

Regular Meeting of The Board of Education Independent School District Number 33,  
Creek County  
Monday, May 11, 2026 6:00 PM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

- I. Call the meeting to order and Pledge Allegiance to the Flag
- II. Formal Adoption of the Agenda.
  - II.A. Motion, discussion, and vote on a motion to formally adopt Agenda.
- III. Consent Agenda
  - III.A. Approval of Board Meeting Minutes.
    - III.A.1. 4.13.2026-BOE Meeting Minutes
  - III.B. Approval of the 2025-26 General Fund Purchase Order Encumbrance numbers 963 through 1008.
  - III.C. Approval of the 2025-26 Building Fund Purchase Order Encumbrance numbers 221 through 232.
  - III.D. Approval of the 2025-26 Lease Revenue Fund 04 Purchase Order Encumbrance numbers 27 through 29.
  - III.E. Approval of the monthly financial reports of the School Activity Funds Account.
  - III.F. Approval of the monthly financial reports of the SPS Endowed Scholarship Accounts, Fund 81.
  - III.G. Approval of the Treasurer's Report on the status of Funds and Investments
  - III.H. To approve the removal of Steve McCormick and the addition of Larry Hoover as a signatory on all American Heritage Bank Accounts.
  - III.I. Approval to utilize Activity Account 930 for Sapulpa Academic Team.
  - III.J. Approval of 2026-27 renewal of sylogist ed, Software Service Order Agreement, Finance.
  - III.K. Approval for renewal of the 2026-27 Bridges Foundation MOU.
  - III.L. Approval of the 2026-27 Muscogee (Creek) Nation Head Start MOA with Sapulpa Public Schools.
  - III.M. Approval of the 2026-27 School to Work: Work Study Agreement with the State of Oklahoma Dept of Rehabilitation Services.
  - III.N. Approval of 2026-27 Fort Hays State University MOA for School Psychology Practicum Program.
  - III.O. Approval of the 2026-27 TherapyWorks Contract.
  - III.P. Approval of the 2026-27 NACT Head Start MOA with Sapulpa Public Schools.
  - III.Q. Approval of the 2026-27 NACT Special Services Cooperative Agreement between Head Start and Sapulpa Public Schools.
  - III.R. Approval of the 2026-27 PreETS Collaborative Agreement.
  - III.S. Approval of the 2026-27 Updated University of Florida Literacy Institute Training Quote.
  - III.T. Approval of the 2026-27 Curriculum Associates, LLC Ouote for Ellevation Foundation.
  - III.U. Approval of the 2026-27 imagine learning Quote for Language and Literacy Reusable License.
  - III.V. Approval to open contract negotiations with United Sapulpa Educators and United Sapulpa Educators Support Personnel for the 2026-27 school year.
  - III.W. Approval of renewal with ESS, Substitute Staffing Company, for the 2026-27 school year.
  - III.X. Approval of 2026-27 renewal of Service Warranty with EMCO Termite & Pest Control Company of Tulsa, INC.
  - III.Y. Approval of the 2026-27 American Elevator Quarterly Maintenance Contract.

- III.Z. Approval of 2026-27 renewal of Jostens Total Service Agreement with Sapulpa High School.
- III.AA. Approval of the 2026-27 renewal of the Tulsa Bone and Joint Sports Medicine Services Donation Agreement and Addendum for a change of date.
- III.BB. Approval of the 2026-27 renewal of the Voluntary Student Accident Insurance Application.
- III.CC. Approval of the Unite GPS Quote and Data Use Agreement with Sapulpa Public Schools.
- III.DD. Approval to accept a generous donation of \$2,500 from Ascension for the Chieftain Care Program.
- III.EE. Approval to accept a generous donation of \$1,000 from Phil Kennedy for the Chieftain Care Program.
- III.FF. Approval to accept a generous \$4,000 donation from the Hershberger Philanthropic Fund for the freezer at the new Ag Building and to create a new Activity Fund account, Ag Grants, to ensure proper designation and use of the donation.
- III.GG. Approval of 2026-27 Picture Agreements.
  - III.GG.1. Sapulpa Middle School Agreement with Focused
  - III.GG.2. Freedom Elementary Agreement with Focused
  - III.GG.3. Holmes Park Elementary Agreement with Focused.
  - III.GG.4. Jefferson Heights Elementary Agreement with Focused.
  - III.GG.5. Liberty STEM Academy Agreement with Ruth Kelly Studio
- III.HH. Declaration of Surplus
  - III.HH.1. Curriculum Surplus
- III.II. Out of State Activity Trips
  - III.II.1. Varsity Football-Springdale, AR
  - III.II.2. Liberty STEM(2)-Arizona and Texas
  - III.II.3. Cross Country x2—Fayetteville and Rogers, AR
  - III.II.4. Varsity Boys Basketball-Columbia, MO
- III.JJ. Approval of Fundraisers
- IV. Hearing from the public
- V. Information and Discussion
  - V.A. Superintendent Comments
  - V.B. Bond Building Update
- VI. Action Items
  - VI.A. New Business -items not known or foreseen when the agenda was posted.
  - VI.B. Discussion, motion, and vote on a motion to approve/disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2026-27. This resolution authorizes the filing of the Form 471 applications for the funding year 2026-27 and the payment of the applicant's share upon approval of funding and receipt of services.
  - VI.C. Discussion, motion, and vote on a motion to approve/disapprove the renewal of the Sublease Agreement dated March 07, 2024, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2027, as required under the provisions of the agreement. (Lease Revenue Bond continuance)
  - VI.D. Discussion, motion, and vote on a motion to approve/disapprove of a Financial Advisory Services Agreement with BOK Financial Securities, Inc.
  - VI.E. Discussion, motion, and vote on a motion to approve/disapprove a Resolution authorizing the sale of the District's General Obligation Combined Purpose Bonds, Federally Taxable Series 2026, and setting forth the following items:
    - VI.E.1. Fixing the time and place the bonds are to be sold;
    - VI.E.2. Fixing the amount of bonds to mature each year;
    - VI.E.3. Authorizing the Clerk to give notice of said sale as required by law.

VI.F. Proposed Executive Session to discuss the Personnel List and the purchase or appraisal of real property as authorized by 25 O.S. Section 307(B)(1) and (B)(3) of the Oklahoma Open Meeting Act.

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

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

VI.F.3. Statement of Executive Session Minutes

VI.G. Discussion, motion, and vote on a motion to approve/disapprove the purchase and/or contractual terms of certain real property and to authorize Kenda Terrones, Sapulpa Schools Board Treasurer, to execute/sign all documents on said purchase.

VI.H. Personnel

VI.H.1. Vote to approve/disapprove employing Personnel as per attachment.

VI.H.2. Vote to approve/disapprove of the rehire of District Certified Staff on a regular continuing contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries.

VI.H.3. Vote to approve/disapprove the rehire of District Certified Staff moving from a first-year temporary contract to a second-year temporary contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries.

VI.H.4. Vote to approve/disapprove the rehire of District Certified Staff from a second-year temporary contract to a regular continuing contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries.

VI.H.5. Vote to approve/disapprove the rehire of District Support Staff on contract for 2026-27 provided state and federal funds become available in sufficient amounts to pay their salaries.

VI.H.6. Vote to approve/disapprove the 2026-27 employment and contract renewal for District Administrators, Directors, and Coordinators.

VI.H.7. Vote to approve/disapprove the 2026-27 employment and contract renewal for site Principals, Assistant Principals, and Dean of Students.

VI.H.8. Vote to approve/disapprove FMLA Request for Kaitlyn Youngblood, effective April 01, 2026, through May 17, 2026.

VI.H.9. Vote to accept Resignations received since the last board meeting.

VII. Adjournment

Regular Meeting of The Board of Education Independent School District Number  
33, Creek County  
Monday, April 13, 2026 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 flag.

President Steve McCormick called the meeting to order at 6 pm. Principal Pete Carter introduced Ruby Noble to lead the Pledge of Allegiance.

II. Reorganization of the Board of Education

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

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

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

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

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

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

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

To approve the reorganization of the Board of Education with the election of Sarah Havenstrite as the Second Vice President passed with a motion by Melinda Ryan and a second by Johnny Merrell.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Yea  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 5, Nay: 0

### III. Formal Adoption of the Agenda.

III.A. Motion, discussion, and vote on Motion to formally adopt 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: Yea  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 5, Nay: 0

### IV. Consent Agenda

IV.A. Approval of Meeting Minutes.

IV.A.1. 03.09.2026 Regular Meeting Minutes

IV.B. Approval of the 2025-26 General Fund Purchase Order Encumbrance numbers 889 through 962.

IV.C. Re-approval of 2025-26 General Fund Purchase Order number 920 for an increase.

IV.D. Approval of the 2025-26 Building Fund Purchase Order Encumbrance numbers 210 through 220.

IV.E. Approval of the 2025-26 Child Nutrition Fund Purchase Order Encumbrance numbers 68 and 69.

IV.F. Approval of the 2025-26 Lease Revenue Fund Purchase Order Encumbrance numbers 23 through 26.

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

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

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

IV.J. Approval of the 2026 University of Florida Literacy Institute Training Quote.

IV.K. Approval to renew the 2026 Horizon Digitally Enhanced Campus Agreement (Edgenuity).

IV.L. Approval of the 2026 Youth Medical Mentorship MOU.

IV.M. Approval of the 2026-27 ImageNet Service Agreement and Amendment for copiers.

IV.N. Approval of the 2026-27 PowerSchool Schoology Quote.

IV.O. Approval of the 2026-27 PowerSchool Ecollect Forms Quote.

IV.P. Approval of the 2026-27 PowerSchool TalentEd Quote.

IV.Q. Approval of the 2026-27 PowerSchool Enrollment Registration Quote.

IV.R. Approval of the 2026-27 PowerSchool SearchSoft Quote.

IV.S. Approval of the 2026-27 PowerSchool SIS Quote.

IV.T. Approval of the 2026-27 Apptegy-Foundation Subscription/Implementation, to include Website, Mobile App & Alerts.

IV.U. Approval of the 2026-27 Child Nutrition Meal Price increase as per attachment.

IV.V. Approval of the following 2026 Summer Programs: Each program will be instituted pending available funding and adequate staffing/supervision.

IV.V.1. Summer Academic Programs 6 - 12

IV.V.2. AP Seminar

IV.V.3. Summer School Programs

IV.V.4. Camp Invention

IV.V.5. Extended School Year

IV.V.6. Summer Child Nutrition

IV.V.7. Arts Explore

IV.V.8. Band Camp

IV.V.9. Rookie Camp 8th grade

IV.V.10. SPARK

IV.V.11. School Zone

IV.V.12. Summer Athletic Camps

IV.V.13. EL

IV.V.14. Sapulpa Indian Education Summer Camps

IV.W. Approval of the 2026 First Baptist Church Venue Agreement for the HS Choir Banquet.

IV.X. Approval of the 2026-27 Weaver Drug Testing Lab Agreement-District.

IV.Y. Approval of the 2026-27 Weaver Drug Testing Lab Agreement-Athletics.

IV.Z. Approval of the 2026-27 VYPE Agreement with Sapulpa Athletics Department.

IV.AA. Approval of the 2026 Sequoyah Invitational Basketball Tournament for Girls and Boys Basketball.

IV.AB. Approval of the 2026-27 updated quote from Arbiter for implementing the Facility Scheduler.

IV.AC. Approval to accept the donation of 4 guitars, 2 basses, a drum set, amps, and a speaker/mic system to Bartlett Academy for their band from the "Hungry for Music" organization.

IV.AD. Approval to accept monetary donations at school sites for Teacher Appreciation activities.

IV.AE. Approval of a generous \$500 CyberGrant/donation for Holmes Park Elementary from ONEOK, designated by Lindsay Sole.

IV.AF. Approval of an anonymous donation of \$10,000 for District and/or site Teacher(s) of the Year awards.

IV.AG. Declaration of Surplus

#### IV.AG.1. Curriculum--Journey Notebooks and Close Readers

IV.AH. Approval of the Out of State Activity Requests as per attachment.

#### IV.AH.1. Robotics-Houston, TX

#### IV.AH.2. BPA-Nashville, TN

IV.AI. Approval of Fundraisers as per attachment.

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

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

#### V. Hearing from the public

None

#### VI. Information and Discussion

##### VI.A. Superintendent Comments

Superintendent Rob Armstrong reviewed and gave many thanks to the donations listed in the Consent Agenda items. Bartlett Academy is especially enjoying the donated instruments orchestrated by Kim Frie. Then he ran through the list of end-of-year activities coming up; there is only one month of school left, Prom is Saturday night, and the Teacher/Support of the Year banquet is scheduled for April 24. Other exciting news: the Robotics team won Regionals and will have the opportunity to compete at Nationals in Houston, TX.

##### VI.B. Bond Project Update

Mr. Armstrong started his Bond Update comments by sharing how great the Topping Out Ceremony was. There were about 100 guests in attendance. And in case others are wondering, the tree will not stay there forever;) it will be removed at a later date. As for the projects, all floors have been poured in the HS Project. Area B&C wall framing and electrical installation continue. The PAC excavation is to begin on April 20, 2026. The Chieftain Center slab is to be poured next week. And the End Zone footings have been poured to prepare for the slab. The Chieftain Center and End Zone steel packages are to arrive in the first week of May. Ag Building and JROTC Building site work to begin around May 22, 2026.

VI.C. Policy: Use of Metal Detectors, first read  
See attachment

## VII. Action Items

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

VII.B. Discussion, motion, vote on a motion to approve/disapprove the Chieftain Center Easement with OG&E.

To approve the Chieftain Center Easement with OG&E passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VII.C. Discussion, motion, and vote on a motion to approve/disapprove the application for temporary appropriations for the 2026-27 fiscal year as per the attachment.

To approve the application for temporary appropriations for the 2026-27 fiscal year as per the attachment passed with a motion by Steve McCormick and a second by Johnny Merrell.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

VII.D. Discussion, motion, and vote on a motion to approve/disapprove of GMP Amendment #5 for a total of \$6,803,989, which includes monies for all recommended work covered in the bidding documents, project requirements, allowances, insurance, and fees for the Ag Facility and JROTC Building (Bond 2023).

To approve of GMP Amendment #5 for a total of \$6,803,989, which includes monies for all recommended work covered in the bidding documents, project requirements, allowances, insurance, and fees for the Ag Facility and JROTC Building (Bond 2023) passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

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

Yea: 5, Nay: 0

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

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

To convene in Executive Session at 6:49 pm passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

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

Yea: 5, Nay: 0

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

President Steve McCormick acknowledged the board's return to Open Session at 7:11 pm.

VII.E.3. Statement of Executive Session Minutes

The Board of Education went into Executive Session at 6:49 pm to discuss Personnel as listed and to conduct an ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 7:11 pm. Present in Executive Session were Steve McCormick, Johnny Merrell, Sarah Havenstrite, Melinda Ryan, Larry Hoover, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

VIII. Personnel

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

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

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

Yea: 5, Nay: 0

VIII.B. Vote to approve/disapprove FMLA Request for Bettye Lowery, effective March 10, 2026, through April 29, 2026.

To approve FMLA Request for Bettye Lowery, effective March 10, 2026, through April 29, 2026 passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

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

Yea: 5, Nay: 0

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

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

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

Yea: 5, Nay: 0

IX. Adjournment

To adjourn at 7:13 pm passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

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

Yea: 5, Nay: 0

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 963 - 99999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	963	04/09/2026	3826	SECURITY BANK CARD CENTER INC	541- CCOSA Registration	1,250.00
11	964	04/09/2026	8652	HAND2MIND	552- Math Enhancement Materials	10,201.01
11	965	04/09/2026	235	CCOSA-COOP COUNCIL OK SCH	596- CCOSA Registration for Summer Leadership	1,300.00
11	966	04/09/2026	3826	SECURITY BANK CARD CENTER INC	Postage for 1st Grade CogAT	220.00
11	967	04/13/2026	3826	SECURITY BANK CARD CENTER INC	TSA advisor hotel room	596.33
11	968	04/14/2026	31678	JOSTENS	Cap and gowns	3,300.00
11	969	04/16/2026	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 37 Rear Brake Replacement	1,043.00
11	970	04/16/2026	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 38 Driver's Seat Cushion	375.00
11	971	04/16/2026	3826	SECURITY BANK CARD CENTER INC	SJH Title I Family Engagement	1,500.00
11	972	04/16/2026	542	LINDSAY R. BIGGS	011-Sped OT Contract Services (Biggs)	8,000.00
11	973	04/16/2026	3826	SECURITY BANK CARD CENTER INC	621-Sped Ambutech Cane/Tip Order	140.13
11	974	04/17/2026	60139	OSSBA	WEBINAR CONTINUING ED- BOE MEMBERS	1,000.00
11	975	04/20/2026	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 26 Condenser	300.00
11	976	04/20/2026	3826	SECURITY BANK CARD CENTER INC	022/OSU TULSA/ FIELDTRIP AND MEALS	120.00
11	977	04/20/2026	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 26 A/C Repair	600.00
11	978	04/20/2026	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 306 Air Gauge	405.00
11	979	04/20/2026	80594	STEPHEN A SHIBLEY II	Reimbursement for mailbox replacement	60.00
11	980	04/20/2026	3826	SECURITY BANK CARD CENTER INC	senior lunch	1,000.00
11	981	04/20/2026	81165	VICKIE S MCINTOSH	Fry bread making	150.00
11	982	04/22/2026	3826	SECURITY BANK CARD CENTER INC	Tablets for IFPs for testing purposes - Amazon	1,366.52
11	983	04/22/2026	31042	BLACK AND PINK DANCE SUPPLIES	Sparkle Tops for games and other uniform pieces	3,000.00
11	984	04/22/2026	1818	MERRIFIELD OFFICE SUPPLY	Teacher of the Year Programs	48.75
11	985	04/23/2026	10003	SILVER INK PUBLISHING, INC.	HPE Title I Family Engagement	641.47
11	986	04/23/2026	405	NEXT STEP GROUP, INC.	Labor hours for Wi-Fi and network assistance	1,050.00
11	987	04/23/2026	3826	SECURITY BANK CARD CENTER INC	32auctions no 3rd party ads for grad auction	45.00
11	988	04/23/2026	80594	STEPHEN A SHIBLEY II	Reimbursement for driver meals on band trip	46.53
11	989	04/27/2026	7089	HOLT TRUCK CENTERS OF OKLAHOMA,LLC	Bus 38 Drivers seat base assembly	1,000.00
11	990	04/27/2026	2541	BEN E. KEITH	CN FOOD CONTRACT	20,000.00
11	991	04/27/2026	3826	SECURITY BANK CARD CENTER INC	CCOSA conference	1,875.00
11	992	04/27/2026	2541	BEN E. KEITH	CN FOOD CONTRACT FINISH FY26	55,000.00

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 963 - 99999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	993	04/27/2026	584	SUN AUTO TIRE & SERVICE, INC.	Van 132 Tires	900.00
11	994	04/27/2026	81731	KENDA KAY TERRONES	TRAVEL REIMB/ASBO 4/28-4/29	316.10
11	995	04/27/2026	689	EMILY ROBERTS	TRAVEL REIMB/ASBO 4/28-4/29	404.95
11	996	04/29/2026	3826	SECURITY BANK CARD CENTER INC	Chrome Depot Supplies / Summer	1,500.00
11	997	04/30/2026	2269	SUPERIOR LINEN SERVICE	LINEN SERVICES - APRIL-JUNE	2,000.00
11	998	05/01/2026	774	KATHERYNE B. PAYNE EDUC CENTER	541- CALT Registration for Teachers	9,900.00
11	999	05/01/2026	8652	HAND2MIND	511- Math Materials for Elementary Intervention	22,849.26
11	1000	05/01/2026	3826	SECURITY BANK CARD CENTER INC	OCTM Memberships	100.00
11	1001	05/01/2026	2041	HOUGHTON MIFFLIN HARCOURT	Strong Reader's Professional Development	4,675.00
11	1002	05/05/2026	3826	SECURITY BANK CARD CENTER INC	2026 OCTM Annual Conference	160.00
11	1003	05/05/2026	32128	COLLEGE BOARD	552- AP Exams	8,500.00
11	1004	05/05/2026	3826	SECURITY BANK CARD CENTER INC	596- Hotel Fees for CCOSA Conference	700.00
11	1005	05/06/2026	82343	KRISTIN R WHITE	596- Travel Per Diem for May 26- 28	156.00
11	1006	05/06/2026	2610	STUDIES WEEKLY, INC.	333- FY27 Social Studies Weekly grades K-5	9,524.07
11	1007	05/06/2026	584	SUN AUTO TIRE & SERVICE, INC.	Truck 256 Tires	1,695.00
11	1008	05/06/2026	8202	PENSKE COMMERCIAL VEHICLES, US, LLC	Bus 307 Exhaust Manifold	4,500.00

<b>Non-Payroll Total:</b>	<b>\$183,514.12</b>
<b>Payroll Total:</b>	<b>\$32,514,505.21</b>
<b>Balance Forward:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$32,698,019.33</b>

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 221 - 99999, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	221	04/09/2026	9622	WESTLAKE HARDWARE INC	Custodial Supplies	300.00
21	222	04/13/2026	2183	RIVERSIDE HEAT & AIR	District HVAC Service and Repair	1,000.00
21	223	04/16/2026	3826	SECURITY BANK CARD CENTER INC	T.Witzansky/ SC Projects: Atwoods, Amazon, WalMart	1,000.00
21	224	04/16/2026	629	LOCKE SUPPLY	District Maintenance Supplies	3,000.00
21	225	04/20/2026	10001	CYRUS WHEELER	District HVAC Services	500.00
21	226	04/21/2026	3826	SECURITY BANK CARD CENTER INC	MAINTENANCE ON CN EQUIPMENT	7,500.00
21	227	04/27/2026	1024	SOUTHSIDE MOWERS	District Grounds Equipment and Supplies	1,000.00
21	228	04/29/2026	693	ACTION RESTORATION & CONSTRUCTION	Tear down old fence and replace with new/pickets	6,000.00
21	229	05/01/2026	3647	EMCO TERMITE & PEST CONTROL	Bartlett/Install termite bait station	2,600.00
21	230	05/01/2026	530	THE BOYD GROUP (U.S.) INC.	EMERGENCY Replacing Windshield/Grounds crew broke	445.00
21	231	05/05/2026	306	BRADY INDUSTRIES OF KANSAS, LLC	Custodial Supplies	9,000.00
21	232	05/05/2026	3826	SECURITY BANK CARD CENTER INC	SERVICE ON HPE REFRIGERATOR	500.00
<b>Non-Payroll Total:</b>						<b>\$32,845.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$32,845.00</b>

**Sapulpa Public Schools****Purchase Order Register****Options:** Year: 2025-2026, Fund(s): LEASE REV - MAR 2024, Date Range: 7/1/2025 - 6/30/2026, PO Range: 27 - 99

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
27	04/15/2026	2557	THE UNIVERSITY OF TULSA	MAKERSPACE DESIGN SERVICES	6,800.00
28	04/20/2026	10002	HADDOCK EDUCATION TECHNOLOGIES	2 VIEWSONIC WITH DISPLAY AND CART	5,196.00
29	04/22/2026	54139	VARSITY BRANDS HOLDING CO INC.	BARRIER NET ENDZONE	17,630.00
<b>Non-Payroll Total:</b>					<b>\$29,626.00</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$29,626.00</b>

# Sapulpa Public Schools

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 4/1/2026 - 4/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 HS GRANTS	\$2,733.39	\$0.00	\$0.00	\$1,410.32	\$1,323.07	\$114.88	\$1,208.19
802 HS OFFICE	\$17,781.61	\$2,017.87	\$250.00	\$78.89	\$19,970.59	\$3,700.20	\$16,270.39
803 CREDIT RECOVERY	\$13,459.78	\$0.00	\$0.00	\$0.00	\$13,459.78	\$0.00	\$13,459.78
804 ID BADGE	\$4,942.41	\$559.00	\$0.00	\$0.00	\$5,501.41	\$2,300.00	\$3,201.41
805 HS ART	\$21,632.79	\$0.00	\$0.00	\$1,219.55	\$20,413.24	\$2,780.45	\$17,632.79
806 HS BAND	\$12,966.47	\$7,342.13	\$0.00	\$2,009.86	\$18,298.74	\$13,987.45	\$4,311.29
807 HS BAND BOOSTER CONCESSION	\$25,090.16	\$1,250.00	\$0.00	\$1,923.50	\$24,416.66	\$5,910.01	\$18,506.65
808 HS OKLAHOMA CLOSE UP	\$473.50	\$0.00	\$0.00	\$0.00	\$473.50	\$0.00	\$473.50
809 HS HOSPITALITY COMMITTEE	\$1,132.80	\$0.00	\$0.00	\$0.00	\$1,132.80	\$151.08	\$981.72
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	\$6,338.92	\$0.00	\$0.00	\$0.00	\$6,338.92	\$0.00	\$6,338.92
812 HS BUSINESS PROF ASSOC (BPA)	\$1,463.64	\$1,420.10	\$0.00	\$597.92	\$2,285.82	\$2,025.04	\$260.78
813 HS ROTARY CLUB	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00
814 HS AP EXAMS	\$8,570.85	\$0.00	\$0.00	\$0.00	\$8,570.85	\$1,600.00	\$6,970.85
815 HS FCCLA	\$11,740.09	\$1,342.43	\$0.00	\$946.44	\$12,136.08	\$3,716.98	\$8,419.10
817 HS LIBRARY	\$751.12	\$0.00	\$0.00	\$0.00	\$751.12	\$0.00	\$751.12
818 HS NATIONAL HONOR SOCIETY	\$7,037.19	\$1,439.23	\$0.00	\$1,183.48	\$7,292.94	\$159.08	\$7,133.86
819 GREEN-THUMB CHIEFTAINS	\$4,054.69	\$1,529.50	\$0.00	\$414.02	\$5,170.17	\$317.61	\$4,852.56
820 HS NAACP	\$312.60	\$0.00	\$0.00	\$0.00	\$312.60	\$106.69	\$205.91
821 HS SENIORS 2027	\$4,114.83	\$12,136.42	\$0.00	\$1,332.58	\$14,918.67	\$11,910.00	\$3,008.67
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	\$3,490.73	\$0.00	\$0.00	\$102.82	\$3,387.91	\$1,438.00	\$1,949.91
824 HS SCIENCE & ENGINEERING	\$98,878.47	\$0.00	\$0.00	\$52,033.68	\$46,844.79	\$26,177.06	\$20,667.73
825 HS SPANISH HONOR SOCIETY	\$286.87	\$68.00	\$0.00	\$0.00	\$354.87	\$68.00	\$286.87
826 HS SPECIAL ED/OLYMPICS	\$4,828.47	\$0.00	\$795.00	\$155.00	\$5,468.47	\$500.00	\$4,968.47
827 HS STUDENT COUNCIL	\$6,236.26	\$564.44	\$0.00	\$0.00	\$6,800.70	\$248.57	\$6,552.13
828 HS VOCAL MUSIC	\$23,162.29	\$1,021.00	\$0.00	\$7,830.11	\$16,353.18	\$7,474.32	\$8,878.86
829 HS AG ED & FFA	\$12,445.08	\$3,597.68	\$286.00	\$8,000.33	\$8,328.43	\$5,591.73	\$2,736.70
830 HS LYONS SPED	\$1,423.30	\$0.00	\$0.00	\$0.00	\$1,423.30	\$0.00	\$1,423.30
831 HS YEARBOOK	\$13,503.49	\$700.00	\$0.00	\$10,016.27	\$4,187.22	\$57.41	\$4,129.81
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
834 AG GRANTS	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00
835 HS BAND AUXILIARIES	\$1,596.39	\$245.22	\$0.00	\$0.00	\$1,841.61	\$200.00	\$1,641.61
836 HS BAND TRIPS	\$21,381.13	\$39,863.96	\$0.00	\$15,838.30	\$45,406.79	\$5,189.70	\$40,217.09
837 HS BAND GRANTS	\$56,895.75	\$0.00	\$0.00	\$5,670.00	\$51,225.75	\$5,490.46	\$45,735.29
838 HS PING PINGS	\$1,454.24	\$0.00	\$0.00	\$0.00	\$1,454.24	\$500.00	\$954.24
840 HS INDIAN PARENT COMMITTEE	\$776.17	\$0.00	\$0.00	\$0.00	\$776.17	\$0.00	\$776.17
841 HS SAPULPA INDIAN CLUB	\$13,406.38	\$540.00	\$0.00	\$17.28	\$13,929.10	\$3,953.56	\$9,975.54
842 HS KEY CLUB	\$137.84	\$0.00	\$0.00	\$0.00	\$137.84	\$0.00	\$137.84
843 HS GSA, GAY STRAIGHT ALLIANCE	\$68.71	\$0.00	\$0.00	\$0.00	\$68.71	\$0.00	\$68.71
844 HS PRODUCTIONS	\$17,647.51	\$454.59	\$0.00	\$761.99	\$17,340.11	\$12,798.87	\$4,541.24
845 HS CULINARY ARTS	\$3,235.23	\$0.00	\$0.00	\$215.64	\$3,019.59	\$982.44	\$2,037.15
846 HS JROTC	\$77,646.98	\$2,848.24	\$0.00	\$3,449.40	\$77,045.82	\$30,120.71	\$46,925.11
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	\$12,274.95	\$0.00	\$0.00	\$2,555.79	\$9,719.16	\$1,200.00	\$8,519.16
850 LOCAL SCHOLARSHIPS	\$37,256.42	\$1,500.00	\$0.00	\$0.00	\$38,756.42	\$0.00	\$38,756.42
851 HS SENIOR GIRL EVENTS	\$3,613.32	\$0.00	\$0.00	\$0.00	\$3,613.32	\$2,000.00	\$1,613.32
852 HS FIRST ROBOTICS	\$76,713.94	\$0.00	\$0.00	\$4,896.63	\$71,817.31	\$40,444.50	\$31,372.81
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	\$1,296.48	\$0.00	\$0.00	\$79.99	\$1,216.49	\$400.00	\$816.49
857 JH OFFICE	\$11,029.08	\$2,299.63	\$500.00	\$2,114.98	\$11,713.73	\$3,887.72	\$7,826.01
860 JH LIBRARY	\$483.07	\$23.00	\$0.00	\$0.00	\$506.07	\$120.00	\$386.07
863 JH STUDENT COUNCIL	\$2,406.96	\$0.00	\$0.00	\$119.94	\$2,287.02	\$245.00	\$2,042.02
864 JH VOCAL MUSIC	\$3,822.92	\$1,095.00	\$0.00	\$63.50	\$4,854.42	\$3,600.00	\$1,254.42
866 JH YEARBOOK	\$8,170.93	\$0.00	\$0.00	\$2,001.16	\$6,169.77	\$0.00	\$6,169.77

## Sapulpa Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 4/1/2026 - 4/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
867 JH ROBOTICS	\$13,415.45	\$0.00	\$0.00	\$0.00	\$13,415.45	\$1,706.58	\$11,708.87
870 JH ART	\$3,759.42	\$6,848.48	\$0.00	\$1,074.69	\$9,533.21	\$7,327.06	\$2,206.15
871 JH TAPS	\$315.81	\$0.00	\$0.00	\$0.00	\$315.81	\$0.00	\$315.81
874 JR HIGH GRANTS	\$6,115.28	\$0.00	\$0.00	\$0.00	\$6,115.28	\$266.68	\$5,848.60
875 JH STEM GRANTS	\$48,425.40	\$0.00	\$0.00	\$37,483.97	\$10,941.43	\$6,136.95	\$4,804.48
877 MS OFFICE	\$6,988.25	\$192.28	\$400.00	\$50.00	\$7,530.53	\$733.72	\$6,796.81
878 MS LIBRARY	\$278.01	\$0.00	\$0.00	\$0.00	\$278.01	\$0.00	\$278.01
879 MS STUDENT OF THE MONTH	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
880 MS STUDENT COUNCIL	\$3,861.63	\$0.00	(\$400.00)	\$866.29	\$2,595.34	\$1,056.50	\$1,538.84
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	\$10,011.95	\$1,399.00	\$0.00	\$3,567.30	\$7,843.65	\$3,261.17	\$4,582.48
884 MS TECHNOLOGY STUDENT ASSOC.	\$1,240.71	\$0.00	\$0.00	\$0.00	\$1,240.71	\$1,226.33	\$14.38
886 MS NJHS	\$574.85	\$0.00	\$0.00	\$0.00	\$574.85	\$0.00	\$574.85
887 7TH/8TH GR VOLLEYBALL	\$636.33	\$0.00	\$250.00	\$0.00	\$886.33	\$0.00	\$886.33
888 MS GRANTS	\$35,375.42	\$0.00	\$0.00	\$96.25	\$35,279.17	\$0.00	\$35,279.17
889 MS PLTW	\$2,616.50	\$0.00	\$0.00	\$0.00	\$2,616.50	\$0.00	\$2,616.50
892 SPED DIRECTOR	\$2,212.44	\$0.00	\$0.00	\$0.00	\$2,212.44	\$715.17	\$1,497.27
893 LIBERTY LIBRARY	\$3,856.57	\$22.00	\$0.00	\$807.77	\$3,070.80	\$1,847.69	\$1,223.11
894 LIBERTY MISC	\$746.31	\$7.75	\$750.00	\$182.29	\$1,321.77	\$1,226.26	\$95.51
895 LIBERTY FUNDRAISING	\$15,594.04	\$816.40	\$0.00	\$171.40	\$16,239.04	\$4,869.20	\$11,369.84
896 LIBERTY STEM CLUB	\$27,745.87	\$3,115.00	\$0.00	\$2,681.15	\$28,179.72	\$9,029.90	\$19,149.82
897 LIBERTY GRANTS	\$1,615.01	\$0.00	\$0.00	\$117.48	\$1,497.53	\$0.00	\$1,497.53
900 FREEDOM MISC	\$1,770.54	\$46.63	\$750.00	\$0.00	\$2,567.17	\$1,812.68	\$754.49
901 FREEDOM FUNDRAISING	\$16,574.73	\$2,458.74	\$0.00	\$4,091.04	\$14,942.43	\$7,113.76	\$7,828.67
902 FREEDOM LIBRARY	\$2,401.95	\$0.00	\$0.00	\$1,348.06	\$1,053.89	\$200.00	\$853.89
903 FREEDOM GRANTS	\$1,561.21	\$0.00	\$0.00	\$442.97	\$1,118.24	\$331.55	\$786.69
904 FREEDOM TAPS	\$25,105.79	\$223.70	\$0.00	\$3,822.22	\$21,507.27	\$8,453.23	\$13,054.04
907 JEFFERSON HTS MISC	\$11,576.10	\$317.19	\$750.00	\$207.50	\$12,435.79	\$4,650.60	\$7,785.19
908 JEFFERSON HTS FUNDRAISING	\$28,629.02	\$160.00	\$0.00	\$728.53	\$28,060.49	\$6,920.88	\$21,139.61
910 JEFFERSON HTS GRANTS	\$7,391.43	\$0.00	\$0.00	\$0.00	\$7,391.43	\$3,741.01	\$3,650.42
911 JEFFERSON HTS LIBRARY	\$7,170.82	\$0.00	\$0.00	\$1,298.32	\$5,872.50	\$150.00	\$5,722.50
919 HOLMES PARK MISC	\$5,600.34	\$103.58	\$750.00	\$42.60	\$6,411.32	\$3,883.51	\$2,527.81
920 HOLMES PARK FUNDRAISING	\$43,779.54	\$5,289.72	\$0.00	\$16,389.24	\$32,680.02	\$10,888.10	\$21,791.92
921 HOLMES PARK LIBRARY	\$10,120.29	\$0.00	\$0.00	\$2,638.51	\$7,481.78	\$107.35	\$7,374.43
922 HOLMES PARK GRANTS	\$5,199.33	\$0.00	\$0.00	\$1,559.40	\$3,639.93	\$1,261.82	\$2,378.11
928 REVOLUTIONARY DAYS	\$4,268.18	\$0.00	\$0.00	\$1,944.64	\$2,323.54	\$305.11	\$2,018.43
929 DISTRICT STEM	\$18,361.26	\$0.00	\$0.00	\$174.80	\$18,186.46	\$0.00	\$18,186.46
931 BENEVOLENCE FUND	\$9,071.80	\$0.00	\$0.00	\$162.76	\$8,909.04	\$0.00	\$8,909.04
932 GT GRANTS	\$13,550.00	\$0.00	\$0.00	\$0.00	\$13,550.00	\$0.00	\$13,550.00
933 NOW (INTEREST INCOME)	\$149,613.35	\$7,049.44	(\$4,786.00)	\$3,882.62	\$147,994.17	\$8,209.46	\$139,784.71
934 DRIVERS EDUCATION	\$16,020.00	\$0.00	\$0.00	\$0.00	\$16,020.00	\$0.00	\$16,020.00
935 CREEK NATION LATCHKEY	\$27,046.08	\$0.00	\$0.00	\$1,855.71	\$25,190.37	\$15,928.31	\$9,262.06
936 STEM-CAMP INVENTION	\$32,388.95	\$4,970.00	\$0.00	\$0.00	\$37,358.95	\$0.00	\$37,358.95
937 LATCHKEY	\$171,943.74	\$15,867.31	\$0.00	\$201.55	\$187,609.50	\$818.30	\$186,791.20
938 COLLINS FOUNDATION	\$27,166.55	\$0.00	\$0.00	\$0.00	\$27,166.55	\$0.00	\$27,166.55
940 SPARK	\$38,989.51	\$5,575.12	\$0.00	\$0.00	\$44,564.63	\$1,271.02	\$43,293.61
941 LOCAL SCH CHILD WELFARE	\$32,392.62	\$0.00	\$0.00	\$4,368.20	\$28,024.42	\$3,830.28	\$24,194.14
942 ALTERNATIVE STUDENT INCENTIVES	\$1,380.29	\$0.00	\$0.00	\$0.00	\$1,380.29	\$700.00	\$680.29
943 ALTERNATIVE SCHOOL GRANTS	\$1,385.62	\$0.00	\$0.00	\$0.00	\$1,385.62	\$1.75	\$1,383.87
944 CHILD NUTRITION BANQUETS	\$406.50	\$0.00	\$0.00	\$0.00	\$406.50	\$0.00	\$406.50
945 SPS FOOD SERV ASSOC	\$15,216.74	\$382.00	\$0.00	\$5,296.80	\$10,301.94	\$420.00	\$9,881.94
946 SOFT DRINK MONEY	\$119.54	\$0.00	\$0.00	\$0.00	\$119.54	\$119.54	\$0.00
947 ALTERNATIVE SCHOOL	\$1,212.65	\$175.63	\$500.00	\$3.15	\$1,885.13	\$74.35	\$1,810.78
949 CLEARING ACCOUNT	\$5,147.60	\$1,720.30	\$0.00	\$0.00	\$6,867.90	\$0.00	\$6,867.90
950 SERVICE CENTER	\$328.01	\$0.00	\$0.00	\$0.00	\$328.01	\$0.00	\$328.01
951 CREEK NATION SUMMER	\$55,047.83	\$0.00	\$0.00	\$350.00	\$54,697.83	\$11,700.00	\$42,997.83

## Sapulpa Public Schools

### Revenue/Expenditure Summary

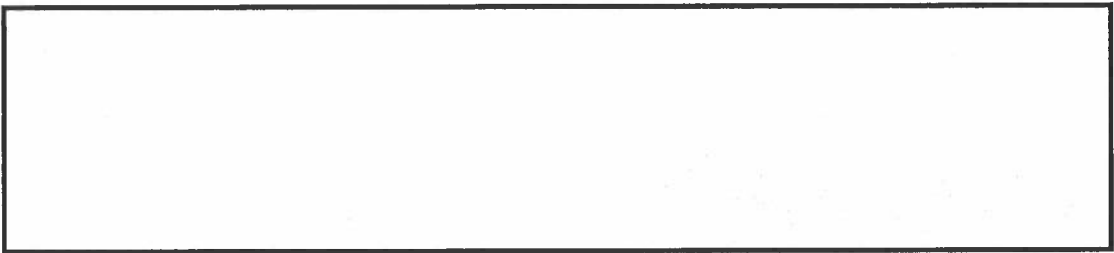
Options: Fund: 60, Date Range: 4/1/2026 - 4/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
952 CHROMEBOOK INS/REPAIR	\$46,517.51	\$183.45	\$0.00	\$9,871.10	\$36,829.86	\$128.90	\$36,700.96
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	\$15,868.12	\$1,000.00	\$0.00	\$2,366.59	\$14,501.53	\$5,433.67	\$9,067.86
957 HOMELESS	\$8,858.30	\$2,500.00	\$0.00	\$788.05	\$10,570.25	\$211.95	\$10,358.30
960 ATHLETIC SPORTS OVERALL	\$12,901.36	\$4,427.05	(\$3,500.00)	\$143.41	\$13,685.00	\$11,463.87	\$2,221.13
961 FOOTBALL BUDGET	\$11,005.14	\$0.00	\$0.00	\$556.50	\$10,448.64	\$2,675.88	\$7,772.76
962 BOYS BASKETBALL BUDGET	\$1,026.92	\$0.00	\$0.00	\$0.00	\$1,026.92	\$107.63	\$919.29
963 GIRLS BASKETBALL BUDGET	\$5,962.68	\$0.00	\$0.00	\$0.00	\$5,962.68	\$55.57	\$5,907.11
964 BASEBALL BUDGET	\$14,295.21	\$175.00	\$0.00	\$1,540.00	\$12,930.21	\$3,390.70	\$9,539.51
965 SOFTBALL BUDGET	\$10,537.20	\$1,500.00	\$0.00	\$1,485.38	\$10,551.82	\$1,919.96	\$8,631.86
966 WRESTLING BUDGET	\$9,695.19	\$0.00	\$0.00	\$4,371.37	\$5,323.82	\$2,522.49	\$2,801.33
967 TENNIS BUDGET	\$2,241.12	\$0.00	\$0.00	\$300.00	\$1,941.12	\$360.00	\$1,581.12
968 TRACK BUDGET	\$7,154.62	\$0.00	\$0.00	\$1,790.47	\$5,364.15	\$1,964.03	\$3,400.12
969 GOLF BUDGET	\$16,624.43	\$2,765.00	\$0.00	\$4,204.40	\$15,185.03	\$5,811.98	\$9,373.05
971 ATHLETIC - BOOSTER CLUB	\$116,062.57	\$4,815.45	(\$795.00)	\$13,887.59	\$106,195.43	\$22,177.71	\$84,017.72
972 CROSS COUNTRY BUDGET	\$10,002.94	\$0.00	\$0.00	\$0.00	\$10,002.94	\$1,546.85	\$8,456.09
973 BOYS SOCCER BUDGET	\$5,446.72	\$0.00	\$1,750.00	\$162.50	\$7,034.22	\$1,674.85	\$5,359.37
974 ATHLETICS - TRAINER	\$6,112.32	\$0.00	\$0.00	\$0.00	\$6,112.32	\$3,124.04	\$2,988.28
975 GIRLS SOCCER BUDGET	\$3,706.03	\$3,571.00	\$1,750.00	\$1,300.85	\$7,726.18	\$1,515.73	\$6,210.45
976 GIRLS VOLLEYBALL BUDGET	\$2,627.10	\$0.00	\$0.00	\$0.00	\$2,627.10	\$500.00	\$2,127.10
977 CHEER BUDGET	\$3,219.25	\$0.00	\$0.00	\$0.00	\$3,219.25	\$1,780.69	\$1,438.56
978 ALL EVENTS GATE	\$26,101.02	\$15,147.26	\$0.00	\$6,148.16	\$35,100.12	\$13,899.71	\$21,200.41
979 JR HIGH CHEER	\$7,339.84	\$0.00	\$0.00	\$0.00	\$7,339.84	\$500.00	\$6,839.84
983 DRUG TEST-PHYSICALS	\$597.87	\$0.00	\$0.00	\$0.00	\$597.87	\$0.00	\$597.87
985 SPONSORS 2022-2023	\$6,883.89	\$0.00	\$0.00	\$0.00	\$6,883.89	\$567.45	\$6,316.44
986 CHIEFTAIN CENTER CONCESSION	\$9,396.17	\$181.35	\$0.00	\$883.40	\$8,694.12	\$7,427.45	\$1,266.67
988 INBC - BASKETBALL FUNDRAISER	\$16,231.75	\$0.00	\$0.00	\$0.00	\$16,231.75	\$6,247.00	\$9,984.75
<b>Total</b>	<b>\$2,026,204.54</b>	<b>\$180,963.27</b>	<b>\$0.00</b>	<b>\$274,846.35</b>	<b>\$1,932,321.46</b>	<b>\$430,771.45</b>	<b>\$1,501,550.01</b>



**SAPULPA PUBLIC SCHOOLS  
TREASURER'S SUMMARY  
APRIL 2026**

	GENERAL FUND	BUILDING FUND	CH NUTR FUND	BOND FUND	SINKING FUND
BEG BALANCE	<b>9,231,991.87</b>	<b>725,159.26</b>	<b>22,803.14</b>	<b>14,042.33</b>	<b>9,812,505.39</b>
DEPOSITS	3,258,439.43	137,090.57	200,488.04	0.00	811,077.93
CHECKS ISSUED					
Current Year	2,904,489.71	119,817.21	152,227.87	0.00	0.00
Prior Year	0.00	0.00	0.00	0.00	0.00
END BALANCE	<b>9,585,941.59</b>	<b>742,432.62</b>	<b>71,063.31</b>	<b>14,042.33</b>	<b>10,623,583.32</b>
Last Yr Same Month	10,636,744.86	1,002,025.20	308,255.32	219,813.00	4,396,789.82
Gain or (Loss)	<b>-1,050,803.27</b>	<b>-259,592.58</b>	<b>-237,192.01</b>	<b>-205,770.67</b>	<b>6,226,793.50</b>



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

  
 Kenda Terrones, Treasurer

<u>GENERAL FUND</u>	PREVIOUS <u>TOTAL</u>	CURRENT <u>MONTH</u>	NEW <u>YR-TO-DATE</u>
<u>Local Revenue</u>			
Current Ad Valorem	7,585,260.44	947,731.48	8,532,991.92
Prior Ad Valorem	217,657.25	8,674.48	226,331.73
Homestead & In Lieu Tax	480,249.43	1,271.10	481,520.53
Interest Earned	381,879.88	51,956.99	433,836.87
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	94,067.99	711.14	94,779.13
Donations and Contributions	69,000.00	2,700.00	71,700.00
Repayment from CNF	0.00	0.00	0.00
Repayment from Activity Fd	<u>53,856.75</u>	<u>181.45</u>	<u>54,038.20</u>
Local TOTALS	<b>8,910,909.11</b>	<b>1,013,226.64</b>	<b>9,924,135.75</b>
<u>County Revenue</u>			
Mill Levy	796,310.52	108,290.78	904,601.30
Mortgage Tax	<u>102,272.98</u>	<u>14,744.04</u>	<u>117,017.02</u>
County TOTALS	<b>898,583.50</b>	<b>123,034.82</b>	<b>1,021,618.32</b>
<u>State Revenue</u>			
Gross Production	132,573.19	13,077.03	145,650.22
Auto Tags	1,119,777.13	138,374.56	1,258,151.69
School Land	502,904.35	62,540.40	565,444.75
Tax Stamps & Other Misc	4,912.61	189.27	5,101.88
Farm Implement Tax Stamp	0.00	0.00	0.00
State Aid (Fdn. & Incentive)	10,446,639.21	1,305,829.91	11,752,469.12
Flexible Benefit	2,315,448.65	287,145.20	2,602,593.85
Alternative Ed/High Challenge	102,353.96	0.00	102,353.96
Staff Development	0.00	0.00	0.00
National Board Cert Stipends	29,350.00	0.00	29,350.00
Reading Sufficiency	64,250.67	0.00	64,250.67
State Textbook Allocation	168,467.96	21,058.50	189,526.46
Driver's Education	1,155.00	0.00	1,155.00
Okla Parents as Teachers	0.00	0.00	0.00
State Land Reimbursement	0.86	0.00	0.86
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	28,320.00	0.00	28,320.00
Voc. Incentive Assistance	75,000.00	0.00	75,000.00
Okla Education Lottery Fund	<u>19,016.36</u>	<u>19,507.78</u>	<u>38,524.14</u>
State TOTALS	<b>15,185,050.80</b>	<b>1,847,722.65</b>	<b>17,032,773.45</b>
<u>Federal Revenue</u>			
	<u>Y-T-D</u>	<u>CUR</u>	<u>Y-T-D</u>
FEMA	0.00	0.00	0.00
Title VII - Indian Ed (561)	209,131.67	20,093.93	229,225.60

JROTC	64,199.81	7,155.00	71,354.81
SIG Grants -Liberty	555.14	0.00	555.14
Title I (511)	809,469.01	63,517.49	872,986.50
Title II Part A (541)	96,212.41	0.00	96,212.41
IDEA-B Flow Thru (621)	541,375.94	125,942.81	667,318.75
IDEA-B Preschool 3-5 (641)	16,442.09	4,190.07	20,632.16
Other Federal	73,500.82	53,556.02	127,056.84
Title 9 (596)	67,914.12	0.00	67,914.12
Rehabilitation Salaries	0.00	0.00	0.00
CARES Act	0.00	0.00	0.00
Carl Perkins (421)	<u>50,414.07</u>	<u>0.00</u>	<u>50,414.07</u>
Federal TOTALS	<b>1,929,215.08</b>	<b>274,455.32</b>	<b>2,203,670.40</b>
<b>TOTAL GEN FUND</b>	<b>26,923,758.49</b>	<b>3,258,439.43</b>	<b>30,182,197.92</b>

### BUILDING FUND

Current Taxes	1,083,305.79	135,352.37	1,218,658.16
Prior Taxes	31,085.17	1,238.87	32,324.04
In Lieu of Taxes	10,478.30	0.00	10,478.30
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
Redbud	445,752.86	0.00	445,752.86
Reimbursements	<u>0.00</u>	<u>499.33</u>	<u>0.00</u>
Building Fund TOTALS	<b>1,627,303.13</b>	<b>137,090.57</b>	<b>1,763,894.37</b>

### CHILD NUTR FUND

Local (Meals, Interest, etc)	324,935.89	43,788.84	368,724.73
State Reimbursement	108,181.32	14,812.59	122,993.91
Federal Reimbursement	<u>1,007,896.16</u>	<u>141,886.61</u>	<u>1,149,782.77</u>
Child Nutrition Fund TOTALS	<b>1,441,013.37</b>	<b>200,488.04</b>	<b>1,641,501.41</b>

### TOTAL GF/BF/CNF

<b>29,992,074.99</b>	<b>3,596,018.04</b>	<b>33,587,593.70</b>
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### 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	6,438,290.76	804,432.79	7,242,723.55
Prior Taxes	174,541.33	6,645.14	181,186.47
In Lieu of Taxes	398,478.95	0.00	398,478.95
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	0.73	0.00	0.73
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>7,029,103.39</b>	<b>811,077.93</b>	<b>7,840,181.32</b>

### INSURANCE REIMBURSEMENT FUND

0.00	0.00	0.00	
<b>GRAND TOTAL</b>	<b>44,596,578.38</b>	<b>4,407,095.97</b>	<b>49,003,175.02</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%
Nov 25	6,306	19,200	98,336	2,401	0	126,243	530,529	11,439	23,148	4.56%
Dec 25	6,038	14,724	57,731	75	5,277	83,845	614,373	-6,848	16,300	2.73%
Jan 26	4,249	6,816	48,878	8,300	16,383	84,626	698,999	-4,014	12,286	1.79%
Feb 26	4,883	12,272	54,805	495	30,183	102,639	801,638	11,128	23,414	3.01%
Mar 26	5,412	14,631	86,407	3,480	22,601	132,530	934,168	44,426	67,840	7.83%
Apr 26	6,985	15,062	*1,764	9,700	6,168	37,915	972,083	-54,275	13,565	1.42%

<b>General Fund</b>				
<b>WORKING BUDGET</b>				
		<b>Budgeted</b>	<b>Actual as of</b>	<b>Variance</b>
		<b>2025-26</b>	<b>04/30/2026</b>	
<b>WADM</b>				
State Allocation		14,664,963	11,752,469	(2,912,494)
Other State Revenue		6,461,333	5,280,304	(1,181,029)
Ad Valorem Projection		9,150,000	9,240,844	90,844
Other Local and County Revenue		1,922,414	1,704,910	(217,504)
Federal Grant Revenue		2,531,760	2,203,670	(328,090)
Mid Term Adjustment State Allocation		(153,195)		
<b>CURRENT YEAR REVENUE</b>		<b>34,577,275</b>	<b>30,182,198</b>	<b>(4,395,077)</b>
Prior Year Carryover		<u>6,265,650</u>		
<b>Total Revenue</b>		<b>40,842,925</b>		
			<b>Encumbered as of</b>	
<b>Projected Expenses</b>			<b>4/30/2026</b>	
Certified Salaries		19,000,000	19,058,367	(58,367)
Support Salaries		6,350,000	6,312,565	37,435
Certified Benefits		5,280,000	5,267,874	12,126
Support Benefits		1,900,000	1,874,156	25,844
Purchased Professional & Technical Services		875,000	776,341	98,659
Contracted Property Services		650,000	165,794	484,206
Other Contracted Services		650,000	725,292	(75,292)
Supplies & Materials		2,075,000	1,680,292	394,708
Property Expenses*		6,000	92,811	(86,811)
Other Objects**		300,000	366,832	(66,832)
<b>Total Expenses</b>		<b>37,086,000</b>	<b>36,320,325</b>	<b>765,675</b>
<b>Projected Carryover</b>		<b>3,756,925</b>		
		10.87%		
*Received grants to purchase STEM and Ag equip, purchased security vehicle				
**Gear up grant, JOM purchases				



Customer: SAPULPA PUBLIC SCHOOLS

Addr: 511 EAST LEE  
SAPULPA OK 74066

October Membership: 3678

SYLOGISTED, INC.

Addr: 908 EAST 35TH STREET  
SHAWNEE, OK 74804

Phone: (800)749-5691 Email: accounts@sylogist.com

Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Appropriated Funds	\$12,200.00
Payroll	NA
- Usage Fee Included In Appropriated Funds	
Treasurer	\$2,280.36
Activity Funds	\$1,066.62
Personnel	\$2,280.36
Purchase Requisition	\$2,280.36
Fixed Assets	NA
Document Management	\$6,399.72
Time & Talent	NA
Accounting Query Designer	NA

Total 2026-2027 Fiscal Year Charges: \$26,507.42

Terms and Conditions

- The software charge includes phone support for one (1) designated contact per application, excluding Document Management. Additional contacts can be added at an additional cost. SylogistEd, Inc. shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. SylogistEd, Inc. shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$1000.00 per day from 9:30 a.m. through 3:30 p.m. CST and round-trip mileage at the current IRS mileage rate. Additional time is \$165.00 per hour.
- For each renewal, the fees may, at SylogistEd’s discretion, increase by an amount not to exceed 5%, no more than one time per annum.
- Customer agrees that SylogistEd, Inc. shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

**Software as a Service**

1. Definitions.
  - (a) Application means the software and other material used by SylogistEd, Inc. to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
  - (b) Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
  - (c) Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
  - (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
  - (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
  - (f) Privacy Policy and Terms of Service means the SylogistEd, Inc. Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
  - (g) Service shall have the meaning set forth in the SylogistEd, Inc. Privacy Policy and Terms of Service.
  - (h) Service Order Agreement means the Software Service Order Agreement delivered by SylogistEd, Inc. to Customer which sets forth the service and fees for the current fiscal year.
  - (i) Usage Data means any data that SylogistEd, Inc. collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
  - (a) SylogistEd, Inc. Obligations. SylogistEd, Inc. hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service; and (iv) to notify customer promptly of any such unauthorized access to, or use of, the Service that SylogistEd, Inc. becomes aware of (provided SylogistEd, Inc. is not required to actively monitor the Customer's account access).
  - (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify SylogistEd, Inc. promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require SylogistEd, Inc. to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii) to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and SylogistEd, Inc. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
  - (a) Customer Accounts. Customer must provide SylogistEd, Inc. with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
  - (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
  - (a) Availability & Maintenance. SylogistEd, Inc. will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
  - (b) Technical Support. Unless otherwise provided in the Service Order Agreement, SylogistEd, Inc. will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. SylogistEd, Inc. will provide software as part of the Service that will allow the Customer to share data with third-party applications.
  - (a) It is understood and agreed that SylogistEd, Inc. is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
  - (b) It is understood and agreed that SylogistEd, Inc. is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall SylogistEd, Inc. be deemed to be a direct or indirect transferor of information/data to any third party. SylogistEd, Inc. is only providing software that will allow the Customer to share data with third-party applications.
  - (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
  - (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance

Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, SylogistEd, Inc. for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that SylogistEd, Inc. could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

### 7. Intellectual Property Rights.

(a) SylogistEd, Inc. Intellectual Property. SylogistEd, Inc. and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no SylogistEd, Inc. Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants SylogistEd, Inc. a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by SylogistEd, Inc. and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

### 8. Privacy and Personal Information. (a) SylogistEd, Inc.'s Privacy Policy. SylogistEd, Inc.'s Privacy Policy and Terms of Service, made a part hereof, is available at <https://www.sylogist.com/privacy-policy>.

### 9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or SylogistEd, Inc.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges.

SylogistEd, Inc. may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. SylogistEd, Inc. may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of SylogistEd, Inc.'s notice to Customer.

### 10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to SylogistEd, Inc. or its third-party licensor (as appropriate), and SylogistEd, Inc. hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information").

Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

### 11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight



courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from SylogistEd, Inc. to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

- 12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.
- 13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
- 14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. SylogistEd, Inc. reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: Grant McLarnon

Date Prepared: 4/4/2026

Accepted By (please circle one): Superintendent / Board President

Signature: \_\_\_\_\_

Date Accepted: \_\_\_\_\_



## **Memorandum of Understanding**

This Memorandum of Understanding is entered into on April 1, 2026, between Sapulpa Public Schools and The Bridges Foundation of Tulsa County, Oklahoma.

The Bridges Foundation operates a classroom at 1813 N. Ash, Jenks, Oklahoma, for the Work Adjustment Training Program. Students with disabilities attend class in the classroom setting from 9:00 am to 12:00 pm and/or 12:00 pm to 3:00 pm each school day throughout the year.

Sapulpa Public Schools desires to have students with disabilities participate in the Program during the 2026-2027 school year.

The school district desires to enter into this Memorandum of Understanding to identify its rights and responsibilities governing the students' participation in the Program.

Therefore, the parties agree as follows:

1. The Bridges Foundation will ensure that all necessary special education procedures and parental consent have been obtained.
2. Sapulpa Public Schools will not be charged for using classroom space or participating in the Work Adjustment Training Program.
3. Sapulpa Public Schools will be responsible for ensuring a FAPE while participating in the Work Adjustment Training Program.
4. The Memorandum of Understanding will terminate at the end of the 2026-2027 school year.

\_\_\_\_\_  
Sapulpa Public Schools Administrative Representative

*Kristen Freimuth*

\_\_\_\_\_  
Date

April 1, 2026

\_\_\_\_\_  
The Bridges Foundation Representative

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Board of Education Clerk

\_\_\_\_\_  
Board of Education President

**MUSCOGEE (CREEK) NATION HEAD START  
MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement (hereinafter "MOA") is made and entered into on this 5th day of May, 2026, by and between the Muscogee (Creek) Nation Head Start Program, P.O. Box 580, Okmulgee, Oklahoma 74447 (hereinafter "Head Start") and Sapulpa Public School, 511 East Lee, Sapulpa, Oklahoma 74066 (hereinafter "Local Education Agency" or "LEA").

1. **PURPOSE.** The purpose of this MOA is for Head Start and LEA to establish a relationship between Head Start and the School to provide special services to children ages three through five who are identified as having disabilities in accordance with the procedures established by the Oklahoma State Department of Education ("OSDE") and by Head Start Program Performance Standards (45 CFR 1302), who are participating in the Head Start Program and who are attending LEA (hereinafter "Qualified Children").
2. **TERM OF AGREEMENT.** This MOA shall be for a period of Nine (9) Months, beginning on August 1, 2026 and ending on May 31, 2027. Thereafter, the parties may renew this MOA, provided that said renewal shall be in writing and signed by the Principal Chief and a duly authorized LEA representative.
3. **TERMINATION AND MODIFICATION.** This MOA may be terminated by Head Start or LEA at any time during the term of the Agreement. Termination shall be effective thirty (30) days after receipt of written notice sent by United States Registered mail to the other party at the above listed address. This MOA may be modified by the parties, provided that no modification to any provisions of the Agreement shall be binding upon the parties unless in writing and signed by the Principal Chief and a duly authorized LEA representative.
4. **LEA RESPONSIBILITIES.** LEA agree to the following provisions:
  - A. Individuals with Disabilities Education Act ("IDEA"), § 619, (preschool) funds received for providing services to Qualified Children are expended in accordance with IDEA requirements. Funds may be used for, but shall not be limited to the following costs: evaluations, materials, supplies, and contractual agreements for services when Head Start has qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program ("IEP") services.
  - B. Upon referral from the Head Start Disability Specialist, Teacher, or Family Service Worker, LEA shall schedule an Intervention Planning Team meeting to determine the appropriate interventions and/or discuss a multi-disciplinary evaluation, if necessary.
  - C. LEA shall be responsible for the providing procedural safeguards and due process to any child determined to be qualified under IDEA who is enrolled in Head Start and who is a resident of the LEA for educational purposes. LEA shall ensure through prior written notice of meetings, that the appropriate Head Start representative be directly involved

and receive appropriate documentation throughout the referral process, evaluation, and/or placement of disabled children enrolled in Head Start who are residents of LEA for educational purposes. Provide periodic progress reports on Head Start Special Needs Children who are residents of LEA for educational purposes.

- D. LEA shall ensure that appropriate special education and related services are provided to those Qualified Children under IDEA who are enrolled in Head Start and who are residents of LEA for educational purposes. All IDEA services for the IEP team determines necessary shall be documented on the IEP with the responsible person(s)/agency specified for providing each service.
- E. LEA shall maintain and submit to the OSDE an annual child count of IDEA Qualified Children served by Head Start who are residents of LEA for educational purposes.

5. **HEAD START RESPONSIBILITIES.** Head Start agrees to the following provisions:

- A. Head Start shall provide screening and assessments to all children enrolled in Head Start as required by Head Start Performance Standards (45 CFR 1302) and shall participate in Child Find activities under the IDEA with the LEA and in coordination with the LEA, Head Start shall provide parents with their rights under these programs.
- B. Head Start shall provide Head Start services to any Head Start enrolled child who meets eligibility requirements in accordance with Head Start Performance Standards on services for disabled children regardless of that child's involvement in or eligibility for Special Education Services under the IDEA or this Agreement.
- C. A Head Start Representative shall participate in LEA's referral procedures, Multi-disciplinary evaluation, IEP development, implementation of the portions of the IEPs identified for Head Start and the IEP review as appropriate. When Head start initiates and develops a Head Start Managed IEP, Head Start must invite in writing the participation of a LEA representative, in writing. Head Start Program Standards require parental involvement and notification must be followed for IEP meetings initiated by Head Start.
- D. Head Start shall provide a support system for families and children with disabilities through training, information dissemination and involvement in the program, as well as collaboration with the LEA and other community services. When Head Start develops a Head Start managed IEP, family goals and objectives for the child must be addressed.
- E. The Head Start Disability Coordinator shall work with the LEA to assure collaboration of services to preschool disabled children.
- F. If a child does not meet OSDE's requirements under IDEA, but meets one or more of the eligibility criteria set-forth in the Head Start Performance Standards, then a Head Start managed IEP must be developed for that child.
- G. Head Start shall provide LEA with the number of children receiving IEP services to the LEA for the child count report prior to December 1. In reporting the number of children on IDEA IEPs to the LEA for child count purposes, Head Start should provide a separate listing of children on Head Start managed IEPs.

- H. Head Start agrees to provide and participate in the joint training of staff and parents with LEA, when necessary.
6. **SPEECH/LANGUAGE TRANSPORTATION.** Head Start shall provide transportation to speech/language sessions depending on the schedule of the speech therapist time and distance to come and work with our children.
7. **COORDINATING REQUIRED PAPERWORK.** To coordinate paperwork required by Head Start and the LEA Special Education Program, the following process is appropriate:
- A. When Head Start refers a child for Multi-disciplinary Evaluation to the LEA, parental consent shall be first obtained by the LEA with assistance by Head Start personnel, when necessary.
  - B. Head Start or LEA shall obtain parental consent for the exchange of information between the two programs through the use of the State of Oklahoma “Consent for Release of Confidential Information” form.
  - C. LEA’s Special Education Program with parental consent shall release copies of IDEA’s IEPs, Special Education records and documentation of services provided to Head Start when both agencies are involved in the identification, evaluation and Free Appropriate Public Education to preschool disabled children.
  - D. Screening and other relevant information as part of the Head Start Referral Packet shall be developed in conjunction with the LEA.
  - E. All information received by Head Start from the LEA shall be kept in a secure manner and in a central location adhering to requirements of confidentiality under State and Federal laws.
  - F. LEA will provide to Head Start copies of progress reports, with parental consent.
8. **COORDINATING SCREENING.** In coordinating screening between Head Start and the LEA Special Education Program, the following process is agreed upon:
- A. The LEA Special Education Program and Head Start shall determine designated Program Personnel to be responsible for conducting screening with each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards.
  - B. This Agreement shall include the following time frame for the completion of screening or transferring information. The time frame includes a forty-five (45) day time line for the screening of all children enrolled in Head Start as mandated by Head Start Performance Standards.
- Check one or both of the following, if said methods have been considered:

    X     1. Shared Staff-Local implementation may incorporate coordination of shared staff (e.g., required vision, hearing, speech/language, health and developmental screening may be conducted by Head Start under the Head Start Performance Standards) and the LEA Special Education Program may complete required screening under IDEA.

X     2. Shared Information-Screening information shall be provided for referrals as determined by both entities. A release of information consent shall be obtained prior of screening.

9. **COORDINATING IEP REVIEW/CHANGE OF PLACEMENT.** Head Start and LEA shall conduct an IEP Review when a change in program or placement of a child is being considered. A meeting may be requested by the parent, Head Start or LEA Special Education Program staff. Procedural safeguards for notification shall be followed.
  
10. **COORDINATING IN-SERVICE TRAINING.** The Preschool Coordinator of Special Education Services, OSDE, (405) 521-6651, and the Director of Oklahoma Head Start Association, (405) 524-4923, shall facilitate statewide in-service training. Head Start Disability Coordinator and LEAs should contact these representatives regarding their training needs. Mutual priorities for these entities include:
  1. Oklahoma Indian Directors Association (Pre-Service)
  2. Resources Access Project (Norman, Oklahoma)
  3. Region VI, Office of Head Start (Dallas, Texas)
  
11. **COST-SHARING.** This Agreement addresses cost-sharing of resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for disabled children in these programs. Head Start and LEA agree to cost-sharing only as specifically set forth in this agreement.
  
12. **DISPUTE RESOLUTION.** In the event that a dispute arises between Head Start and LEA, the following process shall be followed:
  - A. **Step One.** The dispute shall be brought to the LEA Special Education Director, Head Start Special Services Liaison and Head Start Disabilities Coordinator to seek resolution of said dispute.
  - B. **Step Two.** If the issue is not resolved in Step One, then the disputing party shall submit a written complaint to the Head Start Manager and the LEA Superintendent to resolve the dispute.
  - C. **Step Three.** If the issue is not resolved in Steps One and Two, then the written complaint shall be forwarded to Special Education Services, OSDE, for assistance in resolving any IDEA dispute between Head Start and LEA.
  - D. **Final Step.** Once Steps One through Three has been attempted, the Indian Program Resource Access Project, P.O. Box 5508, Norman, Oklahoma 73070, may be contacted for additional assistance if the issue is still not resolved.
  
13. **NOTICES.** All notices, reports, correspondence or other communications required or authorized by this Agreement shall be in writing and shall be deemed delivered on date of personal service, date of delivery by certified mail as evidenced by return receipt or on the date sent by facsimile as confirmed by the facsimile machine. Notices shall be directed as follows:

Head Start:

Muscogee Creek Nation Head Start  
Attn: Amanda Durrett  
P.O. Box 580  
Okmulgee, Oklahoma 74447  
Phone: (918) 732-7899  
Fax: (918) 732-7906  
Email: adurrett@muscogeenation.com

School:

Sapulpa Public School  
Attn: Superintendent  
511 East Lee  
Sapulpa, Oklahoma 74066

Any party may change its address for receiving notices by giving written notice of such change to the other party in accordance with this section.

14. **PRIOR AGREEMENTS.** This MOA constitutes the entire and exclusive agreement concerning services between the parties signing below. Execution of this MOA supersedes and nullifies all prior agreements, contracts, negotiations and promises or representations concerning that subject matter.

**IN WITNESS WHEREOF**, the parties have executed and entered into this Agreement as the date stated above.

X

\_\_\_\_\_  
LEA Representative  
Larry Hoover, Board President

X

\_\_\_\_\_  
Date

X

\_\_\_\_\_  
David Hill, Principal Chief

X

\_\_\_\_\_  
Date

**State of Oklahoma  
Department Of Rehabilitation Services  
Transition School-to-work: Work Study**

This agreement, consisting of sixteen (16) pages (the "Contract"), is hereby made between the Oklahoma Department of Rehabilitation Services ("DRS") and

**Sapulpa Public Schools  
511 E. Lee Avenue  
Sapulpa OK 74066-4633**

("Contractor" or "School") and constitutes the entire agreement between the DRS and the Contractor, and no other representations are given or should be implied from written or oral agreements or negotiations that preceded the Contract.

**RECITALS**

**WHEREAS**, the Oklahoma Department of Rehabilitation Services is authorized to make and enter into all contracts necessary or incidental to the performance of its duties, and may purchase or lease equipment, furniture, materials and supplies, and incur such other expenses as may be necessary to maintain and operate the Department, 74 O.S. § 166.1.C; and

**WHEREAS**, the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act both provide for transition services for children with disabilities to facilitate the child's movement from school to post-school activities including employment, 20 U.S.C. § 1401(34) and 29 U.S.C. § 721(a)(11)(D); and

**WHEREAS**, the Oklahoma Department of Rehabilitation Services is authorized by rules promulgated by the Oklahoma Commission for Rehabilitation Services at Subchapter 7 of Chapter 10 of Title 612 of the Oklahoma Administrative Code to implement the Transition from School-to- Work Program; and

**WHEREAS**, in the School-to-Work program, there are many services needed. Some of these services are provided by the school under the individualized education plan (IEP) and some are provided by the Oklahoma Department of Rehabilitation Services under the individualized plan for employment (IPE). Other services may be provided by the parents, Career Tech, and others. A major component of the Transition School-to-Work program is work-readiness training and work experience. The work experience can be provided through Work Adjustment Training or the three types of Work Study Programs.

**NOW THEREFORE**, the parties agree as follows:

**I. Contract Period**

The Contract is effective from the latest date of signature of both parties or October 1, 2026, whichever is the latter, through September 30, 2027.

## I. Contract Services

**Students eligible to participate in Work Study (School Work Study, Worksite Learning, Employer Work Study) include those:**

- with documented disabilities (includes IEP, 504 Plan, or other documents), who have been determined eligible for DRS services or are on a trial work plan as determined by the DRS counselor;
- with an approved DRS case;
- with an individualized plan for employment (IPE) in place;
- with School Work Study (SWS) as a line of service on the IPE;
- who are at least sixteen (16) years of age; and
- who are attending high school.

All students participating in Work Study shall be DRS clients.

Students participating in Work Study may do so for **no more than 24 cumulative months**, as authorized in the form of Authorization(s) for Purchase(s) provided by the DRS counselors prior to the students starting work. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

The months do not need to be consecutive. Based on individual needs and barriers due to disability, there may be exceptions where the student requires more time to make additional progress. In that instance, the DRS counselor may authorize additional time. Summer months spent in Work Study count in the 24 cumulative months. Transportation, scheduling, administrative or family convenience, or family/individual income needs are not acceptable reasons to extend Work Study beyond 24 cumulative months.

Participating students may work **no more than 15 cumulative hours per week during the school year** (i.e., during the day, evenings, weekends, or holidays). In each of the cases described above, the students **must** be given school credit for their participation during the school day, and the School staff and the DRS counselor will provide important guidance and instructional help around the work experience. If the student works after school hours, in the evening or on weekends, the School may also choose to give the student school credit and is encouraged to do so to support earning elective credits. The School will provide staff to work with the DRS counselor in the area of transition. The School will have at least one (1) person designated to serve as the “teacher/transition coordinator”. Paraprofessionals could serve as transition coordinator or could also be assigned to help with the process and documentation. The School agrees to provide designated staff time for performing the needed duties related to transition. The School agrees to fully inform the staff responsible for carrying out the duties set forth in the Contract. This includes providing all necessary staff with a copy of the Contract.

Students wishing to continue working through the summer as part of Transition School-To-Work: Work Study may do so if the School has a current contract in place.

During the school year - The maximum number of hours worked per student that is reimbursable by the DRS **cannot** exceed 15 cumulative hours per week during the school year. The DRS will reimburse 100% of the wages paid by the School for a maximum 15 cumulative hours per week

During the summer months - The maximum number of hours worked may exceed 15 cumulative hours and no more than 20 per week for summer work only when pre-approved by the DRS counselor. The DRS will reimburse 100% of the wages paid by the School for a maximum 20 cumulative hours per week. Students may work a maximum 20 cumulative hours per week beginning with the first day of summer break. However, upon the first day back to school, the students must go back to working no more than a maximum 15 cumulative hours per week. All Child Labor Laws apply and must be adhered to.

<https://www.dol.gov/general/topic/youthlabor>

**The School is required to continue supervising, monitoring, and reporting on students working in the School or in the community during the summer.**

Paid work positions must reflect **real work/jobs** and include tasks that would normally be a function of that position. The students must be learning skills that will transfer to competitive, integrated employment in the community. Classroom instructional time does not count as work. The School must ensure that students have access to a wide variety of work/job types and must also ensure the School has enough work to cover the number of students intended to participate in the program. Examples of work/jobs within the School include, but are not limited to, the following:

- office assistant/mail clerk - deliver mail/messages, stamping, sealing, organizing, cleaning, stocking, inventory, ordering, shredding, answering phones, making ID badges, laminating, taking messages, greeting visitors;
- transportation assistant - cleaning buses inside and out, light vehicle maintenance, checking fluids, tire pressure, assisting with trip tickets, cleaning bus barn;
- teacher's aide - reading to groups/individuals, cleaning, organizing, light grading, bulletin boards, listening to students read, engage students in activities, shredding, making copies;
- custodial -operating electric floor cleaning machines, simple maintenance, taking out trash, cleaning classrooms, sanitizing, dusting lockers and trophy cases, cleaning windows, restocking bathrooms, vacuuming rugs;
- manager of sports team - scorekeeping, ordering, inventory, hauling/moving equipment, washing towels, preparing water jugs and equipment for practices and games;
- information technology assistant - using compressed air to clean computers and keyboards; replacing batteries, mice and keyboards; cleaning monitors; deliveries to students and/or teachers; organizing order tickets;
- clerk in school store or coffee/snack cart - greeting, stocking, inventory, organizing, ordering, taking orders, filling orders, taking money and making change, cleaning, making displays;

- cafeteria assistant - wiping down tables, taking out trash, loading dishes, preparing food and utensils, stocking, serving, organizing;
- library aide - greeting, accepting books, checking books out, shelving books, research, cleaning, organizing, doing displays, answering phones; and
- landscaping/maintenance - mowing, weed eating, edging, pulling weeds, cleaning up flower beds, planting flower beds, selecting flowers/plants, planting in flower beds, trimming trees/shrubs, raking and bagging leaves, picking up trash from parking lot or around school grounds, light repairs on school properties, such as replacing light bulbs, painting, exterminating pests, etc.

The same guidelines should be adhered to when selecting community placements for paid work experiences.

In the final nine (9) months of the student's Work Study (School Work Study, Worksite Learning, Employer Work Study), the student must work for an employer outside of the school or school district, unless otherwise approved by the DRS counselor.

Students may not work in their family-owned business unless approved by the DRS counselor. This includes farms and other businesses.

Participation in School Work Study and/or Worksite Learning is limited to students who are **actively enrolled in high school and eligible for transition services**. Upon graduation with **either a standard diploma or an alternate diploma (OAAP)** and official exit from the school district, students receiving services under this Contract must cease work on the last day of the school year. Participation in these programs may not continue beyond the student's high school exit.

## A. Work Study Program

**There are two types of Work Study through DRS:**

1. School Work Study (SWS) allows students with disabilities to **work on the School campus**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working on campus.
2. Worksite Learning allows students with disabilities to **work in the community**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working off campus.

## B. Other Work Opportunities

This is not a Work Study through DRS:

1. Employer Work Study allows students with disabilities employment experience in **part-time jobs in the community**, with the employers paying the wages/salary(ies). In this

instance, the students are employees of the community employers, **employers maintain liability**, and **the DRS does not reimburse the employers for the wages/salary(ies)**.

## **A. Contractor's/School's Obligations**

The Contractor's/School's designated teacher/transition coordinator shall:

1. be knowledgeable about the contents and requirements of the Contract;
2. have received written authorizations from the DRS counselors prior to initiating work study services for eligible students or paying for work study services rendered by eligible students (i.e., not starting a student to work before the DRS has approved in writing);
3. serve as a member of the IEP team and make decisions for job placement as a team;
4. provide information regarding the program to School personnel, students, and parents;
5. provide job readiness instruction and assistance to the students in the program prior to starting their jobs (e.g., helping them prepare for interviewing for the potential position) through transition services or five core pre-employment transition services:
  - a. job exploration counseling;
  - b. work-based learning experiences;
  - c. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification, etc.);
  - d. workplace readiness, including social and independent living skills; and
  - e. self-advocacy, including peer mentoring.
6. support students' job placement efforts, including tracking and regular follow up with students on their progress;
7. collaborate with the DRS counselor to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join or job duties change;
8. assist with the coordination of the individualized education program (IEP) and the individualized plan for employment (IPE) to reflect the SWS services provided by DRS, including, but not limited to, present levels of performance, services, and annual education/training or employment goals on the IEP;
9. document such transition services or pre-employment transition services provided and completed by participating students;
10. provide such documentation to the DRS counselor at the end of each semester;
11. submit (at the same time and by the 15<sup>th</sup> of the following month or whenever payroll is run by the School for their payment cycle) monthly invoices/pay stubs, time sheets, progress reports, and proof of payment to students for reimbursement of the wages paid to students participating in School Work Study and/or Worksite Learning; and
12. ensure the electronic copy of the contract is routed to the appropriate person for signature and returned electronically to the DRS.

If claiming mileage reimbursement for the School's teacher/transition coordinator's travel to and from the job sites of participating Work Study students, the School shall submit monthly itineraries and travel claims that have been signed and verified by the School's designated signer.

## **B. DRS's Obligations**

The DRS counselor shall:

1. provide authorization in the form of an Authorization for Purchase to the School's teacher/transition coordinator prior to the School initiating services for each eligible student participating in School Work Study and/or Worksite Learning;
2. provide a written/emailed approval to the School's teacher/transition coordinator prior to the initiation of a student's participation in Employer Work Study;
3. accept referrals, process applications, and help to organize the IEP and the IPE;
4. provide input on the IEP's employment goals, serve as a member of the IEP team, and make decisions for job placement as a team;
5. arrange work schedules to allow for meetings with School staff, the student in the program, parents, employers, and other people involved in the process;
6. organize and provide necessary services, such as, but not limited to vocational assessment & counseling and guidance;
7. provide the School's teacher/transition coordinator with updated information as it becomes available, upon request;
8. support students' job placement efforts, including tracking and regular follow up with students on their progress;
9. collaborate with the School's teacher/transition coordinator to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join, or job duties change;
10. monitor students' progress at job sites;
11. ensure that the School is submitting monthly timesheets, progress reports, proof of payments to students, and documentation of transition services or pre-employment transition services (as completed) on a regular basis;
12. provide reimbursement to the School for wages paid to students participating in School Work Study and/or Work Site Learning;
13. provide mileage reimbursement at the state rate for the School's teacher/transition coordinator's travel to and from job sites of students participating in School Work Study and/or Worksite Learning; and
14. provide support in assisting students graduating into Employer Work Study.

### C. Student Wage

1. The DRS and the School agree that students who are employed by the School as part of a training program are not independent contractors, but employees of the School. **The School agrees to deduct state and federal income tax from wages paid to the student.** The School is responsible for costs incurred for workers' compensation or other expenses not included in the minimum wage reimbursed by the DRS, as part of its contribution toward providing coordinated transition services outlined in the Individuals with Disabilities Education Act (IDEA) and the Workforce Innovation and Opportunity Act (WIOA).
2. The DRS and the School further agree that **IRS regulations provide that services performed by a student who is employed by the school in which the student is enrolled are not considered "employment" for purposes of FICA (Federal Insurance Contribution Act—Social Security and Medicare) and FUTA (Federal Unemployment Tax Act—employment tax) payroll deductions.** 26 C.F.R. § 31.3121(b)(10)-2(a)(1) and § 31.3306(c)(10)-2(a). The rules provide that the services

performed by the student must be incident to and for the purposes of pursuing a course of study at the School. 26 C.F.R. § 31.3121(b)(10)-2. **The DRS and the School agree that students who are employed by the School as part of a training program are not subject to FICA or FUTA, except as otherwise provided below.** The employee/student must be enrolled and regularly attending classes at the school where they are employed to have the status of a student within the meaning of the regulations. This exemption does not apply if the student is working for a private employer through Employer Work Study, rather than for the School as part of an internship program. *The student must be employed by the School in order for the exception to apply.* The Oklahoma Employment Security Act provides that employment as part of a work-training program is exempt from the definition of “employment” and, therefore, not subject to the Act and, therefore, should not be documented as wages paid in quarterly submissions to the Oklahoma Employment Security Commission (OESC). 40 O.S. §1-210 (15)(I). **At the end of the calendar year, students are to be provided a W-2 (Wage and Tax Statement), and not a 1099-Misc form for independent contractors.**

1. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

## I. Compensation

### A. Contract Amount

The DRS shall reimburse the Contractor as follows:

- school months –the current federal minimum wage. EXEMPT from FICA and FUTA, thus should not be taken out of the student’s check.
- summer months –the current federal minimum wage, plus FICA and FUTA, as summer months are NOT exempt due to the student not being enrolled at least half-time in school.

Payment shall be made upon receipt of properly completed and approved invoices/pay stubs, time sheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services. By law the **DRS cannot pay** in advance. Neither the Contractor nor any other parties may rely upon any amount set by the DRS in the Contract, or otherwise, as a guaranty, warranty, or any other promise of receipt or payment of that amount, except for those goods and/or services provided to and accepted by the DRS pursuant to the Contract.

The **DRS will cancel the Contract if procedures are not followed** (e.g., putting students to work before authorized, inappropriate job placements, delayed billing, not submitting proper documentation as outlined in the Contract). If a settlement/ratification agreement must be reached between the Contractor and the DRS, the Contractor will receive only 50% of the funds for which it is seeking reimbursement.

The Oklahoma State Constitution, Article 10, Section 23 states, “Balanced Budget - Procedures. The state shall never create or authorize the creation of any debt or obligation, or fund or pay

any deficit, against the state, or any department, institution, or agency thereof, regardless of its form or the source of money from which it is to be paid, except as may be provided in this section and in Sections 24 and 25 of Article X of the Constitution of the State of Oklahoma.”

An express or written contract is a document evidencing, among other things, the mutual consent of the contracting parties. The written document becomes effective when the parties have signified their mutual consent by the act of signing it. The act of signing occurs when it occurs and applies only to events in the future.

To ensure you stay within the law and that you receive full compensation for services provided, please wait for official written documentation from your DRS counselors as to when a service may actually begin for an approved DRS client. The DRS CANNOT backdate in order to pay for services for any youth with disabilities.

According to 70 O.S. § 5-142, school districts must conduct national criminal record background searches and fingerprinting on prospective employees. Therefore, the DRS will reimburse the School up to fifty dollars (\$58.25) per DRS client who:

- \* is going to participate in School Work Study and/or Worksite Learning;
- \* is at least eighteen (18) years of age; and
- \* has not previously had a criminal background check completed by the school district or any other school district in Oklahoma.

This reimbursement will occur upon request and submission of properly completed documentation to the DRS counselor. If the Contractor chooses to request the expedited background check from the Oklahoma State Department of Education, the Contractor will be responsible for any additional fees beyond the fifty dollars (\$58.25).

## A. Payment

The State of Oklahoma has forty-five (45) days from receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services to make payment to the Contractor. Invoices/pay stubs, timesheets, progress reports, and claims shall be sent to the DRS counselor who authorized services for each DRS client. **DRS cannot reimburse wages for School Work Study and/or Worksite Learning hours that were not authorized in the form of an Authorization for Purchase provided by the DRS counselor prior to the student starting work.** The DRS counselor’s name, address, and telephone number are shown on each DRS client’s Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor is eligible to receive interest on the unpaid balance due per State of Oklahoma Statutes. The Contractor is responsible for claiming the interest. Pursuant to 2 C.F.R. § 200.407(n), 2 C.F.R. § 200.441, the DRS shall not use federal funds or non-federal funds used for vocational rehabilitation (VR) match to pay interest assessed for late payments to the Contractor.

## B. Lapse Of Invoices/Claims

Properly completed and approved invoices/pay stubs, timesheets, and progress reports documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be cancelled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

## **I. Standard Terms**

### **A. Non-Discrimination**

The Contractor shall at all times comply with all applicable federal laws relating to nondiscrimination, including but not limited to the Civil Rights Act of 1964 (42 U.S.C. §2000 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794), the Americans With Disabilities Act of 1990 (42 U.S.C. §12101 *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*), the Age Discrimination in Employment Act (42 U.S.C. §6101 *et seq.*), and all amendments to these acts, and all requirements imposed by the regulations issued pursuant to these acts. Contractor acknowledges and agrees that it will take no action, make no decision, and grant no preference or disadvantage, directly or indirectly, based on a person's race, color, national origin, ethnicity, religion, sex, or marital status.

### **B. Lobbying Activities**

The Contractor certifies the following:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment or modification of any federal grant, or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

### **C. Debarment And Suspension**

In accordance with Presidential Executive Orders 12549 and 12689, the Contractor certifies that neither it nor its principals are presently debarred, suspended or otherwise disqualified for participation in federal assistance programs. Such certification is a material representation of fact upon which reliance is being placed when entering into the Contract. A determination that the Contractor knowingly rendered an erroneous certification, in addition to other available remedies, may result in whole or partial termination of the Contractor's default.

Additionally, the Contractor shall promptly provide written notice to the Oklahoma state purchasing director if the certification becomes erroneous due to changed circumstances.

#### **A. Drug-Free Workplace**

The Contractor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988.

#### **B. Modification**

The Contract may only be modified by mutual consent of the parties in writing.

#### **C. Cancellation**

1. **With Cause:** In the event the Contractor fails to meet the terms and conditions of the Contract or fails to provide services in accordance with the provisions of the Contract, the DRS may upon written notice of default transmitted via Certified Mail to Contractor, cancel the Contract effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date DRS mailed the notice, whichever occurs first. Such cancellation shall not be an exclusive remedy but shall be in addition to any other rights and remedies provided for by law. In the event a Notice of Cancellation is issued, the Contractor shall have the right to request a review of such decision as provided by the rules and regulations promulgated by the State of Oklahoma, Office of Management and Enterprise Services.
2. **Without Cause:** It is further agreed that the Contract may be canceled by either party by providing thirty (30) days prior written notice.

#### **D. Access To And Retention Of Records**

The Contractor shall maintain adequate and separate accounting and fiscal records and account for all funds provided by any source to pay the cost of the Contract. Authorized personnel of the U.S. Department of Education or other pertinent federal agencies, and authorized personnel of the Oklahoma Department of Rehabilitation Services, State Auditor and Inspector, and other appropriate state entities shall have the right of access to any books, documents, papers, or other records of contract which are pertinent to the performance or payment of the Contract in order to audit, examine, make excerpts and/or transcripts.

The Contractor is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion or termination of the Contract, unless otherwise indicated in the Contract terms. If a claim, audit, litigation or other action involving such records is started before the end of the seven-year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved or until the end of the seven-year retention period, whichever is later.

#### **E. Subcontracting**

The services to be performed under the Contract shall not be subcontracted, in whole or in part, to any other person or entity without written approval by the DRS. The terms of the Contract, and such additional terms as the DRS may require, shall be included in any subcontract. Approval of the subcontract shall not relieve the Contractor of any responsibility for performing the Contract.

#### **A. Compliance With State And Federal Laws**

The Contractor shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Contract. Compliance shall be the responsibility of the Contractor, without reliance on or direction by the DRS.

#### **B. Travel**

The travel expenses to be incurred by the Contractor pursuant to the Contract shall be included in the total amount of the contract award. The DRS will only pay travel expenses (including per diem) specified in and charged against the total amount of the contract award. In addition, the DRS will not reimburse travel expenses in excess of the rate established by the Oklahoma State Travel Reimbursement Act, 74 O.S. § 500.1-37. The Contractor shall be responsible for all travel arrangements and provide supporting documentation for reimbursement.

#### **C. Client Confidentiality**

The Contractor assures compliance with DRS requirements pertaining to the protection, use, and release of personal information. The Contractor will hold confidential all personal information regarding individuals, including lists of names, addresses, photographs, records of evaluation, and all other records of the DRS client. This information may not be disclosed, directly or indirectly, unless consent is obtained in writing or as otherwise required by law.

#### **D. Unallowable Costs**

In the event any audit, audit resolution, review, monitoring, or other oversight results in the determination that the Contractor has expended DRS funds on unallowable costs on this or any previous contract, the Contractor shall reimburse the DRS in full for all such costs on demand. The DRS may, at its sole discretion, deduct and withhold such amounts from subsequent payments to be made to the Contractor under this or other contracts.

#### **E. Audit**

##### **1. Federal Funds**

Organizations that expend \$1,000,000 or more in a year in federal funds from all sources shall have a certified independent audit conducted in accordance with 2 C.F.R. Part 200.

##### **2. State Funds**

Corporations both for-profit and non-profit, and governmental entities that receive \$50,000 or more in a year in State funds from DRS shall have a certified independent audit of its operations conducted in accordance with Government Auditing Standards. The financial statements shall be prepared in accordance with Generally Accepted Accounting Principles, and the report shall include a supplementary schedule of awards listing all state and federal funds by funding source.

**1. Auditor Approval and Audit Distribution**

The audit shall be performed by a certified public accountant or public accountant who has a valid and current permit to practice public accountancy in the State of Oklahoma, and who is approved by the Oklahoma Accountancy Board to perform audits according to Government Auditing Standards. The Contractor's fiscal managers and appropriate oversight bodies shall review the auditor's latest external quality control review report prior to the audit being conducted. DRS retains the right to examine the work papers of said auditor.

The Contractor shall submit two copies of the annual audit report, management letter (if applicable), corrective action plan to all audit findings, and the auditor's latest external quality control review report to the DRS Contracts Unit at 3535 N.W. 58<sup>th</sup> Street, Suite 300, Oklahoma City, OK 73112 or [Contracts@okdrs.gov](mailto:Contracts@okdrs.gov) within 120 days of the Contractor's fiscal year end. In the event the Contractor is unable to provide the audit report within the time specified, the Contractor shall submit a written request for an extension to the physical address or email address listed above, citing the reason for delay. The DRS reserves the right to suspend payment to the Contractor for costs owed pursuant to this Contract if the DRS has not received the prior year audit.

**F. Clean Air Act**

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq.* The Contractor agrees to report each violation to DRS and understands and agrees that DRS will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

**G. Employment Relationship**

The Contract does not create an employment relationship. Individuals performing services required by the Contract are not considered employees of the State of Oklahoma or the DRS for any purpose, and as such shall not be eligible for benefits accruing to state employees. The Contractor shall comply with all applicable laws regarding workers' compensation insurance.

**H. Insurance**

If the Contractor is not a self-insured governmental entity, the Contractor is hereby required to carry liability insurance adequate to compensate persons for injury to their person or property occasioned by an act of negligence by the Contractor, its agents or employees. Said

policy must provide that the carrier may not cancel or transfer the policy without giving the DRS thirty (30) days written notice prior to the cancellation or transfer. The Contractor shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and provide the DRS with evidence of such insurance and renewals upon request.

#### **A. Punitive Actions**

The Contractor understands that payment for services to DRS clients pursuant to the Contract shall be made by the DRS. Accordingly, the Contractor shall not restrict or refuse services under the Contract to DRS clients based on nonpayment by the DRS. No actions shall be taken against the DRS client, including collection actions for any service covered under the Contract, or for any late payment for which the DRS has responsibility. In addition, the Contractor agrees that no punitive actions will be taken against any client of the DRS for late payment of any tuition, fees, books, supplies, etc. for which the DRS has responsibility. This includes, but is not limited to, withholding grades, Pell or other financial aids, or delaying enrollment.

#### **B. Prior DRS/State Employment**

The Contractor hereby certifies that at the start of the contract period neither he/she nor, if applicable, any member of its board or officers are former DRS employees who were employed by the DRS during the prior twelve (12) months. Pursuant to 74 O.S. § 85.42(B), the Contractor also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the Contractor to fulfill any of the services provided for under said contract. This term shall not apply when the Contractor is a State of Oklahoma governmental entity.

#### **C. Legal Employment Status Verification System**

The Contractor certifies that it and all proposed subcontractors, whether known or unknown at the time the Contract is executed or awarded, are in compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007 (25 O.S. §§ 1312 and 1313) and all applicable federal immigration laws and are registered and participate in the Status Verification System. The Status Verification System is defined at 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and is available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).

#### **D. Contract Jurisdiction**

The Contract will be governed in all respects by the laws of the State of Oklahoma. The State of Oklahoma, District Court of Oklahoma County will be the venue in the event any legal action is filed by the DRS or the Contractor to enforce or to interpret provisions of the Contract.

#### **E. Severability**

If any provision under the Contract, or its application to any person or circumstance, is held invalid by any court of competent jurisdiction, such invalidity does not affect any other

provision of the Contract or its application that can be given effect without the invalid provision or application.

#### **A. TikTok Ban**

Pursuant to State of Oklahoma Governor's Executive Order 2022-33, no person or entity who contracts with the State of Oklahoma, including but not limited to any State agency, board, commission, or authority and agents thereof, shall download or use the TikTok application or visit the TikTok website on government networks or other State-owned or State-leased equipment.

#### **B. Certification For Non-Boycott Of Israel Goods Or Services**

Pursuant to 74 O.S. § 582, in contracts of more than \$100,000, the Contractor certifies that it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the State of Oklahoma, and that it will not boycott Israel during the term of the Contract.

#### **C. Certification For Non-Boycott Of Fossil Fuel Energy Companies**

In contracts of \$100,000 or more and where the Contractor has 10 or more employees, the Contractor certifies that it does not currently boycott energy companies in violation of the Energy Discrimination Elimination Act of 2022 (74 O.S. § 12001 et seq.). The Contractor further certifies that it will not boycott energy companies in violation of the Act during the term of the Contract.

#### **D. Force Majeure**

A party is not liable for failure to perform the party's obligations if such failure is a result of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), strikes or labor disputes, embargoes, government orders, epidemics, pandemics or other similar events beyond the reasonable control of the party. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of an event described in this clause.

If an event of Force Majeure occurs, the party injured by the other's inability to perform may elect one of the following remedies:

- to terminate the Contract in whole or in part; or
- to suspend the Contract, in whole or part, for the duration of the Force Majeure circumstances.

The party experiencing the Force Majeure circumstances shall cooperate with and assist

the injured party in all reasonable ways to minimize the impact of Force Majeure on the injured party.

**A. Termination For Funding Insufficiency**

Notwithstanding anything to the contrary in any Contract document, the DRS may terminate the Contract in whole or in part if funds sufficient to pay obligations under the Contract are not appropriated by the legislature or are not received from an intended third-party funding source. In the event of such insufficiency, the Contractor shall be provided at least fifteen (15) calendar days' written notice of termination. Any partial termination of the Contract under this section shall not be construed as a waiver of, and shall not affect, the rights and obligations of any party regarding portions of the Contract that are not terminated. The determination by the DRS of insufficient funding shall be accepted by and shall be final and binding on the Contractor.

**B. Prohibition On Certain Telecommunications And Video Surveillance**

The Contractor shall not obligate or expend funds received as payment under this contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system produced by one of the prohibited companies as provided for at 2 C.F.R. § 200.216.

**C. Offender List Registration Declaration and Compliance with 57 O.S. § 589 and 70 O.S. § 6-101.48.**

This section applies to contractors who provide services to persons under eighteen (18) years of age or who provide services on the premises of the Oklahoma School for the Blind (OSB) or the Oklahoma School for the Deaf (OSD).

Offender List Registration Declaration

The Contractor's signing authority for the Contract hereby states under penalty of perjury under the laws of Oklahoma that the foregoing is true and correct:

1. I am the Contractor OR I am the duly authorized representative of the Contractor;  
and
  
2. Neither the Contractor nor any employee of the Contractor, nor any subcontractor or employee of a subcontractor, who provides services to persons under the age of eighteen (18) years pursuant to the terms of this contract, or who works on the premises of OSB or OSD is currently required to register under the provisions of the Oklahoma Sex Offenders Registration Act (57 O.S. §§ 581 *et seq.*) or the Mary Rippy Violent Crime Offenders Registration Act (57 O.S. §§ 591 *et seq.*)



**STATE OF OKLAHOMA  
DEPARTMENT OF REHABILITATION SERVICES  
WORK PLAN**

Sapulpa Public Schools

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VENDOR

Contract Number

Jason Rogers has been appointed contract monitor for the above stated contract and assumes responsibility for the monitoring of all programmatic aspects of the contract, including the periodic and ongoing review of reports or other valid indications of performance. The contract monitor also assumes oversight responsibility for fiscal monitoring of said contract.

The contract monitor has been assigned the following duties:

1. monitoring services provided through the contract;
2. periodically reviewing interim reports or other indications of past contract performance;
3. monitoring contractor compliance to the requirements and specifications of the contract;
4. monitoring pre-authorization of contract services in AWARE;
5. monitoring the Oklahoma Department of Rehabilitation Services (DRS) authorizing authority's approvals for services provided through the contract;
6. monitoring the DRS authorizing authority's receiving, reviewing, approving, and submitting of invoices/claims for payment to DRS Finance – Accounts Payables (State Office);
7. If the contract number begins with 805, the contract monitor shall submit requests for additional funding to the DRS Contracts Section prior to the expenditure of funds.

All information pertinent to this contract (i.e., original contract copies, addendums, revisions, vendor correspondence, evaluations, reports, audits, compliance reviews and staff comments regarding service provision) shall be maintained in the central repository located in the DRS Contracts Section. Documentation shall be made available for review upon request by the Office of Management and Enterprise Services (OMES). Copies of invoices/claims shall be maintained in the DRS Finance Unit. Confidential DRS client information shall be maintained in the DRS client's case service file.

The services to be performed through this contract are necessary for the Division of Rehabilitation Services (DRS) to carry out its policies, rules, and regulations regarding the provision of appropriate vocational rehabilitation services in a timely manner, leading to the employment of eligible individuals with disabilities, in accordance with the requirements of 34 CFR Part 361, including but not limited to § 361.42 (Assessment for determining eligibility and priority for services) and § 361.48 (Scope of vocational rehabilitation services).

**Signature:**

**Email:** [contracts@okdrs.gov](mailto:contracts@okdrs.gov)



## **FORT HAYS STATE UNIVERSITY MEMORANDUM OF AGREEMENT FOR FIELD**

Concerning the  
School Psychology Practicum Program  
Department of Psychology

### **PURPOSE:**

The purpose of this agreement is to provide a qualified graduate candidate in the Ed.S. School Psychology program at the university with a practicum experience in the field of school psychology, with a minimum of 600 hours in the school setting during the school scheduled days/time, over two consecutive semesters.

### **FORT HAYS STATE UNIVERSITY AGREES:**

1. To assign a university faculty supervisor to facilitate communication between the university and the placement site;
2. To provide supervision in the form of group supervision weekly while the university is in session and regularly scheduled direct joint supervision between the university and site supervisors;
3. To collaborate with the practicum site, requiring that the practicum candidate must adhere to the administrative policies, rules, standards, schedules, and practices of the site;
4. To collaborate with the practicum site for the facilitation of the practicum candidate's learning, consistent with the university program goals and the development of professional competencies;
5. To be available for consultation with both the practicum site supervisor and candidate and shall be immediately contacted should any problem, ethical challenge, or change in relation to the candidate, site, or university occur;
6. To assign coursework, ensuring the practicum candidate participates in diverse activities that address the breadth and scope of the NASP Practice Model, which will be turned in to the university supervisor for grading, and for the assignment of a fieldwork course grade;
7. To provide site supervisors with information on the program's expectations, requirements, and evaluation procedures for candidates.

*The University does not provide practicum candidates with insurance coverage for workman's compensation or for liability for actions or inactions occurring in the practicum setting. Candidates participating in the School Psychology Practicum must purchase an experiential learning policy.*



## **THE PRACTICUM SITE AGREES:**

1. To assign a practicum supervisor who shall have satisfied all the following requirements at the time of the practicum:
  - The site supervisor is licensed, registered, or certified to practice school psychology in the State of Kansas or in the state in which the candidate is being supervised;
  - The site supervisor is trained under or familiar with the NASP 10 Domains of Practice
  - The site supervisor has a minimum of three years of experience as a school psychologist, excluding internship.
  - The site supervisor has at least partial professional responsibility for the practicum candidate's supervised practice of school psychology activities.
  - The site supervisor has no familial or other dual relationship with the practicum candidate.
  - The site supervisor has a supervisory relationship that is clearly differentiated from that of a consultant or mentor.
  - The site supervisor provides the practicum candidate with on-site supervision of all practicum activities, and the site supervisor signs all official documents.
  - The site supervisor provides structured supervision and diverse activities that address the breadth and scope of the full NASP Practice Model.
  - During the time of supervision, the practicum supervisor shall not have been subject to disciplinary action by the licensing, registering, or certifying authority.
2. The practicum site retains ultimate responsibility and decision-making authority for care of the site's students;
3. To identify the practicum candidate as in training, not a licensed/certified staff member, who is receiving ongoing supervision and training in school psychology, and thus designated by title as "school psychology practicum student":
  - The practicum student is considered a candidate, not licensed to complete duties such as administering and/or interpreting cognitive or other restricted psychological tests or other activities under the scope of the NASP Practice Model, except when fully supervised during the 600 hours of practicum.
4. The practicum activities must not be completed in any school building within the district/cooperative where the practicum candidate may also be employed for different duties/positions:
  - If the practicum student completes duties for the district outside of the 600 hours of practicum, it is understood that such duties are not represented as a school psychology practicum, and these duties must not require credentials as a school psychologist unless fully supervised by the practicum site supervisor.
  - If the practicum site provides the practicum student with opportunities for



- field placement experiences beyond the 600 hours required by practicum, it is understood that these experiences require the same level of supervision by a licensed, supervising school psychologist as comparable field placement experiences and activities.
5. The site is available to the practicum candidate at the points of decision-making regarding the diagnosis, placement, and treatment of student clients;
  6. To provide opportunities for the practicum candidate to engage in a broad range of supervised experiences and diverse activities that address the breadth and scope of the full NASP Practice Model and are consistent with the university program's expectations and course requirements, for development and demonstration of professional skill competencies identified in NASP preparation standards for school psychology.
  7. To provide the practicum candidate with adequate workspace, access to technology (telephone computer, internet), professional materials, and office supplies to conduct professional activities;
  8. To provide a written evaluation of the practicum candidate by the site supervisor based on criteria established by the university.

***Within the above specified time frame***

\_\_\_\_\_ Amy Powers, Ed.S., NCSP \_\_\_\_\_ (Site Supervisor) will be the primary practicum site supervisor. The training activities will be provided for the practicum candidate in sufficient amounts to allow an adequate evaluation of the practicum candidate's level of competence in each activity. Dr. John T. Lacy (University Supervisor) will be the faculty supervisor with whom the candidate and practicum site supervisor will communicate regarding progress, problems, and performance evaluations.



## CANDIDATE (STUDENT) PRACTICUM AGREEMENT

Directions: Candidate is to complete this form and submit a copy of this agreement to both the university and practicum site supervisors.

1. I hereby attest that I have read and understood the American Psychological Association's and the National Association of School Psychologists' ethical standards and will practice in accordance with these standards. Any breach of these ethics or any unethical behavior on my part will result in my removal from practicum, a plan of correction, removal from the program, or a failing grade, and documentation of such behavior will become part of my permanent record.
2. I agree to adhere to administrative policies, rules, standards, and practices of the practicum site and understand that should I fail to adhere to these rules and policies, my practicum may be terminated by the practicum site, and I will fail the Practicum class.
3. I understand that coursework for the EdS program of study must be completed prior to or concurrent with completion of the 600-hour practicum over one school year. Withdrawal from a course required for the EdS program would require withdrawal from practicum.
4. I understand that my responsibilities include keeping my practicum site and university supervisors informed regarding my practicum experiences.
5. I understand that it is unethical to misrepresent myself as a school psychologist. Reports and other official documents must be signed as "practicum student" and I will represent myself as a graduate practicum student/candidate.
6. I understand for a passing grade (A or B), I must demonstrate the specified minimal skill level of school psychology, knowledge, and competence *and* complete all course requirements that demonstrate professional competencies consistent with the breadth and scope of the full NASP Practice Model.
7. I agree not to divulge information regarding material, cases, names, concerns, etc., to any party outside this class and as otherwise required by applicable federal and state law concerning student privacy and the confidentiality of student or medical records. Failure to do so will constitute violation of confidentiality and be representative of unprofessional conduct.
8. I absolve Fort Hays State University of any liability in the performance of my practicum activities for the duration of this agreement.

*Signature* \_\_\_\_\_

*Date* \_\_\_\_\_



**PRACTICUM CANDIDATE (STUDENT) INFORMATION:**

Name: Lisa Weis

Phone number: 918-521-1192

Email Address: l\_weis@mail.fhsu.edu

Term of Practicum Placement: 2026-2027 School Year

Practicum Site: Sapulpa Public Schools

Address: 511 East Lee Avenue, Sapulpa, OK 74066

**SITE SUPERVISOR INFORMATION:**

Name: Amy Powers, Ed.S., NCSP

Phone Number: 918-224-3400 ext. 1136

Email Address: apowers@sapulpaps.org

License and number: NASP Cert: 64415 / Okla. Cert: 201999

Degree: Educational Specialist in School Psychology

**UNIVERSITY FACULTY LIAISON INFORMATION:**

Name: Dr. John T. Lacy

Phone Number: 785-628-4405

Email Address: [jtlacy@fhsu.edu](mailto:jtlacy@fhsu.edu)

**UNIVERSITY PROGRAM DIRECTOR INFORMATION:**

Name: Amy Drinnon, Ed.S.

Phone Number:

785.628.4083

Email Address: amdriannon@fhsu.edu



The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 12/19) as modified, which is attached hereto, are hereby incorporated in this contract and made a part thereof.

\_\_\_\_\_  
(Candidate Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Site Supervisor Signature)

\_\_\_\_\_  
(Date)

*Kathleen A. Stiffelman* / **Board President**  
(Site Director/Special Education Administrator)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(University Supervisor Signature)  
JT Lacy, Ph.D.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(University Program Director Signature)  
Amy Drinnon, Ed.S.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(University, V.P. Administration & Finance)

\_\_\_\_\_  
(Date)

## CONTRACT FOR THERAPY SERVICES

This Contract for Therapy services (the "Contract") is entered into on the 1<sup>st</sup> day of July 2026, by and between Sapulpa Public Schools, a public corporation ("SCHOOL"), and TherapyWorks, Inc., an Oklahoma corporation ("TW").

### RECITALS:

WHEREAS SCHOOL desires to obtain therapy services and staff training to meet the needs of students and staff of SCHOOL and to satisfy SCHOOL'S obligations under the Individuals with Disabilities Education Act, 20 U.S.C. § 1400, *et seq*; and

WHEREAS TW desires to provide SCHOOL with therapy services and staff training, using therapist duly qualified as Physical Therapists (PT) and Physical Therapy Assistants (PTA), licensed by the Oklahoma State Board of Medical Licensure and Supervision.

NOW, THEREFORE, the parties agree as follows:

1. TW shall perform any or all of the following services, as requested by the SCHOOL;
  - a. Evaluate each referred student and provide a report of the student's function; recommend therapy as deemed necessary to increase function in the educational setting and contribute to the development of IEP goals both initially and annually.
  - b. Determine specific therapeutic needs, plan and provide appropriate therapy; assess, modify, and improve each therapy program as the student changes and his/her needs change;
  - c. Document treatment sessions: Assess progress and provided progress reports as required by SCHOOL.
  - d. Participate in SCHOOL meetings, such as Educational Team staffing, IEP meetings, parent conferences, or other meetings as mutually agreed upon by both parties of this Contract.
  - e. Orient, train, and supervise professional and nonprofessional staff in treatment techniques that can be used in the classroom.
  - f. Manage therapy services and report to the SCHOOL.
  - g. Other services as may be mutually agreed upon by both parties of this Contract;
2. The SCHOOL shall obtain and provide TW a copy of educational and medical records on each student prior to evaluation and notify TW immediately of any change in a student's status. The SCHOOL agrees that TW is authorized to gather current medical information for new and existing students. TW agrees to provide copies of this information to the SCHOOL.

3. TW shall not be responsible for or liable for negligent acts or omissions of the SCHOOL, its agents, employees, or officers, regardless of whether they are performing therapy programs that have been recommended by TW. To the extent permitted by law, the SCHOOL agrees to indemnify TW and hold harmless TW, its agents, employees, and officers from and against any claims, demands or actions, including but not limited to all attorneys' fees and other defense costs, against TW arising from the acts or duties of the SCHOOL, its agents, employees and officers. Further, the SCHOOL agrees that therapy programs given and provided by TW for any student shall not be used for any other student unless formal written consent approving such action is obtained from TW. All formal consent letters shall be signed by both the SCHOOL and TW and kept in the student's therapy and school charts. If formal written consent is not obtained from TW, the SCHOOL agrees to be held solely responsible and liable for any and all harm to the student and any and all negligent acts or omissions arising therefrom.

TW agrees to indemnify and hold harmless the SCHOOL, its agents, employees, and officers against any claims, demands or actions, including but not limited to all attorneys' fees and other defense costs, against the SCHOOL arising from the services provided by TW, its agents, employees, and officers, except as provided in this Contract.

4. During the term of this Contract, no other person, company, or institution shall be contracted with or employed by the SCHOOL to provide Therapy services to students in the SCHOOL without prior agreement.
5. The SCHOOL shall monitor the services provided by TW through regular meetings and/or telephone conferences. All therapists assigned to the SCHOOL are employees of TW. As such, all wages, taxes, benefits, and employment related expenses are the sole responsibility of TW.
  - a. TW reserves the right to assign and use therapists and certified assistants. If a Certified Therapy Assistant is used to provide services, supervision will be provided according to state licensure laws.
  - b. TW is an approved educational and training facility for Therapy students of all levels. The SCHOOL agrees to allow student therapists to accompany a TW therapist, to observe treatment and to participate in all aspects of treatment under the supervision of the TW therapist. The student and their college or university assumes all liability for the student's actions, and the SCHOOL agrees to hold harmless TW for any and all negligent acts or omissions of a therapy student.
6. The SCHOOL will not attempt to recruit, directly or indirectly, or hire employees or student therapists of TW this year and for two (2) years hence. This provision shall survive the termination of the Contract. Further, any such action on the part of the SCHOOL will constitute an immediate breach of this Contract resulting in substantial damages to TW which would be difficult, if not impossible, to ascertain, by reason of that fact. SCHOOL agrees that in the event of such breach TW shall have the right to enforce this Contract provision by and through any legal means necessary, including but not limited to injunctive relief and any other proceedings available in law or equity. TW and SCHOOL agree that liquidated damages for the breach of such provision shall be equal to the combined total sum of two (2) years revenue produced by this Contract and two (2) years' salary, plus an additional thirty percent (30%) for the therapists involved. Further, in the event of breach, TW shall be entitled, in addition to all available legal remedies, to all of its attorneys' fees and other costs incurred by the breach this Contract.

7. The SCHOOL acknowledges and recognizes that the lists of students, statistics and analysis reports provided as part of the bid for the 2026-27 Therapy contract are confidential and contain proprietary business information of TW. The SCHOOL agrees that during the contract period and following the termination of this contract, the SCHOOL will not, either directly or indirectly, make known or provide to any person, firm, corporation or any other third party any information provided by TW during the bid process.
  
8. The Contract period extends from July 1, 2026, to June 30, 2027. Due to holidays and school breaks services will be provided for thirty-three (33) weeks during this period and during the Extended School Year when requested by the SCHOOL. The current student count and projections indicate Physical therapy services will average fourteen (14) hours per week. The SCHOOL understands and acknowledges that the number of hours contracted for may increase or decrease based on new referrals, the student count, and changes in therapy service. The need for Therapy services for the students shall be determined jointly by the SCHOOL team and TW.
  - a. Inclusive within the limits of these hours shall be all services, of this Contract, all required documentation of treatment, treatment planning, legally required supervision, travel time to and from and within the SCHOOL, and administrative duties deemed necessary by TW for adequate delivery of service to the SCHOOL. Documentation, planning, meetings, and other work necessary for the delivery of services may be performed at any location most convenient for TW.
  - b. Services will be provided on site at the SCHOOL, unless otherwise requested, and the SCHOOL agrees to provide adequate space for the implementation of therapy services. The SCHOOL agrees to provide internet access for TW therapist's computers.
  - c. In the event of student absences or cancellation of Therapy services by the SCHOOL, excluding regularly scheduled SCHOOL holidays and snow days, the therapist may use this time to work on treatment related services, including but not limited to classroom or home programs and review of goals and progress. If the therapist is scheduled to be on site on professional days, the therapist may use this time as needed for writing evaluations or progress reports or performing other work related to treatment.
  
9. The SCHOOL agrees to pay TW for all services delivered under the terms of this contract the base fee of seventy-two dollars (\$72.00) per hour if the contract is signed by April 30, 2026. After April 30, 2026, the contract fee will be seventy-three dollars (\$73.00) per hour. The SCHOOL further agrees to seventy-two and a half cents (\$0.725) per mile or current IRS guidelines for all mileage incurred to and from TW and between the sites within the SCHOOL and to pay tolls if incurred. TW will maintain treatment and time usage records and will provide an invoice of such to the SCHOOL once a month. The SCHOOL must respond with questions about their invoice within 2 weeks of receipt. TW will then respond to the SCHOOL within 2 weeks to resolve the questions. After 4 weeks of receipt with no questions from the SCHOOL, the invoice will stand as is and no changes will be made.
  - a. The SCHOOL represents that it has the funds necessary for the fulfillment of this Contract. Payment is due thirty (30) days from the date of the invoice. Invoices not paid within thirty (30) days are subject to a finance charge of two hundred fifty dollars (\$250.00). After 60 days, therapy services will be suspended until outstanding invoice(s) are paid in full. After 90 days therapy services will be discontinued due to non-payment. This will be considered a breach of contract.

- b. All original forms and records created and maintained by TW are the sole property of TW, including but not limited to therapy evaluations, progress notes and charts. TW will provide the SCHOOL with original copies of the evaluations, IEP goals and annual progress reports on state mandated educational software program. TW shall keep all records for six (6) years beyond the last date of service. Following the expiration of the contract, TW will provide copies of records as requested by the SCHOOL at the rate of fifty cents (\$0.50) per page.
10. The effective dates of this contract are July 1, 2026, through June 30, 2027. The date of execution of this contract need not correspond to the effective dates, but the effective dates shall be controlled and shall be the commencement and expiration dates.
11. This Contract may be terminated by either party with cause upon sixty (60) days written notice to the other party, if either party fails to perform its duties, provided that the breaching party does not cure such identified failure (breach) within thirty (30) days of receipt of such written notice.
- a. The SCHOOL shall pay for all services through the ending date specified in the sixty (60) day formal written notice.
  - b. In the event the SCHOOL discontinues or terminates this Contract before the expiration date pursuant to nonpayment all services provided from July 1, 2026, through the last date of service will be billed at an hourly rate of eighty-two dollars (\$82.00). All payments made from July 1, 2026, will be applied to the amount due. TW shall be entitled to the full adjusted amount for all services provided, its attorneys' fees, and all other costs incurred in enforcing this Contract.
12. This Contract is not assignable.
13. This Contract is made and governed by the laws of the State of Oklahoma.

IN WITNESS WHEREOF, SCHOOL & TW have executed this agreement for Physical Therapy.

SCHOOL REPRESENTATIVE

THERAPYWORKS, INC.

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

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

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

## **A Memorandum of Agreement Between**

Sapulpa Public Schools and  
Native American Coalition of Tulsa Head Start

### **I. Parties to the Agreement**

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

### **II. Purpose of Agreement**

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

### **III. Program Descriptions**

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

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

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

#### **IV. Authority**

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

#### **V. Guiding Principles**

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

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

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

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

A. Educational activities, curricular objectives, and instruction

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

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

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

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

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

(IV) Supporting parents and other caregivers in literacy efforts

D. Definition of service areas

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

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

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

F. Program technical assistance

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

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

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

H. Communication and parent outreach for smooth transitions to kindergarten

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

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

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

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

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

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

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

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

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

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

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

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

participation of underserved populations of eligible children

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

J. Other elements mutually agreed to by the parties

## **VII. Confidentiality**

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

## **VIII. Dispute Resolution**

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

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

## **IX. Review of Agreement**

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

## **X. Term of Agreement**

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

By signing the agreement each agency agrees to the terms.

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

XII. SIGNATURES

For the Sapulpa Public School District

\_\_\_\_\_  
Local Entity Representative  
Larry Hoover, Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent of Schools (if applicable)

\_\_\_\_\_  
Date

For NACT Head Start Agency

  
\_\_\_\_\_  
Head Start Grantee Director

5-4-26  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Grantee Authorized Representative

\_\_\_\_\_  
Date

**SPECIAL SERVICES COOPERATIVE AGREEMENT BETWEEN  
HEAD START AND THE LOCAL EDUCATION AGENCY  
2026-2027**

This is a local agreement covering the period August 1, 2026, to May 31, 2027, between, Sapulpa Public Schools 511 East Lee Avenue Sapulpa, Oklahoma 74066, here in after referred to as the local education agency (LEA), and Native American Coalition of Tulsa Head Start Program, 1740 West 41st Street, Tulsa, Oklahoma, 74017, hereinafter referred to as NACT. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children residing in the Sapulpa Public School District ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education, Special Education Services (OSDE/SES) and by the Head Start Program Performance Standards (45 CFR 1304 and 1308). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

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

**I. LEA RESPONSIBILITIES:**

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

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

II. **NACT HEAD START RESPONSIBILITIES:**

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

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

**III. COORDINATION OF COST SHARING:**

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

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**IV. COORDINATION OF REQUIRED PAPERWORK:**

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

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

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

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

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

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

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

vi. **COORDINATION OF IEP REVIEW:**

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

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

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

**VII. COORDINATION OF INSERVICE TRAINING:**

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

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

**VIII. RESOLUTION OF DISPUTE**

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

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

Signatures:



\_\_\_\_\_  
NACT HEAD START DIRECTOR

5-4-26

\_\_\_\_\_  
Date

\_\_\_\_\_  
LEA AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
Date

Larry Hoover, Board President

**ATTACHMENT A:  
EXAMPLES OF AREAS OF COST-SHARING**

- Classroom assistants
- Transportation
- Adaptive equipment
- Assistive technology

**Pre-Employment Transition Services Coordination  
Pre-ETS  
COLLABORATIVE AGREEMENT  
FY 2026-27**

**PURPOSE**

This Collaborative Agreement (“Agreement”), effective from the latest date of signature of all Parties or the 1st day of October 1, 2026, whichever is later, through September 30, 2027. Between the following Parties, also referred to herein as “Team Members” to promote collaboration in the delivery of Pre-Employment Transition Services (also referred to herein as Pre-ETS) for students with a documented disability transitioning from secondary school to post-secondary education programs and/or competitive employment; for individuals with disabilities who are enrolled in secondary education and are eligible, or potentially eligible, to receive vocational rehabilitation services (VR) provided by Oklahoma Department of Rehabilitation Services (DRS).

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

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

**The OBJECTIVE of this Agreement seeks to:**

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

## TERM

The Parties agree that the effective period of this Agreement shall be the latest date of signature of all Parties, or July 1, 2025, whichever is the latter, through October 1, 2026.

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

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

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

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

## RESPONSIBILITIES:

### The Partner School:

The school plays a significant role in the success of providing and coordinating transition services, specifically employment readiness instruction for students with a documented disability. Schools are bound by the specific content in the Individuals with Disabilities Education Act (IDEA) for the provision of secondary transition services and by coordinating services with other agencies who will pay for or provide transition services. *Pre-Employment Transition Services are not meant to reduce the responsibility of schools to provide transition services. The intent is to enhance the resources available to students with a documented disability through collaboration. Partner School understands and agrees that they will not be reimbursed by Central Tech for any costs incurred as part of the Pre-ETS program.*

### The Partner School will:

Pre-ETS FY27

- allow Central Tech Pre-ETS staff access to DRS potentially eligible students with a documented disability and/or DRS clients (in a group setting or one-on-one) to whom they can provide Pre-ETS instructional activities;
- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- be responsible for collecting signed parent authorization to allow their student to participate in Pre-ETS activities.
  - If parent signed authorization is unavailable, provide Central Tech a copy of the front page and/or Student identification page, transition goal page(s) and signature page(s) of the IEP (individual education program).
  - If parent signed authorization form is unavailable, provide Central Tech a copy of the student 504 plan or other documentation to identify the student having a documented disability.
- communicate to the Central Tech Pre-ETS staff and DRS (if applicable) any concerns brought forth by a student;
- provide information to assist staff providing Pre-ETS activities that will support the learning needs, adaptations, and/or modifications of program recipient of VR services;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- share career assessment and planning information with DRS and Pre-ETS staff;
- work collaboratively to increase number of students obtaining their IEP and IPE goals;
- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program recipient of VR services.

**Central Tech will:**

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

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

**Signatures**

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

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

**Partner School**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

**Central Tech**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

Date

Quote Number: UFLI 2026.07.23.Sapulpa, OK

March 23, 2026

**UF Literacy Institute to provide the following services:**

	Total
1 Day of Background Knowledge Training (7.22.26 - 6 hours) - \$1,000 per hour	\$6,000.00
1 Day of Implementation Training (7.23.26 - 6 hours) - \$1,000 per hour	\$6,000.00
Estimated Travel - 2 Trainers- \$2,150 per trainer	\$4,300.00
<b>Total USD \$</b>	<b>16,300.00</b>

**Terms and conditions:**

This quote is an estimate of costs only. It is the responsibility of the school or company receiving the trainings to cover actual costs. Training costs will not change, but travel costs may change.

**Training dates will not be confirmed without signature below or a Purchase Order issued.**

**Online Training Cancellation Notice:** For online trainings, we required at least 48 hours notice for cancellations. You will be charged 50% of the costs for the training if you cancel after the 48 hours.

**In-Person Training Cancellation Notice:** For in-person trainings, we required at least 48 hours notice for **The cancellation fees will not be charged if due to catastrophic event.**

If this quote is accepted, please sign and return via email to Vicki Tucker, vtucker@coe.ufl.edu.

**Name of School or District:**

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**Reviewed and accepted by:**

<b>Signature:</b> _____	<b>Name</b>	<b>Title</b>
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*For external customers, please make all checks payable to the University of Florida.*

Contact Information		
<b>Financial questions:</b> Vicki Tucker vtucker@coe.ufl.edu UFLI Financial Analyst II	<b>Proposal questions:</b> Holly Lane hlane@ufl.edu Director of UFLI	<b>For Training Logistics:</b> Stefanie McLeod smcleod@coe.ufl.edu UFLI Lead Implementation Specialist

UFLI Quote

**For professional development requests, please complete the form:**  
<https://ufl.edu/programs/professional-development/>

**To purchase UFLI Foundations manuals, please go to our publisher's website:**  
<https://www.ventrilearning.com>

# Curriculum Associates, LLC Price Quote - Q-57138

Version: 1

Quote Date: 5/4/2026

Quote Expiration Date: 7/31/2026

This price quote from Curriculum Associates, LLC having an address at 153 Rangeway Road, North Billerica, MA 01862 ("Company") has been prepared for the Customer Name identified as "Customer" below. Customer's use of Ellevation subscriptions shall be subject to the Ellevation Terms and Conditions of Use, which can be found at <https://ellevationeducation.com/platform-legal-notice>.

<b>Company:</b> Curriculum Associates, LLC	<b>Customer:</b> Sapulpa Public Schools, OK
<b>Representative:</b> La-Toya Facey	<b>Contact Name:</b> Stephanie Kiesau
<b>Email:</b> la-toya.facey@ellevationeducation.com	<b>Email:</b> skiesau@sapulpaps.org
<b>Phone:</b> 617-307-5755	<b>Phone:</b>
<b>Address:</b> 153 Rangeway Road, North Billerica, MA 01862	<b>Address:</b> 511 East Lee, Sapulpa, OK 74066
<b>Start Date:</b> 7/1/2026	<b>End Date:</b> 6/30/2027

## Subscription Fees

Product	Quantity	Unit Price	Total Fees
Ellevation Foundation	175	Minimum	\$7,000.00
Subscription Total:			\$7,000.00

## Services Fees

Services Total:	\$0.00
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## Total Investment - Q-57138

Grand Total:	\$7,000.00
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Invoicing Schedule: Up Front, In Full      Payment Term: Net 30      Contract Term: 12

- Account Number: 4418064408 | Account Name: Curriculum Associates, LLC
- Bank Name: Wells Fargo Bank - San Francisco, CA
- ABA Routing: 121000248
- Tax ID: 26-3954988

To the extent your purchase is subject to sales tax, tax will be applied at final invoicing. If tax exempt, please submit valid exemption certificate with PO and quote in order to avoid processing delays. Exemption certificates can also be submitted to [exempt@cainc.com](mailto:exempt@cainc.com).

To place an order - Please submit this quote with your purchase order to your Ellevation Sales Rep at: [la-toya.facey@ellevationeducation.com](mailto:la-toya.facey@ellevationeducation.com).



# Price Quote

100 S. Mill Ave  
Suite 1700  
Tempe, AZ 85281  
877-725-4257

**Date** 5/4/2026  
**Quote No.** Q-215051  
**Acct. No.** 12215766  
**Total** 8,000.00  
**Pricing Expires** 06/07/2026

Sapulpa Public Schools  
511 E. Lee Ave  
Sapulpa OK 74066  
United States

Payment Term	Contract Start	Contract End
Net 30	7/1/2026	6/30/2027

Site	Description	End Date	Qty
Sapulpa School District I-33	Imagine Language & Literacy Reusable License	06/30/2027	80

**Subtotal** 8,000.00  
**Tax Total** 0.00  
**Total** 8,000.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Terms and Conditions of Company Services ("Terms and Conditions"). These Terms and Conditions are available at [www.imaginelearning.com/standard-terms-and-conditions](http://www.imaginelearning.com/standard-terms-and-conditions), may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential and may not be shared with third parties without Imagine Learning's written consent.

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to [AR@imaginelearning.com](mailto:AR@imaginelearning.com) or fax to 480-423-0213.

**Sapulpa Public Schools**

**Imagine Learning Representative**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Lupita Elizondo  
Account Executive -  
[lupita.elizondo@imaginelearning.com](mailto:lupita.elizondo@imaginelearning.com)  
[imaginelearning.com](http://imaginelearning.com)

**ADDENDUM TO EXTEND AGREEMENT**

This is an Addendum to an Agreement between **ESS South Central, LLC**, a Delaware limited liability company (the “Company”) and the **Sapulpa Public Schools** (hereinafter referred to as “LEA” for Local Education Agency).

Whereas, the LEA and the Company entered into an Agreement whereby Company is to provide substitute staffing to fill positions at the request of the LEA for a period ending June 30, 2026;

Whereas, LEA and Company are desirous of extending the term of the Agreement through June 30, 2027 with the provisions set forth below;

Now, Therefore, be it agreed between the parties, as follows:

1. The Term of the Agreement, as reflected in Paragraph 7, is hereby extended from July 1, 2026 through June 30, 2027;
2. Effective July 1, 2026, Addendum “A” to the Agreement, Pricing, is amended as per the attached revised Addendum “A”;
3. This Agreement will automatically renew for additional one (1) year periods unless either party provides written notice of termination at least ninety days prior to the end of the fiscal school year.
4. Except as specifically and explicitly set forth herein, all other terms of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first set forth below.

**Sapulpa Public Schools**

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

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

Date \_\_\_\_\_

**ESS South Central, LLC**

By \_\_\_\_\_  
Steve Gritzuk, Chief Operating Officer

**EXHIBIT A  
Pricing Plan**

<b><u>Position</u></b>	<b><u>Full Day Pay Rate</u></b>	<b><u>Company Bill Rate</u></b>	<b><u>Rule</u></b>
Substitute Teacher - Full Day - Certified	\$85.00	\$115.18	Current copy of Oklahoma Certificate/License must be on file. Substitutes in this category may work an unlimited number of days each school year.
Substitute Teacher - Full Day - Non-Certified, Degreed	\$85.00	\$115.18	Substitutes without a Certificate but with a bachelor's degree. Substitutes in this category may only substitute 145 days each school year
Substitute Teacher - Full Day - Non-Certified, Non-Degreed	\$75.00	\$101.63	Substitutes without a Certificate but with a HS Diploma or G.E.D. Substitutes in this category may only substitute 135 days each school year
Substitute Paraprofessional - Full Day	\$75.00	\$101.63	
Substitute Secretary or Assistant - Full Day	\$75.00	\$101.63	
		\$0.00	
Substitute Teacher -Half Day - Certified	\$42.50	\$57.59	Current copy of Oklahoma Certificate/License must be on file. Substitutes in this category may work an unlimited number of days each school year.
Substitute Teacher - Half Day - Non-Certified, Degreed	\$42.50	\$57.59	Substitutes without a Certificate but with a bachelor's degree. Substitutes in this category may only substitute 145 days each school year
Substitute Teacher - Half Day - Non-Certified, Non-Degreed	\$37.50	\$50.81	Substitutes without a Certificate but with a HS Diploma or G.E.D. Substitutes in this category may only substitute 135 days each school year
Substitute Paraprofessional - Half Day	\$37.50	\$50.81	
Substitute Secretary or Assistant - Half Day	\$37.50	\$50.81	

Substitute Teacher - Full Day - Long Term - Certified	\$175.00	\$237.13	Must have Oklahoma Certification. For assignments 20+ days, pay starts on day 1
Substitute Teacher - Half Day - Long Term - Certified	\$87.50	\$118.56	Must have Oklahoma Certification. For assignments 20+ days, pay starts on day 1







MAKE CHECK PAYABLE TO:



P.o Box 1001  
Sapulpa, OK 74067  
918-224-8820

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

SAPULPA SCHOOLS SERVICE CENTER  
110 S Burnett St  
Sapulpa, OK 74066-4010

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER EXP. DATE  
SIGNATURE AMOUNT PAID

Sentricon Install/Monitor/Renewal  
Renewal Date 11/3/2026 3 Digit Code \_\_\_\_\_

ACCOUNT NUMBER	PRINT DATE	BALANCE
34503	5/6/2026	\$475.00

Emco Termite & Pest Control  
P.o Box 1001  
Sapulpa, OK 74067

00000000345038002000000011187200000004750064

Please Return this portion with your payment

RENEWAL NOTICE

Expires	Description	Amount	Tax	Total
<b>1201 E Lincoln Ave CHIEFTAIN CENTER Sapulpa, OK 74066</b>				
11/3/2026	Sentricon Install/Monitor/Renewal	\$475.00	\$0.00	\$475.00
				<b>AMOUNT DUE</b>
				<b>\$475.00</b>

Account # 34503

1201 E Lincoln Ave CHIEFTAIN CENTER Sapulpa, OK 74066

"Customers paying for multiple locations please see reverse side"

MAKE CHECK PAYABLE TO:



P.o Box 1001  
Sapulpa, OK 74067  
918-224-8820

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

SAPULPA JR. HIGH AND HIGH SCHOOL  
7 S Mission St  
Sapulpa, OK 74066-4633

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER EXP. DATE

SIGNATURE AMOUNT PAID

Sentricon Install/Monitor/Renewal  
Renewal Date 7/1/2028 3 Digit Code \_\_\_\_\_

ACCOUNT NUMBER PRINT DATE BALANCE

34755 5/6/2026 \$1,800.00

Emco Termite & Pest Control  
P.o Box 1001  
Sapulpa, OK 74067

00000000347555002000000012028900000018000074

Please Return this portion with your payment

RENEWAL NOTICE

Expires	Description	Amount	Tax	Total
<b>7 S Mission St Sapulpa, OK 74066-4633</b>				
7/1/2028	Sentricon Install/Monitor/Renewal	\$1800.00	\$0.00	\$1800.00

AMOUNT DUE

\$1800.00

Account # 34755

7 S Mission St Sapulpa, OK 74066-4633

"Customers paying for multiple locations please see reverse side"



## Quarterly Maintenance Contract

**American Elevator Co., Inc.** (hereinafter called the Company),  
agrees to furnish to:

Sapulpa Public Schools  
511 E. Lee  
Sapulpa, OK 74066

(hereinafter called the Purchaser), Full Maintenance service on the following listed elevator(s) located at:

<b>Equipment List</b>
L-9491 Sapulpa Middle School, 1304 E, Cleveland, Sapulpa, OK L-9492 Collins Stadium, 188 S. Watchorn Ave, Sapulpa, OK L-9493 Administration, 511 E. Lee, Sapulpa, OK L-9494 Chieftain Center, 1201 E. Lee, Sapulpa, OK

Annual Testing with QEI witness will be billed at a cost of \$560.00 per facility

**THE COMPANY AGREES** to furnish the following work and materials under this agreement:

- Routinely adjust and inspect all equipment and examine safety devices.
- Furnish consumable supplies such as rags, cleaning materials, solvents, rope preservatives, oil, grease, and other lubricants.
- Routinely clean and lubricate the equipment as required.
- When conditions warrant in the opinion of the Company, adjust, repair or replace Machine, Motor, Generator and Controller parts including: Generator, Worms, Gears, Thrusts, Bearings, Brake Magnet Coils, Brake Shoes, Brushes, Windings, Commutators, Armatures Coils, Contacts, Resistance Units, Magnet Frames, Sheaves, Shafts, and Bearings.
- Lubricate guide rails and, when necessary, repair or renew car guide shoes, counter-weight guide shoes, and gibs; adjust or replace belts and, when necessary, equalize the tension on all hoisting ropes; when necessary, renew all wire rope cables, and repair or replace conductor trail cables; replace fuses and indicator bulbs in operating panels, stations and indicators; renew, when necessary, the wiring for shaft way door interlocks, and for push button and car operating stations; repair or replace renewal parts of the automatic car door operator and other accessory equipment.
- The above listed work to be performed during the regular working hours of the regular working days of the elevator trade.

**Maintenance Exclusions:**

Repairs or renewals necessitated by ordinary wear and tear only shall apply to this contract, and the Company shall not be required to make adjustments, repairs, or renewals necessitated by reason of negligence on the part of others, misuse of the equipment, or by reason of any other cause beyond the Company's control. Company shall not be required to make capacity or safety tests nor to install new attachments on the elevator whether or not recommended or directed by insurance companies or by governmental authorities, nor to make any replacements with parts of a different design. The company will not be responsible for providing job specific wiring diagrams for troubleshooting if required.

The repair, refinishing or replacement of the following are not included in this agreement: car lighting fixtures, tubes and ballasts; car and hoist way enclosures; car and hoist way door panels, frames and sills; rams and cylinders; underground pipe or conduit; power switches or fuses for same, and power wiring to the controller.

**Parts/Equipment Exclusions:**

Pre-existing conditions will be surveyed within 30 business days of contract start. Pre-existing conditions will be excluded from any coverage until resolved or otherwise permanently excluded. Upon failure of mechanical door reopening device, in which device cannot be reasonably repaired, these units will be upgraded to an Infrared Safety reopening device. Purchaser will be responsible for upgrade expense. The Company is not responsible for problems occurring due to machine room equipment housed in an environment that is not kept at or below 90 degrees Fahrenheit and above 60 degrees Fahrenheit, or is exposed to excessive humidity. Motor-Generator Units (MG) that have not been fully rebuilt within 5 years of the initial date of this contract are not covered. Obsolete parts; every effort will be made by contractor to find direct replacements or to make repairs to existing equipment. Should these efforts fail and suitable direct replacements cannot be obtained due to market obsolescence, customer will be responsible for upgrade expense. Auxiliary/Emergency Lights will be tested and maintained. Replacement batteries will be billed at cost. Emergency Communication Telephone devices will be tested and maintained. Replacement units will be billed at cost. American Elevator is not obligated to cover any hoist machine/hoisting equipment/power control equipment that cannot be repaired in place as installed under this agreement.

**OEM Equipment:**

The Purchaser will provide a complete set of as-built wiring diagrams and ASME A17.1 code required test procedure documentation. Purchaser will procure at purchaser's expense required diagnostic devices if not provided on site. Purchaser will procure and purchase any proprietary OEM parts at companies request and will be reimbursed by The Company for actual cost. The Company will not assume any liability for failures to provide OEM devices, schematics, manuals or parts.

**REPLACEMENT PARTS**

Parts and replacements are included in this agreement as outlined above. The parts listed on the schedule below show considerable wear and will require replacement or refurbishment in the near future. To provide Purchaser with the maximum of service from these parts, the Company will accept them in their present condition with the understanding that Purchaser will pay, in addition to the base amount of this contract, an extra amount at the time the parts listed are replaced or refurbished. The additional charge for this replacement will be determined by pro-rating the total direct indirect costs of replacing/refurbishing the individual parts. Purchaser will pay for that portion of the life of the parts used prior to the date of this contract and the Company will pay for that portion used since the date of this contract, with proration based on the assumed used life set forth below.

**TROUBLE-CALL ANSWERING SERVICE**

Should purchaser request Company to correct trouble which develops with the elevator equipment between regular routine examinations, the Company will absorb the cost of all labor expended at, and in traveling to or from the jobsite in performing the corrective work during Normal Business hours of Mon-Fri 8am to 5pm as outlined in this agreement. Should purchaser request a trouble call outside of Normal business hours the request will be responded to on the following business day. If a request is made outside of Normal business hours and all essential elevator units listed below are out of service or there is an emergency that requires an elevator technician, the call shall be responded to as soon as possible. on a 24-hour, 7-day week basis and the Company will absorb the cost of all labor expended at, and in traveling to or from the jobsite in performing the corrective work as outlined in this agreement.

Essential Equipment with Overtime Covered:

none

**TERM**

This Agreement shall be for an initial period of:

One (1) years from Date: July 1st, 2026

and shall automatically continue for ONE-year periods thereafter unless canceled and in accordance with the terms below. This Agreement may be terminated by Purchaser at the end of any such period by giving Company written notice at least ninety (90) days prior to the end of any such period. The Company may terminate this agreement by giving Purchaser ninety (90) days written notice, except that, if payments are not made in accordance with the terms hereof or if there be any other default on the part of the Purchaser, then the Company may terminate at will and shall not be liable for any acts or omissions during the period of default, whether election is made to terminate or not. All notices shall be by registered mail.

**COMPENSATION**

The monthly service charge for the service as stated shall be:

\$1,234.00 One, Thousand. Two-Hundred and Thirty-Four Dollars and Zero Cents

payable monthly in advance. The price set forth above shall be adjusted at the end of each year this Agreement is in effect to compensate for changes in the cost of labor and material. The price as adjusted shall be effective for the following year. Adjustment shall be made on the following basis:

Contract price shall be increased or decreased due to the increase or decrease in the straight time hourly rate paid to elevator constructors in the locality where the equipment is to be maintained on the year adjustment date as compared with the actual hourly rate paid to elevator mechanics plus fringe benefits including but not being limited to payments for pensions, vacations, paid holidays, group life insurance, sickness and accident insurance or hospitalization insurance.

## **TERMS AND CONDITIONS**

Nothing in this Agreement shall be construed to mean that the Company assumes any liability on account of accidents to persons or property except those directly and solely due to negligent acts of the Company or its employees, and the Purchaser's own responsibility for accidents to persons or properties while riding on or being on or about the aforesaid equipment is in no way affected by this Agreement. It is agreed that, when not working in, about or on the said equipment the Company does not assume the management or control thereof. At any time the Company's serviceman is servicing the equipment, the Company is asserting possession and control of the remainder of the equipment shall remain with the Purchaser. The Company shall not be responsible for any situation that may occur that cannot be revealed by the ordinary inspection methods offered with this service, such as checking the levelling of cars at landings, erratic operation of car and/or their locking devices, etc.

The Company shall not be held responsible or liable for any loss, damage, detention, or delay caused by accidents, strikes, lockouts, fire, flood, acts of civil or military authorities, or by insurrection or riot, or by any other cause which is unavoidable or beyond its control. In no event shall Company be liable for consequential damages. No work, service or liability on the part of the Company other than that specifically mentioned herein is included or intended. Purchaser agrees that Company, in performing work under this Contract, shall be bestowing its skill and services necessary for the construction and for proper maintenance of the construction of the elevator(s) at the job site.

The Purchaser agrees to keep the elevator pit(s) and motor room(s) free from water and rubbish; to give the Company written notice within twenty-four hours of any accident, alteration or change affecting the equipment, and of any change of ownership; to discontinue immediately the equipment from service when it becomes unsafe or operates in a manner which might cause injury to a user thereof; and to maintain surveillance of the equipment for such purposes.

In the event of any default by Purchaser, Purchaser agrees to pay reasonable attorney fees and/or court costs incurred by Company in connection with any legal services rendered for the purpose of preserving or enforcing its rights under this contract.

Authorized Customer:

Troy Witzansky  
Representative Sapulpa Public Schools

Company:

Steven Schmidt  
President American Elevator



1640 S. Boston Ave.  
Tulsa, OK 74119  
Phone: 918-664-2544-1  
Fax: 918-664-7281  
liermanoffice@jostens.com

1

## TOTAL SERVICE AGREEMENT

\_\_\_\_\_ has selected Jostens, Inc. to provide the products noted below. Pursuant to that selection, the parties, with the consent and approval of the School Administration, agree as follows:

- 1) Jostens will provide preferred production time for the manufacturing of your school's custom products.
- 2) All Jostens Class Rings are covered by a Lifetime Limited Warranty. Jostens guarantees all other products to be free from defects in workmanship and materials at the time of delivery. Any defective merchandise will be repaired or replaced without charge.
- 3) Jostens agrees to deliver your school's products in a timely manner based on the individual order dates, and to market and provide product information to students and parents (in school or otherwise) in various formats in order to allow for efficient ordering and delivery.
- 4) This agreement is effective for products listed below:

\_X\_ Class/Championship Rings    \_Diplomas  
\_X\_ Grad Announcements         X Graduation Regalia & Accessories

- 5) ***Jostens will print a Custom Announcement Design Sample for Senior Meeting in the Fall.***

\_\_\_\_\_

\_\_\_\_\_

- 6) This contract is approved by the following school officials, who by signing below represent that they have the authority to execute this agreement. This agreement is in effect from **June 30, 2026 to June 30, 2027 covering the School Year 2026-2027**. The parties will review terms of this contract annually to ensure the customer's satisfaction.

\_\_\_\_\_  
School Administration

\_\_\_\_\_  
Title

Jostens Representative

Title:

Date: 2-17-26

*Thank you for selecting Jostens*

3. Term. The term of this Agreement shall commence on August 1, 2024<sup>2025</sup> ("Commencement Date") and shall continue thereafter for a period of three (3) years, unless earlier terminated.

4. Termination.

a) A Party may terminate this Agreement for convenience upon 90 days' prior written notice to the other Parties.

b) The Parties may terminate this Agreement at any time by mutual written agreement signed by all Parties.

c) A Party may immediately terminate this Agreement by delivering written notice of termination to the other Parties upon default by another Party, which default is not cured to the non-defaulting Party's reasonable satisfaction within 30 days after the defaulting Party receives written notice of the default from the non-defaulting Party.

5. Compensation. No compensation shall be paid by the School District or requested by the Donors for the Sports Medicine Services.

6. Relationship of Parties. The relationship between the School District and each Donor and Service Provider is solely that of independent contractors. The Parties acknowledge and agree that no Party has the authority to make any representation, warranty or binding commitment on behalf of any other Party. Nothing in this Agreement shall be construed to create a partnership, joint venture or employment relationship between or among the Parties.

7. Insurance.

a) SFHS and TBJ shall each maintain professional liability insurance covering SFHS and TBJ, respectively, and their respective Services Providers, as to liability for claims arising from the Sports Medicine Services. Such professional liability policies shall provide coverage with minimum limits meeting or exceeding \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. At the School District's request, SFHS and TBJ will provide School District with certificates confirming that the required insurance coverage is in effect during the Term.

b) School District shall maintain comprehensive general liability insurance covering the School District and all officers, directors, members, agents and employees, with minimum limits meeting or exceeding \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. At the request of either SFHS or TBJ, the School District will provide the requesting Party with certificates confirming that the required insurance coverage is in effect during the Term.

8. Mutual Indemnification.

a) The Donors shall indemnify, hold harmless and defend School District and its officers, directors and employees from and against all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney fees), whether or not covered by insurance, caused or asserted to have been caused, directly or indirectly, by or as a result of Sports Medicine Services.

b) The School District shall indemnify, hold harmless and defend SFHS and TBJ, and each of their respective officers, directors, shareholders and employees from and against all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney fees), whether or not covered by insurance,

## SPORTS MEDICINE SERVICES DONATION AGREEMENT

This **SPORTS MEDICINE SERVICES DONATION AGREEMENT** (this "Agreement") is made and entered into by and between the **Independent School District NO. 19-1033 Sapulpa Public Schools, Creek County, Oklahoma** (the "School District") and **TULSA BONE & JOINT ASSOCIATES, P.C. ("TBJ")**, an Oklahoma professional corporation, and **Saint Francis Health System, Inc. ("SFHS")**, an Oklahoma non-profit corporation. SFHS and TBJ shall collectively referred to as the "**Donors.**" School District, TBJ, and SFHS shall each be referred to individually as "**Party**" or collectively as "**Parties.**" The "**Effective Date**" of the Agreement shall be the date the Parties hereby execute the Agreement by signature as set forth below.

### RECITALS

A. SFHS is an Oklahoma not for profit corporation, with a charitable mission that includes community outreach and provision of support for the public health needs of the community it serves ("**Mission**"). SFHS owns a health system which provides a broad range of inpatient and outpatient healthcare services to patients through employed and contracted providers ("**SFHS Providers**").

B. TBJ provides orthopedic and related healthcare services to patients through employed and contracted providers ("**TBJ Providers**") (together, the SFHS Providers and TBJ Providers are the "**Service Providers**"), who are licensed and qualified to practice medicine in Oklahoma and have the requisite training and experience to provide comprehensive musculoskeletal healthcare services, including sports medicine and related diagnostic services. TBJ supports the Mission by participating in certain community outreach and public health activities of SFHS.

C. The Donors desire to donate to the School District, and the School District desires to accept the Donors' donation of, the time, services and resources necessary to operate a comprehensive sports medicine program for the School District, according to the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants herein contained, the Parties do hereby agree as follows:

### AGREEMENT

1. Services. The School District engages the Donors, and the Donors accept such engagement, to provide the services described in Exhibit A, attached hereto (collectively, the "**Sports Medicine Services**"), at the facilities of the School District (or other locations reasonably requested by the School District and approved by the Donors) (collectively, the "**Facilities**"), during the term of this Agreement. The Donors shall cause the Service Providers to use all appropriate and customary methods, techniques, skills and efforts necessary to provide the Sports Medicine Services in accordance with this Agreement.

2. Scheduling and Availability. The Donors shall determine, upon consultation with the School District, the time and manner in which the Sports Medicine Services are provided, which may include, without limitation, all pre-season, regular season and post-season Varsity football practices, scrimmages and games, and mutually agreed upon Olympic sports events (collectively, "**Required Coverage Events**"). The scheduling of Sports Medicine Services for events other than the Required Coverage Events shall be mutually agreed upon and subject to approval by the Parties, each, in their discretion. The Donors' provision of Sports Medicine Services for the School District shall not require the Donors or their Service Providers to be present at the Facilities for a specific number of hours or at specific times, except with respect to the Required Coverage Events.

3. Term. The term of this Agreement shall commence on August 1, 2024 ("Commencement Date") and shall continue thereafter for a period of three (3) years, unless earlier terminated.

4. Termination.

a) A Party may terminate this Agreement for convenience upon 90 days' prior written notice to the other Parties.

b) The Parties may terminate this Agreement at any time by mutual written agreement signed by all Parties.

c) A Party may immediately terminate this Agreement by delivering written notice of termination to the other Parties upon default by another Party, which default is not cured to the non-defaulting Party's reasonable satisfaction within 30 days after the defaulting Party receives written notice of the default from the non-defaulting Party.

5. Compensation. No compensation shall be paid by the School District or requested by the Donors for the Sports Medicine Services.

6. Relationship of Parties. The relationship between the School District and each Donor and Service Provider is solely that of independent contractors. The Parties acknowledge and agree that no Party has the authority to make any representation, warranty or binding commitment on behalf of any other Party. Nothing in this Agreement shall be construed to create a partnership, joint venture or employment relationship between or among the Parties.

7. Insurance.

a) SFHS and TBJ shall each maintain professional liability insurance covering SFHS and TBJ, respectively, and their respective Services Providers, as to liability for claims arising from the Sports Medicine Services. Such professional liability policies shall provide coverage with minimum limits meeting or exceeding \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. At the School District's request, SFHS and TBJ will provide School District with certificates confirming that the required insurance coverage is in effect during the Term.

b) School District shall maintain comprehensive general liability insurance covering the School District and all officers, directors, members, agents and employees, with minimum limits meeting or exceeding \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. At the request of either SFHS or TBJ, the School District will provide the requesting Party with certificates confirming that the required insurance coverage is in effect during the Term.

8. Mutual Indemnification.

a) The Donors shall indemnify, hold harmless and defend School District and its officers, directors and employees from and against all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney fees), whether or not covered by insurance, caused or asserted to have been caused, directly or indirectly, by or as a result of Sports Medicine Services.

b) The School District shall indemnify, hold harmless and defend SFHS and TBJ, and each of their respective officers, directors, shareholders and employees from and against all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney fees), whether or not covered by insurance,

caused or asserted to have been caused, directly or indirectly, by or as a result of acts or omissions by the School District and its employees or independent contractors.

9. Notices. All notices and other communications permitted or required hereunder shall be in writing and shall be deemed to have been duly given if delivered personally, transmitted by facsimile, mailed by registered or certified mail (return receipt requested), or sent by FedEx or other recognized overnight courier, to the Parties at the following addresses (or at such other address for a party as shall be specified by like notice):

**School District:** 511 E. Lee  
SAPULPA, OK 74106  
Attn: MIRU ROJE

**TBJ:** 4802 S. 109th E. Ave.  
Tulsa, Oklahoma 74146  
Attn: Linda Gunter, CEO

**SFHS:** 6161 South Yale Avenue  
Tulsa, Oklahoma 74136  
Attn: General Counsel

10. Miscellaneous.

a) This Agreement shall be governed by and construed in accordance with the laws of Oklahoma. Venue for any action to enforce this Agreement shall reside exclusively in the state and federal courts situated in Tulsa County, Oklahoma.

b) The prevailing Party in any action or proceeding to enforce this Agreement shall be entitled to recover from the non-prevailing Parties all costs and reasonable attorney fees incurred by the prevailing Party in the enforcement action or proceeding.

c) No amendment or modification to this Agreement shall be effective unless in writing and signed by all Parties.

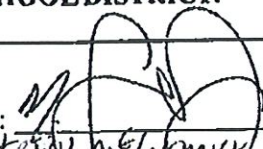
d) The Parties are not permitted to assign this Agreement to anyone, and any attempted assignment by any Party shall be null and void unless written consent to the assignment has been provided by the other Parties. This Agreement shall be binding upon the Parties and their respective successors and permitted assigns.

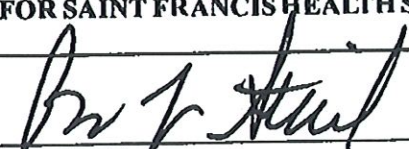
e) This Agreement constitutes the final and complete expression of the Parties' entire agreement and understanding as to the subject matter hereof and supersedes any prior agreements or understandings, written or oral, between the parties relating to the subject matter hereof.


f) This Agreement may be executed in multiple counterparts, each of which shall constitute an original and all of which together shall constitute one agreement binding on the Parties. Facsimile and email signatures will constitute and have the same effect as original signatures.

*[Signature Page Follows]*

IN WITNESS WHEREOF, the Parties have executed this Agreement to be effective as of the date of the last signature set forth below ("Effective Date").

<b>FOR SCHOOL DISTRICT:</b>	
Signature:	
Name:	Steve McLaughlin
Title:	Board President
Date:	6/10/25

<b>FOR SAINT FRANCIS HEALTH SYSTEM, INC.:</b>	
Signature:	
Name:	Barry Steichen
Title:	Executive VP, COO
Date:	June 16, 2025

<b>FOR TULSA BONE &amp; JOINT ASSOCIATES, P.C.:</b>	
Signature:	
Name:	Linda Gunter
Title:	Chief Executive Officer
Date:	6/16/2025

## EXHIBIT A

### **Sports Medicine Services**

The Sports Medicine Services will include the following:

1. The services of one (1) certified athletic trainer to provide training services at the sporting events mutually agreed by the Parties;
2. The services of a board-certified or board eligible physician with experience and training in sports medicine at the sporting events mutually agreed by the Parties (specifically the Required Coverage Events, defined in Section 2);
3. Provision of support (as needed) for the School District's student-trainer program;
4. Provision of the routine (as determined by Donor) supplies and equipment needed by the athletic trainers (up to a total value of \$3,000 per year), but specifically excluding orthopedic braces and other non-routine (as determined by Donor) equipment or supplies. Supplies and equipment needed by the athletic trainers exceeding \$3,000 annual limit, as well as non-routine supplies and equipment, will be the responsibility of School District;
5. Provision of student-athlete pre-participation physicals;
6. TBJ and Saint Francis' participation as advertising sponsor (in exchange for a cash donation up to \$550 per year) for all School District's athletic events and activities (and other venues as agreed by the Parties)



## Sapulpa Public Schools - 2026-2027 Renewal: Voluntary Student Accident Insurance

Enclosed is your school district's renewal packet for the 2026-27 school year. All coverage options, medical benefits & rates will remain the same. Please refer to the voluntary coverage document enclosed for additional information.

### **Why offer Voluntary Student Accident Insurance:**

- ❖ Certain parents can be unforgiving, especially when their student is injured under the school's supervision or participating in sports. Offering this coverage before an injury occurs can assist administrators/coaches when handling these difficult situations.
- ❖ Due to affordability, many families have a high-deductible health plan. Should their student sustain an injury, their out-of-pocket cost could be significant and become a financial strain. When enrolled, a student accident policy can assist with those out-of-pocket medical expenses when their claim doesn't reach their health plan deductible.
- ❖ Some families are self-employed or for whatever reason have their student uninsured. For the best interest of the school district and the families involved, having accident coverage in place should be required/strongly considered especially if these students are participating in school sports.

*Please note:* What's mentioned above is only accomplished if the school district is directly notifying all PK-12 families about the coverage opportunity at the beginning of the school year and prior to each sports season beginning. Student Assurance Services will provide resources to use once the renewal application is received and processed in our office.

### **DUE DATE for Signed Renewal Application:**

Enclosed you will find your school district's 2026-2027 renewal application. Please complete the renewal application by **June 8<sup>th</sup>, 2026**. Emailing or mailing the signed application is acceptable. As a reference, a copy of last year's application is included.

### **Coverage Options to Consider:**

1. **Catastrophic Coverage:** Catastrophic injuries are never easy to deal with and usually entail a major surgery, an accidental death, dismemberment or felonious assault. With the rising cost of medical treatment and the unpredictability with students, the importance of a school district having a catastrophic policy is at an all-time high. This district-paid policy starts at \$1.20 per student (\$500 minimum premium) and covers all students during regular school hours. The affordability of this policy is very reasonable, considering the number of students involved.
2. **Coach's Camp - Youth Recreation - Field Trip Coverage:** This plan is designed to provide coverage for a group of students while participating in a camp or specific event. Rates start at \$3.00 per student (\$300 minimum premium). For high-risk activities (tackle football, wrestling, hockey or gymnastics) we would review for appropriate premium.

If you have any questions about the renewal or additional coverage options, please contact me at (800)-328-2739 or [sonnyh@sas-mn.com](mailto:sonnyh@sas-mn.com).

Sincerely,

Sonny Heinrich, Director of K-12 Operations  
Student Assurance Services, Inc.

*Specializing in Accident Coverage for Students while:  
Attending School – Playing Interscholastic Sports – Participating in Camps/Rec Programs/Youth Events  
Toll Free: (800) 328-2739 – Fax: (651) 439-0200 – Email: [sonnyh@sas-mn.com](mailto:sonnyh@sas-mn.com)*



APPLICATION FOR STUDENT ACCIDENT INSURANCE

Sapulpa Public Schools
511 East Lee
Sapulpa, OK 74066

- 1. What is the first day of authorized sports practice? 7/15/26
2. What is the first day of the regular school term? 8/20/26 Last Day of School 5/21/27
3. Select the PLAN desired below. Complete the Enrollment and Premium sections.
Effective Date: 07/01/2026 Termination Date: 06/30/2027

SCHOOLS THAT PROVIDE COVERAGE ON A GROUP BASIS
Group Athletic Coverage: Plan:
Senior High Enrollment Grades \$
Junior High Enrollment Grades \$
Additional Coverage Plan: \$
Additional Coverage Plan: \$
All-Pupil Coverages: Plan:
Total Enrollment of all Grades (PK-12): @ \$ = \$
TOTAL PREMIUM = \$
(All premiums are due prior to the effective date of the policy. If the full premium is not received within 60 days of the effective date, the policy will be cancelled and no coverage will be inforce, unless otherwise agreed)

SCHOOLS THAT OFFER COVERAGE ON A VOLUNTARY BASIS
Directions: Please review each statement below and initial if you agree to the terms required. Student Assurance Services will provide voluntary student accident forms via email after the completed application is received in our office.
1. Voluntary Coverage for Student Athletes (Grades 7-12): Plan: L - 1513 (Voluntary)
I agree that my Athletic Department(s) will directly notify all families of student athletes about the voluntary student accident coverage available prior to the start of each sports season (fall, winter, spring).
2. Voluntary Coverage for All Students (Grades PK-12): Plan: L - 1513 (Voluntary)
I agree that all schools within my school district will directly notify all families about the voluntary student accident coverage available at the beginning of the school year.
Estimated Total Enrollment within School District (Required) 3400
When initial above, it's agreed and understood that: (applies only to voluntary coverages)
a. The school will offer coverage to all students in the school system.
b. Football/Sports Coverage is available only if the school installs the Voluntary Student Coverage.
c. A school official will complete the school's section of each claim form for school related injuries.
d. If an enrollment form is returned to the school: Premium must be sent to the agent within 30 days of receipt; and a school official must date the premium envelope on the date received.
e. Only one student accident insurance plan will be offered by the school.

WEBSITE ACCESS AGREEMENT

By signing this form you will be given an access code to view the Master Policy, enrolled roster, and claim status information on our website. This code should only be shared with school administration. An email that explains how to access your school's information will be provided after the application is received and reviewed.

Applied for by: Michael Rose 918-859-8464 mrose@sapulpasps.org
Print Name of School Official Telephone Number E-Mail Address
Signature of School Official School Board President Date
Administrator of Policy/Claims:
If different than above Print Name Telephone Number E-Mail Address
Agent: Print Name Telephone Number E-Mail Address

Administered by and Mail to: Student Assurance Services, Inc. P.O. Box 196 Stillwater, MN 55082
GAA-2201 Rev. 01-23
STUDENT ASSURANCE SERVICES INCORPORATED

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.



**STUDENT ACCIDENT INSURANCE COVERAGE**  
POLICY GA-2200Ed.11-16(ID)(KS)(LA)(MN)(MT)(NC)(ND)(OH)

**Premiums & Coverage Options**

**One Time Policy Year Premiums**

<b>School Time Coverage Grades PK-12 (Does NOT Include Interscholastic Sports Coverage grades 7-12)</b> Protects the student while: a) attending regular school sessions, b) participating in or attending school-sponsored and supervised extracurricular activities, c) traveling directly to and from school for regular school sessions, and while traveling to and from school-sponsored and supervised extracurricular activities in school provided transportation. DOES NOT cover participation in interscholastic sports for students in grades 7-12.	<b>\$16</b>
<b>Full Time Coverage Grades PK-12 (Does NOT Include Interscholastic Sports Coverage grades 7-12)</b> Covers the student 24 hours a day until school starts next year. Includes coverage while at home and school, on weekends and during summer vacation. DOES NOT cover participation in interscholastic sports for students in grades 7-12.	<b>\$99</b>
<b>School Time Coverage Grades PK-12 AND Interscholastic Sports Coverage Grades 7-12 (does not include Football grades 9-12)</b> In addition to School-Time Coverage shown above, includes All Interscholastic Sports Coverage that protects the student while practicing for or competing in school-sponsored and supervised interscholastic sports including travel in school provided transportation for grades 7-12. DOES NOT cover Football for grades 9-12.	<b>\$91</b>
<b>Full Time Coverage Grades PK-12 AND Interscholastic Sports Coverage Grades 7-12 (does not include Football grades 9-12)</b> In addition to the Full-Time Coverage shown above, includes All Interscholastic Sports Coverage that protects the student while practicing or competing in school-sponsored and supervised interscholastic sports including travel in school-provided transportation for grades 7-12. DOES NOT cover Football for grades 9-12.	<b>\$174</b>
<b>Football Coverage Grades 9 - 12</b> Protects the student while practicing for or competing in school-sponsored and supervised interscholastic football including travel in school-provided transportation for grades 9-12.	<b>\$250</b>
<b>Extended Dental Coverage Grades PK-12</b> Provides benefits up to a maximum of \$5,000 for any dental injury. Covers the student 24 hours a day until school starts next year. Treatment must begin within 60 days from the date of the Injury and must be performed within one year from the date of Injury. However, if within the one year period following the date of Injury the student's attending dentist certifies that dental treatment and/or replacement must be deferred beyond one year, the policy pays the estimated cost of such deferred treatment, but not to exceed \$200 for each tooth. Benefits for prostheses are limited to \$500 per injury, including procedures performed to install them. Dental prostheses include, but are not limited to: crowns, dentures, bridges, and implants. Extended Dental does not cover treatment for orthodontics, dental disease, or expenses that exceed the dental prosthesis maximum benefit limit.	<b>\$9</b>

**The Medical Benefits and Exclusions below apply to the Coverage Options listed above.**

**MEDICAL BENEFITS (What the Insurance Plan Pays)** - When injury covered by the policy results in treatment by a Licensed Physician within 60 days from the date of accident, the Company will pay the Usual and Customary Charges (U&C) incurred for covered services as listed below, for charges actually incurred within one year from the date of injury up to the specified Maximum Medical Benefit of \$50,000 per injury. (In MT and NC benefits are payable after the deductible per injury is satisfied, the deductible is the amount paid or payable for the same injury by Other Valid Coverage)  
This policy will pay benefits regardless of Other Valid Coverage if the covered claim expense is less than \$200. If the covered claim expense exceeds \$200, benefits shall be paid first by Other Valid Coverage. (This coverage is excess in KS, and this coverage is primary in MT and NC after deductible, and in ID, IL)

**All Amounts Listed Below are Per Injury**

**PHYSICIAN'S SERVICES**

- a) **Surgical Care** (surgeon, assistant surgeon, and anesthesia) .....80% U&C, up to \$2,500
- b) **Nonsurgical Care** (includes physiotherapy performed other than in a hospital, 1 visit per day).....U&C, up to \$50 per visit, maximum 6 visits

**HOSPITAL CARE**

- a) **Inpatient Care**
  - 1) **Hospital Semi-Private Room** .....U&C, up to \$500 per day
  - 2) **Hospital Miscellaneous Services** .....80% U&C, up to \$2,500
- b) **Outpatient Care**
  - 1) **Facility Charges for Day Surgery** .....U&C, up to \$2,500
  - 2) **Emergency Room** .....80% U&C, up to \$500

**Note: Benefits for hospital miscellaneous and outpatient care charges are limited to services not scheduled under Medical Benefits.**

- X-RAY SERVICES** (includes charges for reading) .....U&C, up to \$250
- LABORATORY SERVICES** .....U&C, up to \$250
- DIAGNOSTIC IMAGING** (includes MRI, CT scan, bone scan and charges for reading) .....U&C, up to \$500
- DENTAL TREATMENT** (in lieu of all other medical benefits; for repair and/or replacement of each sound and natural tooth) .....U&C, up to \$250 per tooth (In SD, sound and natural is deleted)
- AMBULANCE SERVICES** .....U&C, up to \$500
- ORTHOPEDIC APPLIANCES** (when prescribed by a physician for healing) .....U&C, up to \$250
- PRESCRIPTION DRUGS** (take home) .....U&C, up to \$250
- REPLACEMENT EYEGLASSES, CONTACT LENSES, HEARING AIDS** (when medical treatment is required for covered injury) .....U&C, up to \$250
- MOTOR VEHICLE INJURY** .....Same as any injury, up to \$2,500 (In KS, \$2,500 limit does not apply)

**ACCIDENTAL DEATH AND DISMEMBERMENT**

When injury covered by this policy results in Accidental Death or Dismemberment within 180 days from the date of accident, the following benefits will be payable.  
Loss of Life ..... \$2,500      Loss of an Eye.....\$2,500      Double Dismemberment .....\$10,000      Single Dismemberment.....\$2,500

The policy contains a provision limiting coverage to the usual and customary charges. This limitation may result in additional out-of-pocket expenses for the insured.  
L-1511/1513(2026)



**ENROLLMENT FORM FOR STUDENT ACCIDENT INSURANCE**

**COVERAGE PLANS**

**One Time Policy Year Premiums**

	<b>Full Time Coverage (Does NOT include Interscholastic Sports Coverage)</b>	<input type="checkbox"/> <b>\$ 99</b>
	<b>Full Time Coverage AND Interscholastic Sports Coverage (Does not include Football Grades 9-12)</b>	<input type="checkbox"/> <b>\$174</b>
	<b>School Time Coverage (Does NOT include Interscholastic Sports Coverage)</b>	<input type="checkbox"/> <b>\$ 16</b>
	<b>School Time Coverage AND Interscholastic Sports Coverage (Does not include Football Grades 9-12)</b>	<input type="checkbox"/> <b>\$ 91</b>
	<b>Football Coverage (Grades 9-12)</b>	<input type="checkbox"/> <b>\$250</b>
	<b>Extended Dental Coverage (Grades PK-12)</b>	<input type="checkbox"/> <b>\$ 9</b>

**DO NOT SEND CASH**

**TOTAL PREMIUM**

Make Checks payable to: **STUDENT ASSURANCE SERVICES, INC.**  
\*Please write student's name on the front of check. **NO REFUNDS**

\_\_\_\_\_

↑ STUDENT'S LAST NAME ↑ (one letter in each box)

\_\_\_\_\_

STUDENT'S FIRST NAME \_\_\_\_\_ M.I. \_\_\_\_\_

Please Print

Address \_\_\_\_\_

(Street)

\_\_\_\_\_

(City) (State) (Zip)

Email Address \_\_\_\_\_

Name of School \_\_\_\_\_

Name of District \_\_\_\_\_

Student's Age \_\_\_\_\_ Grade \_\_\_\_\_ Phone \_\_\_\_\_

X \_\_\_\_\_

GAA-2203Ed.11-16 (Signature of Parent or Guardian) (Date)





## UniteGPS Student Data Protection Plain English Overview

### Why We Provide Our Own Data Use Agreement

UniteGPS works closely with public school districts and understands that student data protection is a core responsibility, not a formality. We proactively provide our own Data Use and Student Data Protection Agreement so districts can clearly see how data is handled, protected, and limited in use.

Our intent is to reduce uncertainty, simplify review, and demonstrate that protecting student information is built into how our platform operates.

### Why the Data Feed Matters

For districts evaluating or piloting UniteGPS, a secure data feed from the student enrollment system is essential to fully demonstrate the power of the solution.

This data enables the transportation department to:

- Assign students accurately to bus stops
- Build and adjust routes efficiently
- Automatically receive updates when a student enrolls, moves, or leaves the district
- Respond quickly to changes that impact transportation operations

Without this data, the system cannot put the transportation team in control or deliver the time savings, cost reductions, safety improvements, and operational clarity that the platform is designed to provide.

### What Data We Use

UniteGPS uses limited student and household information strictly for transportation operations. We do not request or use academic, behavioral, health, or instructional data.

We do not sell, market, advertise, or profile students or families.

### Who Owns the Data

Your district always owns its data. UniteGPS acts only as a service provider and uses the data solely as directed by the district and as described in our agreement.

## How We Protect Student Data

UniteGPS maintains administrative, technical, and physical safeguards designed to protect student data from unauthorized access or disclosure.

Our cybersecurity practices are aligned most closely with guidance from the National Institute of Standards and Technology and informed by education focused security frameworks identified by the Education Security and Privacy Exchange at [edspex.org](http://edspex.org).

Access to student data is limited to authorized personnel who require it to perform their job functions and who are bound by confidentiality obligations.

## What Happens When Services End

When services end, data use stops. Student data is securely deleted in a manner designed to make it unrecoverable.

## Our Commitment

Our Data Use Agreement is designed to support districts, not complicate procurement or legal review. It clearly defines limits on data use, ownership, and security so districts can confidently evaluate and use the UniteGPS platform.

We welcome questions and work collaboratively with districts to address state or local requirements.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a horizontal line that ends in a small hook.

Christopher Bunnell  
Chief Executive Officer

Cellular: (207) 671-6293  
Email: [christopher.bunnell@unitegps.com](mailto:christopher.bunnell@unitegps.com)

## DATA USE AND STUDENT DATA PROTECTION AGREEMENT

This Data Use and Student Data Protection Agreement (Agreement) is made as of 04/13/26 by and between:

District Provider

Sapulpa Public Schools  
511 East Lee  
Sapulpa, OK 74066

Data Recipient

UniteGPS, LLC  
391 Cottage Rd.  
South Portland, Maine 04106

This Agreement is offered by UniteGPS to clearly document how student and district data is protected, handled, and limited in use. Its purpose is to provide transparency and reassurance that the recipient treats student data with the same care and respect expected of a trusted school partner.

### 1. Definitions

#### Education Records

Records directly related to a student and maintained by the Provider or by a party acting on behalf of the Provider, as defined by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g and 34 C.F.R. Part 99.

#### Personally Identifiable Information (PII)

Information contained in Education Records that can be used to identify a student, either directly or indirectly.

#### FERPA Protected Data

Education Records and PII protected under FERPA and applicable state privacy laws.

### 2. Purpose and Scope of Data Use

Provider authorizes Recipient to receive limited student and household information from the Provider enrollment or student information system for the sole purpose of delivering student transportation services through the UniteGPS Crosswalk K to 12 platform.

This data is used to geocode student addresses, assign bus stops and routes, and automatically keep transportation records current when students enroll, move, or exit the district. These functions directly support student safety, operational efficiency, and accurate transportation planning.

Recipient does not use student data for any purpose unrelated to transportation operations and does not require or request academic, behavioral, health, or disciplinary records.

### 3. Data Ownership and Control

All Education Records and FERPA Protected Data provided under this Agreement remain the exclusive property of the Provider.

Recipient does not acquire any ownership rights in the data and acts solely as a service provider using the data as directed by the Provider and as permitted under this Agreement.

### 4. Term and Duration

This Agreement remains in effect for the duration of the software license or services agreement between Provider and Recipient.

Upon termination or expiration of the services agreement, this Agreement automatically terminates with respect to data use.

### 5. Recipient Responsibilities and Data Protections

Recipient agrees to the following safeguards and limitations:

#### a. Legal Compliance

Recipient will comply with FERPA and all other applicable federal and state student data privacy laws.

#### b. Confidentiality

All Education Records and PII are treated as confidential and are protected from unauthorized access, disclosure, or use.

#### c. Limited Use

Data is used only for the purposes described in Section 2 and for no other business, analytics, advertising, or marketing purpose.

#### d. Access Controls

Access to student data is limited to authorized UniteGPS employees or contractors who require access to perform their job duties and who are bound by written confidentiality obligations.

#### e. No Commercialization

Recipient does not sell, rent, license, or otherwise commercialize student or district data and does not engage in targeted advertising or student profiling.

f. Data Security Program

Recipient maintains administrative, technical, and physical safeguards designed to protect student data from unauthorized access, disclosure, alteration, or destruction.

Recipient's cybersecurity program is aligned most closely with the National Institute of Standards and Technology Cybersecurity Framework and related NIST guidance. In addition, Recipient references nationally recognized education sector security frameworks identified by the Education Security and Privacy Exchange at [edspx.org](https://edspx.org).

These frameworks inform Recipient's internal security practices, including access controls, system monitoring, encryption practices where appropriate, and incident response planning, without expanding Recipient's obligations beyond reasonable industry standards.

6. Data Retention, Return, and Destruction

Upon termination of services:

Recipient will cease all use of Provider data.

Recipient will securely delete or destroy student data in a manner designed to make it unrecoverable, except where temporary retention is required for legal or operational wind down purposes.

7. Subcontractors and Service Providers

Recipient may use third party service providers to support hosting, infrastructure, or support functions. Any such providers are required by contract to protect data using safeguards no less protective than those described in this Agreement.

Recipient remains responsible for its subcontractors' compliance with these obligations.

8. Miscellaneous

Governing Law

This Agreement is governed by the laws of the State of Maine.

Venue

Any legal action related to this Agreement shall be brought in the state or federal courts located in Cumberland County, Maine.

Amendments

This Agreement may be amended only by a written document signed by both parties.

Severability

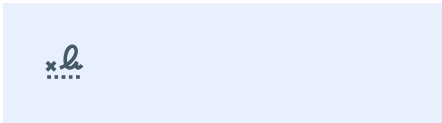
If any provision of this Agreement is found unenforceable, the remaining provisions remain in full force and effect.

Entire Agreement

This Agreement represents the complete understanding of the parties regarding data use and protection related to the services described.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**Sapulpa Public Schools**

Signature: 

Name: **Johnny Bilby**

Date: 

Title: **Assistant Superintendent**

**UniteGPS, LLC**

Signature: 

Name: **Christopher Bunnell**

Date: 

Title: **Chief Executive Officer**



# Quote

# QT-130426-211

PMB 248  
50 Market Street, STE 1A  
South Portland, Maine 04106

christopher.bunnell@unitegps.com  
www.unitegps.com  
2076716293

EIN: 46-5217071  
W-9: <https://bit.ly/4oQwc7N>

Bill To  
**Sapulpa Public Schools**  
511 East Lee  
Sapulpa, OK 74066

Quotation Date : 04/13/26

#	Item & Description	Qty	Rate	Amount
1	Crosswalk SIS Data Integration - Medium Fleet Annual Software + Custom Data Integration (\$98 mo billed annually) Includes: Routing Route optimization Automated route optimization suggestions Printable turn-by-turn directions Data feed synchronization with SIS Communication Parent Communication Center Support Affordable upgrade path to GPS & tablets 90-day free trial	1.00	1,176.00	1,176.00
			Sub Total	1,176.00
			<b>Total</b>	<b>\$1,176.00</b>

## Notes

This pricing quote is for our Routing Essentials-Core Plan. This package provides school districts with full access to UniteGPS Crosswalk K12 routing software and included features.

The Routing Essentials-Core Plan includes all core routing functionality, including route optimization, student to stop assignments, stop and run management, and printable turn by turn directions. Districts can efficiently design, adjust, and maintain routes using current student and address data while improving consistency and operational planning.

Integration with your district's SIS system is included through our automated data feed. This data feed ensures student, school, and address information stays current within the routing system.

This package also includes access to the Communication Center, allowing districts to send route related messages and notifications to families and staff from within the platform. This supports proactive communication during route changes, delays, or special circumstances.

## Terms & Conditions

90 Day Free Trial  
Invoiced Annually  
No Contract Required



# Focused

School Photography

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www.focused.pics

FLYER CODE:

doyce@focused.pics

anne@focused.pics

info@focused.pics

pyper@focused.pics

caryn@focused.pics

405.509.8580/800.245.8660

School Portrait Agreement | School Year:  2025-26  2026-27  
Check one or both

School: <u>Scipula Middle School</u>			
Address: <u>1304 E Cleveland Ave</u>		Phone: <u>(918) 224-3400</u>	
City: <u>Scipula</u>			
ST: <u>OK</u>	Zip: <u>74066</u>	Ship Attention to:	
Principal: <u>Peter Carter</u>		Email: <u>pcarter@scipulaps.org</u>	
Secretary: <u>Bmy Sanders</u>		Email: <u>bsanders@scipulaps.org</u>	
Grades: <u>6-7</u>			
School Colors & Mascot:		# of Classes:	
Enrollment UC: <u>510</u>	Enrollment SR:	Sort Cards	Sort Pkg
Fall Date(s): <u>9/4/26</u>	# of Cameras: <u>2</u> <input type="checkbox"/> Shared	<u>6</u>	
Retake Date: <u>10/2/26</u>	# of Cameras: <u>1</u> <input type="checkbox"/> Shared		
Senior Date(s): <u>_____</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Retake Date: <u>_____</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Grad Date: <u>_____</u>	# of Cameras: <input type="checkbox"/> Shared		
Classroom Group Date: <u>_____</u>	# of cameras: <input type="checkbox"/> Shared	Grade:	Enrollment:
Spring Date: <u>_____</u>	# of Cameras: <input type="checkbox"/> Shared	Grade:	Enrollment:
<input type="checkbox"/> Prepay <input type="checkbox"/> Proof (Photograph everyone)			
UC Grad   UCCG   CG Grad	H&S or 3/4	# of Cameras:	Grade: Enrollment:
Date: _____			
Sports Date(s): _____		Photo all or PP	
Activity Date(s): _____			
Other Date(s): _____			
Other groups: _____			

Alan West

Date 2/3/26

School Official Signature

Pyper Bauman

Date 12/10/25

Focused School Photography Representative

**Senior Information**

# of Seniors	# of Proofs	Sit fee?	Invoice to school?	Invoice all or Invoice unpaids
Senior Attire	Boys Tux Suit	Tie color/type	Girls Feathers	Drape We provide?
Gown Color	Cap Color	Tassel Color	Cap on?	Wall Composite? Composite Delivery:
Board Size:	Individual Copy Size:	Add charges?	Wall Composite Contact:	
UCCG UC Grad	CG Grad		Yearbook Requirement:	
Grad Attire	Additional Grad Notes:			
Picture Day Coordinator: Allison Kuhn & Alex West			Contact email or phone:	
Confirmation contact:		Phone:	Contact email: aruynh@sapulpaps.org	
Contact for data:		Phone:	Contact email: alexwest@sapulpaps.org	
ID cards	_____ *additional charges may apply		ID Card Charge:	
ID card sort:				
Yearbook advisor:	Allison & Alex	Phone:	Contact email:	
Administration Software:	Powerschool			
Administration Download sent to:	Allison & Alex		Details on Software:	
Sticky Pictures:	_____ # sets		Yearbook Company: WALSWORTH	
Faculty/Staff Photos Digital Download for Personal Use:	<input checked="" type="checkbox"/>			
Send Staff/Faculty Images to:	Allison & Alex		Contact email:	

FERPA allows schools to share student records, with parent contact information with "school officials" (including vendors) without parental consent if:

The vendor provides a legitimate education service for the school. The school directly controls how the vendor uses and protects the data. The vendor only uses the data for authorized school purposes.

**Please Note:** In order to issue commission payments, we must receive parent contact information as part of the data provided by the school. Due to rising operational costs and declining parent participation, we kindly ask for your support to communicate directly with student's parents to keep prices low.

Additional charges: Sports and activities photo sessions are invoiced at \$100 per hour.

School Name as it is to appear on all products:

Notes:

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[doyce@focused.pics](mailto:doyce@focused.pics)

[anne@focused.pics](mailto:anne@focused.pics)

[info@focused.pics](mailto:info@focused.pics)

[pyper@focused.pics](mailto:pyper@focused.pics)

[caryn@focused.pics](mailto:caryn@focused.pics)

405.509.8580/800.245.8660

FLYER CODE:

C

School Portrait Agreement | School Year:  2025-26  2026-27  
Check one or both

School: <u>Freedom Elementary</u>		Phone: <u>(918) 227-7838</u>	
Address: <u>9171 Freedom Rd</u>			
City: <u>Scapulpa</u>			
ST: <u>OK</u>	Zip: <u>74066</u>	Ship Attention to: <u>Amanda O'Donnell</u>	
Principal: <u>ANNIS ALISON OWENS</u>		Email: <u>adowens@scapulpa.org</u>	
Secretary: <u>Amanda O'Donnell</u>		Email: <u>adonnell2@scapulpa.org</u>	
Grades: <u>K-5</u>			
School Colors & Mascot:		# of Classes: <u>22</u>	
Enrollment UC: <u>500</u>	Enrollment SR:	Sort Cards	Sort Pkg
Fall Date(s): <u>10/20/26</u>	# of Cameras: <u>2</u> <input type="checkbox"/> Shared	<u>T</u>	<u>T</u>
Retake Date: <u>11/19/26</u>	# of Cameras: <u>1</u> <input type="checkbox"/> Shared		
Senior Date(s): <u>_____</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Retake Date: <u>_____</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Grad Date: <u>_____</u>	# of Cameras:		
Classroom Group Date: <u>3/4/27</u>	# of cameras: <u>1</u> <input type="checkbox"/> Shared	Grade:	Enrollment:
Spring Date: <u>3/4/27</u>	# of Cameras: <u>2</u> <input type="checkbox"/> Shared	Grade:	Enrollment:
<input type="checkbox"/> Prepay <input checked="" type="checkbox"/> Proof (Photograph everyone)			
UC Grad   UCCG   CG Grad	H&S or 3/4	# of Cameras:	Grade: Enrollment:
Date:			
Sports Date(s):	Photo all or PP		
Activity Date(s):			
Other Date(s):			
Other groups:			

School Official Signature

Date 2/25/26

Focused School Photography Representative

Date 2/25/26

**Senior Information**

# of Seniors:	# of Proofs:	Sit fee?	Invoice to school?	Invoice all	or Invoice unpaids	
Senior Attire:	Boys: Tux	Suit	Tie color/type:	Girls: Feathers	Drape	We provide?
Gown Color:	Cap Color:	Tassel Color:	Cap on?	Wall Composite?	Composite Delivery:	
Board Size:	Individual Copy Size:	Addl charges?	Wall Composite Contact:			
UCCG	UC Grad	CG Grad	Yearbook Requirement:			
Grad Attire:	Additional Grad Notes:					
Picture Day Coordinator: Amanda O'Donnell			Contact email or phone: aodonnell2@sapulpaps.org			
Confirmation contact: " " Phone:			Contact email:			
Contact for data: " " Phone:			Contact email:			
ID cards:	*additional charges may apply			ID Card Charge:		
ID card sort:						
Yearbook advisor: Alicia Gustafson			Phone: Contact email: agustafson@sapulpaps.org			
Administration Software: PowerSchool						
Administration Download sent to: Amanda & Alison			Details on Software:			
Sticky Pictures: 4 # sets 3			Yearbook Company: Focused (TBD)			
Faculty/Staff Photos Digital Download for Personal Use: <input checked="" type="checkbox"/>						
Send Staff/Faculty Images to: Amanda & Alison			Contact email:			

FERPA allows schools to share student records, with parent contact information with "school officials" (including vendors) without parental consent if:  
 The vendor provides a legitimate education service for the school. The school directly controls how the vendor uses and protects the data. The vendor only uses the data for authorized school purposes.

**Please Note:** In order to issue commission payments, we must receive parent contact information as part of the data provided by the school. Due to rising operational costs and declining parent participation, we kindly ask for your support to communicate directly with student's parents to keep prices low.

Additional charges: Sports and activities photo sessions are invoiced at \$100 per hour.

**School Name as it is to appear on all products:**

**Notes:**

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FLYER CODE:



[doyce@focused.pics](mailto:doyce@focused.pics)

[anne@focused.pics](mailto:anne@focused.pics)

[info@focused.pics](mailto:info@focused.pics)

[pyper@focused.pics](mailto:pyper@focused.pics)

[caryn@focused.pics](mailto:caryn@focused.pics)

405.509.8580/800.245.8660

School Portrait Agreement | School Year:  2025-26  2026-27  
Check one or both

School: <u>HOMES PARK ELEMENTARY</u>		Phone: <u>(918) 227-6800</u>	
Address: <u>1231 E Dewey Ave</u>			
City: <u>Scapulpa</u>			
ST: <u>OK</u>	Zip: <u>74066</u>	Ship Attention to: <u>Renee Martino</u>	
Principal: <u>Roger Johnson</u> <del>Johnson</del> <u>rjohnson@sculpaps.org</u>		Email: <u>roger.johnson@sculpaps.org</u>	
Secretary: <u>Renee Martino</u>		Email: <u>rmartino@sculpaps.org</u>	
Grades: <u>PK-5</u>			
School Colors & Mascot:		# of Classes: <u>33</u>	
Enrollment UC: <u>630</u>	Enrollment SR: <u>—</u>	Sort Cards	Sort Pkg
Fall Date(s): <u>9/1/26</u>	# of Cameras: <u>3</u> <input type="checkbox"/> Shared	<u>T</u>	<u>T</u>
Retake Date: <u>10/6/26</u>	# of Cameras: <u>1</u> <input type="checkbox"/> Shared		
Senior Date(s): <u>—</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Retake Date: <u>—</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Grad Date: <u>—</u>	# of Cameras:		
Classroom Group Date: <u>10/6/26</u>	# of cameras: <u>1</u> <input type="checkbox"/> Shared	Grade:	Enrollment:
Spring Date: <u>3/2/27</u>	# of Cameras: <u>3</u> <input type="checkbox"/> Shared	Grade:	Enrollment:
<input type="checkbox"/> Prepay <input checked="" type="checkbox"/> Proof (Photograph everyone)			
UC Grad   UCCG   CG Grad	H&S or 3/4	# of Cameras:	Grade: Enrollment:
Date:			
Sports Date(s):	Photo all or PP		
Activity Date(s):			
Other Date(s):			
Other groups:			

School Official Signature \_\_\_\_\_ Date \_\_\_\_\_

Pyper Banner

Date 12/15/25

Focused School Photography Representative

## Senior Information

# of Seniors:	# of Proofs:	Sit fee?	Invoice to school?	Invoice all or Invoice unpaids
Senior Attire:	Boys: Tux Suit	Tie color/type:	Girls: Feathers	Drape We provide?
Gown Color:	Cap Color:	Tassel Color:	Cap on?	Wall Composite? Composite Delivery:
Board Size:	Individual Copy Size:	Addl charges?	Wall Composite Contact:	
UCCG	UC Grad	CG Grad	Yearbook Requirement:	
Grad Attire:	Additional Grad Notes:			
Picture Day Coordinator:	Renel			Contact email or phone:
Confirmation contact:	" "	Phone:	Contact email:	
Contact for data:	" "	Phone:	Contact email:	
ID cards:	← *additional charges may apply			ID Card Charge:
ID card sort:				
Yearbook advisor:	Lorrell Thompson			Contact email:
Administration Software:	Powerschool			
Administration Download sent to:	Details on Software:			
Sticky Pictures:	4 # sets	3	Yearbook Company: Focused	
Faculty/Staff Photos Digital Download for Personal Use:	<input checked="" type="checkbox"/>			
Send Staff/Faculty Images to:	Renel			Contact email:

FERPA allows schools to share student records, with parent contact information with "school officials" (including vendors) without parental consent if:

The vendor provides a legitimate education service for the school. The school directly controls how the vendor uses and protects the data. The vendor only uses the data for authorized school purposes.

**Please Note:** In order to issue commission payments, we must receive parent contact information as part of the data provided by the school. Due to rising operational costs and declining parent participation, we kindly ask for your support to communicate directly with student's parents to keep prices low.

Additional charges: Sports and activities photo sessions are invoiced at \$100 per hour.

School Name as it is to appear on all products:

Notes: Staff 8 wallets



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FLYER CODE:

C

[doyce@focused.pics](mailto:doyce@focused.pics)

[anne@focused.pics](mailto:anne@focused.pics)

[info@focused.pics](mailto:info@focused.pics)

[pyper@focused.pics](mailto:pyper@focused.pics)

[caryn@focused.pics](mailto:caryn@focused.pics)

405.509.8580/800.245.8660

School Portrait Agreement | School Year:  2025-26  2026-27  
Check one or both

School: <u>Jefferson Heights</u>			
Address: <u>1521 Wickham Rd</u>		Phone: <u>(918) 224-2028</u>	
City: <u>Sapulpa</u>			
ST: <u>OK</u>	Zip: <u>74066</u>	Ship Attention to: <u>Amber Robertson</u>	
Principal: <u>Gina Ritchie</u>		Email: <u>gritchier@sapulpaok.org</u>	
Secretary: <u>Carla Baghestani</u>		Email: <u>cbaghestani@sapulpaok.org</u>	
Grades: <u>PK-5</u>			
School Colors & Mascot:		# of Classes: <u>16</u>	
Enrollment UC: <u>310</u>	Enrollment SR: <u>—</u>	Sort Cards	Sort Pkg
Fall Date(s): <u>10/9/26</u>	# of Cameras: <u>1</u> <input type="checkbox"/> Shared	<u>T</u>	<u>T</u>
Retake Date: <u>11/13/26</u>	# of Cameras: <u>1</u> <input type="checkbox"/> Shared		
Senior Date(s): <u>—</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Retake Date: <u>—</u>	# of Cameras: <input type="checkbox"/> Shared		
Senior Grad Date: <u>—</u>	# of Cameras:		
Classroom Group Date: <u>11/13/26</u>	# of cameras: <u>1</u> <input type="checkbox"/> Shared	Grade:	Enrollment:
Spring Date: <u>4/8/27</u>	# of Cameras: <u>1</u> <input type="checkbox"/> Shared	Grade:	Enrollment:
<input type="checkbox"/> Prepay <input checked="" type="checkbox"/> Proof (Photograph everyone)			
UC Grad   <input checked="" type="checkbox"/> UCCG   CG Grad	H&S or 3/4 <u>4/8/27</u> # of Cameras: <u>1</u>	Grade: <u>5</u>	Enrollment: <u>50</u>
Date:			
Sports Date(s):		Photo all or PP	
Activity Date(s):			
Other Date(s):			
Other groups:			

*AK*

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

Pyper Bauman

Focused School Photography Representative

\_\_\_\_\_  
Date

2/27/26

Senior Information

5<sup>th</sup> Grade UC Grad

# of Seniors: 50	# of Proofs: 1	Sit fee? —	Invoice to school? —	Invoice all or Invoice unpaids
Senior Attire: Boys: Tux Suit Tie color/type:	Girls: Feathers Drape	We provide? Yes		
Gown Color: Red Cap Color: Red Tassel Color: Black Cap on?	Wall Composite?	Composite Delivery:		
Board Size: Individual Copy Size: 8x10 Addl charges?	Wall Composite Contact:	Yearbook Requirement:		
<input checked="" type="checkbox"/> UCCG UC Grad CG Grad	Grad Attire: Additional Grad Notes: 5 <sup>th</sup> grade grad group			
Picture Day Coordinator: Carla Baghustame + Amber	Contact email or phone:			
Confirmation contact: " Phone: Robertson	Contact email: arobertson@sapulpaps.org			
Contact for data: " Phone:	Contact email:			
ID cards: ID card sort:	*additional charges may apply	ID Card Charge:		
Yearbook adviso: Dani McElyea Phone:	Contact email: dmceleyea@sapulpaps.org			
Administration Software: Powerschool	Administration Download sent to: Amber			
Administration Software: Powerschool		Details on Software:		
Sticky Pictures: Y # sets 1	Yearbook Company: Focused			
Faculty/Staff Photos Digital Download for Personal Use: <input checked="" type="checkbox"/>	Send Staff/Faculty Images to: Amber			
Send Staff/Faculty Images to: Amber		Contact email:		

FERPA allows schools to share student records, with parent contact information with "school officials" (including vendors) without parental consent if: The vendor provides a legitimate education service for the school. The school directly controls how the vendor uses and protects the data. The vendor only uses the data for authorized school purposes.

**Please Note:** In order to issue commission payments, we must receive parent contact information as part of the data provided by the school. Due to rising operational costs and declining parent participation, we kindly ask for your support to communicate directly with student's parents to keep prices low.

Additional charges: Sports and activities photo sessions are invoiced at \$100 per hour.

School Name as it is to appear on all products:

Notes:

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# Ruth Kelly Studio

## PICTURE AGREEMENT

### Home Office:

201 West Broadway  
Muskogee, OK 74401  
(918) 687-0523  
Fax: 918-687-1371

Date: 4-9-26

School Sapulpa Liberty Stem Academy Address 631 N. Brown  
Send Correspondence To Jazzman Musgrove City Sapulpa State OK Zip 74066  
Title principal County Creek Phone 918 / 224-1492

This agreement covers the taking and selling of school pictures between the school and the Representative of Ruth Kelly Studio. All picture packages will be processed by Ruth Kelly Studio in Muskogee, Oklahoma.

Since materials are purchased and commitments are made on the basis of this contract, this agreement shall remain in effect for the stated year unless unforeseen circumstances arise.

This agreement is for the years of 2026 & 2027

### SPECIAL INSTRUCTIONS:

NEW  RENEWAL  SPRING  FALL

### SCHOOL RESPONSIBILITY

- (a) Assisting with the picture shooting schedule.
- (b) Providing space for the studio setting.
- (c) Assisting in promoting the sales of pictures.
- (d) Scheduling with RUTH KELLY STUDIO the necessary dates for picture shooting.

Accepted by: Jazzman Musgrove  
Title: Principal  
Date: 4/13/26

Accepted for Ruth Kelly Studio: Jeff Ross  
Representative

### Underclass Portraits:

Program: Prepay  Proof \_\_\_\_\_ Speculation \_\_\_\_\_

Fall School Day Thurs. Sept. 10th  
Retakes Oct. 29

Commission 20 %  No Commission \_\_\_\_\_

Date pictures are to be taken: \_\_\_\_\_

Average Daily Attendance: \_\_\_\_\_

Starting Time: \_\_\_\_\_

Senior Portraits 5th grade Capt + Gown

At the School  At the Studio

Average Attendance: \_\_\_\_\_ Wed. March 9th

Yearbook Only Fee \$ \_\_\_\_\_

Deposit for Full Sitzings \$ \_\_\_\_\_

SPRING Commission 20% No Commission \_\_\_\_\_

HOMECOMINGS Wed. March 9th

MEMORY MATES

PROM

ACTIVITY SHOTS

CLASS Group 25% Trad w/ names

Yearbook Sponsor \_\_\_\_\_

Planning Period \_\_\_\_\_

12/1/11

1.  $\frac{1}{x^2} = x^{-2}$   
 $\frac{d}{dx} x^{-2} = -2x^{-3} = -\frac{2}{x^3}$

2.  $\frac{d}{dx} \ln(x^2) = \frac{1}{x^2} \cdot 2x = \frac{2}{x}$   
 $\frac{d}{dx} \ln(x^3) = \frac{1}{x^3} \cdot 3x^2 = \frac{3}{x}$   
 $\frac{d}{dx} \ln(x^4) = \frac{1}{x^4} \cdot 4x^3 = \frac{4}{x}$

3.  $\frac{d}{dx} \ln(x^2 + 1) = \frac{1}{x^2 + 1} \cdot 2x = \frac{2x}{x^2 + 1}$   
 $\frac{d}{dx} \ln(x^3 + 1) = \frac{1}{x^3 + 1} \cdot 3x^2 = \frac{3x^2}{x^3 + 1}$

4.  $\frac{d}{dx} \ln(x^2 + x + 1) = \frac{1}{x^2 + x + 1} \cdot (2x + 1) = \frac{2x + 1}{x^2 + x + 1}$   
 $\frac{d}{dx} \ln(x^2 - x + 1) = \frac{1}{x^2 - x + 1} \cdot (2x - 1) = \frac{2x - 1}{x^2 - x + 1}$

Liberty STEM Academy  
918-224-1492

[Quoted text hidden]

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Julie Rhoades <jrholdes@sapulpaps.org>  
To: RKS Office <qualitycontrol@ruthkelly.com>

Wed, Apr 15, 2026 at 9:00 AM

Are any of these dates available?

Thank you,  
Julie Rhoades  
Secretary  
Liberty STEM Academy  
918-224-1492

[Quoted text hidden]

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RKS Office <qualitycontrol@ruthkelly.com>  
To: Julie Rhoades <jrholdes@sapulpaps.org>

Wed, Apr 15, 2026 at 10:37 AM

Hi Mrs. Julie,

I have you all scheduled for the 2026-2027 school year for the following dates:

School Day 1st time: Thursday, September 10, 2026  
School Day RETAKES: Thursday, October 29, 2026  
Class Groups: Wednesday, March 10, 2027 (2 cams; 1 for Spring and 1 for CG/Grad)  
Spring: Wednesday, March 10, 2027  
5th Grade Graduation: Wednesday, March 10, 2027

Please let me know if these dates work for you all or if we need to make any changes.

Thank you,  
- Alex 🌸

[Quoted text hidden]

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Julie Rhoades <jrholdes@sapulpaps.org>  
To: RKS Office <qualitycontrol@ruthkelly.com>

Wed, Apr 15, 2026 at 10:39 AM

Great, Thank you so much!

Thank you,

Julie Rhoades  
Secretary  
Liberty STEM Academy  
918-224-1492

[Quoted text hidden]

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Julie Rhoades <jrholdes@sapulpaps.org>  
To: Jazzman Musgrove <jmusgrove@sapulpaps.org>, Sunny Jiles <sjiles@sapulpaps.org>

Wed, Apr 15, 2026 at 10:39 AM

Thank you,  
Julie Rhoades  
Secretary  
Liberty STEM Academy  
918-224-1492

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<b>Title</b>	<b>Grade level (If listed)</b>	<b>ISBN Number</b>	<b>Number of books</b>
Saxon Math Teacher Edition Volume 1	Grade 2	978-1-328-86337-9	1
Saxon Math Teacher Edition Volume 2	Grade 2	978-1-328-86338-6	1
Journeys Readers Notebook	Grade K	978-0-544-61939-5	72
Journeys Close Reader	Grade 2	978-0-544-86944-8	165
Journeys Reader's Notebook	Grade 2	978-0-544-61941-8	31
National Journeys Teacher's Edition Unit 1	Grade 2	978-0-544-87271-7	1
National Journeys Teacher's Edition Unit 2	Grade 2	978-0-544-87270-7	1
National Journeys Teacher's Edition Unit 3	Grade 2	978-0-544-87271-4	1
National Journeys Teacher's Edition Unit 4		978-0-544-87272-1	1
National Journeys Teacher's Edition Unit 5		978-0-544-87273-8	1
Nation Journeys teacher's Edition Unit 6		978-0-544-87274-5	1
The Town Auction		978-0-547-01917-8	6
A Well-Trained Dog		978-0-547-01914-7	6
The Adventures of Erik		978-0-547-88969-6	6
A School in a Garden		978-0-547-88968-9	6
Talking Drums		978-0-547-88967-2	6
E-Mails from the Teacher		978-0-547-01891-1	6
Bottlenose Dolphins		978-0-547-01890-4	6
Uncle Rabbit		978-0-547-01874-4	6
Lessons About Lightning		978-0-547-01871-3	6
Cross-Country Cousins		978-0-547-01867-6	6
The Lives of Ants		978-0-547-01664-7	6
Where is Gus-Gus		978-0-547-01662-7	6
Ferdinand Saves the Day		978-0-547-01659-7	6
Talking with Birds		978-0-547-88966-5	6
How to Make a Family Tree		978-0-547-25276-6	6
A Pet That Fits		978-0-547-25271-1	6
From Trails to Highways		978-0-547-02173-7	6
Wali Dad's Gifts		978-0-547-02170-6	6
The Shoemaker		978-0-547-88971-9	6
Sir Hans Sloane		978-0-547-02168-3	6
Katy's Inventions		978-0-547-02167-6	6
Desert Plants		978-0-547-88970-2	6
Groundhog's Now Home		978-0-547-25289-6	6
Textiles From Around the World		978-0-547-02156-0	6
Sand Castle Contest		978-0-547-02154-6	6

McMurdo Station	978-0-547-02141-6	6
The Mysterious Superhero	978-0-547-02139-3	6
Too Many Signs!	978-0-547-02179-9	6
The Life of Langston Hughes	978-0-547-01922-2	6
The New Field	978-0-547-01918-5	6
Poppleton in Winter	978-0-544-10263-7	27
From Seed to Pumpkin	978-0-544-10280-4	12
Where do Polar Bears Live?	978-0-544-10282-8	72
Amazing Wales!	978-0-544-10279-8	12
Owl At Home	978-0-544-10267-5	11
Exploring Space Travel	978-0-547-99612-7	97
Science Fusion Teacher Edition Planning Guide	978-0-547-69694-2	1
Science Fusion Teacher Edition Unit 1 Studying Science	978-0-547-69683-6	1
Science Fusion Teacher Edition Unit 2 The Engineering Process	978-0-547-69684-3	1
Science Fusion Teacher Edition Unit 3 Plants and Animals	978-0-547-69685-0	1
Science Fusion Teacher Edition Unit 4 Energy and Ecosystems	978-0-547-69686-7	1
Science Fusion Teacher Edition Unit 5 Weather	978-0-547-69687-4	1
Science Fusion Teacher Edition Unit 6 Earth and Space	978-0-547-69688-1	1
Science Fusion Teacher Edition Unit 7 Properties of Matter	978-0-547-69689-8	1
Science Fusion Teacher Edition Unit 8 Changes in Matter	978-0-547-69690-4	1
Science Fusion Teacher Edition Unit 9 Energy	978-0-547-69691-1	1
Science Fusion Teacher Edition Unit 10 Electricity	978-0-547-69692-8	1
Science Fusion Teacher Edition Unit 11 Motion	978-0-547-69693-5	1
Science Fusion Teacher Edition Planning Guide	978-0-547-69710-9	1
Science Fusion Teacher Edition Unit 1 How Scientists Work	978-0-547-69695-9	1
Science Fusion Teacher Edition Unit 2 The Engineering Process	978-0-547-69696-6	1
Science Fusion Teacher Edition Unit 3 Cells to Body Systems	978-0-547-69697-3	1
Science Fusion Teacher Edition Unit 4 Living Things Grow and Reproduce	978-0-547-69698-0	1
Science Fusion Teacher Edition Unit 5 Ecosystems	978-0-547-69699-7	1
Science Fusion Teacher Edition Unit 6 Energy and Ecosystems	978-0-547-69700-0	1
Science Fusion Teacher Edition Unit 7 Natural Resources	978-0-547-69701-7	1
Science Fusion Teacher Edition Unit 8 Changes to Earth's Surface	978-0-547-69702-4	1
Science Fusion Teacher Edition Unit 9 The Rock cycle	978-0-547-69703-1	1
Science Fusion Teacher Edition Unit 10 Fossils	978-0-547-69704-8	1
Science Fusion Teacher Edition Unit 11 Earth's Oceans	978-0-547-69705-5	1
Science Fusion Teacher Edition Unit 12 The Solar System and The Suniverse	978-0-547-69706-2	1
Science Fusion Teacher Edition Unit 14 Light and Sound	978-0-547-69708-6	1

Science Fusion Teacher Edition Unit 15 Forces and Motion		978-0-547-69709-3	1
Science Fusion New Energy for Science!		978-0-547-58874-2	1
ScienceSaurus A Student Handbook New Edition		978-0-544-07958-8	1
enVisionMATH Interactive Homework Workbook	Grade 3	978-0-328-34176-4	66
Blend-It Books Volume 1	Grade 2	978-0-544-58720-5	7
Blend-It Books Volume 2	Grade 2	978-0-544-58721-2	1
Journeys Read's Notebook Volume 2	Grade 1	978-0-54-461940-1	2
Journeys Decodable Readers Unit 1		978-0-547-86696-3	79
Journeys Decodable Readers Unit 2		978-0-547-86698-7	79
Journeys Decodable Readers Unit 3		978-0-547-86699-4	79
Journeys Decodable Readers Unit 4		978-0-547-86700-7	78
Journeys Decodable Readers Unit 5		978-0-547-86701-4	79
Journeys Decodable Readers Unit 6		978-0-547-86585-0	79
Journeys Close Reader	Grade 1	978-0-544-86943-1	28
Journeys Reader's Notebook	Grade 1	978-0-54-461940-1	2
Billy, the Pet Bird		978-0-547-25272-8	6
Birthdays Around the World		978-0-547-25277-3	6
Cats		978-0-547-88979-5	6
Flora the Fly Saves the Spiders		978-0-547-02446-2	6
Foster's Famous Farm		978-0-547-02446-2	6
Bees at Work		978-0-547-02449-3	6
Luz and the Garden		978-0-547-02457-8	6
The Wind		978-0-547-02466-0	6
How People Got Fire		978-0-547-02468-4	6
Tide Pools		978-0-57-02470-7	6
the Smiths and their Animals		978-0-547-02475-2	6
All Kinds of Music		978-0-547-88980-1	6
What School was Like Long Ago		978-0-547-88981-8	6
Inventor of the Telephone		978-0-547-02493-6	6
The Best Student		978-0-547-02497-4	6
The Summer of Baseball Parks		978-0-547-02498-1	6
Jack Prelutsky		978-0-547-02500-1	6
Sam Finds the Party		978-0-547-02502-5	6
Superheroes Save the Day		978-0-547-02504-9	6
Going to the South Pole		978-0-547-02519-3	6
Elena's Wish		978-0-547-02522-3	6
How We Use Wool		978-0-547-02528-5	6

The Trick		978-0-547-25291-9	6
How a Tree Grow		978-0-547-88983-2	6
Jason and the Space Creature		978-0-547-02543-8	6
Sue Hendrickson: Fossil Hunter		978-0-547-02546-9	6
the King and the Princes		978-0-547-88984-9	6
the Smart Mouse		978-0-547-02552-0	6
Firefighters in America		978-0-547-02552-7	6
Journeys Read's Notebook Teacher's Edition	Grade 2	978-0-544-59269-8	1
Science Fusion Teacher Edition Planning Guide		978-0-547-69682-9	1
Science Fusion Teacher Edition Unit 1 Investigating Questions		978-0-547-69672-0	1
Science Fusion Teacher Edition Unit 2 The Engineering Process		978-0-547-69673-7	1
Science Fusion Teacher Edition Unit 3 Plants and Animals		978-0-547-69674-4	1
Science Fusion Teacher Edition Unit 4 Ecosystems and Interactions		978-0-547-69675-1	1
Science Fusion Teacher Edition Unit 5 Changes to Earth's Surface		978-0-547-69676-8	1
Science Fusion Teacher Edition Unit 6 People and Resources		978-0-547-69677-5	1
Science Fusion Teacher Edition Unit 7 Water and Weather		978-0-547-69678-2	1
Science Fusion Teacher Edition Unit 8 Earth and Its Moon		978-0-547-69679-9	1
Science Fusion Teacher Edition Unit 9 Matter		978-0-547-69680	1
Science Fusion Teacher Edition Unit 10 Simple and Compound Machines		978-0-547-69681-2	1
Science Fusion Teacher Edition Planning Guide		978-0-547-69671-3	4
Science Fusion Teacher Edition Unit 1 Work Like a Scientist		978-0-547-69661-4	4
Science Fusion Teacher Edition Unit 2 Technology and Our World		978-0-547-69662-1	4
Science Fusion Teacher Edition Unit 3 All About Animals		978-0-547-69663-8	4
Science Fusion Teacher Edition Unit 4 All About Plants		978-0-547-69664-5	4
Science Fusion Teacher Edition Unit 5 Environments for Living Things		978-0-547-69665-2	4
Science Fusion Teacher Fusion Unit 6 Earth and Its Resources		978-0-547-69666-9	4
Science Fusion Teacher Edition Unit 7 All About Weather		978-0-547-69667-6	4
Science Fusion Teacher Edition Unit 8 The Solar System		978-0-547-69668-3	4
Science Fusion Teacher Edition Unit 9 Changes in Matter		978-0-547-69669-0	4
Science Fusion Teacher Edition Unit 10 Energy and Magnets		978-0-547-69670-6	4
myWORLD Interactive Teacher Edition	Grade 5	978-0-7685-1882-0	1
Race Around the World	Grade 3	978-0-3570-7380-3	1
Rain Forests	Grade 3	978-0-3570-7382-7	1
Vanishing Cultures	Grade 3	978-0-3570-7381-0	1
Voyages to the Indies	Grade 3	978-0-3570-7929-4	1
Father's Road	Grade 3	978-0-3571-0879-6	1
A World of Wonders	Grade 3	978-0-3571-2336-2	1

Our New Life in America	Grade 3	978-0-3570-7930-0	1
Panorama: Reading Through the Lens of Social Studies	Grades K-6	978-03570-68410	1
Panorama: Reading through the Lens of Socials Studies: Literature Collection	Grade K-6	978-03570-68359	1
Panaorama assessment handbook	Grade 3	978-0-3570-7518-0	1
Parorama Interactive worktext, close reading	Grade 3	978-0-3570-7504-3	1
Panorama Teacher's guide	Grade 3	978-0-3570-7490-9	1
Science Fusion Teacher's Edition Ecology and the Environment		978-0-547-59380-7	1
Esperanza Rising	Grade 5	978-0-3573-5993-8	1
Sugar	Grade 5	978-0-3571-0757-7	1
The Industrial Revolution	Grade 5	978-0-3570-7936-2	1
Colonial Life	Grade 5	978-0-3570-7935-5	1
Salt	Grade 5	978-0-3571-2362-1	1
The Emancipation Proclamation	Grade 5	978-0-3571-1024-9	1
The Eric Canal	Grade 5	978-0-3571-0446-0	1
Science Fusion		978-0-547-58875-9	2
Friends who Share		978-0-547-02911-5	5
When Gradpa was a Boy		978-0-547-02912-2	5
Curious George Visits School		978-0-547-02912-2	5
The Places in Our Town		978-0-547-02907-8	6
A Cat Named Ben		978-0-547-02913-9	6
Go Turtle! Go Hare!		978-0-547-02916-0	6
Busy Animals at Night		978-0-547-88953-5	6
Our Day at Nana's House		978-0-547-02933-8	6
The Man Who Made Puppets		978-0-547-0292-8	6
Happy Birthday, Toad		978-0-547-02926-9	6
Life in the Coral Reefs		978-0-547-02927-6	6
Bear's Long, Brown Tail		978-0-547-02931-3	5
In the Fall		978-0-547-02932-0	6
The Map and the Treasure		978-0-547-02934-4	6
Many Kinds of Bats		978-0-547-02930-6	6
The Seasons of the Year		978-0-547-02980-1	5
Flying in an Airplane		978-0-547-02983-2	6
How We Get Food		978-0-547-02989-4	6
Our Day at the Bakery		978-0-547-88954-2	5
Polly's Pet Polar Bear		978-0-547-02994-8	6
Skunk Cooks Soup		978-0-547-88955-9	6
Tiny Baby Kangaroos		978-0-547-02995-5	5

Len's Tomato Plant		978-0-547-02999-3	5
A Plum Grows		978-0-547-88957-3	6
First Day of Second Grade		978-0-547-03006-7	6
The Bumpy Snowman		978-0-547-03008-1	6
A Fun Baseball Game		978-0-547-88958-0	5
The Boat Race		978-0-547-03014-2	6
Birds		978-0-547-88959-7	6
Two Sisters Play Tennis		978-0-544-04783-9	6
Journeys Unit 2		978-0-547-86689-5	48
Journeys Unit 3		978-0-547-86690-1	48
Journeys Unit 4		978-0-547-86691-8	48
Journeys Unit 5		978-0-547-86692-5	48
Journeys Unit 6		978-0-547-86693-2	48
Biology Media Gallery		978-0-547-68782-7	1
Biology That's Amazing! Video-Based Inquiry		978-0-547-68764-3	1
Biology Lab Generator with Virtual and Video Labs		978-0-547-68776-6	1
Science Fusion Teaching Resources	Grade 4	978-0-547-59498	2
Earth and Environmental Science		978-0-03-094170-2	1
Student One Stop		978-0-547-69881-6	2
Physical Science Lab Generator		978-0-03-093617-3	1
Physical Science Teacher's One Stop Planner		978-0-03-093624-1	1
Physical Science Lab Video		978-0-03-093616-6	1
Physical Science Virtual Investigations		978-0-03-095829-8	1
ScienceSaurus A Student Handbook New Edition		978-0-544-05843-9	1
ScienceSaurus A Student Handbook New Edition		978-0-544-05734-0	1
ScienceSaurus A Student Handbook New Edition		978-0-544-05688-6	1
Jack's Talent		978-0-547-17003-9	4
Back to School		978-0-547-17006-0	4
Journeys Reader's Notebook	Grade 1	978-0-54-461940-1	62
Journeys Close Reader	Grade 1	978-0-544-86943-1	47
Journeys Reader's Notebook	Grade 2	9-780544-619418	18
National Journeys	Grade K	978-0544-87299-8	41
HMH JRNY CC LBB Set	Grade K	978-0547-86680-2	3
Panorama: The Bill of Rights	Grade 5	978-0-3570-7392-6	1
Panorama: The Midnight Ride of Paul Revere	Grade 5	978-0-3571-0758-4	1
Panorama: We Are American	Grade 5	978-0-3571-3007-0	1
Panorama: Master George's People	Grade 5	978-0-3571-0875-8	1

Panorama : Jamestown	Grade 5	978-0-3570-7390-2	1
Panorama: Living on the Edge	Grade 5	978-0-3570-7937-9	1
Panorama: George vs. George	Grade 5	978-0-3571-0509-2	1
Panorama: 1862 Fredericksburg	Grade 5	978-0-3571-0511-5	1
Science Fusion Teacher's Edition Motion, Focus, and Energy		978-0-547-59393-7	3
Panaorama: The Girl with a Mind for Math	Grade 2	978-0-3571-2630-1	1
Panorama: Amelia Earhart	Grade 2	978-0-3571-0413-2	1
Science Fusion: Assessment Guide		978-0-547-59329-6	2
Science Fusion Volume 2 Units 8-15		978-0-547-71937-5	1
Science Fusion New energy for Science!		978-0-547-36794-1	1
Science Fusion Teacher Edition Sound and Light		978-0-547-59390-6	1
Science Fusion Teacher Edition Matter and Energy		978-0-547-59382-1	2
Science Fusion Teacher Edition Introduction to Science and Technology		978-0-547-59394-4	3
Science Fusion Teacher Edition The Dynamic Earth		978-0-547-59387-6	1
Science Fusion Teacher Edition		978-0-547-36795-8	1
Science Fusion Volume 1 Unit 1-7		978-0-547-71936-8	1
Panorama: Beginner's United States Atlas	Grade 2	978-0-3571-0505-4	1
Panorama: Fredrick Douglass	Grade 2	978-0-3571-0417-0	1
ScienceSaurus A Student Handbook New Edition		978-0-544-05876-7	2
Journeys Unit 1		978-0-547-86686-4	48
Saxon Math Teacher's Manual Volume 1	Grade 2	978-1-328-86887-9	4
Saxon Math Teacher's Manual Volume 2	Grade 2	978-1-328-86338-6	4
Journeys Reader's Notebook Teacher's Edition	Grade K	978-0-544-59267-4	2
English Language Learners Teacher's Handbook	Grades K-6	978-0-547-89334-1	2
Journeys Benchmark and Unit Tests	Grade K	978-0-547-87164-6	11
MHM JRNY LR TG GR LVL CMPL	Grade 1	978-0-547-90599-0	1
Journeys Reader's Notebook	Grade K	978-0-544-61939-5	15
enVisionMATH Interactive Homework Workbook	Grade 3	978-0-328-34176-4	66
Panorama: Our Government	Grade 1	978-0-3570-4879-5	1
Panorama: Serving the Community	Grade 1	978-0-3570-4848-1	1
Panorama: A Bike Like Sergio's	Grade 1	978-0-3571-1365-3	1
Panorama: My Teacher is a Monster	Grade 1	978-0-3571-0649-5	1
Panorama: How Goods Are Made	Grade 1	978-0-3570-7922-5	1
Panorama: Farm to Table	Grade 1	978-0-3570-7923-2	1
Panorama:Tristram Stuart:Ending Food Waste	Grade 1	978-0-3571-1151-2	1
Panorama: What are you doing?	Grade 1	978-0-3570-4850-4	1
Panorama: Earn It!	Grade 1	978-0-3571-1551-0	1

Panorama: United States Geography	Grade 1	978-0-3571-0426-2	1
Panorama: City and Country	Grade 1	978-0-3571-0872-7	1
Panorama: One World, One Day	Grade 1	978-0-3571-1028-7	1
Panorama: The Desert Is My Monster	Grade 1	978-0-3571-0778-2	1
Panorama: Abraham Lincoln	Grade 2	978-0-3571-0502-0	1
Panorama: Larry Gets Lost in Alaska	Grade 1	978-0-3571-0779-9	1
Panorama: Celebrate Independence Day	Grade 1	978-0-3571-0432-3	1
Panorama: Celebrate Diwali	Grade 1	978-0-3571-1026-3	1
Panorama: Harvest Holidays	Grade 1	978-0-3570-7924-9	1
Panorama: Juneteenth for Mazie	Grade 1	978-0-3571-1715-6	1
Panorama: Rolling Thunder	Grade 1	978-0-3570-4881-8	1
Panorama Teacher's Guide	Grade 1	978-0-3570-7488-6	1
Panorama Teacher's Guide	Grade 2	978-0-3570-7489-3	1
Science Fusion Unit 1 Studying Science		978-0-547-69683-6	1
Science Fusion Unit 2 The engineering Process		978-0-547-69684-3	1
Science Fusion Unit 3 Plants and Animals		978-0-547-69685-0	1
Science Fusion Unit 4 Energy and Ecosystems		978-0-547-69686-7	1
Science Fusion Unit 5 Weather		978-0-547-69687-4	1
Science Fusion Unit 6 Earth and Space		978-0-547-69688-1	1
Science Fusion Unit 8 Changes in Matter		978-0-547-69690-4	1
Science Fusion Unit 9 Energy		978-0-547-69692-8	1
Science Fusion Unit 10 Electricity		978-0-547-69692-8	1
Science Fusion Unit 11 Motion		978-0-547-69693-5	1
Panorama: Literature collection		978-03570-68359	3
Panorama: Interactive Worktext w/ Close Reading	Grade 5	978-0-3570-7506-7	7
Panorama: Assessment Handbook	Grade 5	978-0-3570-7520-3	1
Panorama: History Mystery!	Grade 2	978-0-3571-1076-8	1
Panorama: Interactive Worktext w/ Close Reading	Grade 2	978-0-3570-7503-6	1
Panorama: Overview Brochure	Grades K-6	978-03570-68410	3
Panorama: Assessment Handbook	Grade 2	978-0-3570-7517-3	1
Panorama; Barack Obama	Grade 3	978-0-3571-0419-4	1
Panorama: Assessment Handbook	Grade 1	978-0-3570-7516-6	1
Panorama: The Earth Dragon Awakes	Grade 3	978-0-3571-2364-5	1
Panorama: Ellis Island	Grade 3	978-0-3571-0423-1	1
Panorama: A Child's Right to Learn	Grade 3	978-0-3570-7379-7	1
Panorama: History of Innovation	Grade 3	978-0-3570-7378-0	1
Panorama; Helen Keller	Grade 3	978-0-3571-0444-6	1

Panorama:Nelson Mandela	Grade 3	978-0-3571-0421-7	1
Panorama: Book Uncle and Me	Grade 3	978-0-3571-1635-7	1
Panorama: All About Corn	Grade 3	978-0-3570-7385-8	1
Panorama: Fabric in Demand	Grade 3	978-0-2570-7384-1	1
Panorama; Kids Manage Money	Grade 3	978-0-3570-7928-7	1
Panorama: Walk Disney	Grade 3	978-0-3571-0376-0	1
Parorama: Lion, King, and Coin	Grade 3	978-0-3571-0880-2	1
Panorama: Levi Strauss Gets a Bright Idea	Grade 3	978-0-3571-0643-3	1
Panorama: Living traditions	Grade 3	978-0-3570-7383-4	1
Panorama: The Map of Good Memories	Grade 2	978-0-3570-4182-6	1
Panorama: The Not-So-Faraway Adventure	Grade 2	978-0-3571-1716-3	1
Panorama; Maps Show US the World	Grade 2	978-0-3570-7927-0	1
Panorama: World Geography	Grade 2	978-0-3570-7926-3	1
Panorama: Rainbow Weaver	Grade 2	978-0-8923-9438-8	1
Panorama: Turning Pollution into Solutions	Grade 2	978-0-3571-1154-3	1
NPanorama; Potato A Tale from the Great Depression	Grade 2	978-0-3571-0442-2	1
Panorama: How Money Works	Grade 2	978-0-3570-7925-6	1
Panorama; Last Stop on Market Street	Grade 2	978-0-3571-1622-7	1
Panorama: The Rooster Whol Would Not Be Quiet!	Grade 2	978-0-3570-4878-8	1
Panorama: Rosa Parks	Grade 2	978-0-3571-0415-6	1
Panorama: Women Work for Change	Grade 2	978-0-3570-4856-6	1
Panorama: Gorvernment in Action	Grade 2	978-0-3570-4853-5	1
Panorama: The Paper Crane	Grade 2	978-0-3571-2340-9	1
Panorama: Teacher's Guuide	Grade 5	978-0-3570-7492-3	1
Panorama: The U.S. Constituion	Grade 5	978-0-3570-7391-9	1
Panorama: The Declaration of Independence	Grade 5	978-0-3570-7393-3	1

SAPULPA HIGH SCHOOL

SUPERINTENDENT'S REQUEST FOR  
OUT OF STATE ACTIVITY TRIP

REQUESTING GROUP: Varsity Football

DATE OF REQUEST: 4-24-26

SPONSOR: Tim Holt

DESTINATION: Springdale, Ar. (Har-ber HS)

DATE LEAVING (DAY AND DATE): Thur. June 11<sup>th</sup>

DATE RETURNING (DAY AND DATE): Thurs. June 11<sup>th</sup>

NUMBER OF SCHOOLS DAYS MISSED: 0

THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: All money raised through all fundraisers throughout the year.


NUMBER OF STUDENTS ATTENDING: 25

NUMBER OF SPONSORS: 7

PURPOSE OF TRIP: Varsity Football 7 on 7 tournament

MODE OF TRANSPORTATION: Activity Bus

  
Athletic Director Approval

  
Principal Approval

  
Superintendent Approval

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

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

REQUESTING GROUP: Liberty STEM Club

DATE OF REQUEST: 4-28-26

SPONSOR: Kimberly McCallum

DESTINATION: Arizona

DATE LEAVING (DAY AND DATE): March 6, 2027

DATE RETURNING (DAY AND DATE): March 11, 2027

NUMBER OF SCHOOLS DAYS MISSED: 4

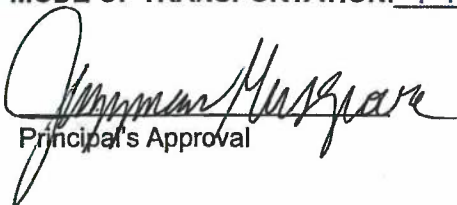
THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: Restaurant Nights, Community Donors, Daddy Daughter Dance, Car Wash, Bingo Night

NUMBER OF STUDENTS ATTENDING: 20

NUMBER OF SPONSORS: 4

PURPOSE OF TRIP: Educational experiences not available locally

MODE OF TRANSPORTATION: Flights, Rental Vans

  
Principal's Approval

  
Superintendent Approval

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

SAPULPA PUBLIC SCHOOLS

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

REQUESTING GROUP: Liberty STEM Club

DATE OF REQUEST: 4-28-26

SPONSOR: Kimberly McCallum

DESTINATION: Texas

DATE LEAVING (DAY AND DATE): April 4, 2027

DATE RETURNING (DAY AND DATE): April 9, 2027

NUMBER OF SCHOOLS DAYS MISSED: 5

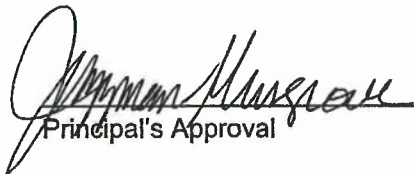
THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD-APPROVED FUNDRAISERS PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: Restaurant Nights, Community Donors, Daddy Daughter Dance, Car Wash, Bingo Night

NUMBER OF STUDENTS ATTENDING: 18

NUMBER OF SPONSORS: 5-6

PURPOSE OF TRIP: Educational experiences not available locally

MODE OF TRANSPORTATION: Activity Bus

  
Principal's Approval

  
Superintendent Approval

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

SAPULPA HIGH SCHOOL  
SUPERINTENDENT'S REQUEST FOR  
OUT OF STATE ACTIVITY TRIP

REQUESTING GROUP: Cross country

DATE OF REQUEST: 4/30/26

SPONSOR: Debbie Williams

DESTINATION: Fayetteville, Arkansas

DATE LEAVING (DAY AND DATE): Friday 10/2/26

DATE RETURNING (DAY AND DATE): Saturday 10/3/26

NUMBER OF SCHOOLS DAYS MISSED: 1/2

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

NUMBER OF STUDENTS ATTENDING: up to 20

NUMBER OF SPONSORS: 3

PURPOSE OF TRIP: to compete in the 2026 Chile Pepper Cross Country Meet @ the University of Arkansas

MODE OF TRANSPORTATION: Bus

  
Athletic Director Approval

  
Principal Approval

  
Superintendent Approval

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

SAPULPA HIGH SCHOOL  
SUPERINTENDENT'S REQUEST FOR  
OUT OF STATE ACTIVITY TRIP

REQUESTING GROUP: Cross Country

DATE OF REQUEST: 4/20/24

SPONSOR: Debbie Williams

DESTINATION: Rogers High School

DATE LEAVING (DAY AND DATE): Saturday November 14, 2026

DATE RETURNING (DAY AND DATE): same as above

NUMBER OF SCHOOLS DAYS MISSED: 0

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

NUMBER OF STUDENTS ATTENDING: approx 5, depending on qualification NUMBER OF SPONSORS: 2

PURPOSE OF TRIP: to compete in the OCCTCA Oklahoma - Arkansas

All Star Cross Country meet

MODE OF TRANSPORTATION: BUS

  
Athletic Director Approval

  
Principal Approval

  
Superintendent Approval

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



## SAPULPA HIGH SCHOOL

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

**REQUESTING GROUP:** High School Boys Basketball      **DATE OF REQUEST:** APR. 29. 2026

**SPONSOR:** CHRIS WALLACE

**DESTINATION:** COLUMBIA, MISSOURI

**DATE LEAVING (DAY AND DATE):** Friday, June 12th

**DATE RETURNING (DAY AND DATE):** Saturday, June 13th

**NUMBER OF SCHOOLS DAYS MISSED:** NONE

**THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY/BOOSTER ACCOUNT AND THE FUNDS WERE RAISED BY BOARD APPROVED FUNDRAISERS.**

**PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED:** FUNDS WERE RAISED THROUGH TEAM FUNDRAISING.

**NUMBER OF STUDENTS ATTENDING:** 12      **NUMBER OF SPONSORS:** 5

**PURPOSE OF TRIP:** BASKETBALL SHOWCASE

**MODE OF TRANSPORTATION:** SAPULPA PUBLIC SCHOOLS: ACTIVITY BUS

Athletic Director Approval

Principal Approval

Superintendent Approval

Board President Approval

## FUNDRAISERS 2025-26 School Year

SITE	CLUB	DATE OF EVENT	FUNDRAISER	HOW FUNDS WILL BE USED
SHS	Sapulpa Softball	6/20/2026	Co-Ed Tournament	The funds will be used to purchase uniforms, meals for traveling, banquet, Christmas party, and equipment needed
SHS	Softball	7/7/2026	Sponsorship Day	The funds will be used to purchase uniforms, meals for traveling, banquet, Christmas party, and equipment needed
SHS	Varsity Cheerleading	7/8/2026	Scentsy	Shirts, bows, briefs
SHS	Varsity Cheerleading	5/15/2026	Team Funded	Athlete needs - briefs, uniforms, bags
SHS	Football	6/8/2026	Chieftain Power Performance (Summer workouts grades 8-12)	Summer coach's pay
High School	Baseball	6/10/2026	Youth Baseball Camp	Coaches Summer Pay & Equipment
SHS	FFA	6/15/2026	Surplusing Ag Ed Equipment	Utilized for equipment in new agricultural education facility
SHS	FFA	6/15/2026	Sweet Corn Sales	Use for FFA activity meals, entry fees, classroom activities, classroom supplies and equipment, hotels
Sapulpa High School	Sapulpa Ping Pongs	6/1/2026	Flocking Yards Fundraiser	These funds will be used to purchase new uniforms, poms, travel expenses, food, and all other expenses we may come into this year.

# RESOLUTION

Be it resolved that the governing board for Sapulpa Public Schools

1. Authorizes the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered for the fiscal year 07/01/2026-06/30/2027.
  
2. Authorizes payment of the applicant's share subject to the following conditions:
  - (1) Approval of funding of the discounted portion by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) and
  - (2) Receipt of services during the fiscal year 07/01/2026-06/30/2027.

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

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_



# FRN Report

04/05/26

Report Filters:  
 Entity Number: 140102  
 Funding Year: 2026

BEN	Applicant Name					Applicant City	ST	Sites	471 No.	Filing Date	SPIN	Service Provider		471 Nickname
Year	FRN	Status	Wave	Type	486 SSD	Cont. Date	Contract Number	Award Amt.	Disc%	Request	Commitment	Disbursed	Contract Exp	FRN Nickname
140102	Sapulpa Public Schools					Sapulpa	OK	7	261011599	2026-03-23	143005575	Cox Oklahoma Telcom, LLC		SAPU 2026 C1 INT/WAN
2026	2699013682	Pending	N/A	IA		03/16/2022	c1.SAPU Cox INT 221	55,080.00	80%	44,064.00	0.00	0.00	2027-06-30	1 - Internet Access 10 Gbps
140102	Sapulpa Public Schools					Sapulpa	OK	7	261011599	2026-03-23	143005575	Cox Oklahoma Telcom, LLC		SAPU 2026 C1 INT/WAN
2026	2699013691	Pending	N/A	IA		03/16/2022	c2. SAPU Cox WAN 1 G	147,864.96	80%	118,291.97	0.00	0.00	2027-06-30	2 - Wan 10 Gbps
<b>Grand Total</b>								<b>202,944.96</b>		<b>162,355.97</b>	<b>0.00</b>	<b>0.00</b>		



**Public Finance Division**  
499 W. Sheridan Avenue, Suite 2500  
Oklahoma City, Oklahoma 73102

## ENGAGEMENT LETTER

May 11, 2026

Sapulpa Public Schools  
511 East Lee  
Sapulpa, OK 74066

RE: Financial Advisory Services Provided to the Sapulpa School District

The purpose of this Engagement Letter (the “Letter”) is to set forth the role BOK Financial Securities, Inc. (“BOKFS”) proposes to serve and the responsibilities BOKFS proposes to assume as financial advisor to the Sapulpa School District (the “Issuer”). Upon Issuer’s acceptance, this Letter will serve as our mutual agreement with respect to the terms and conditions of our engagement as Issuer’s financial advisor, effective on the date this Letter is executed by Issuer (the “Effective Date”).

**1. Scope of Services.** BOKFS will provide, on an on-going basis, professional financial advisory services to the Issuer on any financial matters, including but not limited to the issuance and term of new debt (“Issue” or “Issues”), primarily general obligation bonds. BOKFS will assist the Issuer with each of the following tasks associated with the planning, structuring, marketing, pricing, and closing of the proposed financing(s).

- (a) The Services shall be limited to the services described in **Appendix A** (the “Scope of Services”).
- (b) Except as otherwise provided in the Scope of Services, BOKFS shall not be responsible for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about BOKFS provided by BOKFS for inclusion in such documents.
- (c) The Scope of Services does not (i) include tax, legal, accounting or engineering advice with respect to any Issue, Product or opinion or certificate rendered by counsel or other person at closing, or (ii) include review or advice with respect to any feasibility study, except, in either case, as may be prepared by BOKFS as provided for in the Scope of Services.
- (d) Issuer agrees not to represent, publicly or to any specific person, that BOKFS is Issuer’s independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA exemption”) without BOKFS’s prior written consent.
- (e) When BOKFS is designated by Issuer as its IRMA, BOKFS shall be Issuer’s IRMA solely with respect to the Scope of Services. BOKFS shall not be



responsible for verifying that it is independent (within the meaning of the IRMA exemption as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. Any reference to BOKFS, its personnel and its role as IRMA in Issuer's written representation contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B), shall be subject to prior approval by BOKFS.

**2. BOKFS's Regulatory Obligations When Providing Services to Issuer.**

- (a) MSRB Rule G-42 requires that BOKFS (i) make a reasonable inquiry as to the facts that are relevant to Issuer's determination whether to proceed with a course of action or that form the basis for any advice provided by BOKFS to Issuer, (ii) undertake a reasonable investigation to determine that BOKFS is not basing any recommendation on materially inaccurate or incomplete information, and (iii) use reasonable diligence to know the essential facts about Issuer and the authority of each person acting on Issuer's behalf.
- (b) Issuer agrees to cooperate, and to cause Issuer's agents to cooperate, with BOKFS in carrying out the foregoing requirements, including providing to BOKFS accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such requirements. In addition, Issuer agrees that, to the extent Issuer requests BOKFS provide advice with regard to any recommendation made by a third party, Issuer will provide to BOKFS written direction to do so and all information Issuer has received from such third party relating to its recommendation.

**3. Compensation.** For the above services, the Issuer agrees to pay BOKFS the following:

***For General Obligation bond issues:***

- \$30,000 per General Obligation bond issue completed

The above fees are payable only upon a successful election, if applicable, and subsequent receipt of proceeds from the bonds. However, if your election is held and fails, and another election is called for the issuance of bonds within one year from this date, you hereby agree to employ us under the terms of this contract.

In addition to the above fees, you agree to pay or reimburse us for our payment of the following customary issuance expenses:

1. All Election Board Expenses, if applicable
2. Legal Publication Fees
3. Secretary of State Filing Fees
4. Official Statement Printing & Distribution
5. Credit Rating Agency Fees, if applicable
6. Overnight courier service charges associated with distribution of bond material

**4. Term of this Engagement.** This Agreement may be terminated with or without cause by either party upon the giving of at least thirty (30) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. If Issuer exercises its option to terminate this Agreement, Issuer agrees to reimburse BOKFS for any of the expenses described in



paragraph 3 advanced by BOKFS pursuant to paragraph 3 above and to pay BOKFS for its services rendered prior to such termination in a mutually acceptable amount which shall be negotiated in good faith between the parties.

**5. Limitation on Liability.** In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of the obligations of BOKFS arising under this Letter:

- (a) The liability of BOKFS and its associated persons to Issuer for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, shall be limited to the fees paid or otherwise due and payable under this Agreement; and,
- (b) BOKFS and its associated persons shall have no liability to Issuer for any other loss arising out of any issuance of municipal securities, any municipal financial product or any other investment, or for any financial or other damages resulting from Issuer's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by BOKFS to Issuer; and,
- (c) No recourse shall be had against BOKFS for loss, damage, liability, cost or expense (whether direct, indirect or consequential) arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Issue or Product or otherwise relating to the tax treatment of any Issue or Product, or in connection with any opinion or certificate rendered by counsel or any other party.

**6. Required Disclosures.** MSRB Rule G-42 requires that BOKFS provide Issuer with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in BOKFS's Disclosure Statement attached hereto as **Appendix B.**

**7. Waiver of Jury Trial.** EACH PARTY AGREES TO WAIVE ANY RIGHT TO A TRIAL BY JURY WITH RESPECT TO ANY CLAIM, COUNTERCLAIM OR ACTION ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY OR THE RELATIONSHIP BETWEEN THE PARTIES. PARTIES AGREE TO WAIVE CONSEQUENTIAL AND PUNITIVE DAMAGES.

**8. Choice of Law.** This Agreement shall be construed and given effect in accordance with the laws (excluding conflict of law provisions) of Oklahoma.

**9. Litigation Expenses.** In any action brought by a party hereto to enforce the obligations of any other party hereto, the prevailing party shall be entitled to collect from the opposing party to such action such party's reasonable litigation costs and attorney's fees and expenses (including court costs, reasonable fees of accountants and experts, and other expenses incidental to the litigation).

**10. Binding Effect; Assignment.** This Agreement shall be binding upon and inure to the benefit of Issuer and BOKFS, their respective successors and permitted assigns; provided however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.



11. **Entire Agreement.** This instrument, including all appendices hereto, contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. This Agreement may not be amended, supplemented or modified except by means of a written instrument executed by both parties. This Agreement and all of the provisions of this Agreement shall be deemed drafted by all of the parties hereto.

12. **Course of Dealing.** No course of prior dealing involving any of the parties hereto and no usage of trade shall be relevant or advisable to interpret, supplement, explain or vary any of the terms of this Agreement, except as expressly provided herein.

13. **Interpretation.** This Agreement shall not be interpreted strictly for or against any party, but solely in accordance with the fair meaning of the provisions hereof to effectuate the purposes and intent of this Agreement.

14. **No Reliance.** Each party hereto has entered into this Agreement based solely upon the agreements, representations and warranties expressly set forth herein and upon its own knowledge and investigation. No party has relied on any representation or warranty of any other party hereto except any such representations and warranties as are expressly set forth herein.

15. **Authority.** Each of the persons signing below on behalf of a party hereto represents and warrants that he or she has full requisite power and authority to execute and deliver this Agreement on behalf of the party for whom he or she is signing and to bind such party to the terms and conditions of this Agreement.

16. **Severability.** If any provision of this Agreement is, or is held or deemed to be, invalid, inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions because it conflicts with any provisions of any constitution, statute, rule or public policy, or for any other reason, such circumstances shall not make the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or make any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.

17. **No Third Party Beneficiary.** This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

18. **Amendment.** This Agreement may be amended or modified only in a writing that has been signed by the parties hereto and which specifically references this Agreement.

19. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but which taken together, shall constitute one and the same instrument. This Agreement shall become effective only when all of the parties hereto shall have executed the original or counterpart hereof. This Agreement may be executed and delivered by digitized transmission of a counterpart signature page hereof.

[Signatures on Following Page]



IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do hereby warrant and represent that their respective signatories whose signatures appear below have been and are on the date of the Agreement duly authorized by all necessary and appropriate corporate action to execute this Agreement.

Dated this 11th day of May, 2026.

BOK FINANCIAL SECURITIES, INC.

\_\_\_\_\_  
ZACK ROBINSON  
SENIOR VICE PRESIDENT

In a session legally assembled on the 11th day of May, 2026, the above offer was duly considered and approved and accepted. Witness our official hands this 11th day of May, 2026.

(SEAL)

\_\_\_\_\_  
President

ATTEST: \_\_\_\_\_  
Clerk



## APPENDIX A SCOPE OF SERVICES

1. We shall prepare a written Financial Analysis based upon the capital improvement and other needs of the School District which shall include a survey of the financial resources of the School District. This document shall also contain an analysis of the existing debt and tax structure of all levels of government involved and compare this analysis to the projected debt. On the basis of information thus developed, we shall devise a financing program to fund the proposed maturities, the estimated interest rate and cost on the proposed bonds, the resulting overall amount of projected annual debt service and tax requirements, and the relationship of these items to existing corresponding projected items of the School District and other related levels of government.
2. We shall provide the following services relating to a bond election:
  - A. Provide the School District with information concerning the most advisable dates for holding an election to approve such issuance;
  - B. Provide the necessary Resolution to call for the election;
  - C. Provide for filing the necessary documentation with the County Election Board;
  - D. Assist in providing printed ballots for such election;
  - E. Arrange for proper legal notices to be published at the appropriate times regarding the notice of such election;
  - F. Appear at public meetings informing the public as to the use of bond proceeds and the effect on ad valorem taxes (if desired);
  - G. Assist in the formation of informational brochures discussing the items concerning the election such as taxes and use of proceeds (if desired);
  - H. Provide the County Election Board with the appropriate material to canvass the election returns; and
  - I. Assist in the analysis of and provide the School District with election results.
3. Upon approval by the voters of the School District, we shall undertake the following tasks:
  - A. We shall advise the Board of Education of current bond market conditions, forthcoming bond issues, and other general information and economic data that might normally be expected to influence interest rates or bidding conditions so that the date for the sale of the bonds may be set at a time which, in our opinion, would be favorable to the School District.
  - B. We shall assist the School District, if necessary, in the identification, evaluation, and negotiations with prospective paying agents, registrars and transfer agents.
  - C. We shall prepare an Official Notice of Sale that establishes the specifications for bidding; i.e. bond maturity and interest coupon arrangements, interest rate limitations, and other pertinent details.



- D. We shall also prepare a Preliminary Official Statement that describes the Bonds offered, including complete information as to the security for the Bonds, the School District and other pertinent details.
- E. We shall prepare a uniform Bid Form which would prevent deviation by any bidders when any such deviation would be costly to the issuing body.
- F. We shall submit to the national rating services or credit enhancement providers, an application necessary to obtain a rating or enhancement on the Bonds. If such service(s) are determined to be necessary for the most effective marketing of the bonds, we shall assist the School District with the following:
  - 1. Provide financial, economic and demographic information to such organizations for their review;
  - 2. Coordinate and negotiate with the rating agencies to obtain the highest possible rating for the Bonds.
- G. We shall prepare the necessary Resolution to set the date, time and place for the sale of the Bonds.
- H. We shall be present at the sale of bonds to aid the Board of Education in the tabulation and comparison of bids. We shall also advise the members of the Board of Education as to the bond market conditions at the time of the sale and the advisability of accepting or rejecting the bids submitted.
- I. We shall prepare the necessary Resolution to authorize the issuance of the Bonds.
- J. We shall prepare a final Official Statement that describes the Bonds offered, including complete information as to the security for the Bonds, the School District and other pertinent details for use by the successful bidder of the Bonds.
- K. We shall complete the necessary applications so that the bond issue can be bid electronically (via PARITY's Internet bond bidding system).
- L. Assuming a favorable interest rate is received and accepted by the School District, BOK Financial Securities, Inc., shall then proceed to take all steps necessary to expedite the preparation of all other documentation necessary to achieve delivery of the Bonds, including delivery of the Transcript of Proceedings to the Attorney General's Office.
- M. We shall work with the purchaser and the school district to effectuate the closing of the bond issue and the delivery of bond proceeds to the School District.
- 4. We shall advise the Board of Education and Administration on the investment of bond proceeds that would, in our opinion, allow the School District to benefit the most from the investment of said proceeds (if desired).
- 5. We shall advise the School District officials as to any pending legislation in the Oklahoma Legislature and the United States Congress which may have an effect upon the School District's proposed and existing indebtedness.
- 6. Any other bond-related financial advisory service(s) not contained herein, as requested.



## APPENDIX B DISCLOSURE STATEMENT

This Disclosure Statement is provided by BOK Financial Securities, Inc. (“BOKFS”) to the Sapulpa School District (the “Issuer”) in connection with the Engagement Letter (the “Letter”) and is dated as of the same date as the Letter.

### **Part A - Disclosures of Conflicts of Interest**

MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to any actual or potential material conflicts of interests, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable.

Accordingly, BOKFS makes the following disclosures with respect to material conflicts of interest in connection with the Scope of Services, together with explanations of how BOKFS addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, BOKFS mitigates such conflicts through its adherence to its fiduciary duty to Issuer, which includes a duty of loyalty. This duty of loyalty obligates BOKFS to deal honestly and with the utmost good faith with Issuer and to act in Issuer’s best interests without regard to BOKFS’s financial or other interests. Furthermore, because BOKFS is a broker-dealer, its financial advisory supervisory structure provides strong safeguards against individuals at BOKFS potentially departing from their regulatory duties due to personal interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

***Affiliate Conflict.*** Any affiliate of BOKFS (the “Affiliate”) may provide certain advice, services and/or products to Issuer that may be directly related to BOKFS’s activities. The Affiliate’s business with Issuer could create an incentive for BOKFS to recommend to Issuer a course of action designed to increase the level of Issuer’s business activities with the Affiliate or to recommend against a course of action that would reduce or eliminate Issuer’s business activities with the Affiliate. This potential conflict is mitigated by the fact that Affiliate is subject to comprehensive regulatory review.

***Compensation-Based Conflicts.*** If the fees due under the Engagement Letter are in a fixed amount established at the outset of the Engagement Letter. The amount is usually based upon an analysis by Issuer and BOKFS of, among other things, the expected duration and complexity of the transaction and the Scope of Services. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, BOKFS may suffer a loss. Thus, BOKFS may recommend less time-consuming alternatives. This conflict of interest is mitigated by the general mitigations described above.

***Other Financial Advisor or Underwriting Relationships.*** BOKFS serves a wide variety of other clients that may have interests that could have an impact on Issuer’s interests. For example, BOKFS serves as financial advisor to other financial advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to Issuer under this Engagement Letter. These other clients may have competing interests. BOKFS could face a conflict of interest arising from these competing client interests. None of these other engagements or relationships would impair BOKFS’s ability to fulfill its regulatory duties to Issuer.

***Municipal Activities with Other Issuer Financing Team Members.*** In the normal course of business, BOKFS may engage in municipal trading and underwriting activities with other members of the Issuer’s financing team, including but not limited to, bond counsel, underwriter’s counsel and bond underwriters. This may include BOKFS serving as a bond underwriter for a municipal issuer in which the Issuer’s bond counsel is serving as BOKFS’s counsel, an Issuer’s underwriter is serving as a municipal advisor and/or Issuer’s underwriter is serving as an underwriting syndicate member with BOKFS. Such a



situation could present a conflict as BOKFS and members of its financing team jointly participate, from time to time, in other municipal security transactions for compensation. None of these other engagements or relationships would impair BOKFS's ability to fulfill its regulatory duties to the Issuer and the potential conflicts of interest are mitigated as BOKFS relies upon the issuer to select its other financing team members, including bond counsel and bond underwriters.

***Broker-Dealer and Investment Advisory Business.*** BOKFS is a broker-dealer and investment advisory firm that engages in a broad range of securities-related activities, in addition to serving as a financial advisor or underwriter. Such securities-related activities may be undertaken on behalf of, or as counterparty to, Issuer, Issuer's personnel, and current or potential investors in Issuer's securities. These other clients may have interests in conflict with Issuer's interests and the interests of such other clients could create the incentive for BOKFS to make recommendations to Issuer that could result in more advantageous pricing for the other clients. Furthermore, any potential conflict arising from BOKFS effecting or otherwise assisting such other clients in connection with such transactions is mitigated by means of such activities being engaged in on customary terms through units of BOKFS that operate independently from BOKFS's financial advisory business, thereby reducing the likelihood that the interests of such other clients would have an impact on the services provided by BOKFS to Issuer.

***Secondary Market Transactions in Issuer's Securities.*** BOKFS may take a principal position in securities, including Issuer's securities, and therefore BOKFS could have interests in conflict with Issuer with respect to the value of Issuer's securities while held in inventory and the levels of mark-up or mark-down that may be available in connection with purchases and sales thereof. In particular, BOKFS or its affiliates may submit orders for and acquire Issuer's securities issued in an Issue under the Engagement Letter from members of the underwriting syndicate, either for its own account or for the accounts of its customers. This activity may result in a conflict of interest with Issuer in that it could create the incentive for BOKFS to make recommendations to Issuer that could result in more advantageous pricing of Issuer's securities in the marketplace. Any such conflict is mitigated by means of such activities being engaged in on customary terms through units of BOKFS that operate independently from BOKFS's financial advisory business, thereby reducing the likelihood that such investment activities would have an impact on the services provided by BOKFS to Issuer.

***Related Disclosure Relevant to Client.*** While we do not believe that the following creates a conflict of interest on the part of BOKFS, we note that BOKFS has made charitable contributions to support community events. Client may wish to consider any impact such contribution may have on how it conducts its activities with BOKFS.

***Payment to or from Third Parties.*** While we do not believe the following creates a conflict of interest on the part of BOKFS, we note that BOKF NA, an affiliate of BOKFS, has entered into an Independent Contract Agreement ("Agreement") with Dr. Joe Siano to provide consulting services related to bond election planning and community relations for Oklahoma school districts. Dr. Siano is also employed by the Oklahoma State School Boards Association with a focus on state education policy development. The District may wish to consider any impact the Agreement or Dr. Siano's employment may or may not have on the way BOKFS conducts its activities with the District.

## **Part B - Disclosures of Information Regarding Legal Events and Disciplinary History**

MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to the client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

Accordingly, BOKFS sets out below required disclosures and related information in connection with such disclosures.



**Material Legal or Disciplinary Event.** Other than the disclosures summarized below, which may be material to the Issuer’s evaluation of BOKFS or the integrity of BOKFS’s management or advisory personnel there are no legal or disciplinary events that should be disclosed, on any Form MA or Form MA-I filed with the SEC.

June 18, 2015 – An order was issued against BOKFS by the U.S. Securities and Exchange Commission. The allegation were related to the due diligence conducted by the firm to establish a reasonable basis that certain material representations made by issuers in official statements connected with the offerings were accurate. The violations were self-reported by BOKFS pursuant to the SEC’s Municipalities Continuing Disclosure Cooperation (“MCDC”) Initiative.

October 21, 2015 – A regulatory action against BOKFS was resolved via an Acceptance, Waiver & Consent. The allegations were related to “fair and reasonable” pricing of corporate bond transaction.

March 11, 2019 – An order was issued against BOKFS by the U.S. Securities and Exchange Commission. The allegations were related to inadequate disclosure language in the firm’s ADV brochures regarding the selection of mutual fund share classes that contain 12b-1 fees when share classes that did not contain 12b-1 fees were potentially available. The violations were self-reported by BOKFS pursuant to the SEC’s Share Class Selection Disclosure (“SCSD”) Initiative.

December 3, 2024 – A regulatory action against BOKFS was resolved via an Acceptance, Waiver & Consent. The allegations were related to inaccurately reported transactions in TRACE-eligible securities that did not include mark-up, mark-down, or commission without the required no remuneration (NR) indicator. The Findings also stated that BOKFS failed to establish, maintain, and enforce a supervisory system reasonably designed to achieve compliance with FINRA 6730(D).

Details of the events disclosed above can be found in the firm’s Form MA available through the SEC’s EDGAR Filing System

(<https://www.sec.gov/edgar/searchedgar/companysearch.html>). Search for “BOK Financial Securities, Inc.” to view the firm’s most recent Form MA filing.

**Future Supplemental Disclosures.** As required by MSRB Rule G-42, this Section may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest, or to provide updated information with regard to any legal or disciplinary events of BOKFS. BOKFS will provide Issuer with any such supplement or amendment as it becomes available throughout the term of the Engagement Letter.

### **Part C - Disclosures of Information Related to MSRB Rule G-10**

MSRB Rule G-10 requires disclosure of the following:

1. BOK Financial Securities, Inc. (“BOKFS”) is registered with the Securities Exchange Commission (“SEC”) and the MSRB.
2. The MSRB’s website address is [www.msrb.org](http://www.msrb.org).
3. The MSRB’s “Information for Municipal Advisory Clients” brochure describes the protections that may be provided by the MSRB and how to file a complaint with the appropriate regulatory authority. That brochure can be found at the following web address:

<http://www.msrb.org/~media/files/resources/msrb-ma-clients-brochure.ashx?>

**MINUTES AND RESOLUTION AUTHORIZING SALE OF BONDS**

Pursuant to notice given under the Open Meeting Act, the Board of Education of Independent School District Number 33 of Creek County, State of Oklahoma, met in regular session in the Washington Administrative Center, Room 200, 511 E. Lee Avenue, Sapulpa, Oklahoma, in said school district on the 11th day of May, 2026, at 6:00 p.m.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2026 was given in writing to the County Clerk of Creek County, Oklahoma, at \_\_\_\_\_.m. on the \_\_\_\_ day of \_\_\_\_\_, 2025, and public notice of this meeting was posted in the lobby of the Administrative Center in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at \_\_\_\_\_.m. on the \_\_\_\_ day of May, 2026, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto).

Notice of said meeting and agenda have also been posted on the School District’s website in accordance with Title 25, Oklahoma Statutes, Section 311.1.

**(OTHER PROCEEDINGS)**

Thereupon \_\_\_\_\_ introduced a Resolution by reading the Title, and upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, said Resolution was adopted by the following vote:

Aye:  
Nay:

Said Resolution was thereupon signed by the President, attested by the Clerk, sealed with the seal of said School District, and is as follows:

**RESOLUTION**

**A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD, AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW.**

WHEREAS, the issuance of \$276,750,000 of bonds to provide funds for the purpose of improving or acquiring school sites, constructing, repairing, remodeling and equipping school buildings, and acquiring school furniture, fixtures and equipment; or in the alternative to acquire all or a distinct portion of such property pursuant to a lease purchase arrangement (Proposition #1), by Independent School District Number 33 of Creek County, Oklahoma, has been duly

authorized at an election held for that purpose and certified by the County Election Board of Creek County, Oklahoma on the 22nd day of September, 2023, and

WHEREAS, the issuance of \$2,500,000 of bonds to provide funds for the purpose of acquiring transportation equipment and auxiliary transportation equipment; or in the alternative to acquire all or a distinct portion of such property pursuant to a lease purchase arrangement (Proposition #2), by Independent School District Number 33 of Creek County, Oklahoma, has been duly authorized at an election held for that purpose and certified by the County Election Board of Creek County, Oklahoma on the 15th day of September, 2023, and

WHEREAS, Independent School District Number 33 of Creek County, Oklahoma has previously determined to sell the approved Bonds in separate series, and

WHEREAS, Independent School District Number 33 of Creek County, Oklahoma has previously issued \$3,460,000 of the authorized Building Bonds (Proposition #1) and such bonds were known as the \$3,460,000 General Obligation Building Bonds, Series 2023B, and

WHEREAS, Independent School District Number 33 of Creek County, Oklahoma has previously issued \$635,000 of the authorized Transportation Equipment Bonds (Proposition #2) and such bonds were known as the \$635,000 General Obligation Transportation Equipment Bonds, Series 2024, and

WHEREAS, Independent School District Number 33 of Creek County, Oklahoma has previously issued \$7,055,000 of the authorized Building Bonds (Proposition #1) and \$675,000 of the authorized Transportation Equipment Bonds (Proposition #2) and such bonds were known as the \$7,730,000 General Obligation Combined Purpose Bonds, Series 2025, and

WHEREAS, Independent School District Number 33 of Creek County, Oklahoma desires to issue at this time \$7,700,000 of the authorized Building Bonds (Proposition #1) and \$300,000 of the authorized Transportation Equipment Bonds (Proposition #2) and such bonds shall be combined for the purpose of sale and known as the \$8,000,000 General Obligation Combined Purpose Bonds, Federally Taxable Series 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 33 OF CREEK COUNTY, OKLAHOMA:

SECTION 1. That the \$8,000,000 General Obligation Combined Purpose Bonds, Federally Taxable Series 2026, of Independent School District Number 33 of Creek County, Oklahoma, voted on the 12th day of September, 2023, shall be offered for sale and that the Board of Education of Independent School District Number 33 of Creek County, Oklahoma, will receive bids by sealed bid, electronic bid (via PARITY), or similar secure electronic bid, on the 9th day of June, 2026, until 9:00 a.m. at the Sapulpa Public Schools Washington Administrative Center, Office of the Chief Financial Officer, 511 E. Lee, Sapulpa, Oklahoma, said Bonds to become due:

\$8,000,000 in two years from their date.

Said Bonds shall be awarded by the Board of Education of Independent School District Number 33 of Creek County, Oklahoma, on the 9th day of June, 2026, at 12:00 p.m., local time, at a meeting of said Board held in the Sapulpa Public Schools Washington Administrative Center, Board Room, 511 E. Lee, Sapulpa, Oklahoma, and shall be sold to the bidder bidding the lowest rate of interest the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds.

SECTION 2. That the Clerk of the Board of Education is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

Adopted this 11th day of May, 2026.

\_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Clerk, Board of Education

(SEAL)

State of Oklahoma            )  
  ) SS.  
County of Creek             )

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 33 of Creek County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the sale of bonds for the purpose therein set out, adopted by said Board and transcript of proceedings of said Board had at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

WITNESS my hand and seal this 11th day of May, 2026.

\_\_\_\_\_  
Clerk, Board of Education

(SEAL)

# PERSONNEL REPORT

May 11, 2026

## 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>
Valerie Nixon	Counselor/\$44,422.18	August 03, 2026
Scott Griffith	Counselor/\$66,294.49	August 03, 2026
Becca Watson	Speech Language Pathologist/\$44,422.18	August 10, 2026
Jessee Clark	Speech Language Pathologist/\$44,422.18	August 10, 2026
Lisa Weis	School Psych.Practicum/Intern/\$68,287.41	August 10, 2026
Katherine Hurst	Sped Teacher/\$65,986.94	August 10, 2026
Dakotah Hicks	Title I Math Teacher/\$47,270.08	August 10, 2026
Brittany Johnson	Teacher/\$52,531.66	August 10, 2026

(Pending Approval of Adjunct/Emergency Certification)

#### EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
Brice Calip	JH Track Asst Coach/\$3,200
Madison Noble	Summer School Teacher/\$25 hr
Julie Baughman	Summer School Teacher/\$25 hr

#### FMLA REQUEST

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Kaitlyn Youngblood	Teacher	Medical	April 01, 2026

#### CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Chance Roth	JH Softball Asst Coach/\$2,600	Varsity Asst Coach/\$3,500	May 19, 2026
Kim Castaldi	HPE Counselor	HPE Speech-Language Pathologist	August 13, 2026

**TRANSFERS**

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective Date</u></b>
Dina Verel	Sped Teacher-SMS	Sped Teacher-SJH	July 01, 2026

**RESIGNATIONS**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Will Evans	Teacher	June 30, 2026
Matthew Liddell	Teacher	June 30, 2026
Lorrel Thompson	Teacher	June 30, 2026
Teresa Getchell	Teacher	June 30, 2026
Joshua Terrones	Teacher	June 30, 2026
Alexandra Quigley	Teacher	June 30, 2026
Whitney Greenwood	Teacher	June 30, 2026
Megan Cagle	Teacher	June 30, 2026
Charles Dugan	Teacher	June 30, 2026
Jennifer Hudgins	Principal	June 30, 2026
Cade Colburn	Asst Principal	June 30, 2026

# PERSONNEL REPORT

May 11, 2026

## SUPPORT PERSONNEL REPORT

### EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kaylie Dodson	Custodian/\$14.85 hr	April 29, 2026
Hannah Killian	VB Head Coach/\$6,000	June 01, 2026
Shawn Jones	Varsity Wrestling Head Coach/\$10,500	July 01, 2026
Carlos Vallejo	Athletic Trainer Assistant/TBD	July 01, 2026

### EXTRA DUTY ASSIGNMENTS/STIPENDS

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

### FMLA REQUEST

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

### RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Julianne Ambrosia	Crossing Guard	April 24, 2024
Michelle Dixon	Paraprofessional	June 30, 2026
Romon Bonner	Asst FB Coach	June 01, 2026
Frank Mullins	Varsity BB Assistant	June 01, 2026
Nicole Agee	Varsity Softball Assistant	June 01, 2026
Jasmine Watashe	Custodian Event Crew	April 20, 2026



VI.F.2. Rehire of District Certified Staff on a regular continuing contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries.

## Regular Continuing Contract

ABBEY, KELLI	DELAMATTER, CASSIE	HAYES, DEANNA
ADAMS, SHELLEY	DELOZIER, ALEXANDRA	HAZELRIGG, JANENE
ADMIRE, TIFFANY	DEMERS, ROBERT	HENDRICKSON, ALISON
ANDERSON, REBEKAH	DIEHL, KAREN	HENDRICKSON, AUSTEN
ARMSTRONG, KRISTA	DOTSON, VONDA	HERNANDEZ, DOMINGA
ARUNDELL, LORI		HETTICK, MONICA
BACON-KELLOGG, SARAH	DUNNE, CARISSA	HILL, RONALD
BARKER, ASHLEY	EDDLEMAN, ERIN	HOLLOWAY HILL, PAULINE ROSEMARY
BARRETT, JANA	ENGDAHL, EDELAINE	HOLT, JENNIFER
BARTLETT, HARRISON	ENLOW, JULIE	HOLT, TIMOTHY
BAUGHMAN, JULIE	ENSIGN, RENE	HONEYCUTT, MELISSA
BENVER, JORDAN	ESPINOZA, MEREDITH	HONEYWELL, KAY LYNN
BILBY, REBECCA	FANCHER, TARA	HOUSEL, AMY
BLOOMER, JAMES	FIELDEN, NATALIE	HURST, CHRISTIE
BRASWELL, REBECCA	FINCH, LESLI	HURST, LINDSAY
BROWN, BARBARA	FOSHEE-LEWIS, DELIA	IRVINE, STEVE
BUCK, SYDNI	FREEMAN, JESSICA	JOHNSON, ASHLEY
BUCK, VALERIE	GANTZ, CRISSA	JOHNSON, JANET
BURSCOUGH, JAYSON	GARCIA, HECTOR	JOHNSON, SAMUEL
BUSH, DEELLEN	GARELL, CHELSEA	JOHNSTON, DYLAN
BUSSERT, PAUL	GARNER, JENNIFER	KEARNEY, KARI
BUTLER-WETHERELL, LACIE	GARR, DIANA	KING, PATRICIA
	GATES, LUCAS	KIRK, ALISHA
CALE, CARLA	GEIGER, KELLY	KITCHEN, JOHN
CALIP, DARLEAN	GILBERT, STEFANIE	LEATON, JULIE
CASTALDI, KIMBERLY	GILLIS, ANDREA	LEWELLEN, DONNA
CHAPMAN, MELINDA	GIRTY, KELSEY	
CHUPCO, KAYLA	GONZALEZ-URBINA, ELENA	LLOYD, SHANNON
CLINE, BRANDIE	GREENFEATHER, STEPHANIE	LOGHRY, MEGAN
CLOSTIO, REBECCA	GROSS, STEPHANIE	LOLLIS, MARY
COATNEY, JANA	GUSTAFSON, ALICIA	LONG-DONNELL, DAWN
COLE, KENNETH	HAEFNER, MARIKA	LOWE, BARBARA
COLLINS, AUTUMN	HALFORD, LINDYANNE	LUDLOW, KARMA
COOPER, NICKY	HARNISH, AMY	LUSK, BRANDY
CROSS, JAMIE	HARPER, ELISABETH	LYONS, CHRISTINE
DAVIS, BETHANY	HARRIS, GIONNI	MARK, WILSON "ZACH"
DECKER, REBEKAH	HAWK, WESLEIGH	MARTIN, JOLENE

VI.F.2. Rehire of District Certified Staff on a regular continuing contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries.

## Regular Continuing Contract

MAXWELL, ANGIE	SHABAN, DONNA	WRIGHT, RYAN
MCCALLUM, KIMBERLY	SHANNON, WILLIAM	YEAGER, STEPHANIE
MCCLANAHAN, CANDICE	SHATSWELL, BERTHA	YOKUM, WHITNEY
MCELYEA, DANI	SHELLEY, KANDACE	YOUNGBLOOD, KAITLIN
MCPHERSON, JOHN "MARSHALL"	SIMPSON, SONDRRA	
MERCER, BRETT	SIMPSON, TARA	
MILLER, SHALEEN	SMITH, JOELLE	
MOZARKO, KEVIN	SMITH, MICHELLE	
MUSSLER, PEGGY	SMITH, SHANNON	
MYERS, REGINA	SOBOWALE, ADEDOLAPO	
NICCUM, ERIN	SOBOWALE, AMBER	
NOBLE, MADISON	SPEARS, BELINDA	
PARKS, ALLISON	STEENSON, SANDRA	
PARSONS, VICTORIA	SURBER, HEATHER	
PETERSON, KARI	TAHA, SUEMAYA	
PHILPOTT, KELSEY	TAYLOR, CARMEN	
PLUMMER, MEGAN	TAYLOR, ELIZABETH	
PLUMMER, MELINDA	TUCKER, MAVERIC	
PRICE, JENNIE	ULIBARRI-MUNIZ, ERIN	
RAGSDALE, MARGARET	VOGT, LEESHA	
RAINS, JOHN	WAITS, DEREK	
RAY, MICHELLE	WALBLAY, MARSHA	
REED, LORI	WARNER, AMY	
REGIER, CYNTHIA	WARNER, LINDA	
REUTLINGER, JENNIFER	WARREN, BENJALIE	
RICE, AARON	WATSON, CYNTHIA	
	WEBB, EMILY	
RIGGS, TRUDIE	WEEKS, ANGELA	
RIKER, SARA	WEST, ALEXANDRIA	
ROBERTS, EVANGELINE	WHITE, ALICE	
RODGERS, KAREN	WHITE, JESSICA	
ROSE, KURT	WIEBE, JENNIFER	
ROTH, APRIL	WILLIAMS, DEBRA	
RUTH, ALLISON	WILLIAMS, NICHOLAS	
SANDERS, KATELYN	WILSON, LEE	
SCHMIDT, MICHAEL	WOOD, NICKALA	
SEARCY, NICHELL	WOODS, BONNIE	

VI.F.3. Rehire of District Certified Staff moving from a first-year temporary contract to a second-year temporary contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries

## Moving from First Year to Second Year Contract

ARUNDELL, SARA	HUBBARD, CODY
BAILEY, REBECCA	LAWSON, DAVE
BAKER, BRANDI	LOGHRY, MACHAEL
BARRETT, KYLE	MERCER, BREE
BICKERS, JAMES	NEWPORT, LINSEY
BOONE, DARIUS	RAIBER, SAMANTHA
BOREN, ABIGAIL	RHOADS, TERRA
BRUCE, RANDALL	RITCHIE, DAKOTA
CALIP, BRICE	SANDBERG, JILL
CHAVEZ, ANA	SCHOW, HANNAH
CLOUD, JASON	STAPLETON, ANGELA
COLE, PAYTON	STORJOHANN, CAROLINE
CRAIN, MADELYN	TROUT, CHRIS
DEARMOND, KAYELEE	WALLACE, CHRISTOPHER
FITZGERALD, GLENDA	WINTON, MYA
FRENCH, ASHLEY	YOUNG, TARA
HARRIS, MICHELLE	
HENDERSON, MARK	

VI.F.4. Rehire of District Certified Staff from a second-year temporary contract to regular continuing contract for 2026-27, provided state and federal funds become available in sufficient amounts to pay their salaries.

## Moving from Second Year to Continuing Contract

BOONE, DARIUS	MASON, JANE
BOREN, ABIGAIL	REAVIS, DENNIS "CHASE"
BRUCE, RANDALL	ROLIN, STANZI
CALLISON, LEE	SOLI, MIKAYLA
CARROLL, ANGELA	SWIFT, CINDY
CHAPMAN, BRIAN	VAUGHN, RASHELLE
COFFEY, COLESON	WALKER, TIFFANY
COLDIRON, MARY "MAGEN"	WATTERS, BRAXTON
COON, JAEDEN	
FORD, TYLER	
GREER, KATHRINE	
JAMES, MICAH	
KRUIS, KAREN	
LAKEY, HEATHER	
LEWIS, JANICE	
MAGILL, MELISSA	

VI.F.5. Rehire of District Support Staff on contract for 2026-27 provided state and federal funds become available in sufficient amounts to pay their salaries.

Continuing Support Staff

ADAMSON, MELISSA	CLARK, BREANNA	HEATH, LARRY
ADKINS, RENEE	CLARK, SHAWNA	HEAVENER, XANDER
AFFOLDER, TYLER	CLINE, AMBER	HENDERSON, TINA
AGLER, DARREN	COMMANDA, PAMELA	HENDRICKS, TERRI
ALEXANDER, DELORES	CONLEY, JERRY	HENRY, DEBRA
ANDERSON, NIKKI	COPE, CHERIE	HERITAGE, MOLLY
ASHBY, DEBRA	COVEY, MEGAN	HERNANDEZ, GLORIA
BAGHESTANI, CARLA	DELANCY, KYLE	HERRERA, RUBI
BAIG, SHELLEY	DELAROSA, JOSE	HESTER, TINA
BARNETT, LAUGEN "REID"	DENTON, ALYSSA	HICKS, JOSHUA
BATSON, TIANNA	DOUGLAS, ALEX	HILL, BRICE
BEAN-WILSFORD, LINDA	DUNCAN, LORI	HILL, NATASHA
BELL, CASSANDRA	DUNCAN, TONI	HOLT, JOSHUA
BELLAND, AMY	ESTES, MELINDA	HOWERTON, MEGAN
BENNETT, LESLIE	FAILING, MARIAH	HUBERT, CINDY
BENNETT, MADELINE	FERGUSON, JULIE	HUNZIKER, HALEY
BENNING, MICHELLE	FOLGER, GRACE	ISHAM, KAREN
BENTON, BRANDI	FORREST, KATINA	ISHAM, TIMOTHY
BERRY, MARY	FOSTER, CAMMIE	JAMES, TIMOTHY
BEVERLEY, LAURA	FOYIL, SHANNON	JOHNSON, ANGELA
BILBY, KRISTIN	FRANK, MELISSA	JOHNSTON, ANNABELLE
BOYCE, DANNA	GARLAND, ASHLI	JOHNSTON, KENNETH
BRALLIER, CHAD	GISH, MELODEE	JONES, FORREST
BRASWELL, SPENCER	GLOVER, MALISSA	JONES, MISTY
BROWN, CRYSTAL	GLOWACKI, CHRISTOPHER	KENNEDY, PENNY
CAHWEE, JESSICA	GOBBLE, ROBERT	KIRK, ROBERT
CALDWELL, ANGELA	GOGGINS, BOBBY	KITCHENS, JULIE
CAMPBELL, KRISHNA	GOINS, JALEN	KLING, CONNIE
CARTER, ROSE	GONZALES, EDWARD	KLING, HERBERT
CARTWRIGHT, ROBIN	GRAHAM, LARRY	KLING, SHELBY
CASTLEBERRY, AMANDA	GRIFFITH, JOYCE	KOCH, JESSICA
CASTLEBERRY, CASEY	GROVES, SHANNON	KOETTING, SHAY
CHAPMAN, CAREY	HAMILTON, ANNA	KRIENKE, REBECCA
CHAPMAN, KEYLA	HARDEN, CAMMI	KROLL, DEBORAH
CHESTER, EMILIA	HAUBERT, GINA	KUSTER, MINDY
CHOQUETTE, JULIA	HAYNES, RICHARD	LATHAM, SHANNON
CLANTON, CHRISTINA	HEARD, LILA	LAWRENCE, KIM

VI.F.5. Rehire of District Support Staff on contract for 2026-27 provided state and federal funds become available in sufficient amounts to pay their salaries.

## Continuing Support Staff

LAWSON, KRISTINE	OATES, LINDA	STAFFORD, REBECCA
LEE, BRENNIA RENEE	ODONNELL, AMANDA	STEPHENS, CHRISTIE
LEGRAND, RYAN	ODONNELL, ASLYN	STEPHENS, JOSHUA
LEGRAND, SHELLY	OWENS, JUSTIN	
LEMON, MEGAN	OWENS, SUSAN	STITES, EVANNA
LEWIS, EMILY	PAHSETOPAH, FLOLANDA	TANNER, EMILY
LINDUFF, KAREN	PALMER, JESSICA	TATE, ASHLEY
LITTLEBEAR, ANDREW	PAYNE, STEVEN	TAYLOR, AARON
LITTLEBEAR, JOSHEAU	PEQUANO, DANIELLE	THIEDE, APRIL
LOWERY, BETTYE	PFEIFFER, MALACHI	THOMAS, ANDREW
LUELLEN, PAIGE	PHILLIPS, MADDISON	THOMPSON, STEPHEN
MADDRY-AUSTIN, SARAI	PLUMMER, BRADLEY	TINCHER, RILEY
MALOY, LENASHA	PORTER, DUSTIN	TORGESON, SAMANTHA
MANDEL, MELINDA	POWELL, ALYSHA	TRACZYK, NANCY
MANDEL, RICHARD	PRAY, AVA	TRAGER, HEATHER
MANDEL, ROBERT	PRESSLER, CHRISTOPHER	TRIPLETT, WANDA
MARTIN, RONALD	PRESSLER, SANDY	VERDUGO, ROSA
MARTINO, MARIAN "RENEE"	PRESSLEY, KATHRYN	WAITS, PAMELA
MASON, AMANDA	PRIDEMORE, LIBBY	WALTERS, KODY
MATNEY, KAY	RAKE, BRIANNA	WALTERS, LADONNA
MAYBERRY, DIANE	RAMSAY, JUDITH	WARD, NICHOLE
MCDONALD, MISTY	RHOADES, JULIE	WATSON, JUSTIN
MCDONALD, RAELYN	RICHARDSON, BARBARA	WENKER, JENNIFER
MCELYEA, COLIN	ROBERTS, EMILY	WHEELER, BELINDA
MCMULLEN, ANDON	ROLLER, MARIA	WHISENHUNT, HEATHER
MCMULLEN, LAURA	ROSSON, GENNIFER	WHITE, KRISTIN
MELTON, BRANDEE	ROTH, CHANCE	WILKIN, BRUCE
MEYER, POCAHONTAS	SANDERS, CHRISTINA	WILLIAMS, SIERRA
MILBURN, LISA	SANDERS, MARY	WILLIS, DARRYL
MILLS, JAMES	SCOTT, TODD	WILLIS, KYLIE
MOORE, CHERYL	SEARLES, RACHAEL	WOFFORD, LAURA
MORGAN, JOHN	SELLERS, TERRI	WOOD, KYLIE
MOSS, MARY "SUZANNE"	SINGLETON, KAYLAH	WOOD, LOU ANNE
MUSSER, CYNDEE	SISCO, SAMANTHA	WOOD, RONALD
NIGH, BRITT	SMITH, HARRIET	WRIGHT, LANA
O'DONNELL, KASEY	SMITH, JORDAN	YEAGER, SHANNON

VI.F.5. Rehire of District Support Staff on contract for 2026-27 provided state and federal funds become available in sufficient amounts to pay their salaries.

Continuing Support Staff

YOCHAM, KEALIE		
YOUNG, CHARLES		
YOUNG, NICOLE		
ZIMMERMAN, VANESSA		
ZLATA, JOCELYN		
ZLATA, TREVA		

VI.F.6. The 2026-27 Employment and Contract Renewal for District Administrators, Directors, and Coordinators.

## District Administrators, Directors, Assistant Directors & Coordinators 2026-27

ABBOTT, MINDY		POWERS, AMY
BARNETT, KILEY		RIFF, AMY
BROWNE, HEATHER		ROSE, MICHAEL
COFFEY, GLENN		SHIBLEY II, STEPHEN
DOUDICAN, DONIA		SHIBLEY, BRIDGET
FRIE, KIMBERLY		STUFFLEBEAM, KATHERINE
HOLMES, HAYLEY		TERRONES, KENDA
KIESAU, STEPHANIE		TUTTLE, JOSEPH
LAWRENCE, JAMES		WITZANSKY, TROY
PICKERING, DWIGHT		

VI.F.7. The 2026-27 employment and contract renewal for site Principals, Assistant Principals, and Dean of Students.

## Site Principals, Assistant Principals, & Dean of Students 2026-27

CARTER, KRISTI		OWENS, ALISON
CARTER, PETER		RITCHIE, GINA
CAVINESS, COY		ROBERTSON, AMBER
HURT, MEGAN		SANDERS, AMY
JILES, SUNNY		SHIBLEY, SETH
JOHNSON, ROGER		STICE, VANESSA
LEONARD, KIMBERLY		WOOD, DANNY
LUSK, JEREMY		
MILLER, SHAD		
MUSGROVE, JAZZMAN		