 11                        | 567          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | Holmes Park Title I Family Engagement              | 150.00              |
| 11                        | 568          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | Holmes Park Title I Family Engagement              | 150.00              |
| 11                        | 569          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | Holmes Park Title I Family Engagement              | 80.00               |
| 11                        | 570          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | Freedom Title I Family Engagement Event            | 800.00              |
| 11                        | 571          | 11/04/2025  | 3826             | SECURITY BANK CARD CENTER INC | Freedom Title I Family Engagement Event            | 500.00              |
| 11                        | 572          | 11/05/2025  | 3826             | SECURITY BANK CARD CENTER INC | School Public Relations meeting (Social Media/AI)  | 15.00               |
| 11                        | 573          | 11/05/2025  | 1818             | MERRIFIELD OFFICE SUPPLY      | Lamination Film and Thermal Poster Paper           | 204.28              |
| 11                        | 574          | 11/05/2025  | 3826             | SECURITY BANK CARD CENTER INC | Greenhouse Supplies & Plugs                        | 3,000.00            |
| 11                        | 575          | 11/05/2025  | 3826             | SECURITY BANK CARD CENTER INC | Clay for art students                              | 1,200.00            |
| <b>Non-Payroll Total:</b> |              |             |                  |                               |  | <b>\$283,085.98</b> |
| <b>Payroll Total:</b>     |              |             |                  |                               |  | <b>\$0.00</b>       |
| <b>Balance Forward:</b>   |              |             |                  |                               |  | <b>\$0.00</b>       |
| <b>Report Total:</b>      |              |             |                  |                               |  | <b>\$283,085.98</b> |

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 133 - 9999, Fund(s): BUILDING FUND

| <b>Fund</b>               | <b>PO No</b> | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>                     | <b>Description</b>                           | <b>Amount</b>      |
|---------------------------|--------------|-------------|------------------|-----------------------------------|--|--------------------|
| 21                        | 133          | 10/10/2025  | 3826             | SECURITY BANK CARD CENTER INC     | Troy W./SC Projects: Amazon, HD, WM, Atwoods | 5,000.00           |
| 21                        | 134          | 10/22/2025  | 8510             | HD SUPPLY FACILITIES MAINTENANCE  | District Maint, Grnds, Custodial Supplies    | 1,500.00           |
| 21                        | 135          | 10/22/2025  | 629              | LOCKE SUPPLY                      | District Maintenance Supplies                | 7,000.00           |
| 21                        | 136          | 10/23/2025  | 30413            | COX BUSINESS SERVICES             | DISTRICT SERVICES                            | 35,000.00          |
| 21                        | 137          | 10/31/2025  | 2069             | LED USA.COM                       | District Lighting Supplies                   | 1,000.00           |
| 21                        | 138          | 10/31/2025  | 424              | W.W. GRAINGER,, INC.              | District Maintenance Supplies                | 1,000.00           |
| 21                        | 139          | 10/31/2025  | 688              | EMPIRE PAPER COMPANY              | District Custodial Supplies                  | 25,000.00          |
| 21                        | 140          | 11/04/2025  | 3158             | WILLIAM A. HARRISON, INC.         | Emergency SMS Chiller Service, 2 fan motors  | 8,000.00           |
| 21                        | 142          | 11/04/2025  | 546              | TEMPLE ENTERPRISES OF TULSA, INC. | District HVAC Equipment and Parts            | 4,100.00           |
| <b>Non-Payroll Total:</b> |              |             |                  |                                   |  | <b>\$87,600.00</b> |
| <b>Payroll Total:</b>     |              |             |                  |                                   |  | <b>\$0.00</b>      |
| <b>Balance Forward:</b>   |              |             |                  |                                   |  | <b>\$0.00</b>      |
| <b>Report Total:</b>      |              |             |                  |                                   |  | <b>\$87,600.00</b> |

# Sapulpa Public Schools

## Encumbrance Register

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 50 - 9999, Fund(s): CHILD NUTRITION FUND

| Fund                      | PO No | Date       | Vendor No | Vendor                        | Description                 | Amount          |
|---------------------------|-------|------------|-----------|-------------------------------|-----------------------------|-----------------|
| 22                        | 50    | 10/13/2025 | 3826      | SECURITY BANK CARD CENTER INC | Washing machine for Freedom | 653.97          |
| <b>Non-Payroll Total:</b> |       |            |           |                               |                             | <b>\$653.97</b> |
| <b>Payroll Total:</b>     |       |            |           |                               |                             | <b>\$0.00</b>   |
| <b>Balance Forward:</b>   |       |            |           |                               |                             | <b>\$0.00</b>   |
| <b>Report Total:</b>      |       |            |           |                               |                             | <b>\$653.97</b> |

# Sapulpa Public Schools

## Encumbrance Register

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 13 - 9999, Fund(s): LEASE REV - MAR 2024

| <b>Fund</b>               | <b>PO No</b> | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>     | <b>Description</b>               | <b>Amount</b>       |
|---------------------------|--------------|-------------|------------------|-------------------|----------------------------------|---------------------|
| 04                        | 13           | 10/28/2025  | 2017             | AIMRIGHT TESTIING | CONSTRUCTION TESTING<br>HS/CC/EZ | 169,905.00          |
| <b>Non-Payroll Total:</b> |              |             |                  |                   |                                  | <b>\$169,905.00</b> |
| <b>Payroll Total:</b>     |              |             |                  |                   |                                  | <b>\$0.00</b>       |
| <b>Balance Forward:</b>   |              |             |                  |                   |                                  | <b>\$0.00</b>       |
| <b>Report Total:</b>      |              |             |                  |                   |                                  | <b>\$169,905.00</b> |

# Sapulpa Public Schools

## Encumbrance Register

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 6 - 9999, Fund(s): BOND FUND - 37  
TRANSPORTATION 6/2025

| <b>Fund</b>               | <b>PO No</b> | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>              | <b>Description</b>       | <b>Amount</b>      |
|---------------------------|--------------|-------------|------------------|----------------------------|--------------------------|--------------------|
| 37                        | 6            | 10/09/2025  | 3074             | COUNTRY FORD-MERCURY, INC. | Split PO 36/37 Ford F150 | 13,886.75          |
| <b>Non-Payroll Total:</b> |              |             |                  |                            |                          | <b>\$13,886.75</b> |
| <b>Payroll Total:</b>     |              |             |                  |                            |                          | <b>\$0.00</b>      |
| <b>Balance Forward:</b>   |              |             |                  |                            |                          | <b>\$0.00</b>      |
| <b>Report Total:</b>      |              |             |                  |                            |                          | <b>\$13,886.75</b> |

# Sapulpa Public Schools

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 10/1/2025 - 10/31/2025

|                                   | Begin Balance | Receipts    | Adjusting Entries | Payments    | Cash End Balance | Unpaid POs  | End Balance |
|-----------------------------------|---------------|-------------|-------------------|-------------|------------------|-------------|-------------|
| 801 HS GRANTS                     | \$1,509.34    | \$0.00      | \$0.00            | \$0.00      | \$1,509.34       | \$0.00      | \$1,509.34  |
| 802 HS OFFICE                     | \$18,260.45   | \$0.00      | \$0.00            | \$66.01     | \$18,194.44      | \$2,720.67  | \$15,473.77 |
| 803 CREDIT RECOVERY               | \$13,459.78   | \$0.00      | \$0.00            | \$0.00      | \$13,459.78      | \$0.00      | \$13,459.78 |
| 804 ID BADGE                      | \$3,420.94    | \$0.00      | \$0.00            | \$0.00      | \$3,420.94       | \$2,867.56  | \$553.38    |
| 805 HS ART                        | \$5,419.28    | \$0.00      | \$0.00            | \$567.33    | \$4,851.95       | \$0.00      | \$4,851.95  |
| 806 HS BAND                       | \$37,782.51   | \$3,716.37  | \$0.00            | \$3,837.01  | \$37,661.87      | \$33,851.67 | \$3,810.20  |
| 807 HS BAND BOOSTER CONCESSION    | \$23,246.28   | \$7,018.00  | \$0.00            | \$3,054.42  | \$27,209.86      | \$8,779.33  | \$18,430.53 |
| 808 HS OKLAHOMA CLOSE UP          | \$473.50      | \$0.00      | \$0.00            | \$0.00      | \$473.50         | \$0.00      | \$473.50    |
| 809 HS HOSPITALITY COMMITTEE      | \$1,237.80    | \$18.92     | \$0.00            | \$108.92    | \$1,147.80       | \$191.08    | \$956.72    |
| 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          | \$5,858.92    | \$0.00      | \$0.00            | \$0.00      | \$5,858.92       | \$0.00      | \$5,858.92  |
| 812 HS BUSINESS PROF ASSOC (BPA)  | \$331.37      | \$0.00      | \$0.00            | \$0.00      | \$331.37         | \$330.00    | \$1.37      |
| 814 HS AP EXAMS                   | \$5,890.85    | \$0.00      | \$0.00            | \$0.00      | \$5,890.85       | \$1,500.00  | \$4,390.85  |
| 815 HS FCCLA                      | \$3,529.18    | \$1,445.56  | \$0.00            | \$1,558.81  | \$3,415.93       | \$1,382.40  | \$2,033.53  |
| 817 HS LIBRARY                    | \$751.12      | \$0.00      | \$0.00            | \$0.00      | \$751.12         | \$0.00      | \$751.12    |
| 818 HS NATIONAL HONOR SOCIETY     | \$6,695.88    | \$560.00    | \$0.00            | \$0.00      | \$7,255.88       | \$0.00      | \$7,255.88  |
| 819 GREEN-THUMB CHIEFTAINS        | \$3,717.11    | \$405.00    | \$0.00            | \$961.15    | \$3,160.96       | \$1,055.45  | \$2,105.51  |
| 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 2028               | \$4,301.96    | \$0.00      | \$0.00            | \$0.00      | \$4,301.96       | \$0.00      | \$4,301.96  |
| 823 HS SENIORS 2026               | \$6,157.96    | \$0.00      | \$0.00            | \$1,243.11  | \$4,914.85       | \$700.00    | \$4,214.85  |
| 824 HS SCIENCE & ENGINEERING      | \$74,114.21   | \$0.00      | \$0.00            | \$146.04    | \$73,968.17      | \$28,853.96 | \$45,114.21 |
| 825 HS SPANISH HONOR SOCIETY      | \$286.87      | \$0.00      | \$0.00            | \$0.00      | \$286.87         | \$0.00      | \$286.87    |
| 826 HS SPECIAL ED/OLYMPICS        | \$3,728.47    | \$0.00      | \$0.00            | \$0.00      | \$3,728.47       | \$0.00      | \$3,728.47  |
| 827 HS STUDENT COUNCIL            | \$3,220.18    | \$3,936.28  | \$0.00            | \$740.09    | \$6,416.37       | \$648.57    | \$5,767.80  |
| 828 HS VOCAL MUSIC                | \$5,697.37    | \$1,117.50  | \$0.00            | \$1,720.00  | \$5,094.87       | \$186.00    | \$4,908.87  |
| 829 HS AG ED & FFA                | \$58,460.06   | \$17,930.00 | \$0.00            | \$15,407.46 | \$60,982.60      | \$12,907.75 | \$48,074.85 |
| 830 HS LYONS SPED                 | \$1,423.30    | \$0.00      | \$0.00            | \$0.00      | \$1,423.30       | \$0.00      | \$1,423.30  |
| 831 HS YEARBOOK                   | \$11,671.54   | \$125.00    | \$0.00            | \$101.63    | \$11,694.91      | \$10,845.00 | \$849.91    |
| 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           | \$7,085.01    | \$165.00    | \$0.00            | \$1,323.00  | \$5,927.01       | \$4,734.00  | \$1,193.01  |
| 836 HS BAND TRIPS                 | \$75,588.34   | \$28,197.68 | \$0.00            | \$28,841.14 | \$74,944.88      | \$54,558.00 | \$20,386.88 |
| 837 HS BAND GRANTS                | \$38,543.84   | \$0.00      | \$0.00            | \$13,692.61 | \$24,851.23      | \$13,996.39 | \$10,854.84 |
| 838 HS PING PINGS                 | \$1,514.24    | \$0.00      | \$0.00            | \$0.00      | \$1,514.24       | \$560.00    | \$954.24    |
| 840 HS INDIAN PARENT COMMITTEE    | \$680.17      | \$0.00      | \$0.00            | \$0.00      | \$680.17         | \$0.00      | \$680.17    |
| 841 HS SAPULPA INDIAN CLUB        | \$9,989.82    | \$0.00      | \$0.00            | \$0.00      | \$9,989.82       | \$300.00    | \$9,689.82  |
| 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                | \$8,070.06    | \$0.00      | \$0.00            | \$1,906.12  | \$6,163.94       | \$1,205.60  | \$4,958.34  |
| 845 HS CULINARY ARTS              | \$4,688.46    | \$0.00      | \$0.00            | \$528.70    | \$4,159.76       | \$1,822.35  | \$2,337.41  |
| 846 HS JROTC                      | \$59,083.64   | \$1,490.75  | \$0.00            | \$2,739.58  | \$57,834.81      | \$16,546.22 | \$41,288.59 |
| 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         | \$6,326.95    | \$0.00      | \$0.00            | \$0.00      | \$6,326.95       | \$1,002.00  | \$5,324.95  |
| 850 LOCAL SCHOLARSHIPS            | \$37,256.42   | \$0.00      | \$0.00            | \$0.00      | \$37,256.42      | \$0.00      | \$37,256.42 |
| 851 HS SENIOR GIRL EVENTS         | \$3,613.32    | \$0.00      | \$0.00            | \$0.00      | \$3,613.32       | \$0.00      | \$3,613.32  |
| 852 HS FIRST ROBOTICS             | \$48,122.81   | \$0.00      | \$0.00            | \$0.00      | \$48,122.81      | \$27,000.00 | \$21,122.81 |
| 854 HS INDIAN ED STAFF DEV        | \$2,971.01    | \$0.00      | \$0.00            | \$0.00      | \$2,971.01       | \$0.00      | \$2,971.01  |
| 855 HS PHYSICS                    | \$1,584.42    | \$0.00      | \$0.00            | \$0.00      | \$1,584.42       | \$0.00      | \$1,584.42  |
| 856 E-SPORTS                      | \$1,370.46    | \$0.00      | \$0.00            | \$73.98     | \$1,296.48       | \$66.00     | \$1,230.48  |
| 857 JH OFFICE                     | \$6,448.80    | \$1,403.35  | \$0.00            | \$243.41    | \$7,608.74       | \$1,155.39  | \$6,453.35  |
| 860 JH LIBRARY                    | \$388.07      | \$38.00     | \$0.00            | \$0.00      | \$426.07         | \$0.00      | \$426.07    |
| 863 JH STUDENT COUNCIL            | \$1,120.29    | \$0.00      | \$0.00            | \$0.00      | \$1,120.29       | \$125.00    | \$995.29    |
| 864 JH VOCAL MUSIC                | \$2,469.67    | \$938.50    | \$0.00            | \$0.00      | \$3,408.17       | \$100.00    | \$3,308.17  |
| 866 JH YEARBOOK                   | \$8,278.11    | \$0.00      | \$0.00            | \$115.18    | \$8,162.93       | \$0.00      | \$8,162.93  |
| 867 JH ROBOTICS                   | \$15,022.48   | \$0.00      | (\$794.31)        | \$4,984.50  | \$9,243.67       | \$1,784.80  | \$7,458.87  |
| 870 JH ART                        | \$8,685.02    | \$0.00      | \$0.00            | \$2,237.02  | \$6,448.00       | \$2,087.35  | \$4,360.65  |

# Sapulpa Public Schools

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 10/1/2025 - 10/31/2025

|                                    | 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     |
| 874 JR HIGH GRANTS                 | \$15,372.41   | \$0.00      | \$794.31          | \$737.80    | \$15,428.92      | \$165.63    | \$15,263.29  |
| 877 MS OFFICE                      | \$7,738.89    | \$0.00      | \$0.00            | \$58.88     | \$7,680.01       | \$643.62    | \$7,036.39   |
| 878 MS LIBRARY                     | \$372.42      | \$0.00      | \$0.00            | \$0.00      | \$372.42         | \$310.00    | \$62.42      |
| 879 MS STUDENT OF THE MONTH        | \$200.00      | \$0.00      | \$0.00            | \$0.00      | \$200.00         | \$0.00      | \$200.00     |
| 880 MS STUDENT COUNCIL             | \$2,471.37    | \$2,020.46  | \$0.00            | \$875.00    | \$3,616.83       | \$640.00    | \$2,976.83   |
| 881 MS YEARBOOK                    | \$656.09      | \$0.00      | \$0.00            | \$0.00      | \$656.09         | \$0.00      | \$656.09     |
| 882 MS ART                         | \$522.58      | \$0.00      | \$0.00            | \$0.00      | \$522.58         | \$0.00      | \$522.58     |
| 883 MS CHOIR                       | \$9,556.49    | \$326.00    | \$0.00            | \$1,990.43  | \$7,892.06       | \$5,153.57  | \$2,738.49   |
| 884 MS TECHNOLOGY STUDENT ASSOC.   | \$386.15      | \$0.00      | \$0.00            | \$0.00      | \$386.15         | \$0.00      | \$386.15     |
| 886 MS NJHS                        | \$789.85      | \$0.00      | \$0.00            | \$385.00    | \$404.85         | \$0.00      | \$404.85     |
| 887 7TH/8TH GR VOLLEYBALL          | \$636.33      | \$0.00      | \$0.00            | \$0.00      | \$636.33         | \$0.00      | \$636.33     |
| 888 MS GRANTS                      | \$24,669.11   | \$0.00      | \$0.00            | \$0.00      | \$24,669.11      | \$70.00     | \$24,599.11  |
| 889 MS PLTW                        | \$2,616.50    | \$0.00      | \$0.00            | \$0.00      | \$2,616.50       | \$0.00      | \$2,616.50   |
| 892 SPED DIRECTOR                  | \$2,149.80    | \$0.00      | \$0.00            | \$0.00      | \$2,149.80       | \$747.06    | \$1,402.74   |
| 893 LIBERTY LIBRARY                | \$1,884.56    | \$1,367.36  | \$0.00            | \$200.00    | \$3,051.92       | \$1.00      | \$3,050.92   |
| 894 LIBERTY MISC                   | \$1,424.91    | \$0.00      | \$0.00            | \$0.00      | \$1,424.91       | \$1,235.80  | \$189.11     |
| 895 LIBERTY FUNDRAISING            | \$13,688.36   | \$3,281.69  | \$0.00            | \$670.31    | \$16,299.74      | \$3,431.99  | \$12,867.75  |
| 896 LIBERTY STEM CLUB              | \$35,986.32   | \$1,500.00  | \$0.00            | \$16,146.18 | \$21,340.14      | \$10,685.00 | \$10,655.14  |
| 897 LIBERTY GRANTS                 | \$1,350.54    | \$0.00      | \$0.00            | \$0.00      | \$1,350.54       | \$0.00      | \$1,350.54   |
| 900 FREEDOM MISC                   | \$4,105.70    | \$0.00      | \$0.00            | \$777.50    | \$3,328.20       | \$0.00      | \$3,328.20   |
| 901 FREEDOM FUNDRAISING            | \$26,333.70   | \$449.00    | \$0.00            | \$1,045.49  | \$25,737.21      | \$11,535.24 | \$14,201.97  |
| 902 FREEDOM LIBRARY                | \$303.89      | \$0.00      | \$0.00            | \$100.00    | \$203.89         | \$200.00    | \$3.89       |
| 903 FREEDOM GRANTS                 | \$792.52      | \$0.00      | \$0.00            | \$0.00      | \$792.52         | \$0.00      | \$792.52     |
| 904 FREEDOM TAPS                   | \$19,641.93   | \$1,128.86  | \$0.00            | \$2,113.68  | \$18,657.11      | \$4,863.39  | \$13,793.72  |
| 907 JEFFERSON HTS MISC             | \$10,781.70   | \$40.00     | \$0.00            | \$431.06    | \$10,390.64      | \$1,687.26  | \$8,703.38   |
| 908 JEFFERSON HTS FUNDRAISING      | \$18,031.33   | \$628.00    | \$0.00            | \$805.15    | \$17,854.18      | \$3,151.35  | \$14,702.83  |
| 910 JEFFERSON HTS GRANTS           | \$8,060.07    | \$0.00      | \$0.00            | \$487.78    | \$7,572.29       | \$3,729.51  | \$3,842.78   |
| 911 JEFFERSON HTS LIBRARY          | \$4,757.59    | \$0.00      | \$0.00            | \$0.00      | \$4,757.59       | \$620.00    | \$4,137.59   |
| 919 HOLMES PARK MISC               | \$4,308.45    | \$0.00      | \$0.00            | \$12.77     | \$4,295.68       | \$3,968.38  | \$327.30     |
| 920 HOLMES PARK FUNDRAISING        | \$21,188.46   | \$1,678.75  | \$0.00            | \$1,633.76  | \$21,233.45      | \$6,345.75  | \$14,887.70  |
| 921 HOLMES PARK LIBRARY            | \$4,080.73    | \$5,401.61  | \$0.00            | \$0.00      | \$9,482.34       | \$1,998.79  | \$7,483.55   |
| 922 HOLMES PARK GRANTS             | \$4,256.21    | \$0.00      | \$0.00            | \$0.00      | \$4,256.21       | \$0.00      | \$4,256.21   |
| 928 REVOLUTIONARY DAYS             | \$1,790.66    | \$0.00      | \$0.00            | \$0.00      | \$1,790.66       | \$0.00      | \$1,790.66   |
| 929 DISTRICT STEM                  | \$19,361.26   | \$310.00    | \$0.00            | \$0.00      | \$19,671.26      | \$0.00      | \$19,671.26  |
| 931 BENEVOLENCE FUND               | \$9,071.80    | \$0.00      | \$0.00            | \$0.00      | \$9,071.80       | \$0.00      | \$9,071.80   |
| 932 GT GRANTS                      | \$13,550.00   | \$0.00      | \$0.00            | \$0.00      | \$13,550.00      | \$0.00      | \$13,550.00  |
| 933 NOW (INTEREST INCOME)          | \$117,281.90  | \$7,182.03  | \$0.00            | \$558.00    | \$123,905.93     | \$1,091.67  | \$122,814.26 |
| 934 DRIVERS EDUCATION              | \$16,020.00   | \$0.00      | \$0.00            | \$0.00      | \$16,020.00      | \$0.00      | \$16,020.00  |
| 935 CREEK NATION LATCHKEY          | \$37,455.67   | \$0.00      | \$0.00            | \$4,484.82  | \$32,970.85      | \$17,840.19 | \$15,130.66  |
| 936 STEM-CAMP INVENTION            | \$8,388.95    | \$0.00      | \$0.00            | \$0.00      | \$8,388.95       | \$0.00      | \$8,388.95   |
| 937 LATCHKEY                       | \$85,138.82   | \$18,794.57 | \$0.00            | \$497.65    | \$103,435.74     | \$1,624.80  | \$101,810.94 |
| 938 COLLINS FOUNDATION             | \$27,166.55   | \$0.00      | \$0.00            | \$0.00      | \$27,166.55      | \$0.00      | \$27,166.55  |
| 940 SPARK                          | \$36,532.96   | \$0.00      | \$0.00            | \$0.00      | \$36,532.96      | \$1,271.02  | \$35,261.94  |
| 941 LOCAL SCH CHILD WELFARE        | \$6,665.46    | \$0.00      | \$0.00            | \$2,794.07  | \$3,871.39       | \$3,196.23  | \$675.16     |
| 942 ALTERNATIVE STUDENT INCENTIVES | \$1,115.21    | \$0.00      | \$0.00            | \$0.00      | \$1,115.21       | \$150.00    | \$965.21     |
| 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            | \$8,507.45    | \$0.00      | \$0.00            | \$0.00      | \$8,507.45       | \$0.00      | \$8,507.45   |
| 946 SOFT DRINK MONEY               | \$1,837.41    | \$0.00      | \$0.00            | \$470.16    | \$1,367.25       | \$1,257.77  | \$109.48     |
| 947 ALTERNATIVE SCHOOL             | \$1,112.81    | \$0.00      | \$0.00            | \$3.15      | \$1,109.66       | \$34.25     | \$1,075.41   |
| 949 CLEARING ACCOUNT               | \$5,447.60    | \$300.00    | \$0.00            | \$0.00      | \$5,747.60       | \$0.00      | \$5,747.60   |
| 950 SERVICE CENTER                 | \$188.07      | \$0.00      | \$0.00            | \$0.00      | \$188.07         | \$0.00      | \$188.07     |
| 951 CREEK NATION SUMMER            | \$55,047.83   | \$0.00      | \$0.00            | \$0.00      | \$55,047.83      | \$0.00      | \$55,047.83  |
| 952 CHROMEBOOK INS/REPAIR          | \$57,271.49   | \$474.95    | \$0.00            | \$694.90    | \$57,051.54      | \$21,534.00 | \$35,517.54  |
| 954 5TH GRADE ELEM BASKETBALL      | \$1,923.67    | \$0.00      | \$0.00            | \$0.00      | \$1,923.67       | \$0.00      | \$1,923.67   |
| 955 CHIEFTAIN CARE                 | \$11,814.93   | \$0.00      | \$0.00            | \$231.80    | \$11,583.13      | \$4,329.14  | \$7,253.99   |

## Sapulpa Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 10/1/2025 - 10/31/2025

|                                  | Begin<br>Balance      | Receipts            | Adjusting<br>Entries | Payments            | Cash End<br>Balance   | Unpaid POs          | End Balance           |
|----------------------------------|-----------------------|---------------------|----------------------|---------------------|-----------------------|---------------------|-----------------------|
| 957 HOMELESS                     | \$5,008.30            | \$0.00              | \$0.00               | \$0.00              | \$5,008.30            | \$1,000.00          | \$4,008.30            |
| 960 ATHLETIC SPORTS OVERALL      | \$9,052.88            | \$2,949.61          | \$0.00               | \$420.81            | \$11,581.68           | \$6,272.56          | \$5,309.12            |
| 961 FOOTBALL BUDGET              | \$20,756.55           | \$0.00              | \$0.00               | \$13,362.51         | \$7,394.04            | \$2,757.28          | \$4,636.76            |
| 962 BOYS BASKETBALL BUDGET       | \$9,585.54            | \$0.00              | \$0.00               | \$3,069.24          | \$6,516.30            | \$0.00              | \$6,516.30            |
| 963 GIRLS BASKETBALL BUDGET      | \$8,258.20            | \$0.00              | \$0.00               | \$2,092.90          | \$6,165.30            | \$0.00              | \$6,165.30            |
| 964 BASEBALL BUDGET              | \$7,355.52            | \$7,489.45          | \$0.00               | \$7,200.00          | \$7,644.97            | \$1,525.20          | \$6,119.77            |
| 965 SOFTBALL BUDGET              | \$10,756.98           | \$750.00            | \$0.00               | \$120.00            | \$11,386.98           | \$499.99            | \$10,886.99           |
| 966 WRESTLING BUDGET             | \$9,898.10            | \$1,377.00          | \$0.00               | \$0.00              | \$11,275.10           | \$7,366.50          | \$3,908.60            |
| 967 TENNIS BUDGET                | \$1,854.72            | \$0.00              | \$0.00               | \$400.00            | \$1,454.72            | \$0.00              | \$1,454.72            |
| 968 TRACK BUDGET                 | \$8,428.95            | \$0.00              | \$0.00               | \$0.00              | \$8,428.95            | \$0.00              | \$8,428.95            |
| 969 GOLF BUDGET                  | \$9,106.41            | \$0.00              | \$0.00               | \$1,118.78          | \$7,987.63            | \$901.22            | \$7,086.41            |
| 971 ATHLETIC - BOOSTER CLUB      | \$163,270.08          | \$20,164.80         | \$0.00               | \$27,809.96         | \$155,624.92          | \$50,590.24         | \$105,034.68          |
| 972 CROSS COUNTRY BUDGET         | \$12,956.75           | \$1,410.00          | \$0.00               | \$124.80            | \$14,241.95           | \$4,792.00          | \$9,449.95            |
| 973 BOYS SOCCER BUDGET           | \$2,281.72            | \$0.00              | \$0.00               | \$0.00              | \$2,281.72            | \$0.00              | \$2,281.72            |
| 974 ATHLETICS - TRAINER          | \$3,964.52            | \$0.00              | \$0.00               | \$1,995.74          | \$1,968.78            | \$1,284.92          | \$683.86              |
| 975 GIRLS SOCCER BUDGET          | \$6,009.72            | \$0.00              | \$0.00               | \$85.50             | \$5,924.22            | \$325.00            | \$5,599.22            |
| 976 GIRLS VOLLEYBALL BUDGET      | \$2,627.10            | \$0.00              | \$0.00               | \$0.00              | \$2,627.10            | \$500.00            | \$2,127.10            |
| 977 CHEER BUDGET                 | \$12,041.90           | \$360.00            | \$0.00               | \$396.00            | \$12,005.90           | \$8,879.93          | \$3,125.97            |
| 978 ALL EVENTS GATE              | \$24,262.46           | \$25,721.67         | \$0.00               | \$14,130.35         | \$35,853.78           | \$31,756.29         | \$4,097.49            |
| 979 JR HIGH CHEER                | \$8,232.84            | \$96.42             | \$0.00               | \$826.82            | \$7,502.44            | \$500.00            | \$7,002.44            |
| 983 DRUG TEST-PHYSICALS          | \$16,286.05           | \$37.62             | \$0.00               | \$3,715.00          | \$12,608.67           | \$1,835.00          | \$10,773.67           |
| 985 SPONSORS 2022-2023           | \$7,080.99            | \$0.00              | \$0.00               | \$1,697.10          | \$5,383.89            | \$567.45            | \$4,816.44            |
| 986 CHIEFTAIN CENTER CONCESSION  | \$20,315.67           | \$17,805.97         | \$0.00               | \$15,056.87         | \$23,064.77           | \$10,074.40         | \$12,990.37           |
| 988 INBC - BASKETBALL FUNDRAISER | \$2,315.00            | \$3,476.40          | \$0.00               | \$0.00              | \$5,791.40            | \$810.00            | \$4,981.40            |
| <b>Total</b>                     | <b>\$1,815,076.90</b> | <b>\$195,028.13</b> | <b>\$0.00</b>        | <b>\$218,024.94</b> | <b>\$1,792,080.09</b> | <b>\$479,612.93</b> | <b>\$1,312,467.16</b> |

# Sapulpa Public Schools

## Cash Balances

**Options:** Fiscal Years: 2026, Funds: 81, As Of Date: 10/31/2025, Account Types: All

| <b>Cash By Account and Fund</b> |                             |               |             |
|---------------------------------|-----------------------------|---------------|-------------|
| AC 8101                         | ALLEN SCHOLARSHIP ENDOWMENT |               |             |
| 2026                            | 81                          | GIFT FUND     | \$8,296.75  |
|                                 |                             |               | \$8,296.75  |
|                                 |                             | Total AC 8101 | \$8,296.75  |
| AC 8104                         | DONNA HOLBROOK SCHOLARSHIP  |               |             |
| 2026                            | 81                          | GIFT FUND     | \$2,006.17  |
|                                 |                             |               | \$2,006.17  |
|                                 |                             | Total AC 8104 | \$2,006.17  |
| AC 8111                         | ALLEN SCHOLARSHIP CD 4401   |               |             |
| 2026                            | 81                          | GIFT FUND     | \$49,997.35 |
|                                 |                             |               | \$49,997.35 |
|                                 |                             | Total AC 8111 | \$49,997.35 |
| AC 8114                         | HOLBROOK SCHOLARSHIP CD     |               |             |
| 2026                            | 81                          | GIFT FUND     | \$10,000.00 |
|                                 |                             |               | \$10,000.00 |
|                                 |                             | Total AC 8114 | \$10,000.00 |
|                                 |                             |               | \$70,300.27 |
| <b>Cash By Fund</b>             |                             |               |             |
| 2026                            | 81                          | GIFT FUND     | \$70,300.27 |
|                                 |                             |               | \$70,300.27 |

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

|                    | GENERAL<br>FUND     | BUILDING<br>FUND  | CH NUTR<br>FUND     | BOND<br>FUND        | SINKING<br>FUND       |
|--------------------|---------------------|-------------------|---------------------|---------------------|-----------------------|
| BEG BALANCE        | <b>5,702,197.37</b> | <b>177,585.81</b> | <b>-84,786.93</b>   | <b>51,501.33</b>    | <b>5,214,445.07</b>   |
| DEPOSITS           | 2,064,739.09        | 2,672.38          | 251,346.19          | 0.00                | 15,159.65             |
| CHECKS ISSUED      |                     |                   |                     |                     |                       |
| Current Year       | 3,048,972.24        | 127,005.72        | 154,099.91          | 37,459.00           | 2,153.00              |
| Prior Year         | 106,967.65          | 107.70            | 490.00              | 0.00                | 0.00                  |
| Prior Period Voids |                     |                   |                     |                     |                       |
| Inter-fund Loans   |                     |                   |                     |                     |                       |
| END BALANCE        | <b>4,610,996.57</b> | <b>53,144.77</b>  | <b>11,969.35</b>    | <b>14,042.33</b>    | <b>5,227,451.72</b>   |
| Last Yr Same Month | 4,961,405.54        | 880.82            | 133,641.25          | 815,047.58          | 6,470,167.80          |
| Gain or (Loss)     | <b>(350,408.97)</b> | <b>52,263.95</b>  | <b>(121,671.90)</b> | <b>(801,005.25)</b> | <b>(1,242,716.08)</b> |

Federal reimbursements have started with IDEA grants, but still waiting on Title programs to be approved before claims can be filed.

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

  
Kenda Terrones, Treasurer

**GENERAL FUND****PREVIOUS  
TOTAL****CURRENT  
MONTH****NEW  
YR-TO-DATE****Local Revenue**

|                             |                   |                  |                   |
|-----------------------------|-------------------|------------------|-------------------|
| Current Ad Valorem          | 38,600.73         | 0.00             | 38,600.73         |
| Prior Ad Valorem            | 96,178.67         | 18,711.86        | 114,890.53        |
| Homestead & In Lieu Tax     | 397,110.89        | 36.19            | 397,147.08        |
| Interest Earned             | 160,494.23        | 34,920.81        | 195,415.04        |
| 5-Year Manufacturing Exemp  | 0.00              | 0.00             | 0.00              |
| Rental of Facilities        | 3,800.25          | 0.00             | 3,800.25          |
| Sale of Surplus Equipment   | 0.00              | 0.00             | 0.00              |
| Insurance Recovery          | 25,137.12         | 0.00             | 25,137.12         |
| Workers' Compensation       | 0.00              | 0.00             | 0.00              |
| Misc Reimbursements         | 17,556.92         | 1,968.82         | 19,525.74         |
| Donations and Contributions | 12,000.00         | 0.00             | 12,000.00         |
| Repayment from CNF          | 0.00              | 0.00             | 0.00              |
| Repayment from Activity Fd  | <u>33,949.80</u>  | <u>13,632.46</u> | <u>47,582.26</u>  |
| <b>Local TOTALS</b>         | <b>784,828.61</b> | <b>69,270.14</b> | <b>854,098.75</b> |

**County Revenue**

|                      |                  |                  |                  |
|----------------------|------------------|------------------|------------------|
| Mill Levy            | 33,347.50        | 3,279.69         | 36,627.19        |
| Mortgage Tax         | <u>35,967.82</u> | <u>9,795.13</u>  | <u>45,762.95</u> |
| <b>County TOTALS</b> | <b>69,315.32</b> | <b>13,074.82</b> | <b>82,390.14</b> |

**State Revenue**

|                               |                     |                     |                     |
|-------------------------------|---------------------|---------------------|---------------------|
| Gross Production              | 43,963.17           | 14,732.85           | 58,696.02           |
| Auto Tags                     | 315,395.57          | 144,059.44          | 459,455.01          |
| School Land                   | 138,951.75          | 57,009.43           | 195,961.18          |
| Tax Stamps & Other Misc       | 1,636.14            | 555.19              | 2,191.33            |
| Farm Implement Tax Stamp      | 0.00                | 0.00                | 0.00                |
| State Aid (Fdn. & Incentive)  | 2,640,304.62        | 1,320,152.31        | 3,960,456.93        |
| Flexible Benefit              | 570,671.47          | 280,119.41          | 850,790.88          |
| Alternative Ed/High Challenge | 0.00                | 0.00                | 0.00                |
| Staff Development             | 0.00                | 0.00                | 0.00                |
| National Board Cert Stipends  | 0.00                | 0.00                | 0.00                |
| Reading Sufficiency           | 0.00                | 1,749.00            | 1,749.00            |
| State Textbook Allocation     | 42,116.99           | 21,058.50           | 63,175.49           |
| Driver's Education            | 1,155.00            | 0.00                | 1,155.00            |
| Okla Parents as Teachers      | 0.00                | 0.00                | 0.00                |
| State Land Reimbursement      | 0.00                | 0.00                | 0.00                |
| State Misc/ACE Technology     | 93,041.47           | 0.00                | 93,041.47           |
| State Misc/ACE Remediation    | 0.00                | 0.00                | 0.00                |
| State Misc/Gear Up (022)      | 81,839.38           | 0.00                | 81,839.38           |
| Robotics Grant (3690)         | 0.00                | 0.00                | 0.00                |
| Vocational Salaries           | 5,940.00            | 0.00                | 5,940.00            |
| Voc. Incentive Assistance     | 25,000.00           | 0.00                | 25,000.00           |
| Okla Education Lottery Fund   | <u>0.00</u>         | <u>0.00</u>         | <u>0.00</u>         |
| <b>State TOTALS</b>           | <b>3,960,015.56</b> | <b>1,839,436.13</b> | <b>5,799,451.69</b> |

**Federal Revenue**

|                             |                     |                   |                     |
|-----------------------------|---------------------|-------------------|---------------------|
|                             | <b><u>Y-T-D</u></b> | <b><u>CUR</u></b> | <b><u>Y-T-D</u></b> |
| FEMA                        | 0.00                | 0.00              | 0.00                |
| Title VII - Indian Ed (561) | 58,086.62           | 0.00              | 58,086.62           |

|                            |                     |                     |                     |
|----------------------------|---------------------|---------------------|---------------------|
| JROTC                      | 21,269.81           | 7,155.00            | 28,424.81           |
| SIG Grants -Liberty        | 0.00                | 555.14              | 555.14              |
| Title I (511)              | 191,260.03          | 0.00                | 191,260.03          |
| Title II Part A (541)      | 37,278.61           | 0.00                | 37,278.61           |
| IDEA-B Flow Thru (621)     | 214,295.33          | 131,986.36          | 346,281.69          |
| IDEA-B Preschool 3-5 (641) | 6,941.29            | 3,261.50            | 10,202.79           |
| Other Federal              | 9,888.55            | 0.00                | 9,888.55            |
| Title 9 (596)              | 13,789.68           | 0.00                | 13,789.68           |
| Rehabilitation Salaries    | 0.00                | 0.00                | 0.00                |
| CARES Act                  | 0.00                | 0.00                | 0.00                |
| Carl Perkins (421)         | <u>5,736.06</u>     | <u>0.00</u>         | <u>5,736.06</u>     |
| Federal TOTALS             | <b>558,545.98</b>   | <b>142,958.00</b>   | <b>701,503.98</b>   |
| <b>TOTAL GEN FUND</b>      | <b>5,372,705.47</b> | <b>2,064,739.09</b> | <b>7,437,444.56</b> |

### BUILDING FUND

|                             |                  |                 |                  |
|-----------------------------|------------------|-----------------|------------------|
| Current Taxes               | 5,512.85         | 0.00            | 5,512.85         |
| Prior Taxes                 | 13,735.98        | 2,672.38        | 16,408.36        |
| In Lieu of Taxes            | 0.00             | 0.00            | 0.00             |
| 5-Year Manufacturing Exemp  | 56,681.01        | 0.00            | 56,681.01        |
| Facility Rental             | 0.00             | 0.00            | 0.00             |
| Insurance Recovery          | 0.00             | 0.00            | 0.00             |
| Farm Implement Tax Stamp    | 0.00             | 0.00            | 0.00             |
| State Land Reimbursement    | 0.00             | 0.00            | 0.00             |
| FEMA                        | 0.00             | 0.00            | 0.00             |
| Donations and Contributions | <u>0.00</u>      | <u>0.00</u>     | <u>0.00</u>      |
| Building Fund TOTALS        | <b>75,929.84</b> | <b>2,672.38</b> | <b>78,602.22</b> |

### CHILD NUTR FUND

|                              |                   |                   |                   |
|------------------------------|-------------------|-------------------|-------------------|
| Local (Meals, Interest, etc) | 26,707.44         | 54,350.25         | 81,057.69         |
| State Reimbursement          | 16,088.66         | 13,260.66         | 29,349.32         |
| Federal Reimbursement        | <u>71,281.33</u>  | <u>183,735.28</u> | <u>255,016.61</u> |
| Child Nutrition Fund TOTALS  | <b>114,077.43</b> | <b>251,346.19</b> | <b>365,423.62</b> |

### TOTAL GF/BF/CNF

**5,562,712.74      2,318,757.66      7,881,470.40**

### BOND FUND

|                   |                     |             |                     |
|-------------------|---------------------|-------------|---------------------|
| Interest          | 0.00                | 0.00        | 0.00                |
| Sale of New Bonds | <u>7,575,400.00</u> | <u>0.00</u> | <u>7,575,400.00</u> |
| Bond Fund TOTALS  | <b>7,575,400.00</b> | <b>0.00</b> | <b>7,575,400.00</b> |

### SINKING FUND

|                             |                   |                  |                   |
|-----------------------------|-------------------|------------------|-------------------|
| Current Taxes               | 32,699.49         | 0.00             | 32,699.49         |
| Prior Taxes                 | 78,670.15         | 15,159.65        | 93,829.80         |
| In Lieu of Taxes            | 336,203.81        | 0.00             | 336,203.81        |
| 5-Year Manufacturing Exempt | 0.00              | 0.00             | 0.00              |
| Interest/In Lieu Reimb      | 16,007.54         | 0.00             | 16,007.54         |
| State Land Reimbursement    | 0.00              | 0.00             | 0.00              |
| Farm Implement Tax Stamp    | 0.00              | 0.00             | 0.00              |
| Premium on Bonds Sold       | <u>1,784.08</u>   | <u>0.00</u>      | <u>1,784.08</u>   |
| Sinking Fund TOTALS         | <b>465,365.07</b> | <b>15,159.65</b> | <b>480,524.72</b> |

### INSURANCE REIMBURSEMENT FUND

|                              |                      |                     |                      |
|------------------------------|----------------------|---------------------|----------------------|
| INSURANCE REIMBURSEMENT FUND | 0.00                 | 0.00                | 0.00                 |
| <b>GRAND TOTAL</b>           | <b>13,603,477.81</b> | <b>2,333,917.31</b> | <b>15,937,395.12</b> |



**UTILITIES COMPARISON 2023-24 TO 2025-26**

|           | 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 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         | 76,504             | 2,852           | 0                | 89,404       | 158,802      | -11,336          | -15,611          | -8.95%   |
| Sep 24    | 10,759       | 7,690         | 83,997             | 3,580           | 2,112            | 108,138      | 266,940      | -11,809          | -27,419          | -9.31%   |
| Oct 24    | 11,151       | 14,770        | 94,277             | 1,230           | 4,208            | 125,637      | 392,576      | -27,097          | -54,516          | -12.19%  |
| Nov 24    | 14,962       | 16,848        | 76,637             | 3,831           | 2,526            | 114,804      | 507,381      | -19,178          | -73,695          | -12.68%  |
| Dec 24    | 16,361       | 12,111        | 53,649             | 3,469           | 5,103            | 90,693       | 598,074      | -1,390           | -75,085          | -11.15%  |
| Jan 25    | 20,620       | 10,524        | 45,648             | 2,566           | 9,282            | 88,640       | 686,713      | -8,103           | -83,188          | -10.81%  |
| Feb 25    | 27,630       | 11,960        | 42,145             | 2,810           | 6,965            | 91,511       | 778,224      | -5,711           | -88,899          | -10.25%  |
| Mar 25    | 22,256       | 10,123        | 39,767             | 3,499           | 12,459           | 88,104       | 866,328      | -4,829           | -93,728          | -9.76%   |
| Apr 25    | 24,427       | 14,004        | 44,805             | 3,539           | 5,415            | 92,190       | 958,518      | -8,686           | -102,414         | -9.65%   |
| May 25    | 15,956       | 17,398        | 83,286             | 6,074           | 2,529            | 125,242      | 1,083,761    | 41,909           | -60,505          | -5.29%   |
| Jun 25    | 9,522        | 9,003         | 0                  | 4,620           | 1,818            | 24,963       | 1,108,724    | -54,469          | -114,974         | -9.40%   |
| Jul 25    | 8,570        | 5,349         | 57,742             | 1,386           | 1,080            | 74,126       | 74,126       | 4,729            | 4,729            | 6.81%    |
| Aug 25    | 9,666        | 7,505         | 84,313             | 2,553           | 680              | 104,718      | 178,844      | 15,314           | 20,043           | 12.62%   |
| Sep 25    | 12,974       | 6,005         | 72,714             | 2,661           | 1,122            | 95,475       | 274,319      | -12,663          | 7,380            | 2.76%    |
| Oct 25    | 11,990       | 14,078        | 94,249             | 7,000           | 2,650            | 129,966      | 404,285      | 4,329            | 11,709           | 2.98%    |

|   |  |                   |                         |                     |
|---|--|-------------------|-------------------------|---------------------|
|   |  |                   |                         |                     |
|   |  |                   |                         |                     |
| <b>General Fund</b>                         |  |                   |                         |                     |
| <b><u>WORKING BUDGET</u></b>                |  |                   |                         |                     |
|   |  | <b>Budgeted</b>   | <b>Actual as of</b>     | <b>Variance</b>     |
|   |  | <b>2025-26</b>    | <b>10/31/2025</b>       |                     |
| <b>WADM</b>                                 |  |                   |                         |                     |
| State Allocation                            |  | 14,664,963        | 3,960,457               | (10,704,506)        |
| Other State Revenue                         |  | 6,461,333         | 1,838,995               | (4,622,338)         |
| Ad Valorem Projection                       |  | 9,150,000         | 550,638                 | (8,599,362)         |
| Other Local and County Revenue              |  | 1,922,414         | 385,851                 | (1,536,563)         |
| Federal Grant Revenue                       |  | 2,531,760         | 701,504                 | (1,830,256)         |
| Mid Term Adjustment State Allocation        |  | 0                 |                         | 0                   |
| <b>CURRENT YEAR REVENUE</b>                 |  | <b>34,730,470</b> | <b>7,437,445</b>        | <b>(27,293,025)</b> |
| Prior Year Carryover                        |  | <u>6,265,650</u>  |                         |                     |
| <b>Total Revenue</b>                        |  | 40,996,120        |                         |                     |
|   |  |                   | <b>Encumbered as of</b> |                     |
| <b>Projected Expenses</b>                   |  |                   | <b>10/31/2025</b>       |                     |
| Certified Salaries                          |  | 19,000,000        | 18,904,542              | 95,458              |
| Support Salaries                            |  | 6,350,000         | 6,272,358               | 77,642              |
| Certified Benefits                          |  | 5,280,000         | 5,255,924               | 24,076              |
| Support Benefits                            |  | 1,900,000         | 1,857,889               | 42,111              |
| Purchased Professional & Technical Services |  | 875,000           | 535,722                 | 339,278             |
| Contracted Property Services                |  | 650,000           | 107,122                 | 542,878             |
| Other Contracted Services                   |  | 650,000           | 628,078                 | 21,922              |
| Supplies & Materials                        |  | 2,075,000         | 1,162,752               | 912,248             |
| Property Expenses                           |  | 6,000             | 16,647                  | (10,647)            |
| Other Objects                               |  | 300,000           | 300,091                 | (91)                |
| <b>Total Expenses</b>                       |  | <b>37,086,000</b> | <b>35,041,126</b>       | <b>2,044,874</b>    |
| <b>Projected Carryover</b>                  |  | 3,910,120         |                         |                     |
|   |  | 11.26%            |                         |                     |



**Construction Materials Testing • Special Inspections • Geotechnical Engineering**

September 23, 2025, revised 10/17/25

Nabholz  
10319 E 54th St  
Tulsa, OK 74146  
(918) 895-4562

Attn: Jordan Knutson  
[jordan.knutson@nabholz.com](mailto:jordan.knutson@nabholz.com)

Re: Proposal for Inspection Services | No. PC210625  
Sapulpa High School Campus Improvements  
3 S Mission, Sapulpa, OK 74066

AIMRIGHT is pleased to present this estimate to perform testing and inspection services for the proposed construction at the referenced sites. Our cost estimate is based on our general review of the bid documents (plans), estimated schedule, and our knowledge of similar projects.

Our unit rates and estimated budget are summarized in this proposal. Our services will be invoiced weekly on a time and expense basis. Please note that this estimate does not include costs for re-testing failing results.

The estimated budget is approximately

High School – **\$104,600.00**  
Chieftan Center Addition – **\$44,925.00**  
End Zone Addition – **\$20,380.00**

We have attached a copy of a Standard Proposal Acceptance Form, which, when signed and returned to AIMRIGHT, will serve as authorization to proceed with the proposed scope of work.

We appreciate the opportunity to submit this proposal for testing and inspection services for the proposed construction, and we are looking forward to working with you on this project. If you have any questions regarding this proposal, please contact us at your convenience.

Respectfully submitted,

Branden Olden  
CMT Manager  
[bolden@aimrighttesting.com](mailto:bolden@aimrighttesting.com)  
(918) 392-8431

**SCOPE OF SERVICES**

|  |   |
|--|---|
| <p><b>Earthwork</b></p>                      | <p>Observation of proof-rolling prior to fill placement and/or construction.</p> <p>Sampling of on-site soils and borrow source materials for laboratory testing, including moisture-density relationship, Atterberg Limits, and No. 200 sieve wash.</p> <p>Field density testing during site earthwork, including any subgrade remediation, parking/drive area fill, and miscellaneous field density testing of utility trench backfill.</p> |
| <p><b>Shallow Foundations</b></p>            | <p>Observe and record bearing strata conformance of bottom of the footing excavations in accordance with geotechnical recommendations.</p> <p>Dynamic cone penetration testing will be performed in the footing bearing materials to evaluate the in-place bearing capacity prior to reinforcing steel and concrete placement.</p>  |
| <p><b>Drilled Piers</b></p>                  | <p>Observe installation operations on a continuous basis and maintain complete and accurate records for each element with respect to placement locations, plumbness, diameters, lengths, embedment into rock, and bearing strata.</p>   |
| <p><b>Reinforced Concrete</b></p>            | <p>Placement of reinforcing steel will also be inspected prior to concrete placement.</p> <p>Field sampling, testing, and laboratory testing for all placement of structural concrete for foundations, slab-on-ground, and site concrete elements.</p> <p>Floor Flatness/Levelness testing shall be performed on slab-on-ground elements, as applicable.</p>  |
| <p><b>Structural Masonry</b></p>             | <p>Observe CMU block installation on a periodic basis with respect to block size, grade and type, mortar joint thickness, field sampling/testing of mortar and grout for compressive strength testing and reinforcing steel placement.</p>  |
| <p><b>Structural Steel</b></p>               | <p>Field observation of welded and bolted members, structural steel framing, and decking connections will be provided on a periodic basis.</p> <p>Shop inspections are not included.</p>  |
| <p><b>Fireproofing / Fire Protection</b></p> | <p>Observation and testing of fire-resistive materials including spray-applied fire-resistive material (SFRM) and intumescent paint coatings.</p> <p>Verify thickness, adhesion/cohesion, and coverage in accordance with project specifications and manufacturer requirements.</p>   |
| <p><b>Storefront Leak Testing</b></p>        | <p>Perform field water penetration testing of installed storefront and curtain wall assemblies in general accordance with AAMA 503 (Laboratory and Field Testing of Curtain Walls) and AAMA 501.2 (Dynamic Water Penetration Field Test) to evaluate air and water tightness.</p>   |
| <p><b>Site Concrete</b></p>                  | <p>Field and laboratory testing during concrete placement for any flatwork, and as well as any other elements deemed necessary by project specifications.</p>   |
| <p><b>Asphalt Paving</b></p>                 | <p>Field and laboratory testing during asphalt placement, including sampling for oil content, gradation, &amp; maximum density as deemed necessary by project specifications.</p>   |

# High School

| Description of Work  | Unit | Quantity | Rate        | Total        |
|--|------|----------|-------------|--------------|
| <b>Earthwork - Building (104k SF)</b>                                |      |          |             |              |
| Density Testing of Utility Backfill                                  | Each | 30       | \$ 40.00    | \$ 1,200.00  |
| Standard Proctor of Aggregate  | Each | 1        | \$ 155.00   | \$ 155.00    |
| Sieve Analysis of Aggregate  | Each | 1        | \$ 120.00   | \$ 120.00    |
| <i>Subtotal</i>  |      |          |             | \$ 1,475.00  |
| <b>Earthwork - Exterior</b>  |      |          |             |              |
| Proof-roll Subgrade  | Each | 8        | \$ 120.00   | \$ 960.00    |
| Standard Proctor of Existing Subgrade                                | Each | 4        | \$ 135.00   | \$ 540.00    |
| PI & #200 Wash of Existing Subgrade                                  | Each | 4        | \$ 110.00   | \$ 440.00    |
| Density Testing of Existing Subgrade                                 | Each | 40       | \$ 40.00    | \$ 1,600.00  |
| Standard Proctor of Aggregate  | Each | 1        | \$ 155.00   | \$ 155.00    |
| Sieve Analysis of Aggregate  | Each | 1        | \$ 120.00   | \$ 120.00    |
| Density Testing of Aggregate   | Each | 40       | \$ 40.00    | \$ 1,600.00  |
| <i>Subtotal</i>  |      |          |             | \$ 5,415.00  |
| <b>Foundation, Structural and Reinforcing Steel Inspections</b>      |      |          |             |              |
| Post Installed Achor/Dowel Inspections (3-hr minimum/trip)           | Hour | 20       | \$ 70.00    | \$ 1,400.00  |
| Floor Flatness (Technician Time) (4-hr minimum/trip)                 | Hour | 16       | \$ 70.00    | \$ 1,120.00  |
| Floor Flatness (Equipment)   | Day  | 4        | \$ 150.00   | \$ 600.00    |
| CMU Wall Inspections (3-hr minimum/trip)                             | Hour | 60       | \$ 70.00    | \$ 4,200.00  |
| Reinforcing Steel (3-hr minimum/trip)                                | Hour | 80       | \$ 70.00    | \$ 5,600.00  |
| Structural Steel (field welds, bolting, decking) (4-hr minimum/trip) | Hour | 60       | \$ 105.00   | \$ 6,300.00  |
| <i>Subtotal</i>  |      |          |             | \$ 19,220.00 |
| <b>Storefront Testing</b>  |      |          |             |              |
| Pre-Construction/Installation Meeting                                | Hour | 2        | \$ 105.00   | \$ 210.00    |
| On-Site Chamber Building   | Each | 2        | \$ 850.00   | \$ 1,700.00  |
| Material & Consumables   | Each | 1        | \$ 1,000.00 | \$ 1,000.00  |
| AAMA 503 Testing   | Day  | 3        | \$ 1,500.00 | \$ 4,500.00  |
| AAMA 501 Testing   | Day  | 2        | \$ 1,200.00 | \$ 2,400.00  |
| Booster Pump Equipment Rental (if necessary)                         | Day  |          | \$ 500.00   | \$ -         |
| <i>Subtotal</i>  |      |          |             | \$ 9,810.00  |
| <b>Fire Protection</b>   |      |          |             |              |
| Pre-Construction/Installation Meeting                                | Hour | 2        | \$ 105.00   | \$ 210.00    |
| Fireproofing Inspector   | Day  | 5        | \$ 720.00   | \$ 3,600.00  |
| SFRM Consumables   | Each | 21       | \$ 110.00   | \$ 2,310.00  |
| <i>Subtotal</i>  |      |          |             | \$ 6,120.00  |

# High School

| Description of Work   | Unit | Quantity | Rate      | Total               |
|---|------|----------|-----------|---------------------|
| <b>Concrete/ Masonry [1 set of 5 (4x8) specimens per 50 cy]</b>     |      |          |           |                     |
| Grade Beams / Pier Caps   | Set  | 10       | \$ 120.00 | \$ 1,200.00         |
| Building Slab   | Set  | 30       | \$ 120.00 | \$ 3,600.00         |
| Elevated Building Slab  | Set  | 10       | \$ 120.00 | \$ 1,200.00         |
| Cast-in-Place Concrete Walls  | Set  | 10       | \$ 120.00 | \$ 1,200.00         |
| Safe Room Roof  | Set  | 3        | \$ 120.00 | \$ 360.00           |
| Parking/Drive/Dumpster Pads   | Set  | 6        | \$ 120.00 | \$ 720.00           |
| Site Concrete (Flatwork, Sidewalks, Curb, etc)                      | Set  | 8        | \$ 120.00 | \$ 960.00           |
| Mortar Cubes (1 set of 3)   | Set  | 10       | \$ 120.00 | \$ 1,200.00         |
| Grout Prisms (1 set of 4)   | Set  | 20       | \$ 120.00 | \$ 2,400.00         |
| Compressive Strength Testing (Concrete)                             | Each | 385      | \$ 15.00  | \$ 5,775.00         |
| Compressive Strength Testing (Grout)                                | Each | 80       | \$ 25.00  | \$ 2,000.00         |
| Compressive Strength Testing (Mortar)                               | Each | 30       | \$ 20.00  | \$ 600.00           |
| <i>Subtotal</i>   |      |          |           | \$ 21,215.00        |
| <b>Asphalt Paving</b>   |      |          |           |                     |
| Asphalt Engineering Technician                                      | Hour | 30       | \$ 60.00  | \$ 1,800.00         |
| Asphalt Concrete Hot Samples (extraction & gradation)               | Each | 6        | \$ 275.00 | \$ 1,650.00         |
| Asphalt Concrete Coring Mobilization                                | Each | 6        | \$ 150.00 | \$ 900.00           |
| Asphalt Core Patch Repair   | Each | 30       | \$ 25.00  | \$ 750.00           |
| Asphalt Concrete Specific Gravity of Cores                          | Each | 60       | \$ 30.00  | \$ 1,800.00         |
| Asphalt Core Lab Measurement (ASTM 3549)                            | Each | 30       | \$ 30.00  | \$ 900.00           |
| <i>Subtotal</i>   |      |          |           | \$ 7,800.00         |
| <b>Administrative/Management/Miscellaneous</b>                      |      |          |           |                     |
| Reports   | Hour | 75       | \$ 50.00  | \$ 3,750.00         |
| Professional Engineer   | Hour | 60       | \$ 185.00 | \$ 11,100.00        |
| Project Management  | Hour | 95       | \$ 105.00 | \$ 9,975.00         |
| Technician Time (Sample Pickup / Standby Time)                      | Hour | 30       | \$ 60.00  | \$ 1,800.00         |
| <i>Subtotal</i>   |      |          |           | \$ 26,625.00        |
| <b>Travel Charges (\$1/mile with a minimum charge of \$40/trip)</b> | Trip | 173      | \$ 40.00  | \$ 6,920.00         |
| <b>Estimated Total</b>  |      |          |           | <b>\$104,600.00</b> |

## Chieftain Addition

| Description of Work  | Unit | Quantity | Rate        | Total       |
|--|------|----------|-------------|-------------|
| <b>Earthwork - Building (32,000 ft<sup>2</sup>)</b>                  |      |          |             |             |
| Proof-roll Subgrade  | Each | 2        | \$ 120.00   | \$ 240.00   |
| Standard Proctor of Existing Subgrade                                | Each | 1        | \$ 135.00   | \$ 135.00   |
| PI & #200 Wash of Existing Subgrade                                  | Each | 1        | \$ 110.00   | \$ 110.00   |
| Density Testing of Existing Subgrade                                 | Each | 16       | \$ 40.00    | \$ 640.00   |
| Standard Proctor of Select Fill                                      | Each | 1        | \$ 135.00   | \$ 135.00   |
| PI & #200 Wash of Select Fill  | Each | 1        | \$ 110.00   | \$ 110.00   |
| Density Testing of Select Fill                                       | Each | 16       | \$ 40.00    | \$ 640.00   |
| Density Testing of Utility Backfill                                  | Each | 15       | \$ 40.00    | \$ 600.00   |
| Retaining Wall Backfill  | Each | 20       | \$ 40.00    | \$ 800.00   |
| <i>Subtotal</i>  |      |          |             | \$ 3,410.00 |
| <b>Foundation, Structural and Reinforcing Steel Inspections</b>      |      |          |             |             |
| Foundation Bearing Inspections                                       | Each | 25       | \$ 75.00    | \$ 1,875.00 |
| Floor Flatness (Technician Time) (4-hr minimum/trip)                 | Hour | 8        | \$ 70.00    | \$ 560.00   |
| Floor Flatness (Equipment)   | Day  | 2        | \$ 150.00   | \$ 300.00   |
| CMU Wall Inspections (3-hr minimum/trip)                             | Hour | 24       | \$ 70.00    | \$ 1,680.00 |
| Reinforcing Steel (3-hr minimum/trip)                                | Hour | 30       | \$ 70.00    | \$ 2,100.00 |
| Structural Steel (field welds, bolting, decking) (4-hr minimum/trip) | Hour | 16       | \$ 105.00   | \$ 1,680.00 |
| <i>Subtotal</i>  |      |          |             | \$ 8,195.00 |
| <b>Storefront Testing</b>  |      |          |             |             |
| Pre-Construction/Installation Meeting                                | Hour | 2        | \$ 105.00   | \$ 210.00   |
| On-Site Chamber Building   | Each | 1        | \$ 850.00   | \$ 850.00   |
| Material & Consumables   | Each | 1        | \$ 1,000.00 | \$ 1,000.00 |
| AAMA 503 Testing   | Day  | 1        | \$ 1,500.00 | \$ 1,500.00 |
| AAMA 501 Testing   | Day  | 1        | \$ 1,200.00 | \$ 1,200.00 |
| Booster Pump Equipment Rental (if necessary)                         | Day  |          | \$ 500.00   | \$ -        |
| <i>Subtotal</i>  |      |          |             | \$ 4,760.00 |
| <b>Fire Protection</b>   |      |          |             |             |
| Pre-Construction/Installation Meeting                                | Hour | 2        | \$ 105.00   | \$ 210.00   |
| Fireproofing Inspector   | Day  | 2        | \$ 720.00   | \$ 1,440.00 |
| SFRM Consumables   | Each | 9        | \$ 110.00   | \$ 990.00   |
| <i>Subtotal</i>  |      |          |             | \$ 2,640.00 |

## Chieftain Addition

| Description of Work   | Unit | Quantity | Rate      | Total               |
|---|------|----------|-----------|---------------------|
| <b>Concrete [1 set of 5 (4x8) specimens per 50 cy]</b>              |      |          |           |                     |
| Building Wall / Column Footings                                     | Set  | 6        | \$ 120.00 | \$ 720.00           |
| Building Slab   | Set  | 10       | \$ 120.00 | \$ 1,200.00         |
| Elevator Pit Slab / Walls   | Set  | 2        | \$ 120.00 | \$ 240.00           |
| Elevated Building Slab  | Set  | 4        | \$ 120.00 | \$ 480.00           |
| Safe Room Roof  | Set  | 1        | \$ 120.00 | \$ 120.00           |
| Retaining Wall Footings   | Set  | 5        | \$ 120.00 | \$ 600.00           |
| Cast-in-Place Concrete Walls  | Set  | 12       | \$ 120.00 | \$ 1,440.00         |
| Mortar Cubes (1 set of 3)   | Set  | 4        | \$ 120.00 | \$ 480.00           |
| Grout Prisms (1 set of 4)   | Set  | 8        | \$ 120.00 | \$ 960.00           |
| Compressive Strength Testing (Concrete)                             | Each | 200      | \$ 15.00  | \$ 3,000.00         |
| Compressive Strength Testing (Grout)                                | Each | 32       | \$ 25.00  | \$ 800.00           |
| Compressive Strength Testing (Mortar)                               | Each | 12       | \$ 20.00  | \$ 240.00           |
| <i>Subtotal</i>   |      |          |           | \$ 10,280.00        |
| <b>Administrative/Management/Miscellaneous</b>                      |      |          |           |                     |
| Reports   | Hour | 35       | \$ 50.00  | \$ 1,750.00         |
| Professional Engineer   | Hour | 30       | \$ 185.00 | \$ 5,550.00         |
| Project Management  | Hour | 40       | \$ 105.00 | \$ 4,200.00         |
| Technician Time (Sample Pickup / Standby Time)                      | Hour | 15       | \$ 60.00  | \$ 900.00           |
| <i>Subtotal</i>   |      |          |           | \$ 12,400.00        |
| <b>Travel Charges (\$1/mile with a minimum charge of \$40/trip)</b> | Trip | 81       | \$ 40.00  | \$ 3,240.00         |
| <b>Estimated Total</b>  |      |          |           | <b>\$ 44,925.00</b> |

## End Zone Building

| Description of Work  | Unit | Quantity | Rate        | Total       |
|--|------|----------|-------------|-------------|
| <b>Earthwork - Building (10,000 SF)</b>                              |      |          |             |             |
| Proof-roll Subgrade  | Each | 1        | \$ 120.00   | \$ 120.00   |
| Standard Proctor of Existing Subgrade                                | Each | 1        | \$ 135.00   | \$ 135.00   |
| PI & #200 Wash of Existing Subgrade                                  | Each | 1        | \$ 110.00   | \$ 110.00   |
| Density Testing of Existing Subgrade                                 | Each | 5        | \$ 40.00    | \$ 200.00   |
| Standard Proctor of Select Fill                                      | Each | 1        | \$ 135.00   | \$ 135.00   |
| PI & #200 Wash of Select Fill  | Each | 1        | \$ 110.00   | \$ 110.00   |
| Density Testing of Select Fill                                       | Each | 5        | \$ 40.00    | \$ 200.00   |
| Density Testing of Utility Backfill                                  | Each | 12       | \$ 40.00    | \$ 480.00   |
| <i>Subtotal</i>  |      |          |             | \$ 1,490.00 |
| <b>Foundation, Structural and Reinforcing Steel Inspections</b>      |      |          |             |             |
| Foundation Bearing Inspections                                       | Each | 12       | \$ 75.00    | \$ 900.00   |
| Floor Flatness (Technician Time) (4-hr minimum/trip)                 | Hour | 4        | \$ 70.00    | \$ 280.00   |
| Floor Flatness (Equipment)   | Day  | 1        | \$ 150.00   | \$ 150.00   |
| Reinforcing Steel (3-hr minimum/trip)                                | Hour | 12       | \$ 70.00    | \$ 840.00   |
| Structural Steel (field welds, bolting, decking) (4-hr minimum/trip) | Hour | 8        | \$ 105.00   | \$ 840.00   |
| <i>Subtotal</i>  |      |          |             | \$ 3,010.00 |
| <b>Storefront Testing</b>  |      |          |             |             |
| Pre-Construction/Installation Meeting                                | Hour | 2        | \$ 105.00   | \$ 210.00   |
| On-Site Chamber Building   | Each | 1        | \$ 850.00   | \$ 850.00   |
| Material & Consumables   | Each | 1        | \$ 1,000.00 | \$ 1,000.00 |
| AAMA 503 Testing   | Day  | 1        | \$ 1,500.00 | \$ 1,500.00 |
| AAMA 501 Testing   | Day  | 1        | \$ 1,200.00 | \$ 1,200.00 |
| Booster Pump Equipment Rental (if necessary)                         | Day  |          | \$ 500.00   | \$ -        |
| <i>Subtotal</i>  |      |          |             | \$ 4,760.00 |
| <b>Fire Protection</b>   |      |          |             |             |
| Pre-Construction/Installation Meeting                                | Hour | 2        | \$ 105.00   | \$ 210.00   |
| Fireproofing Inspector   | Day  | 2        | \$ 720.00   | \$ 1,440.00 |
| SFRM Consumables   | Each | 9        | \$ 110.00   | \$ 990.00   |
| <i>Subtotal</i>  |      |          |             | \$ 2,640.00 |

## End Zone Building

| Description of Work   | Unit | Quantity | Rate            | Total        |
|---|------|----------|-----------------|--------------|
| <b>Concrete [1 set of 5 (4x8) specimens per 50 cy]</b>              |      |          |                 |              |
| Building Wall / Column Footings                                     | Set  | 3        | \$ 120.00       | \$ 360.00    |
| Building Slab   | Set  | 3        | \$ 120.00       | \$ 360.00    |
| Elevator Pit Slab / Walls   | Set  |          | \$ 120.00       | \$ -         |
| Compressive Strength Testing (Concrete)                             | Each | 30       | \$ 15.00        | \$ 450.00    |
|   |      |          | <i>Subtotal</i> | \$ 1,170.00  |
| <b>Administrative/Management/Miscellaneous</b>                      |      |          |                 |              |
| Reports   | Hour | 7        | \$ 50.00        | \$ 350.00    |
| Professional Engineer   | Hour | 6        | \$ 185.00       | \$ 1,110.00  |
| Project Management  | Hour | 10       | \$ 105.00       | \$ 1,050.00  |
| Technician Time (Sample Pickup / Standby Time)                      | Hour | 30       | \$ 60.00        | \$ 1,800.00  |
|   |      |          | <i>Subtotal</i> | \$ 4,310.00  |
| <b>Travel Charges (\$1/mile with a minimum charge of \$40/trip)</b> | Trip | 33       | \$ 40.00        | \$ 1,320.00  |
| <b>Estimated Total</b>  |      |          |                 | \$ 20,380.00 |

Personnel and unit rates will be billed portal-to-portal. Overtime charges will apply for any hours worked in excess of 8 hours per day, before 7:00 AM, after 5:00 PM, or on weekends and holidays. Overtime will be billed at 1.5 times the standard unit rates.

**PROJECT AUTHORIZATION and INFORMATION LISTING**

|                     |  |              |  |
|---------------------|--|--------------|--|
| <b>Proposal No.</b> |  | <b>Date:</b> |  |
|---------------------|--|--------------|--|

|                      |  |
|----------------------|--|
| <b>Authorization</b> |  |
|----------------------|--|

|                   |  |
|-------------------|--|
| Firm Name:        |  |
| Address:          |  |
| Phone #:          |  |
| Print Name/Title: |  |
| Signature:        |  |

|                            |  |
|----------------------------|--|
| <b>Project Information</b> |  |
|----------------------------|--|

|                     |  |
|---------------------|--|
| Name:               |  |
| Location:           |  |
| Project No.:        |  |
| Purchase Order No.: |  |
| Manager:            |  |

|                  |  |
|------------------|--|
| <b>Invoicing</b> |  |
|------------------|--|

|          |  |
|----------|--|
| Name:    |  |
| E-mail:  |  |
| Address: |  |
| Phone #: |  |

|                                 |  |  |  |
|---------------------------------|--|--|--|
| <b>Report Distribution List</b> |  |  |  |
|---------------------------------|--|--|--|

|       |  |         |  |
|-------|--|---------|--|
| Name: |  | E-mail: |  |

|                             |  |
|-----------------------------|--|
| <b>Special Instructions</b> |  |
|-----------------------------|--|

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|  |
|  |

## **GENERAL TERMS AND CONDITIONS**

### **SECTION 1: STANDARD OF CARE**

- 1.1 Service performed by AIMRIGHT Testing & Engineering, LLC (AIMRIGHT) under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the geotechnical profession currently practicing under similar conditions.

### **SECTION 2: OWNERSHIP OF DOCUMENTS**

- 2.1 All reports, field notes, and other documents prepared by AIMRIGHT, as instruments of service shall remain the property of AIMRIGHT.
- 2.2 Client/Owner agrees that all reports and other work furnished to the client or his agents, which are not paid for, will be returned upon demand and will not be used by the client for any purpose whatever.
- 2.3 The documents described in 2.1 prepared by AIMRIGHT are not transferable as parts of property or other business transactions between the client and any third party.

### **SECTION 3: PAYMENT TERMS**

- 3.1 AIMRIGHT will submit invoices to Client monthly and a final bill upon completion of services. Invoices will show charges for different personnel and expense classifications.
- 3.2 Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. Client agrees to pay a finance charge of one and one-half percent (1½%) per month, or the maximum rate allowed by law, on past due accounts.
- 3.3 Any attorney fees, collection fees, or costs related or incurred in the collection of any past due amounts shall be paid by Client.

### **SECTION 4: INSURANCE & LIMITATION OF LIABILITY**

- 4.1 Worker's Compensation Insurance-statutory
- 4.2 Comprehensive General Liability Insurance - \$1,000,000
- 4.3 Automobile Liability Insurance - \$1,000,000
- 4.4 Professional Liability Insurance - \$2,000,000 per claim and annual aggregate.
- 4.5 Prior to commencement of services, Client shall be furnished a certificate of all insurance coverage, providing 30 day notice to client before any policy is cancelled or the limits are reduced by endorsement, and naming Client as additional insured

### **SECTION 5: MONITORING OF FIELD ACTIVITIES**

- 5.1 The presence of field personnel, either full-time or part-time, will be for the purpose of providing periodic observation and field testing of specific aspects of the project as authorized by the Client. The Client agrees that AIMRIGHT will not be responsible for supervision or direction of the actual work of the contractor, his employees or agents, and that the presence of our field representative, or observation or testing by us will not relieve the contractor of his responsibilities for performing the work in accordance with the plans and specifications.
- 5.2 The observations and tests performed by the field representative are valid for the time and location the test is performed. The Client acknowledges that outside factors such as construction activity, weather and the passage of time can alter condition of the material tested or observed.
- 5.3 The Client agrees that, the contractor will be solely and completely responsible for working conditions on the jobsite, including safety of all persons and property during performance of the work, and compliance with OSHA regulations, and that these requirements will apply continuously and not be limited to normal working hours. It is agreed that AIMRIGHT will not be responsible for job or site safety on the project and that we do not have the duty or right to stop the work of the contractor.

### **SECTION 6: RIGHT OF ENTRY**

- 6.1 The Owner and/or property owner will provide access to and make all provisions for right of entry to AIMRIGHT personnel and all necessary equipment in order to perform the work. AIMRIGHT will coordinate its requirements for entry with Owner / property owner

#### **SECTION 7: SAMPLING OR TEST LOCATIONS**

- 7.1 Unless otherwise stated, the fees in this proposal do not include costs associated with surveying the site for the accurate horizontal and vertical locations of any specific tests or observations. Field test or observation locations described in our report or shown on sketches are based upon information furnished by others or estimates made in the field by our representatives. Such dimensions, depths or elevations should be considered approximations.

#### **SECTION 8: DISPUTES**

- 8.1 In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and AIMRIGHT agree to attempt to resolve such disputes in the following manner:  
First: The parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party.  
Second: If such negotiations are not fully successful, the parties agree to attempt to resolve any remaining disputes by formal nonbinding mediation conducted in accordance with the rules and procedures to be agreed upon by the parties. Mediation is a precondition to litigation. Each party agrees to split the cost of mediation.
- 8.2 The parties agree the exclusive venue for any dispute arising out or related to this purchase order or the work reflected herein shall be in the state in which the project is located.

#### **SECTION 9: THIRD PARTY CLAIMS**

- 9.1 The Client agrees to hold harmless and indemnify AIMRIGHT against all third party claims arising from any negligent act, error or omission on the client's part. Similarly, AIMRIGHT will, to the fullest extent permitted by law, hold harmless and indemnify the Owner and Client from and against claims, damages, losses and expenses including but not limited to reasonable attorney's fees, attributable to bodily injury, sickness, disease or death or to injury to or destruction of tangible property, but only to the extent such claims, damages, losses or expenses are caused by negligent acts or omissions by AIMRIGHT personnel.

#### **SECTION 10: CERTIFICATIONS, GUARANTEES AND WARRANTIES**

- 10.1 The Consultant shall not be required to sign any documents, no matter by whom requested, that would result in AIMRIGHT having to certify, guarantee or warrant the existence of conditions whose existence AIMRIGHT cannot ascertain. The Client also agrees not to make resolution of any dispute with AIMRIGHT or payment of any amount due to AIMRIGHT in any way contingent upon signing any such certification.

#### **SECTION 11: TERMINATION**

- 11.1 This Agreement may be terminated by either party upon seven (7) days written notices in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of period specified in the written notice. In the event of termination, AIMRIGHT shall be paid for services performed to the termination notice date.

#### **SECTION 12: ASSIGNS**

- 12.1 Neither the Client/Owner nor AIMRIGHT may delegate, assign, sublet or transfer his duties or interest in this Agreement without the written consent of the other party.

CHEROKEE NATION  
PROFESSIONAL SERVICE AGREEMENT

This Agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between Cherokee Nation, P.O. Box 948, Tahlequah, Oklahoma 74465 (hereinafter referred to as the "NATION"), and Sapulpa Public School, 511 E Lee Ave, Sapulpa, OK 74066 Federal Identification Number/Social Security Number 73-6026796 (hereinafter referred to as the "CONTRACTOR").

The NATION is a sovereign nation and enjoys the full privileges of a sovereign's immunity from suit, as recognized by Congress and the United States Supreme Court. Execution of this Agreement shall not be construed to be a waiver of sovereign immunity, and neither shall any clause herein be construed to effectuate the consent to suit, as the NATION expressly declines to waive sovereign immunity.

WHEREAS, the NATION wishes to enter into an agreement with the CONTRACTOR to provide substitute teacher, and,

WHEREAS, the CONTRACTOR hereby affirms it is an independent contractor in accordance with the laws of the State of Oklahoma and the Internal Revenue Service, and further maintains it is qualified, willing, and able to perform the services herein described, and

NOW THEREFORE, and in consideration of the mutual covenants, promises, agreements, understandings, and conditions herein contained, the parties hereto mutually promise to the other, agree, and understand as follows, to wit:

TERM: The term of this Agreement shall be October 1, 2025, through May 16, 2026, unless canceled or extended in writing by both parties hereto.

NOTICES: All notices required hereunder shall be sent via U.S. Mail, postage paid as follows:

To the NATION: Cherokee Nation Education Services  
Attention: Mark Vance, Executive Director  
P.O. Box 948  
Tahlequah, OK 74465

With a copy to: Cherokee Nation Acquisition Management  
Attention: Contracts Office  
P.O. Box 948  
Tahlequah, OK 74465

To the CONTRACTOR: Sapulpa Public School  
511 E Lee Ave  
Sapulpa, OK 74066

**PERFORMANCE REQUIREMENTS OF THE CONTRACTOR:**

The CONTRACTOR shall furnish all labor, materials, administration, services, supplies, equipment, transportation, and quality control necessary to provide substitute teacher to allow selected NATRI curriculum team member/teachers to attend four (4) team full day meeting during school 2025-2026. Meetings for fall semester and spring semester.

**ASSIGNMENT OR NON-ASSIGNMENT PROVISION:**

The NATION and the CONTRACTOR hereby agree the services specified in this Agreement may not be

delegated or assigned without the prior written approval of the NATION.

#### TERMINATION OR CANCELLATION:

This Agreement may be terminated by either party, with or without cause, upon thirty (30) days written notice by certified letter. In the event this Agreement is terminated or canceled by either party, the NATION shall compensate the CONTRACTOR only for services provided up to the point of termination or cancellation.

#### INSURANCE:

The CONTRACTOR shall provide General Liability Insurance coverage for its employees, agents, and/or representatives in accordance with the Oklahoma Governmental Tort Claims Act, with minimum amounts not less than One Million Dollars (\$1,000,000.00) per occurrence and One Million Dollars (\$1,000,000.00) aggregate. The CONTRACTOR shall be responsible for providing Worker's Compensation Insurance in accordance with the Oklahoma Workers' Compensation Act.

Before beginning the work hereunder and/or within thirty (30) days of execution of this Agreement, the CONTRACTOR shall provide an original certificate of Insurance naming the NATION as an additional insured, showing it has complied with the provisions of the above paragraph. All subcontracts with written approval from the NATION to perform work under this Agreement must also comply with said requirements. The certificate should contain the following information:

- 1) Type of insurance, with a description of operations and territories covered;
- 2) Policy number;
- 3) Effective date;
- 4) Expiration date;
- 5) Limits of liability (this amount is usually stated in thousands);
- 6) Thirty (30) day cancellation clause;
- 7) Territories covered.

#### Required coverage:

- 1) Workers' Compensation and Employer's Liability – Limits of Liability:
  - a. Bodily injury by accident: \$500,000.00 each accident
  - b. Bodily injury by disease: \$500,000.00 policy limit
  - c. Bodily injury by disease: \$500,000.00 employee
- 2) General Liability:
  - a. Coverage: Comprehensive (including products/completed operations)
  - b. Limits of Liability: Bodily Injury and Property Damage combined \$1,000,000.00 (each occurrence)
- 3) Automobile Coverage:
  - a. Vehicles covered:
    - i. All autos
    - ii. Hired autos
    - iii. Non-owned autos
  - b. Limits of Liability:
    - i. Bodily Injury and Property Damage, combined single limit \$300,000.00

NOTE: Oklahoma Statute requires Workers' Compensation coverage for anyone with one (1) or more employees.

#### STATUS OF THE PARTIES:

The parties hereto stipulate and agree the CONTRACTOR is an independent contractor, and the NATION is interested only in the results of the CONTRACTOR'S services and shall not control the means and methods by which the CONTRACTOR'S services are rendered. The CONTRACTOR is not eligible for Federal, Social Security, State Workers' Compensation, or Unemployment Insurance Benefits from the NATION by virtue of payment received and shall be responsible for all Federal and State taxes related to payments received from the NATION under this Agreement.

#### DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS:

The CONTRACTOR certifies to the best of its knowledge and belief that neither the CONTRACTOR, nor any of its principals, are presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal, State, local, or Tribal agency. The CONTRACTOR also certifies to the best of its knowledge and belief that it has not, within a three-year-period preceding this Agreement, been convicted of or had a civil judgment rendered against it for: commission of a fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, local, or Tribal) contract or subcontract; violation of federal or state antitrust statutes relating to submission of offers or commissions or embezzlement, theft, forgery, bribery, falsifications or destruction of records, and/or making false statements; and is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in this provision. The CONTRACTOR certifies it has not within a three-year period preceding this Agreement, had one or more contracts terminated for default by a Federal, State, local, or Tribal agency.

#### GOVERNING LAWS AND CONFLICT OF LAW:

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the United States and where applicable, the laws of the Cherokee Nation. If it should appear that any of the Agreement terms are in conflict with any rule of law or statutory provision of the United States, or where applicable, with any rule of law or statutory provision of the Cherokee Nation, such conflicting term(s) shall be deemed inoperative and null and void insofar as it may be in conflict with such rule of law or statutory provision, and shall be deemed modified to conform to such rule of law or statutory provision. However, such conflict shall not operate to nullify or void the entire Agreement.

#### HOLD HARMLESS:

The parties agree to hold each other and their respective employees, agents, and/or representatives harmless from all claims and/or liability by a third party for damages or injury to persons or property by the other party, including without limitation the generality of the foregoing, claims for which either party may be, or claim to be, or may be claimed by a third party to be liable, and legal fees and disbursements paid or incurred to enforce the provisions of this agreement. This provision shall continue in force and effect, notwithstanding the termination of the agreement. Nothing herein shall constitute a waiver of our sovereign immunity.

#### CONFIDENTIALITY:

The CONTRACTOR maintains that at no time either during or after the term of this Agreement will the CONTRACTOR disclose to any third party, any confidential information. It is further understood that all information concerning the privacy and confidentiality of tribal members/applicants records embodies certain proprietary information and is considered confidential. Any information acquired at the site or otherwise relating to processes belonging to the NATION and/or tribal members/applicants shall be kept confidential. The CONTRACTOR agrees not to use in any unauthorized manner or communicate to others any such confidential items and will undertake such measures as are necessary to require their respective employees, agents, representatives, and/or subcontractors to maintain complete confidentiality.

#### MARKETING/MEDIA/PROHIBITION:

The CONTRACTOR acknowledges that it is prohibited from referencing, directly or indirectly, the Cherokee Nation, or any entity thereof, in any solicitation, marketing material, advertisement, news, release or other release to any publication without the express written permission of the Cherokee Nation. The CONTRACTOR'S confidentiality obligations set forth in this section continue after the termination or expiration of this Agreement.

#### INTEGRATION AND WAIVER:

This Agreement contains the complete expression of the parties' agreement with respect to the subject matter hereof, and shall bind the parties, their successors and assigns. There are no previous or contemporary understandings, representations, or warranties not set forth herein. No subsequent amendment or modification of this Agreement shall be of any force or effect unless in writing and signed by the parties to be bound thereby. No provision of this Agreement shall be considered waived by the NATION unless such waiver is in writing and signed by the NATION. No such waiver shall be a waiver of any past or future default, breach, or modification of any of the provisions of this Agreement unless expressly stipulated in such waiver. The parties' further state to the best of their knowledge, no employee of the NATION who exercises any functions or responsibilities in connection with the performance hereunder has any personal interest, direct or indirect, in this Agreement. This Agreement shall supersede any and all written or oral statements, agreements, and/or representations of the parties made prior to or contemporaneously with the execution hereof. The parties agree their respective performances hereunder shall be governed by an obligation of good faith.

#### AVAILABILITY OF FUNDS:

The NATION'S obligation for payment under this Agreement is contingent upon the availability of appropriated funds from which payment for services can be made. Funds are available for performance under this Agreement when appropriated or authorized by the Tribal Council of the Cherokee Nation. No legal liability on the part of the NATION for any payment may arise hereunder until funds are made available by the designated officer of the NATION for performance and until the CONTRACTOR receives notice of availability from the NATION'S designated officer through issuance of a purchase order.

#### PROMPT PAYMENT:

The CONTRACTOR certifies that all sums due to any suppliers have been paid or will be paid within ten (10) days of receipt of any money received from the Cherokee Nation under this Agreement.

#### DRUG FREE and TOBACCO FREE WORKPLACE:

- a. Any Contractor performing work for the Cherokee Nation agrees to publish a statement notifying all employees, subcontractors, and other workers that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the CONTRACTOR'S workplace and specifying the actions that will be taken against violators of such prohibition.
- b. The NATION will consider lack of enforcement or lax enforcement of the statement by the CONTRACTOR a default of the contract.
- c. The CONTRACTOR further agrees to provide all persons engaged in performance of the contract with a copy of the statement.
- d. A copy of the CONTRACTOR'S Drug Free Workplace statement shall be included with any bid submitted or the CONTRACTOR will be deemed to accept and agree to use the statement provided by the NATION.
- e. The CONTRACTOR understands and recognizes that all Cherokee Nation buildings, whether leased or

owned, and the grounds surrounding those facilities are considered by the NATION to be a tobacco free workplace. The CONTRACTOR will ensure all employees, subcontractors, and other workers will abide by this policy.

#### TERO:

The Cherokee Nation shall to the greatest extent feasible give preference in the award of contracts to Indian organizations and Indian-owned economic enterprises. All contracting is required to comply with procedures for selection of Contractors and Sub-contractors as set forth in legislation pertaining to preference to Indians in the awarding of contracts, Section 7(b) of the Indian Self-Determination Act if applicable, as well as the Cherokee Nation Acquisition Management Policies and Procedures. The successful Contractor will insert this clause in every subcontract in connection with the project.

#### TAXES, FEES, ASSESSMENTS:

The CONTRACTOR accepts full and exclusive liability for the payment of any and all taxes and assessments which may now or hereafter be imposed by tribal, local, state, or federal governments, including without limitation, all applicable TERO fees, sales tax, use power, gross receipts, or other taxes levied with respect to materials furnished or work performed by the CONTRACTOR, or payments made to the CONTRACTOR through issuance of a purchase order including but not limited to, building permits, CONTRACTOR'S licenses, specialty permits required by law to be issued to the CONTRACTOR, and/or transportation permits. The CONTRACTOR and its subcontractor's shall, in addition to the above, comply with the NATION'S job site procedures and regulations.

#### FORCE MAJEURE:

The CONTRACTOR shall not be liable for any delays resulting from circumstances or causes beyond its reasonable control, including, without limitation, acts or omissions or the failure to cooperate by the NATION or by any third party, fire or other casualty, act of God, strike or labor dispute, war or other violence, or any law, order or requirement of any governmental agency or authority.

#### LAWS AND REGULATIONS:

The CONTRACTOR'S performance hereunder shall comply in all material respects with all applicable laws, ordinances, rules, and regulations of any governmental agency having jurisdiction and shall be responsible for any fine, penalty, loss, damage, or expense resulting from the CONTRACTOR'S failure to comply therewith. The CONTRACTOR shall provide all licenses and permits required to perform its obligations under this Agreement.

#### CONSIDERATION OR COMPENSATION:

In consideration for the services provided, the NATION shall compensate the CONTRACTOR up to the amount of Three Hundred Forty-Five Dollars (\$345.00). Any travel incurred under this Agreement shall be included in the CONTRACTOR'S fee and is the responsibility of the CONTRACTOR. The CONTRACTOR shall submit an original invoice for completed work to the attention of Mark Vance, Cherokee Nation Education, P.O. Box 948, Tahlequah, OK 74465. The CONTRACTOR'S invoice(s) shall include a description of the services provided, date(s), and amount(s). The NATION shall process payment within a reasonable time upon receipt and approval of the CONTRACTOR'S original invoice(s). This Agreement shall not exceed Three Hundred Forty-Five Dollars (\$345.00) without the prior written consent of the Principal Chief, Cherokee Nation or his authorized designee.

CONTRACTOR:

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Sapulpa Public School

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Date

CHEROKEE NATION:

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Mark Vance, Executive Director,  
Cherokee Nation Education Services

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Date

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Janees M Taylor, Treasurer  
Cherokee Nation

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Date



### Lease Agreement

This agreement, made and entered into this 24<sup>th</sup> day of September, 2025, by and between Oral Roberts University (an Oklahoma non-profit corporation), 7777 South Lewis Avenue, Tulsa, Oklahoma 74171, owner and operator of the Mabee Center (“Lessor”) and 3 S Mission Street, Sapulpa, Oklahoma 74066 (“Lessee”).

#### Witnesseth:

Lessor does hereby lease to Lessee and Lessee does rent from Lessor the Premises set forth herein in consideration of the mutual covenants and promises herein contained as follows:

**1. Premises Leased.** That portion of the Mabee Center known and described as follows: End Arena, Mezzanine, Practice Gym, Press Room, North Lobby, Entrances, Exits, Parking Lots for the sole purpose of Sapulpa High School Graduation and for no other purpose without the written consent of the Lessor.

**2. Term.** The term of this lease shall commence at 8:00 o’clock a.m. on the 21<sup>st</sup> day of May, 2026, and shall terminate at 11:59 o’clock p.m. on the 21<sup>st</sup> day of May, 2026. The doors to the Premises must be opened at least one (1) hour prior to the Event as set forth in paragraph 1, above, unless written consent of Lessor has been granted. The Event shall not extend past the hour of 12 midnight.

#### **3. Building Rental.**

a. Lessee agrees to pay the Lessor rent (“Rent”) for the use of said Premises (Paragraph 1) the amount of **\$6000.00** at the conclusion of the Event **plus other Expenses**.

b. Lessee shall also pay to Lessor as additional rental the sum of \$250.00 for each hour or fraction of an hour of use or occupancy of the Premises by the Lessee, its patrons or customers beyond the hours set forth in paragraph 2, above, provided, that this provision shall not be deemed to be Lessor’s consent to such use or occupancy.

c. Lessee shall pay to Lessor a deposit of \$ 0 (the “Deposit”) by n/a. This deposit will be subtracted from the final bill consisting of all sums owed Lessor under this Agreement. A refund of the deposit minus any expenses incurred shall be made if: (1) The Lessee gives written notice of cancellation at least 30 days prior to the Event; or (2) the Event is cancelled by the Lessor with the express written consent of the Lessee.

#### **4. Other Expenses**

Lessor will also provide the following additional services for which Lessee shall pay as Other Expenses: Ticket takers, ushers, stage hands, guards, medical staff, exterior traffic police, parking attendants, and Lessor security personnel. Other expenses may apply based on Lessee’s requirements.

#### **5. Tickets**

a. Accounting and distribution of tickets for said Event must be provided through the Mabee Center Ticket Office.

b. No tickets shall be sold or passes distributed in excess of the seating capacity of the Premises leased hereunder. The sale of standing room space is prohibited.

c. Lessee shall furnish to the Lessor sixteen (16) complimentary tickets assigned in Section C, Row 6 and Row 7, Seats 1-8 and upon request, tickets for seats selected by the Lessor for each reserved seat performance not to exceed 3/4 of 1% of the total seating capacity. Tickets furnished at the request of the Lessor shall be without cost to the Lessor and shall not be considered as part of the complimentary ticket donation.

d. All tickets shall be sold at the prices as advertised and no deviation therefrom shall be allowed unless approved by Lessor.

e. Lessee shall be responsible for all sales and other taxes applicable to the ticket sales.

#### **6. Lessor’s Responsibilities and Reservations.**

a. **Premises.** The Lessor shall furnish for the Premises leased, normal heating, lighting and air conditioning, ordinary cleaning and janitorial services.

b. **Novelties and Concessions.** The Lessor reserves to itself or its assigned agents the sole right (1) to sell or disburse programs, periodicals, books, magazines, newspapers, soft drinks, flowers, candies, food, novelties or any related merchandise commonly sold or dispensed in arenas or auditoriums; (2) to rent and/or sell opera glasses and similar articles; (3) to take and/or sell photographs; (4) to operate the parking lots used for the Premises and all check rooms; (5) to cater and/or serve all foods prepared and/or served on the Premises, but not limited to snacks, receptions, breakfast, luncheons and dinner banquets. In the Event the Lessor grants the right to sell, disperse, or operate any or all of the items set forth in

paragraphs 1 through 5 above, Lessee shall pay Lessor for said grant an amount equal to 0 percent of the gross receipts from said operation after tax, Artist sells. The monies collected for the sale of any items connected with each Event must be reported and given to the Lessor's Director at the end of each performance.

**c. Performance.** No performance, exhibition or entertainment shall be given or held in the Mabee Center which is illegal, indecent, obscene, offensive or immoral. Should, in the sole judgment of the Lessor, any such performance, exhibition or entertainment or any other part thereof, be deemed by the Lessor to be indecent, obscene, offensive, immoral, or in any manner illegal, Lessor shall have the authority to stop such an Event at any time. If the Lessor should exercise its prerogative hereunder, all rentals and other fees due to Lessor will remain the property of the Lessor and any unpaid charges arising under this Agreement shall be considered payable to Lessor.

1. Lessee shall submit to Lessor at least two (2) months in advance of the Event a list of all persons to appear in the Event, together with a synopsis of the material to be presented by such persons during the Event, the appearances of such persons and the material to be presented by them to be subject to Lessor's right of prior approval, the exercise of such right to be wholly at the discretion of Lessor.

2. Lessee agrees to pay Lessor the sum of \$10,000.00 as liquidated damages in the Event Lessee fails to fully and completely comply with the obligations contained in this section 6(c), it being agreed by the parties that the damages to Lessor would be extremely difficult to ascertain. Lessee's failure to strictly comply with these requirements shall be deemed to be a material breach of this Agreement.

**d. Custody of Property.** In the receipt, handling, care or custody of property of any kind shipped or otherwise delivered to the Premises, either prior to, during or subsequent to the use of the Premises by Lessee, Lessor shall act solely for the accommodation of the Lessee and neither the Lessor nor any of its agents or employees shall be liable for any loss, damage or injury to such property.

**e. Lost and Found.** The Lessor shall have the sole right to collect and have the custody of the articles left in the building in which the premises is located by persons attending any performance or event given or held in the Premises, and the Lessee's employees shall not collect or interfere with the collection or custody of such articles.

**f. Advertising.** Lessor will receive at least two (2) weeks in advance of the Event full information as to the nature and content of any performance, exhibit, entertainment, or advertising relating to Lessee's use of the Mabee Center. Lessee agrees that no such advertising, or part thereof, shall be used if Lessor makes written objection to the same on the grounds of (1) violation of any law, (2) Lessee's inability or failure to fulfill claims made in advertising of the Event, or (3) violation of any terms and conditions relative to the nature and general content of Lessee's use of the Premises.

**g. Public Announcements.** Lessor reserves the right to make such public announcements during intermissions and other times as will not unreasonably interfere with Lessee's performances. Said public announcements may relate briefly to "future attractions" at the Mabee Center or to the welfare and safety of those attending the performance. Lessee is prohibited from making public announcements, other than those which pertain to the Event for which this Agreement is made, without prior written approval of the Lessor. Lessee agrees to submit in typed form all public announcements which Lessee intends to make. Lessee will not make any public announcements in connection with a performance in other locations which Lessor, in its sole discretion, considers to be in competition with the Mabee Center, without Lessor's written approval.

**h. Right to Inspect.** The Mabee Center building and Premises, including keys thereto, shall at all times be under control of the Lessor, and duly authorized representatives of the Lessor shall have the right to enter the Premises at all times during the period covered by this Lease. The entrances and exits of the Premises shall be locked and unlocked at such times as may be required for use by Lessee.

**i. Property Rights.** Unless otherwise authorized by the Lessor, all plumbing, electrical or carpenter work required to be done on the Premises in connection with the Lessee's use (except as required for normal heating, air conditioning and lighting) shall be done or furnished by the Lessor for which the Lessee shall pay the Lessor as Other Expenses. Any special facilities or extra services furnished or required by the Lessee shall be agreed upon in advance by the parties hereto and payment for such items shall be billed as Other Expenses.

**j. Objectionable Persons.** Lessor reserves the right to eject or cause to be ejected from the Premises any objectionable person or persons, and neither Lessor nor any of its officers, agents or employees shall be liable to Lessee for any damages that may be sustained by Lessee through the exercise by Lessor of such right.

## **7. Other Responsibilities and Duties of Lessee.**

**a. Production Requirements.** Lessee shall file with the Lessor, at least ten (10) days prior to holding the Event, a full and detailed outline of Lessee's requirements for the facilities to be used, including but not limited to, all stage, sound, lighting, chair and table setup, and such other information as may be required by the Lessor concerning such Event. All plans by the Lessee to provide public address or sound equipment in addition to the public address and sound system provided by Lessor in the Premises must be submitted to the Lessor for approval not later than 72 hours prior to the Event.

**b. Property Restrictions I.** Lessee agrees that no portion of the sidewalks, entries, passages, vestibules, halls, elevators

or means of access to the public utilities of the Premises shall be obstructed in any manner by the Lessee's use, nor shall the same be used by the Lessee for any purpose other than ingress and egress to and from the Premises. Doors, windows, stairways or other openings that reflect light into any portion of the building, as well as heating and air conditioning vents and openings and house lighting attachments, shall in no way be obstructed by the Lessee, nor shall water closets or water apparatus be used for any purpose other than that for which constructed. Any damage resulting from Lessee's misuse of any portion of the facility or equipment of the building, of whatsoever character, shall be paid for by the Lessee.

**c. Property Restriction II.** Lessee shall not do or permit to be done upon the Premises any act or thing that will tend to injure, mar or in any way deface the Premises, and will not drive or install, or permit to be driven or installed, any nails, hooks, tacks, staples, or other forms of attachment to any part of the Premises and will not make or allow to be made any alterations whatsoever to the Premises or the building in which it is located, or any equipment, furnishings or fixtures therein. Lessee shall not post or exhibit or permit to be posted or exhibited any signs, advertisements, show bills, lithograph posters or cards of any description on any part of the Premises or the Mabee Center building except upon space which may be provided therefor by Lessor. All of the above mentioned material and its location must be approved in advance by the Lessor.

**d. Flammables.** No flammable materials such as bunting, tissue paper and the like will be used by the Lessee for decorations, and all materials used for decorative purposes must be treated with flame proofing and approved by the fire department of the City of Tulsa.

**e. Intermissions.** Lessee agrees to provide an intermission of not less than fifteen (15) minutes during every performance which is in excess of one hour duration, except religious services.

**f. Broadcast.** The Lessee will not broadcast nor permit anyone else to broadcast, over any radio or television stations, or internet broadcast, any Event, program, speech or music of any kind whatsoever, or any part thereof, produced on the Premises, unless and until the Lessor shall have given its written permission therefor. If any of the conditions of such written permission are violated, the Lessor, at its option, may at any time stop such broadcasting without incurring any liability to the Lessee. Lessee agrees to indemnify, defend and save harmless the Lessor against all claims which may arise as a result of stopping such broadcasting. Records or transcriptions shall not be made without the written permission of the Lessor. If permission to broadcast is granted, it will be subject to the condition that Lessor and Lessee can agree upon fees to be paid to the Lessor and/or any rights running to the Lessee to broadcast or record the Event.

**g. Lawful Activity.** In carrying out its obligations under this lease, Lessee shall comply with all rules, regulations, laws and ordinances of the United States, the State of Oklahoma, the City of Tulsa, and those established by the Lessor for the Premises. The Lessee shall have the responsibility for obtaining all permits or licenses required of it by the laws, ordinances, rules and regulation set forth in this paragraph.

**h. Insurance.** Lessee shall furnish the Lessor not less than fourteen (14) days in advance of the Event, evidence of insurance in which the Lessee is named as insured and the Lessor as an additional insured covering a minimum personal liability insurance of \$1,000,000.00 for any one person or for any one accident, and a minimum of \$100,000.00 for property damage. The presence of policemen, firemen, inspectors or representatives of the Lessor shall in no Event diminish or effect the duties, obligations or responsibilities of the Lessee hereunder. **All Insurance Certificates shall list "Oral Roberts University" as the additional insured.**

**i. Indemnification.** Lessee agrees to conduct its activities upon the Premises so as not to endanger any person lawfully present, and to indemnify, defend, and hold harmless the Lessor against any and all claims for injury or death to persons or loss or damage to property, including claims of employees of the Lessee, or any contractor or subcontractors, arising out of the activities conducted by the Lessee, its agents, members or guests. Lessee will not do or permit to be done anything in or upon any portion of the Premises or bring or keep anything therein or thereon which will in any way conflict with the conditions of any insurance policies upon the building or any part thereof, or in any way increase the cost of insurance upon the building or Premises; nor shall Lessee, without the written consent of the Lessor, put up or operate any engine or motor or machinery on the Premises or utilize oils, burning fluids, kerosene, naphtha, or gasoline for either mechanical or any other purpose.

**j. Assumption of Risk.** The Lessee assumes the risk of any loss or damage to its property or the property of any person or entity authorized by it to be in the Premises or the building in which it is located. The Lessor, and its administrators, agents and employees shall not be responsible or liable for any loss of, or damage to, property while on the Premises, building, or parking lot.

**k. Copyright.** The Lessee agrees to assume full responsibility for complying with the Federal Copyright Law of 1978 (17 U.S.C. 101 et. seq) and any Regulations issued thereunder, including but not limited to, the assumption of any and all responsibilities for paying royalties which are due for the use of copyrighted works in Lessee's performances or exhibitions to the copyright owner, or representative of said copyright owner, and Lessee will fully indemnify, defend, and hold harmless, Lessor, all of its agents and employees for any claims or damages whatsoever growing out of Lessee's infringement or violation of said Copyright law and/or Regulations while on the Premises.

**l. Failure to Take Possession.** If the Lessee shall fail for any reason to take possession of or use the Premises covered

by this Lease, no rent refund shall be made, and the full rent called for by the Lease, including any disbursements or expenses incurred by Lessor in connection therewith, shall be payable immediately to the Lessor.

**m. Removal of Property.** Upon termination of this lease, Lessee shall remove from the Premises all property, goods, and effects belonging to Lessee or caused by Lessee to be brought upon the Premises. If any such property is not removed within the above stated rental period, Lessor shall have the right to sell the same in the manner provided by law, or the Lessor may store or cause to be stored any such property for which the Lessee shall pay a reasonable fee and all Expenses incurred incident thereto.

**n. Logo.** Lessee agrees that any visual material, whether created for television, newspaper, outdoor advertising, handbills, or otherwise, prepared by or for the Lessee containing reference to the Mabee Center shall be approved by the Lessor, which approval shall not be unreasonably withheld, provided, however, that such material must use Mabee Center’s established logo-type, trademark or service mark.

**8. General Provisions**

**a. Default.** It is agreed that if Lessee shall fail, neglect or refuse to keep and perform any of the covenants, conditions or agreements contained in this lease, Lessor may terminate the same without liability to Lessee therefor and without releasing Lessee from its liability to pay the full amount of rent provided for herein.

**b. Assignment.** Neither this lease, nor any of the rights of the Lessee hereunder may be assigned without the written consent of the Lessor. Any purported assignment without such consent shall be null and void.

**c. Charitable Collections.** No collections, whether for charity or otherwise, shall be made, attempted, or announced on the Premises without the prior written consent of the Lessor.

**d. Ingress/Egress.** All articles, exhibits, materials, displays, and staging, lighting and sound equipment of the Lessee shall be brought into or taken out of the building at such entrances as may be designated by the Lessor.

**e. Casualty.** In the Event the Mabee Center building or any part thereof shall be destroyed or damaged by fire or any other cause, or of any other casualty or unforeseen occurrence which shall render the fulfillment of this lease by the Lessor impossible, including but without limitations thereof, the requisitioning of the Premises by any governmental agency, or the Lessor, or by reason of labor disputes, then this Lease shall terminate and the Lessee shall pay rental for the Premises only up to the time of such termination. Lessee hereby waives any claims for damages or compensation should this Lease be so terminated.

**f. Controlled Substances.** The service, sale, consumption, importation, or transportation of intoxicating beverages or illegal drugs to or within the Premises, whether free or otherwise, is expressly prohibited. The possession or use of illegal drugs or intoxicating beverages by persons in the employ of the Lessee or persons acting on the behalf of the Lessee is absolutely prohibited and shall constitute cause to terminate this lease immediately, and the Lessee shall be liable for all payments required hereunder without abatement or setoff of any kind.

**g. Situs.** The situs of this contract is Tulsa, Oklahoma, and any action, claims or disputes arising hereunder shall be construed under the Laws of the State of Oklahoma.

**h. Disclaimer.** The views and concepts expressed during the Event or performance conducted by Lessee may not necessarily be views or concepts endorsed by Lessor. Lessee may be asked by the Lessor to publicly print or make a verbal announcement at said Event of the disclaimer stated in the previous sentence.

**i. Paragraph Headings.** The paragraph titles herein are for convenience only and do not define, limit or construe the contents of such paragraphs.

**j. Waivers and Modifications.** No waiver of any provision hereof shall be effective unless stated in writing and signed by Lessor and Lessee. No such waiver shall constitute a waiver of the same provision on a subsequent occasion nor of any other provision of this lease. This Agreement, with the items incorporated by reference, shall constitute the entire agreement between the parties and shall not be modified except in writing executed by Lessor and Lessee.

**k. Force and Effect.** Lessor and Lessee covenant and agree that either party’s failure to fully and faithfully perform all covenants, conditions and agreements hereunder shall excuse continued performance.

**l. Notice.** Notice to each party shall be deemed given when sent by confirmed facsimile to the following agents or representatives respectively:

If to Lessee: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If to Lessor: Mabee Center at Oral Roberts University  
7777 South Lewis Avenue  
Tulsa, Oklahoma 74171

**9. Additional Terms.**

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

THIS LEASE MUST BE RETURNED TO LESSOR BY LESSEE BY THE 14<sup>th</sup> DAY OF JANUARY, 2026. IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

Dated at Tulsa, Oklahoma, this \_\_\_\_\_ day of \_\_\_\_\_, 2025, and executed by:

Subscribed and sworn to before me this \_\_\_\_ day of

**Oral Roberts University (Lessor)**

\_\_\_\_\_  
My commission expires:

By \_\_\_\_\_  
Tim R. Philley  
Chief Operations Officer

By \_\_\_\_\_  
Tony Winters  
General Manager

**Sapulpa High School (Lessee)**

When signing contract, Lessee must complete the portion below:

X By \_\_\_\_\_  
Signature

X Accepted this \_\_\_\_\_ day  
of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Title



# Ben Franklin Programs!

**Date: 10/28/2025**

## Performance agreement Hear Ye! Hear Ye!

It is hereby agreed that the Party of the First Part known as Stephen Smith will perform as **Ben Franklin** for the Party of the Second Part known as: **Revolutionary Day**

... as described below:

**Revolutionary Day  
Sapulpa Public Schools  
January 29, 2026 9:45 AM-1:40 PM**

**SPECIAL DETAILS:  
Foundation Church Sapulpa OK**

The party of the Second Part shall pay a total of = **\$750.00**

For the said performance(s) payable in cash or approved check in advance and upon completion of said performance and shall be made payable to:  
**STEPHEN SMITH 7141 S Quincy Ave #17 Tulsa OK 74136-5002**

Performance is subject to proven detention by sickness, accidents, and accidents to means of transportation, or other legitimate conditions beyond control. Every effort will be made to reschedule the event.

And both the undersigned parties will enjoy the Party, Program, or whatever!

Date **10/20/2025**

Date \_\_\_\_\_

Stephen Smith

Representative

# TRW LICENSE AGREEMENT

ACCOUNT: 328728  
LICENSE #: SO-0088379 OLIVIAD

Issue Date 11/5/2025

Expiration Date 2/3/2026

This License Agreement is for a non-exclusive amateur production of

**The Hello Girls** 3/5/2026 - 3/7/2026  
(hereinafter the "Play")



Licensee information:

Attn Gina Myers  
Organization Sapulpa High School  
Address 3 South Mission Street  
City, State, Postal Sapulpa, OK 74066

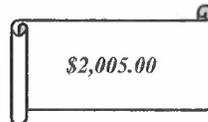
## A. PRODUCTION TERMS RIDER

RMA 178501

Provided we have received a signed copy of this Production Terms Rider consisting of the Production Terms Order Form (Part B) and Confirmation Form (Part C) and the full applicable *Licensing Fee*, the performance materials described as the *Rehearsal Set* and *Orchestration Set* will be supplied.

### LICENSING FEE

1. includes performances
2. includes rehearsal ✪ scripts
3. includes orchestral ✪ scores



Based on 3 performance(s) at the WH Shaw Auditorium at Sapulpa High School  
Based on weighted average ticket price of \$8.50  
Seating capacity limited to average 300 for each of 3 performance(s)

### ✪ Rehearsal Set

- 2 - Director Script
- 10 - Cast Script / Vocal Book
- 2 - Piano-Conductor Score
- Complimentary Digital Production Pack (logo/graphics)
- Complimentary Scenic Projection 'curtain warmer'  
(quantities indicate number of printed books)

### ✪ Orchestration Set

Piano/Conductor (included in the rehearsal set), Keyboard 2, Bass, Drums, Guitar, Violin, Cello, Clarinet, Trumpet/Euphonium

### ||||| ADDITIONAL RESOURCES |||||

#### ♦ ADDITIONAL PRINTED MATERIALS:

|                                     |          |      |   |
|-------------------------------------|----------|------|---|
| Cast Script / Vocal Book            | \$15.00  | each | (may require an additional shipping charge) |
| Director Script                     | \$20.00  | each |   |
| Orchestra Parts                     | \$30.00  | each |   |
| Piano Conductor Score               | \$40.00  | each |   |
| Full Piano Conductor Partitur Score | \$125.00 | each |   |

#### ♦ POSTERS BY SUBPLOT STUDIO

|                           |          |                     |  |
|---------------------------|----------|---------------------|--|
| Non-Schools               | \$175.00 | (digital delivery)  | Fast, easy & affordable: choose your design, add your show info, download a hi-res print-ready PDF |
| Schools (accredited K-12) | \$125.00 | Educational pricing |  |

#### ♦ REHEARSAL & PERFORMANCE PRODUCTS:

|   |          |   |  |
|---|----------|---|--|
| Show Ready                              | \$300.00 | (digital delivery)  | rehearsal-only tracks, piano, bass, drums & click-track >> 5 editors & 100 viewers for Mac, PC, iOS, Android |
| Show Ready & Stage Tracks Combo Package | \$800.00 | customizable performance tracks – full orchestration >> 5 editors for Mac, PC ) |  |

#### ♦ KEYBOARD PATCHES by KeyBoardTEK:

|                  |          |                    |  |
|------------------|----------|--------------------|--|
| Keyboard Patches | \$250.00 | (digital delivery) | Minimum, with variable pricing per book; requires Mainstage app & Apple computer |
|------------------|----------|--------------------|--|

#### ♦ TRANSPOSITION EXPRESS:

|                    |          |                    |          |
|--------------------|----------|--------------------|----------|
| Piano score only   | \$35.00  | (digital delivery) | per song |
| Full orchestration | \$100.00 | per song           |          |

## Show|Ready™

### SHOW | READY REHEARSAL TRACKS

Show | Ready's intuitive interface allows you to quickly change keys, adjust tempos, make cuts, and add vamps, repeats, and caesuras to your tracks. You can then save your session for further editing, or instantly send your changes out to your cast and crew so they can practice to the latest version of the show.

All shows include piano, bass, drums, and click for individuals and ensembles. Cast members can mute or solo individual parts so everyone can hear exactly what they need, at any time, to help them learn the music. A digital copy of the piano/conductor score lets them follow along with the music.

*Digital delivery*

## Stage|Tracks™

### STAGE | TRACKS PERFORMANCE ACCOMPANIMENT

During the show, our intuitive interface helps your production run smoothly. Once you enter a vamp, the music won't move on until you say so. Once your scene change is complete, simply press a button to move on. Segues ensure gapless playback where you need it, removing awkward pauses between musical numbers.

That quality comes complete with astounding flexibility, as Stage | Tracks can be edited to integrate your individual changes from Show | Ready, right into your customized performance track.

*Digital delivery*

## BMD™ SCENIC PROJECTIONS™ BMD DIGITAL SCENIC PROJECTIONS

Designed to make great production value simple and more affordable than traditional backdrops and built sets, Broadway Media's resource combines intuitive projection software and beautiful artistry.

Scenic Projections are TRW-approved, matching every scene setting and magic moment in the script. Scenic Projections work anywhere! Package features still and animated images with free edit and live performance software for a stress-free way to elevate your production values. Pro license for image mapping also available

*Digital delivery*



### TOP – THE ORIGINAL PRODUCTION CHOREOGRAPHY VIDEOS

Step-by-step instruction from Broadway choreographers --- including a built-in slow-motion feature --- provides you and your cast the tools to execute each number in the show.

TOP content is available on mobile, tablet, and desktop devices. Share access with your cast and give them access anytime, anywhere!

- > immediate access
- > 3-4 hours of online instruction
- > multi-users
- > multi-platform

*Streaming video delivery*



### CINEVATIVE - VME VIDEO MARKETING ESSENTIALS

Videos are available in HD or web resolution. "Basic" level versions include three lines of text of up to 22 characters each for group name, phone, website, etc. No adjustments may be made to font, color or placement.

"Custom" level versions allow you to include your logo and/or sponsor logos and to have VME customize the layout, fonts and colors of the end card information. Optional customized voice over tag announcing your name and info may also be included (add'l charge).

*Digital delivery*



### SUBPLOT CUSTOM SHOW TEE SHIRTS

Premium quality T-Shirts for your cast & crew! Mix and match sizes and add your theatre name or logo to your shirts.

- > Customizable
- > Mix and Match
- > Made in USA
- > Customer Support

*SubPlot Custom Tee Shirts*



### KEYBOARDTEK

Today's Broadway orchestrators rely heavily on keyboard patches with specific instrument combinations, sound effects, tuning, etc. This vital product is the fast, easy and affordable solution to recreating these sounds in your pit and saving your Music Director hours of valuable time programming.

KeyboardTEK patches use the Broadway standard Mainstage 3 app, which is a tool for Apple (only) computers and laptops. This enhancement tool will take your orchestra's sound into the sonic stratosphere.

*KeyboardTEK*



### BOOKTIX ONLINE TICKETING BOX OFFICE

BookTix is a simple, low-cost Box Office solution offering organizations the infrastructure audiences expect when purchasing tickets without the expenses that prohibit smaller companies from offering online sales.

- > Nominal per ticket fee that can be passed on to patrons

*BookTix*



### SUBPLOT CUSTOM POSTERS

Easy-to-use online poster customization tool and downloadable artwork.

- > Customize Online
- > Layered Artwork
- > License Compliance
- > Unique, Alternative Designs
- > Educational Pricing
- > Customer Support

*SubPlot Posters*

# TRW LICENSE AGREEMENT

ACCOUNT: 328728  
 LICENSE #: SO-0088379 OLIVIAD

Issue Date 11/5/2025

Expiration Date 2/3/2026

This License Agreement is for a non-exclusive amateur production of  
**The Hello Girls** 3/5/2026 - 3/7/2026  
 (hereinafter the "Play")



## B. PRODUCTION TERMS ORDER FORM

### I. Licensing Fee (required)

CHOOSE ONE: DIGITAL OR PRINTED

- Digital Performance Materials - Immediate delivery, self-print
- Printed Performance Materials - Non-returnable - yours to keep!  
 Shipped 2 months before opening

- includes 3 performances
- includes rehearsal scripts
- includes orchestral scores

**\$2,005.00** (req'd)

OPTIONAL ADD-ON:

- EARLY SHIP of Printed Materials - SHIP NOW (add only if choosing 'Printed' above) add \$150.00 \$ \_\_\_\_\_ \*
- SEND BOTH Printed Materials (SHIP NOW) & Digital Materials add \$250.00 \$ **250.00** \*

For \_\_\_\_\_ additional PUBLIC performances @ \$385.00 per performance \$ \_\_\_\_\_

For 2 final dress rehearsal, school assembly, etc. performances with no admission charge or donations @ \$125.00 \$ **250.00**

### II. Additional Printed Materials (may require additional shipping charge - please check with your representative)

- For 15 cast script/vocal book @ \$15.00 \$ **225.00** \*
- For \_\_\_\_\_ director script @ \$20.00 \$ \_\_\_\_\_ \*
- For \_\_\_\_\_ orchestra pit book (please attach list) @ \$30.00 \$ \_\_\_\_\_ \*
- For \_\_\_\_\_ piano conductor score @ \$40.00 \$ \_\_\_\_\_ \*

### III. Resources

Full conductor score Partitur

Digital Full Score \$125.00 - OR -  Printed Full Score \$125.00 \$ **125.00** \*

Immediate digital delivery Contact your TRW rep for S&H rate

Production Pack (logo/graphics delivered digitally) \$ FREE

Customizable Poster + Layered Artwork (Subplot Studio) Buy now & customize later; delivered digitally

Non-schools \$175.00 - OR -  Schools (educators discount) \$125.00 \$ \_\_\_\_\_ \*

ROCS tracks packages (Right on Cue Services)

Show|Ready \$300.00 - OR -  Show|Ready & Stage|Tracks Combo Package \$800.00 \$ \_\_\_\_\_ \*

Rehearsal tracks - immediate digital delivery Conversion from Rehearsal to Performance Tracks 30 days prior to opening Orchestration Set pit books will not be provided

KeyboardTEK (authorized keyboard patches starting @ \$300.00 - please order at KeyboardTEK.com) <https://KeyboardTEK.com/>

NY state tax @ \_\_\_\_\_ % (this is the taxable portion of your Licensing Fee) \$ N/A  
(\*Tax required for New York state residents only - if exempt, please submit a copy of your Tax-Exempt Form with this Order Form)

\*NY state tax @ \_\_\_\_\_ % (you must apply to all optional materials & resources \*asterisked\* above) \$ N/A  
(\*Tax required for New York state residents only - if exempt, please submit a copy of your Tax-Exempt Form with this Order Form)



Shipping (required for all PRINTED PERFORMANCE MATERIALS packages) @ **\$85.00** \$ **85.00**

**TOTAL \$ 2,940.00\***

# TRW LICENSE AGREEMENT

ACCOUNT: 328728  
LICENSE #: SO-0088379 OLIVIAD

Issue Date 11/5/2025

Expiration Date 2/3/2026

This License Agreement is for a non-exclusive amateur production of  
**The Hello Girls** 3/5/2026 - 3/7/2026  
(hereinafter the "Play")



## C. CONFIRMATION FORM

### I. Payment (US dollars only)

TOTAL \$ 2,940.00★  
*(total carried over from PART B Order Form, previous page)*

- Organization Check or Money Order (made payable to "Theatrical Rights Worldwide")
- Purchase Order (US & Canadian school & government agencies may submit – with this executed Agreement – a signed, authorized institutional PO)
- Credit Card

Number: \_\_\_\_\_  
*If you prefer to call with the card number: send this executed Agreement with (1) the last 4 digits written above, (2) the expiration date, (3) totals to be charged, and (4) Cardholder Signature in the 'I authorize the charge above' area.*

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

Name of cardholder (print): \_\_\_\_\_

Billing address (include postal/zip): \_\_\_\_\_

a.) The opening date of my production is **less than** 12 months from today:

Charge the full amount (fill in TOTAL ★ from above): \$ \_\_\_\_\_

OR

b.) The opening date of my production is **more than** 12 months from today's date:

Charge a down payment of: \$ \_\_\_\_\_ (minimum \$500.00\*\*)

AND automatically charge the balance due: \$ \_\_\_\_\_ 10 weeks prior to my opening date  
*(calculate the balance due as TOTAL ★ minus down payment)*

### CARDHOLDER SIGNATURE

I authorize the charge(s) above. Agreed and accepted: \_\_\_\_\_  
*(cardholder signature)*

\*\*Please remember: no materials will be provided until payment in full/PO is received.

### II. Shipping Confirmation (printed performance material orders only)

*(default shipment will be to the Licensee named in Part A unless an alternate address is entered below)*

Shipping Name Sapulpa High School attn. Gina Myers

Address (no P.O. Boxes) 3 S. Mission St.

City Sapulpa State OK Postal 74066

Daytime Phone Number (FedEx contact) (918) 224-6560

Email address (FedEx contact) gmyers@sapulpa.org

### III. Acknowledgement

Your name (print) Gina Myers

Authorized Signature Gina Myers

Position/Title Choir Director Date 11/5/25

Your signature acknowledges that you are of legal age and have read, understood, and agree to all the terms as set forth in both the Licensing Terms and Conditions and Production Terms Rider of this License Agreement.

### CHECKLIST FOR RETURN TO TRW

- 1 Do not announce, advertise, sell tickets, subscriptions, etc prior to TRW's confirmation
- 2 If your performance dates have changed please contact your TRW rep for clearance of new dates
- 3 If ordering PRINTED PERFORMANCE MATERIAL, you must include the Shipping Fee in your total
- 4 Choose payment method on this page in Section I, above, and sign section III, above
- 5 Return Part B & Part C (pages 3 & 4). Keep a copy for your records.
- 6 Return with payment via email, fax, mail, or snap clear pics with your smart phone!
- 7 After processing, TRW will email confirmation with a digital Production Pack (logos)

# TRW LICENSE AGREEMENT

ACCOUNT: 328728  
LICENSE #: SO-0088379 OLIVIAD

Issue Date 11/5/2025

Expiration Date 2/3/2026



This License Agreement is for a non-exclusive amateur production of

***The Hello Girls*** 3/5/2026 - 3/7/2026

(hereinafter the "Play")

## **D. LICENSING TERMS AND CONDITIONS**

### **Rights Granted/Rights Reserved/Copyright Requirements**

Licensee ("You") are hereby granted the non-exclusive right to present the live public performance of the play as named herein and contained in the performance materials provided ("Play") and only for the number and dates of performances and at the venue as set forth in the Production Terms Rider herein.

You may not add new music, lyrics, dialogue or anything to the Play as provided for in the performance material. You may not delete in whole or in part any material as provided and you may not make changes of any kind, including but not limited to changes of music, lyrics or dialogue or change in the period, characters (including their gender), or characterizations in the presently existing Play.

You agree that the cast members in the show accurately reflect the characters as written. Where race and ethnicity are indicated, they should be honored. Where race or ethnicity are not indicated, a character can be of any race or ethnicity.

You agree that any proposed change, addition, omission, interpolation, or alteration in the music, lyrics, or book of the Play shall first be submitted in writing to Theatrical Rights Worldwide (TRW) prior to or during your rehearsal period but in no event later than 30 (thirty) days prior to your first performance. If permission is granted by the Authors, TRW will advise you in writing.

This License Agreement does not include the right to the original choreography, costume designs, staging, direction, or scenery designs of the Play and any use of said elements is strictly prohibited. TRW and/or the Authors shall not be obliged at any time to make any payment or offer rights participation to any person(s) whom you may hire to direct, choreograph, stage, design, or otherwise participate creatively with your production.

This license does not grant you, or any third party, the right to make, use and/or distribute any recording or reproduction of the Play or any portion of it by any means whatsoever, including, but not limited to videotape or video disc (DVD or digital), film, sound recording (CD), or other digital sequencing or storage/sequencing system. You shall not broadcast, transmit and/or electronically post any portion of the Play including, without limitation, musical selections by any means whatsoever, including but not limited to television, radio, satellite, pay or cable television, or the internet including but not limited to YouTube or iTunes.

You have the right for advertising and promotional purposes, to publicize your production via print, your organization's website, the Internet, radio and television (radio, television or Internet commercials shall be limited to excerpt usage of no more than 30 seconds).

You must give the author/creators billing credits as specified in Billing Credits (Part E) on the first page of credits in all programs, your organization's website and on posters, displays and in all other advertising announcements of any kind. Additionally, when providing cast/creative team bios in your program, you must include bios for the authors as found on our website at [www.theatricalrights.com](http://www.theatricalrights.com). You must include the following warning in your program: "The video or audio recording of this performance by any means is strictly prohibited."

You must give appropriate credit to Theatrical Rights Worldwide on all posters, fliers, advertisements, on your organization's website and on the title page of your programs in the following manner:

*The Hello Girls is presented through special arrangement with and all authorized performance materials are supplied by Theatrical Rights Worldwide 1180 Avenue of the Americas, Suite 640, New York, NY 10036. [www.theatricalrights.com](http://www.theatricalrights.com)*

You are hereby granted the right to use the logo art as provided by TRW on all posters, fliers, advertisements, on your organization's website and on the title page of your programs.

You may not create merchandise based on the Play, whether for sale or distribution, without written permission and license from TRW.

Any original designs for artwork, logos or merchandise shall first be submitted in writing to TRW. If permission is granted to use original design, TRW will advise you in writing.

Any violation of these provisions is expressly prohibited by law and shall result in the automatic termination of this License Agreement. TRW reserves the right, in its sole discretion, to revoke this License Agreement by sending written notice to you at any time prior to TRW's receipt of the Production Terms Order Form (Part B) and a signed Confirmation Form (Part C) and payment in full.

### **Performance Terms and Conditions**

TRW must receive a completed and signed copy of the Production Terms Order Form Part B and Confirmation Part C, accompanied by payment in full (for U.S. & Canadian schools and government agencies a signed, authorized institutional purchase order is acceptable for the licensing fees) by the expiration date indicated on the first page of the Production Terms Rider or prior to your first performance; whichever occurs sooner, or this License Agreement shall automatically terminate. You may not advertise, announce, sell tickets or present any performances until receipt and acknowledgement by us of the Production Terms Order Form, Confirmation Form, and payment.

If any of the conditions set forth in the Production Terms Rider or at any time during your performance run have changed in any way (including the cancellation or addition of performance(s), ticket price adjustments or change of performance dates or venue), you must notify TRW in writing immediately, and TRW must approve all such changes before they may take effect. You are advised that any changes made to the conditions set forth in the Production Terms Rider (Part A) may modify the Licensing Fee. Furthermore, if you cancel the entire performance, a cancellation fee of 10% of the total fees due for royalty, but in no event less than one-hundred-twenty-five dollars (\$125) per performance, will apply and forfeiture of the performance materials fees will occur in the event that performance materials have been supplied in any fashion. TRW must be notified in writing of any cancellations within seven (7) days of said cancellation. Furthermore, you understand that, even if you do not present the Play, you could be obligated to pay the fees set forth in this License Agreement.

Should you desire to present performances in addition to those provided for in the Production Terms Order Form (Part B), you agree to make additional royalty and other payments for any and all performances in addition to those already licensed. You agree not to announce, sell tickets or present the Play for such additional performances without the prior written permission of TRW and the payment of the additional fees due.

# TRW LICENSE AGREEMENT

ACCOUNT: 328728  
LICENSE #: SO-0088379 OLIVIAD

Issue Date 11/5/2025

Expiration Date 2/3/2026

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**The Hello Girls** 3/5/2026 - 3/7/2026  
(hereinafter the "Play")



## **D. LICENSING TERMS AND CONDITIONS (continued)**

You shall not perform excerpts, scenes or musical numbers from the Play for promotional purposes, or in competitions, festivals or for any other reason without TRW's prior written consent.

You agree to reserve two (2) complimentary tickets (if requested) for the use of TRW and the Author(s) for each performance and TRW agrees not to sell said tickets.

You shall forward to us at least one (1) copy of the program for your production not later than five (5) days following the opening performance, via mail or e-mail attachment.

Under no conditions can this License Agreement and/or the Performance Materials be assigned, sublicensed or transferred to any other person, corporation or entity. This License Agreement constitutes the entire understanding between the parties hereto and shall be governed by the Laws of the State of New York, and any dispute arising out of or under this License agreement shall be litigated only in the courts of the State of New York in the City of New York or the United States District Court in the Southern District of New York and in no other forum.

You shall submit to us, within seven (7) days following demand by us, a sworn statement setting forth the total number of performances actually presented and the precise date and place of each such performance.

You agree to keep and maintain financial records in which you shall record all items in connection with the production and presentation of the Play. Such records shall be open during business hours for inspection by TRW or its representatives at your office, and TRW shall have the right to make copies of and take extracts from such records. TRW's right of the inspection under this License shall continue for twelve (12) months following the date of the last performance licensed under the terms of this agreement.

The rights granted herein are conditioned upon your fulfillment of all obligations set forth in this License Agreement, including the timely payment of all Fees in U.S. funds when due.

If you default in the execution of any of the terms of this License Agreement, then in addition to any and all other remedies which TRW might have at law, you agree that TRW shall have the right to a preliminary injunction to enjoin further performance of the Play. You agree to reimburse TRW for any expenses incurred by us in enforcing our rights herein, including, but not limited to attorneys' fees, telephone, fax, courier and postage charges, and collection expenses. You warrant and represent that the information you have provided TRW both orally and in writing is accurate and correct and you agree that in the event such information proves to be false or incorrect, or if you fail to fulfill or comply with any of the obligations, terms or conditions set forth herein, then this License Agreement shall automatically terminate, but you shall nevertheless remain liable for any payments which may be due TRW hereunder and all of our rights and remedies against you shall be preserved.

TRW makes no representations or warranties in connection with the Play or otherwise, other than that it has the right to enter into and perform this License Agreement.

All rights in and to the Play other than those specifically licensed to you under the terms of this License Agreement are reserved to TRW, with the unrestricted right on the part of TRW to use, exploit, or dispose of any of them at any time, whether or not the exercise of such rights may be in competition with the rights granted to you in this License Agreement.

Licensee shall indemnify and hold harmless Licensor, the Authors and/or Copyright Owner(s), and their respective principals, officers, directors, agents, employees, representatives, administrators, trustees, beneficiaries, licensees, successors and assigns from and against any claim, costs, expenses and liabilities which may arise by reason of Licensee's breach or alleged breach or exercise of the terms or rights herein granted. Furthermore, Licensee shall indemnify and hold harmless Licensor, the Authors and/or Copyright Owner(s), and their respective principals, officers, directors, agents, employees, representatives, administrators, trustees, beneficiaries, licensees, successors and assigns from and against any claim, costs, expenses and liabilities (including injury, bodily harm, medical conditions, which may be incurred by the cast, crew, staff and audience and which may arise out of or in connection with presentation of the Play.

Licensee agrees that it shall be aware of and comply with all applicable federal, state and local ordinances and regulations as they pertain to social gathering and distancing restrictions as well as any other rules or guidance regarding the COVID-19 outbreak that may impact any aspect (including cast, crew, staff and audience) of Licensee's presentation of the Play.

You shall keep all terms and conditions of this License Agreement including all Fees contained herein strictly confidential.

### **Performance Materials**

You understand that the performance materials cannot be used for any purpose other than as stated in this License Agreement and that you and/or anyone connected with your organization may not copy, reproduce, sell, electronically store, share, or post to the Internet or otherwise distribute such performance materials unless as permitted herein.

The performance materials are the ONLY acting edition authorized by the Author(s) and must be licensed from us as a condition of this License Agreement. We make no representation as to the adequacy or suitability of the performance materials. The Performance Materials can ONLY be used for the performance of the Play on the dates specified herein and cannot be used for any subsequent production, presentation or performance.

Provided we have received a signed copy of the Production Terms Order Form (Part B) and Confirmation Form (Part C) and the full applicable Fees required, the performance materials will be supplied approximately two months prior to the first performance in the case of Printed Materials or forthwith in the case of Digital Delivery. Please allow approximately five days for processing following receipt of your signed Production Terms Order Form, Confirmation Form, and payment.

If the full set of printed performance materials is needed in advance of the two-month period stated above, there is a charge of one-hundred dollars (\$150) to SHIP NOW. Please allow approximately fourteen days for printing following processing.

You shall pay shipping charges for printed materials that we supply to you, as well as all customs charges, duties and the like in connection with shipment(s) of printed materials. We ship by U.S. Postal Service, UPS, Federal Express, or other carriers at our sole option.

You are not required to return printed performance materials.

# TRW LICENSE AGREEMENT

ACCOUNT: 328728  
LICENSE #: SO-0088379 OLIVIAD

Issue Date 11/5/2025

Expiration Date 2/3/2026

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**The Hello Girls** 3/5/2026 - 3/7/2026  
*(hereinafter the "Play")*



## E. BILLING CREDITS

### THE HELLO GIRLS

Music and Lyrics by PETER MILLS  
Book by PETER MILLS and CARA REICHEL

*NOTE: The names of the Authors shall be equal in size, type, coloring, boldness, and prominence. No billing shall appear in type larger or more prominent than the billing to the Authors except for the title of the Play. All credits to the Authors shall be at least fifty percent (50%) of the size of the largest letter artwork in the title of the play.*

*You also agree to clear and prominent credit to the originating theatre on the title page of all programs for subsequent productions of the Play on and all publications of the Play, substantially as follows in size type no less than 10 point:*

World Premiere Performance 2018  
Commissioned by Prospect Theatre Company, New York, NY  
Cara Reichel, Producing Artistic Director  
Melissa Huber, Managing Director

*The credit to the producer shall appear in a type size of no less than eight (8) point.*



## TRW BILLING

You are hereby granted the right to use the logo art as provided by TRW on all posters, fliers, advertisements, on your organization's website and on the title page of your programs. You must give the author/creators billing credits on the first page of credits in all programs, your organization's website and on posters, displays and in all other advertising announcements of any kind. Additionally, when providing cast/creative team bios in your program, you must include bios for the authors as found on our website at [www.theatricalrights.com](http://www.theatricalrights.com).

You must give appropriate credit to Theatrical Rights Worldwide on all posters, fliers, advertisements, on your organization's website and on the title page of your programs in the following manner:

THE HELLO GIRLS is presented through special arrangement with and all authorized performance materials are supplied by Theatrical Rights Worldwide 1180 Avenue of the Americas, Suite 640, New York, NY 10036. [www.theatricalrights.com](http://www.theatricalrights.com)



## RECORDING PROHIBITION

This license does not grant you\*\*, or any third party, the right to make, use and/or distribute any recording or reproduction of the Play or any portion of it by any means whatsoever, including, but not limited to videotape or video disc (DVD or Digital), film, sound recording (CD), and other digital sequencing or storage/sequencing system. You shall not broadcast, transmit and/or electronically post any portion of the Play including, without limitation, musical selections by any means whatsoever, including but not limited to television, radio, satellite, pay or cable television or the Internet including but not limited to YouTube or iTunes.

You must include the following warning in your program:

"The video or audio recording of this performance by any means is strictly prohibited."

\*\*except with certain titles, where a limited video license is available and you have executed that license

## FUNDRAISERS 2025-26 School Year

| SITE                | CLUB                                    | DATE OF EVENT | FUNDRAISER  | HOW FUNDS WILL BE USED   |
|---------------------|---|---------------|---|--|
| Sapulpa JH/HS       | Indian Education                        | 12/6/2025     | Native American Christmas Art and Craft Market  | To cover expenses needed through out the year. IE parades, field trips, food, native supplies, conferences, professional development |
| SHS                 | Esports                                 | 11/11/2025    | Chick-fil-A or Raising Cane's   | Equipment and travel expense and meals for players   |
| SHS                 | Esports                                 | 11/17/2025    | Snap Praside  | Equipment and travel expense and meals for players   |
| Sapulpa Junior High | FCCLA                                   | 2/1/2026      | Calendar Fundraiser   | National Convention  |
| JR High             | FCCLA                                   | 12/1/2025     | Chick Fil A   | National Convention  |
| JR High             | FCCLA                                   | 12/5/2025     | Christmas Grams   | State Convention   |
| JR High             | FCCLA                                   | 2/1/2026      | Valentine Grams   | State Convention   |
| JR High             | FCCLA                                   | 1/10/2026     | Candy Bars  | State/National Convention  |
| JR High             | FCCLA                                   | 11/11/2025    | Lemonade  | National Convention  |
| High School         | Thespians                               | 12/4/2025     | Perform our one act show for public and school.   | Funds will go to help theatre students pay for their trips to International Thespian Festival.                                       |
| Sapulpa High School | BPA - Business Professionals of America | 11/17/2025    | The Giving Bar is a fundraiser that will be held for one to two weeks in November and December. We will sell 5 different varieties of pies and have a hot cocoa bar. We'd sell them both separately for \$3 and sell them together for \$5. | State and National competitions.   |
| Sapulpa HS JH/HS    | BPA - Business Professionals of America | 12/8/2025     | Pictures with Santa. We will set-up a photo booth, in order for students to have their picture taken with Santa and his Elves. We will have small gifts for sale at the same time.  | State and National Competitions  |
| JH/HS               | NASA                                    | 12/17/2025    | Indian Taco Sales   | Expenses throughout the year   |

|                    |                  |            |   |   |
|--------------------|------------------|------------|---|---|
| JH/HS              | NASA             | 12/6/2025  | Concession Sales at Art Market                                    | Events throughout the year  |
| Freedom Elementary | Freedom DC Group | 11/11/2025 | Papa John's fundraiser - Discount code and 20% proceeds with code | Funds will help students pay for their trip to Washington D.C./Virginia |
| Freedom Elementary | Freedom DC Group | 11/21/2025 | Drive-Thru Donut Day (at car-rider line in the morning)           | To help students pay for their trip to Washington D.C./Virginia         |
| Freedom Elementary | Freedom DC Group | 12/2/2025  | Selling slices of pizza at Family Fun Night                       | Funds will help students pay for their trip to Washington D.C./Virginia |
| Freedom Elementary | Freedom DC Group | 12/2/2025  | Basket Raffle - Sapulpa gear basket and Family Fun basket         | Funds will help students pay for their trip to Washington D.C./Virginia |

# BOARD OF EDUCATION ELECTION RESOLUTION

TO: Creek County Election Board

FROM: The Sapulpa School District, Independent School  
District No. 33 of Creek County, Oklahoma

The Board of Education of the Sapulpa School District has approved the following resolution calling for an election to be submitted to the voters of the district.

## Date of the Election:

A Board of Education Primary Election shall be held on February 10, 2026, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 7, 2026, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7 a.m. to 7 p.m.

## Board Member Position on Ballot:

The voters shall elect a board member for board position No. 1, which has a 5-year term of office.

## Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted

of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

#### Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

#### Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for Sapulpa School Board Position No. 1.

Approved by the Sapulpa Board of Education this 10 day of November, 2025.

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President of the Board of Education

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Clerk of the Board of Education

# PERSONNEL REPORT

November 10, 2025

## SUPPORT PERSONNEL REPORT

### EMPLOYMENT

| <u>Name</u>   | <u>Position</u>            | <u>Effective Date</u> |
|---------------|----------------------------|-----------------------|
| Breanna Clark | Paraprofessional I/\$14.65 | October 27, 2025      |

### EXTRA DUTY ASSIGNMENTS/STIPENDS

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

### REMOVAL EXTRA DUTY ASSIGNMENTS/STIPENDS

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

### FMLA REQUEST

| <u>Name</u>     | <u>Position</u> | <u>Reason</u> | <u>Effective Date</u> |
|-----------------|-----------------|---------------|-----------------------|
| Colin McElyea   | IT Technician   | Medical       | October 27, 2025      |
| Jasmine Watashe | Custodian       | Maternity     | February 06, 2026     |

### TRANSFERS

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

### CHANGE OF STATUS

| <u>Name</u>    | <u>From</u>                | <u>To</u>                   | <u>Effective Date</u> |
|----------------|----------------------------|-----------------------------|-----------------------|
| Cassandra Bell | Paraprofessional I/\$13.83 | Paraprofessional II/\$15.01 | August 15, 2025       |
| Kyle Delancy   | Paraprofessional I/\$13.83 | Paraprofessional II/\$15.01 | August 15, 2025       |



# PERSONNEL REPORT

November 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> |
|-------------|-----------------|-----------------------|
|-------------|-----------------|-----------------------|

None

(Pending Approval of Adjunct/Emergency Certification)

### EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u>    | <u>Extra-duty Assignment/Stipend</u> |
|----------------|--------------------------------------|
| Christie Hurst | Confidential Files// \$250 each      |
| Terra Rhoads   | Student Council SMS/\$1,000          |
| Jill Sandberg  | Lego League Sponsor/\$1,200          |
| Allison Ruth   | Yearbook SMS/\$800 (Half)            |
| Alex West      | Yearbook SMS/\$800 (Half)            |
| Allison Parks  | Math Dept Head SMS/\$1,000           |

### REMOVAL EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u>  | <u>Extra-duty Assignment/Stipend</u> |
|--------------|--------------------------------------|
| Allison Ruth | Student Council SMS/\$500 (Half)     |
| Alex West    | Student Council SMS/\$500 (Half)     |

### FMLA REQUEST

| <u>Name</u>  | <u>Position</u> | <u>Reason</u> | <u>Effective Date</u> |
|--------------|-----------------|---------------|-----------------------|
| Darius Boone | Teacher         | Maternity     | October 30, 2025      |