

AGENDA
Shawnee Public Schools
Board of Education - Administration Building
326 N. Union Ave.
Shawnee, OK 74801
Monday, May 2, 2022
6:00 PM

Regular Session

NOTE: The Shawnee School District Board of Education may discuss, vote to approve, disapprove, table, or decide not to vote or take action on any item on this agenda.

- A. Call to Order
 - 1. Roll Call
 - 2. Moment of Silence and Invocation led by Board Member, Larry Walker
 - 3. Flag Salute led by 9th grade student, Meagan James
- B. Administer Oath of Office to Board Members Kristen Wilson (Office 3)
- C. Opportunity for Public Comment
- D. Central Office Reports
 - 1. Regular Report of the Superintendent
- E. Board Reports and Communications
- F. Consent Docket Items: All of the following items will be approved by one vote unless any Board Member desires to have a separate vote on any or all of these items. Possible action by the Board of Education to approve:
 - 1. Retirements and Resignations
 - 2. Minutes of the April 4, 2022, Regular Board Meeting and April 7, 2022, Special Meeting
 - 3. Treasurer's Report
 - 4. Encumbrance Registers for 2021-2022 FY:
 - GENERAL FUND 11 ENCUMBRANCES 1569 - 1721
 - BUILDING FUND 21 ENCUMBRANCES 220 - 229
 - GIFT FUND 81 ENCUMBRANCES 84 - 90
 - CHILD NUTRITION FUND 22 ENCUMBRANCES 65 - 66
 - 5. Encumbrance Change Orders for the 2021-2022 FY
 - 6. School Activity Fund Transfers for the 2021-2022 FY
 - 7. Public Gifts to Shawnee Public School (Policy BB)
 - 8. Temporary Appropriations for the 2022-2023 FY
 - 9. Disposal of Surplus School Property
 - 10. Out of State Trip request:
 - a)Maurita Salazar to the National School Nutrition Conference in Orlando, Fl, July 9, 2022, to July 15, 2022
 - 11. Approve the following agreements:
 - a) Central Tribes Shawnee Area, INC (CTSA Head Start)

- b) Oklahoma Hearing Solutions (Audiological Services)
- c) Frontline (Substitute Management, Recruiting and Hiring)
- d) Oklahoma Baptist University (Nursing Clinicals)
- e) Propio (Interpreting Services)
- f) Istation (Learning Management Agreement Pre-k - 8th)
- g) ESGi (Learning Software Pre-K - K)
- h) Starfall (Learning Software Pre-K - K)
- i) Capstone (Learning Software Pre-K - 5th)
- j) Gordon Cooper Technology (Nursing Clinicals)
- k) Team Clinic Management Partners (Medical Directorship Services)
- l) Team Clinic Management Partners (Team Clinics)
- m) Tiffany Amsler, M.S. CCC-SLP (Speech)
- n) Foundations Therapy, PLLC (OT Services)
- o) Josiah & Lisa Hadsall (OT Services)
- p) SOCS (Website)
- q) OSSBA Membership
- r) OSSBA Policy Subscription Renewal
- s) Crossroads Head Start/Early Head Start Lease Agreement
- t) Community Works (Carter Hall)
- u) Crossroads Youth & Family Services, Inc. Head Start/Early Head Start (Head Start)

G. Business Requiring Board Action:

1. Discussion and possible action to approve Shawnee Public School's calendar for the 2023-2024 SY.
2. Discussion and possible action on the listed lease agreement for payment with Pottawatomie County Sales Tax (PCST) funds in FY23.
 - a) Stucker & paving at Will Rogers and Jefferson lease payment to UMB.
3. Discussion and possible action regarding the renewal of listed lease agreements for payment in FY23.
 - a) 2016 Lease Revenue Bond payment to UMB
 - b) 2018 Lease Revenue Bond payment to UMB
 - c) LED Conversion Lease payment to Vision Bank
 - d) Maintenance Vehicles Lease payment to First United Bank
 - e) Activity Bus Lease payment to First National Bank
 - f) SPED Bus Lease payment to Vision Bank
 - g) Roof Replacement Lease payment to Government Capital
4. Discussion and possible action regarding the name change from Drones I to Launching into Aviation (STEM) course (semester 1).
5. Discussion and possible action regarding the name change from Drones II to Exploring Aviation and Aerospace (STEM) course (semester 2).
6. Discussion and possible action regarding the Agreement with Faith 7 Activity Center to provide students with skills to transition from high school to the workforce.
7. Discussion and possible action regarding the drug testing contract with TEAM Professional Services.

8. Discussion and possible action regarding the following Shawnee High School students graduate with the state minimum requirements (46 credits) instead of the Shawnee Public School requirements (50 credits).
- H. Proposed executive session to discuss the employment of the Athletic Director, Shawnee Early Childhood Center Principal, Certified Personnel, and Support Personnel. Oklahoma Statutes, Title 25 § 307 (B)(1) as listed:
 1. Employment of Certified Personnel as presented in Addendum A
 2. Employment of Support Personnel as presented in Addendum B
 3. Vote to convene or not to convene into Executive Session
- I. Acknowledge to return to Open Session
- J. Board President's Statement of Executive Session Minutes
- K. Possible action regarding the recommendation for Athletic Director
- L. Possible action regarding the recommendation for the Shawnee Early Childhood Center School Principal
- M. Possible action regarding employment of Certified Personnel in Addendum A
- N. Possible action regarding employment of Support Personnel in Addendum B
- O. New Business: New business means any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 31(A)(9)
- P. Adjournment

Any persons with a disability and needing special accommodations to attend the Board of Education Meeting should notify the Superintendent's Office at least 24 hours prior to the scheduled time of the meeting, if possible. The telephone number is 273-0653, extension 3125.

Shawnee Board of Education
326 North Union (Front & South Doors)

Posted by Keli Kinsey Executive Administrative Assistant to the Superintendent/Board Minutes Clerk

Posted this ___ at ___ at front and south glass doors of the Shawnee Board of Education Central Offices, Shawnee Public Schools, 326 N. Union, Shawnee, Oklahoma 74801

Minutes of the Thursday, April 7, 2022, Board Meeting

The Board of Education of Independent School District No. 93, Pottawatomie County, met in Special Meeting on Thursday, April 7, 2022, at the Board of Education - Administration Building, 326 N. Union Ave., Shawnee, OK 74801.

A. Call to Order

1. Roll Call

Present: April Stobbe	President
Keith Sandlin	1 st Vice President
Clif Harden	2 nd Vice President
Bobby Canty	Clerk
Turner Bass	Member
Larry Walker	Member
Absent: Kristen Wilson	Member

B. Board to consider and take possible action, in the absence of the President and/or Clerk, to appoint an acting President and/or acting Clerk for the School District to execute any and all documents pertaining to the bond sale.

C. Board to receive bids for the \$865,000 Taxable Building Bonds of this School District and take action to award bonds to the lowest bidder.

Motion to accept the low bid of BOK and Vision Bank at an interest rate of 2.85% on the Sale of the \$865,000 Taxable Building Bonds. This motion, made by Keith Sandlin and seconded by Clif Harden, carried.

Kristen Wilson: Absent, Clif Harden: Yes, Keith Sandlin: Yes, April Stobbe: Yes, Larry Walker: Yes, Bobby Canty: Yes, Turner Bass: Yes

Yes: 6, No: 0, Absent: 1

D. Board to consider and take action on a resolution providing for the issuance of taxable building bonds in the sum of \$865,000 by this school district, authorized at an election called and held for such purpose; prescribing form of bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same; designating bond counsel for this issuance of bonds; and fixing other details of issue.

Motion to authorize the issuance of the \$865,000 Taxable Building Bonds and fixing other details for the issuance of said bonds. This motion, made by Larry Walker and seconded by Turner Bass, carried.

Kristen Wilson: Absent, Larry Walker: Yes, Bobby Canty: Yes, Turner Bass: Yes, April Stobbe: Yes, Keith Sandlin: Yes, Clif Harden: Yes

Yes: 6, No: 0, Absent: 1

E. Administer Oath of Office to Board Member Turner Bass (Office 6)

F. Reorganization of the Board

1. Motion and vote to select a Board President

Move to approve Keith Sandlin for Board President. This motion, made by Larry Walker and seconded by Clif Harden, carried.

Kristen Wilson: Absent, Bobby Canty: Yes, Larry Walker: Yes, April Stobbe: Yes, Keith Sandlin: Abstain (With Conflict), Clif Harden: Yes, Turner Bass: Yes
Yes: 5, No: 0, Absent: 1, Abstain (With Conflict): 1

2. Motion and vote to select a Board First Vice - President

Approve Turner Bass as First Vice-President. This motion, made by Larry Walker and seconded by Clif Harden, carried.

Kristen Wilson: Absent, Clif Harden: Yes, Keith Sandlin: Abstain (With Conflict), Turner Bass: Yes, Larry Walker: Yes, April Stobbe: Yes, Bobby Canty: Yes
Yes: 5, No: 0, Absent: 1, Abstain (With Conflict): 1

3. Motion and vote to select a Board Second Vice-President

Approve Clif Harden as Second Vice-President. This motion, made by Larry Walker and seconded by Clif Harden, carried.

Kristen Wilson: Absent, April Stobbe: Yes, Larry Walker: Yes, Turner Bass: Yes, Bobby Canty: Yes, Clif Harden: Yes, Keith Sandlin: Abstain (With Conflict)
Yes: 5, No: 0, Absent: 1, Abstain (With Conflict): 1

4. Motion and vote to select a Board Clerk

Approve Bobby Canty as Board Clerk. This motion, made by Larry Walker and seconded by Clif Harden, carried.

Kristen Wilson: Absent, Clif Harden: Yes, Turner Bass: Yes, Bobby Canty: Yes, Keith Sandlin: Abstain (With Conflict), Larry Walker: Yes, April Stobbe: Yes
Yes: 5, No: 0, Absent: 1, Abstain (With Conflict): 1

H. Adjournment

Motion to adjourn at 12:13 p.m. This motion, made by April Stobbe, Unseconded.

ATTEST: _____ President

Clerk: _____

I hereby certify that I accurately transcribed the forgoing minutes and furnished copies to the executive officers, the board clerk and all board members prior to this meeting, but the original of the same was retained at all times in the administrative office of the School District and that the provisions of the 1977 Open Meeting Law (Title 25, Section 201-314 of Oklahoma Statutes) were adhered to.

Approved: _____

Secretary: _____

Minutes of the Monday, April 4, 2022, Board Meeting

The Board of Education of Independent School District No. 93, Pottawatomie County, met in Regular Session on Monday, April 4, 2022, at the Board of Education - Administration Building, 326 N. Union Ave., Shawnee, OK 74801.

Board Member Turner Bass arrived at 6:01pm

A. Call to Order

1. Roll Call

Present: April Stobbe	President
Keith Sandlin	1 st Vice President
Clif Harden	2 nd Vice President
Bobby Canty	Clerk
Turner Bass	Member
Larry Walker	Member

Turner Bass arrived at 6:01pm.

Absent: Kristen Wilson Member

2. Moment of Silence and Invocation led by Allyson Cleveland, Director of Academic Services

3. Flag Salute led by DaCota Dye, 11th grade student

B. Recognition of Lilly Hennen, 6th grade student and Josiah Smith, kindergarten student

C. Recognition of SHS Wrestling Team and SHS basketball players Tanner Morris and Jaylon Orange

The Athletic Director Todd Boyer came forward and introduced SHS Wrestling Coach Andrew McCune and SHS Basketball Coach Eric Litherland.

- Coach McCune introduced Sam Anderson, Logan Cash, Hunter Rochelle, Spencer Rochelle and John Taber. The wrestling team finished in the top ten at State.
- Coach Litherland introduced Jaylon Orange and Tanner Morris and described their accomplishments.

D. Opportunity for Public Comment

No public comments

E. Central Office Reports

1. Regular Report of the Superintendent

Superintendent Dr. Grace introduced SHS Principal Matt Johnson.

- Mr. Johnson introduced Ag teachers Chase Ferguson and Jordan Miller.
 - Chase and Jordan highlighted the Ag program. The Ag program has doubled in size this school year. They went over some of the many opportunities the program is giving the students. Fifty-seven 7th graders selected ag as one of their electives, and 34 selected it as their first choice, so they have added another 8th grade class at SMS next year. Macy Nelson,

FFA Vice President, spoke about the opportunities she has had during her high school Ag program.

- Dr. Grace congratulated them on building the Ag program. She also announced we will be the 50th aerospace program in the state. A full presentation will come in the future. She is excited about keeping moving forward.
- Dr. Aaron Espolt discussed the floor at the Stucker facility. The hard concrete floor with an epoxy overlay is right now in Stucker. It is not conducive for athletic events or practices. We want to turn that floor, which has padding and a vapor barrier, into a multipurpose floor. Maintenance and cleaning are efficient, and it will have a 15-year warranty. It will increase the use of Stucker and what we can do in our programs. We will be able to host more events.

F. Board Reports and Communications

- Board Member Larry Walker discussed the tri-county athletes of the week. Shawnee had 3 of them. Two from soccer, one from track. Tennis is in full swing. The swim team was recognized on the floor of the House.
- Board 2nd Vice President Clif Harden praised the art teacher at Sequoyah for the recent art show. Good job to Sequoyah for the family nights.
- Board President April Stobbe mentioned it is National School Library week. We have no doubt we have the best library program in the state.

G. Consent Docket Items: All of the following items will be approved by one vote unless any Board Member desires to have a separate vote on any or all of these items. Possible action by Board of Education to approve:

Motion was made by Larry Walker and seconded by Turner Bass to Approve the Consent Docket Items as presented. Motion carried.

Kristen Wilson: Absent, Clif Harden: Yes, Turner Bass: Yes, Keith Sandlin: Yes, Larry Walker: Yes, April Stobbe: Yes, Bobby Canty: Yes

Yes: 6, No: 0, Absent: 1

1. Retirements and Resignations

2. Minutes of the March 7, 2022, Regular Board Meeting

3. Treasurer's Report

4. Encumbrance Registers for 2021-2022 FY:

GENERAL FUND 11 ENCUMBRANCES 1430-1568

BUILDING FUND 21 ENCUMBRANCES 210-219

GIFT FUND 81 ENCUMBRANCES 79-83

CHILD NUTRITION FUND 22 ENCUMBRANCE 63-64

5. Encumbrance Change Orders for the 2021-2022 FY

6. School Activity Fund Transfers for the 2021-2022 SY

7. Disposal of Surplus School Property

8. Out of State Trip request:

a) Shelbi Bennett to AAFCS National Conference in Orlando, FL, June 24, 2022, to June 28, 2022.

9. Agreements for the 2021-2022 SY

a) GCN Global Compliance Training (Staff Compliance Training)

b) Department of Rehabilitation/Services (School Work Study)

c) American Red Cross (Licensed Training Provider Agreement)

d) OKTLE (Support Employee Evaluation Platform)

H. Business Requiring Board Action:

1. Discussion and possible action regarding the 2022-2023 Procurement Plan for Child Nutrition Programs.

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve the 2022-2023 Procurement plan for Child Nutrition Programs. Motion carried.

Kristen Wilson: Absent, Turner Bass: Yes, Clif Harden: Yes, Bobby Canty: Yes, Keith Sandlin: Yes, Larry Walker: Yes, April Stobbe: Yes

Yes: 6, No: 0, Absent: 1

2. Discussion and possible action by the Board of Education to approve granting four days of emergency leave for Covid taken January 14th, 2022 and inclement weather taken February 4, and 25, 2022, March 11, 2022, according to the Master Teacher Contract and Support Negotiated Agreement.

Motion was made by Clif Harden and seconded by Bobby Canty to Approve granting emergency leave for inclement weather. Motion carried.

Kristen Wilson: Absent, Turner Bass: Yes, Larry Walker: Yes, Bobby Canty: Yes, Keith Sandlin: Yes, Clif Harden: Yes, April Stobbe: Yes

Yes: 6, No: 0, Absent: 1

3. Discussion and possible action regarding the Resolution for Schools and Libraries Universal Services (E-RATE) for 2022-23. This resolution authorizes filing of the Form 471 applications(s) for funding year 2022-23 and the payment of the applicant's share upon approval of funding and receipt of services.

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve the Resolution for Schools and Libraries Universal Services (E-RATE) for 2022-23. Motion carried.

Kristen Wilson: Absent, April Stobbe: Yes, Keith Sandlin: Yes, Clif Harden: Yes, Bobby Canty: Yes, Turner Bass: Yes, Larry Walker: Yes

Yes: 6, No: 0, Absent: 1

4. Discussion and possible action regarding the creation of Fund 86, to be named Insurance Recovery Fund.

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve the creation of Fund 86. Motion carried.

Kristen Wilson: Absent, April Stobbe: Yes, Bobby Canty: Yes, Larry Walker: Yes, Clif Harden: Yes, Turner Bass: Yes, Keith Sandlin: Yes

Yes: 6, No: 0, Absent: 1

5. Discussion and possible action regarding the request for supplemental estimate of need to reflect supplemental appropriations to the District's Insurance Recovery Fund (Fund 86).

Motion was made by Keith Sandlin and seconded by Larry Walker to Approve the request for supplemental estimate of need to reflect supplemental appropriations to the District's Insurance Recovery Fund (Fund 86).. Motion carried.

Kristen Wilson: Absent, Turner Bass: Yes, April Stobbe: Yes, Clif Harden: Yes, Bobby Canty: Yes, Keith Sandlin: Yes, Larry Walker: Yes
Yes: 6, No: 0, Absent: 1

6. Discussion and possible action regarding the request for supplemental appropriations to the District's Building Fund (Fund 21).

Motion was made by Turner Bass and seconded by Clif Harden to Approve the request for supplemental appropriations to the District's Building Fund (Fund 21).. Motion carried.

Kristen Wilson: Absent, Larry Walker: Yes, Turner Bass: Yes, April Stobbe: Yes, Clif Harden: Yes, Bobby Canty: Yes, Keith Sandlin: Yes
Yes: 6, No: 0, Absent: 1

7. Discussion and possible action regarding the request for adjusting appropriations to the District's General Fund (Fund 11).

Motion was made by Clif Harden and seconded by Larry Walker to Approve the request for adjusting appropriations to the District's General Fund (Fund 11).. Motion carried.

Kristen Wilson: Absent, April Stobbe: Yes, Clif Harden: Yes, Bobby Canty: Yes, Larry Walker: Yes, Keith Sandlin: Yes, Turner Bass: Yes
Yes: 6, No: 0, Absent: 1

8. Discussion and possible action regarding the Shawnee Public School's modified calendar for the 2022-2023 SY.

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve Shawnee Public School's modified calendar for the 2022-2023 SY.. Motion carried.

Kristen Wilson: Absent, Larry Walker: Yes, Bobby Canty: Yes, April Stobbe: Yes, Turner Bass: Yes, Keith Sandlin: Yes, Clif Harden: Yes
Yes: 6, No: 0, Absent: 1

9. Discussion and possible action regarding the solicitation of bids for the overlaying of a multipurpose floor at Shawnee High School Stucker Building with Pottawatomie County sales tax funds.

Motion was made by Bobby Canty and seconded by Keith Sandlin to Approve the solicitation of bids for the overlaying of a multipurpose floor at Shawnee High School Stucker Building with Pottawatomie County sales tax funds.. Motion carried.

Kristen Wilson: Absent, Larry Walker: Yes, Keith Sandlin: Yes, Bobby Canty: Yes, Clif Harden: Yes, Turner Bass: Yes, April Stobbe: Yes
Yes: 6, No: 0, Absent: 1

10. Discussion and possible action to declare Acme property (3126 Acme Road, Shawnee, OK 74804) as surplus property, to authorize the superintendent to update the appraisal on the property, and to authorize the superintendent to advertise the property for sale.

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve to declare Acme property (3126 Acme Road, Shawnee, OK 74804) as surplus property, to authorize the superintendent to update the appraisal on the property, and to authorize the superintendent to advertise the property for sale. Motion carried.

Kristen Wilson: Absent, Clif Harden: Yes, Bobby Canty: Yes, Turner Bass: Yes, Keith Sandlin: Yes, Larry Walker: Yes, April Stobbe: Yes
Yes: 6, No: 0, Absent: 1

I. Proposed executive session to discuss the employment of those employees listed in I.1. -

I.2. Oklahoma Statutes, Title 25 § 307 (B)(1) as listed:

1. Employment of Certified Personnel as presented in Addendum A

2. Employment of Support Personnel as presented in Addendum B

3. Vote to convene or not convene into Executive Session

Did not convene into Executive Session

Motion was made by Keith Sandlin and seconded by Clif Harden to Vote to not convene into Executive Session. Motion carried.

Kristen Wilson: Absent, Turner Bass: Yes, Clif Harden: Yes, Larry Walker: Yes, Bobby Canty: Yes, April Stobbe: Yes, Keith Sandlin: Yes
Yes: 6, No: 0, Absent: 1

J. Acknowledge to return to Open Session

K. Board President's Statement of Executive Session Minutes.

L. Possible action regarding employment of Certified Personnel Addendum A

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve employment as listed in Addendum A. Motion carried.

Kristen Wilson: Absent, April Stobbe: Yes, Clif Harden: Yes, Larry Walker: Yes, Bobby Canty: Yes, Turner Bass: Yes, Keith Sandlin: Yes
Yes: 6, No: 0, Absent: 1

M. Possible action regarding employment of Support Personnel Addendum B

Motion was made by Keith Sandlin and seconded by Clif Harden to Approve employment as listed in Addendum B. Motion carried.

Turner Bass: Absent, Kristen Wilson: Absent, Larry Walker: Yes, Clif Harden: Yes, April Stobbe: Yes, Keith Sandlin: Yes, Bobby Canty: Yes
Yes: 5, No: 0, Absent: 2

N. New Business: New business means any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 31(A)(9).

O. Adjournment

Motion was made by President April Stobbe to adjourn at 6:40pm. Motion Unseconded.

ATTEST: _____ President

Clerk: _____

I hereby certify that I accurately transcribed the forgoing minutes and furnished copies to the executive officers, the board clerk and all board members prior to this meeting, but the original of the same was retained at all times in the administrative office of the School District and that the provisions of the 1977 Open Meeting Law (Title 25, Section 201-314 of Oklahoma Statutes) were adhered to.

Approved: _____

Secretary: _____

**I-93, Shawnee Public Schools
Treasurer's Activity
07-01-2021 to 03-31-2022**

ASSETS	Beginning Balance	Deposits	Net Transfers	Disbursements	Ending Balance
First United, Shawnee District Operating Acct	\$12,488,651.57	<u>\$37,691,796.70</u>	\$0.00	\$33,740,783.90	\$16,481,649.09
Interest earned		\$41,984.72			
Bank error: dep to wrong account	\$0.00	-\$1,218.01	\$0.00	-\$1,218.01	\$0.00
ACH reversal and check voided		-\$1,398.77		-\$1,398.77	\$0.00
ACH rev/chk voided 11/15/2021	\$0.00	-\$415.57	\$0.00	-\$415.57	\$0.00
ACH rev/chk voided 01/19/2022	\$0.00	-\$1,265.96	\$0.00	-\$1,265.96	\$0.00
ACH rev/chk voided 03/11/2022	\$0.00	-\$341.40	\$0.00	-\$341.40	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	<u>\$12,488,651.57</u>	<u>\$37,729,141.71</u>	<u>\$0.00</u>	<u>\$33,736,144.19</u>	<u>\$16,481,649.09</u>
LIABILITIES					
General Fund (11)					
2021-2022	\$9,283,851.08	\$24,946,086.81		\$24,164,804.32	\$10,065,133.57
2020-2021				\$4,564,583.17	-\$4,564,583.17
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total General Fund	<u>\$9,283,851.08</u>	<u>\$24,946,086.81</u>	<u>\$0.00</u>	<u>\$28,729,387.49</u>	<u>\$5,500,550.40</u>
Building Fund (21)					
2021-2022	\$947,080.06	\$1,869,474.62	\$0.00	\$715,241.82	\$2,101,312.86
2020-2021		\$0.00	\$0.00	\$92,092.16	-\$92,092.16
Total Building Fund	<u>\$947,080.06</u>	<u>\$1,869,474.62</u>	<u>\$0.00</u>	<u>\$807,333.98</u>	<u>\$2,009,220.70</u>
Child Nutrition Fund (22)					
2021-2022	\$688,516.01	\$2,089,365.40		\$865,690.21	\$1,912,191.20
2020-2021		\$0.00		\$21,548.61	-\$21,548.61
Total CN Fund	<u>\$688,516.01</u>	<u>\$2,089,365.40</u>	<u>\$0.00</u>	<u>\$887,238.82</u>	<u>\$1,890,642.59</u>
Bond Funds					
		\$0.00	\$0.00		\$0.00
BB Funds (31) July 2021	\$126,000.00	\$6,174,000.00	\$0.00	\$2,194,892.77	\$4,105,107.23
	\$0.00	\$0.00	\$0.00		\$0.00
	\$0.00	\$0.00	\$0.00		\$0.00
BB Funds - (39) July 2019	\$1,016,515.61	\$0.00	\$0.00	\$968,000.10	\$48,515.51
Total Bond Funds	<u>\$1,142,515.61</u>	<u>\$6,174,000.00</u>	<u>\$0.00</u>	<u>\$3,162,892.87</u>	<u>\$4,153,622.74</u>
Sinking Fund (41)					
2021-2022	\$218,234.89	\$2,564,031.09	\$0.00	\$41,080.00	\$2,741,185.98
2020-2021			\$0.00	\$0.00	\$0.00
Total Sinking Fund	<u>\$218,234.89</u>	<u>\$2,564,031.09</u>	<u>\$0.00</u>	<u>\$41,080.00</u>	<u>\$2,741,185.98</u>
Gift Fund (81)					
2021-2022	\$208,453.92	\$86,183.79		\$101,102.18	\$193,535.53
2020-2021		\$0.00		\$7,108.85	-\$7,108.85
Total Gifts Fund	<u>\$208,453.92</u>	<u>\$86,183.79</u>	<u>\$0.00</u>	<u>\$108,211.03</u>	<u>\$186,426.68</u>
Total Liabilities	<u>\$12,488,651.57</u>	<u>\$37,729,141.71</u>	<u>\$0.00</u>	<u>\$33,736,144.19</u>	<u>\$16,481,649.09</u>

**I-93, Shawnee Public Schools
Treasurer's Activity**

*****Prior Year***** 07-01-2020 to 03-31-2021 *****Prior Year*****

ASSETS	Beginning Balance	Deposits	Net Transfers	Disbursements	Ending Balance
First United, Shawnee District Operating Acct	\$15,380,800.13	<u>\$28,189,764.10</u>	\$0.00	\$29,617,620.68	\$13,989,314.07
Interest earned		\$36,370.52			
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
payroll reversed Oct 26	\$0.00	-\$354.62	\$0.00	-\$354.62	\$0.00
AmFed error	\$0.00	\$0.00	\$0.00	-\$58.38	\$58.38
payroll reversed Sep	\$0.00	-\$3,576.63	\$0.00	-\$3,576.63	\$0.00
payroll reversed Feb	\$0.00	-\$109,959.37	\$0.00	-\$109,959.37	\$0.00
bank error	\$0.00	-\$672.60	\$0.00	-\$672.60	\$0.00
monthly o.s. dep in msb program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	<u>\$15,380,800.13</u>	<u>\$28,111,571.40</u>	<u>\$0.00</u>	<u>\$29,502,999.08</u>	<u>\$13,989,372.45</u>
LIABILITIES					
General Fund (11)					
2020-21	\$9,217,048.87	\$23,191,759.64		\$21,020,095.73	\$11,388,712.78
2019-20				\$3,839,650.08	-\$3,839,650.08
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total General Fund	<u>\$9,217,048.87</u>	<u>\$23,191,759.64</u>	<u>\$0.00</u>	<u>\$24,859,745.81</u>	<u>\$7,549,062.70</u>
Building Fund (21)					
2020-21	\$1,077,806.80	\$632,824.14	\$0.00	\$736,893.56	\$973,737.38
2019-20		\$0.00	\$0.00	\$30,398.44	-\$30,398.44
Total Building Fund	<u>\$1,077,806.80</u>	<u>\$632,824.14</u>	<u>\$0.00</u>	<u>\$767,292.00</u>	<u>\$943,338.94</u>
Child Nutrition Fund (22)					
2020-21	\$691,433.82	\$1,590,098.75		\$855,362.72	\$1,426,169.85
2019-20		\$0.00		\$79,977.97	-\$79,977.97
Total CN Fund	<u>\$691,433.82</u>	<u>\$1,590,098.75</u>	<u>\$0.00</u>	<u>\$935,340.69</u>	<u>\$1,346,191.88</u>
Bond Funds					
		\$0.00	\$0.00		\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00
BB Funds-(33) 16-17	\$24,955.07	\$0.00	\$0.00	\$15,618.96	\$9,336.11
BB Funds - July, 2017 (37)	\$98,746.60	\$0.00	\$0.00	\$87,792.40	\$10,954.20
BB Funds - 2019 (39)	\$3,831,508.34	\$0.00	\$0.00	\$2,704,108.48	\$1,127,399.86
Total Bond Funds	<u>\$3,955,210.01</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,807,519.84</u>	<u>\$1,147,690.17</u>
Sinking Fund (41)					
2020-21	\$201,357.63	\$2,621,703.24	\$0.00		\$2,823,060.87
2019-20			\$0.00	\$0.00	\$0.00
Total Sinking Fund	<u>\$201,357.63</u>	<u>\$2,621,703.24</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,823,060.87</u>
Gift Fund (81)					
2020-21	\$237,943.00	\$75,185.63		\$132,330.49	\$180,798.14
2019-20		\$0.00		\$770.25	-\$770.25
Total Gifts Fund	<u>\$237,943.00</u>	<u>\$75,185.63</u>	<u>\$0.00</u>	<u>\$133,100.74</u>	<u>\$180,027.89</u>
Total Liabilities	<u>\$15,380,800.13</u>	<u>\$28,111,571.40</u>	<u>\$0.00</u>	<u>\$29,502,999.08</u>	<u>\$13,989,372.45</u>

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 GEN FUND-FOR OP						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$3,879,198.44	\$0.00	\$3,879,198.44	N/A	\$88,044.57
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$139,847.24	\$0.00	\$139,847.24	N/A	\$4,192.20
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$66,445.72	\$0.00	\$66,445.72	N/A	\$0.00
Source - 1190 OTHER TAXES	\$0.00	\$20.76	\$0.00	\$20.76	N/A	\$0.00
Source - 1350 INTEREST ON TAXES	\$0.00	\$2,256.19	\$0.00	\$2,256.19	N/A	\$803.94
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$0.00	\$855.00	\$0.00	\$855.00	N/A	\$410.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$9,747.20	\$0.00	\$9,747.20	N/A	\$0.00
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$5,120.84	\$0.00	\$5,120.84	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$95,522.79	\$0.00	\$95,522.79	N/A	\$4,633.19
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$40,100.13	\$0.00	\$40,100.13	N/A	\$0.00
Source - 1620 COMMUNITY SERVICES	\$0.00	\$105,616.75	\$0.00	\$105,616.75	N/A	\$14,623.84
Source - 1630 INSURANCE PREMIUM	\$0.00	\$245.68	\$0.00	\$245.68	N/A	\$0.00
Source - 1680 REFUND PRIOR YR EXPENDITURES	\$0.00	\$1,326.42	\$0.00	\$1,326.42	N/A	\$0.00
Series - 1000 Total	\$0.00	\$4,346,303.16	\$0.00	\$4,346,303.16	N/A	\$112,707.74
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$0.00	\$425,382.91	\$0.00	\$425,382.91	N/A	\$12,466.23
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$0.00	\$99,918.95	\$0.00	\$99,918.95	N/A	\$7,941.03
Source - 2300 RESALE OF PROPERTY FUND DIST.	\$0.00	\$28,199.67	\$0.00	\$28,199.67	N/A	\$0.00
Series - 2000 Total	\$0.00	\$553,501.53	\$0.00	\$553,501.53	N/A	\$20,407.26
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$0.00	\$71,228.86	\$0.00	\$71,228.86	N/A	\$6,176.24
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$0.00	\$1,187,907.28	\$0.00	\$1,187,907.28	N/A	\$107,142.07
Source - 3130 RURAL ELECTRIC COOP.TAX	\$0.00	\$1,274.91	\$0.00	\$1,274.91	N/A	\$158.13
Source - 3140 STATE SCHOOL LAND EARNINGS	\$0.00	\$366,555.92	\$0.00	\$366,555.92	N/A	\$37,765.20
Source - 3150 VEHICLE TAX STAMPS	\$0.00	\$1,944.10	\$0.00	\$1,944.10	N/A	\$223.89
Source - 3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$1,615.28	\$0.00	\$1,615.28	N/A	\$0.00
Source - 3210 FOUNDATION AND SALARY INCEN.	\$0.00	\$11,200,130.68	\$0.00	\$11,200,130.68	N/A	\$1,380,525.63
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$0.00	\$2,345,016.20	\$0.00	\$2,345,016.20	N/A	\$316,155.79
Source - 3310 ALTERNATIVE AND HIGH CHALLENGE	\$0.00	\$170,512.02	\$0.00	\$170,512.02	N/A	\$56,837.34
Source - 3412 NBCT Stipend	\$0.00	\$15,000.00	\$0.00	\$15,000.00	N/A	\$15,000.00
Source - 3415 READING SUFFICIENCE ACT	\$0.00	\$71,207.12	\$0.00	\$71,207.12	N/A	\$0.00
Source - 3420 STATE TEXTBOOK	\$0.00	\$288,733.64	\$0.00	\$288,733.64	N/A	\$0.00
Source - 3430 ADULT EDUCATION MATCHING	\$0.00	\$12,529.56	\$0.00	\$12,529.56	N/A	\$0.00
Source - 3435 REDBUD SCHOOL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 3440 DRIVER EDUCATION	\$0.00	\$1,567.50	\$0.00	\$1,567.50	N/A	\$0.00

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$0.00	\$167,193.04	\$0.00	\$167,193.04	N/A	\$41,666.66
Source - 3811 COMP. HS VOC. SALARY REIM.	\$0.00	\$12,290.00	\$0.00	\$12,290.00	N/A	\$1,830.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$0.00	\$37,209.00	\$0.00	\$37,209.00	N/A	\$12,403.00
Series - 3000 Total	\$0.00	\$15,951,915.11	\$0.00	\$15,951,915.11	N/A	\$1,975,883.95
Series - 4000						
Source - 4130 TITLE VII- IMPACT AID	\$0.00	\$63,927.00	\$0.00	\$63,927.00	N/A	\$0.00
Source - 4140 TITLE VII, PART A INDIAN EDUCA	\$0.00	\$192,846.88	\$0.00	\$192,846.88	N/A	\$0.00
Source - 4210 TITLE I-BASIC PROGRAM	\$0.00	\$570,869.34	\$0.00	\$570,869.34	N/A	\$0.00
Source - 4240 TITLE I-CORR.NEGLECT.DELINQ.	\$0.00	\$13,447.64	\$0.00	\$13,447.64	N/A	\$2,587.42
Source - 4271 TITLE II PART A,TEACHER & PRIN	\$0.00	\$68,611.29	\$0.00	\$68,611.29	N/A	\$0.00
Source - 4281 TITLE III-PART A ENGLISH LANG.	\$0.00	\$17,285.69	\$0.00	\$17,285.69	N/A	\$10,455.71
Source - 4310 INDIV.WITH DISABIL.IDEA --B	\$0.00	\$234,397.16	\$0.00	\$234,397.16	N/A	\$9,676.22
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$0.00	\$20,369.08	\$0.00	\$20,369.08	N/A	\$12,052.57
Source - 4442 STU SUPP & ACADEMIC ENRICHMENT PRG	\$0.00	\$51,254.17	\$0.00	\$51,254.17	N/A	\$0.00
Source - 4443 TITLE IV, 21ST CENTURY GRANT	\$0.00	\$318,740.94	\$0.00	\$318,740.94	N/A	\$0.00
Source - 4470 TITLE VI PART B	\$0.00	\$21,368.48	\$0.00	\$21,368.48	N/A	\$0.00
Source - 4480 TITLE X PART C	\$0.00	\$40,341.03	\$0.00	\$40,341.03	N/A	\$10,124.69
Source - 4580 MEDICAID RESOURCES	\$0.00	\$107,899.30	\$0.00	\$107,899.30	N/A	\$17,713.08
Source - 4611 ADULT BASIC EDUCATION TIT.XIII	\$0.00	\$69,422.64	\$0.00	\$69,422.64	N/A	\$0.00
Source - 4613 TEMP.ASSIST.FOR NEEDY FAM-TANF	\$0.00	\$49,250.00	\$0.00	\$49,250.00	N/A	\$5,250.00
Source - 4617 STATE OF OK-REHAB SERVICES	\$0.00	\$348.08	\$0.00	\$348.08	N/A	\$348.08
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$0.00	\$2,089,254.54	\$0.00	\$2,089,254.54	N/A	\$522,158.90
Source - 4821 EQUALIZATION (CARL PERKINS)	\$0.00	\$157,400.69	\$0.00	\$157,400.69	N/A	\$31,031.15
Series - 4000 Total	\$0.00	\$4,087,033.95	\$0.00	\$4,087,033.95	N/A	\$621,397.82
Series - 5000						
Source - 5600 CORRECTING ENTRY	\$0.00	\$7,333.06	\$0.00	\$7,333.06	N/A	\$2,170.00
Series - 5000 Total	\$0.00	\$7,333.06	\$0.00	\$7,333.06	N/A	\$2,170.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$4,643,635.25	\$0.00	\$4,643,635.25	N/A	\$0.00
Series - 6000 Total	\$0.00	\$4,643,635.25	\$0.00	\$4,643,635.25	N/A	\$0.00
Fund - 11 GEN FUND-FOR OP Total	\$0.00	\$29,589,722.06	\$0.00	\$29,589,722.06	N/A	\$2,732,566.77
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$553,700.37	\$0.00	\$553,700.37	N/A	\$12,567.11
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$19,961.21	\$0.00	\$19,961.21	N/A	\$598.37
Source - 1190 OTHER TAXES	\$0.00	\$2.96	\$0.00	\$2.96	N/A	\$0.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$43,640.03	\$0.00	\$43,640.03	N/A	\$5,842.18
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$1,051,082.26	\$0.00	\$1,051,082.26	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$600.00	\$0.00	\$600.00	N/A	\$0.00

Shawnee Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 1660 MINERAL ROYALTIES/LEASE REV.	\$0.00	\$0.96	\$0.00	\$0.96	N/A	\$0.00
Series - 1000 Total	\$0.00	\$1,668,987.79	\$0.00	\$1,668,987.79	N/A	\$19,007.66
Series - 3000						
Source - 3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$230.56	\$0.00	\$230.56	N/A	\$0.00
Source - 3435 REDBUD SCHOOL GRANT	\$0.00	\$200,256.27	\$0.00	\$200,256.27	N/A	\$0.00
Series - 3000 Total	\$0.00	\$200,486.83	\$0.00	\$200,486.83	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$802,830.18	\$0.00	\$802,830.18	N/A	\$0.00
Series - 6000 Total	\$0.00	\$802,830.18	\$0.00	\$802,830.18	N/A	\$0.00
Fund - 21 Building Total	\$0.00	\$2,672,304.80	\$0.00	\$2,672,304.80	N/A	\$19,007.66
Fund - 22 CHILD NUTRITION						
Series - 1000						
Source - 1710 STUDENTS' LUNCHES	\$0.00	\$2,291.55	\$0.00	\$2,291.55	N/A	\$304.00
Source - 1720 A LA CARTE OR CATERING REVENUE	\$0.00	\$13,937.05	\$0.00	\$13,937.05	N/A	\$1,480.00
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$0.00	\$6,306.40	\$0.00	\$6,306.40	N/A	\$761.00
Source - 1790 OTHER DIST.REVENUE (CHILD NUT)	\$0.00	\$924.22	\$0.00	\$924.22	N/A	\$0.00
Series - 1000 Total	\$0.00	\$23,459.22	\$0.00	\$23,459.22	N/A	\$2,545.00
Series - 3000						
Source - 3720 STATE MATCHING	\$0.00	\$9,351.71	\$0.00	\$9,351.71	N/A	\$9,351.71
Series - 3000 Total	\$0.00	\$9,351.71	\$0.00	\$9,351.71	N/A	\$9,351.71
Series - 4000						
Source - 4704 CACFP At-Risk	\$0.00	\$2,735.51	\$0.00	\$2,735.51	N/A	\$0.00
Source - 4705 EMERGENCY OP COST REIM - SBP & NSLP	\$0.00	\$66,568.84	\$0.00	\$66,568.84	N/A	\$66,568.84
Source - 4706 P-EBT LOCAL ADMIN FUNDS	\$0.00	\$3,063.00	\$0.00	\$3,063.00	N/A	\$0.00
Source - 4710 LUNCHES	\$0.00	\$1,152,071.09	\$0.00	\$1,152,071.09	N/A	\$131,860.77
Source - 4720 BREAKFASTS	\$0.00	\$381,430.39	\$0.00	\$381,430.39	N/A	\$40,262.87
Source - 4750 CHILD & ADULT CARE FOOD PROG.	\$0.00	\$404,112.44	\$0.00	\$404,112.44	N/A	\$37,606.44
Source - 4760 Fresh Fruit/Vegetable Program	\$0.00	\$46,573.20	\$0.00	\$46,573.20	N/A	\$17,108.20
Series - 4000 Total	\$0.00	\$2,056,554.47	\$0.00	\$2,056,554.47	N/A	\$293,407.12
Series - 6000						
Source - 6100 Cash Accounts	\$0.00	\$569,037.43	\$0.00	\$569,037.43	N/A	\$0.00
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$59,874.90	\$0.00	\$59,874.90	N/A	\$0.00
Series - 6000 Total	\$0.00	\$628,912.33	\$0.00	\$628,912.33	N/A	\$0.00
Fund - 22 CHILD NUTRITION Total	\$0.00	\$2,718,277.73	\$0.00	\$2,718,277.73	N/A	\$305,303.83
Fund - 31 2021 BUILDING BOND FUND						
Series - 5000						
Source - 5112 PROCEEDS FROM ORIG.BONDS SALE	\$0.00	\$6,174,000.00	\$0.00	\$6,174,000.00	N/A	\$0.00
Series - 5000 Total	\$0.00	\$6,174,000.00	\$0.00	\$6,174,000.00	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$126,000.00	\$0.00	\$126,000.00	N/A	\$0.00
Series - 6000 Total	\$0.00	\$126,000.00	\$0.00	\$126,000.00	N/A	\$0.00
Fund - 31 2021 BUILDING BOND FUND Total	\$0.00	\$6,300,000.00	\$0.00	\$6,300,000.00	N/A	\$0.00
Fund - 39 TAXABLE BUILDING BONDS 2019						
Series - 6000						

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$997,192.93	\$0.00	\$997,192.93	N/A	\$0.00
Series - 6000 Total	\$0.00	\$997,192.93	\$0.00	\$997,192.93	N/A	\$0.00
Fund - 39 TAXABLE BUILDING BONDS 2019 Total	\$0.00	\$997,192.93	\$0.00	\$997,192.93	N/A	\$0.00
Fund - 41 Sinking						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$2,463,220.62	\$0.00	\$2,463,220.62	N/A	\$55,903.69
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$92,596.07	\$0.00	\$92,596.07	N/A	\$2,814.29
Source - 1190 OTHER TAXES	\$0.00	\$13.18	\$0.00	\$13.18	N/A	\$0.00
Source - 1340 ACCRUED INTEREST ON BOND SALES	\$0.00	\$1,968.75	\$0.00	\$1,968.75	N/A	\$0.00
Series - 1000 Total	\$0.00	\$2,557,798.62	\$0.00	\$2,557,798.62	N/A	\$58,717.98
Series - 3000						
Source - 3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$1,034.97	\$0.00	\$1,034.97	N/A	\$0.00
Series - 3000 Total	\$0.00	\$1,034.97	\$0.00	\$1,034.97	N/A	\$0.00
Series - 5000						
Source - 5111 PREMIUM ON BONDS SOLD	\$0.00	\$5,197.50	\$0.00	\$5,197.50	N/A	\$0.00
Series - 5000 Total	\$0.00	\$5,197.50	\$0.00	\$5,197.50	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$218,234.89	\$0.00	\$218,234.89	N/A	\$0.00
Series - 6000 Total	\$0.00	\$218,234.89	\$0.00	\$218,234.89	N/A	\$0.00
Fund - 41 Sinking Total	\$0.00	\$2,782,265.98	\$0.00	\$2,782,265.98	N/A	\$58,717.98
Fund - 60 SCHOOL ACTIVITY FNDS						
Series - 1000						
Source - 1230 SUMMER SCHOOL TUITION	\$0.00	\$765.00	\$0.00	\$765.00	N/A	\$285.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$1,344.59	\$0.00	\$1,344.59	N/A	\$170.24
Source - 1460 COMMISSIONS	\$0.00	\$12,297.65	\$0.00	\$12,297.65	N/A	\$1,397.62
Source - 1540 LOST TEXTBOOKS	\$0.00	\$743.56	\$0.00	\$743.56	N/A	\$52.24
Source - 1580 SCHOOL-SPON.ACTIVITY TRAN.FEES	\$0.00	\$5,348.00	\$0.00	\$5,348.00	N/A	\$125.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$3,024.32	\$0.00	\$3,024.32	N/A	\$20.58
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$46,357.37	\$0.00	\$46,357.37	N/A	\$2,300.05
Source - 1810 ADMISSIONS	\$0.00	\$99,489.76	\$0.00	\$99,489.76	N/A	\$26,764.00
Source - 1850 FEES, PENALTIES, AND FINES	\$0.00	\$14,355.00	\$0.00	\$14,355.00	N/A	\$600.00
Source - 1880 SUPPLIES & MAT.SOLD TO STUD.	\$0.00	\$2,593.08	\$0.00	\$2,593.08	N/A	\$0.00
Source - 1910 ADMISSIONS	\$0.00	\$8,719.86	\$0.00	\$8,719.86	N/A	\$2,971.86
Source - 1920 CONCESSION SALES	\$0.00	\$112.00	\$0.00	\$112.00	N/A	\$0.00
Source - 1950 RESALE MERCH.(NOT STU. STORE)	\$0.00	\$117,057.07	\$0.00	\$117,057.07	N/A	\$6,484.58
Source - 1960 STUDENT ACTIVITY TICKETS	\$0.00	\$50.00	\$0.00	\$50.00	N/A	\$50.00
Source - 1970 STUDENT CLUBS & ORGANIZATIONS	\$0.00	\$4,502.00	\$0.00	\$4,502.00	N/A	\$675.00
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$14,547.30	\$0.00	\$14,547.30	N/A	\$4,980.80
Series - 1000 Total	\$0.00	\$331,306.56	\$0.00	\$331,306.56	N/A	\$46,876.97
Series - 5000						
Source - 5120 CASH OR CHANGE	\$0.00	\$265.00	\$0.00	\$265.00	N/A	\$0.00
Source - 5600 CORRECTING ENTRY	\$0.00	\$288.00	\$0.00	\$288.00	N/A	\$0.00

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 5000 Total	\$0.00	\$553.00	\$0.00	\$553.00	N/A	\$0.00
Fund - 60 SCHOOL ACTIVITY FNDS Total	\$0.00	\$331,859.56	\$0.00	\$331,859.56	N/A	\$46,876.97
Fund - 81 GIFT FUND						
Series - 1000						
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$1.06	\$0.00	\$1.06	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$86,062.85	\$0.00	\$86,062.85	N/A	\$0.00
Source - 1680 REFUND PRIOR YR EXPENDITURES	\$0.00	\$119.88	\$0.00	\$119.88	N/A	\$0.00
Series - 1000 Total	\$0.00	\$86,183.79	\$0.00	\$86,183.79	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$198,295.07	\$0.00	\$198,295.07	N/A	\$0.00
Series - 6000 Total	\$0.00	\$198,295.07	\$0.00	\$198,295.07	N/A	\$0.00
Fund - 81 GIFT FUND Total	\$0.00	\$284,478.86	\$0.00	\$284,478.86	N/A	\$0.00
Report Total	\$0.00	\$45,676,101.92	\$0.00	\$45,676,101.92	N/A	\$3,162,473.21

Budget Analysis

Options: Year: 2021-2022, Date Range: 7/1/2021 - 3/31/2022, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2021-2022						
11 GEN FUND-FOR OP	48,634,983.18	38,854,568.48	25,227,488.69	13,627,079.79	9,780,414.70	79.89%
21 Building	1,451,573.26	1,306,232.86	743,837.22	562,395.64	145,340.40	89.99%
22 CHILD NUTRITION	2,758,579.92	1,371,018.53	878,716.25	492,302.28	1,387,561.39	49.70%
31 2021 BUILDING BOND FUND	6,300,000.00	4,807,512.77	2,194,892.77	2,612,620.00	1,492,487.23	76.31%
39 TAXABLE BUILDING BONDS 2019	997,192.93	997,192.93	948,677.42	48,515.51	0.00	100.00%
41 Sinking	3,242,160.00	3,242,160.00	41,080.00	3,201,080.00	0.00	100.00%
60 SCHOOL ACTIVITY FNDS	0.00	320,370.52	232,573.31	87,797.21	-320,370.52	100.00%
81 GIFT FUND	213,453.92	168,560.29	104,989.22	63,571.07	44,893.63	78.97%
Total 2021-2022	\$63,597,943.21	\$51,067,616.38	\$30,372,254.88	\$20,695,361.50	\$12,530,326.83	80.30 %
Report Total	\$63,597,943.21	\$51,067,616.38	\$30,372,254.88	\$20,695,361.50	\$12,530,326.83	80.30 %

Shawnee Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2021 - 3/31/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 ATHLETICS - FOOTBALL	\$0.00	\$2,769.08	\$21,556.01	\$11,510.87	\$12,814.22	\$11,213.21	\$1,601.01
802 ATHLETICS - BOYS BASKETBALL	\$0.00	\$2,150.00	\$17,368.47	\$10,981.50	\$8,536.97	\$6,350.00	\$2,186.97
803 ATHLETICS - GIRLS BASKETBALL	\$0.00	\$12,270.00	\$7,297.95	\$10,472.50	\$9,095.45	\$1,400.00	\$7,695.45
804 ATHLETICS - SWIMMING	\$0.00	\$100.00	\$2,588.20	\$810.00	\$1,878.20	\$0.00	\$1,878.20
805 ATHLETICS - BASEBALL	\$0.00	\$0.00	\$6,612.49	\$4,459.64	\$2,152.85	\$2,402.85	(\$250.00)
806 ATHLETICS - GIRLS SOFTBALL	\$0.00	\$2,787.00	\$15,790.75	\$5,100.00	\$13,477.75	\$1,150.00	\$12,327.75
807 ATHLETICS - WRESTLING	\$0.00	\$10,075.00	\$7,595.76	\$8,390.00	\$9,280.76	\$4,015.62	\$5,265.14
808 ATHLETICS - BOYS TENNIS	\$0.00	\$4,163.00	\$9,927.25	\$4,237.13	\$9,853.12	\$5,584.42	\$4,268.70
809 ATHLETICS - GIRLS TENNIS	\$0.00	\$5,740.00	\$14,437.84	\$5,663.04	\$14,514.80	\$3,775.74	\$10,739.06
811 ATHLETICS - BOYS TRACK	\$0.00	\$1,000.00	\$3,304.49	\$255.00	\$4,049.49	\$3,490.00	\$559.49
812 ATHLETICS - GIRLS TRACK	\$0.00	\$1,000.00	\$3,930.97	\$255.00	\$4,675.97	\$3,490.00	\$1,185.97
813 ATHLETICS - BOYS GOLF	\$0.00	\$0.00	\$1,462.64	\$210.00	\$1,252.64	\$1,000.00	\$252.64
814 ATHLETICS - CROSS COUNTRY	\$0.00	\$1,037.58	\$6,384.33	\$2,559.52	\$4,862.39	\$1,426.55	\$3,435.84
815 ATHLETICS - BOYS SOCCER	\$0.00	\$0.00	\$4,695.72	\$250.00	\$4,445.72	\$700.00	\$3,745.72
816 ATHLETICS - GIRLS VOLLEYBALL	\$0.00	\$13,390.00	\$10,885.29	\$12,278.00	\$11,997.29	\$412.00	\$11,585.29
817 ATHLETICS - GIRLS GOLF	\$0.00	\$0.00	\$1,221.86	\$60.00	\$1,161.86	\$600.00	\$561.86
818 ATHLETICS - PLAY-OFFS	\$0.00	\$26,655.00	\$0.00	\$16,723.50	\$9,931.50	\$0.00	\$9,931.50
819 ATHLETICS - AD CONTINGENCY	\$0.00	\$80,198.90	\$9,807.46	\$10,096.15	\$79,910.21	\$4,699.09	\$75,211.12
821 ATHLETICS - GIRLS SOCCER	\$0.00	\$0.00	\$3,542.80	\$250.00	\$3,292.80	\$700.00	\$2,592.80
822 HS GENERAL	\$0.00	\$1,176.00	\$5,377.91	\$1,288.48	\$5,265.43	\$2,929.34	\$2,336.09
824 HS YEARBOOK	\$0.00	\$13,367.82	\$8,811.21	\$191.61	\$21,987.42	\$235.77	\$21,751.65
825 HS ARCHERY	\$0.00	\$0.00	\$80.00	\$0.00	\$80.00	\$0.00	\$80.00
826 HS POM PON	\$0.00	\$2,085.00	(\$685.86)	\$60.00	\$1,339.14	\$0.00	\$1,339.14
827 HS ACADEMIC TEAM	\$0.00	\$0.00	\$336.00	\$75.00	\$261.00	\$0.00	\$261.00
828 HS SENIOR CLASS	\$0.00	\$0.00	\$1,392.93	\$0.00	\$1,392.93	\$0.00	\$1,392.93
829 HS JUNIOR CLASS	\$0.00	\$827.00	\$9,098.76	\$1,460.25	\$8,465.51	\$371.75	\$8,093.76
831 HS FRESHMAN CLASS	\$0.00	\$0.00	\$371.75	\$0.00	\$371.75	\$0.00	\$371.75
832 HS SOPHOMORE CLASS	\$0.00	\$0.00	\$16.40	\$0.00	\$16.40	\$0.00	\$16.40
834 HS SPEECH/DEBATE	\$0.00	\$0.00	\$4,439.32	\$40.00	\$4,399.32	\$0.00	\$4,399.32
836 HS STUDENT COUNCIL	\$0.00	\$2,855.25	\$2,053.40	\$2,704.22	\$2,204.43	\$597.83	\$1,606.60
837 HS FCCLA	\$0.00	\$651.00	\$654.32	\$786.43	\$518.89	\$120.00	\$398.89
838 HS SPANISH CLUB	\$0.00	\$0.00	\$208.50	\$0.00	\$208.50	\$0.00	\$208.50
839 HS CHEERLEADERS	\$0.00	\$0.00	\$0.00	\$60.00	(\$60.00)	\$0.00	(\$60.00)
842 HS DRAMA	\$0.00	\$891.00	\$3,126.68	\$1,611.62	\$2,406.06	\$0.00	\$2,406.06
844 HS FFA	\$0.00	\$29,795.52	\$5,219.41	\$26,225.19	\$8,789.74	\$4,023.08	\$4,766.66
845 SHS YOUTH AND GOVERNMENT CLUB	\$0.00	\$0.00	\$458.74	\$0.00	\$458.74	\$0.00	\$458.74
846 HS HONOR SOCIETY	\$0.00	\$530.00	\$2,913.93	\$222.50	\$3,221.43	\$277.50	\$2,943.93
848 HS BOTANY CLUB	\$0.00	\$0.00	\$219.11	\$0.00	\$219.11	\$0.00	\$219.11
851 HS LEADERSHIP CLASS	\$0.00	\$0.00	\$195.09	\$0.00	\$195.09	\$0.00	\$195.09
852 HS UMD	\$0.00	\$0.00	\$258.76	\$0.00	\$258.76	\$0.00	\$258.76
853 HS CHORAL MUSIC	\$0.00	\$5,466.25	\$643.22	\$2,028.69	\$4,080.78	\$794.99	\$3,285.79
854 HS ADVANCED PLACEMENT EXAMS.	\$0.00	\$2,318.00	\$5,307.68	\$0.00	\$7,625.68	\$1.00	\$7,624.68
855 HS ART CLUB	\$0.00	\$66.00	\$851.38	\$0.00	\$917.38	\$0.00	\$917.38
856 HS CHEMISTRY CLUB	\$0.00	\$0.00	\$32.23	\$0.00	\$32.23	\$0.00	\$32.23
857 HS ROBOTICS	\$0.00	\$4,263.00	\$22,702.96	\$2,778.39	\$24,187.57	\$0.00	\$24,187.57
861 HS TEACHERS LOUNGE ACCOUNT	\$0.00	\$554.82	\$1,686.75	\$543.72	\$1,697.85	\$0.00	\$1,697.85
863 HS LIBRARY MEDIA	\$0.00	\$137.00	\$184.25	\$145.36	\$175.89	\$10.55	\$165.34
864 HS NATIVE AMERICAN CLUB	\$0.00	\$900.00	\$2,175.75	\$738.62	\$2,337.13	\$885.13	\$1,452.00
866 HS MUSICAL PRODUCTION FUND	\$0.00	\$2,767.86	\$10,613.11	\$1,438.46	\$11,942.51	\$82.62	\$11,859.89
867 HS PSAT	\$0.00	\$0.00	\$130.47	\$68.00	\$62.47	\$0.00	\$62.47
879 MS GENERAL	\$0.00	\$80.00	\$1,069.03	\$684.13	\$464.90	\$311.99	\$152.91
881 MS BAND	\$0.00	\$0.00	\$1,786.32	\$786.75	\$999.57	\$25.23	\$974.34
882 MS ENGLISH/LANGUAGE ARTS	\$0.00	\$0.00	\$565.05	\$0.00	\$565.05	\$0.00	\$565.05
884 MS YEARBOOK	\$0.00	\$3,677.39	\$5,537.24	\$2,097.26	\$7,117.37	\$4,325.00	\$2,792.37
885 MS SOCIAL STUDIES	\$0.00	\$0.00	\$35.50	\$0.00	\$35.50	\$0.00	\$35.50
886 MS GEOGRAPHY CLUB	\$0.00	\$0.00	\$1,028.81	\$0.00	\$1,028.81	\$0.00	\$1,028.81
887 MS ROBOTICS CLUB	\$0.00	\$0.00	\$459.50	\$70.00	\$389.50	\$0.00	\$389.50

Shawnee Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2021 - 3/31/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
889 MS CHORUS	\$0.00	\$7,276.18	\$5,360.05	\$4,776.39	\$7,859.84	\$2,910.62	\$4,949.22
891 MS STUDENT COUNCIL	\$0.00	\$1,815.00	\$2,822.71	\$1,712.82	\$2,924.89	\$1,318.68	\$1,606.21
894 MS SPECIAL EDUCATION	\$0.00	\$150.00	\$217.00	\$55.00	\$312.00	\$0.00	\$312.00
895 MS SPEECH/DRAMA	\$0.00	\$6,208.00	\$12,154.80	\$4,929.69	\$13,433.11	\$2,559.93	\$10,873.18
896 MS CHEERLEADERS	\$0.00	\$1,777.00	\$5,684.95	\$4,082.12	\$3,379.83	\$496.90	\$2,882.93
897 MS TEACHERS LOUNGE ACCOUNT	\$0.00	\$1,638.37	\$945.56	\$1,268.95	\$1,314.98	\$460.55	\$854.43
898 Margins of Excellence	\$0.00	\$0.00	\$1,419.53	\$0.00	\$1,419.53	\$0.00	\$1,419.53
899 MS Archery	\$0.00	\$0.00	\$10.66	\$0.00	\$10.66	\$0.00	\$10.66
901 MS P R O S	\$0.00	\$0.00	\$241.00	\$0.00	\$241.00	\$0.00	\$241.00
902 MS ART CLUB	\$0.00	\$0.00	\$106.27	\$0.00	\$106.27	\$0.00	\$106.27
904 MS TECHNOLOGY ED.	\$0.00	\$0.00	\$177.63	\$60.00	\$117.63	\$0.00	\$117.63
906 MS LIBRARY MEDIA	\$0.00	\$3,207.94	\$525.74	\$2,338.66	\$1,395.02	\$358.00	\$1,037.02
907 MS SIXTH GRADE	\$0.00	\$0.00	\$2,490.98	\$0.00	\$2,490.98	\$0.00	\$2,490.98
908 MS SEVENTH GRADE	\$0.00	\$0.00	\$770.86	\$0.00	\$770.86	\$0.00	\$770.86
909 MS EIGHTH GRADE	\$0.00	\$27.00	\$625.46	\$161.94	\$490.52	\$88.06	\$402.46
915 HORACE MANN ELEMENTARY	\$0.00	\$4,685.70	\$1,913.69	\$2,415.70	\$4,183.69	\$1,422.56	\$2,761.13
916 HORACE MANN TEACHERS LOUNGE	\$0.00	\$563.50	\$14.00	\$114.47	\$463.03	\$40.00	\$423.03
917 JEFFERSON ELEMENTARY	\$0.00	\$16,596.61	\$1,925.15	\$7,956.78	\$10,564.98	\$1,171.18	\$9,393.80
918 JEFFERSON TEACHERS LOUNGE	\$0.00	\$945.00	\$1,699.28	\$613.89	\$2,030.39	\$308.81	\$1,721.58
919 SEQUOYAH ELEMENTARY	\$0.00	\$7,399.39	\$3,915.86	\$4,674.33	\$6,640.92	\$970.00	\$5,670.92
921 SEQUOYAH TEACHERS LOUNGE	\$0.00	\$1,766.86	\$388.27	\$1,644.64	\$510.49	\$464.81	\$45.68
922 JIM THORPE ACADEMY	\$0.00	\$0.00	\$21.05	\$0.00	\$21.05	\$0.00	\$21.05
923 JIM THORPE ACAD. TEACHERS LNG.	\$0.00	\$0.00	\$0.10	\$0.00	\$0.10	\$0.00	\$0.10
924 WILL ROGERS ELEMENTARY	\$0.00	\$22,673.24	\$20,202.01	\$23,679.20	\$19,196.05	\$4,331.04	\$14,865.01
925 WILL ROGERS TEACHERS LOUNGE	\$0.00	\$611.80	\$306.23	\$460.10	\$457.93	\$123.90	\$334.03
926 SHAWNEE ECC	\$0.00	\$6,202.85	\$7,979.58	\$5,182.31	\$9,000.12	\$2,502.00	\$6,498.12
927 SHAWNEE ECC TEACHERS LOUNGE	\$0.00	\$104.06	\$3,642.64	\$34.00	\$3,712.70	\$0.00	\$3,712.70
928 JEFFERSON AFTER SCHOOL PRGM	\$0.00	\$0.00	\$420.06	\$0.00	\$420.06	\$0.00	\$420.06
929 ABE PROGRAM	\$0.00	\$0.00	\$1,937.41	\$0.00	\$1,937.41	\$0.00	\$1,937.41
932 HORACE MANN PARENTS ORG	\$0.00	\$0.00	\$33.64	\$0.00	\$33.64	\$0.00	\$33.64
933 COMMUNITY PARTNERSHIP	\$0.00	\$190.00	\$4,500.00	\$3,069.86	\$1,620.14	\$131.19	\$1,488.95
934 STEAM (ALL SITES)	\$0.00	\$0.00	\$221.00	\$0.00	\$221.00	\$0.00	\$221.00
935 SPS Pup Pack	\$0.00	\$1,528.00	\$0.00	\$481.32	\$1,046.68	\$40.72	\$1,005.96
936 STRENGTHING FAMILIES (INDIAN)	\$0.00	\$0.00	\$25.59	\$0.00	\$25.59	\$0.00	\$25.59
937 INDIAN STUDENTS	\$0.00	\$0.00	\$944.32	\$159.50	\$784.82	\$0.00	\$784.82
938 CENTRAL OFFICE ACCT.	\$0.00	\$0.00	\$295.11	\$0.00	\$295.11	\$0.00	\$295.11
939 CENTRAL OFFICE HOSPITALITY	\$0.00	\$4,190.00	\$2,956.96	\$4,345.88	\$2,801.08	\$1.00	\$2,800.08
941 NOW ACCOUNT	\$0.00	\$1,344.59	\$10,441.54	\$1,570.57	\$10,215.56	\$218.51	\$9,997.05
942 REFUNDS & RIEMBURSEMENT ACCT.	\$0.00	\$2,746.00	\$9,032.25	\$0.00	\$11,778.25	\$0.00	\$11,778.25
945 CHILD NUTRITION DAILY REVENUE	\$0.00	\$0.00	\$4,998.94	\$1,160.00	\$3,838.94	\$0.00	\$3,838.94
946 TRANSPORTATION DEPARTMENT	\$0.00	\$738.00	\$354.51	\$847.15	\$245.36	\$200.00	\$45.36
947 SPECIAL OLYMPICS (ALL SITES)	\$0.00	\$0.00	\$8,435.43	\$0.00	\$8,435.43	\$0.00	\$8,435.43
948 TEACHER OF THE YEAR (ALL SITE)	\$0.00	\$1,250.00	\$476.00	\$1,471.65	\$254.35	\$254.35	\$0.00
972 MS HEALTH FAIR	\$0.00	\$0.00	\$7,328.46	\$800.00	\$6,528.46	\$0.00	\$6,528.46
973 MS MATH	\$0.00	\$0.00	\$671.57	\$0.00	\$671.57	\$0.00	\$671.57
974 MS JUNIOR NAT'L HONOR SOCIETY	\$0.00	\$195.00	\$1,411.62	\$564.86	\$1,041.76	\$77.14	\$964.62
975 MS FCCLA	\$0.00	\$285.00	\$1,796.20	\$1,275.00	\$806.20	\$21.00	\$785.20
Total	\$0.00	\$331,859.56	\$379,607.56	\$232,573.31	\$478,893.81	\$87,872.21	\$391,021.60

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 1569 - 49999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1569	04/01/2022	35705	STAPLES BUSINESS ADVANTAGE	General Office Supplies	1,000.00
11	1570	04/01/2022	4788	AMAZON	Jefferson Title I Family Night Event	519.85
11	1571	04/04/2022	4788	AMAZON	HDMI Cable & Port,TV Wall Mounts,Surge Protectors	416.78
11	1572	04/04/2022	38882	Keith S Phelps	Install for wall brackets and power supply @ SMS	300.00
11	1573	04/04/2022	39214	ARVEST BANK	Music Conference - Swadley	700.00
11	1574	04/04/2022	36133	APPLE INC	5 ipads, 5 cases, 1 apple TV	2,173.75
11	1575	04/04/2022	35345	BEST BUY BUSINESS ADVANTAGE ACCOUNT	3 65 inch Samsung TV	2,632.29
11	1576	04/04/2022	39459	CONNECTION PUBLIC SECTOR SOL.	C230 Color Printer Xerox	315.00
11	1577	04/04/2022	4788	AMAZON	Peggy Hayes -room wish list money	450.00
11	1578	04/04/2022	4788	AMAZON	calm down room - Terri	300.00
11	1579	04/04/2022	4788	AMAZON	Title 1 Reading	219.95
11	1580	04/04/2022	36133	APPLE INC	iPad Pens	14,985.00
11	1581	04/04/2022	4788	AMAZON	forest friend wish list and order and first year	2,000.00
11	1582	04/06/2022	87	COUNTYWIDE NEWS INC	Publication of EON supplement	400.00
11	1583	04/06/2022	1231	GREAT PLAINS GRAPHICS	GOLF - BOYS / COACH DOUG WELLS	600.00
11	1584	04/06/2022	10985	PUTNAM CITY NORTH	GOLF - BOYS / DOUG WELLS	80.00
11	1585	04/06/2022	37642	MUSTANG HIGH SCHOOL	GOLF-BOYS / DOUG WELLS	40.00
11	1586	04/06/2022	3290	BSN SPORTS, LLC	BASKETBALL-GIRLS / COACH WELLS	5,585.00
11	1587	04/06/2022	3290	BSN SPORTS, LLC	BASKETBALL-BOYS / LITHERLAND	1,900.00
11	1588	04/06/2022	4788	AMAZON	SMS- Title IV- Keely Tolin	580.00
11	1589	04/06/2022	40931	Wald & Co, Inc. Consumer Fireworks	FIREWORKS	933.00
11	1590	04/06/2022	4788	AMAZON	CM - CareerTech STEM - Class Supplies/Equipment	280.80
11	1591	04/06/2022	6531	OK DEPT OF CAREER & TECH EDUC	Serger Workshop-shs	25.00
11	1592	04/06/2022	38265	TANGIBLE PLAY, INC	OSMO accessories	1,823.60
11	1593	04/06/2022	39214	ARVEST BANK	ACCO Brands Corp Laminating Film	445.46
11	1594	04/06/2022	856	OKLA. SCHOOLS ADVISORY COUNCIL	PARA TRAINING	175.00
11	1595	04/06/2022	37294	JENNIFER GATES MSCCC SLP	SPEECH THERAPY	5,000.00
11	1596	04/06/2022	10608	DEMCO PRINTING INC	BUSINESS CARDS	160.00
11	1597	04/07/2022	4788	AMAZON	Headphones - ODMHS Grant	500.00
11	1598	04/07/2022	32304	DOLLAR TREE	Snacks for SPS Kids Club Jefferson. Fund 81	250.00
11	1599	04/07/2022	32304	DOLLAR TREE	Snacks for SPS Kids Club Horace Mann. Fund 81.	250.00
11	1600	04/07/2022	801	SHAWNEE GLASS INC	Auto Glass Repair	1,000.00
11	1601	04/07/2022	35858	LEARNING A-Z, A CAMBIUM CO	RSA - Rosemarie	250.00
11	1602	04/07/2022	39214	ARVEST BANK	RSA - Rosemarie	40.00

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 1569 - 49999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1603	04/07/2022	39214	ARVEST BANK	WR - Arvest Final Funds	1,500.00
11	1604	04/07/2022	38882	Keith S Phelps	SMS- Classroom Installations- Keely Tolin	800.00
11	1605	04/07/2022	39214	ARVEST BANK	Rolette- FACS Order	900.00
11	1606	04/07/2022	1502	NORTHEASTERN STATE UNIVERSITY	AP Training Registration	200.00
11	1607	04/07/2022	12419	Laura A Lewis	Reimbursement for AP Conference	50.00
11	1608	04/07/2022	37330	TEKK INTERNATIIONAL	SMS Title IV- walkies-Keely Tolin	1,100.00
11	1609	04/08/2022	4788	AMAZON	Storage rack, locker, ball locker, misc.	2,960.37
11	1610	04/08/2022	4788	AMAZON	purchase bean bag chairs for classrooms	418.99
11	1611	04/08/2022	4788	AMAZON	HyperDrive 4K Dual HDMI USB C Hub M1 MacBook 10in1	199.99
11	1612	04/08/2022	35705	STAPLES BUSINESS ADVANTAGE	SMS site- Library supplies- Carol Jones	61.95
11	1613	04/08/2022	33551	NATIONAL BUS SALES	Repair Accident Damage	7,500.00
11	1614	04/12/2022	40438	BRIGHT HOTELS LLC/HOLIDAY INN EXP	BASEBALL / PAXSON	2,000.00
11	1615	04/12/2022	40930	DORNICK HILLS GOLF AND COUNTRY CLUB	golf-boys - doug wells	700.00
11	1616	04/12/2022	35345	BEST BUY BUSINESS ADVANTAGE ACCOUNT	SMS site- TV's Keely Tolin	7,928.01
11	1617	04/12/2022	36133	APPLE INC	SMS Site- classroom supply- Keely Tolin	1,432.00
11	1618	04/12/2022	4788	AMAZON	New Mice for Computer lab C200 for Testing	145.00
11	1619	04/12/2022	39214	ARVEST BANK	STEM Materials SPS Kids Club	850.00
11	1620	04/12/2022	4788	AMAZON	Mrs-Black more books for library funds	80.00
11	1621	04/12/2022	12634	UNCOMMON THREADS	T-SHIRTS FOR CHOIR	881.01
11	1622	04/12/2022	39214	ARVEST BANK	Cutting pads for SECC	130.00
11	1623	04/12/2022	4788	AMAZON	technology	200.00
11	1624	04/12/2022	6191	HOLT TRUCK CENTERS OKLAHOMA LLC	77 Passenger buses	299,985.00
11	1625	04/12/2022	40083	JOHN VANCE MOTORS	Passenger Vans	61,696.00
11	1626	04/12/2022	66	OKLAHOMA NATURAL GAS	Utilities	40,000.00
11	1627	04/13/2022	39214	ARVEST BANK	Title I Family Reading Night	52.00
11	1628	04/13/2022	1146	DEMCO INC	Title I Family Night Event	30.93
11	1629	04/13/2022	39214	ARVEST BANK	WR - FINAL	3,000.00
11	1630	04/13/2022	40382	CHICKASAW PRESS	SMS site Library books- Carol Jones	39.21
11	1631	04/13/2022	34420	Mary L Rolette	Mileage	123.20
11	1632	04/13/2022	4788	AMAZON	Title I Parent Involvement	170.00
11	1634	04/13/2022	4788	AMAZON	Classroom Bulletin Bar Strips	125.64
11	1635	04/13/2022	39214	ARVEST BANK	Parent Newsletters	359.00
11	1636	04/13/2022	4788	AMAZON	Tables and storage containers	1,913.07
11	1637	04/14/2022	38841	WORKINGMAN PHOTO	TRACK / BRANSON	1,100.00

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 1569 - 49999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1638	04/14/2022	72	QUILL LLC	Supplies	1,000.00
11	1639	04/14/2022	10518	PLANK ROAD PUBLISHING INC	Music Instruments	300.00
11	1640	04/14/2022	44	FOLLETT CONTENT SOLUTIONS LLC	Books for Library	42.78
11	1641	04/14/2022	39057	AGPARTS WORLDWIDE INC	ChromeBook LCD Screens	499.00
11	1642	04/14/2022	4788	AMAZON	Supplies	1,500.00
11	1643	04/14/2022	39214	ARVEST BANK	Supplies	1,000.00
11	1644	04/14/2022	21	IMAGE NET CONSULTING, LLC	Interactive Board Plus Installation	2,500.00
11	1645	04/14/2022	4788	AMAZON	Title 1 Reading Family night	25.98
11	1646	04/14/2022	39214	ARVEST BANK	GOLF - GIRLS / DARRIN DEAN	250.00
11	1647	04/14/2022	10710	HIGGINBOTHAM BUILDING CENTER	Metal Poles and material for Sun Shades	1,000.00
11	1648	04/14/2022	4788	AMAZON	Safe and Healthy School Supplies	488.05
11	1649	04/14/2022	39214	ARVEST BANK	Summer School - WR	400.00
11	1650	04/14/2022	4788	AMAZON	Summer School - WR	2,800.00
11	1652	04/14/2022	40775	imagestuff.com dba SCHOOL LIFE	Title 1 reading	71.45
11	1653	04/14/2022	39214	ARVEST BANK	purchase phonic flashcard for title one reading	162.96
11	1654	04/14/2022	10671	HAND2MIND INC	purchase for RSA Phonemic Awareness	416.81
11	1655	04/14/2022	39214	ARVEST BANK	Summer School - Seq	150.00
11	1656	04/14/2022	4788	AMAZON	Summer School - HM	3,150.00
11	1657	04/14/2022	39214	ARVEST BANK	Summer School - HM	70.00
11	1658	04/14/2022	4788	AMAZON	SMS site Library books- Carol Jones	738.83
11	1659	04/14/2022	4788	AMAZON	Summer School - Seq	675.00
11	1660	04/15/2022	39214	ARVEST BANK	Summer School - Jeff	150.00
11	1661	04/15/2022	4788	AMAZON	Summer School - Jeff	3,000.00
11	1662	04/15/2022	39214	ARVEST BANK	Summer School - Seq	500.00
11	1663	04/15/2022	44	FOLLETT CONTENT SOLUTIONS LLC	Purchase Library books HM	1,081.14
11	1664	04/15/2022	4788	AMAZON	Purchase US Flag & Oklahoma for flag pole	83.36
11	1665	04/15/2022	39214	ARVEST BANK	Professional Development- Heather Dunn	150.00
11	1666	04/15/2022	4788	AMAZON	STEM/Curriculum Supplies	1,550.00
11	1667	04/15/2022	39517	IMAGINE LEARNING	Robotify-Gifted and Talented	4,500.00
11	1668	04/18/2022	40908	AMERICAN IND CULT CTR FD	FIELD TRIP	484.00
11	1669	04/18/2022	4788	AMAZON	RSA - SECC	475.00
11	1670	04/18/2022	4788	AMAZON	RSA - Jeff	400.00
11	1671	04/18/2022	4788	AMAZON	RSA - WR	425.00
11	1672	04/18/2022	4788	AMAZON	RSA - HM	400.00
11	1673	04/18/2022	4788	AMAZON	RSA - Seq	475.00
11	1674	04/18/2022	1406	HOBBY LOBBY STORES, INC.	Summer School - Seq	500.00
11	1675	04/18/2022	39214	ARVEST BANK	RSA	55.00
11	1677	04/18/2022	4788	AMAZON	Pup Pack	500.00
11	1678	04/18/2022	4354	SOLUTION TREE INC	Book for Laura	31.95
11	1679	04/18/2022	39214	ARVEST BANK	ELL - Shawnee	40.00

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 1569 - 49999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1680	04/18/2022	39214	ARVEST BANK	Lab Materials	100.00
11	1681	04/20/2022	11026	SCHOLASTIC INC	Title I Family Night Event	200.00
11	1682	04/20/2022	39214	ARVEST BANK	Title I Family Reading Event	9.49
11	1683	04/20/2022	4788	AMAZON	SMS - brackets for tv's- Keely Tolin	255.92
11	1684	04/20/2022	32304	DOLLAR TREE	Snacks for SPS Kids Club Horace Mann	250.00
11	1685	04/20/2022	32304	DOLLAR TREE	Snacks for SPS Kids Club Jefferson. Fund 81	250.00
11	1686	04/20/2022	55	LAKESHORE LEARNING MATERIALS	Pup Pack	500.00
11	1687	04/20/2022	1146	DEMCO INC	Family Night - SECC	225.00
11	1688	04/20/2022	4788	AMAZON	Parent Night - SECC	700.00
11	1689	04/20/2022	39214	ARVEST BANK	Pup Pack	2,000.00
11	1690	04/21/2022	4788	AMAZON	CM - Career Tech STEM - Classroom Supplies	499.70
11	1691	04/21/2022	4788	AMAZON	USB C Hub Multiport Adapter - Power Strips	650.00
11	1692	04/21/2022	10669	UNITED SYSTEMS INC	ELL Consortium - Washington	2,798.64
11	1693	04/21/2022	11026	SCHOLASTIC INC	ELL consortium - Ada	300.00
11	1694	04/21/2022	2697	ODMHSAS TRAINING INSTITUTE	ODMHSAS Grant	750.00
11	1695	04/22/2022	4788	AMAZON	CareerTech Equipment/Material	3,581.15
11	1696	04/22/2022	38007	Joshua E Watson	Milage for TSA State	154.56
11	1697	04/22/2022	84	CHERRYROAD MEDIA INC	Graduation and Blue Ribbon Scholar Ads	544.00
11	1698	04/26/2022	2484	SAM'S CLUB DIRECT	MEMBERSHIP DUES	45.00
11	1699	04/27/2022	39214	ARVEST BANK	Summer GT STEM Camp Supplies	5,000.00
11	1700	04/27/2022	40904	SUN MOUNTAIN SPORTS, INC	GOLF-BOYS/COACH DOUG WELLS	1,860.00
11	1701	04/27/2022	35346	HAMPTON INN	TENNIS - BOYS / DACIA JORDAN	550.00
11	1702	04/27/2022	3290	BSN SPORTS, LLC	BASKETBALL - GIRLS / COACH WENDI WELLS	1,685.00
11	1703	04/27/2022	3290	BSN SPORTS, LLC	BASKETBALL - GIRLS / COACH WELLS	1,200.00
11	1704	04/27/2022	40952	JEFFREY S ODELL	BASEBALL / PAXSON	500.00
11	1705	04/27/2022	39214	ARVEST BANK	ELL Consortium - Shawnee	211.33
11	1706	04/27/2022	40380	BROKEN BOW PUBLIC SCHOOLS	BASKETBALL-GIRLS / COACH WELLS	500.00
11	1707	04/27/2022	39247	TAYLOR COOPER	BASKETBALL-GIRLS / WENDI WELLS	500.00
11	1708	04/27/2022	36180	PERKINS-TRYON HIGH SCHOOL	BASKETBALL-GIRLS / WENDI WELLS	500.00
11	1709	04/27/2022	1231	GREAT PLAINS GRAPHICS	TENNIS - GIRLS / STOBBE	300.00
11	1710	04/27/2022	88	SHAWNEE TROPHY CO.	Award medals	750.00
11	1711	04/27/2022	55	LAKESHORE LEARNING MATERIALS	ELL Consortium - Ada	6,552.28
11	1712	04/27/2022	39214	ARVEST BANK	School PR Research Primer Publication	68.00
11	1713	04/27/2022	6762	Gregory S Bartley	Reimbursement for University of Oklahoma APSI	50.00

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 1569 - 49999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1714	04/27/2022	39214	ARVEST BANK	SPEECH TESTING	734.00
11	1715	04/27/2022	40407	LITERACY RESOURCES LLC	RSA	10,822.87
11	1716	04/27/2022	33276	ACP DIRECT	RSA - Bushong	12.95
11	1717	04/28/2022	11089	SCHOLASTIC INC.	Family Night - WR	80.00
11	1718	04/28/2022	1146	DEMCO INC	Family Night - WR	10.93
11	1719	04/28/2022	4788	AMAZON	Pup pack supplies	300.00
11	1720	04/28/2022	39214	ARVEST BANK	GOLF-BOYS / DOUG WELLS	500.00
11	1721	04/28/2022	39214	ARVEST BANK	GOLF-GIRLS / DARRIN DEAN	500.00
Non-Payroll Total:						\$564,003.98
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$564,003.98

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 220 - 49999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	220	04/04/2022	2886	LOWE'S INC	MAIN SUPPLIES	4,000.00
21	221	04/18/2022	2610	HOME DEPOT PRO	Maintenance Supplies	2,000.00
21	222	04/20/2022	13190	WINKLER O'HEAD DOOR INC	JTA Stadium Overhead Door Replacement	1,575.00
21	223	04/20/2022	39279	HARDESTY TEAM HVAC	HVAC REPLACEMENT AT MULTIPLE SITES	32,129.50
21	224	04/22/2022	40945	MR TOMMY ELLIS	SECC STUCCO REPAIR	11,200.00
21	225	04/22/2022	40948	BEAUFORD WELDING, LLC	STAIRWAY REPAIR FOR SEQUOYAH	1,600.00
21	226	04/22/2022	39279	HARDESTY TEAM HVAC	AIR CONDITIONER REPAIR SECC	4,000.00
21	227	04/27/2022	40171	DONNIE KNIGHT / KNIGHT LANDSCAPING	DISTRICT LAWN SERVICE-MOWING AND WEED EATING	25,000.00
21	228	04/27/2022	39180	P/PMSERVICES INC	WATER TESTING SERVICES	1,440.00
21	229	04/27/2022	40909	SERVPRO	SMS RESTORATION	999.84
Non-Payroll Total:						\$83,944.34
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$83,944.34

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 84 - 49999, Fund Codes: 81

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	84	04/07/2022	39214	ARVEST BANK	Lewis & Clark Expedition SEF Grant	362.92
81	85	04/12/2022	39214	ARVEST BANK	SMS- Library- Jaffarian gift funds- Carol Jones	638.40
81	86	04/13/2022	40382	CHICKASAW PRESS	SMS Library books- Bush Foundation	8.64
81	87	04/13/2022	40382	CHICKASAW PRESS	SMS Library books- Jaffarian Grant	439.63
81	88	04/14/2022	38848	NOODLE TOOLS, INC	SMS Library- Jaffarian Grant- Carol Jones	358.00
81	89	04/14/2022	39214	ARVEST BANK	Supplies & materials	500.00
81	90	04/28/2022	40949	Chris E Neikes	AD / bill ford - gift fund - baseball field	1,500.00
Non-Payroll Total:						\$3,807.59
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$3,807.59

Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 65 - 49999, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	65	04/04/2022	1231	GREAT PLAINS GRAPHICS	T-Shirts/Uniforms	1,000.00
22	66	04/20/2022	40943	SARA JENKINS	CNP STUDENT REFUND	120.00
Non-Payroll Total:						\$1,120.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$1,120.00



SHAWNEE PUBLIC SCHOOLS

326 North Union Ave. • Shawnee, OK 74801-7099 • (405) 273-0653

May 2, 2022

TO: Shawnee Board of Education
FROM: Brent Houston, Treasurer
RE: Change Orders

For the month of April 2022, we have the following change order for FY22 expenditures:

PO #	Vendor	Original Amt	Increase to	Explanation
11-1613	National Bus Sales	\$7,500.00	\$10,000.00	Repair costs to bus exceeded the 10% and will require board approval.

Equal Opportunity/Affirmative Action Employer

MEMO

To: The Board of Education
From: Anita Miller, School Activity Fund Clerk *AM*
Date: May 2, 2022
Subject: School Activity Fund Transfers

I am requesting the transfer of \$2,138.50 from various School Activity Funds to the Refunds & Reimbursement account #942.

The transfer is to reimburse the bus driver's salary, FICA, and mileage for various trips taken during March 2022.

RECOMMENDATION: That the Board approves the transfer as presented.

MARCH 2022 ACTIVITY TRIP REPORT

<u>Trip Name</u>	<u>Trip ID</u>	<u>Destination</u>	<u>Trip Date</u>	<u>Driver</u>	<u>Driving Time</u>	<u>Rate</u>	<u>Over-Time</u>	<u>Rate</u>	<u>Total Hours</u>	<u>Distance</u>	<u>TOTAL</u>	<u>ADJUSTED TOTAL</u>	
Account: 836 - High School Student Council													
Student Council District	6912	Science Museum Okla	3/30/22	CHAMBLIN, KATHERINE	0.00	\$0.00	0.00	\$0.00	0.00	82	\$82.00	\$82.00	
Student Council District	6912	Science Museum Okla	3/30/22	WELCH, REBECCA	0.00		0.00	\$0.00	0.00	79	\$79.00	\$79.00	
											\$161.00		
Account: 837 - SHS FCCLA													
FCCLA State Convention	6889	Frontier City Theme Park	3/24/22	JENKINS, CAROL	0.00		0.00	\$0.00	0.00	106	\$106.00	\$106.00	
											\$106.00		
Account: 839 - High School Cheerleaders													
Cheer	6861	TBA	3/3/22	WELCH, REBECCA	0.00		0.00	\$0.00	0.00	177	\$177.00	\$177.00	
Cheer	6862	TBA	3/5/22	WELCH, REBECCA	0.00		0.00	\$0.00	0.00	181	\$181.00	\$181.00	
Cheerleader B Ball Game	6866	Collinsville High School	3/1/22	WELCH, REBECCA	0.00		0.00	\$0.00	0.00	162	\$162.00	\$162.00	
											\$520.00		
Account: 879 - SMS General Fund													
Wolf Extravaganza	6858	PAAC	3/8/22	CAGLE, RHONDA	2.00	\$17.49	0.00	\$26.24	2.00	14	\$48.98	\$21.00	
Wolf Extravaganza	6858	PAAC	3/8/22	JOHNSON, NANCY	2.00	\$17.49	0.00	\$26.24	2.00	14	\$48.98	\$21.00	
Wolf Extravaganza	6858	PAAC	3/8/22	PIERSON, NOAH	2.00	\$10.12	0.00	\$15.18	2.00	13	\$33.24	\$19.50	
Wolf Extravaganza	6858	PAAC	3/8/22	STELL, JOHNNY	2.00	\$21.33	0.00	\$32.00	2.00	13	\$55.66	\$19.50	
Wolf Extravaganza	6858	PAAC	3/8/22	TASCIER, CHAD	2.00	\$12.46	0.00	\$18.69	2.00	14	\$38.92	\$21.00	
Wolf Extravaganza	6858	PAAC	3/8/22	WELCH, JOYCE	2.00	\$16.12	0.00	\$24.18	2.00	14	\$46.24	\$21.00	
											\$123.00		
Account: 917 - Jefferson Elementary School													
4TH Cowboy Museum	6725	National Cowboy & Western Heritage Museum	3/1/22	WONDROCK, TOM	5.00	\$12.73	0.00	\$19.10	5.00	81	\$144.65	\$141.75	
											\$141.75		
Account: 924 - Will Rogers Elementary													
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	CAGLE, RHONDA	5.00	\$17.49	0.00	\$26.24	5.00	79	\$166.45	\$138.25	
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	GAINES, ROSEMARY	3.00	\$14.15	2.00	\$21.23	5.00	79	\$163.90	\$138.25	
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	GRUDE, ROBERT	3.00	\$14.63	2.00	\$21.95	5.00	79	\$166.78	\$138.25	
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	RESER, RON	5.00	\$17.97	0.00	\$26.96	5.00	79	\$168.85	\$138.25	
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	TASCIER, CHAD	5.00	\$12.46	0.00	\$18.69	5.00	79	\$141.30	\$138.25	
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	THOMPSON, KENNETH	5.00	\$22.73	0.00	\$34.10	5.00	79	\$192.65	\$138.25	
OKC Blue Thunder Game	6844	Chesapeake Energy Arena	3/10/22	WONDROCK, TOM	0.00	\$12.73	5.00	\$19.10	5.00	79	\$174.48	\$138.25	
											\$967.75		
Account: 975 SMS FCCLA													
Sms State Convention	6899	Cox Convention Center	3/24/22	BENNETT, SHELBI	0.00	\$0.00	0.00	\$0.00	0.00	119	\$119.00	\$119.00	
											\$119.00		
											TOTAL	\$2,138.50	

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk *AM*

Date: May 2, 2022

Subject: School Activity Fund Transfers

I am requesting the transfer of \$7,704.00 from the School Activity Account #818 (Play-Offs) to the School Activity Account #819 (AD Contingency).

This transfer is to reimburse the AD Contingency Fund # 819 for ticket usage during the Class A and Class 4A Area Basketball Tournaments.

RECOMMENDATION: That the Board approves the transfer as presented.



Shawnee Athletics

Director of Athletics: Todd Boyer
Assistant Director:
Athletic Secretary: Shari Dillard
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

April 12, 2022

Please transfer **\$7,704.00** from Student Activity Fund sub-account #818 (playoffs) to Student Activity Fund sub-account #819 (AD Contingency) per OSSAA to allow the host site to keep \$3.00 of each ticket sold to help pay for ticket usage by the site during the Class A and 4 A Area Basketball Tournaments held on February 26 and March 1 and March 3-5, 2022

Thank you

Todd Boyer
Athletic Director
Shawnee Public Schools



SHAWNEE PUBLIC SCHOOLS

326 North Union Ave. • Shawnee, OK 74801-7099 • (405) 273-0653

May 2, 2022

TO: Shawnee Board of Education
FROM: Brent Houston, Business Officer/Treasurer
RE: Public Gifts – Policy BB

For the month of April 2022, the District received the following public gift(s) to report in accordance with Policy BB – District Property, Facilities, and Equipment.

- \$1,468.28 from William Ford for the repairs to the memorial outside of the baseball facility at the high school campus.

Recommendation: The administration recommends the Board approve the public gifts report as presented.

Equal Opportunity/Affirmative Action Employer

APPLICATION FOR TEMPORARY APPROPRIATIONS

WHEREAS: The needs of the Board of Education of Shawnee Public Schools, No. I-093 of Pottawatomie County, require the immediate approval of temporary appropriations for the fiscal year 2022-23:

NOW, THEREFORE, BE IT RESOLVED, that the County Excise Board of Pottawatomie County be requested to approve temporary appropriations to the extent of and not to exceed one hundred percent (100%) of the total estimated funds available to said Board as follows:

REQUESTED APPROPRIATIONS

General Fund	
Current Expense	<u>\$ 43,771,485.00</u>
Building Fund	
Current Expense	<u>\$ 1,306,416.00</u>
Child Nutrition Fund	
Current Expense	<u>\$ 2,482,722.00</u>

APPROVED AND ADOPTED this _____ day of _____, 2022.

THE BOARD OF EDUCATION
Shawnee Public Schools I-093
(Name of School District) (District No.)

ATTEST: POTTAWATOMIE COUNTY, OKLAHOMA

Clerk

President

APPROVED by the Pottawatomie County Excise Board this _____ day of _____, 2022.

THE COUNTY EXCISE BOARD
POTTAWATOMIE COUNTY, OKLAHOMA

ATTEST:

County Clerk

Chairman

Member

Member

Site	Description of Item	Condition (Good, Fair, Poor)	Quantity	Serial # (if applicable)	Asset Tag # (if applicable)	Location in Bldg
Horace Mann	Dell Printer 2155 CN	poor		1 N/A	N/A	Rm. 180
Horace Mann	Cart	Good		1 N/A	N/A	Resource Room # 102
Horace Mann	Desks	good		10 N/A	N/A	Shed behind the gym
Horace Mann	College style desks with chair and swinging arm	good		20 N/A	N/A	Shed behind the gym
Horace Mann	Desks	good		6 N/A	N/A	Stem room # 104
Horace Mann	Wooden doors	good		2 N/A	N/A	Basement
Horace Mann	Brown Bookcase	Fair		1 N/A	N/A	Stem room # 104

A handwritten signature or set of initials in black ink, consisting of several overlapping loops and lines, located in the lower right quadrant of the page.



0000002518

Work Order #: 0000002518

Title: Good Afternoon, when someone gets a chance we have

Origin: Non-PM

Cost Center:

Priority:

Originated: 04/07/2022 01:56:00 PM

Expected:

Work Category: Surplus

Address:

Work requested:

Source Type: Location

WO Status: New Request

Originator: Tennille Manion

Project:

Work Type:

Assigned:

Completed:

Area/Room #: Cafeteria

Good Afternoon, when someone gets a chance we have a non-working Milk box located outside the cafeteria door @ SECC we would like taken away please. Thank you.

Action Taken:

Comments:

Total Labor Cost:	0.00	Total Labor Hours:	0.00
Total Part Cost:	0.00	Total Other Hours:	0.00
Equipment Usage Cost	0.00		
Total Other Cost:	0.00		
External Labor \$:	0.00		
Non-inv \$:	0.00		
WO Cost:	0.00	Total Hrs:	0.00

Custom Fields

None

Assigned To

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1	Aaron Espolt			aespolt@shawnee.k12.ok.us	0.00	
2	Keli Kinsey			kelkinsey@shawnee.k12.ok.us	0.00	

Source

Name	Location #	Path	Site	Description
SECC	[N/A]	SECC	IT	[N/A]

Labor

None

Parts

None

Equipment Usage

None

Tasks/Steps

None

Documents



0000002579

Work Order #: 0000002579

Title: Surplus School Buses

Origin: Non-PM

Cost Center:

Priority: Medium

Originated: 04/13/2022 09:28:00 AM

Expected:

Work Category: Surplus

Address:

Source Type: Site

WO Status: In Progress

Originator: John Wiles

Project:

Work Type:

Assigned: 04/13/2022 09:28:00 AM

Completed:

Area/Room #: Transportation Department

Work requested:

3 School Buses to be approved for Surplus

Action Taken:

Surplus: Two Blue Bird 46 passenger rear engine Buses (year: 2000) VIN#s: 1BABNBKA01FO98816 and 1BABNBXA91FO98815 Still in working order but have aged out of the fleet and have low reliability for travel. Not usable for route spares.

Surplus: One International (Thomas body) 71 passenger conventional Bus (year 1999) VIN#: AHVBBABN6XH202350 Exhaust system was damaged recently and repair exceeds value of the bus. Otherwise in working order but has aged out of fleet usage. Not usable without exhaust repair

Comments:

Total Labor Cost:	0.00	Total Labor Hours:	0.00
Total Part Cost:	0.00	Total Other Hours:	0.00
Equipment Usage Cost	0.00		
Total Other Cost:	0.00		
External Labor \$:	0.00		
Non-inv \$:	0.00		
WO Cost:	0.00	Total Hrs:	0.00

Custom Fields

None

Assigned To

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1	Aaron Espolt			aespolt@shawnee.k12.ok.us	0.00	
2	Keli Kinsey			kelkinsey@shawnee.k12.ok.us	0.00	

Source

Site #	Site	Postal Code	Country Code	Email	Fax	Phone #1
[N/A]	IT	[N/A]	[N/A]	[N/A]	[N/A]	[N/A]

Labor

None

Parts

None

Equipment Usage



Work Order #: 0000002729
 Title: Surplus iPad asset tag #213300
 Origin: Non-PM
 Cost Center:
 Priority:

Source Type: Location
 WO Status: New Request
 Originator: Tammy Sparks
 Project:
 Work Type:

Originated: 04/26/2022 08:24:00 AM
 Expected:
 Work Category: Surplus
 Address:

Assigned:
 Completed:
 Area/Room #: IT

Work requested:

Surplus-iPad asset tag #213300 is damaged, not repairable

Action Taken:

Comments:

Total Labor Cost:	0.00	Total Labor Hours:	0.00
Total Part Cost:	0.00	Total Other Hours:	0.00
Equipment Usage Cost	0.00		
Total Other Cost:	0.00		
External Labor \$:	0.00		
Non-inv \$:	0.00		
WO Cost:	0.00	Total Hrs:	0.00

Custom Fields

None

Assigned To

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1	Aaron Espolt			aespolt@shawnee.k12.ok.us	0.00	
2	Keli Kinsey			kelkinsey@shawnee.k12.ok.us	0.00	

Source

Name	Location #	Path	Site	Description
Central Office	[N/A]	Central Office	IT	[N/A]

Labor

None

Parts

None

Equipment Usage

None

Tasks/Steps

None

Documents

None



SHAWNEE PUBLIC SCHOOLS

326 North Union • Shawnee, Oklahoma • 74801-7099 • (405)273-0653

TRAVEL REQUEST FORM (Prior to Out-Of-State/Overnight Travel)

Please attach documentation/information regarding meeting dates, times, conference site, etc. to this request.

Full Name: Maurita Renee Salazar		
Group/ Organization: PCSNA		
Activity Attending: National School Nutrition Conference	Leave Date: July 9, 2022	Return Date: July 15, 2022
Date of Request: 4-20-22	Cell Phone No.: 405-788-2464	
Destination: Orlando, Florida		
Purpose of Trip/Nature of Official Business: This is the first national conference in 2 years, providing professional development.		
Members/ Sponsors/ Chaperones Attending: Terri Ledinski Brooke Easley, Brittany Bishop		
MUST BE COMPLETED FOR STUDENT OUT OF STATE/OVERNIGHT TRAVEL (You must submit a list of students attending. And a list of chaperones/sponsors with cell phone numbers)		
Number of Students Traveling:	Number of Sponsors/ Chaperones:	Will students miss class time? YES NO
How much class time will students miss?	Will fundraising be done for trip? YES NO (Attach Fundraising Details Estimated cost/ profits)	
Assurances: As the main sponsor of this Out of State/Overnight Trip, I assure the School District that I will enforce the Board Policy and Guidelines regarding Out of State/Overnight Trips, uphold and enforce all school rules and submit all required paperwork prior to departure time.		Signature of Sponsor:
ESTIMATED EXPENSES-	Fund/ OCAS:	School Van Needed: YES <input checked="" type="radio"/> NO
Lodging: 2614.78	PCSNA	Conference/ Activity Name: National School Nutrition Conference
Transportation: 1007.73	PCSNA	Hotel Name & Address, Single Room Rate: Airbnb Four Corners \$87.16
Registration:		DESTINATION: (In order to expedite Prepaid Airfare, please furnish your choice of Airline & Flight # of travel requested.) Orlando, Florida, Southwest
Parking: 0		Departing From: <input checked="" type="radio"/> OKC <input type="radio"/> Tulsa Other: Southwest
Miscellaneous: 0		Departure Flight Details: Flight 4809 OKC to Houston Flight 4549 HOU to Orlando
Prepaid Airfare: 2515.19	PCSNA	Returning Flight Details: Southwest Flight 1721 Orlando to DC Flight 1594 DC to OKC
Per Diem:		Signature of Principal:
		Signature of Executive Director:
GRAND TOTAL: 0	Signature of Superintendent: 	Date of Approval: 4/26/22

All travel and accommodations are paid through the Pottawatomie School Nutrition Association. I am the only one that needs to request leave. All of the other members will be going on their own time.



Central Tribes Shawnee Area, Inc. (CTSA HEAD START)



CTSA Administrative Office
1535 N. McKinley
Shawnee, Ok 74801
P: (405) 275-4870
F: (405) 275-9684

Little Feet Big Steps
806 E. Grant
Shawnee, Ok 74801
P: (405) 878-5820
F: (405) 275-9684

Early Bird Head Start
111 E. Vine
Cushing, Ok
P: (918) 928-2987
F: (918) 982-2928

Yellow Earth Head
398202 N, HWY 99
Stroud, OK
P: (918) 928-2987
F: (918) 928-2987



Special Services Agreement

This is a Local Agreement between **Independent School District I-93, Shawnee Public Schools of Pottawatomie County, Oklahoma**, hereinafter referred to as the "Local Education Agency (LEA)", and **Central Tribes of the Shawnee Area, Inc. (CTSA HEAD START)** 1535 N. McKinley, Shawnee, Oklahoma 74801 hereinafter referred to as the "Local Head Start" .

The following information states the Terms and Responsibilities of parties regarding Local Head Start eligible children ages three (3) through five (5) identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education (OSDE) and by the Head Start Performance Standards 45 CFR1308 (HSPS). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

1. **TERMS OF SPECIAL SERVICES AGREEMENT, TERMINATION AND MODIFICATION:**

- A. This agreement shall be for a period of eleven (11) Months. Thereafter, the parties will renew the Special Service Agreement every year, two (2) or three (3) months before the next school year; in which at this time a new Special Service Agreement will be sent to the LEA to be signed by the President of Board Education of the School District, Director of Special Education, Education, Disabilities Manager and the Executive Director of the Head Start program.
- b. The Special Service Agreement may be terminated by the Local Head Start or the 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 address.
- c. The agreement 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 President of Board Education of the School District, Director of Special Education, Education, Disabilities Manager and the Executive Director of the Head Start program.

2. **LEA RESPONSIBILITIES:**

- A. Individuals with Disabilities Education Act (IDEA), Section 619 (preschool) funds received for the provision of services to Eligible Children with disabilities, ages three (3) through five (5) who are served in the Local Head Start Program are expended in accordance with IDEA requirements of the Individuals with Disabilities Education Act (IDEA). Funds may be used for, but are not limited to, the following: cost of evaluations; materials; and supplies; and contractual agreements for services when the Local Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.
- B. Upon referral from the Head Start Disability Manager, the LEA shall provide a Multidisciplinary team evaluation, when appropriate for determination of the need for special education and related services under IDEA, while enrolled in the Head Start Program.



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- C. The LEA shall be responsible for the provision of procedural safeguard and due process for any child determined to be eligible under the IDEA who is enrolled in the Head Start Program.
- D. The LEA must provide, through prior written notice of meeting, that the appropriate Head Start Representative is directly involved, receive appropriate documentation throughout the process of referral, evaluation and/or placement of children with disabilities and provide quarterly progress reports on Head Start Children with Disabilities enrolled in the Head Start Program.
- E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- F. The LEA will maintain and submit to the OSDE the annual child count of IDEA eligible preschool (Head Start) children with disabilities served in the LEA and by the Head Start Program.
- g. The LEA will serve children within Independent Shawnee Public School District.

3. LOCAL HEAD START RESPONSIBILITIES:

- A. The Head Start Program shall provide screening and ASQ-3/ASQ SE-2 Assessments for all children enrolled in the Head Start as required by Head Start Performance Standards (45 CFR 1308) and participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA, shall provide parents with their rights under these programs.
- B. The Head Start Program shall provide all Head Start services to any Head Start to any child who meets eligibility requirements in accordance with the Head Start Program Performance Standards on services with Children with Disabilities regardless of the child's involvement in or eligibility for Special Education Services under the IDEA or this Agreement.
- C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, implementation of the portions of the IEP's identified for the Head Start Program, 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 representative of the LEA. Head Start Performance Standards (45 CFR 1308) requirements for parent involvement and notification must also be followed for IEP meetings initiated by the Head Start Program.
- D. The Head Start Program 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. When the Head Start Program develops Head Start Managed IEP's, family goals and objectives for the child must be addressed.
- E. The Head Start Disabilities Manager shall work with the LEA for assurance of collaboration and coordination of services to preschool Children with Disabilities.



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- F. If a child does not meet the OSDE's requirements under the IDEA, but meets one or more of the eligibility criteria in the Head Start Program Performance Standards 45 CFR 1308 then a Head Start Managed IEP should be developed for the child, determined by the LEA evaluation. The evaluator should indicate areas of delay and corresponding goals with a signature as feedback for the Head Start program on the Head Start IEP Form in the referral packet.
- G. The Head Start Program will provide the number of children receiving IEP services to the LEA for the Child Count Report prior to October 1st annually, on the Child count Report Form provided by the LEA. In reporting the number of children on IDEA IEP's to the LEA for child count purposes, the Head Start Program should provide a separate listing of children on Head Start Managed IEP's.
- H. The Head Start Program agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.
- I. The Head Start Agreement with the LEA addresses planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner that maintains State and Federal fiscal support for children with disabilities in these programs. The Head Start Program and the LEA agree to the following cost-sharing services:
 - 1. *Head Start will provide all required screenings prior to referral to Shawnee Public Schools. Head Start will also obtain necessary release of information from parent/guardian so that pertinent Head Start screenings can be utilized to develop an appropriate placement.*

Note: Special Education and related services are available to qualified children through Shawnee Public Schools. Standard referral procedures should be used to determine IDEA eligibility.

4. COORDINATION OF REQUIRED DOCUMENTATION:

To coordinate paperwork required by the Head Start Program and the LEA Special Education Program, the following process is appropriate:

- A. When Head Start wishes to refer a child to the LEA for possible services, Head Start personnel will contact the LEA Director of Special Services or Child Find Coordinator. Head Start personnel will assist the LEA with in obtaining parental consent for evaluation (SDE Form 4-that LEA will provide). Address will be verified by the LEA, and then the LEA will plan the evaluation.
- B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: Consent for Release of Confidential Information.
- C. The LEA Special Education Program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, necessary special education records and documentation of services provided to the Head Start Program when both agencies are involved in the identification, evaluation and provision of Free Appropriate Public Education (FAPE) to preschool children with disabilities.
- D. The Head Start will release results of vision, hearing, developmental, health and speech screenings as well as other relevant information as a part of the Head Start Referral Packet developed in conjunction with LEA, with parental consent.



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- E. All information received by the Head Start Program for the LEA will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to requirements of confidentiality under state and federal laws.

5. COORDINATION OF SCREENINGS:

In the coordination of screening between the Head Start Program and LEA Special Education Program, the Following process is agreed upon.

- A. The LEA Special Education Program and the Head Start Program 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 transfer of information. The time frame includes the 45 school days timeline for screening of all children enrolled in the Head Start Program as mandated in the Head Start Performance Standards 45 CFR 1308.

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

- 1. **Joint Screening** – Screening will be conducted simultaneously by the Head Start Staff and the LEA Special Education staff will within the same location.
- 2. **Shared Staff** – Local implementation may incorporate coordination of shared staff (e.g. required vision, hearing, health, and developmental screening may be conducted by the Head Start Program under Head Start Program Performance Standards, and the LEA Special Education Program may complete required screening under the IDEA and Speech/Language).
- 3. **Shared Information** – Screening information will be provided for referrals as determined by both entities. Consent for Release of Confidential Information will be obtained at the time of screening.

6. COORDINATION OF IEP/CHANGE OF PLACEMENT:

The Head Start Program and the LEA will conduct an IEP Review when a change of the program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start Staff, or the LEA Special Education Program Staff. Procedural safeguards for notification will be followed.

7. COORDINATION OF IN-SERVICE TRAINING:

The Preschool Coordinator of Special Services, OSDE, (405) 521-3351, and the Director of the Oklahoma Head Start Association, (405) 524-4923, will facilitate statewide in-service training. Head Start Disabilities Coordinators and LEA's should contact these representatives in regard to their needs for training. Mutual priorities for these entities include:

- A. Sensory Integration issues
- B. Behavior Management
- C. Other issues as determined by Head start and Shawnee Public Schools



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8. RESOLUTION OF DISPUTE:

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

- A. The dispute will first be brought to the attention of the Head Start Executive Director assigned to the classroom in the Shawnee Public School District and the principal assigned by Stroud Public Schools.
- B. The dispute will be brought to the attention of the LEA Special Education Director, Head Start Executive Director, and Head Start Disabilities Manager to seek resolution of the dispute.
- C. If the issue is not resolved, the matter will be submitted in writing to the Head Start Executive Director and the LEA Special Education Director of LEA Superintendent to facilitate a resolution.
- D. If the issue is not resolved, as described in Section VII B, then the matter will be submitted, in writing to Special Education Services, OSDE, for assistance in the resolution of any IDEA dispute between the Head Start Program and the LEA.
- E. 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 Region VI Disability Services Quality Improvement Center (DSQIC) UAP of Arkansas, 501 Woodland, Suite 210, Little Rock, Arkansas 72202 (800-831-4827 Ext. 9906) and/or the Region VI Office, Administration of Children, Youth and Families. The American Indian DSQIC, P. O. Box 5508, Norman, Ok 73070, may also be contacted for assistance in resolving disputes.

This Special Service Agreement will be effective on **August 1st, 2022** and ending **July 30th, 2023**.

Board of Director

Date

Superintendent

Date

Sanya Birdsner
Head Start Executive Director

4/1/2022
Date



Oklahoma Hearing Solutions Public School Audiology Service Contract

March 29, 2022

Shawnee Public Schools
326 N Union
Shawnee, OK 74801

Re: Audiological Services for the 2022-2023 school year

To Whom It May Concern

Enclosed you will find the proposed Audiology Service Contract for the 2022-2023 school year. Please sign the original and return it at your earliest convenience. You are more than welcome to email them as well.

Our audiology staff is experienced in the utilization of assistive listening devices such as FM Units, Auditory Trainers and Soundfield amplification. We are one of the few clinics that offer Auditory Processing Disorder (APD) evaluations in the Oklahoma City metro area. Upon request, we are able to test individuals with challenges using two audiologists at no additional cost. We are also available to assist you with IEP matters involving your hearing impaired students, their families, and their teachers. In addition, we are contracted Medicaid/Sooner Care providers for medical services and necessary hearing equipment under their guidelines, as well as most private insurance companies. We also have an audiologist specializing in Cochlear Implants. We are able to do CI Evaluations, fittings and mappings in our clinic. We have included these costs in the proposed contract as well.

We consider it an honor to serve your district with the best hearing healthcare service available. For your added convenience, we have two locations to better serve you. Fine Hearing Care is located in Edmond at 2405 S. Bryant Ave. Suite 100 Edmond, OK 73013 and Hearing Solutions is located at 408 S. Mustang Rd. Ste. B Yukon, OK 73099. We are able to see your students at either of our locations. If you have any questions or comments regarding this matter, please contact Jill Laxton at jill.laxton@finehearingcare.com or at 405-340-9191. We look forward to serving you and your students.

Sincerely,

Lisa L. Irby, Au.D., CCC-A
Owner/Head Audiologist

Oklahoma Hearing Solutions

2405 S. Bryant, Suite 100 Edmond, OK 73013
408 S. Mustang Road, Suite B Yukon, OK 73099

Phone: 405.340.9191 Fax 405.340.9185
Phone: 405.265.1133 Fax 405.265.1144

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**AUDIOLOGY SERVICE CONTRACT
FOR THE SHAWNEE PUBLIC SCHOOL DISTRICT**

Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2022-2023 school year in the Shawnee Public School District.

These services may include:

- | | |
|--|-------------------|
| ◆ Hearing Evaluation (in our office) | \$ 60.00 |
| ◆ Hearing Aid Evaluation | \$ 60.00 |
| ◆ Central Auditory Processing (CAP) Evaluation | \$ 175.00 |
| ◆ Otoacoustic Emissions (OAE) | \$ 30.00 |
| ◆ Tympanometry | \$ 15.00 |
| ◆ FM Unit Fitting | \$ 75.00 |
| ◆ FM Unit / Equipment Check | \$ 30.00 per unit |
| ◆ Earmolds | \$ 65.00 |
| ◆ Hearing Aid/FM Repairs (with 6 month warranty) | \$ 250.00 |
| ◆ Equipment and/or Parts | Cost + 30% |
| ◆ Hearing Aid Accessories and/or Parts | Cost + 30% |
| ◆ Hearing Aid Batteries (single package) | \$ 5.00 per card |
| ◆ Hearing Aid Batteries (size 312, 13 or 10/box of 40) | \$ 20.00 per box |
| ◆ Retube Earmold | \$ 5.00 |
| ◆ Mapping for Cochlear Implant | \$ 150.00 |
| ◆ Programming for Hearing Aid | \$ 100.00 |
| ◆ In-service Training / Consultation ** | \$ 75.00 per hour |
| ◆ Additional Visits with Students ** | \$ 75.00 per hour |

** Mileage added for on-site services at the rate of \$.45 per mile

Other services, equipment, and/or products are available with pricing upon request.

The effective dates of this agreement are July 1, 2022 to June 30, 2023. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.


Jill Laxton

Oklahoma Hearing Solutions, LLC
DBA: Fine Hearing Care

3/29/22

Date

Name:
Shawnee Public Schools

Date

Frontline Education Renewal Notice

Attn: Shawnee Public Schools

Thank you for your continued partnership with Frontline Education. We remain focused on providing you with industry-leading solutions and technology for K-12. As part of the ongoing investment in your solutions, our Learning Center continues to be enhanced to provide access to articles with answers to routine questions 24/7. This includes the ability to create a support request.

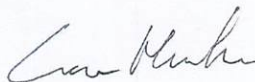
Below you will find information about the renewal of your subscription(s) that renew on 7/01/2022. Once you have reviewed the pricing for your upcoming subscription you can either:

- Use this [link](#) to confirm the renewal of your subscriptions, or
- If you have questions, please reach out to your Client Success Manager to discuss your discuss or request information about our multi-year contract options.

Description	Start Date	End Date	Qty	Rate	Amount
Recruiting & Hiring Solution	7/01/2022	6/30/2023	1	\$12,633.55	\$12,633.55
Frontline Central Solution	7/01/2022	6/30/2023	1	\$8,523.37	\$8,523.37
Absence & Substitute Management, unlimited usage for internal employees	7/01/2022	6/30/2023	1	\$13,027.19	\$13,027.19
Total					\$34,184.11

Please use this [link](#) to indicate that you intend to renew your subscriptions and request your invoice if needed.

Need assistance? You can reach us by calling Daniel Alvisi at (484) 328-4598 or by emailing us at renewals@frontlineed.com.



Laura Hughes
Director, Client Retention and Renewals



Exhibit A Frontline Customer Order Form

Q-05952

MSA-001f400000S97if

12/18/2019

1400 Atwater Drive Malvern, PA 19355

Customer:

Shawnee Public Schools
326 N UNION AVE
SHAWNEE, Oklahoma, 74801-7053
United States

Contact: Teresa Wilkerson**Title:** Assistant Superintendent**Phone:****Email:** twilkerson@shawnee.k12.ok.us**Order Form Details:****Pricing Expiration:** 12/23/2019**Quote Currency:** USD**Account Manager:** Todd Cook**Startup Cost Billing Terms:** One-Time, Invoiced after signing**Subscription Billing Frequency:** Annual**Sale Type:** New**Initial Term:** 1/17/2020 – 6/30/2021**Pricing Overview****Amount**

One-Time Fees	\$14,492.50
Annual Recurring Fees	\$30,903.18
(Initial Term Prorated Fees)	\$13,969.93

One-Time Fees Itemized Description	Quantity	Amount (each)	Amount
---	-----------------	----------------------	---------------

Frontline Implementation	1	\$14,492.50	\$14,492.50
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Annual Recurring Fees Itemized Description	Start Date	End Date	Amount
---	-------------------	-----------------	---------------

(Frontline Central Solution Prorated Term)	1/17/2020	6/30/2020	\$3,483.22
(Recruiting & Hiring Solution Prorated Term)	1/17/2020	6/30/2020	\$5,162.92
(Absence & Substitute Management, unlimited usage for internal employees Prorated Term)	1/17/2020	6/30/2020	\$5,323.79
Frontline Central Solution	7/01/2020	6/30/2021	\$7,705.31
Recruiting & Hiring Solution	7/01/2020	6/30/2021	\$11,421.01
Absence & Substitute Management, unlimited usage for internal employees	7/01/2020	6/30/2021	\$11,776.87



Exhibit A Frontline Customer Order Form

Q-05952

MSA-001f400000S97if

12/18/2019

1400 Atwater Drive Malvern, PA 19355

Additional Order Form Information

Tax Information

Tax Exemption: We currently don't have a tax exemption certificate on file for you. Please use this [link](#) to upload your tax exemption certificate. Otherwise, the appropriate tax will be applied at the time of invoicing.

PO Information

PO Status: Purchase order to follow

PO #:

Note: If a Purchase Order is required, Customer shall submit the PO to Frontline within ten (10) business days of signing this Order Form by emailing it to billing@frontlineed.com, otherwise a PO shall not be required for payment



Exhibit A Frontline Customer Order Form

Q-05952

MSA-001f400000S97if

12/18/2019

1400 Atwater Drive Malvern, PA 19355

Invoicing Schedule	Due Date	Amount
Invoice: One Time	Upon Signing	\$14,492.50 + applicable sales tax
Frontline Implementation		\$14,492.50
Invoice: Prorated	2/16/2020	\$13,969.93 + applicable sales tax
Frontline Central Solution		\$3,483.22
Recruiting & Hiring Solution		\$5,162.92
Absence & Substitute Management, unlimited usage for internal employees		\$5,323.79
Invoice: Annual	7/31/2020	\$30,903.18 + applicable sales tax
Frontline Central Solution		\$7,705.31
Recruiting & Hiring Solution		\$11,421.01
Absence & Substitute Management, unlimited usage for internal employees		\$11,776.87



1400 Atwater Drive Malvern, PA 19355

MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the "Effective Date") by and between Frontline Technologies Group LLC dba Frontline Education, with an address at 1400 Atwater Drive, Malvern, PA 19355 ("Frontline" or "Frontline"), and the customer identified below ("Customer"). Frontline and Customer are sometimes referred to herein, individually, as a "Party" and, collectively, the "Parties."

By signing below, the Parties agree to be legally bound by the Terms and Conditions contained herein (the "Terms and Conditions"), including any exhibits, Order Form(s), Order Form Terms and Conditions and Statements of Work (collectively, the "Agreement"). To place orders subject to this Agreement, at least one Order Form (as defined below) must be incorporated into this Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements. In the event of a conflict between the provisions of the Terms and Conditions and the provisions of any Statement of Work or any Order Form or any Order Form Terms and Conditions, the provisions of the Statement of Work or Order Form or Order Form Terms and Conditions, as applicable, shall govern, but only with respect to the services forth in the Statement of Work or that particular Order Form.

<p>Frontline Technologies Group LLC dba Frontline Education</p> <p>DocuSigned by: Signature: <u>Scott Crouch</u> A0BBBC5EFF1F43B...</p> <p>Name: <u>Scott Crouch</u></p> <p>Title: <u>VP of Financial Operations</u></p> <p>Address: <u>1400 Atwater Drive</u> <u>Malvern, PA 19355</u></p> <p>Email: <u>billing@frontlineed.com</u></p>	<p>Shawnee Public Schools</p> <p>DocuSigned by: Signature: <u>Dr. April Grace - pending BOE appr.</u> DDAF902EE73B493...</p> <p>Name: <u>Dr. April Grace - pending BOE appr.</u></p> <p>Title: <u>Assistant Superintendent</u></p> <p>Address: <u>326 N UNION AVE</u> <u>SHAWNEE, Oklahoma 74801-7053</u></p> <p>Email: <u>twilkerson@shawnee.k12.ok.us</u></p>
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Attached: *Terms and Conditions*
Exhibit A



1400 Atwater Drive Malvern, PA 19355

MASTER SERVICES AGREEMENT
TERMS AND CONDITIONS

1. Software and Services

1.1. Software. Subject to the terms and conditions set forth in this Agreement (including any Order Forms, Order Form Terms and Conditions and/or Statement of Work), Frontline hereby grants Customer a non-exclusive, non-transferable license to use the software identified on any Order Form (the "Software") and the technical manuals, instructions, user information, training materials, and other documentation that accompany the Software and contain its technical specifications, as may be amended from time to time ("Documentation") solely for internal use by its then-current employees, contractors, agents, representatives and other end users authorized to use the Software on Customer's behalf (collectively, "Authorized Users" or "End Users") in the ordinary course of Customer's business. Frontline shall provide any professional or other services set forth in an Order Form (the "Services"). All rights, title and interest to the Software and any work product, deliverables or other materials provided by Frontline ("Work Product") are expressly reserved and retained by Frontline or its licensors, including any program or other application that is designed to integrate and be used with the Software, whether or not developed independently by Frontline, and all improvements, modifications and intellectual property rights therein. Customer shall not, and Customer shall require any Authorized Users to not (a) transfer, assign, export, or sublicense the Software or Work Product except as specifically set forth herein, or its license rights thereto, to any other person, organization or entity, including through rental, timesharing, service bureau, subscription, hosting, or outsourcing the Software (whether or not such sublicense, hosting or outsourcing is by Customer or for Customer); (b) attempt to create any derivative version thereof; (c) remove or modify any marking or notice on or displayed through the Software, Work Product or Documentation, including those related to Frontline's or its licensors' proprietary rights in and to the Software, Work Product or Documentation, as applicable; or (d) de-compile, decrypt, reverse engineer, disassemble, or otherwise reduce same to human-readable form. Without limiting the foregoing, Customer may not sublicense, outsource or otherwise grant access to the Software to any third party vendor without Frontline's prior written consent, including any third party host of the Software for Customer. Frontline shall have the right (but not the obligation) to monitor Customer's and its Authorized Users' use of the Software to confirm Customer's and its Authorized Users' compliance with the terms of this Agreement.

1.2. Authorized Users. The total number of Authorized Users will be limited to the numerical or category limitations set forth in an Order Form, if any. Customer acknowledges and agrees that, depending on the specific Software provided by Frontline to Customer and/or the category of Authorized User, Authorized Users may have different access and usage rights to the Software. Customer shall ensure that Authorized Users comply with the terms and conditions of this Agreement with respect to access and use of the Software and any acts or omissions of such Authorized Users with respect to the same will be deemed acts or omissions of Customer for which Customer will be responsible on a joint and several basis. Customer is solely responsible for approving and provisioning any and all usernames and passwords assigned to or adopted by Customer's Authorized Users in connection with use of the Software. Customer is responsible for all activities that occur as a result of the use of such usernames and passwords. Customer will notify Frontline promptly of any unauthorized use of such usernames and passwords or any other breach of security known to Customer.

1.3. Order Forms. Customer may place orders for the Software and Services by entering into a mutually agreed Order Form, which shall become a part of this Agreement and be attached hereto as Exhibit A. No other document shall be required to affect a legally binding purchase under this Agreement. Any preprinted or other terms contained on Customer's purchase order or otherwise shall be inapplicable to this Agreement. Unless an Order Form states otherwise, each Order Form is independent of each other Order Form (but each Order Form is a part of and integral to this Agreement).

1.4. Software Administrator; Maintenance Windows. At all times, Customer must have an employee who has obtained the Software administrator certification training from Frontline and who is certified by Frontline as a Software administrator ("Software Administrator"). If Software Administrator ceases to serve as such, Customer shall promptly provide written notice to Frontline and have another employee obtain Frontline Software administrator certification and be designated as a Software Administrator, at Customer's expense. Frontline shall provide Customer with assistance regarding the use of the Software during Frontline's normal business hours (EST), Monday through Friday. Such assistance shall be provided only to Customer's Software Administrator. Frontline may perform system maintenance and/or software updates periodically upon advanced notice to Customer. However, due to extenuating circumstances, Frontline may, at times, need to perform maintenance without the ability to provide advance notice.

1.5. Customer Content. The Software and Services may enable Customer and its Authorized Users to provide, upload, link



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to, transmit, display, store, process and otherwise use text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in applicable laws), audio, video, photographs and other content and material in any format (collectively, the "Customer Content") in connection with the Software and Services. Customer hereby grants to Frontline a non-exclusive, royalty-free license to reproduce, display, distribute, modify, prepare derivative works of and otherwise use the Customer Content for the purpose of providing the Software and otherwise performing its obligations and exercising its rights under this Agreement. Customer shall have the sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of the Customer Content. Frontline will act as a data processor, and will act on Customer's instruction concerning the treatment of Personal Data provided in connection with the Software and Services, as specified in the Order Form. Customer shall provide any notices and obtain any consents (including consent of any parent or guardian for any minor) related to Customer's use of the Software and receipt of the Services and Frontline's provision of the Software and Services, including those related to the collection, use, processing, transfer and disclosure of Personal Data. Customer acknowledges and agrees that it must properly enter data, information and other Customer Content and configure settings within the Software in order for the Software to operate properly. Customer shall verify the accuracy of any of the Customer Content, forms, workflow and configuration settings entered on the Software. Frontline shall not have any liability arising from the inaccuracy of scoring, completeness, use of or reliance on the information contained in the extract of data from any Software or Services under this Agreement. Customer assumes the sole responsibility for the selection of the Software and Services to achieve Customer's intended results, the use of the Software and Services, and the results attained from such selection and use. Customer represents and warrants that it is the owner of the Customer Content, or has obtained permission for such use from the owner of the Customer Content, including evaluation frameworks and/or rubrics uploaded into the Software. As to any content or data made available to Frontline, Customer represents that it has notified and obtained consent from all necessary persons (including parents, students, teachers, interns, aides, principals, other administrative personnel, and classroom visitors), and has taken all other actions that may be necessary to ensure that use of the products, services, or related materials provided or produced hereunder complies with all applicable laws and regulations as well as school or district policies.

1.6. Integration. Customer may, at Customer's direction and with or without Frontline's assistance, integrate or otherwise use the Software in connection with third party courseware, training, and other information and materials of third parties ("Third Party Materials") and Frontline may make certain Third Party Materials available in connection with the Software and Services. Customer acknowledges and agrees that (a) Frontline is authorized to provide the Customer Content to a specified third party or permit such third party to have access to the Customer Content in connection with Third Party Materials; and (b) Frontline does not control and is not responsible for, does not warrant, support, or make any representations regarding (i) Third Party Materials; (ii) the Customer Content provided in connection with such Third Party Materials, including a third party's storage, use or misuse of the Customer Content; or (iii) Customer's uninterrupted access to Third Party Materials. Customer understands that the use of the Software may involve the transmission of the Customer Content over the Internet and over various networks, only part of which may be owned or operated by Frontline, and that Frontline takes no responsibility for data that is lost, altered, intercepted, or stored without Customer's authorization during the transmission of any data whatsoever across networks whether or not owned or operated by Frontline. If Customer engages Frontline to assist in Customer's integration or use of the Software with Third Party Materials, you authorize Frontline to access and use such Third Party Materials in connection with such assistance and you represent and warrant that you have the rights necessary to grant such authorization. Customer agrees to be bound by the terms, conditions and restrictions of the applicable third party license agreement with respect to such Third Party Materials.

1.7. Hosting. The Software will be hosted by an authorized subcontractor (the "Hosting Service Provider") that has been engaged by Frontline and shall only be accessed by Customer on websites, using Customer's computers. As part of the Services, the Hosting Service Provider shall be responsible for maintaining a backup of the Customer Content. The Hosting Service Provider is an independent third party not controlled by the Frontline. Accordingly, IN NO EVENT WILL FRONTLINE BE LIABLE FOR ANY DIRECT, GENERAL, SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE TO DATA, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE, DUE TO PROBLEMS (INCLUDING BUT NOT LIMITED TO ERRORS, MALFUNCTIONS) ASSOCIATED WITH THE FUNCTIONS OF SERVERS MAINTAINED BY THE HOSTING SERVICE PROVIDER, EVEN IF FRONTLINE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

1.8. Customer Responsibilities. Customer understands and agrees that (a) Customer shall have sole responsibility for



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administering access security (e.g. the granting of rights to Customer's users); (b) Customer shall review any calculations made by using the Services and satisfy Customer that those calculations are correct; and (c) if Customer uses the Services for reimbursement or payment from Medicaid and other government agencies, Frontline shall have no responsibility, and Customer shall have sole responsibility, to submit information and claims for such reimbursement or payment. Frontline does not warrant that the Services, or the results derived therefrom, will meet Customer's requirements, or that the operation of the Services will be uninterrupted or error-free. The customer is solely responsible for obtaining and maintaining, at its own expense, all hardware, software and services needed to use the Software, including any and all servers, computers, and Internet access services. In connection with the performance of the Services, Customer shall provide Frontline's personnel with all such cooperation and assistance as they may reasonably request, or otherwise may reasonably be required, to enable Frontline to perform its obligations (including the provision of the Services), and exercise its rights, under and in accordance with the terms and conditions of this Agreement.

2. Invoicing and Payment

All fees and charges will be set forth in the applicable Order Form(s). The Startup Cost set forth on the first page of an Order Form will be invoiced to Customer by Frontline upon execution of the applicable Order Form. Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120 day implementation period. The Annual Subscription will be invoiced to Customer by Frontline based on the Subscription Start Date (as set forth in the Order Form) unless otherwise stated on the front of an Order Form. The Subscription Start Date shall be defined as thirty (30) days after Customer's signature of an applicable Order Form. Except as otherwise provided, Frontline shall invoice Customer in US Dollars and Customer shall pay all fees, charges, and expenses within thirty (30) days of the date of an invoice via check or ACH. Without prejudice to its other rights and remedies, if Frontline does not receive any payment by its due date, Frontline may assess a late payment charge on the unpaid amount at the rate of 1.5% per month or, if less, the highest rate allowed under applicable law. Frontline reserves the right to increase any of the fees once annually during any Renewal Term by providing at least thirty (30) days advance notice to Customer. All charges under this Agreement are exclusive of, and Customer is solely responsible for, any applicable taxes, duties, fees, and other assessments of whatever nature imposed by governmental authorities. Without limiting the foregoing, Customer shall promptly pay to Frontline any amounts actually paid or required to be collected or paid by Frontline pursuant to any statute, ordinance, rule or regulation of any legally constituted taxing authority. If the Customer claims tax-exempt status or the right to remit taxes directly, the tax-exempt number must be entered on the first page of any applicable Order Form and the Customer shall indemnify and hold Frontline harmless for any loss occasioned by its failure to pay any tax when due. If for any reason Frontline's personnel travel to Customer's facility or otherwise in connection with the Software or Services under this Agreement, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel.

3. Warranties and Disclosures

3.1. **Mutual.** Each Party represents and warrants that the Party's execution, delivery, and performance of this Agreement (a) have been authorized by all necessary action of the governing body of the Party; (b) do not violate the terms of any law, regulation, or court order to which such Party is subject or the terms of any agreement to which the Party or any of its assets may be subject; and (c) are not subject to the consent or approval of any third party. Customer represents and warrants on behalf of itself and any of its Authorized Users that it has the full legal right to provide the Customer Content and that the Customer Content will not (a) infringe any intellectual property rights of any person or entity or any rights of publicity, personality, or privacy of any person or entity, including as a result of failure to obtain consent to provide Personal Data or otherwise private information about a person; (b) violate any law, statute, ordinance, regulation, or agreement, including school or district policies; or (c) constitute disclosure of any confidential information owned by any third party.

3.2. **Software Warranties.** Frontline represents and warrants that (a) the Software will perform substantially in accordance with the specifications set forth in the then-current Documentation and (b) the Services will be performed in a professional and workmanlike manner. The foregoing warranty will not apply (i) if Customer is in default or breach of any of its obligations under this Agreement, or (ii) to any non-conformance of the Software, Work Product or Services due to (A) Customer's failure to permit the installation/implementation of any update, upgrade or release provided by Frontline, (B) Customer's negligence, abuse, misapplication or misuse of the Software (including Customer's failure to operate the Software in accordance with Documentation), or (C) Customer's use or operation of the Software in or with any technology (including any software, hardware, firmware, system or network) not approved in writing by Frontline. In the event of a non-conformance of the Software, Work Product or Services reported to and verified by Frontline, Frontline will make commercially reasonable efforts to correct such non-conformance. Customer's sole remedy is limited to the replacement, repair, or refund, at Frontline's option, of defective Software or Work Product or re-performance of the Services. Notwithstanding the foregoing, any Third-



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Party Materials shall be subject only to such third-party terms and any warranties therein.

3.3. **Disclaimers.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, FRONTLINE AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, AS TO ANY ASPECT OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FRONTLINE AND ITS LICENSORS DO NOT WARRANT THAT THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS WILL BE UNINTERRUPTED, OR ERROR-FREE; NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS.

4. Confidential Information Privacy

4.1. **Confidential Information.** During the term of this Agreement and for two (2) years thereafter, each Party will use the same degree of care to protect the other Party's Confidential Information as it uses to protect its own confidential information of like nature, but in no circumstances less than reasonable care. "Confidential Information" means any information that is marked or otherwise indicated as confidential or proprietary, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by email or written correspondence, or via other means of communication as might be appropriate. Notwithstanding the foregoing, (a) Confidential Information of Frontline shall include the Software and the terms of this Agreement and (b) Confidential Information of Customer shall include Personal Data regarding Customer's users provided in connection with the Software and Services. Confidential Information does not include information which (a) was known to the receiving Party or in the public domain before disclosure; (b) becomes part of the public domain after disclosure by a publication or other means except by a breach of this Agreement by the receiving Party; (c) was received from a third party under no duty or obligation of confidentiality to the disclosing Party; or (d) was independently developed by the receiving Party without reference to Confidential Information. Aggregated data that does not contain personally identifiable information regarding Customer's users provided in connection with the Software and Services will be Confidential Information and property of Frontline. The receiving Party will not be liable for disclosures of Confidential Information that are required to be disclosed by law or legal process, so long as the recipient notifies the disclosing Party, provides it with an opportunity to object and uses reasonable efforts (at the expense of the disclosing Party) to cooperate with the disclosing Party in limiting disclosure.

4.2. **Privacy.** Frontline understands that its performance of the Services may involve the disclosure of student personally identifiable information ("Student PII") (as defined in the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99) ("FERPA") by the Customer to Frontline. Frontline agrees that it will not use or re-disclose Student PII except in compliance with and all applicable state and federal laws, including FERPA. Customer acknowledges that Frontline is a "school official" with a legitimate educational interest in receiving Student PII under FERPA and Frontline agrees that it will comply with the requirements of 34 C.F.R. § 99.33 regarding its use and re-disclosure of Student PII.

4.3. **Data Security.** Frontline will utilize commercially reasonable administrative, technical, and physical measures designed to maintain the confidentiality and security of Confidential Information and Student PII submitted by Customer. Customer understands and agrees that no security measures can be 100% effective or error-free and understands that Frontline expressly disclaims (a) any warranty that these security measures will be 100% effective or error-free or (b) any liability related to the confidentiality and security measures utilized by third parties.

5. Indemnification.

Customer shall indemnify Frontline and its officers, directors, employees, and agents and hold them harmless from all third-party claims, liabilities, expenses, and losses (including attorneys' fees and expenses) arising from or related to any breach by Customer of this Agreement, including failure to obtain consent to provide Personal Data or otherwise private information about a person.

6. Limitations of Liability.

OTHER THAN THE FEES, CHARGES AND EXPENSES PAYABLE PURSUANT HERETO, IN NO EVENT SHALL EITHER PARTY (OR IN THE CASE OF FRONTLINE, ITS LICENSORS) BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, OF ANY KIND WHATSOEVER (INCLUDING LOST PROFITS) ARISING FROM OR RELATING TO THIS AGREEMENT OR THE USE OR NON-USE OF THE SOFTWARE, WORK PRODUCT OR SERVICES. NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL FRONTLINE'S (OR ITS LICENSORS') TOTAL LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE, EXCEED THE TOTAL AMOUNTS PAID TO FRONTLINE HEREUNDER DURING THE TWELVE MONTHS IMMEDIATELY



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PRECEDING THE EVENTS GIVING RISE TO SUCH CLAIMS. Each Party acknowledges and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material, bargained for provisions of this Agreement and that fees and consideration payable hereunder reflects these disclaimers and limitations.

7. Term and Termination.

The term of this Agreement will commence on the Effective Date and continue until such time that there are no valid Order Forms. The initial term of each Order Form under this Agreement shall (a) begin on the Subscription Start Date (as defined in Section 2 above) and (b) continue for one year or such longer period as provided in an Order Form (the "Order Form Initial Term") and will renew for successive one-year terms thereafter (each, a "Renewal Term") unless one Party notifies the other Party of non-renewal in writing at least sixty (60) days prior to the end of the current term of such Order Form. Customer may terminate any Order Form at any time after the Order Form Initial Term, in whole or in part, for any reason or no reason, on sixty (60) days prior written notice. Upon notice of such termination, a pro-rata portion of all outstanding invoices shall become immediately due and payable. If such invoice has been paid by the Customer, Customer shall be entitled to a pro-rata credit to be applied to future Frontline services. Either Party may terminate this Agreement in the event that the other Party materially breaches this Agreement the other Party does not cure such breach within thirty (30) days after written notice of such Expiration or termination of any Order Form or Statement of Work shall constitute the expiration or the termination of such Order Form or Statement of Work only and shall not affect this Agreement or any other Order Form or Statements of Work outstanding under this Agreement. Notwithstanding the foregoing, unless otherwise mutually agreed by the parties in writing, any Order Form or Statement of Work outstanding as of the date of termination or expiration of this Agreement shall remain in effect and continue to be governed by the terms of this Agreement and its own terms until such time as such Order Form or Statement of Work is completed, expires or is otherwise terminated. Upon the termination or expiration of this Agreement, the licenses granted to Customer under Section 1.1 will terminate automatically and Customer (i) shall immediately cease using the Software and Documentation and (ii) for a period of thirty (30) days, may request a copy of the Customer Content that is in Frontline's possession in the format retained by Frontline. The following provisions of this Agreement will survive expiration or termination of this Agreement Sections 3.3, 4, 5, 6, 7 and 9. Frontline may (without limitation of any other rights or remedies) suspend use of the Software in the event that (A) Customer is delinquent in payment of any amount due to Frontline under this Agreement (and has not cured such delinquency within five (5) days following written notice thereof to Customer), (B) Customer has breached any of the provisions of Section 1 of this Agreement, or (C) in Frontline's reasonable good faith determination, suspension of use of the Software is necessary to avoid or mitigate harm to the security of Frontline's or its customers' systems or data. Any such suspension will not constitute a termination of this Agreement.

8. District Ordering.

Any other school district in the same state as Customer ("School District") may also purchase from Frontline a license to the Software and provision of the Services for the School District's own account on the same terms and conditions as are applicable to Customer under these Terms and Conditions (excluding any pricing terms and conditions). Each School District will be separately liable for payment for such Software and Services and its compliance with these Terms and Conditions, and neither Customer nor any School District will be liable for the acts, omissions or obligations of any other School District under these Terms and Conditions. Frontline will have no obligations to provide any Software or Services to a School District until such time as Frontline and such School District enter into an Order Form which references and is subject to these Terms and Conditions. By so doing, the School District agrees to be bound by these Terms and Conditions and for purposes of its order is considered "Customer" as that term is used in these Terms and Conditions. In the event that Customer and Frontline amend these Terms and Conditions (each an "Amendment"), any and all such Amendments will be enforceable against each School District that has executed an Order Form which references and is subject to these Terms and Conditions upon notice of such Amendment from Frontline unless Frontline has agreed in writing with School District that the Amendment, or specific provisions within the Amendment, do not apply to such School District.

9. General.

Frontline and Customer are each independent contractor and neither Party shall be, nor represent itself to be, the franchiser, partner, broker, employee, servant, agent, or legal representative of the other Party for any purpose whatsoever. Customer may not sublicense, assign, or transfer this Agreement, or any rights and obligations under this Agreement, in whole or in part, without Frontline's prior written consent. Any attempted assignment in violation of this Section shall be void. This Agreement shall be binding upon and inure to the benefit of, the permitted successors and assigns of each Party. Notwithstanding anything to the contrary in this Agreement, except for Customer's obligations to pay amounts due under this Agreement, neither Party will be deemed to be in default of any provision of this Agreement for any delay, error, failure, or



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interruption of performance due to any act of God, terrorism, war, strike, or other labor or civil disturbance, interruption of power service, interruption of communications services, problems with the Internet, act of any other person not under the control of such Party, or other similar cause. If the Customer requests to be added as an additional insured on any Frontline insurance policy, the limits of such policies shall be subject to the Limitations of Liability stated in Section 6 herein. This Agreement may be amended only by written agreement of the Parties, and any attempted amendment, including any handwritten changes on this Agreement, in violation of this Section shall be void. The waiver or failure of either Party to exercise in any respect any right provided under this Agreement shall not be deemed a waiver of such right in the future or a waiver of any other rights established under this Agreement. This Agreement does not confer any rights or remedies upon any person other than the Parties, except Frontline's licensors. When used herein, the words "includes" and "including" and their syntactical variations shall be deemed followed by the words "without limitation." This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be the same agreement.

**CLINICAL PLACEMENT SITE AGREEMENT
BETWEEN THE
OKLAHOMA BAPTIST UNIVERSITY
SCHOOL OF NURSING
AND
SHAWNEE PUBLIC SCHOOLS**

This Agreement is made by and between Oklahoma Baptist University, Shawnee, OK, School of Nursing, with its principal address located at 500 W. University, Shawnee, Oklahoma 74804, (“University”) and Shawnee Public Schools with its principal address located at 326 North Union Avenue Shawnee, Oklahoma 74801.

RECITALS

- A. Placement Site is capable of providing an appropriate location for teaching and practical clinical experience for nursing students; and,
- B. Placement Site has an interest in assisting in the educational experience of University students; and,
- C. University is currently conducting educational programs granting the degree of Bachelor of Science in Nursing (B.S.N.) and Master of Science in Nursing (M.S.N.) for which it desires a clinical site to further the training and experience of University’s students.

TERMS

In consideration of the mutual promises and conditions contained in this Agreement, University and Placement Site agree as follows:

1.0 Purpose and Definition

- 1.1 Placement Site will provide a facility for University students to obtain appropriate clinical training and experience (“Clinical Experience”), and University will provide students to support the mission and efforts of Placement Site. The arrangement whereby one or more students shall participate in a Clinical Experience at the Placement Site shall be known as the “Clinical Program.”

2.0 Term, Renewal, and Termination of the Agreement

- 2.1 This Agreement will be effective for a period of one year commencing on the date of the last authorizing signatures. Subject to the terms and conditions described below, this Agreement shall be extended automatically for successive one-year periods beginning August 1 of each succeeding year.
- 2.2 From time to time, the parties may discuss possible revisions of this Agreement which may be to their mutual interest.

- 2.3 This Agreement may be discontinued by either party, without cause, on 30 days advance notice advance written notice.
- 2.4 This Agreement may be terminated for cause by either party for failure to substantially comply with the terms and conditions of the Agreement. Termination for cause shall only occur following receipt of written notice and a reasonable opportunity to cure, such cure period not to exceed thirty (30) days.
- 2.5 In the event of termination of this Agreement, subject to all other terms of the Agreement, any student participating in a placement at the time of termination shall be allowed to complete the placement provided he or she is otherwise in good standing.

3.0 Responsibilities of University

Responsibilities of University under this Agreement shall be as follows:

- 3.1 Be in charge of all instructional activities for participating students and work cooperatively with Placement Site to establish student schedules, assignment of students to supervisors at Placement Site, and patient assignments.
- 3.2 Assign to Placement Site only faculty who are properly credentialed and who agree to follow Placement Site rules and regulations.
- 3.3 Designate a faculty member who will serve as liaison with the Placement Site.
- 3.4 Use its best efforts to send a specified number of students to participate in the Clinical Program. General information about the Clinical Program will be communicated to students prior to each academic year.
- 3.5 Assign to Placement Site only those students who have met all University requirements and qualifications and who agree to follow Placement Site rules and regulations.
- 3.6 Notify students of their assignments with Placement Site and provide Placement Site, University faculty, and participating students with a copy of the written University rules and responsibilities that apply to the students in the Clinical Program.
- 3.7 Submit to Placement Site, two (2) weeks before any student's clinical placement is to begin, the names of the affiliating students, the dates of placement and the assigned areas; such list shall be revised into a final registration list within two (2) weeks after University's add/drop registration period ends.
- 3.8 Provide Placement Site with documentation that participating students have successfully completed any academic or training prerequisites and medical or immunization tests deemed necessary for participation in the Clinical Program.

4.0 Responsibilities of Placement Site

Responsibilities of Placement Site under this Agreement shall be as follows:

- 4.1 Provide opportunities for observation and practical experience conducive to student learning and allow faculty and students to select and arrange Placement Site learning experiences that meet clinical objectives.
- 4.2 Advise University of the number of students who can be accommodated at Placement Site.
- 4.3 Provide University faculty with written policies, procedures, standards or care and protocols of Placement Site, which shall govern students and faculty involved in the Clinical Program.
- 4.4 Familiarize faculty and students with policies and procedures for the Placement Site, including with respect to privacy of patient information.
- 4.5 Provide orientation so that all students can become acquainted with Placement Site facilities, policies, procedures, Placement Site faculty and staff, and the needs of individuals and/or groups with whom the students will be working.
- 4.6 Provide evaluation of Students' performance in the clinical placement, including a written evaluation within the last two weeks of each academic term or as deemed necessary by either party.
- 4.7 Provide or obtain emergency treatment in the event of accident or illness to students while at Placement Site participating in the Clinical Program, such care to be provided at the students' expense.

5.0 Shared Responsibilities of University and Placement Site

- 5.1 University and Placement Site agree to work together to provide a quality Clinical Experience for students.

6.0 Requirements for Participating Students

In addition to any other requirements for participating students described in this Agreement, participating students shall be required to satisfy the following:

- 6.1 Students shall execute an agreement acknowledging their duties and responsibilities under Clinical Program, including their obligation to protect the privacy of patient information, a copy of which is attached and incorporated by reference.
- 6.2 Students shall carry and furnish evidence of health insurance.

- 6.3 Students shall be covered under a Student Blanket Professional Insurance policy obtained by the University with limits of \$1,000,000 per claim, \$3,000,000 aggregate.
- 6.4 Students must complete all immunizations required by University prior to beginning of the Clinical Experience and must present evidence of a negative chest x-ray or negative TB skin test, MMR, Varicella, Hep B., Tdap, Background Check, and Drug Screen.
- 6.5 Student shall have CPR certification with AHA Health Care Provider.

7.0 Clinical Facilities

Placement Site agrees to provide the following:

- 7.1 Adequate facilities for Clinical Experience, including use of Placement Site's medical library, if one exists, or space for reference materials for students;
- 7.2 Opportunity for student practice and observation in patient/educational areas and other areas of Placement Site.
- 7.3 Use of classrooms and/or conference room space for instructional purposes.
- 7.4 To the extent available, dressing rooms and locker space, or the equivalent, for students and faculty involved in the Clinical Program. (Lockers for students may be shared.)
- 7.5 Use of dining room by students and faculty on the same basis as Placement Site employees.

8.0 Standards of Conduct; Discipline

- 8.1 University and Placement Site agree that all students and faculty assigned to Placement Site shall adhere to all rules, regulations, and standards applicable to University and Placement Site, including but not limited to standards of ethical and professional conduct as set forth in the student handbook or policies governing University's nursing program, and specifically including rules with respect to dress code and identification.
- 8.2 Any problems or questions that arise concerning an individual student shall be discussed with a University faculty, the Chair for the School of Nursing, or his/her designee.
- 8.3 Placement Site has the right to require University to withdraw a student from his/her clinical placement in circumstances where:
 - 8.3.1 Student's achievement, competence, progress, adjustment, or health does not warrant continuation at Placement Site; or,

8.3.2 Student's behavior fails to conform with the applicable policies of Placement Site; and,

8.3.3 Placement Site provides the student with notice of the problem and an opportunity for the student to respond before a final decision is made.

8.4 Placement Site reserves the right to exclude from its premises any student whose conduct or state of health is deemed detrimental to proper administration of Placement Site, provided Placement Site consults with and advises University's liaison prior to such exclusion or, if circumstances warrant, immediately thereafter.

9.0 Authority for Placement Site Operations and Patient Care

Placement Site retains ultimate responsibility for all aspects of Placement Site operations, including but not limited to retaining ultimate responsibility for and supervision over patient care. University shall not be responsible for the performance of students at Placement Site.

10.0 Student Records and Evaluation

10.1 Placement Site agrees to complete, on a timely basis, all evaluations and student records developed by University concerning student participation and performance in the Clinical Program.

10.2 The parties acknowledge that many student educational records are protected by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232, 34 CFR Part 99, and that generally student permission must be obtained before releasing student-specific data to anyone other than University.

10.3 Placement Site shall permit University to collect evaluation data from patients/clients who have received care from participating students, provided that information will be collected in an anonymous format and used solely for program evaluation.

11.0 Investigation of Liability Claims

In the event there is litigation against University, a participating student, or a University faculty member related, pertaining to student or faculty actions taken in connection with Clinical Program, Placement Site agrees to provide University access and authority to investigate claims directly on-site and to obtain such information from Placement Site as it may require in the defense of any claims.

12.0 Workers' Compensation

12.1 University and Placement Site agree that Placement Site is not responsible for any Workers' Compensation or disability claim filed by a student or by a

University faculty member.

12.2 Students are not employees of University or Placement Site, and are not covered by Workers' Compensation.

12.3 The faculty are employees of University and are covered accordingly under Workers' Compensation.

13.0 Non-Discrimination

The parties agree to comply with all applicable federal, state, local, and university laws, ordinances and rules, and specifically agree not to unlawfully discriminate against any individual on the basis of race, color, religion, sex, age, disability, veteran's status, national origin or any other basis protected under Federal or state law.

14.0 Privacy of Health Information/HIPAA Compliance

14.1 It is the intent of the parties to comply with all applicable requirements of HIPAA in connection with this Agreement. During the time that the University's students and faculty are at the Placement Site and participating in clinical training involving Protected Health Information regulated by the federal HIPAA Privacy Regulations, these students and faculty will be considered a part of the workforce of the Placement Site with respect to HIPAA compliance and the students and faculty may use Protected Health information of the Placement Site for clinical teaching purposes.

14.2 Students are subject to the training requirements of the Placement Site and will attend the Placement Site's HIPAA awareness training. Additionally, the University shall advise all students of the importance of complying with all relevant state and federal confidentiality laws including HIPAA. The University agrees to provide students and faculty with training as to the requirements of the privacy provisions of HIPAA.

14.3 If students need to bring Protected Health Information back to the University for teaching purposes at the University, students shall use a limited data set to de-identify the identifying elements of information as required by HIPAA.

15.0 Relationship of the Parties

Placement Site is an independent contractor and shall not be deemed or construed to be an employee, agent, partner or joint venturer with University nor vice versa.

16.0 Severability

In the event any court of competent jurisdiction determines that any provision of this agreement is invalid or unenforceable for any reason, all remaining provisions will remain in full force and effect.

17.0 Governing Law

This Agreement shall be governed by and construed under the laws of the State of Oklahoma.

18.0 Successors and Assigns

This Agreement, and each and every provision hereof, shall be binding upon and shall inure to the benefit of the parties and their respective successors and assigns.

19.0 Notice

Any notice to either party hereunder must be in writing signed by the party giving notice, and shall be deemed given when mailed, postage prepaid, by U.S. Postal Service first class, certified, or express mail, or other overnight mail service, or hand delivered, when addressed as follows:

To University:

Oklahoma Baptist University
School of Nursing
500 West University
Shawnee, Oklahoma 74804

To Placement Site:

Shawnee Public Schools
326 North Union Avenue
Shawnee, Oklahoma 74801

or to such other addressee as may be hereafter designated by written notice.

20.0 Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and shall constitute the same instrument. To facilitate the execution of this Agreement, the parties may execute the Agreement via facsimile or e-mail attachment.

21.0 Entire Agreement; Modification

This Agreement contains all the terms between the parties and may be amended only in writing signed by both parties.

22.0 Independent Judgment.

The parties represent and warrant to one another that this Agreement is entered into based on each party's independent analysis, with the advice of counsel, of the facts and legal principles relevant to the terms and conditions of this Agreement.

23.0 Time is of the Essence

The parties agree that time is of the essence in all respects concerning this Agreement and performance hereunder.

IN WITNESS WHEREOF, this Agreement is hereby agreed to as the date last signed by authorized representatives of Placement Site and University

UNIVERSITY:

PLACEMENT SITE:

Acknowledged by:

Approved and Accepted for:

Oklahoma Baptist University,
School of Nursing

Shawnee Public Schools



(Signature)

(Signature)

Robbie Henson

(Printed Name)

(Printed Name)

Chair

(Title)

(Title)

April 19, 2022

(Date)

(Date)



11/04/2021

Dear Awarded Supplier,

Oklahoma Statewide Contract SW0780 was awarded with the base agreement period commencing 10/26/2018 and ending 10/25/2022 with 1 options to renew for one-year periods. The State of Oklahoma is requesting to renew the above contract for the period of 10/26/2021 through 10/25/2022.

Please indicate your firm's response to this request and return by email.

- Yes, our firm will extend the contract pricing and terms on the above listed contract.
 No, our firm will not extend the contract pricing and terms on the above listed contract.

Federal Employer / Tax Identification Number: 46-3268968

PeopleSoft Identification Number: _____

Company Name: Propio LS, LLC

Address: 10801 Mastin Boulevard, Suite 580

City: Overland Park State: KS

Zip Code: 66210

Email: _____

Christopher Pesce, CFO

11/5/2020

Name / Title

Date

Signature

Send response electronically to the email address below of the contracting officer by: ASAP

Contracting Officer Name: Carol Williams-Downing

Contracting Officer Phone: (405) 522 - 0432

Contracting Officer Email Address: Carol.williamsdowning@omes.ok.gov

OMES FORM CP 228 - Rev. 02/2020



Superheroes
Can Do Anything!



Every Student Deserves to Feel Powerful!
Discover hidden strengths with dynamic intervention and instruction.

Quote Q-42574-2

Prepared For:
Shawnee Public Schools
326 N Union Ave
Shawnee, OK
74801-7053

Your Istation Partner:
Heather Tennyson
Account Executive
htennyson@istation.com
+1 4054092932

8150 North Central Expressway, Suite



BBB Rating: A+

2000 Dallas, TX 75206

Phone: 1-866-883-READ (7323)
 Email: orders@istation.com

Quote: Q-42574-2
Prepared For: Shawnee Public Schools
Expires On: 7/31/2022

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Istation Reading and Math Bundle

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
1	Istation Reading and Math Bundle	7/1/2022	12	6/30/2023	Horace Mann Elementary School	\$10,098.00
1	Istation Reading and Math Bundle	7/1/2022	12	6/30/2023	Jefferson Elementary School	\$10,098.00
1	Istation Reading and Math Bundle	7/1/2022	12	6/30/2023	Sequoyah Elementary School	\$10,098.00
1	Istation Reading and Math Bundle	7/1/2022	12	6/30/2023	Will Rogers Elementary School	\$17,252.00
					Istation Reading and Math Bundle TOTAL:	\$47,546.00

IR.Student - Istation Reading (Student Account)

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
250	IR.Student - Istation Reading (Student Account)	7/1/2022	12	6/30/2023	Shawnee Early Childhood Center	\$7,250.00
					Istation Reading (Student Account)	\$7,250.00

Professional Development Onsite - Full Day 80
 maximum of 80 attendees. Additional time, trainers, or attendees may

One Full-Day of Istation Professional Development with a minimum of 1 Trainer for up to a require addition Professional Development to be purchased. Must be used in current subscription term. Potential Virtual Conversion due to COVID-19 school closures.

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
1	Professional Development Onsite - Full Day 80	7/1/2022	12	6/30/2023		\$6,400.00
					I Development Onsite - Full Day 80	\$6,400.00

SUBTOTAL: \$61,196.00
DISCOUNT: (\$2,377.30)
TAX (if applicable):
CUSTOMER TOTAL: \$58,818.70



8150 North Central
Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ
(7323)

Email: orders@istation.com
Quote: Q-42574-2
Prepared For: Shawnee Public Schools
Expires On: 7/31/2022

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Additional Options (to be paid in full). Totals do not include tax (if applicable):

Choose 1, 2, or 3 year Subscription						
		<u>1 YEAR SUBSCRIPTION</u>		<u>2 YEAR SUBSCRIPTION</u>		<u>3 YEAR SUBSCRIPTION</u>
Additional Discount Amount:		Quoted Price		(\$3,529.12)		(\$10,587.37)
% Discount:		Quoted Price		3.00%		6.00%

Your Total Cost: \$58,818.70 \$114,108.28 \$165,868.73

Subscription Start Date: 7/1/2022 Subscription Term: 12 Subscription End Date: 6/30/2023

Please email or fax the following items to 214-291-5534 or orders@istation.com. Failure to provide the below will cause a delay in processing your order.

- Signed Purchase Order that includes the quote number
- Signature page of this Quote (choose subscription length)

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and delivered by their respective authorized representatives whose signatures appear below.

Istation Shawnee Public Schools

Signature: Signature:

Printed Name: Printed Name:

Title: Title:

Dated: Dated:

PO # (if available):

To ensure timely fulfillment, please provide the requested contact information below:

Primary Implementation Contact Accounts Payable / Billing Contact Name: Name:

Email: Email:

Phone: Phone:

District Technology Contact District Data Contact

Name: Name:

Email: Email:

Phone: Phone:

Quote: Q-42574-2

**Prepared For: Shawnee Public
Schools**

Expires On: 7/31/2022



TERMS OF USE:

8150 North Central Expressway, Suite 2000 Dallas,
TX 75206

Phone: 1-866-883-READ (7323)

Email: orders@istation.com

The following Terms of Use and Service (these "Terms") are important. Please read carefully.

Istation provides customers with a variety of resources, including, but not limited to, (i) one or more of Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), (v) reports, calculated results, scoring, graphs and any other materials derived from Istation's algorithmic software features (collectively the "Scoring and Reporting Resources"), (vi) Processed Data, as defined hereinafter, and (vii) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively the "**Resources**".

For purposes of these Terms, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company ("**Your Company**"), which may be a school or school district, and (iii) authorized users of Your Company, who are students, employees, representatives, and agents of Your Company that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

Each of the Resources is provided to You conditioned on Your acceptance, without modification, of these Terms, which constitute a legally binding agreement between Istation and You. YOUR ACCESS OR USE OF ANY RESOURCE CONSTITUTES YOUR AGREEMENT TO BE BOUND BY THESE TERMS FOR ALL RESOURCES. IF YOU DO NOT AGREE TO THESE TERMS, YOU MAY NOT ACCESS OR USE ANY RESOURCE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THESE TERMS SHALL BE BINDING ON YOU UPON THE EARLIER TO OCCUR OF (i) YOUR EXECUTION OF THESE TERMS, (ii) THE DATE THAT YOU DOWNLOAD ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL FROM Istation, (iii) THE DATE OF DELIVERY OF ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL BY Istation TO YOU, AND (iv) THE DATE ON WHICH YOU ACCESS OR USE ANY OF THE RESOURCES THROUGH THE WEB SITE.

1. Changes to Terms. Istation may, from time to time and at Istation's sole discretion, modify these Terms without individual notice to You. So long as the Web Site remains operational, the current version of these Terms will be posted on the Web Site, which You can review by clicking on the "Terms of Use" link located on the Web Site. The modified Terms will be effective immediately upon posting on the Web Site. You agree to the new posted Terms by continuing Your use of the Resources. You agree to review the Terms periodically on the Web Site. If You do not agree with the modified Terms posted on the Web Site, Your only remedy is to discontinue using the Resources.

2. Privacy Statement. Istation's Privacy Statement (the "**Privacy Statement**") is incorporated into, and made a part of, these Terms. The Privacy Statement relates to Istation's collection and use of Your personal information. You consent to the terms and conditions of the Privacy Statement. **3. Subscription.**

1. Most (if not all) of the Resources require You to purchase a subscription from Istation before You may use or access them (a "**Subscription**"). You may purchase a Subscription to one or more Resources (the "**Purchased Resources**") by paying the then-current subscription fee to Istation (the "**Subscription Fee**") for such Purchased Resources, as such Subscription Fee is determined by Istation. Each Subscription Fee shall cover a specified period of time for the Purchased Resources (the "**Subscription Period**"). Upon expiration of the Subscription Period for a Purchased Resource, Your access and use of the Purchased Resources shall expire, and You shall no longer be entitled to access or use such Purchased Resources, unless You renew Your Subscription to such Purchased Resources by paying the then current Subscription Fee for such Purchased Resources. Any Professional Development purchases including Onsite Training, Webinars, and

Implementation services must also be used within the current Subscription Period and may not be rolled over into later Subscription Periods. Istation may, from time to time and at Istation's sole discretion, modify the Subscription Fees for any and all Resources without individual notice to You.

2. In the event You purchase a Subscription to a Purchased Resource, You will be required to register (the "**Registration**") and obtain a user account (a "**User Account**") for each Authorized User's access to, and use of, such Purchased Resource provided, however, that each Purchased Resource may, as determined by Istation, (i) be limited to a maximum number of Authorized Users (such as students) and (ii) have other restrictions applicable to such Purchased Resource. During Registration for each and every Purchased Resource, You agree to submit accurate, current, and complete information about You (including, but not limited to, Your Company and the Authorized Users) and promptly update such information. Should Istation suspect that any such Registration information is untrue, inaccurate, not current, or incomplete, Istation has the right to suspend or terminate use of any and all Resources and User Accounts. Upon Registration, each Authorized User will be assigned a personal, nontransferable password tied to a specific User Account. You are solely responsible for (i) any and all activities that occur under the User Accounts and (ii) ensuring that Authorized Users exit or log off from User Accounts at the end of each session of use. Users Accounts cannot be shared and may be used only by the Authorized User to whom the User Account is registered. User Accounts cannot be assigned to any third party vendors or other entities seeking to use the Purchased Resources for use in their products and/or for commercial use or monetary gain. You shall notify Istation immediately of any unauthorized use of the Authorized Users' passwords or the User Accounts or any other breach of security that is known or suspected by You. Where the number of Authorized Users for a Purchased Resource falls below the maximum number permitted under Your Subscription for such Purchased Resource, You may designate other students as replacement Authorized Users with respect to such Purchased Resource. You are responsible for Registration of all Authorized Users and all acts and omissions (whether authorized or unauthorized) of the Authorized Users.

4. Intellectual Property.

1. Istation Intellectual Property. All Resources (including, but not limited to, the Licensed Applications, the Web Site, the Downloadable Materials, and the Scoring and Reporting Resources), and all materials displayed on, or contained within, the Resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials, Scoring and Reporting Resources), such as the design, "look and feel", text, editorial materials, informational text, photographs, illustrations, artwork and other graphic materials, audio, video, names, logos, trademarks, and service marks of or on the Resources (collectively the "**Resource Materials**"), whether publicly posted or privately transmitted, as well as all derivative works of the Resources and the Resource Materials, are the exclusive property of, and exclusively owned by, Istation and Istation's licensors and are protected by copyright, trademark, trade secret, and other intellectual property laws. The Istation name, designs, and related marks contained within the Resources and the Resource Materials are trademarks of Istation and Istation's licensors. You do not acquire any ownership rights in or to the Resources or any Resource Materials through Your access to, or use of, the Resources, and You possess only those limited rights expressly granted to You in these Terms. Istation reserves all right, title, and interest in and to the Resources and the Resource Materials.

2. Your Data. As between You and Istation, You are and will remain the owner of all right, title, and interest in and to all of Your Data. For purposes of these Terms, "**Your Data**" means information, data, and other content that is collected, downloaded, or otherwise received, directly or indirectly from You or an Authorized User by or through the Purchased Resources. Notwithstanding the foregoing, Your Data shall not include any information, data and other content that incorporates or is otherwise derived from the processing of such information, data, and content by or through the Purchased Resources (the "Processed Data").

5. **License.** Subject to compliance with the Subscription and Registration terms and conditions contained in Section 3 (Subscription), including, but not limited to, possessing a valid User Account and related password and restricting access and use to Authorized Users, Istation grants to You a personal, limited, nonexclusive, nontransferable, and revocable license to access and use the Purchased Resources and related Resource Materials, but only during the Subscription Period applicable to each such Purchased Resource, solely for Your educational purposes and subject to these Terms. 6. **Restrictions.**

1. Any copies that You make of the Resources or the Resource Materials must retain all proprietary, copyright, trademark, or service mark legends and other notices.
2. Access and use of the Resources and the Resource Materials is permitted only as expressly provided in these Terms. 3. You may not (i) upload, post, publish, transmit, distribute, disseminate, display, perform, disclose, rent, lease, modify, loan, broadcast, or circulate any Resource or any Resource Material, (ii) operate or make available any Resources or any Resource Material in a service bureau, time-sharing, or other managed services environment, (iii) participate in the transfer, sublicense, assignment, or sale of any Resource or any Resource Material, (iv) access or use any Resource or Resource Material for purposes of competitive analysis of the Resource, Resource Materials, or Purchased Resources, or use or provide third-party access to Your Data or Processed Data, either directly or indirectly, for the development, provision, advertising, marketing, or use of a competing software service or product or any other purpose that is to the Istation's detriment or commercial disadvantage, or (v) modify or create any derivative work of any Resource or any Resource Material or in any way exploit any Resource or any Resource Material provided, however, that You may download and use the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
4. You may not use any of the trademarks of Istation, or Istation's licensors, suppliers, or service providers, contained in any Resource or any Resource Material. No portion of the Resources or the Resource Materials may be stored in a computer except for educational and noncommercial use.
5. You may not copy the Resource or the Resource Materials provided, however, that You may copy the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
6. You may not disassemble, decompile, or reverse engineer any Resource or any Resource Material or otherwise attempt to determine the makeup or source code of any Resource.
7. You may not upload any data, including any and all of Your Data, to, or otherwise access or use, any Resource or Resource Material in any manner that would materially impact the operation of such Resource or Resource Material.
8. You may not allow access to, disclose or otherwise provide Processed Data to any third-party except for use in connection with and for the benefit of Your internal business purposes i.e. research. In no manner shall you allow or assign access to any of the Purchased Resources or Resource Materials, including but not limited to, the Reporting and Scoring Resources or Processed Data, for any third party vendors entities or other persons seeking to use for their own products or services, for commercial use or monetary gain, or otherwise. 9. Any deviations from any of these Terms require prior written consent from Istation.

7. Conduct.

1. You agree not to (or permit anyone else to) (i) upload, transmit, post, e-mail, or otherwise make available through the Resources any content or other material in any format that (a) is illegal, false, inaccurate, unlawful, harmful, hateful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, profane, offensive, pornographic, invasive of another's privacy, libelous, or otherwise objectionable or inappropriate or (b) contains any viruses, worms, Trojan horses, corrupted files, or any other similar software or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; (ii) alter, remove, or falsify any attributions or other proprietary designations of origin or source of any other content appearing in or on the Resources or the Resource Materials; (iii) take any action that imposes an unreasonable or disproportionately large load on Istation's infrastructure; (iv) use

any automated means to download data from any of the Resources' databases or engage in any data gathering, mining, harvesting, or extraction methods from any Resource for any purpose; (v) impersonate another person or entity or use any fake name or identity; (vi) allow any other person or entity to use Your identification or User Account for any purpose; or (vii) violate any applicable law, rule, regulation, or right, including, but not limited to, intellectual property and privacy rights. The use of any device, software, or routine that interferes or attempts to interfere with the proper working of any Resource is expressly prohibited.

2. By posting, uploading, inputting, providing, or submitting information, data (including, but not limited to, Your Data, student data or student information, such as personally identifiable information about students and writings prepared by students), or materials to or through any Resource (including, but not limited to, through the Web Site) (collectively the "**Submissions**"), You are granting Istation's affiliated companies, and necessary sublicensees, subject to the Privacy Statement, irrevocable permission to use in perpetuity, without compensation and without restriction (including, but not limited to, a worldwide, transferable, perpetual, royalty-free, fully paid up license), Your Submissions, including, but not limited to, the rights to copy, distribute, transmit, publish, publicly display, use, publicly perform, reproduce, edit, translate, reformat, modify, and prepare derivative works of Your Submissions. No compensation will be paid with respect to the use of Your Submissions. Istation is under no obligation to post or use any Submission You may provide. By posting, uploading, inputting, providing, or submitting Your Submissions, You represent and warrant that (i) You own or otherwise control all of the rights to Your Submissions as described in these Terms, (ii) such Submissions comply with these Terms, including Section 7(a) of these Terms, (iii) You have all necessary right and authority (including, but not limited to, all third-party consents) to post, upload, input, provide, and submit the Submissions, and (iv) with respect to Submissions of personal information of a child under 13 years of age, You have requested and received parental consent of such Submissions in compliance with, and such Submissions otherwise in compliance with, the Children's Online Privacy Protection Act of 1998 ("**COPPA**") and COPPA's rules and regulations.

8. Security.

1. Istation will take commercially reasonable precautions to secure the Web Site against (i) unauthorized access by third parties and by unauthorized Istation employees, (ii) damage, disruption, and other activity aimed at Resource availability, and (iii) trespass or illegal actions. Istation reserves the right to temporarily deny and cancel access privileges for anyone suspected of attempting to work outside parameters that threaten the security of the Resource, the Resource Materials, Your Submissions (including, but not limited to, data submitted by You), or Istation's providing the Resources.
2. **NOTWITHSTANDING SECTION 8a, YOU ACCEPT SOLE RESPONSIBILITY FOR THE ACCURACY, ADEQUACY, AND LEGALITY OF, AND LIABILITIES ASSOCIATED WITH, YOUR SUBMISSIONS (INCLUDING, BUT NOT LIMITED TO, DATA SUBMITTED BY YOU AND WRITINGS PREPARED BY STUDENTS) AND FOR ALL RESULTS OBTAINED THEREFROM.** You are liable for any and all expenses, losses, damage to the reputation of Istation, and damages to the Resources, the Resource Materials, or components thereof arising out of, or caused by, the negligent or willful misconduct of You or Your agents. Istation assumes no liability for any damages You may suffer as a result of interception, alteration, or misuse of any information transmitted over the Internet.

1. No Control over Submissions.

1. Istation HAS NO CONTROL OVER YOUR SUBMISSIONS AND IS NOT RESPONSIBLE FOR ANY SUBMISSIONS (SUCH AS STUDENT DATA OR WRITINGS PREPARED BY STUDENTS), INCLUDING, BUT NOT LIMITED TO, SUBMISSIONS THAT (i) ARE DISCOVERED TO BE INACCURATE OR MISSING, (ii) ARE CORRUPTED DUE TO TECHNOLOGICAL OR OTHER CAUSES BEYOND THE REASONABLE CONTROL OF Istation, AND (iii) CONTAIN OFFENSIVE OR INAPPROPRIATE LANGUAGE OR THREATS OR ACTS OF VIOLENCE.
2. Istation reserves the right to take archiving and other measures that Istation deems necessary in order to ensure high-quality server performance and maintenance of Istation's servers.

2. No Endorsement of Third-Party Sites.

1. The Web Site may reference or contain links to third-party Web sites, resources, and advertisers (collectively "**Third-Party Sites**"). Your linking to such Third-Party Sites is at Your own risk. Istation is not responsible for the accuracy or reliability of any content, data, opinions, advice, statements, or other information on the Third-Party Sites. Istation also is not responsible for the availability of these Third-Party Sites, nor is Istation responsible for the aesthetics, appeal, suitability to taste, or subjective quality of informational content, advertising, products, or other materials made available on or through such Third Party Sites. No endorsement of any third-party content, information, data, opinions, advice, statements, goods, services, or products is expressed or implied by any information, material, or content of any third party contained in, referred to on, included on, or linked from or to the Web Site. Under no circumstances shall Istation or any affiliated providers be held responsible or liable, directly or indirectly, for any loss, injury, or damage caused or alleged to have been caused to You in connection with the use of, or reliance on, any content, information, data, opinions, advice, statements, goods, services, or products available on such Third-Party Sites. You should direct any concerns to the respective Third-Party Site's administrator or Webmaster. Any links to Third-Party Sites do not imply that Istation is legally authorized to use any trademark, trade name, logo, or copyright symbol displayed in, or accessible through, such links or that any linked Third-Party Site is authorized to use any trademark, trade name, logo, or copyright symbol of Istation.
2. You may not create an Internet "link" to the Web Site or "frame" or "mirror" any Resource Materials without Istation's prior written permission for each such instance. Additionally, the Web Site may contain links to other pages within the Web Site that are "dead" or that no longer work. Please report any such dead links that You encounter.

3. Disclaimer.

1. In purchasing a Subscription to a Purchased Resource, You are being granted access to an interactive Resource for individualized instruction. Given the nature of the Resources, there are many factors outside the reasonable control of Istation that may affect the access to, and use of, the Resources and the Resource Materials, including, but not limited to, failures or difficulties with the Internet or data provided by You. You remain solely responsible for acting or deciding not to act on the results of data input into the Resources and the handling of such results. In providing the Resources, Istation shall not be responsible for loss of data associated with the failure of Your equipment, software, or any information service provider.
2. **YOU EXPRESSLY AGREE THAT USE OF THE RESOURCES AND THE RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, ANY AND ALL FORMS AND FORM LETTERS MADE AVAILABLE BY Istation) IS AT YOUR SOLE RISK. THE RESOURCES AND THE RESOURCE MATERIALS MAY INCLUDE TECHNICAL OR OTHER INACCURACIES OR TYPOGRAPHICAL ERRORS, AND THE RESOURCES AND THE RESOURCE MATERIALS ARE PROVIDED TO YOU ON AN "AS IS," "WHERE IS," AND "WITH ALL FAULTS" BASIS, WITHOUT WARRANTIES OR REPRESENTATIONS OF ANY KIND. THE AFFILIATED GROUP MAKES NO REPRESENTATIONS AND DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES AND CONDITIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, REPRESENTATIONS, WARRANTIES, OR CONDITIONS REGARDING ACCURACY, USEFULNESS, TIMELINESS, COMPLETENESS,**

NONINFRINGEMENT, SATISFACTORY QUALITY, MERCHANTABILITY, QUIET ENJOYMENT, OR THOSE ARISING BY LAW, STATUTE, USAGE OF TRADE, OR COURSE OF DEALING. THE AFFILIATED GROUP AND THE AFFILIATED GROUP'S LICENSORS, SERVICE PROVIDERS, AND SUPPLIERS ASSUME NO RESPONSIBILITY TO YOU OR TO ANY THIRD PARTY FOR THE CONSEQUENCES OF ANY ERRORS OR OMISSIONS OR LACK OF ACCURACY, COMPLETENESS, OR USEFULNESS OF ANY RESOURCES OR RESOURCE MATERIALS. IStation RESERVES THE RIGHT, IN IStation'S SOLE DISCRETION, TO CORRECT ANY ERRORS OR OMISSIONS IN ANY PORTION OF THE RESOURCE OR THE RESOURCE MATERIALS. IStation MAY MAKE ANY OTHER CHANGES TO THE RESOURCES OR THE RESOURCE MATERIALS AT ANY TIME WITHOUT NOTICE.

3. IStation STRIVES TO KEEP THE RESOURCES AND RESOURCE MATERIALS ACCURATE, CURRENT, AND UP TO DATE. HOWEVER, IStation CANNOT GUARANTEE THAT ALL MATERIALS AND ALL RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, FORMS AND FORM LETTERS) ARE COMPLETELY CURRENT OR STRICTLY COMPLY WITH ALL APPLICABLE LAW, INCLUDING, BUT NOT LIMITED TO, EDUCATIONAL INITIATIVES OR EDUCATIONAL TESTING REQUIREMENTS. THE LAW IS DIFFERENT FROM JURISDICTION TO JURISDICTION AND IS ALSO SUBJECT TO INTERPRETATION BY DIFFERENT COURTS AND OTHER GOVERNING BODIES. THE LAW IS A PERSONAL MATTER, AND NO GENERAL INFORMATION OR TOOLS LIKE THE RESOURCES OR THE RESOURCE MATERIALS CAN FIT EVERY CIRCUMSTANCE. FURTHERMORE, THE INFORMATION CONTAINED ON THE WEB SITE AND IN THE RESOURCES AND RESOURCE MATERIALS IS NOT LEGAL ADVICE AND IS NOT GUARANTEED TO

BE CORRECT, COMPLETE, OR UP TO DATE. THEREFORE, IT IS RECOMMENDED THAT YOU SEEK INDEPENDENT LEGAL ADVICE REGARDING THE SUITABILITY OF THE RESOURCES AND THE RESOURCE MATERIALS.

4. IStation MAKES NO WARRANTY THAT (i) THE RESOURCES OR THE RESOURCE MATERIALS WILL MEET YOUR REQUIREMENTS, (ii) THE RESOURCES OR THE RESOURCE MATERIALS WILL BE AVAILABLE ON AN UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE BASIS, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF RESOURCES OR RESOURCE MATERIALS WILL BE ACCURATE OR RELIABLE, OR (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIALS PURCHASED OR OBTAINED BY YOU AS PART OF THE RESOURCES OR RESOURCE MATERIALS WILL MEET YOUR EXPECTATIONS.

4. **Violations of Terms.** IStation reserves the right to seek all remedies available at law and in equity for violations of these Terms, including, but not limited to, the right to block or restrict access from a particular Internet address to the Web Site.

5. **Miscellaneous.**

1. You agree to comply with all applicable laws, rules, regulations, orders, and ordinances of the United States of America and in any other state, county, or city with jurisdiction over You or Your activities under these Terms. If any provision of these Terms is held to be illegal, invalid, or unenforceable, then that provision shall be fully severable from these Terms and shall not affect the legality, validity, or enforceability of the remaining provisions of these Terms. Failure of IStation to enforce any of the terms or conditions of these Terms, unless waived in writing, shall not constitute a waiver of IStation's right to enforce each and every term and condition of these Terms. To the extent You have entered into any separate license agreement with IStation for access to, or use of, a Resource (the "**Additional Terms**"), such Additional Terms are incorporated into these Terms by reference. To the extent there is any conflict between these Terms and any Additional Terms, the Additional Terms shall control.
2. A printed version of these Terms and of any notice given in electronic form shall be admissible in judicial or administrative proceedings based upon, or relating to, these Terms to the same extent and subject to the same conditions as other business documents and records originally generated and maintained in printed form. It is the express wish of IStation and You that these Terms of Use and all related documents be drawn up in English as spoken in the United States.
3. You may not assign these Terms (or delegate Your rights, duties, or obligations under these Terms) without IStation's prior, express, and written consent.

PRIVACY STATEMENT:

This Privacy Statement is incorporated in, and subject to, the Terms of Use and Service for Imagination Station, Inc. ("**IStation**"). Please refer to those terms for definitions of words with initial capitals letters that are not otherwise defined in this Privacy Statement. IStation encourages you to read this Privacy Statement carefully. For purposes of this Privacy Statement, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company, which may be a school or school district, and (iii) students, employees, representatives and agents of Your school or school district that are registered with IStation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

As noted in the Terms of Use, IStation provides its customers with a range of educational resources, including, but not limited to, (i) IStation's interactive educational based applications (collectively the "**Licensed Applications**"), (ii) IStation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of IStation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), and (v) news and information about IStation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by IStation, are collectively referred to as the "**Resources**".

What Personally Identifiable Information Is Collected by IStation?

"**Personally Identifiable Information**" generally refers to any data that could potentially identify a specific individual. While You have access to the Resources, IStation may collect the following Personally Identifiable Information about You:

- Your first and last name
- **Teachers and administrators only** – Your contact information, such as email addresses, mailing addresses, and phone numbers • Your school and school district
- Any identification numbers issued by Your school and/or Your school district to You, including teacher numbers, administrator numbers, and student numbers;
- Security information, such as usernames, passwords, and password hints;
- Browser information, such as browser version, IP address, and the presence of various plug-ins and tools;
- **Students only** – "Demographic Data," such as gender, race, special-education status, socio-economic status, and English language learner status, but only to the extent provided by Your school or Your school district;
- Resource-related responses submitted by You, including, but not limited to responses to interactive activities and assessments; • Resource use behavior, such as pages visited, downloads, or searches requested; and
- Resource use results, but only to the extent that such results identify one or more (i) students, (ii) teachers, (iii) classrooms within an identified school,

(iii) grades within an identified school or school district or (iv) schools (collectively “**Identifiable Use Results**”). Identifiable Use Results do not include Resource use results for school districts or for geographic regions that do not identify a specific school (such as Resource use results reported (i) on a county-wide basis, (ii) within a defined territory [whether officially or unofficially defined], such as North Texas, or (iii) within a metropolitan area, such as Dallas-Fort Worth).

Personally Identifiable Information does not include “De-identified Information,” which is any data or information that cannot be traced back to an individual (except for Identifiable Use Results, as defined above). For example, a table listing the number of students in each grade at a specific school using a particular Resource would not be Personally Identifiable Information.

How Is Personally Identifiable Information Used and/or Disclosed?

Istation does not sell Personally Identifiable Information to any affiliated entity of Istation or any third-party, nor does it use such information for any sort of behavioral advertising. However, Istation may use and disclose Personally Identifiable Information for a range of educational, compliance and quality assurance purposes. Istation may use Personally Identifiable Information for the following purposes:

- To provide status reporting notices to teachers and administrators about the Resources (e.g. – an email prompting a teacher to log in to see his or her students’ latest assessment results);
- To internally analyze data regarding the use of the Resources;
- To track students’ usage of the Resources over time, including performance metrics collected over multiple school years;
- To send You (**teachers and administrators only**) updates, promotional/advertising materials, and newsletters related to the Resources and Istation’s products and services or to otherwise market specific Istation services or offers to You. If You want to stop receiving promotional/advertising/ marketing materials from Istation, You will have the option to unsubscribe;
- To respond to Your questions or comments; and
- To customize content within the Resources, to improve the Resources’ content and functionality and to develop new products and updates.

Istation may disclose Personally Identifiable Information to the following individuals or entities under the following circumstances:

- To Istation’s employees who need to access the Personally Identifiable Information to perform their jobs;
- To third parties, including contractors, vendors, and service providers, that assist with the production, implementation or servicing of the Resources, but only after receiving satisfactory assurances from each third-party that its data privacy and security protections are at least as stringent as those of Istation;
- To Authorized Users as determined by each school or school district at issue. Generally, but subject to determination by the school at issue or the school district at issue,
 1. a teacher may only see the Personally Identifiable Information of the students in the teacher’s classroom,
 2. a principal may only see the Personally Identifiable Information of those students and teachers in the principal’s school, and
 3. a school district-level administrator may only see the Personally Identifiable Information of those students and teachers in the administrator’s school district;
- To third parties, and solely for educational purposes, when Istation has the consent of the school or school district at issue, including Identifiable Use Results that identify specific individual students if Istation has received a written acknowledgement from the school or school district that it has obtained the student’s consent to such disclosure;
- When Istation believes that sharing Personally Identifiable Information is reasonably necessary in order to (i) protect or defend the legal rights, interests, property, safety, or security of Istation, its employees or contractors, or the public, (ii) protect or defend against, or otherwise address, fraud, security, or technical issues, (iii) comply with, or respond to a law, regulation, legal request, legal process, legal requirement, judicial proceeding, or court order, or (iv) investigate a possible crime, such as fraud or identity theft;
- In connection with an actual or potential sale, purchase, acquisition, merger, reorganization, bankruptcy, liquidation, dissolution, or similar transaction or proceeding of or involving Istation, but only to the extent that the purchasing, acquiring or successor entity agrees to implement data privacy and security protections with respect to Personally Identifiable Information that are at least as stringent as those of Istation.

Istation is permitted to use and/or disclose Personally Identifiable Information about You when Istation has Your consent. Istation does not need Your consent to use De-identified Information.

Can I Access or Change My Personally Identifiable Information?

Each school and/or school district is permitted via functionality made available by the Resources to determine what Personally Identifiable Information (if any) is accessible by Authorized Users and to which Authorized Users in particular. In certain circumstances, a school and/or school district may be entitled to permit one or more Authorized Users to change Personally Identifiable Information. Any requests by Students or parents to access and/or change Personally Identifiable Information must be made to the school and/or school district in the first instance, and these entities will maintain a record of all such access and amendment requests and of any actual changes made. To the extent that a student and/or parent makes a direct request to Istation to access and/or amend Personally Identifiable Information, Istation will forward that request to the school and/or school district for response.

Data Retention

Unless required by law to maintain certain information for a longer period of time, Istation retains Personally Identifiable Information only for as long as a student’s school and/or school district maintains a subscription with Istation to one or more of the Resources. Once a subscription to a particular Resource is cancelled or otherwise terminated, Istation will typically retain any Personally Identifiable Information related to that Resource for sixty days after cancellation/termination to allow for temporary lapses in subscription services, at which point that information is destroyed. Personally Identifiable Information may also be destroyed at any time at the request of the school and/or school district.

Website and Resource Security

Istation recognizes its responsibility to protect the Personally Identifiable Information that You entrust to it. Istation uses a variety of secure techniques to protect Your information, including secure servers, firewalls, access limitations on Istation’s servers and password protections that guard against unauthorized access. Additionally, the information that You send Istation via the Website, including student usage information and passwords, may be encrypted, a process used to scramble information and make it extremely difficult to read if wrongly intercepted. Istation utilizes industry standard Secure Sockets Layer (SSL) technology to allow for the encryption of

Personally Identifiable Information. All Personally Identifiable Information sent to Istation is encrypted during transmission, such as during login. Once the data reaches Istation’s server, Personally Identifiable Information is stored on a secure database, and access to this information is password protected. **Use of “Cookies”** “Cookies” are small pieces of information that some websites store on Your computer’s hard drive when You visit them. This element of data is a piece of text, not a program, that contains information identifying a user. When a user revisits a Website, his or her computer automatically “serves up” the cookie, eliminating the need for the customer to reenter the information. Like many other websites, Istation uses cookies for this purpose. Your user “domain” (that is, Your school name) is the only data stored on Your hard drive by Istation.

Most web browsers automatically accept cookies but allow You to modify security settings so You can approve or reject cookies on a case-by-case basis. At a minimum, Your web browser must allow temporary cookies that are not stored on Your hard disk to log into the Website. Please refer to the “Help” file of Your Internet Browser either to learn how to receive a warning before a cookie is stored.

Third Party Sites

The Website may contain links to or reference third party websites and resources (collectively “**Third Party Sites**”). These Third Party Sites are not controlled by

Istation and, therefore, are not subject to this Privacy Statement. You should check the privacy policies of these individual Third Party Sites to see how Your personally identifiable information will be utilized by them before providing any personally identifiable information. Please be aware that these Third Party Sites may collect personally identifiable information about You and may also send you "cookies." Istation is not responsible for the content or practices of any linked Third Party Sites, and Istation provides these links solely for the convenience and information of Istation's visitors.

Can Istation change this Privacy Statement?

Istation may change this Privacy Statement at any time without advance notice. However, if the Privacy Statement changes, Istation will post an updated version on the Website, and the revision date will be posted at the bottom of the page. If this occurs, You will be required to re-acknowledge review of the revised Privacy Statement before you can continue using the Resources.

Who can I contact if I have questions about this Privacy Statement?

If You have any questions about this Privacy Statement or any privacy questions or concerns, You may contact Istation using the information below: **Email address:** info@Istation.com

Street/Postal address:

8150 North Central Expressway, Suite 2000
Dallas, Texas 75026

Phone: (214) 237-9300

Fax: (972) 643-3441

Effective Date: February 23, 2018

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Dallas, TX 75206
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support@esgisoftware.com
 PO Box 938
 Elkhart, IN 46515
 Phone (443) 333-9898
 Fax (866) 925-3450

Quote # 936560
 Quote Prepared: 04/18/2022
 Quote Expires: 07/18/2022

Prepared For: Meggan Wilson
 State: Oklahoma
 District: SHAWNEE - OK
 School: SHAWNEE EC CTR

QUOTE

Qty	Description	Notes	List Price	Disc Price	Amount
24	ESGI 12-Month License (max. 35 students)		\$235.00	\$212.00	\$5,088.00
Total					\$5,088.00

ORDER FORM

Complete all required information below and send this form with your PO or check.

Purchase Order
support@esgisoftware.com
 Fax: 866-925-3450

Personal or School Check
 ESGI, LLC
 PO Box 938, Elkhart, IN 46515

After processing, an Activation Code will be sent to the contact for distribution to teachers.

ACTIVATION CODE CONTACT (*Required)

ACCOUNTS PAYABLE CONTACT (*Required)

Name: _____

Phone: _____

Email: _____

Email: _____

If your order includes extra students, please provide the teacher name(s) and number of students so we can update the accounts.

Teacher Name	# of Students	Teacher Name	# of Students
--------------	---------------	--------------	---------------

Other Information:

Marking Period for the current school year (circle one): Semester Trimester Quarters Other

Marking Period	End Date [MM/DD/YY]	Marking Period	End Date [MM/DD/YY]
First	_ _ / _ _ / _ _	Sixth (if applicable)	_ _ / _ _ / _ _
Second	_ _ / _ _ / _ _	Seventh (if applicable)	_ _ / _ _ / _ _
Third (if applicable)	_ _ / _ _ / _ _	Eighth (if applicable)	_ _ / _ _ / _ _
Fourth (if applicable)	_ _ / _ _ / _ _	Ninth (if applicable)	_ _ / _ _ / _ _
Fifth (if applicable)	_ _ / _ _ / _ _		



Price Quote #9206-8194-3567

Date
04-19-2022

This Quote Expires on
08-17-2022

Shipping
Shawnee Public Schools
Kendal Copeland
326 N. Union
Shawnee, OK 74801
US

kcopeland@shawnee.k12.ok.us

Remember, your purchase order must:

- Appear on school letterhead
- Contain your school name, ship to address, phone number, contact name and email address
- (If different from your shipping info) Include your billing address, billing contact and email
- Have a purchase order number issued by your school or district
- Accompany this price quote

SKU	Title	Quantity	Price	Total
MORE-S	School Membership	1	\$355.00	\$355.00
			Subtotal	\$355.00
			Shipping	\$0.00
			Total	\$355.00

A purchase order is a document created by you to request an order for Starfall products billable to your school or district.

For us to process your request, your purchase order must:

- appear on school letterhead
- contain your school name, address, phone number, contact name and email address
- have a purchase order number issued by your school or district
- accompany this price quote

Email your Purchase Order and this Price Quote to orders@starfall.com.

Alternatively, you may mail or fax the purchase order and price quote.

Contact helpdesk@starfall.com or call 1-888-857-8990 with any questions.

email
orders@starfall.com
PDF preferred.

toll free
phone 888-857-8990
fax 800-943-6666

outside the us
phone 303-417-6414
fax 303-417-6434

Starfall Education Foundation
P.O. Box 359
Boulder, CO 80306
Federal ID #: 46-4463460



Capstone
 1710 Roe Crest Drive
 North Mankato, Minnesota 56003
 United States

QUOTE: Q-14307

CAPSTONE QUOTE PREPARED FOR SHAWNEE PUBLIC SCHOOL DISTRICT

Prepared on: March 30, 2022
 Service start date: July 31, 2022

Payment terms: Net 30

QUOTE PREPARED FOR:

Cherity Pennington
 Shawnee Public School District
 326 N Union Ave
 Shawnee, Oklahoma 74801-7053
 P: (405) 273-0653
 cpennington@shawnee.k12.ok.us

QUOTE PREPARED BY:

Amy Remington
 (800) 471-8112
 aremington@capstonepub.com

On behalf of:
 Kathleen Messenbaugh
 P: (405) 615-3020
 jkm95@cox.net

PRODUCTS

PRODUCT	ITEM NUMBER	LIST PRICE	NET PRICE	# OF SITES	MONTHS	TOTAL
PebbleGo Bronze Bundle	CPQ-Bronze-Bundle			1	12	
PebbleGo Animals	978-1-4296-3699-5	\$259.80	\$246.81	1	12	\$246.81
PebbleGo Social Studies	978-1-6206-5952-6	\$259.80	\$246.81	1	12	\$246.81
PebbleGo Science	978-1-4296-5772-3	\$259.80	\$246.81	1	12	\$246.81
PebbleGo Biographies	978-1-4296-6818-7	\$259.80	\$246.81	1	12	\$246.81
PebbleGo Health	978-1-4966-8838-5	\$259.80	\$246.81	1	12	\$246.81
PebbleGo Silver w/ K-3 & Next Bundle	CPQ-Silver-K3-Next-Bundle			4	12	
PebbleGo Animals	978-1-4296-3699-5	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Social Studies	978-1-6206-5952-6	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Science	978-1-4296-5772-3	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Biographies	978-1-4296-6818-7	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Health	978-1-4966-8838-5	\$199.89	\$189.90	4	12	\$759.60



Capstone
 1710 Roe Crest Drive
 North Mankato, Minnesota 56003
 United States

QUOTE: Q-14307

PRODUCTS						
PRODUCT	ITEM NUMBER	LIST PRICE	NET PRICE	# OF SITES	MONTHS	TOTAL
PebbleGo Next: State & American Indian Studies	978-1-4914-2639-5	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Next Science	978-1-5157-3602-8	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Next Social Studies	978-1-5157-9664-0	\$199.89	\$189.90	4	12	\$759.60
PebbleGo Next Biographies	978-1-5435-5391-8	\$199.89	\$189.90	4	12	\$759.60

QUOTE TOTALS	
Multi Site Discounts Applied: \$424.59	Quote Total: \$8,070.45
Multi Year Discounts Applied: \$0.00	

TO SUBMIT YOUR ORDER:

If you are using a purchase order or submitting payment, choose one:

- Email PO to orders@capstonepub.com
- Fax PO to (888) 517-8978
- Mail PO or payment to Capstone address above

If you are using a credit card:

- Call our Customer Service team at (888) 517-8976

ORDER NOTES:

Capstone Rewards Number:

- Sign up at www.capstonepub.com

Upgrade with Money Savings and More Content		
Package Name	Package Includes	Total Per School
Gold Package	All 5 PebbleGo Databases Plus Your Choice of 2 Add-Ons (Choose from Spanish, PebbleGo Next or Read More)	\$1,999.00
Platinum Package	Full Suite of Databases Including PebbleGo, PebbleGo Spanish, Read More and PebbleGo Next- Save \$1,696 - Best Deal	\$2,399.00



Capstone
1710 Roe Crest Drive
North Mankato, Minnesota 56003
United States

QUOTE: Q-14307

<i>Capstone Connect</i>	<i>Whole School Solution - Including the comprehensive collection of PebbleGo (PebbleGo, PebbleGo Spanish, PebbleGo Next & Read More), Capstone Interactive eBooks and Instructional Materials that align with State and National Standards.</i>	<i>Introductory Pricing starts at \$5,999.00</i>
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RECENT NEWS:

PebbleGo Create with Buncee – integrating an intuitive digital workspace within PebbleGo for students to demonstrate learning and share their knowledge.

Upgrade to Capstone Connect – a comprehensive collection of PebbleGo, Capstone Interactive eBooks and instructional materials.

Receive an additional discount on a 2-year, 3-year or 5-year quote!

Contact me for more information!



**COOPERATIVE AGREEMENT BETWEEN
GORDON COOPER TECHNOLOGY CENTER (GCTC)
*Division of Practical Nursing and Shawnee Public School System***

~~~~~

Gordon Cooper's Practical Nursing Division (School) and Shawnee Public School System, (Facility) agree to conduct a planned clinical experience for students enrolled in the GCTC School of Nursing.

The following general conditions shall be met:

**GENERAL PROVISIONS**

1. All nursing care provided at the above-named facility shall be supervised by a Licensed Nurse.
2. Students will be under the indirect supervision of the Practical Nursing Director or her designee as agreed upon by the staff.
3. Policies governing employees of the facility will be made available to the Practical Nursing Faculty and Students.
4. Students are required to carry professional liability insurance and to furnish written proof to the facility upon request.
5. Students/Faculty will not be covered by health benefits provided to the employees of the health facility.
6. Students are not covered by the workers compensation policy of the medical facility.
7. Health facility shall not financially compensate any student/instructor receiving experience under this agreement, nor shall student/instructor be considered employees of the facility.
8. Students will have written confirmation on file in the school office of a completed physical examination, Rubella, Mumps, Rubeola and Varicella Zoster immunity, Tuberculin skin test with chest X-Ray if PPD is positive, Tdap within 10 years and either Hepatitis vaccination or a signed declination form. Students will have documentation of current BLS CPR certification and current OSBI background check and negative drug screen. Verification of results will be furnished to the facility upon request.
9. Students will have documentation of training in patient privacy/confidentiality as directed by HIPAA guidelines. Students will sign confidentiality agreements as required by individual facilities.
10. Each party (school & facility) is responsible for its own acts and omissions and not liable for any claims etc. against the other party.
11. Facility and School shall not be deemed as partners or incur any financial obligation on behalf of the other.
12. All supplies, equipment, medical records etc. remain the property of the facility.
13. Clinical Faculty/Students must comply with the policies/regulations of the facility.
14. Agreement only applies to the parties in the agreement. Neither party may assign its rights or delegate its duties under the agreement without the consent of the other.

15. Agreement cannot be modified without implementing another agreement signed by both parties.

### **RESPONSIBILITIES OF SCHOOL OF PRACTICAL NURSING**

1. Provide qualified faculty for instruction and/or consultation during the period of assignment with facility.
2. Schedule specific assignments and rotations for students and provide the facility with the schedule on a timely basis. The number of students assigned will be approved by the facility before assignments are made.
3. Provide the facility with a list of skills the students may perform.
4. Provide the facility with objectives and evaluation tools specific for the clinical rotation.
5. Remove a student from the facility if either the conduct or nursing practice of the student is markedly unsatisfactory. The Director and/or instructor will be responsible for taking the necessary action and communicating with the proper authorities.
6. Require students and faculty to keep confidential all patient information and not use such information except as required to provide patient care.

### **RESPONSIBILITY OF THE FACILITY**

1. Provide facilities for clinical learning experiences.
2. Designate a Registered or Practical Nurse to orient students to the facility and be available as a resource for patient care.
3. Participate in student performance review, if applicable.
4. Limit the scope of practice of the student as per the facilities protocol.
5. Supervise students performing nursing skills in the absence of an instructor as agreed upon by the staff.
6. Designate parking areas for student transportation.
7. Designate a storage place for student personal belongings, if applicable.
8. Designate an area for student meals, when applicable, if a cafeteria is not available.
9. Assure that staff is adequate in number to provide safe nursing care.
10. Maintain responsibility for the care rendered to all clients.
11. Provide first aid care to students in case of an accident, which occurs while on duty in the line of patient care. Expenses incurred will be the responsibility of the individual student.
12. Accept students without regard to race, ethnicity, religion, national origin, age, gender, disability or veteran status.

### **REVIEW**

This cooperative agreement begins on effective date and continues for one year. This agreement automatically renews for an unlimited number of successive one-year periods unless terminated under the provisions of this agreement.

### **TERMINATION**

This agreement may be terminated by written notice from either party prior to the beginning of a new class. Termination of this agreement will not involve students currently enrolled.

### **MEMORANDUM OF AGREEMENT ACCEPTED BY:**

\_\_\_\_\_  
**Facility Administrator**

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

\_\_\_\_\_  
**Superintendent, GCTC**

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

\_\_\_\_\_  
**Director of Partner Schools Outreach, GCTC**

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

\_\_\_\_\_  
**Practical Nursing Director**

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

**ADDENDUM TO AGREEMENT FOR SERVICES  
(MEDICAL DIRECTORSHIP SERVICES)**

**THIS ADDENDUM TO AGREEMENT FOR SERVICES** dated \_\_\_\_\_, 2022 (this "Addendum"), is entered into by and between **TEAM CLINIC MANAGEMENT PARTNERS, LLC**, an Oklahoma limited liability company ("TEAM") and Shawnee Public School District (the "District"). TEAM and the District are individually referred to herein as a "Party" and collectively as the "Parties".

**RECITALS:**

A. The Parties hereto have previously entered into that certain Agreement for Services dated 09/10/2018 (the "Agreement").

B. TEAM has begun to offer Medical Directorship Services in addition to those provided pursuant to the Agreement. The District wishes to procure Medical Directorship Services from TEAM and TEAM wishes to provide such additional services to the District.

C. The Parties now desire to attach this Addendum to the Agreement in order to include additional provisions governing the terms and conditions applicable to Medical Directorship Services.

**TERMS AND CONDITIONS:**

**NOW, THEREFORE**, it is hereby mutually covenanted and agreed between TEAM and the District as follows:

1. **District Medical Directorship Services**. The District has selected the following level of Medical Directorship Services (check one of the following):

A.        **LEVEL 1 SERVICES**. (Standards and Protocols) Fee \$1,500.00  
Detailed description of Level 1 Services and standards are set forth in **Schedule 1** attached hereto.

B.        **LEVEL 2 SERVICES**. Level 1 Services + Health Screening Protocols, Standing Orders, and Medication Distribution and Tracking- Fee \$2,000.00 (base fee covers up to three campuses; for each additional campus, there is separate fee of) \$500 per campus). A detailed description of Level 2 Services is set forth in **Schedule 2** attached hereto.

C.  **LEVEL 3 SERVICES**. Level 1 services + Level 2 services + Custom Protocol and Policy Review, Positive Screening Referral and Athletic Department Health Program - Fee **\$2,750.00** (base fee covers up to three campuses; for each additional campus, there is a separate fee of ~~\$750.00~~ **\$500.00** per campus). A detailed description of Level 3 Services are set forth in **Schedule 3** attached hereto.

2. **Payment for Medical Directorship Services**. District shall pay TEAM **\$5,750.00** annually, in advance, for the level of District Medical Directorship Services selected above. There will be no proration for partial years. All payments are non-refundable. Payments may be in the

form of check, credit card, ACH, or wire transfer and shall be made payable and delivered to:

TEAM CLINIC MANAGEMENT PARTNERS, LLC  
Attn: Manager  
3112 Cooke Way  
OKC, OK 73179  
Info@TEAMClinics.com

**3. Term.** Subject to timely receipt of payment from the District, TEAM agrees to provide the selected level of District Medical Directorship Services from the date of execution of this Addendum through the expiration of the calendar school year. These services may be renewed annually during the term of the Agreement. Prices for these services are subject to change from year to year at the time of renewal. All District Medical Directorship Services shall cease immediately upon the expiration or termination of the Agreement.

**4. Conflict with Agreement.** Except to the extent modified by this Addendum, all terms and conditions of the Agreement remain in full force and effect. In the event of any conflict between the Agreement and this Addendum, the terms and conditions of this Addendum shall control.

**5. Amendments.** No amendment or modification of the terms of this Addendum shall be valid unless made in writing and signed by the Parties hereto.

**6. Counterparts; Electronic/Facsimile Signatures.** This Addendum may be executed in any number of counterparts, all of which taken together shall constitute one and the same Agreement. Signatures submitted electronically or by facsimile shall be deemed to have the same force and effect as original signatures.

**Signature Page to Addendum to Agreement for Services**

**DISTRICT:**

**Shawnee Public School District**

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

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_  
FAX: \_\_\_\_\_  
ATTN: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date: \_\_\_\_\_

**TEAM:**

**TEAM CLINIC MANAGEMENT PARTNERS,  
LLC, an Oklahoma limited liability company**

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
ATTN: Manager  
ADDRESS: 3112 Cooke Way  
OKC, OK 73179  
PHONE: 405.546.4130  
E-Mail: [Info@TEAMClinics.com](mailto:Info@TEAMClinics.com)  
Date: \_\_\_\_\_

## AMENDED AND RESTATED AGREEMENT FOR SERVICES

This Amended and Restated Agreement For Services (“**Agreement**”) is made and entered into effective as of the \_\_\_ day of \_\_\_\_\_, 2022 (the “**Effective Date**”) by and between **TEAM CLINIC MANAGEMENT PARTNERS, LLC**, an Oklahoma limited liability company (“**TEAM**”), and **SHAWNEE PUBLIC SCHOOL DISTRICT** (the “**District**”). TEAM and the District are at times referred to herein individually as a “**Party**” and collectively as the “**Parties**.”

### R E C I T A L S :

- A. TEAM is an Oklahoma limited liability company engaged in the business of contracting for and managing the provision of remote medical visits and associated billing services.
- B. The District is a public school district located in Shawnee, Oklahoma consisting of one (1) high school, one (1) middle school, one (1) alternative education facility, four (4) elementary schools and one (1) early childhood center (the “**Schools**”). The high school has one (1) additional clinic site for its athletic department (the “**Athletic Department**”).
- C. The District wishes to have the facilities and capability to obtain remote medical visits for the benefit of the enrolled students and employees of the District at one or more of the Schools and the Athletic Department (the “**Services**”).
- D. TEAM is willing to implement and manage the provision of such services at the Schools, at no cost to the District, the Schools, or the Athletic Department, subject to the terms and conditions set forth below.
- E. The Parties previously entered into an Agreement for Services with an Effective Date of September 9, 2018 (the “**Prior Agreement**”) and have been performing thereunder according to its terms. The Parties now wish to enter into this Agreement to amend certain terms and restate other terms of the Prior Agreement.

### A G R E E M E N T :

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Conditions to Provision of Services.** TEAM’s obligation to provide Services as described in Section 2 below is subject to the fulfillment or occurrence of the following conditions.

1.1. **IT Infrastructure.** Each of the Schools and the Athletic Department must have information technology systems and internet systems (collectively the “**IT Infrastructure**”) sufficient to fully support, and properly interface with, the specialized computer and diagnostic equipment that TEAM uses to provide Services (“**TEAM Equipment**”). The District, the Schools and/or the Athletic Department will be responsible for procuring, installing, and paying for, any upgrades, additions, or modifications to the Schools’ IT Infrastructure necessary to fully support, and properly interface with, TEAM Equipment.

1.2. **Office.** Each of the Schools and the Athletic Department must provide TEAM an enclosed, private office or room to permit the installation and utilization of TEAM Equipment to conduct remote medical examinations in a private setting.

1.3. **Nurse/Health Aide.** Each of the Schools and the Athletic Department must provide a nurse or other qualified health aide or trainer to facilitate the provision of Services and to operate TEAM Equipment.

1.4 **Parental Consents.** With respect to any particular student under eighteen (18) years of age for whom Services are provided, and prior to the provision of medical services hereunder to the applicable student, TEAM must have a signed parental consent on a form provided by TEAM authorizing Providers, as hereinafter defined, to provide those Services.

1.5 **Business Associates Agreement.** To the extent mandated by the Health Insurance Portability and Accountability Act (“**HIPAA**”) or other applicable law, or at the request of the other Party, TEAM and the District shall enter into a customary form of Business Associates Agreement consistent with such laws.

2. **Provision of Services.** Upon satisfaction of the conditions set forth in Section 1 above, TEAM shall install the TEAM Equipment and train each School’s nurse or other qualified health aide or trainer to use the TEAM Equipment. TEAM shall contract for the provision of virtual telemedicine examinations by licensed healthcare providers (the “**Providers**”) using the TEAM Equipment. The Providers shall be available to consenting students or School personnel to perform such virtual examinations between the hours of \_\_\_ a.m. through \_\_\_ p.m., Monday through Friday, at the request of the School’s nurse or other qualified health aide.

3. **Term.** The initial term of this Agreement shall be for a period of two (2) years from the Effective Date (the “**Initial Term**”). Upon the expiration of the Initial Term, the Agreement shall extend automatically for consecutive additional one-year terms (each being an “**Extended Term**”) unless terminated by either party by a written communication terminating this agreement delivered at least thirty (30) days in advance of the expiration of the existing term. During the Initial Term, a Party may terminate this Agreement only for a material breach thereof after written notice of such breach and a failure by the party receiving such notice to cure the alleged breach within ten days. During any Extended Term, a Party may terminate this Agreement for any reason upon thirty (30) days’ advance written notice.

4. **Mutual Representations and Warranties.**

4.1. **Legal Advice.** The Parties have received, or has had the opportunity to receive, independent legal advice from their own attorneys with respect to the advisability of entering into the Agreement.

4.2. **No Reliance.** No such Party (nor any agent, employee, representative or attorney of or for any such Party) has made or received any statement of representation to or from the other Party regarding any fact relied upon in entering into this Agreement, and each such Party does not rely upon any statement, representation or promise of the other Party (or of any agent, employee or representative or attorney of or for the other Party) in entering into, executing and delivering this Agreement, except as expressly stated in this Agreement.

4.3. **Due Investigation.** Each Party has made such investigation of the facts pertaining to this Agreement and the transactions contemplated hereby and of all matters pertaining thereto, as they deem reasonable, prudent, and necessary.

4.4. **Documents Read and Understood.** Each Party has carefully read this Agreement and fully understands the content, meaning and effect of the Agreement and all of the transactions contemplated thereby.

4.5. **Authority.** The Parties represent and warrant that they have the sole right and exclusive authority to execute this Agreement.

4.6. **Terms Are Contractual.** Each term of this Agreement is contractual and not merely a recital.

4.7. **No Coercion or Duress.** Each of the Parties has executed this Agreement freely, voluntarily, and without coercion or duress.

4.8. **No Inducements.** No party has offered, or received, any inducement, consideration, or payment from the other party as a condition of entering into this Agreement.

5. **General Matters.** The Parties further understand, agree, and stipulate as follows:

5.1. **Integrated Agreement/Successors-in-Interest.** The Parties agree that, with respect to the subject matter hereof, this Agreement embodies the entire understanding and contract between the Parties, and supersedes all prior understandings and contracts, verbal or written, and/or any offers and acceptances of such offers (whether valid or not, verbal or written, binding and enforceable) made by any Party to the other; and further that there are not understandings, contracts, agreements, outstanding offers, restrictions, representations or warranties between the Parties relating to the subject matter hereof other than those set forth herein. This Agreement shall be binding upon and inure to the benefit of the executors, administrators, personal representatives, heirs, successors and assigns of each.

5.2. **Additional Documents.** All Parties agree to cooperate fully and execute any and all supplementary documents and to take all additional actions which may be necessary or appropriate to give full force and effect to the basic terms and intent of this Agreement. The Parties further agree that they may be reached for purposes of this Agreement, at the following addresses:

**TEAM:**  
c/o Manager  
3112 Cooke Way,  
Norman, OK 73179  
(405) 546-4130  
info@TEAMClinics.com

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**District:**  
c/o \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5.3. **Choice of Law/Choice of Forum/Attorneys' Fees.** The terms of this Agreement shall be governed and construed under the laws of the State of Oklahoma. Any action to interpret or enforce the terms of this Agreement shall be brought in the District Court of Oklahoma County, State of Oklahoma. The prevailing party in any action relating to or arising from this Agreement shall be entitled to recover its litigation expenses and attorneys' fees.

5.4. **Effectiveness.** This Agreement shall become effective immediately upon execution of the Agreement by all Parties.

5.5. **Counterparts; Electronic/Facsimile Signatures.** This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one and the same Agreement. Signatures submitted electronically or by facsimile shall be deemed to have the same force and effect as original signatures.

5.6. **Time.** Time is of the essence of this Agreement.

5.7. **Non-Disclosure.** As used in this Agreement, the term "**Confidential Information**" means any and all information (in whatever form, whether written, oral, electronic, or otherwise) of TEAM relating to TEAM or TEAM's business including, without limitation, the name and address of any Patient of TEAM, patient records, medical records, charts, files, books, records, fee schedules, methods of operation, business plans, strategies, strategic plans, software databases, existing or contemplated managed care or other payor contracts or the terms thereof of other relationships with payors, financial information, trade secrets, employee matters and any other information of any kind of TEAM relating to TEAM or TEAM's business, and

(ii) the term "**Proprietary Information**" means any and all trademarks, trade names, Services marks, and copyrighted or patented materials (including, without limitation, TEAM's names and/or logos associated therewith) acquired by TEAM or used in the clinical practice or business of TEAM. District agrees: (i) that the Confidential Information and Proprietary Information are vital to the business and financial success of TEAM and that unauthorized disclosure or use of same would seriously and adversely affect the business of TEAM; (ii) that all Confidential Information and all Proprietary Information are and shall remain the sole property of TEAM; (iii) that all of the Confidential Information is confidential to, and trade secrets of, TEAM; (iv) to maintain the confidentiality of all Confidential Information and not to disclose, divulge, communicate, or otherwise use any Confidential Information or any Proprietary Information except solely as necessary for the performance of District's duties under and in accordance with the terms of this Agreement or as otherwise expressly consented to in writing by TEAM; and (v) that if a dispute or controversy arising from or relating to this Agreement is submitted for adjudication to any court or other third party, the preservation of the secrecy of Confidential Information or Proprietary Information may be jeopardized and, accordingly, all pleadings, documents, testimony, and records relating to any such adjudication will be maintained in secrecy and will be available for inspection by TEAM, District, and their respective counsel and experts, who will agree, in advance and in writing, to receive and maintain all such information in secrecy, except as may be limited by them in writing.

**[EXECUTIONS AND ACKNOWLEDGEMENTS APPEAR ON FOLLOWING PAGES]**

**Signature Page to Amended and Restated Agreement for Services**

**DISTRICT:**

**SHAWNEE PUBLIC SCHOOL DISTRICT**

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

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

ATTN: \_\_\_\_\_

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

**TEAM:**

**TEAM CLINIC MANAGEMENT PARTNERS, LLC,**  
an Oklahoma limited liability company

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

ADDRESS: 3112 Cooke Way  
Norman, OK 73179

PHONE: (405) 546-4130

ATTN: Manager

E-Mail: [info@TEAMClinics.com](mailto:info@TEAMClinics.com)

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

AGREEMENT

SPEECH/LANGUAGE SERVICES FOR SHAWNEE PUBLIC SCHOOLS

This agreement, made and entered into as of June 1, 2022, between the Shawnee School District of Shawnee, Oklahoma and Tiffany Amsler, M. S., CCC-SLP:

WITNESSETH:

A) That speech therapy be administered by a qualified, certified Speech Language Pathologist in accordance with all federal, state, and local laws and regulations;

B) That speech therapy services of the highest quality be available to the students of the Shawnee School District and that such services shall be provided by a certified Speech Language Pathologist who meets all federal, state, and local laws and regulations; and

C) Whereas Tiffany Amsler is a Speech Language Pathologist, qualified to practice Speech Pathology; and whereas the prime objective of Tiffany Amsler is to provide for the highest quality of services in the Shawnee School District, the parties hereto agree as follows:

- The school board of Shawnee School District hereby employs Tiffany Amsler to perform the services described here under.
• The term of this agreement shall be from June 1, 2022 to June 1, 2023. Negotiation of a new agreement for the school year 2021-2022 will be completed by May 1, 2023. Notice of intent not to renew this agreement will be given by Shawnee School District by April 1, 2023. Either party may terminate this agreement by giving written notice to the other party. Thirty (30) days after the date of written notice, the agreement will end.
• Tiffany Amsler agrees to provide speech pathology services to include direct patient evaluations/screenings, written treatment programs (IEP's), any/all required documentation, instructions to school staff, parent consultations, direct patient intervention, and any other required duties necessary to complete the job requirements of a Speech Language Pathologist.
• For such services, Shawnee School District agrees to pay \$63.00 per hour. Invoices will be submitted by the 5th of the month and paid by the 20th.
• Tiffany Amsler will provide her own professional liability insurance and Shawnee School District will be responsible for the actions of its employees.

Witness

Tiffany Amsler M.S., CCC-SLP
Speech Language Pathologist

SCHOOL DISTRICT

School Board President

School Board Clerk

Allison Cleveland
Director of Special Education Services

Approved the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

## **AGREEMENT FOR PHYSICAL THERAPY SERVICES**

**THIS AGREEMENT** is entered into by and between **Shawnee Public Schools** (herein referred to as District) and **Foundations Therapy PLLC**, (herein referred to as Provider), wherein Provider shall provide Physical Therapy Services to District. In consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

### **TERM:**

The term of this employment contract shall be for the 2022-2023 school term, from August 01, 2022 to July 31, 2023 and considered for renewal. However, it is specifically agreed by the parties that said agreement may be terminated by either party thirty (30) days after delivery of written notice of intent to terminate.

### **COMPENSATION AND HOURS:**

Provider agrees to serve as sole provider of Physical Therapy Services (herein referred to as PT) for District. Provider will provide all PT including evaluations, treatments, IEP meetings scheduled during regular school hours, and all necessary documentation delivering all services by licensed and certified Physical Therapists and/or Certified Physical Therapy Assistants. District agrees to compensate Provider for the services rendered at a rate of \$60.00 per hour for all therapy services. Additional Therapy services including in-services, meetings outside of regular school hours and specialized training will be rendered at \$65.00 per hour upon request and approval of the District. Mileage will be billed at the then current IRS mileage rate for all travel visits to and from any current or future 'home bound' students.

In the event that school is not in session for any reason not previously established on the regular academic school calendar, School will be billed the average daily time for the days missed.

A monthly itemized invoice will be provided for services rendered.

### **RESPONSIBILITIES:**

Provider, including Provider employees, shall be fully certified, licensed, and in good standing with the Oklahoma Medical Licensing Board and provide personal liability insurance and agree to assume the following responsibilities in the role of Provider:

1. Consult with Principal and Teachers of District regarding therapy services.
2. Evaluate, treat, or monitor the treatment of each client deemed necessary by student's IEP.
3. Attend team conferences when appropriate.
4. Provide written documentation of all services and activities.
5. Maintain complete confidentiality of all parties involved in PT process.

District agrees to provide Provider with the following, to assist them in performing their responsibilities:

1. Ancillary staff to assist in carrying out plans and goals established by the IEP's when appropriate.
2. Necessary supplies and equipment, in good repair, as needed to carry out treatment and evaluation procedures.
3. Adequate space for evaluation or treatment of clients, storage, and general maintenance services.

Treatment space will allow for privacy of patients and uninterrupted treatment services.

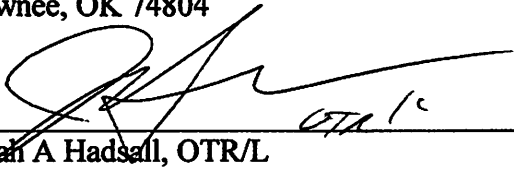
4. Adequate space and storage to lock and secure confidential PT student files to be accessible to therapist during regular school hours.
5. Space for therapist supplies required to facilitate patient treatment plan to be left securely in each school location.

Shawnee Public Schools  
326 N Union  
Shawnee, OK 74804

Foundations Therapy, PLLC  
3903 N Harrison St  
Shawnee, OK 74804

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Allyson Cleveland, Director of Special  
Services



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Josiah A Hadsall, OTR/L

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Date Signed



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Lisa M Hadsall, COTA/L

## **AGREEMENT FOR OCCUPATIONAL THERAPY SERVICES**

**THIS AGREEMENT** is entered into by and between **Shawnee Public Schools** (herein referred to as District) and **Josiah & Lisa Hadsall d/b/a Foundations Therapy PLLC**, (herein referred to as Provider), wherein Provider shall provide Occupational Therapy Services to District. In consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

### **TERM:**

The term of this employment contract shall be for the 2022-2023 school term, from August 01, 2022 to July 31, 2023 and considered for renewal. However, it is specifically agreed by the parties that said agreement may be terminated by either party thirty (30) days after delivery of written notice of intent to terminate.

### **COMPENSATION AND HOURS:**

Provider agrees to serve as sole provider of Occupational Therapy Services (herein referred to as OT) for District. Provider will provide all OT including evaluations, treatments, IEP meetings scheduled during regular school hours, and all necessary documentation delivering all services by licensed and certified Occupational Therapists and/or Certified Occupational Therapy Assistants. District agrees to compensate Provider for the services rendered at a rate of \$9,500.00 per month for 10 months for a total amount of \$95,000.00 for all therapy services. Additional Therapy services including in-services, meetings outside of regular school hours and specialized training will be rendered at \$65.00 per hour upon request and approval of the District. Mileage will be billed at the then current IRS mileage rate for all travel including visits to and from any current or future 'home bound' students.

In the event that school is not in session for any reason not previously established on the regular academic school calendar, School will be billed the average daily time for the days missed.

A monthly itemized invoice will be provided for services rendered. If therapy hours increase significantly or decrease significantly a new contract amount may be negotiated pending approval between District and Provider.

### **RESPONSIBILITIES:**

Provider, including Provider employees, shall be fully certified, licensed, and in good standing with the Oklahoma Medical Licensing Board and provide personal liability insurance and agree to assume the following responsibilities in the role of Provider:

1. Consult with Principal and Teachers of District regarding therapy services.
2. Evaluate, treat, or monitor the treatment of each client deemed necessary by student's IEP.
3. Attend team conferences when appropriate.
4. Provide written documentation of all services and activities.
5. Maintain complete confidentiality of all parties involved in OT process.

District agrees to provide Provider with the following, to assist them in performing their responsibilities:

1. Ancillary staff to assist in carrying out plans and goals established by the IEP's when appropriate.

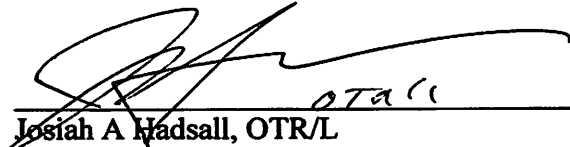
2. Necessary supplies and equipment, in good repair, as needed to carry out treatment and evaluation procedures.
3. Adequate space for evaluation or treatment of clients, storage, and general maintenance services. Treatment space will allow for privacy of patients and uninterrupted treatment services.
4. Adequate space and storage to lock and secure confidential OT student files to be accessible to therapist during regular school hours.
5. Space for therapist supplies required to facilitate patient treatment plan to be left securely in each school location.

Shawnee Public Schools  
326 N Union  
Shawnee, OK 74804

Foundations Therapy, PLLC  
3903 N Harrison St  
Shawnee, OK 74804

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Allyson Cleveland, Director of Special  
Services

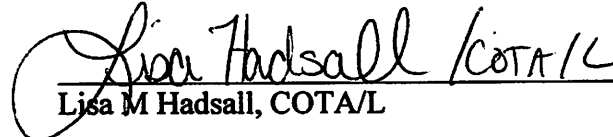


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Josiah A Hadsall, OTR/L

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Date Signed



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Lisa M Hadsall, COTA/L



## RENEWAL LICENSE and SERVICES AGREEMENT

The Organization identified below and signing where indicated approves the terms and conditions of this agreement between the Organization and Filament Essential Services (FES).

### Organization Information

**Organization:** Shawnee Public Schools

**Contract Dates:** 07/01/2022 – 06/30/2023

**Address**

Street Address: 326 N Union Avenue

**Current URL (web address):**

<https://www.shawnee.k12.ok.us/>

City: Shawnee

**Student Enrollment:** 3/392

State: OK

**Contract Type:** Schools

Zip: 74801

Main Phone: 405-273-0653

Fax: \_\_\_\_\_

### Contact Information

**Signatory Contact**

Name: Dr. April Grace

Title: Superintendent

Phone: 405-878-3125

Email: [agrace@shawnee.k12.ok.us](mailto:agrace@shawnee.k12.ok.us)

**Network Administrator**

Name: Steve Maple

Title: Systems Engineer/Technology

Phone: 405-878-1054

Email: [smapple@shawnee.k12.ok.us](mailto:smapple@shawnee.k12.ok.us)

**Website Contact**

Name: Cherity Pennington

Title: District Communications Coordinator

Phone: 405-214-7121

Email: [cpennington@shawnee.k12.ok.us](mailto:cpennington@shawnee.k12.ok.us)

**Business/Office Manager Contact**

Name: Jessica Phillips

Title: Purchasing Clerk/Business Office

Address: 326 N Union Avenue

City: Shawnee

State: OK

Zip: 74801

Phone: 405-878-3134

Fax: \_\_\_\_\_

Email: [jesphillips@shawnee.k12.ok.us](mailto:jesphillips@shawnee.k12.ok.us)

**PLEASE REVIEW FOR ACCURACY AND THEN COMPLETE ANY MISSING INFORMATION.  
RETURN A SIGNED, COMPLETED COPY TO DIANNA KASTANEK AT [diannak@fes.org](mailto:diannak@fes.org).**

CONFIDENTIAL INFORMATION

Intended exclusively for the internal and private use of the above named Organization and FES

## Contract Information

### Agreement Term Dates:

Term is 12 months.

**Contract Dates:** 07/01/2022 – 06/30/2023

Billing cycle:  Annually  Quarterly  Monthly

### Special Billing Notes/Arrangements

- Supersedes all previous SOCS license agreements, effective start date of this agreement.
- Includes option to redesign your website every 3 years, for no additional charge. Shawnee Public Schools last redesigned on 07/30/2019 and is eligible again as of 07/01/2022, upon receipt of this signed renewal.
  - Does your organization want to do a redesign? Please mark an option:  Yes  No
  - If so, what is the requested project start date? \_\_\_\_\_
- Additional notes/information:  
There is no price increase.

### Sales Tax Exemption Form and PO

Please email a copy of your sales tax exemption form if applicable and PO to Dianna Kastanek at [diannak@fes.org](mailto:diannak@fes.org)

## Pricing Summary

### ANNUAL ROYALTIES/FEEES:

|                                                            |                          |
|------------------------------------------------------------|--------------------------|
| SOCS Website Services & Support + Mobile App in the Stores | \$ 3,900 per year        |
| Texting Services (Notifier)                                | \$ 1,625 per year        |
| Additional URL/Domain Registrations (\$20 per domain)      | \$ per year              |
| <b>Total Annual Royalties/Fees</b>                         | <b>\$ 5,525 per year</b> |

### OPTIONAL ONE-TIME SERVICES/FEEES:

|                                            |             |
|--------------------------------------------|-------------|
| Texting Services (Notifier) Set-up         | \$          |
| Mobile App in Stores Set-up                | \$          |
| Additional Listserv Set-up                 | \$          |
| Content Migration Estimate (\$90 per hour) | \$          |
| On-line Payment Set-up (TBD)               | \$          |
| Custom graphics development                | \$          |
| <b>Total One-Time Set-up Fees</b>          | <b>\$ 0</b> |

### Optional Fees

- On-site training is negotiable
- Licensee specific customization services will be made available to Licensee at an hourly programming rate.

### Additional Notes/Conditions

- Includes SOCS GO App
- Includes Shawnee Public Schools custom mobile app

CONFIDENTIAL INFORMATION

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**FES Contact Information**

**FES Partner Representative**

Lisa Lewis

[lisal@fes.org](mailto:lisal@fes.org)

800-850-8397, ext. 6991

Fax: 402-479-6691

1300 O Street  
Lincoln, NE 68508

Consultant/ESC: Jim Knox

**FES Administrative Representative**

Dianna Kastanek

[diannak@fes.org](mailto:diannak@fes.org)

800-850-8397, ext. 6661

Fax: 402-479-6691

1300 O Street  
Lincoln, NE 68508

**Signatures**

**I attest that I am authorized to sign on behalf of:**

**Shawnee Public Schools**

**For: FES**

1300 O Street  
Lincoln, NE 68508

By: \_\_\_\_\_  
(Signature) (Date)

By: \_\_\_\_\_  
Dan Kunzman, Senior Vice President (Date)

\_\_\_\_\_  
(Please print full name)

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

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# RENEWAL LICENSE AND SERVICE AGREEMENT

## *Simplified Online Communication System (“SOCS”)*

This License and Service Agreement (the “Agreement”) made by and between FES, a Nebraska nonprofit corporation located in Lincoln, Nebraska and **Shawnee Public Schools** (“Licensee”).

THE PARTIES AGREE AS FOLLOWS:

1. License. FES grants to Licensee a limited, nonexclusive and nontransferable license to the Simplified Online Communication System (“SOCS”) web hosting service (collectively the “Licensed Service”). Exclusive proprietary title to all rights, patents, trademarks, copyrights, source code, graphic design and images created by FES and trade secrets in the Licensed Service shall remain with FES and no title to or ownership interest in the Licensed Service shall be transferred to Licensee.
2. Installation, Training, Technical and Support Services. FES shall provide certain technical services to Licensee associated with the installation, management and administration of the Licensed Service. One time set up fee does not include graphic design services. Graphic design services for the website are included in the license fee and limited to 3 mockup designs prior to site installation. Additional graphic services will be charged at the current hourly rate. FES shall provide updates and certain enhancements to the Licensed Service without charge during the term of this Agreement and any renewals. Basic instruction and support services shall be provided at no extra cost as a part of the initial delivery of the Licensed Service. Other technical assistance relating to subsequent technical client network support, configuration, and/or guidance, content creation and/or the transfer of existing content, or on-site training are not part of the license agreement and are subject to a separate charge. Those services and the related charges are noted on page 7 of this Agreement.
3. Charges, Payments, and Taxes. Licensee shall pay the royalty fees for the Licensed Service and related services and costs as set forth on the included pricing summary. All annual royalty fees shall be due on the date identified on the Exhibit; for any exercised renewal terms, the annual fee shall be due on the anniversary date of the original payment, unless otherwise agreed to by the parties. FES shall direct bill Licensee for all royalty fees, services, and support, including additional charges for technical assistance in accordance with the terms and rates set out the attached schedule. Interest shall accrue at the rate of one and one-half percent (1.5%) per month for any invoice balance outstanding for more than thirty (30) days. Each party shall be responsible for its own obligations associated with any federal, state, local or other taxes required with the delivery of the Licensed Service.
4. Obligations of Licensee. In addition to the covenants provided by Licensee within this Agreement, Licensee specifically agrees to the following:
  - a. Logos and Branding. Permit FES or its designees and assigns to place a logo at a reasonable location on the site, with a link to the website of FES and/or its designee, if so requested by FES.
  - b. Utilization of Site. Permit FES or its designees and assigns to utilize Licensees’ site and corresponding content in sales demonstrations, marketing materials and/or other venues to highlight Licensed Service to existing and/or potential Licensees.
  - c. Implementation Team. Identify an initial SOCS implementation team to work directly with FES in the implementation of SOCS for Licensee.
5. Warranties and Representations. FES hereby warrants that the Licensed Service (including enhancements and modifications) will perform in all material respects during the term of this Agreement. FES shall, at no additional charge to Licensee, undertake to correct any Licensed Service which does not perform substantially in accordance with the representations of FES. If a defect in the Licensed Service cannot be adequately remedied, the sole and exclusive remedy for any breach of this limited warranty will be restricted to (i) the replacement of the Licensed Service by FES or (ii) refund by FES to Licensee the annual royalty payment which applies to the year in which the defect occurred.

If Licensee modifies, attempts to modify, or decompiles or attempts to decompile the Licensed Service, fails to implement the changes to the Licensed Service as supplied by FES, or in any other way abuses or tampers with the Licensed Service, the warranty obligations of FES under this section shall be null and void. The limited warranty and

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restricted remedy contained herein is not applicable to any Licensed Service that has been modified or misused by Licensee.

**FES PROVIDES NO WARRANTIES, EXPRESS OR IMPLIED, NOR IS IT OBLIGATED FOR, AND EXPRESSLY DISCLAIMS ANY RESPONSIBILITY FOR, THE CONTENT DEVELOPED BY LICENSEE OR ITS AGENTS AS ALLOWED BY THE EDIT FEATURES AVAILABLE IN AND UTILIZED THROUGH THE LICENSED SERVICE. FURTHER, NO REPRESENTATIONS OR WARRANTIES ARE MADE CONCERNING THE ACCURACY, COMPLETENESS, TIMELINESS OR RELIABILITY OF ANY INFORMATION CONTAINED IN ANY SITE LINKED THROUGH THE LICENSED SERVICE. FES DOES NOT WARRANT OR GUARANTY UNINTERRUPTED ACCESS TO THE LICENSED SERVICE AS USED THROUGH THE WORLD WIDE WEB AND ANY SITE LINKED TO THE LICENSED SERVICE OR THE AVAILABILITY OF INTERNET E-MAIL LINKS PROVIDED THROUGH THE LICENSED SERVICE. IN NO EVENT SHALL FES, ITS OFFICERS, AFFILIATES, AGENTS, LICENSORS, EMPLOYEES OR INTERNET SERVICE PROVIDERS BE LIABLE TO LICENSEE OR ANY THIRD PARTY FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES WHATSOEVER INCLUDING, BUT NOT LIMITED TO, LOST REVENUE, LOST OR DAMAGED DATA, OR OTHER COMMERCIAL OR ECONOMICAL LOSS, WHETHER BASED IN CONTRACT, TORT, OR ANY OTHER THEORY OF LIABILITY.**

FES shall use all reasonable efforts to ensure that the SOCS Service is operating and available to Customers 99.9% of the time in any calendar month. Downtime is considered to be time that the SOCS Network is unavailable due to a failure in the FES network. There may be periods of time that FES schedules maintenance on the SOCS network that requires an interruption of service. Customers will be notified in advance of scheduled maintenance and every effort will be made to schedule this maintenance outside the hours of 7:00 a.m. to 10:00 p.m. Central time. Scheduled maintenance is not considered downtime. FES cannot be responsible for connectivity issues arising from problems in the client's network or internet outages due to such things as environmental disaster, cyber-attack, widespread power outages and other events beyond FES' control.

To protect clients' and FES' networks, FES employs tools that vigorously filters viruses and spam. FES, at its sole discretion, reserves the right to filter content it feels poses a threat to the networks.

**Confidentially:** Absent the use of encryption, use of the Licensed Service through the Internet is not a secured medium and privacy cannot be assured. Internet e-mail is vulnerable to interception and manipulation of data. FES will not be responsible for any damages to Licensee or any third party suffered as a result of the transmission of information, confidential or otherwise, that may be made through Internet e-mail links provided through this Licensed Service. FES is not responsible for any errors or changes made to any transmitted information. Should Licensee or any third party user transmit information using Internet e-mail resources through the Licensed Service, such individuals do so at their own risk.

**Accessibility:** FES further acknowledges and warrants that, upon release to Licensee, the Licensed Service is currently in material compliance with relevant federal law and corresponding regulations associated with accessibility of web content and the prohibition of discrimination based on disability (the "Accessibility Standards"). FES agrees to promptly respond to, resolve and remediate any bona-fide complaint regarding accessibility of the Licensed Service under the Accessibility Standards in a timely manner and provide an updated version to Licensee at no cost. If FES, in its judgment, cannot remedy any bona-fide complaint concerning accessibility of the Licensed Service under the Accessibility Standards, then Licensee may terminate this Agreement, but its remedy shall be limited to that set out in Section 7 of this Agreement.

Licensee is entitled to make certain changes to the Licensed Service by adding, editing or supplementing content. Licensee is fully responsible for compliance with the Accessibility Standards as to any added content or alterations made to the original content prepared by FES, and Licensee shall indemnify and hold FES harmless for any claims of violation or noncompliance of the Accessibility Standards. In addition, all limited warranties provided by FES in this section shall not apply if the Licensed Service (including all elements of the licensed SOCS system) are: (i) modified or altered by Licensee in any way (other than by FES or with the specific prior written consent of FES); (ii) not timely updated by Licensee with the corrections, patches, fixes, updates, improvements or enhancements that FES may make available from time to time; or (iii) used in any manner or for any purpose by Licensee which is not specifically permitted by this Agreement or the documentation.

**Malware:** While FES makes reasonable efforts to assure that the Licensed Service as provided through the Internet does not contain computer viruses, Licensee is responsible to take precautions to scan for computer viruses and to ensure that Licensee has a complete current backup of the applicable items contained on its computer system.

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**Links to Other Sites:** The Licensed Service allows for links to other sites through the use of the Internet. These links are provided solely as a service through the Licensed Service. Such linked sites are independently developed by parties other than FES, and FES assumes no liability or responsibility for the accuracy or appropriateness of the information contained in such sites. The inclusion of any link to any other site through the Licensed Service does not imply endorsement by FES. Any mention of another party or its product or service through links offered through the Licensed Service should not be construed as an endorsement of that party or its product or service by FES. If Licensee or any third party decides to access other linked websites, such action is taken at that party's own risk.

**Legal Content:** The Licensee agrees to comply with all digital rights, copyright, trademark and decency laws. FES reserves the right to remove content that violates these laws or when notified of an ownership dispute. It is the responsibility of the licensee to resolve such disputes and pay associated costs. If client is using the logo or mark of another organization, the client accepts all liability and may be required to demonstrate that permission has been granted to use said logo or mark (i.e. professional sports team logos, NCAA logos, Disney or Olympic logos).

6. **Marketing and Reproduction of Licensed Materials.** Licensee shall only publish, identify or make reference to FES's trade names, trademarks, logos or other identifying materials associated with SOCS or the Licensed Service as approved by FES. If such approval is given, Licensee shall provide complete recognition of FES to the Licensed Service in all forms of advertising, marketing, and related promotional materials. Licensee shall not download, offload nor reproduce, in whole or in part, the Licensed Service, except for archive emergency restart purposes, where relevant and as approved in writing by FES. Licensee shall not use any decompiler programs or devices with respect to the Licensed Service or in any way attempt to decompile the Licensed Service. Licensee shall not remove or destroy any proprietary markings or legends placed upon or contained within the Licensed Service or related materials.

7. **Limitation of Liability.** If FES, in its judgment, is unable to remedy any defects, failure, nonconformity or alleged breach of warranty under the Licensed Service or is otherwise unable to adequately replace the Licensed Service within ninety (90) days after receiving notice from Licensee, FES shall then refund to Licensee the annual royalty payment which applies to the year in which the alleged defect, failure, nonconformity or breach occurred. In no event shall FES be liable to Licensee for loss of profits, sales, goodwill, data or computer programs, or punitive, indirect, tort, economic, special, incidental or consequential damages. Each party agrees to indemnify and hold the other (as well as their respective affiliates, directors, officers, employees and agents) harmless from and against all liabilities, losses, damages, judgments, costs, and expenses of any kind which may be imposed on, incurred by or asserted against a party to this Agreement including, without limitation, attorney fees relating to or arising out of this Agreement or any transaction contemplated hereby, or any amendment, supplement, modification of, or any waiver or consent under or in respect of this Agreement or any transaction contemplated hereby that in each case results from a failure of a party to comply with or perform its obligation under this Agreement or from any act of negligence or willful misconduct on the part of such party.

8. **Term of Agreement and Termination.**

- a. Unless otherwise terminated as provided herein, this Agreement shall commence as of the beginning date and terminate on the ending date of the term stated on page one (1) of this Agreement, subject to the terms of automatic extension set out below.
- b. Notwithstanding the terms of subpart (a) above, Licensee may terminate this Agreement if FES commits a material breach defined as the inability of the system to perform critical functionality (example: article moderation) or that renders the system inoperable and fails to cure that breach within thirty (30) days after receiving written notice from Licensee of that breach; provided, however, that FES shall have thirty (30) business days to cure any defects or breaches associated with its limited warranties associated with the Licensed Service, as set out in Section 7 above.
- c. Notwithstanding the terms of subpart (a) above, FES may terminate this Agreement (i) if Licensee is delinquent in making any payments due under this Agreement when due and continues to fail to make any such payment for ten (10) days after written notice of such delinquency is sent from FES, or (ii) if Licensee commits any other material breach of this Agreement and fails to remedy such breach within thirty (30) days after written notice of such breach is sent from FES. In the event of such termination by FES, Licensee shall remain liable for all fees incurred to date. Such termination by FES shall be without prejudice to any other remedies FES may have at law or in equity.

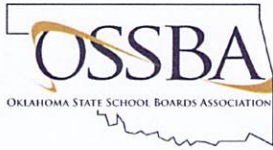
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- d. The termination of this Agreement by either party for any reason contemplated herein shall terminate the rights of Licensee to the Licensed Service. Upon such termination, the license and all other rights granted to Licensee under this Agreement shall cease immediately and Licensee shall promptly (i) return all operating manuals, documentation and other material related to the Licensed Service in the possession of Licensee; (ii) purge the Licensed Service and any portion thereof from each and every computer, computer storage device, and every other medium of Licensee which such Licensed Service or any portion thereof may be on; and (iii) certify to FES that Licensee has complied with these provisions.
  - e. At Licensee's request, upon termination of this Agreement by either party, and upon receipt of final payment to FES, FES agrees to return a backup file of client's database plus files uploaded by the client (ie: pictures) within 30 days of termination.
  - f. So long as Licensee is not in default of any terms of this Agreement, then this Agreement shall automatically renew annually after completion of the initial term dates on the anniversary hereof, subject to Licensee's obligation to pay the annual royalty fee as provided for herein and any other obligations as contemplated by this Agreement. Either party may terminate the automatic renewal provision by providing notice to the other, no less than sixty (60) days prior to the anniversary date, of its intent to decline the automatic renewal of the contract term. In the event either party should exercise the termination right, the license rights granted to Licensee shall then cease in accordance with the terms of this section.
  - g. The termination of this agreement before the end date, either by original contract or automatic renewal, will require the Licensee to pay 50% of the remaining total license fee.
  - h. All communications regarding terminating or changing terms of this agreement must be rendered in writing. Phone calls will not be recognized for purposes of this contract.
9. General. Any notice required under this Agreement shall be given in writing to each party at the address identified adjacent to each party's signature. Licensee shall not assign or otherwise transfer this Agreement or any interest therein without the prior written consent of FES. This Agreement shall be binding upon the parties hereto, their successors and assigns as permitted. No waiver or any breach of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provision of this Agreement. This Agreement may be originally executed in one or more counter-parts, each of which shall be deemed an original. This Agreement shall be governed by the laws of the State of Nebraska and the parties submit and consent to the jurisdiction of the Nebraska courts for any matter associated with this Agreement. No modifications to this Agreement shall be valid unless made in writing and signed by all parties hereto.
10. Compliance with State Laws. In executing this Agreement, Licensee represents that it has secured all necessary consents and approval from relevant governing or oversight boards and related entities as may be required by state or local law. Execution of this Agreement shall constitute acknowledgement of any such confirmation requirements and waiver of any subsequent claims of requiring consent, confirmation or approval as a condition precedent to the implementation or enforcement of this Agreement.

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# Membership Renewal

To renew your membership online, please visit: [www.ossba.org/membership](http://www.ossba.org/membership)

To renew your membership via email or fax, please complete the information below and email this form to: [jenniferp@ossba.org](mailto:jenniferp@ossba.org) or fax to: **(405)609-3091**.

Please continue \_\_\_\_\_ Public School's  
(School Name)

membership with OSSBA for 2022-2023.

The school board voted to join OSSBA on \_\_\_\_\_, 2022.

PO Number: \_\_\_\_\_

Is the Superintendent new this year?

YES

NO

First Year Superintendent?

YES

NO

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

Superintendent Email: \_\_\_\_\_

Superintendent Start Date: \_\_\_\_\_

Minutes Clerk Name: \_\_\_\_\_

Minutes Clerk Email: \_\_\_\_\_

\_\_\_\_\_  
Board Clerk Signature

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

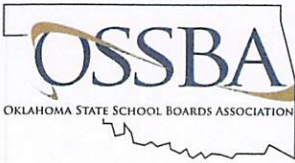
Pages (with cover): \_\_\_\_\_

**If your board membership has changed since the election, please provide an updated list with this form.**

**Oklahoma State School Boards Association**

2801 N. Lincoln Blvd., Suite 125 • Oklahoma City, OK 73105

405.528.3571 • 888.528.3571 • [www.ossba.org](http://www.ossba.org)



# Policy Subscription Renewal

To renew your membership online, please visit:

<https://www.ossba.org/services/policy-services/policy-subscription-form/>

To renew your membership via email or fax, please complete the information below and email this form to: **jenniferp@ossba.org** or fax to: **(405) 609-3091**.

Please continue \_\_\_\_\_ Public School's  
(School Name)

policy subscription for 2022-2023.

The school board voted to subscribe to policy services on \_\_\_\_\_, 2022.

PO Number: \_\_\_\_\_

|                                      |                          |     |                          |    |
|--------------------------------------|--------------------------|-----|--------------------------|----|
| Is the Superintendent new this year? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| First Year Superintendent?           | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |

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

Superintendent Email: \_\_\_\_\_

Superintendent Start Date: \_\_\_\_\_

Minutes Clerk Name: \_\_\_\_\_

Minutes Clerk Email: \_\_\_\_\_

Board Clerk Signature (board clerk's signature is also a grant of permission to receive faxes from OSSBA)

Date: \_\_\_\_\_ Pages (with cover): \_\_\_\_\_

**If your board membership has changed since the election, please provide an updated list with this form.**

# SHAWNEE PUBLIC SCHOOLS

## HEAD START/EARLY HEAD START LEASE AGREEMENT

This Agreement is made and entered into this 2<sup>nd</sup> day of May, 2022, by and between **Crossroads Youth & Family Services, Inc., d/b/a Crossroads Head Start/Early Head Start** ("Lessee") and **Independent School District No. 93 of Pottawatomie County, Oklahoma a/k/a Shawnee Public Schools, 326 North Union Street, Shawnee, Oklahoma** ("Lessor").

### RECITALS:

- A. Lessor is the owner of real property and facilities consisting of a three-story classroom building located at 501 North Union Street, Shawnee, Oklahoma (the "School Building") and an Additional School Building located at 1111 N. Kennedy, Shawnee, Oklahoma (the "Additional School Building").
- B. Lessor desires to lease to Lessee and Lessee desires to lease from Lessor a portion of the School Building and the Additional School Building for the operation of a Head Start/Early Head Start Program.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein and intending to be legally bound, the parties agree as follows:

1. **Lease of the Premises.** Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor a portion of the School Building located at 501 North Union Street, Shawnee, Oklahoma, more particularly described as follows: all classrooms, restrooms and other facilities located on the first floor of the School Building, not including the old high school portion of the School Building, the auditorium or the gymnasium located on the adjoining property. The Additional School Building located at 1111 N. Kennedy, Shawnee, Oklahoma for the operation of an eight (8) child classroom as part of an Early Head Start Program is included as part of the "Leased Premises" except that Section 10 will not apply to the leased portion of the Additional School Building.
2. **Term.** The term of this Agreement shall be from July 1, 2022 to June 30, 2023, unless terminated at an earlier date as provided herein. Upon termination of this Agreement, by lapse of time or otherwise, Lessee agrees to surrender possession of the Leased Premises to Lessor in good condition and repair, normal wear and tear excepted. The term may be renewed for additional periods of one year by mutual agreement of the parties.
3. **Use of Premises.** The Leased Premises shall be used by Lessee solely for the operation of the Head Start/Early Head Start Program. Lessee shall not use the Leased Premises in any manner which would constitute a change in use or

## Shawnee Public Schools—Lease Agreement

occupancy, as that term is defined in the current edition of the BOCA National Building Code (the "Building Code"). Lessee agrees that its operation of a Head Start/Early Head Start Program on the Leased Premises will be in full and strict compliance with the requirements of applicable state, municipal and federal laws, rules and regulations. If Lessor determines that Lessee is not complying with the provisions of this Agreement concerning the nature and character of its operations on the Leased Premises, Lessor shall give Lessee written notice. If Lessee fails to correct deficiencies in its operation within ten days after receipt of Lessor's notice, Lessor shall have the right to terminate this Agreement. If Lessee violates any applicable provision of state, municipal or federal law, or any rules or regulations pursuant thereto, governing its use of the Leased Premises, Lessor shall have the right to terminate this Agreement immediately and without prior notice to Lessee. If Lessee is required to obtain a license or Certificate of Occupancy from any state or local regulatory agency as a condition to its use and occupancy of the Leased Premises, the cancellation, suspension, revocation or surrender of the license or the failure to obtain a Certificate of Occupancy shall constitute a basis for immediate termination of this Agreement by Lessor.

4. **Program Requirements.** Lessee's child care staff and all operations of a Head Start/Early Head Start Program on the Leased Premises will meet the combined requirements of (i) the Oklahoma Department of Education and (ii) the performance standards of the Head Start/Early Head Start Program. Violation of any of the above-referenced standards or regulations shall be considered a breach of this Agreement and shall constitute a basis for termination of this Agreement by Lessor.
5. **Operating Hours.** The Leased Premises will be open for operation only between the hours of 7:00 a.m. and 6:00 p.m. ("Operating Hours"), Monday through Friday, or by special arrangements to accommodate evening activities or other activities deemed appropriate.
6. **Rent.** Lessee agrees to pay One Dollar (\$1.00), payable upon execution of this Agreement.
7. **Care, Maintenance and Repair.** Lessee, at its cost, shall provide usual and customary care to the Leased Premises, including custodial services, routine maintenance and upkeep of the Leased Premises. Lessee has inspected the Leased Premises with these obligations in mind and accepts the same in its present condition. Lessee shall not be responsible for loss or damage to the Leased Premises resulting from occurrences covered by Lessor's policy of fire and casualty insurance.
8. **Access by Lessor.** Lessee shall permit Lessor or Lessor's agents, representatives or employees to enter the Leased Premises at all reasonable times for the purpose of

## Shawnee Public Schools—Lease Agreement

inspecting the Leased Premises to determine whether Lessee is complying with the terms of this Agreement and for the purpose of doing other lawful acts that may be necessary to protect Lessor's interest in the Leased Premises or to perform Lessor's duties under this Agreement. If Lessee installs locks on the Leased Premises, duplicate keys shall be provided to the Lessor.

9. **Alterations or Improvements.** All alterations or improvements made by Lessee shall require consent of Lessor. All approved alterations will be made at the expense of the Lessee and shall conform in all respects to state and local laws, ordinances and regulations including, without limitation, the current edition of the Building Code. Lessee shall bear the expense of any remedial measures required by the Building Code, the Fire Prevention Code, the Division of the State Architect for public school buildings or required as a condition for the issuance of a license or Certificate of Occupancy. Lessee shall be responsible for and shall pay for any inspections, permits or fees required, including, but not limited to, any fees charged by the Division of the State Architect. Any alterations, additions or improvements Lessee has made to the Leased Premises, with the exception of any playground equipment installed by the Lessee, shall become the property of Lessor at the end of this or any subsequent Lease term.
10. **Utilities and Custodial Services.** Lessee shall provide at Lessee's sole cost and expense all utilities and custodial services used by Lessee during its use and occupancy of the Leased Premises.
11. **Access to Other Areas of School Buildings and Grounds.** Lessee shall have no right of access to or use of other areas of the School Building. Lessee shall have non-exclusive access to the grounds and parking facilities.
12. **Notices.** Any notice required or permitted under this Agreement shall be addressed to the parties as follows:

If to the Lessor:     Superintendent  
                              Shawnee Public Schools  
                              326 N. Union Street  
                              Shawnee, Oklahoma 74801  
                              Telephone: (405) 273-0653  
                              Facsimile: (405) 878-1025

If to the Lessee:     Executive Director  
                              Crossroads Youth & Family Services, Inc.

## Shawnee Public Schools—Lease Agreement

1333 West Main Street  
Norman, Oklahoma 73069  
Telephone: (405) 292-6440  
Facsimile: (405) 292-6442

All notices shall be sent certified mail, return receipt requested. Notices mailed in accordance with the foregoing shall be deemed to have been delivered five days after deposit in the United States Mail at Shawnee, Oklahoma.

13. **Hold Harmless.** Lessee shall hold harmless, defend and indemnify Lessor, its officers, agents and employees, from and against any liability, claim, action, cost, damage or loss, including reasonable costs and attorneys' fees, for injury, including death, to any person or damage to any property arising out of Lessee's activities under this Agreement, but excluding liability due to the sole negligence or willful misconduct of Lessor. This obligation shall continue beyond the term of this Agreement as to any act or omission which occurred during or under this Agreement. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Lessee or its employees or agents under workers' compensation acts, disability benefit acts, or other employee benefits acts.
  
14. **Insurance.** Lessee shall furnish Lessor, prior to its occupancy of the Leased Premises, a certificate of public liability insurance, naming Lessor as an additional named insured, in a minimum amount of \$50,000 for any claim or to any claimant who has more than one claim for loss of property arising out of a single act, accident, or occurrence, \$125,000 to any claimant for any loss arising out of a single act, accident, or occurrence, and \$1,000,000 for any number of claims arising out of a single accident or occurrence. The insurance coverage shall not be subject to any deductible or retention. The certificate of insurance shall provide that the insurance carrier will give Lessor ten days written notice prior to any cancellation of the insurance coverage for any reason, including non-payment of the premium. Coverage dates under the insurance must coincide with the term of this Agreement. In the event the insurance is cancelled or permitted to lapse, Lessor shall have the right to cancel this Agreement without prior notice. Lessee further agrees to furnish evidence of workers compensation coverage to the extent required by Oklahoma law. Lessee's insurance shall be primary over Lessor's insurance.
  
15. **Risk of Loss.** Lessee assumes the risk of any theft, loss or damage to its property or the property of its employees, agents and invitees. Lessor assumes the risk of any theft, loss or damage to its property or the property of its employees, agents and

## Shawnee Public Schools—Lease Agreement

invitees. Lessor does not and will not maintain casualty or any other insurance on Lessee's property. Lessor and its officers, agents and employees shall not be responsible or liable for any theft, loss of, or damage to, property while on the Leased Premises, including the surrounding grounds.

16. **Assignment.** This Agreement, or any interest of Lessee therein, shall not be assignable by Lessee without the prior written consent of Lessor and any attempt to so assign shall be null and void.
17. **Compliance with Rules and Regulations.** Lessee agrees to comply with Lessor's rules and regulations governing use and occupancy of the Leased Premises and with any rules and regulations as may be adopted in the future by Lessor for the safety, care and cleanliness of the Leased Premises and the preservation of good order on the Leased Premises. With the exception of safety rules and regulations, Lessee shall be given thirty days written notice prior to Lessor's adoption of any change in the rules and regulations regarding the Leased Premises.
18. **Americans With Disabilities Act (ADA).** It is acknowledged that the Leased Premises, at time of original occupancy by Lessee, were in compliance with the requirements of the Americans with Disabilities Act ("ADA"). From and after the date of this Agreement, Lessee shall assume responsibility for compliance with the ADA, its supporting regulations, and all similar federal, state or local laws, regulations and ordinance relating to removal of barriers within the workplace, including, without limitation, the arrangement of interior furnishings, and access within the Leased Premises. If Lessor's consent would be required for alterations to bring the Leased Premises into compliance, Lessor agrees not to unreasonably withhold its consent.
19. **Default.** The following shall constitute events of default on the part of the Lessee:
  - (a) Lessee's failure to operate a Head Start/Early Head Start Program on the Leased Premises;
  - (b) Lessee's failure to maintain any required permits;
  - (c) Operating the Leased Premises in any manner contrary to any law, ordinance or regulation applicable to the conduct of the Head Start/Early Head Start Program on the Leased Premises; or

## Shawnee Public Schools—Lease Agreement

(d) Violation or non-performance of any other obligation of Lessee under this Agreement which is not corrected by the Lessee within the time permitted under this Agreement or, if no time is specified, within a reasonable time after Lessee's receipt of written notice from Lessor.

Upon the occurrence of an uncorrected event of default, Lessor shall have the right to terminate this Agreement and Lessee's rights hereunder, including the right to occupy the Leased Premises, without notice or demand, statutory or otherwise, all of which are waived by Lessee. If Lessor elects to terminate this Agreement because of an uncorrected event of default, an amount equal to the present rental value of the Leased Premises from the date of termination until the Leased Premises are surrendered to Lessor and for all of Lessor's costs and expenses, including attorneys' fees, in recovering possession of the Leased Premises.

20. **Miscellaneous.** This Agreement represents the entire understanding between the parties hereto concerning the subject matter hereof and may be modified only by the mutual written agreement of the parties. This Agreement shall be binding upon the parties and their respective successors and assigns, except that Lessee shall not assign this Agreement or sublease the Leased Premises. Time is of the essence of the obligations of the parties herein. Lessee shall not advertise or represent that Lessee is sponsored by Lessor or in any other way affiliated with Lessor. If any action is brought by either party to enforce this Agreement or for breach of the terms of this Agreement, the prevailing party shall be entitled to recover a reasonable attorney's fee, to be fixed by the Court, and all other costs of the action in addition to any monetary or injunctive relief obtained.
21. **Independent Relationship.** It is not the intention of the parties to form a joint venture or partnership for the operation of the Head Start/Early Head Start Program. Rather, this Agreement shall constitute a lease of space only for the use stated herein. This Agreement should not be construed to create a contract of employment or agency relationship. Lessee is solely responsible for the operation of the Head Start/Early Head Start Program, for employment of staff and for the payment of all taxes, including federal, state and local employment taxes arising out of Lessee's activities hereunder.

**Shawnee Public Schools—Lease Agreement**

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

Independent School District No. 93 of Pottawatomie  
County, Oklahoma a/k/a Shawnee Public Schools

By: \_\_\_\_\_  
President, Board of Education

“Lessor”

Crossroads Youth & Family Services, Inc.

By:  \_\_\_\_\_  
Executive Director

“Lessee”

**AGREEMENT FOR EDUCATIONAL SERVICES AT  
COMMUNITYWORKS/CARTER HALL DETENTION CENTER  
2022-2023**

This agreement is made by and between Independent School District No. 1-93 of Pottawatomie County, Oklahoma (hereinafter referred to as District), and CommunityWorks, (hereinafter referred to as Center).

WITNESSETH:

WHEREAS, the Shawnee Public School system is required by state and federal law and Department of Education regulations to provide educational services to all students; and,

WHEREAS, CommunityWorks houses students who are entitled to public education; and,

WHEREAS, Shawnee Public Schools and CommunityWorks are authorized to enter into agreements for the provision of these services.

THEREFORE, the DISTRICT and the CENTER do mutually agree as follows:

1. SERVICES

The District agrees to provide educational services at the Center to eligible youth residing therein by reason of a judicial order made consistent with the laws of the state of Oklahoma during the 2022-2023 school year. The educational services provided shall be in accordance with the curriculum as designated by the Shawnee School Board of Education. The Center agrees to provide proper classroom space for conducting of classes.

2. TEACHERS

The District shall provide one (1) certified teacher to teach at the Center. Teacher's salary, unemployment insurance, worker's compensation, sick and annual leave, holidays, insurance benefits, and all other teacher benefits shall be provided by the district without cost to the Center. A substitute teacher may be provided to the Center by the district in the same manner as provided to other schools in the District.

3. TEACHER EVALUATION

The teacher will be evaluated by the District in accordance with District policies and the negotiated contract. Evaluators may consult with the Center's facility administrator in making the evaluation. The administrator shall provide the District with information regarding the teacher's compliance with Center regulations.

4. MATERIALS

The District will provide textbooks and other materials as are made available in other District schools. The teacher assigned at the Center shall have access to the District Library media services, as do other teachers in the District. The Center will supply non-instructional materials such as pencils, eraser, and paper. The District shall assume the responsibility for the development and supervision of the curriculum taught at the Center. The District may assist, as funds are available, the Center in meeting the requirements necessary for the Center to be licensed by the State of Oklahoma, Office of Juvenile Affairs and Office of Public Integrity.

5. DISCIPLINE

The Detention Center will provide staff in the classroom at all times while school is in session to assist the teacher in maintaining order and discipline. The teacher shall control his or her own classes and the center personnel will intervene only at the teacher's request or in a case of obvious

need. The teacher will, in consultation with the Center staff, make the decision when removal of a student from class is necessary.

6. RECORDS

The teacher will record student enrollment, days on roll, and student absences and withdrawals according to School District Board Policy. This information may be provided to Center personnel upon request. The Center agrees to provide assistance for the collection and maintenance of student records. Center students will be enrolled through Shawnee Public Schools and shall earn grades and credits in the manner as other students within the District.

7. REPORTS

Pursuant to the provisions of O.S. Sec. 1-113, Center personnel will complete enrollment and withdrawal forms necessary for the District to receive financial reimbursement from the State of Oklahoma and other school districts. Center agrees to abide by all rules and regulations by the Oklahoma State Department of Education related to certification of the residency of students and their attendance in the District's educational program.

8. CONFIDENTIALITY

District personnel are required to maintain the same level of confidentiality concerning information about juveniles in the Center as is required of other Center personnel. District personnel may maintain such data or records on said juveniles as required by Federal, State, or District guidelines; however, pursuant to 10 Oklahoma Statutes, Section 1125, an order from a Judge of the District Court of Pottawatomie County shall be necessary in order for information to be released to any other person or entity. The teacher shall provide progress reports on residents to probation officers or caseworkers upon request.

9. LIABILITY

The parties agree that each shall be responsible for its own negligence, if any, in the delivery of services pursuant to this contract. Neither party, by executing this agreement assumes any liability for acts of omission or commission of each other.

10. TERM

The term of this Agreement shall begin on August 11, 2022, and shall terminate on May 22, 2023.

IN WITNESS THEREOF, the District and the Center have executed this Agreement:


Shawnee Independent School District  
No. I-93, Pottawatomie County, Oklahoma

APPROVED BY:

\_\_\_\_\_  
PRESIDENT  
Board of Education

\_\_\_\_\_  
SUPERINTENDENT  
Shawnee Public Schools

\_\_\_\_\_  
CLERK  
Board of Education

  
\_\_\_\_\_  
DIRECTOR/CEO  
CommunityWorks, LLC/Carter Hall Detention Center

## **SPECIAL SERVICES AGREEMENT**

This is a local agreement between Shawnee Public Schools, hereinafter referred to as the local education agency (LEA), and Crossroads Youth & Family Services, Inc. Head Start/Early Head Start (Crossroads HS/EHS), hereinafter referred to as the local Head Start Program. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education (OSDE) and by the Head Start Program Performance Standards (45 CFR 1308). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

### **I. LEA RESPONSIBILITIES:**

- A. The LEA ensures that IDEA Section 619, (preschool) funds received for the provision of services to eligible children with disabilities ages three through five who are served in the Head Start Program are expended in accordance with the requirements of the Individuals with Disabilities Education Act (IDEA). Funds may be used for, but are not limited to, the following: cost of evaluation; materials and supplies; contractual arrangements for services when the Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.
- B. Upon referral from the Head Start Disability Coordinator, the LEA shall provide a multidisciplinary team evaluation, when appropriate, for determination of the need for special education and related services under IDEA, while enrolled in the Head Start Program.
- C. The LEA shall be responsible for the provision of procedural safeguard and due process for any child determined to be eligible under the IDEA who is enrolled in the Head Start program.
- D. The LEA should 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 and/or placement of children with disabilities enrolled in the Head Start Program.
- E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- F. The LEA will maintain and submit to the OSDE the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program.

## **II. LOCAL HEAD START RESPONSIBILITIES:**

- A. The Head Start shall provide screening and assessment for all children enrolled in the Head Start as required by Head Start Performance Standards 45 CFR 1308 participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA shall provide parents with their rights under these programs
- B. The Head Start shall provide all Head Start services to any Head Start enrolled child who meets eligibility requirements in accordance with the Head Start Program Performance Standards on Services for Children with Disabilities regardless of the child's involvement in, or eligibility for, special education services under the IDEA or this agreement.
- C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, implementation of the portions of the IEP identified for the Head Start Program, 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 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.
- D. The Head Start will provide a support system for families and children with disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services. When Head Start develops a Head Start managed IEP, family goals and objectives for the child must be addressed.
- E. The Head Start disabilities coordinator shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities.
- F. If a child does not meet the OSDE requirements under the IDEA, but meets one or more of the eligibility in the Head Start Performance Standards 45 CFR 1308, then a Head Start managed IEP should be developed for the child.
- G. The Head Start will provide the number of children receiving IEP services to the LEA for child count report prior to October 1, and December 1, annually. In reporting the number of children on IDEA IEP's to the LEA for child count purposes, the Head Start should provide a separate listing of children on Head Start managed IEP's.
- H. The Head Start agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.
- I. The Head Start agreement with the LEA addresses planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for children with

disabilities in these programs. The Head Start and the LEA agree to the following cost-sharing services:

*Head Start will provide all required screenings prior to referral to Bethel Public Schools. Head Start will also obtain necessary release of information from parent/legal guardian so that pertinent Head Start screenings can be utilized to develop an appropriate placement.*

*Note: Special Education and related services are available to qualified children through Bethel Public Schools. Standard referral procedures should be used to determine IDEA eligibility.*

### **III. COORDINATION OF REQUIRED PAPERWORK:**

To coordinate paperwork required by Head Start and the LEA special education program, the following process is appropriate:

- A. When Head Start wishes to refer a child to the LEA for possible services, Head Start personnel will contact the LEA Director of Special Services or SEARCH coordinator. Addresses will be verified by the LEA, and a time for screening will be arranged. If the child fails one or more areas of the screening, the LEA will ask the Head Start teacher to complete the Referral for Multidisciplinary Services (SDE Form 3), and then the LEA will plan the evaluation (SDE Form 4). Head Start personnel will assist the LEA in obtaining parental consent for evaluation (SDE Form 5). LEA's obligation for evaluation is limited to students who are residents of the district.
- B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: Consent for Release of Confidential Information.
- C. The LEA special education program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, necessary special education records and documentation of services provided to the Head Start when both agencies are involved in the identification, evaluation and provision of free appropriate public education (FAPE) to preschool children with disabilities.
- D. The Head Start will release results of vision, hearing, developmental, health and speech screenings as well as other relevant information as a part of the Head Start Referral Packet developed in conjunction with LEA.
- E. All information received by the Head Start from the LEA will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to requirements of confidentiality under state and federal laws.

#### IV. COORDINATION OF SCREENINGS:

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

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

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

#### V. COORDINATION OF IEP/CHANGE OF PLACEMENT:

The Head Start team upon obtaining parent consent shall notify the Local Education Agency (LEA) when a family is considering the LEA as a placement for a transitioning child with special needs in order to include Head Start staff in the transition process and ensure all eligible children receive appropriate transition services. The Head Start and the LEA will conduct an IEP review when a change of program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start staff or the LEA special education program staff. Procedural safeguards for notification will be followed.

#### VI. COORDINATION OF IN-SERVICE TRAINING:

The Preschool Coordinator of Special Education Services, OSDE, (405) 521-3351, and the Director of the Oklahoma Head Start Association, (405) 524-4923, will facilitate statewide in-service training. Head Start disabilities coordinators and LEA's contact these representatives in regards to their needs for training. Mutual priorities for these entities might include: Sensory Integration issues or Behavior Management.


**VII. RESOLUTION OF DISPUTE**

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

- A. The dispute will first be brought to the attention of the Head Start supervisor assigned to the classroom in the Bethel school district and the Principal assigned by Bethel Public Schools.
- B. The dispute will be brought to the attention of the LEA Special Education Director, the Head Start Director, and the Head Start Disabilities Coordinator to seek resolution of the dispute.
- C. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director and the LEA special education director or LEA superintendent to facilitate a resolution.
- D. If the issue is not resolved, as described in section VII.B, then the matter will be submitted in writing to Special Education Services, OSDE, for assistance in the resolution of any IDEA dispute between the Head Start and the LEA.
- E. 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 to the Head Start Program Director who will inform the DHHS/ACF Regional office of the dispute and the intent to begin the formal dispute resolution procedures as written in the Head Start Impasse Resolution Policy for assistance in resolving the dispute.

This service agreement will be in effect August 1, 2022 through June 30, 2023.

**SIGNATURES**

  
\_\_\_\_\_  
Terrie Vicknair,  
Head Start/Early Head Start Director

4-27-2022  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent, Print

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent, Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Education, Print

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Education, Signature

\_\_\_\_\_  
Date

# SHAWNEE PUBLIC SCHOOLS 2023-2024 CALENDAR

4 - Independence Day

| JULY '23 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 |    |    |    |    |    |

JANUARY '24

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

- 1 - New Day – No School
- 2 - No School
- 3 - Professional Day
- 4 - School Resumes
- 15 - M.L. King Day/ No School

4 - Teacher Workday  
7-9 - Professional Workdays  
10 - First Day of School

| AUGUST '23 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    | 1  | 2  | 3  | 4  | 5  |
| 6          | 7  | 8  | 9  | 10 | 11 | 12 |
| 13         | 14 | 15 | 16 | 17 | 18 | 19 |
| 20         | 21 | 22 | 23 | 24 | 25 | 26 |
| 27         | 28 | 29 | 30 | 31 |    |    |

FEBRUARY '24

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 |    |    |

- 16 - Parent Conf/ No School
- 19 - Digital Learning

4 - Labor Day No School  
5 - Digital Learning

| SEPTEMBER '23 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    |    |    |    | 1  | 2  |
| 3             | 4  | 5  | 6  | 7  | 8  | 9  |
| 10            | 11 | 12 | 13 | 14 | 15 | 16 |
| 17            | 18 | 19 | 20 | 21 | 22 | 23 |
| 24            | 25 | 26 | 27 | 28 | 29 | 30 |

MARCH '24

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

- 6 - End of 3<sup>rd</sup> Quarter
- 11-15 - Spring Break

11 - End of 1<sup>st</sup> Quarter  
12- Parent Conf/ No School  
13, 16 - Fall Break

| OCTOBER '23 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
| 1           | 2  | 3  | 4  | 5  | 6  | 7  |
| 8           | 9  | 10 | 11 | 12 | 13 | 14 |
| 15          | 16 | 17 | 18 | 19 | 20 | 21 |
| 22          | 23 | 24 | 25 | 26 | 27 | 28 |
| 29          | 30 | 31 |    |    |    |    |

APRIL '24

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

- 19 - Snow Day/TBD

10 - Veterans Day  
20-24 Thanksgiving Break

| NOVEMBER '23 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    | 1  | 2  | 3  | 4  |
| 5            | 6  | 7  | 8  | 9  | 10 | 11 |
| 12           | 13 | 14 | 15 | 16 | 17 | 18 |
| 19           | 20 | 21 | 22 | 23 | 24 | 25 |
| 26           | 27 | 28 | 29 | 30 |    |    |

MAY '24

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

- 3 - Digital Learning
- 21 - Last Day of School
- 22 - Teacher Workday
- 29 - Memorial Day

2<sup>nd</sup> Semester 92 Instructional Days  
176 Total Instructional Days

15 End of Semester  
18-29 - Christmas Break

| DECEMBER '23 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    |    | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           |    |    |    |    |    |    |

JUNE '24

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

1<sup>st</sup> Semester 84 Instructional Days

**ITEM OF CONSIDERATION**  
**Board of Education**  
**May 2, 2022**

**TOPIC:** Discussion and possible action on the listed lease agreement for payment with Pottawatomie County Sales Tax (PCST) funds in FY23.

**ADMINISTRATIVE RECOMMENDATION:** The administration recommends approval.

**RATIONALE FOR RECOMMENDATION:** We currently have the following lease purchase agreement that requires board approval for the 2022-2023 school year. We recommend that the lease agreement payment be made with funds acquired through the PCST.

| Date of Agreement    | Purpose                              | Paid to | Amount         | Balance @ 6/30/2022 | FY 23 Payment | Payment number |
|----------------------|--------------------------------------|---------|----------------|---------------------|---------------|----------------|
| 08/29/2018           | Stucker & paving at WR and Jefferson | UMB     | \$4,000,000.00 | \$1,787,427.41      | \$604,083.60  | 56 of 92       |
| Total FY 23 payments |                                      |         |                |                     | \$604,083.60  |                |

**FINANCIAL IMPACT AND FUNDING:** The table above shows the financial impact to the PCST funds that we collect throughout the fiscal year. We anticipate to have a balance in that fund of approximately \$1,900,000 by June 30, 2022, which will allow us to make the payment in the table above.

**OPTIONS:**

1. Approve the payments from PCST funds.
2. Not approve the payments from PCST funds.
3. Request additional information.

**CONTACT PERSON:** Brent Houston, District Treasurer of Shawnee Public Schools, 878-1014

**ITEM OF CONSIDERATION**  
**Board of Education**  
**May 2, 2022**

**TOPIC:** Discussion and possible action regarding the renewal of listed lease agreements for payment in FY23.

**ADMINISTRATIVE RECOMMENDATION:** The administration recommends approval.

**RATIONALE FOR RECOMMENDATION:** We currently have the following lease purchase agreements that require board approval for the 2022-2023 school year.

| Date of Agreement    | Purpose              | Paid to                | Principal Amount | Balance @ 6/30/2022 | FY 23 Payment  | Payment number |
|----------------------|----------------------|------------------------|------------------|---------------------|----------------|----------------|
| 12/22/2016           | Lease Revenue Bond   | UMB                    | \$6,400,000.00   | \$3,034,053.91      | \$818,000.00   | 6 of 9         |
| 06/01/2018           | Lease Revenue Bond   | UMB                    | \$8,240,000.00   | \$5,001,740.57      | \$1,360,759.91 | 4 of 7         |
| 01/07/2021           | LED Conversion       | Vision Bank            | \$517,147.25     | \$407,777.93        | \$163,269.77   | 2 of 5         |
| 07/30/2020           | Maintenance vehicles | 1 <sup>st</sup> United | \$69,059.00      | \$27,605.98         | \$24,113.64    | 34 of 36       |
| 11/10/2019           | Activity Bus         | FNB                    | \$62,766.00      | \$7,260.27          | \$7,306.46     | 36 of 36       |
| 09/27/2019           | SPED Bus             | Vision Bank            | \$98,979.00      | \$46,900.64         | \$21,807.48    | 45 of 60       |
| 10/27/2021           | Roof replacement     | Gov't Capital          | \$3,012,150.51   | 3,012,150.51        | \$343,631.28   | 1 of 10        |
| Total FY 23 payments |                      |                        |                  |                     | \$2,738,888.54 |                |

**FINANCIAL IMPACT AND FUNDING:** The two lease revenue bond payments above impact our bond funds. The LED conversion lease payments are annual payments from the general fund. The payment amounts shown for the vehicle and bus leases reflect the total of 12 monthly payments made for each lease from the general fund. The payment for roof replacement comes from the insurance recovery fund and/or the building fund.

**OPTIONS:**

1. Approve the renewal of lease purchase agreements and payments.
2. Not approve the lease purchase agreements and payments.
3. Request additional information.

**CONTACT PERSON:** Brent Houston, District Treasurer of Shawnee Public Schools, 878-1014.

**ITEM OF CONSIDERATION**  
**Board of Education**  
**May 2, 2022**

**TOPIC: Possible action regarding** the name change from Drones I to Launching into Aviation (STEM) course (semester 1).

**ADMINISTRATIVE RECOMMENDATION:** We recommend approval

**RATIONALE FOR RECOMMENDATION:** Changing our course name from Drones I to Launching into Aviation allows Shawnee High School to provide a clear aviation pathway for students. Changing our course name to meet the AOPA guidelines allows us to use grant funds and a solid curriculum to help our students complete an aviation career pathway.

**FINANCIAL IMPACT AND FUNDING:** Project to be paid from AOPA grant – no financial impact.

**OPTIONS:**

1. Approve the recommendation
2. Do not approve the recommendation
3. Table the recommendation

**CONTACT PERSON:** Dr. Teresa Wilkerson, Assistant Superintendent of Shawnee Public Schools, 878-3133.

# Shawnee High School

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## New Course Proposal Application

### I. COURSE INFORMATION

A. Date of Application 4-18-22

B. School SMS

C. Teacher(s) submitting request MATT JOHNSON

D. Course Title LAUNCHING INTO AVIATION (Drones I)

E. Subject Area STEM

F. Circle type of credit

Required: Math, SS, Science, LA, Career Tech, Health or AP.

Elective/Selective: Math, SS, Science, LA, Career Tech, Health or AP.

I. School year to be implemented 22-23

J. Length of Course: Full year \_\_\_\_\_ Semester X

K. Number of students anticipated to be involved 30

L. Grade Level 9-12

M. Prerequisite courses N/A

N. Who is the intended student audience (all students, SpEd, ELL)?  
Explain.



## **OKLAHOMA** Aeronautics

**The Oklahoma Aeronautics Commission is committed to supporting the development of partnerships that will help to ensure the growth of the industry workforce. The Commission employs an aerospace and aviation coordinator whose role it is to work with schools, airports, industry, and other entities in the development of high-quality aerospace and aviation educational programs. Currently, the Commission is working to share information about three important initiatives:**

➤ **The Oklahoma Aeronautics Commission Aerospace and Aviation Education Grant Program**

**Each year, the Commission awards over \$300,000 in grant funds to schools, universities, community organizations, and other entities for the development and implementation of creative aerospace or aviation programs for students. Grant applications will be posted in January on the Commission's website: [www.oac.ok.gov](http://www.oac.ok.gov). Grant applications should be postmarked by May 31, 2022. These grant opportunities provide excellent opportunities for industry and community members to partner with schools in furthering aerospace aviation education.**

➤ **The Aircraft Owners and Pilots Association (AOPA) "You Can Fly" High School Curriculum**



**In 2017, Ada High School became the first high school in Oklahoma to field test the new high school aviation curriculum developed by the AOPA. In 2020, 16 schools taught the AOPA Curriculum. This year, thirty-two schools are implementing the program. The "You Can Fly" curriculum is free, and it offers districts pathways of aviation coursework for students in grades nine through twelve. Schools may choose to follow the Pilot Pathway or the UAS Pathway. More information is available at [youcanfly.aopa.org](http://youcanfly.aopa.org). To apply to implement the curriculum, go to [aopa.org/apply](http://aopa.org/apply).**

➤ **The Choose Aerospace Aircraft Maintenance Curriculum (Available August 2022)**  
**Developed by Clemson University and supported by the Aviation Technician Education Council, this new maintenance curriculum will provide school districts the opportunity to offer coursework to juniors and seniors who are looking to acquire skills that allow them to enter post-secondary aviation maintenance programs. There will be a cost associated with the curriculum. Assistance may be available. High school students who enroll in the program will have the opportunity to transfer credits to technical schools across the United States.**



**OKLAHOMA**  
Aeronautics

# AOPA CURRICULUM PATHWAYS

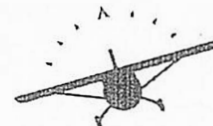
|                                                                                   |                           | GRADE 9                 |                                | GRADE 10               |                  | GRADE 11                                   |                            | GRADE 12                |                        |
|-----------------------------------------------------------------------------------|---------------------------|-------------------------|--------------------------------|------------------------|------------------|--------------------------------------------|----------------------------|-------------------------|------------------------|
|                                                                                   |                           | SEMESTER 1              | SEMESTER 2                     | SEMESTER 1             | SEMESTER 2       | SEMESTER 1                                 | SEMESTER 2                 | SEMESTER 1              | SEMESTER 2             |
|  | PILOT                     | LAUNCHING INTO AVIATION | EXPLORING AVIATION & AEROSPACE | INTRODUCTION TO FLIGHT | AIRCRAFT SYSTEMS | THE FLYING ENVIRONMENT - MANNED & UNMANNED | NAVIGATION & HUMAN FACTORS | AVIATION SAFETY         | PILOT CAPSTONE PROJECT |
|  | UNMANNED AIRCRAFT SYSTEMS | LAUNCHING INTO AVIATION | EXPLORING AVIATION & AEROSPACE | INTRODUCTION TO FLIGHT | AIRCRAFT SYSTEMS | THE FLYING ENVIRONMENT - MANNED & UNMANNED | UAS THEORY & OPERATIONS    | UAS DESIGN & OPERATIONS | UAS CAPSTONE PROJECT   |



INDUSTRY CREDIT  
TECH  
(I.E. FOR LAB, COMPUTERS)

LAB SCIENCE

TEACHER?



AOPA | YOU CAN FLY  
HIGH SCHOOLS

# Aerospace Education

A to Z



A Resource Guide for Teachers

Oklahoma Department of Career and Technology Education  
Oklahoma Aeronautics Commission

**Prepared by:**

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June 2021

**About the Resource Center**

The Resource Center for CareerTech Advancement is a division of the Oklahoma Department of Career and Technology Education, located in Stillwater, Oklahoma. The staff of the Center research educational materials and best practices to disseminate throughout the state CareerTech system. The Resource Center also provides support in identifying curriculum, assessments, professional development, and other instructional delivery resources on request.

Website addresses were accurate during the development and production of this product. However, websites are subject to change; the Resource Center for CareerTech Advancement takes no responsibility for a site's address or content. The inclusion of a website does not constitute an endorsement of that site's other pages, products, or owners.

The positions or viewpoints in the resources collected here reflect their authors and source organizations. They do not represent the Resource Center for CareerTech Advancement, the Oklahoma Department of Career and Technology Education, or any employee of the state agency. No endorsement of organizations or viewpoints is implied by inclusion in this collection or on this web page.

The Oklahoma Department of Career and Technology Education does not discriminate based on race, color, national origin, sex/gender, age, disability, or veteran status.

This guide may be printed or posted online for educational use.

## A to Z Listings

|   |    |
|---|----|
| A | 5  |
| B | 11 |
| C | 12 |
| D | 14 |
| E | 15 |
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| J | 18 |
| L | 19 |
| M | 19 |
| N | 20 |
| O | 22 |
| P | 23 |
| R | 25 |
| S | 27 |
| T | 28 |
| U | 29 |
| V | 30 |
| W | 30 |
| Y | 31 |

## Working with Websites

Websites are subject to change. The organization may no longer exist, a resource may no longer be supported, or an organization may have restructured its web pages. In some cases, the website address (URL) is still accurate, but does not work when you click on the link in a document.

If a website address appears to be no longer accurate:

- Try entering (or pasting) the website address directly into the browser window, instead of clicking on the link provided in this book.
- Search for the title of the referenced resource online to locate the new address.

# A

**DESTINATION:** Acceleration in Aviation

**NAVIGATION:** <https://www.faa.gov/tv/?mediaId=451>

**AERIAL VIEW:** This video from the FAA explains the potential problems aviators may encounter when exposed to accelerative forces and the subsequent problem of G loads. It describes signs and symptoms of excess G loads on the various axes of the body and provides practical countermeasures that can be used in the air and preventative steps to take while on the ground.

**DESTINATION:** Advanced Air Mobility STEM Learning Modules

**NAVIGATION:** <https://www.nasa.gov/aeroresearch/stem/AAM>

**AERIAL VIEW:** NASA activities and resources to explore the STEM principles behind Unmanned Aerial Vehicles (UAVs) and the advanced air mobility system. Includes titles such as the following:

- Air Taxi Design Challenge
- Finding the Center of Gravity
- Rubber Band Powered Helicopter Engineering Challenge
- The Science Behind Quadcopters
- Attack of the Drones—Coding Activity
- Package Delivery Drone Simulation
- Flight Control Math
- Small Unmanned Aerial Vehicle Safety

**DESTINATION:** Aerodynamics & Hydrodynamics STEM Activities for Kids

**NAVIGATION:** <https://www.sciencebuddies.org/stem-activities/subjects/aerodynamics-hydrodynamics>

**AERIAL VIEW:** Activities with reviews from Science Buddies.

**DESTINATION:** Aeronautical Charts Online with Flight Planning Tools

**NAVIGATION:** <https://skyvector.com/>

**AERIAL VIEW:** From SkyVector. Includes airport search and sectional charts features.

**DESTINATION:** Aeronautics @ Home (NASA)

**NAVIGATION:** <https://www.nasa.gov/aero-at-home>

**AERIAL VIEW:** Teach air, aeronautics, and sound with hands-on activities. The Aeronautics @ Home page has airplanes, kites, weather gauges and models to build. Activities let students explore aspects of sound and the forces of flight. Download and print word puzzles and coloring pages. Use lesson plans and

learning modules to teach aeronautics principles to students in preschool to high school.

**DESTINATION:** Aeronautics Classroom Activities

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/TRC/Aeronautics/AeronauticActivitiesHome2.htm>

**AERIAL VIEW:** 48 classroom activities developed by teachers, educators, and NASA engineers and scientists for the NASA Glenn Learning Technologies Project in 1996 and 1997.

**DESTINATION:** Aerospace Adventures Activity Guides

**NAVIGATION:** <https://shop4-h.org/collections/science-technology-engineering-math-curriculum>

**AERIAL VIEW:** Aerospace activity guides for grades 1-12 from 4-H. Available for purchase.

**DESTINATION:** Aerospace & Defense Industry Sector (Oklahoma)

**NAVIGATION:** <https://www.okcommerce.gov/doing-business/business-relocation-expansion/industry-sectors/aerospace-defense/>

**AERIAL VIEW:** Facts about the Aerospace & Defense industry in Oklahoma from the Oklahoma Department of Commerce.

**DESTINATION:** Aerospace and Defense State-Level Data

**NAVIGATION:** <https://www.aia-aerospace.org/research-center/statistics/state-level-data/>

**AERIAL VIEW:** State-level data from the Aerospace Industries Association.

**DESTINATION:** Aerospace Education Resources

**NAVIGATION:** <https://sites.google.com/a/akwgc.cap.gov/ak001-home/staff-offices/aerospace-education/resources>

**AERIAL VIEW:** Resources from the Alaska Wing, Civil Air Patrol

**DESTINATION:** Aerospace Engineering

**NAVIGATION:** <https://oeta.pbslearningmedia.org/collection/aeroeng/>

**AERIAL VIEW:** Video and interactive media resources that support the middle and high school Engineering Design core ideas and practices of the Next Generation Science Standards and related state standards. These aerospace engineering resources also encompass physical science; science, technology, and society; and career exploration. A production of WGBH and The Documentary Group, this collection is a collaboration with Boeing engineers to commemorate the centennial of the Boeing Company.

**DESTINATION:** Aerospace Engineers—What is it?

**NAVIGATION:** <https://www.youtube.com/watch?v=STYw2OTOveY>

**AERIAL VIEW:** A video from ThinkTVPBS.

**DESTINATION:** Aerospace History Timeline

**NAVIGATION:** <https://www.aiaa.org/about/History-and-Heritage/History-Timeline>

**AERIAL VIEW:** From the American Institute of Aeronautics and Astronautics.

**DESTINATION:** Aerospace Pioneers

**NAVIGATION:** <https://www.faa.gov/about/history/pioneers/>

**AERIAL VIEW:** Profiles of aerospace pioneers.

**DESTINATION:** AFA STEM Activity Round-Up

**NAVIGATION:** <https://www.afa.org/publications-news/news/2020-03-17/stem-activity-round-up>

**AERIAL VIEW:** List of STEM resources and links from the Air Force Association.

**DESTINATION:** The Age of Aerospace

**NAVIGATION:** <http://ageofaerospace.com/boeing/home>

**AERIAL VIEW:** The last 100 years have seen more changes in the way we live than any previous century in human history. There has been no greater driver of this transformation than the cascade of invention inspired by the Wright Brothers that brought us air travel, the Jet Age, space exploration, and satellites. *The Age of Aerospace* is a multipart documentary series that tells the story of how this happened through the lens of The Boeing Company, which acquired or merged with many of the most important aerospace companies of the last century: McDonnell, Douglas, North American Aviation, Rockwell, Piaseki/Vertol and Hughes Satellites Systems.

**DESTINATION:** AIAA (American Institute of Aeronautics and Astronautics)

**NAVIGATION:** <https://www.aiaa.org/> and <https://www.aiaa.org/get-involved/students-educators/k-12-teacher-resources/aerospace-micro-lessons>

**AERIAL VIEW:** AIAA is the world's largest technical society dedicated to the global aerospace profession. The AIAA Foundation awards annual grants to K-12 classroom teachers. The AIAA "Aerospace Micro-Lessons" focus on aerospace principles and are divided into grade-level content.

**DESTINATION:** Airline & Airport Code Search

**NAVIGATION:** <https://www.iata.org/en/publications/directories/>

**AERIAL VIEW:** Search engine for airline 2-letter codes and for airport/city 3-letter codes from the International Air Transport Association.

**DESTINATION:** Airport Acronyms and Abbreviations

**NAVIGATION:** <https://www.faa.gov/airports/resources/acronyms/>

**AERIAL VIEW:** A website of the Federal Aviation Administration.

**DESTINATION:** Airport Diagrams

**NAVIGATION:** [https://www.faa.gov/airports/runway\\_safety/diagrams/](https://www.faa.gov/airports/runway_safety/diagrams/)

**AERIAL VIEW:** Searchable web page for airport diagrams.

**DESTINATION:** Air Safety Institute

**NAVIGATION:** <https://www.aopa.org/training-and-safety/air-safety-institute>

**AERIAL VIEW:** Safety education resources from the AOPA.

**DESTINATION:** AMA Model Aviation Activities

**NAVIGATION:** <https://www.amaflightschool.org/programs/member-club-outreach>

**AERIAL VIEW:** Instructional videos from the Academy of Model Aeronautics.

**DESTINATION:** The American Rocketry Challenge

**NAVIGATION:** <https://rocketcontest.org/>

**AERIAL VIEW:** The American Rocketry Challenge is the world's largest rocket contest. The contest gives middle and high school students the opportunity to design, build and launch model rockets and hands-on experience solving engineering problems.

**DESTINATION:** AOPA Foundation Curriculum

**NAVIGATION:** <https://www.facebook.com/groups/1882545528719793>

**AERIAL VIEW:** Facebook group for teachers using AOPA curriculum.

**DESTINATION:** AOPA High School STEM Curriculum

**NAVIGATION:** <https://youcanfly.aopa.org/high-school/high-school-curriculum>

**AERIAL VIEW:** The Aircraft Owners and Pilots Association (AOPA), the world's largest aviation community, has created an aviation STEM curriculum for high schools. The AOPA High School Aviation STEM Curriculum offers students comprehensive four-year aviation study options that are aligned to Common Core State Standards and Next Generation Science Standards. AOPA created these courses as part of two pathways: Pilot and Unmanned Aircraft Systems (drones). Each pathway is four years in length. Schools can implement one or more complete pathways, or select individual courses to use as standalone electives. All courses are offered to high schools at no charge (schools are subject to selection by AOPA). Teacher professional development required.

**DESTINATION:** At-Home STEM Activities

**NAVIGATION:** <https://www.starhop.com/blog/category/At-Home+STEM+Activity>

**AERIAL VIEW:** STEM activities designed for at-home learning from the McAuliffe-Shepard Discovery Center. Lessons include:

- Folding a Paper Cargo Plane
- How Birds Use Their Wings
- Build and Test Your Own Parachute
- Types of Flight
- Bernoulli vs Coanda
- Landing On Another Planet
- Baking in Space
- Weather, Weather Everywhere

**DESTINATION:** Aviation 101 Course

**NAVIGATION:** <https://erau.edu/aviation101>

**AERIAL VIEW:** Free online course from Embry-Riddle Aeronautical University.

Anyone with an interest in aviation can enroll. The course includes the following nine video lessons:

- Aircraft Systems
- Aerodynamics
- Flight Instruments
- Airports
- Airspace
- Radio Communication & ATC
- Aeromedical
- Aviation Weather
- Performance and Navigation

**DESTINATION:** Aviation Education Grant Program

**NAVIGATION:** <https://oac.ok.gov/aviation-education/aviation-education-grant-program>

**AERIAL VIEW:** The Oklahoma Aeronautics Commission's aerospace and aviation education funding supports the Oklahoma Works initiative that aims to address the skills gap and connect students to programs that will help build Oklahoma's aerospace and aviation workforce.

**DESTINATION:** Aviation & Space Education (AVCED)

**NAVIGATION:** <https://www.faa.gov/education/>

**AERIAL VIEW:** Curriculum, activities, and videos for teachers and students from the Federal Aviation Administration and its partners.

**DESTINATION:** Aviation Career Education (ACE) Academy

**NAVIGATION:** [https://www.faa.gov/education/ace\\_academy/](https://www.faa.gov/education/ace_academy/)

**AERIAL VIEW:** The ACE Academy provides unique summer aviation education programs for elementary, middle, and high school students who are interested in aviation and aerospace. The program provides students with a wide range of aviation career exploration experiences and focuses on Science, Technology, Engineering and Mathematics (STEM). These summer programs expose students to the following activities: lessons in flight planning, aviation history, and the physics of flight; field trips to aviation-related sites; instruction on aircraft design and maintenance; and flight simulations and, in some locations, flights in aircraft. Dates, locations, cost, and age requirements vary according to sponsoring organizations. ACE Academies are cosponsored by the FAA and various other host organizations.

**DESTINATION:** Aviation Careers

**NAVIGATION:** <https://www.thebalancecareers.com/aviation-careers-4161706>

**AERIAL VIEW:** Profiles, training, education tips, and more resources from The Balance Careers.

**DESTINATION:** Aviation Careers Podcast

**NAVIGATION:** <https://podcasts.apple.com/us/podcast/aviation-careers-podcast/id544473518>

**AERIAL VIEW:** Apple podcasts from Carl Valeri.

**DESTINATION:** Aviation Handbooks & Manuals (FAA)

**NAVIGATION:**

[https://www.faa.gov/regulations\\_policies/handbooks\\_manuals/aviation/](https://www.faa.gov/regulations_policies/handbooks_manuals/aviation/)

**AERIAL VIEW:** Complete reference handbooks from the Federal Aviation Administration, available for free download. Titles include the following:

- Airplane Flying Handbook
- Aviation Maintenance Technician Handbook—General
- Aviation Maintenance Technician Handbook—Airframe
- Aviation Maintenance Technician Handbook—Powerplant
- Balloon Flying Handbook
- Glider Flying Handbook
- Helicopter Flying Handbook
- Pilot's Handbook of Aeronautical Knowledge
- Weight & Balance Handbook

**DESTINATION:** Aviation Organizations

**NAVIGATION:** <https://oac.ok.gov/media-outreach/aviation-organizations>

**AERIAL VIEW:** A web page of organizations with website and email addresses, from the Oklahoma Aeronautics Commission.

**DESTINATION:** Aviation Terminology

**NAVIGATION:** <https://epicflightacademy.com/aviation-terminology/>

**AERIAL VIEW:** Terms and definitions provided by Epic Flight Academy.

**DESTINATION:** AvLearn

**NAVIGATION:** <https://www.gleimaviation.com/university-services/>

**AERIAL VIEW:** From GLEIM Aviation, AvLearn is a testing management solution for universities, flight schools, training centers, and high schools. Instructors can create custom quizzes by selecting specific subject matter topics from each of the Gleim FAA Knowledge Test Prep databases - Sport through Airline Transport Pilot, Remote Pilot, and AMT (General, Airframe, Powerplant, IA). Instructors can create exams that can be administered online or can print quizzes for classroom use.

## B

**DESTINATION:** Bangor Activity Pages

**NAVIGATION:** <https://flybangor.com/welcome-to-the-kidszone/>

**AERIAL VIEW:** Printable activities for kids that relate to airports and aviation.

**DESTINATION:** *Baylor Aviation Sciences Activity Booklet*

**NAVIGATION:** <https://www.baylor.edu/aviation/index.php?id=940526>

**AERIAL VIEW:** This booklet was designed by Baylor Institute for Air Science in collaboration with professors and graduate students from Baylor's School of Education. It features activities developed with a strong STEM focus for grades K-5. Available as a free PDF download.

**DESTINATION:** Beginner's Guide to Aerodynamics

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/BGA/BGAindex.html>

**AERIAL VIEW:** A variety of aerospace activities and lesson plans developed by teachers, educators, and NASA engineers and scientists. For grades 7-12.

**DESTINATION:** Best Drones for Agriculture and Farming

**NAVIGATION:** <https://www.dronefly.com/blogs/news/how-are-drones-used-for-agriculture/>

**AERIAL VIEW:** Article from Dronefly blog.

**DESTINATION:** "The best free flight simulators"

**NAVIGATION:** <https://www.digitaltrends.com/gaming/best-free-flight-simulators/>

**AERIAL VIEW:** Review from Digital Trends.

**DESTINATION:** Boeing and Teaching Channel Partnership

**NAVIGATION:** <https://learn.teachingchannel.com/boeing-engineering-curriculum>

**AERIAL VIEW:** The Boeing Company and Teaching Channel created problem-based curricula inspired by the science and engineering innovations at Boeing and informed by globally competitive science, math, and literacy standards.

## C

**DESTINATION:** Center for Unmanned Aircraft Systems in Public Safety

**NAVIGATION:** <https://www.uaspublicsafety.org/what-is-uas/>

**AERIAL VIEW:** This website is intended as a resource to help law enforcement agencies make an informed decision on whether to acquire small unmanned aircraft systems, and if they do, how to develop policies and procedures that will help garner public support, avoid pitfalls, and build community trust.

**DESTINATION:** Center of Gravity science snacks

**NAVIGATION:** <https://www.exploratorium.edu/snacks/center-gravity>

**AERIAL VIEW:** Activities from Exploratorium.

**DESTINATION:** Challenge of Flight (interactive)

**NAVIGATION:** <https://oeta.pbslearningmedia.org/resource/aeroeng-sci-eng-flight/challenge-of-flight/>

**AERIAL VIEW:** Produced by WGBH and The Documentary Group. The first part of the interactive uses videos, still images, and diagrams to explain the four forces of flight (lift, thrust, drag, and weight) and the three motions an airplane experiences in flight (roll, pitch, and yaw). The second part explores the four primary steps of the design process and the tools today's aerospace engineers use in their work.

**DESTINATION:** Civil Air Patrol

**NAVIGATION:** <https://www.gocivilairpatrol.com/>

**AERIAL VIEW:** A public service organization that supports communities with emergency response, diverse aviation and ground services, youth development and promotion of air, space, and cyber power. Civil Air Patrol serves adults and youth in pre-K through 12th grades with hands-on Aerospace/STEM lessons and materials. Offers free K-12 STEM kits and free K-6 Aerospace Connection in Education (ACE) student materials (with annual teacher registration). Also offers free Teacher Orientation Program (TOP) flights where teachers can fly with a CAP pilot.

**DESTINATION:** *Classified: The Secret Career of Mary Golda Ross, Cherokee Aerospace Engineer*

**NAVIGATION:** <https://www.curiouscitydpw.com/2021/03/25/classified-stem-choerokee/>

**AERIAL VIEW:** The picture book biography (Millbrook Press) introduces students to a STEM heroine. Website includes free downloadable Cherokee Values Poster, STEM Aerospace and Cherokee Language & Culture Activities, and a Teaching Unit & Event Toolkit.

**DESTINATION:** Commercial Crew A to Z Activity and Coloring Booklet

**NAVIGATION:** <https://www.nasa.gov/stem-ed-resources/commercial-crew-a-to-z-activity-and-coloring-booklet.html>

**AERIAL VIEW:** Download this printable coloring, writing and activity book. Work puzzles and learn new words about NASA's Commercial Crew Program that launches astronauts to space on American rockets. For grades K-4.

**DESTINATION:** Competency Model—Aerospace

**NAVIGATION:** <https://www.careeronestop.org/competencymodel/competency-models/aerospace.aspx>

**AERIAL VIEW:** In collaboration with the Aerospace Industries Association and the National Defense Industrial Association, the Employment and Training Administration worked with industry leaders to develop a comprehensive competency model for the aerospace industry. The model is designed to evolve along with changing skill requirements.

**DESTINATION:** Controllers Save Lives

**NAVIGATION:** <https://www.faa.gov/tv/?mediald=394>

**AERIAL VIEW:** A video from the FAA.

**DESTINATION:** A crash course on indoor flying robots

**NAVIGATION:** <https://www.khanacademy.org/partner-content/mit-k12/mit-k12-science/mit-k12-physics/v/indoor-flying-robots>

**AERIAL VIEW:** How quadrotors fly and how they can fly themselves without human help.

**DESTINATION:** CyberPatriot

**NAVIGATION:** <https://www.uscyberpatriot.org/>

**AERIAL VIEW:** CyberPatriot is the National Youth Cyber Education Program created by the Air Force Association to inspire K-12 students toward careers in cybersecurity or other science, technology, engineering, and mathematics disciplines critical to the nation's future. At the core of the program is the

National Youth Cyber Defense Competition, the nation's largest cyber defense competition that puts high school and middle school students in charge of securing virtual networks. Other programs include AFA CyberCamps, an elementary school cyber education initiative, a children's literature series, and CyberGenerations—a cyber safety initiative geared toward keeping senior citizens safe online.

## D

**DESTINATION:** DACUM Charts for UAS Technician Training

**NAVIGATION:** <https://ncatech.org/digital-resource-library/>

**AERIAL VIEW:** The National Center for Autonomous Technologies and partners produced several DACUM reports to support technician-level education and workforce development.

**DESTINATION:** Designing Drones

**NAVIGATION:** <https://tryengineering.org/teacher/designing-drones/>

**AERIAL VIEW:** This lesson explores how helicopter flight is possible and how drones (or quadcopters) have impacted our world. Students explore the forces that make helicopter flight possible and learn about how material choice and shape can also have an impact on flight. Students work in teams to design, build, and fly a simple rotor using basic materials that drops the slowest from a height of ten feet. For ages 8-12. Includes lesson plan, student handouts, and completion certificate.

**DESTINATION:** Directory of Aviation Museums and Exhibits by State

**NAVIGATION:** <https://www.airplanemuseums.com/list-of-air-museums-exhibits-airparks.htm>

**AERIAL VIEW:** List of aviation museums by state.

**DESTINATION:** Distance Learning Module: Types of Flight

**NAVIGATION:** <https://www.starhop.com/blog/2020/6/2/distance-learning-module-types-of-flight-zysyt> and

<https://www.starhop.com/blog/category/Distance+Learning+Module>

**AERIAL VIEW:** Learning module for at-home learning, including an activity, from the McAuliffe-Shepard Discovery Center.

**DESTINATION:** DroneBlocks

**NAVIGATION:** <https://www.droneblocks.io/> and

<https://learn.droneblocks.io/p/droneblocks-curriculum-4th-8th-grade>

**AERIAL VIEW:** DroneBlocks teaches STEM and the real-world applications of drone technology through online curriculum, professional development, and a free app.

**DESTINATION:** Drones in Agriculture

**NAVIGATION:**

<https://oeta.pbslearningmedia.org/resource/stn15.sci.eng.drones/drones-in-agriculture/>

**AERIAL VIEW:** A video about drone applications in agriculture. Includes links to teacher support materials.

**DESTINATION:** "Drones Take Their Place in the K-12 Classroom"

**NAVIGATION:** <https://edtechmagazine.com/k12/article/2019/03/drones-take-their-place-k-12-classroom>

**AERIAL VIEW:** Article from EdTech.

## E

**DESTINATION:** EAA Youth & Young Adult Engagement

**NAVIGATION:** <https://www.eaa.org/eaayouth> and <https://www.eaa.org/eaayouth/chapters/eaayouth-chapter-resources/chapter-programs-and-activities/young-eagles-and-youth-activities>

**AERIAL VIEW:** EAA (Experimental Aviation Association) offers Young Eagles flights, internships, scholarships, aviation camps, and more. The *Aviation Activities for Youth* is a compilation of successful activities that have been used nationwide. (The publication is available with an EAA.org member account.)

**DESTINATION:** *E-Agriculture in Action: Drones in Agriculture*

**NAVIGATION:** <http://www.fao.org/e-agriculture/news/fao-itu-e-agriculture-action-big-data-agriculture>

**AERIAL VIEW:** E-book from the Food and Agriculture Organization of the United Nations.

**DESTINATION:** Earth's Atmosphere (video)

**NAVIGATION:** <https://4hlnet.extension.org/earths-atmosphere/>

**AERIAL VIEW:** Video and text from the 4-H Learning Network.

**DESTINATION:** *Education World* Lesson Plan Library

**NAVIGATION:** [https://www.educationworld.com/a\\_lesson/archives/](https://www.educationworld.com/a_lesson/archives/)

**AERIAL VIEW:** A searchable lesson plan library. Includes "aviation" lessons such as the following:

- Aviation Firsts Scavenger Hunt
- Aviation Pioneers Hall of Fame
- Design a Paper Airplane
- Those Magnificent Flying Machines: Past, Present and Future
- Wind and Wings

**DESTINATION:** The Encyclopedia of Oklahoma History and Culture

**NAVIGATION:** <https://www.okhistory.org/publications/encyclopediaonline>

**AERIAL VIEW:** From the Oklahoma Historical Society. Browse by topic or by letter of the alphabet. "Aviation" entries include the following:

- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| • Apollo Soucek                   | • Oklahoma Flying Farmers         |
| • Braniff International Airways   | • Roy Orlando Hunt                |
| • Clarence Edgar Page             | • Shannon Lucid                   |
| • Clarence Leonard Tinker         | • Spartan Aircraft Company        |
| • Clyde Vernon Cessna             | • Thomas Stafford                 |
| • Geraldyn M. Cobb                | • Transcontinental Air Transport  |
| • James Herman Banning            | • War Production Training Centers |
| • Leroy Gordon Cooper, Jr.        | • Wiley Post                      |
| • Oklahoma Aeronautics Commission | • William Penn Adair Rogers       |
| • Oklahoma Air Tour of 1928       | • Winnie Mae                      |

**DESTINATION:** Endless Skyway: The Early Days of Aviation in Oklahoma

**NAVIGATION:** [https://www.travelok.com/article\\_page/endless-skyway-the-early-days-of-aviation-in-oklahoma](https://www.travelok.com/article_page/endless-skyway-the-early-days-of-aviation-in-oklahoma)

**AERIAL VIEW:** Content and related links from TravelOK.com.

## F

**DESTINATION:** Find an Airport (Oklahoma)

**NAVIGATION:** <https://oac.ok.gov/airports>

**AERIAL VIEW:** A website of the Oklahoma Aeronautics Commission.

**DESTINATION:** FlightAware

**NAVIGATION:** <https://flightaware.com/>

**AERIAL VIEW:** A hub of digital aviation data.

**DESTINATION:** Flight Night Drone Institute

**NAVIGATION:** <https://tulsastem.org/flight-night-drone-institute/>

**AERIAL VIEW:** Teacher professional development from the Tulsa Regional STEM Alliance.

**DESTINATION:** *Flight Training Magazine*

**NAVIGATION:** <https://www.aopa.org/training-and-safety/flight-training-magazine>

**AERIAL VIEW:** The AOPA magazine.

**DESTINATION:** “Fly By” Video Lessons

**NAVIGATION:** <https://www.evergreenmuseum.org/evergreen-museum-tv>

**AERIAL VIEW:** Evergreen Museum original videos, aligned with Next Generation Science Standards and featuring the amazing artifacts around the museum.

**DESTINATION:** Four Forces on an Airplane (includes a video)

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/airplane/forces.html>

**AERIAL VIEW:** An interactive explanation of the four forces on an airplane from NASA.

**DESTINATION:** “The future of farming is using drones and sensors for efficient mapping and spraying”

**NAVIGATION:** <https://www.businessinsider.com/agricultural-drones-precision-mapping-spraying>

**AERIAL VIEW:** Description of applications and technologies from businessinsider.com.

**DESTINATION:** The Future of the Aerospace Industry

**NAVIGATION:** <https://www.youtube.com/watch?v=7iQPpI4US9A>

**AERIAL VIEW:** A video from Siemens Software.

**DESTINATION:** Future U Ready-to-Go STEM Activities

**NAVIGATION:** <https://www.boeingfutureu.com/for-employees> and <https://www.boeingfutureu.com/for-educators/aviation-careers>

**AERIAL VIEW:** Boeing and Discovery Education have launched FUTURE U to inspire and equip the next generation of STEM professionals in aerospace. FUTURE U offers hands-on learning experiences to help students in grades 6–12 embrace their potential to make an impact and innovate for the future.

## H

**DESTINATION:** Helicopter Association International

**NAVIGATION:** <https://www.rotor.org/home>

**AERIAL VIEW:** HAI represents all aspects of the Vertical Take-off & Landing (VTOL) industry.

**DESTINATION:** History of Aircraft

**NAVIGATION:** <https://www.dkfindout.com/us/transportation/history-aircraft/>

**AERIAL VIEW:** An interactive guide from Dorling Kindersley.

**DESTINATION:** How Birds Use Their Wings

**NAVIGATION:** <https://www.starhop.com/blog/2020/6/3/at-home-stem-activities-how-birds-use-their-wings>

**AERIAL VIEW:** Blog feature from McAuliffe-Shepard Discovery Center.

**DESTINATION:** How Jet Engines Work

**NAVIGATION:** <https://www.youtube.com/watch?v=L24Wf0VITE0>

**AERIAL VIEW:** Animation from Animagraffs.

**DESTINATION:** How Things Fly

**NAVIGATION:** <http://howthingsfly.si.edu/>

**AERIAL VIEW:** *How Things Fly* is a companion website to the physical exhibition at the Smithsonian National Air and Space Museum.

**DESTINATION:** How to Build a Model Airport

**NAVIGATION:** <https://www.wikihow.com/Build-a-Model-Airport>

**AERIAL VIEW:** A step-by-step plan, with illustrations, co-authored by wikiHow staff.

## J

**DESTINATION:** JetStream

**NAVIGATION:** <https://www.weather.gov/jetstream/>

**AERIAL VIEW:** Online school for weather from the National Weather Service. The information contained in JetStream is arranged by subject; beginning with global and large-scale weather patterns followed by lessons on air masses, wind patterns, cloud formations, thunderstorms, lightning, hail, damaging winds, tornados, tropical storms, cyclones and flooding. Interspersed in JetStream are "Learning Lessons" which can be used to enhance the educational experience.

**DESTINATION:** The Journey of Drone Integration

**NAVIGATION:** <https://www.faa.gov/tv/?mediald=1998>

**AERIAL VIEW:** A video from the FAA.

## L

**DESTINATION:** Lakeshore Learning

**NAVIGATION:** <https://www.lakeshorelearning.com/>

**AERIAL VIEW:** A teacher supply store that also offers aviation-related products, including the following:

- Airplane Puzzle (Preschool-Pre-K)
- Airplanes Counting Box (Pre-K to Kindergarten)
- Design & Play STEAM Planes Kit (Pre-K to Grade 3)
- I Can Build It! Construction Planks (Pre-K to Grade 1)
- Plane Designer STEM Learning Lab (Grades 2-3)
- Solar-Powered Plane Mobile STEM Kit (Grades K-10)
- Things That Go Board Book Library (infant to preschool)

**DESTINATION:** Layers of the Atmosphere

**NAVIGATION:** <https://www.weather.gov/jetstream/layers>

**AERIAL VIEW:** An explanation from the National Weather Service.

**DESTINATION:** Letters and Articles Written by WASPs and WAFs

**NAVIGATION:** <https://www.pbs.org/wgbh/americanexperience/features/flygirls-letters-and-articles-written-wasps-and-wafs/>

**AERIAL VIEW:** A resource from the WGBH Educational Foundation.

## M

**DESTINATION:** Mike Monroney Aeronautical Center

**NAVIGATION:** <https://www.faa.gov/tv/?mediald=1669>

**AERIAL VIEW:** A video about the FAA's Mike Monroney Aeronautical Center in Oklahoma City.

**DESTINATION:** Most Influential Women in the Aviation and Aerospace Industry

**NAVIGATION:** <https://www.wai.org/pioneers/100womenscript>

**AERIAL VIEW:** Women in Aviation International pays tribute to 100 Women Who Made a Difference in the first 100 years of aviation.

**DESTINATION:** Museum in a Box Series

**NAVIGATION:** <https://www.nasa.gov/aeroresearch/resources/museum-in-a-box>

**AERIAL VIEW:** From NASA, Museum in a Box provides exciting hands-on/minds-on lessons with an aeronautics theme to inspire future scientists, mathematicians

and engineers. The lessons are tied to national science and math standards. Lesson categories include the following:

- Dressing for Altitude
- History of Flight
- Parts of an Airplane
- Principles of Flight
- Structures and Materials
- Propulsion
- Future Flight
- Careers in Aeronautics
- Airspace

**DESTINATION:** The Museum of Flight

**NAVIGATION:** <https://www.museumofflight.org/>

**AERIAL VIEW:** The largest independent, non-profit air and space museum in the world. Offers virtual and remote programs.

## N

**DESTINATION:** NASA Aero Infographics

**NAVIGATION:** <https://www.nasa.gov/aero/infographics.html>

**AERIAL VIEW:** Data-packed infographics from NASA.

**DESTINATION:** NASA Materials for the Classroom

**NAVIGATION:**

<https://www.nasa.gov/offices/stem/centers/marshall/classroom/index.html>

**AERIAL VIEW:** Search hundreds of resources by subject, grade level, type, and keyword. These lesson plans and teaching materials support STEM curriculum.

**DESTINATION:** National Agricultural Aviation Association

**NAVIGATION:** <https://www.agaviation.org/>

**AERIAL VIEW:** NAAA supports the interests of small business owners and pilots licensed as professional commercial aerial applicators who use aircraft to enhance food, fiber, and bio-energy production, protect forestry and control health-threatening pests. The NAAA website includes a "100 Years of Agricultural Aviation" timeline and a related video.

**DESTINATION:** National Association of High School Aviation Clubs

**NAVIGATION:** <http://nahsac.org/>

**AERIAL VIEW:** Website of the national organization.

**DESTINATION:** National Flight Academy Mobile App

**NAVIGATION:** <https://www.nationalflightacademy.com/nfa-mobile-app/>

**AERIAL VIEW:** Fly the high-performance X-12 Triad on your mobile device! Take off from NAS Pensacola, zoom to 50,000' at over Mach 2, then trap aboard the carrier *Ambition* or make a vertical landing using the X-12's advance vectored thrust engines and variable geometry wings. After that, take a virtual tour of the ship or examine an interactive model of the X-12!

**DESTINATION:** National Girls Collaborative Project

**NAVIGATION:** <https://ngcproject.org/>

**AERIAL VIEW:** The vision of the National Girls Collaborative Project® (NGCP) is to bring together organizations throughout the United States that are committed to informing and encouraging girls to pursue careers in science, technology, engineering, and mathematics (STEM). NGCP offers many resources to strengthen girl-serving STEM programs, partner networks and Collaborative networks and advance STEM education for girls. These resources include mini-grants, webinars, exemplary practices, newsletters, a *Collaboration Guide*, and more.

**DESTINATION:** National Institute for Women in Trades, Technology & Science

**NAVIGATION:** <https://www.iwitts.org/>

**AERIAL VIEW:** Offers bootcamps for educators and a *Women in Technology Outreach Kit*.

**DESTINATION:** National Museum of the United States Air Force

**NAVIGATION:** <https://www.nationalmuseum.af.mil/Education/>

**AERIAL VIEW:** Website includes lesson plans and resource guides.

**DESTINATION:** NBAA (National Business Aviation Association)

**NAVIGATION:** <https://nbaa.org/>

**AERIAL VIEW:** The NBAA is the leading organization for companies that rely on general aviation aircraft to help make their businesses more efficient, productive and successful. The association represents more than 11,000 companies and professionals and provides more than 100 products and services to the business aviation community, including the NBAA Business Aviation Convention & Exhibition (NBAA-BACE), the world's largest civil aviation trade show. NBAA also offers a free student edition of the Business Aviation Insider magazine, a Career Guide to Business Aviation, business aviation career posters, a mentoring network, scholarships, and more.

**DESTINATION:** Newton's Laws of Motion

**NAVIGATION:** <https://www1.grc.nasa.gov/beginners-guide-to-aeronautics/newtons-laws-of-motion/>

**AERIAL VIEW:** Interactive explanation from the NASA Glenn Research Center.

**DESTINATION:** Newton's Laws of Motion

**NAVIGATION:** <https://www.teachengineering.org/populartopics/newtonslaws>

**AERIAL VIEW:** Tutorial and curriculum links from TeachEngineering.

**DESTINATION:** NextGen 101: The Passenger Experience

**NAVIGATION:** <https://www.faa.gov/tv/>

**AERIAL VIEW:** A video from the FAA explaining how NextGen has modernized flight.

**DESTINATION:** The Ninety-Nines Museum of Women Pilots

**NAVIGATION:** <https://www.museumofwomenpilots.org/>

**AERIAL VIEW:** Museum website includes free online training modules.

**DESTINATION:** NTSB Aviation Accident Reports

**NAVIGATION:**

<https://www.nts.gov/investigations/AccidentReports/Pages/aviation.aspx>

**AERIAL VIEW:** List from the National Transportation Safety Board. The reports listing is sortable by the event date, report date, city, and state.



**DESTINATION:** Oklahoma Aerospace: Building on a Rich Tradition

**NAVIGATION:** <https://www.okcareertech.org/business-and-industry/aerospace-and-aviation>

**AERIAL VIEW:** Pathway resources from the Oklahoma Department of Career and Technology Education, including videos, industry outlook data, career success stories, and program location information.

**DESTINATION:** Oklahoma Museums Association

**NAVIGATION:** <https://www.okmuseums.org/oklahoma-museums/>

**AERIAL VIEW:** List of all museums in Oklahoma.

**DESTINATION:** *Oklahoma Today* Archives

**NAVIGATION:** <https://dc.library.okstate.edu/digital/collection/OKToday>

**AERIAL VIEW:** Digital searchable archive of *Oklahoma Today* magazine, beginning in 1953.

**DESTINATION:** Organization of Black Aerospace Professionals

**NAVIGATION:** <https://obap.org/>

**AERIAL VIEW:** Founded in 1976, the Organization of Black Aerospace Professionals is a nonprofit organization dedicated to the encouragement and advancement of minorities in all aviation and aerospace careers. OBAP outreach and programs include Aerospace Professionals in Schools, Aerospace Career Education (ACE) Academies, scholarships, collegiate chapters, the Aerospace Professional Development Program, and more.

**DESTINATION:** Out of This World

**NAVIGATION:** <https://www.worldbook.com/nasa/out-of-this-world.htm>

**AERIAL VIEW:** This series is a collaboration between World Book and NASA's Innovative Advanced Concepts program. Scientists tell how they grew from students to inventors and now tackle some of NASA's biggest challenges. Useful for STEM/STEAM instruction and independent reading.

## P

**DESTINATION:** Paper Airplane Activity

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/aerosim/LessonHS97/paperairplaneac.html>

**AERIAL VIEW:** A simple activity from the NASA Glenn Research Center.

**DESTINATION:** PBS LearningMedia

**NAVIGATION:** <https://oeta.pbslearningmedia.org/>

**AERIAL VIEW:** **Free**, standards-aligned videos, interactives, lesson plans, and more for teachers. For example, search for "aviation" in the search window and see 94 resources, including:

- Aviation: The Limited Sky
- Future of Aviation
- Buzz the Tower: How Bees Influence Aviation
- Plane Crazy
- Willa Brown Chappell
- Meet a Test Pilot
- Female Pioneers of the Sky
- Bessie Coleman
- My First Balloon Ascent
- Alaska Native Pilots

**DESTINATION:** Pearl: The Life of Pearl Carter Scott

**NAVIGATION:** <http://www.pearlthemovie.net/>

**AERIAL VIEW:** Website of the film with link to related curriculum from the Chickasaw Nation.

**DESTINATION:** Pitsco Education

**NAVIGATION:** <https://www.pitsco.com/>

**AERIAL VIEW:** A leading provider of K-12 STEM solutions, Pitsco offers products at various grade levels, including the following:

- For grades K-2, Pitsco offers whole-class, hands-on STEM Units that enable lower-elementary students to make connections among the four areas of STEM. Students work in teams to brainstorm and solve problems, beginning to develop those transferable future-ready skills necessary in college and careers and creating an awe for hands-on exploration at an early age. Units can be implemented individually or grouped into two themes: Structures and Air. The Air Theme introduces students to the importance of air and how air is used by living and nonliving things. Children learn about the role of air in technology and engineering and apply concepts across life science, Earth science, physical science, and math.
- For grades 3-5, Pitsco offers the STREAM Missions program. Delivered in a cloud-based platform with accompanying hands-on projects, STREAM Missions appeal to all types of learners as they combine structured and guided inquiry with student-centered technology and interdisciplinary instruction. Through the Missions, students are also introduced to a variety of potential careers.
- For grades 6-9, Pitsco offers the STEM and Career Expeditions programs. With Expeditions, students are immersed in a collaborative experience, seeking to answer an Essential Question through hands-on discovery and experimentation. Expeditions are flexible and hands-on, blending teacher-led instruction with student-directed activities through a cloud-based learning content management system.
- For grades 11-12, Pitsco partnered with CrossFlight Sky Solutions, developer of a goal-based and student-driven drone curriculum with drone training software to use as a part of a STEM/STEAM program. This curriculum culminates with students being prepared to pass the FAA Part 107 Aeronautical Knowledge Test.

**DESTINATION:** Popular Aviation Careers

**NAVIGATION:** <https://www.avjobs.com/careers/>

**AERIAL VIEW:** Job descriptions for flying and non-flying careers in aviation from Avjobs, the leading aviation jobs site.

**DESTINATION:** Project Lead The Way (PLTW)

**NAVIGATION:** <https://www.pltw.org/our-programs>

**AERIAL VIEW:** PLTW students engage in hands-on activities, projects, and problems that are reflective of real-world challenges. This compelling, real-world approach empowers students to learn essential, in-demand skills validated by the world's leading companies, while also providing an invaluable connection between what students are learning in the classroom today and how it applies to the paths they'll take in the future. Curriculum topics (within different program levels) include the following:

- Aerospace Engineering
- Cybersecurity
- Flight and Space
- Principles of Engineering
- Stability and Motion: Science of Flight
- Weather: Factors and Hazards

## R

**DESTINATION:** Real Women of Air Traffic Control

**NAVIGATION:** <https://www.faa.gov/tv/?mediald=1593>

**AERIAL VIEW:** A video from the FAA.

**DESTINATION:** Redbird Virtual STEM+ Lab

**NAVIGATION:** <https://learning.redbirdflight.com/courses/redbird-virtual-stem-lab/>

**AERIAL VIEW:** Learn about aeronautics and experience aviation from home with an expert teacher.

**DESTINATION:** Rise Above Resource Kits

**NAVIGATION:** <https://cafriseabove.org/resource-kit/>

**AERIAL VIEW:** From the Commemorative Air Force, these free, downloadable kits provide users access to posters featuring the Six Guiding Principles, PowerPoint files, classroom activities and a wealth of material about the Tuskegee Airmen and the WASPs (Women Airforce Service Pilots).

**DESTINATION:** Rise of the Rockets

**NAVIGATION:** <https://www.pbs.org/wgbh/nova/video/rise-of-the-rockets/>

**AERIAL VIEW:** NOVA explores the latest rocket technologies and the growing role private citizens may have in space.

**DESTINATION:** Rockets

**NAVIGATION:**

[https://www.teachengineering.org/curricularunits/view/cub\\_rockets\\_curricularunit](https://www.teachengineering.org/curricularunits/view/cub_rockets_curricularunit)

**AERIAL VIEW:** STEM curriculum for K-12 from TeachEngineering.org. Includes the following standards-aligned lessons and activities:

- Keep in Touch: Communications and Satellites (lesson)
- I'm Not in Range: Acting Out Cellular Phone Service (activity)
- Newton Gets Me Moving (lesson)
- Newton Rocket Car (activity)
- Using Thrust, Weight & Control: Rocket Me Into Space (lesson)
- Strawkets and Thrust (activity)
- Strawkets and Weight (activity)
- Strawkets and Control (activity)
- Blast Off: Generating Rocket Thrust with Propellants (lesson)
- Fuel Mystery Dis-Solved! (activity)
- Aqua-Thrusters! (activity)
- Pop Rockets (activity)
- Learn to Build a Rocket in Five Days or Your Money Back (lesson)
- Constraints: Pop Rockets on a Shoestring Budget (activity)
- Where Am I: Navigation and Satellites (lesson)
- Find It! (activity)

**DESTINATION:** Rockets Activities

**NAVIGATION:** <https://www.jpl.nasa.gov/edu/teach/tag/search/Rockets>

**AERIAL VIEW:** Searchable website of activities from the NASA Jet Propulsion Laboratory.

**DESTINATION:** "The Role of Drone Technology in Sustainable Agriculture"

**NAVIGATION:** <https://www.precisionag.com/in-field-technologies/drones-uavs/the-role-of-drone-technology-in-sustainable-agriculture/>

**AERIAL VIEW:** Article from *PrecisionAg*.

## S

**DESTINATION:** Science Education Resources

**NAVIGATION:** <https://www.airbus.com/company/sustainability/airbus-foundation/discovery-space/downloads.html>

**AERIAL VIEW:** Free resources from Airbus, including toolkits and animations.

**DESTINATION:** Scientists in School

**NAVIGATION:** <https://www.scientistsinschool.ca/resources/teacher-resource-packages/>

**AERIAL VIEW:** Offers a free downloadable teacher resource package in air and flight with background information, hands-on activities, and teacher and student resources (grades 5-6). Scientists in School is the leading science education charity in Canada.

**DESTINATION:** Sector 33 App

**NAVIGATION:** <https://www.nasa.gov/centers/ames/Sector33/iOS/index.html>

**AERIAL VIEW:** The Sector 33 app is a companion app to the Smart Skies classroom product, LineUp With Math; an air traffic control game designed to interest students in aeronautics-related careers; and designed to connect mathematics and problem solving to the real world. Its features include the following:

- 35 problems featuring two to five airplanes
- Speed and route controls
- Weather obstacles
- Four levels of controller certification
- In-game introduction, hints, and help section
- Extra videos

**DESTINATION:** Smart Skies

**NAVIGATION:** <https://smartskies.nasa.gov/>

**AERIAL VIEW:** Distance-rate-time investigations in air traffic control for grades 5-9 from the NASA Ames Research Center.

**DESTINATION:** Smithsonian National Air and Space Museum

**NAVIGATION:** <https://airandspace.si.edu/learn>

**AERIAL VIEW:** Explore aerodynamics through hands-on activities, discover the science behind spy planes, earthquakes or volcanoes in a STEM in 30 episode or listen to stories of achievement, failure, and perseverance on our AirSpace podcasts.

**DESTINATION:** Start with a Book: Flight

**NAVIGATION:** <https://www.startwithabook.org/summer-reading-learning/flight>

**AERIAL VIEW:** A collection of books, activities, apps, and websites for learning all about flight. From WETA Public Broadcasting.

**DESTINATION:** STEM Aviation-Related Instructional Videos

**NAVIGATION:** <https://mapsairmuseum.org/lesson-plans-for-teachers/stem-instructional-videos/>

**AERIAL VIEW:** Instructional support materials relating to aviation topics from the Military Aviation Preservation Society.

**DESTINATION:** The STEM Gap: Women and Girls in Science, Technology, Engineering and Math

**NAVIGATION:** <https://www.aauw.org/resources/research/the-stem-gap/>

**AERIAL VIEW:** Research and data from the American Association of University Women.

## T

**DESTINATION:** Tardigrade Teaching Aids

**NAVIGATION:** <https://aerospace.org/tardigrades>

**AERIAL VIEW:** The tardigrade, also known as a water bear (or a moss-piglet), can be found in extreme environments across the world, from the extreme depths of the ocean to frozen Arctic tundra...and even in space! In this lesson plan, students will become familiar with extremophiles and the small but mighty tardigrade. By taking on the role of an astrobiologist, students will use the experimental science process to investigate the effect of temperature, hydration, or space vacuum on tardigrade survival. They will draw their own conclusions on tardigrade space resiliency and model ways to advance human space exploration.

**DESTINATION:** Technovation Families Design Challenges (formerly Curiosity Machine)

**NAVIGATION:** <https://www.curiositymachine.org/challenges/>

**AERIAL VIEW:** Free design challenges that explore a range of science, technology, and engineering topics through fun, hands-on activities that promote creativity and problem-solving to find unique solutions.

**DESTINATION:** Think Bigger

**NAVIGATION:** <https://www.aia-aerospace.org/report/think-bigger-uas-infographic/>

**AERIAL VIEW:** Infographic from the Aerospace Industries Association about the potential for Large Unmanned Systems.

**DESTINATION:** “The Top 5 Best Educational Drones for Students, Beginners, and Kids”

**NAVIGATION:** <https://www.uavadviser.com/top-5-best-educational-drones/>

**AERIAL VIEW:** Reviews from *UAV Adviser*.

**DESTINATION:** To the Moon & Beyond

**NAVIGATION:** <https://playbook.tulsastem.org/programs/to-the-moon-and-beyond>

**AERIAL VIEW:** From the Tulsa Regional STEM Alliance, students use the engineering design process as they learn about humans' endeavors to return to the Moon and visit Mars.

**DESTINATION:** TryEngineering

**NAVIGATION:** <https://tryengineering.org/>

**AERIAL VIEW:** TryEngineering offers a variety of lesson plans that align with education standards to allow teachers and students to apply engineering principles in the classroom. Lesson plans include the following topics:

- Engineering Air Traffic
- Failure: Seeds of Innovation
- Find It with GPS!
- Folding Matters
- Measuring the Wind
- Playing with Parachutes
- Take Flight
- Water Rocket Launch

## U

**DESTINATION:** Up, Up and Away!—Airplanes

**NAVIGATION:**

[https://www.teachengineering.org/activities/view/cub\\_airplanes\\_lesson03\\_activity1](https://www.teachengineering.org/activities/view/cub_airplanes_lesson03_activity1)

**AERIAL VIEW:** STEM curriculum for K-12 from TeachEngineering.org. Includes the following standards-aligned lessons and activities:

- Can You Take the Pressure? (lesson)
- Fun with Bernoulli (activity)
- Air Pressure (activity)
- May the Force Be with You: Lift (lesson)

- Windy Tunnel (activity)
- May the Force Be with You: Weight (lesson)
- Bend That Bar (activity)
- Physics Tug of War (activity)
- May the Force Be with You: Thrust (lesson)
- Equal & Opposite Thrust in Aircraft: You're a Pushover! (activity)
- May the Force Be with You: Drag (lesson)
- What a Drag! (activity)
- Take Off with Paper Airplanes (lesson)
- Building-Testing-Improving Paper Airplanes: Head's Up! (activity)
- Airplane Tails & Wings: Are You in Control? (lesson)
- Better By Design (activity)
- Airplanes Everywhere: Land! Water! Sky! Oh, My! (lesson)
- Let's Get It There Fast (activity)
- Will It Fly? (lesson)
- Balsa Glider Competition (activity)
- Future Flights: Imagine Your Own Flying Machines! (lesson)
- Design a Flying Machine (activity)

## V

**DESTINATION:** Virtual Storytime: Planes Fly!

**NAVIGATION:** <https://www.starhop.com/blog/2020/6/3/virtual-storytime-planes-fly>

**AERIAL VIEW:** Virtual book reading from the blog of the McAuliffe-Shepard Discovery Center.

## W

**DESTINATION:** Weather Experiments

**NAVIGATION:** <https://www.ou.edu/nwc/learn/experiments>

**AERIAL VIEW:** Five fast experiments from Science Museum Oklahoma.

**DESTINATION:** Weather Wiz Kids

**NAVIGATION:** <https://www.weatherwizkids.com/weather-experiments.htm>

**AERIAL VIEW:** Dozens of weather experiments.

**DESTINATION:** With You When You Fly—Aeronautics for Pre-K

**NAVIGATION:** <https://www.nasa.gov/stem-ed-resources/with-you-when-you-fly.html>

**AERIAL VIEW:** Based on principles within popular children's books, each of the STEM lesson plans in this guide helps preschool children learn about the science of aeronautics. The six themes are Gliders in Nature, Balloons, Parachutes, Kites, Helicopters and Airplanes, and World Flyers.

**DESTINATION:** "What Does MRO Stand for in Aviation?"

**NAVIGATION:** <https://aerocorner.com/blog/mro-in-aviation/>

**AERIAL VIEW:** Article in the Aero Corner blog.

**DESTINATION:** Wings Over Indiana (video)

**NAVIGATION:** <https://www.youtube.com/watch?v=3f-SOdvDTC8&list=PL5BBD7645952791B6>

**AERIAL VIEW:** The Emmy® award-winning documentary is an Indiana Expedition hosted by Rick Crosslin. Thirteen YouTube videos are linked together and will transition from one to the next automatically. The content in this series will motivate students to explore related material and the fascinating world of aircraft development.

**DESTINATION:** Women in Aviation International

**NAVIGATION:** <https://www.wai.org/resources>

**AERIAL VIEW:** Women in Aviation International is dedicated to the encouragement and advancement of women in all aviation career fields and interests. Their website includes hands-on aviation education materials, a Pioneer Hall of Fame, and scholarship information.

**DESTINATION:** "Women in Aviation: Past, Present and Future"

**NAVIGATION:** <https://www.flyaeroguard.com/blog/women-in-aviation/>

**AERIAL VIEW:** Blog feature from AeroGuard.

## Y

**DESTINATION:** Youth Aviation Adventure

**NAVIGATION:** <https://www.youthaviationadventure.org/>

**AERIAL VIEW:** Modular aerospace education activities organized by volunteers using local airports.



**Produced as a Cooperative Effort Between  
the Oklahoma Aeronautics Commission  
and the Oklahoma Department  
of Career and Technology Education**



**ITEM OF CONSIDERATION**  
**Board of Education**  
**May 2, 2022**

**TOPIC:** Possible action regarding the name change from Drones II to Exploring Aviation and Aerospace (STEM) course (semester 2).

**ADMINISTRATIVE RECOMMENDATION:** We recommend approval

**RATIONALE FOR RECOMMENDATION:** Changing our course name from Drones II to Exploring Aviation and Aerospace allows Shawnee High School to provide a clear aviation pathway for students. Changing our course name to meet the AOPA guidelines allows us to use grant funds and a solid curriculum to help our students complete an aviation career pathway.

**FINANCIAL IMPACT AND FUNDING:** Project to be paid from AOPA grant – no financial impact.

**OPTIONS:**

1. Approve the recommendation
2. Do not approve the recommendation
3. Table the recommendation

**CONTACT PERSON:** Dr. Teresa Wilkerson, Assistant Superintendent of Shawnee Public Schools, 878-3133.

# Shawnee High School

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## New Course Proposal Application

### I. COURSE INFORMATION

A. Date of Application 4-18-22

B. School SMS

C. Teacher(s) submitting request MATT JOHNSON

D. Course Title EXPLORING AVIATION & AEROSPACE (Drones II)

E. Subject Area STEM

F. Circle type of credit

Required: Math, SS, Science, LA, Career Tech, Health or AP.

Elective/Selective: Math, SS, Science, LA, Career Tech, Health or AP.

I. School year to be implemented 22-23

J. Length of Course: Full year \_\_\_\_\_ Semester X

K. Number of students anticipated to be involved 30

L. Grade Level 9-12

M. Prerequisite courses NA

N. Who is the intended student audience (all students, SpEd, ELL)?  
Explain.



**OKLAHOMA**  
Aeronautics

The Oklahoma Aeronautics Commission is committed to supporting the development of partnerships that will help to ensure the growth of the industry workforce. The Commission employs an aerospace and aviation coordinator whose role it is to work with schools, airports, industry, and other entities in the development of high-quality aerospace and aviation educational programs. Currently, the Commission is working to share information about three important initiatives:

➤ **The Oklahoma Aeronautics Commission Aerospace and Aviation Education Grant Program**

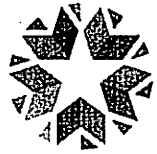
Each year, the Commission awards over \$300,000 in grant funds to schools, universities, community organizations, and other entities for the development and implementation of creative aerospace or aviation programs for students. Grant applications will be posted in January on the Commission's website: [www.oac.ok.gov](http://www.oac.ok.gov). Grant applications should be postmarked by May 31, 2022. These grant opportunities provide excellent opportunities for industry and community members to partner with schools in furthering aerospace aviation education.

➤ **The Aircraft Owners and Pilots Association (AOPA) "You Can Fly" High School Curriculum**

In 2017, Ada High School became the first high school in Oklahoma to field test the new high school aviation curriculum developed by the AOPA. In 2020, 16 schools taught the AOPA Curriculum. This year, thirty-two schools are implementing the program. The "You Can Fly" curriculum is free, and it offers districts pathways of aviation coursework for students in grades nine through twelve. Schools may choose to follow the Pilot Pathway or the UAS Pathway. More information is available at [youcanfly.aopa.org](http://youcanfly.aopa.org). To apply to implement the curriculum, go to [aopa.org/apply](http://aopa.org/apply).

➤ **The Choose Aerospace Aircraft Maintenance Curriculum (Available August 2022)**

Developed by Clemson University and supported by the Aviation Technician Education Council, this new maintenance curriculum will provide school districts the opportunity to offer coursework to juniors and seniors who are looking to acquire skills that allow them to enter post-secondary aviation maintenance programs. There will be a cost associated with the curriculum. Assistance may be available. High school students who enroll in the program will have the opportunity to transfer credits to technical schools across the United States.



**OKLAHOMA  
Aeronautics**

# AOPA CURRICULUM PATHWAYS

|  |                           | GRADE 9                 |                                | GRADE 10               |                  | GRADE 11                                   |                            | GRADE 12                |                        |
|--|---------------------------|-------------------------|--------------------------------|------------------------|------------------|--------------------------------------------|----------------------------|-------------------------|------------------------|
|  |                           | SEMESTER 1              | SEMESTER 2                     | SEMESTER 1             | SEMESTER 2       | SEMESTER 1                                 | SEMESTER 2                 | SEMESTER 1              | SEMESTER 2             |
|  | PILOT                     | LAUNCHING INTO AVIATION | EXPLORING AVIATION & AEROSPACE | INTRODUCTION TO FLIGHT | AIRCRAFT SYSTEMS | THE FLYING ENVIRONMENT - MANNED & UNMANNED | NAVIGATION & HUMAN FACTORS | AVIATION SAFETY         | PILOT CAPSTONE PROJECT |
|  | UNMANNED AIRCRAFT SYSTEMS | LAUNCHING INTO AVIATION | EXPLORING AVIATION & AEROSPACE | INTRODUCTION TO FLIGHT | AIRCRAFT SYSTEMS | THE FLYING ENVIRONMENT - MANNED & UNMANNED | UAS THEORY & OPERATIONS    | UAS DESIGN & OPERATIONS | UAS CAPSTONE PROJECT   |



INDUSTRY CREDIT  
TECH  
(I.E. FOR LAB, COMPUTERS)

LAB SCIENCE

TEACHER?



**AOPA | YOU CAN FLY  
HIGH SCHOOLS**

# Aerospace Education

A to Z



A Resource Guide for Teachers

Oklahoma Department of Career and Technology Education  
Oklahoma Aeronautics Commission

**Prepared by:**

Resource Center for CareerTech Advancement  
Oklahoma Department of Career and Technology Education  
<https://www.okcareertech.org/educators/resource-center>  
<mailto:resourcecenter@careertech.ok.gov>

Compiled by Paula Kedy, Oklahoma Aeronautics Commission; and Craig Maile, Oklahoma Department of Career and Technology Education. No endorsement of organizations, products or services is implied by inclusion in this collection.

June 2021

**About the Resource Center**

The Resource Center for CareerTech Advancement is a division of the Oklahoma Department of Career and Technology Education, located in Stillwater, Oklahoma. The staff of the Center research educational materials and best practices to disseminate throughout the state CareerTech system. The Resource Center also provides support in identifying curriculum, assessments, professional development, and other instructional delivery resources on request.

Website addresses were accurate during the development and production of this product. However, websites are subject to change; the Resource Center for CareerTech Advancement takes no responsibility for a site's address or content. The inclusion of a website does not constitute an endorsement of that site's other pages, products, or owners.

The positions or viewpoints in the resources collected here reflect their authors and source organizations. They do not represent the Resource Center for CareerTech Advancement, the Oklahoma Department of Career and Technology Education, or any employee of the state agency. No endorsement of organizations or viewpoints is implied by inclusion in this collection or on this web page.

The Oklahoma Department of Career and Technology Education does not discriminate based on race, color, national origin, sex/gender, age, disability, or veteran status.

This guide may be printed or posted online for educational use.

## A to Z Listings

|   |    |
|---|----|
| A | 5  |
| B | 11 |
| C | 12 |
| D | 14 |
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| L | 19 |
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| P | 23 |
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| S | 27 |
| T | 28 |
| U | 29 |
| V | 30 |
| W | 30 |
| Y | 31 |

## Working with Websites

Websites are subject to change. The organization may no longer exist, a resource may no longer be supported, or an organization may have restructured its web pages. In some cases, the website address (URL) is still accurate, but does not work when you click on the link in a document.

If a website address appears to be no longer accurate:

- Try entering (or pasting) the website address directly into the browser window, instead of clicking on the link provided in this book.
- Search for the title of the referenced resource online to locate the new address.

# A

**DESTINATION:** Acceleration in Aviation

**NAVIGATION:** <https://www.faa.gov/tv/?mediaId=451>

**AERIAL VIEW:** This video from the FAA explains the potential problems aviators may encounter when exposed to accelerative forces and the subsequent problem of G loads. It describes signs and symptoms of excess G loads on the various axes of the body and provides practical countermeasures that can be used in the air and preventative steps to take while on the ground.

**DESTINATION:** Advanced Air Mobility STEM Learning Modules

**NAVIGATION:** <https://www.nasa.gov/aeroresearch/stem/AAM>

**AERIAL VIEW:** NASA activities and resources to explore the STEM principles behind Unmanned Aerial Vehicles (UAVs) and the advanced air mobility system. Includes titles such as the following:

- Air Taxi Design Challenge
- Finding the Center of Gravity
- Rubber Band Powered Helicopter Engineering Challenge
- The Science Behind Quadcopters
- Attack of the Drones—Coding Activity
- Package Delivery Drone Simulation
- Flight Control Math
- Small Unmanned Aerial Vehicle Safety

**DESTINATION:** Aerodynamics & Hydrodynamics STEM Activities for Kids

**NAVIGATION:** <https://www.sciencebuddies.org/stem-activities/subjects/aerodynamics-hydrodynamics>

**AERIAL VIEW:** Activities with reviews from Science Buddies.

**DESTINATION:** Aeronautical Charts Online with Flight Planning Tools

**NAVIGATION:** <https://skyvector.com/>

**AERIAL VIEW:** From SkyVector. Includes airport search and sectional charts features.

**DESTINATION:** Aeronautics @ Home (NASA)

**NAVIGATION:** <https://www.nasa.gov/aero-at-home>

**AERIAL VIEW:** Teach air, aeronautics, and sound with hands-on activities. The Aeronautics @ Home page has airplanes, kites, weather gauges and models to build. Activities let students explore aspects of sound and the forces of flight. Download and print word puzzles and coloring pages. Use lesson plans and

learning modules to teach aeronautics principles to students in preschool to high school.

**DESTINATION:** Aeronautics Classroom Activities

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/TRC/Aeronautics/AeronauticActivitiesHome2.htm>

**AERIAL VIEW:** 48 classroom activities developed by teachers, educators, and NASA engineers and scientists for the NASA Glenn Learning Technologies Project in 1996 and 1997.

**DESTINATION:** Aerospace Adventures Activity Guides

**NAVIGATION:** <https://shop4-h.org/collections/science-technology-engineering-math-curriculum>

**AERIAL VIEW:** Aerospace activity guides for grades 1-12 from 4-H. Available for purchase.

**DESTINATION:** Aerospace & Defense Industry Sector (Oklahoma)

**NAVIGATION:** <https://www.okcommerce.gov/doing-business/business-relocation-expansion/industry-sectors/aerospace-defense/>

**AERIAL VIEW:** Facts about the Aerospace & Defense industry in Oklahoma from the Oklahoma Department of Commerce.

**DESTINATION:** Aerospace and Defense State-Level Data

**NAVIGATION:** <https://www.aia-aerospace.org/research-center/statistics/state-level-data/>

**AERIAL VIEW:** State-level data from the Aerospace Industries Association.

**DESTINATION:** Aerospace Education Resources

**NAVIGATION:** <https://sites.google.com/a/akwg.cap.gov/ak001-home/staff-offices/aerospace-education/resources>

**AERIAL VIEW:** Resources from the Alaska Wing, Civil Air Patrol

**DESTINATION:** Aerospace Engineering

**NAVIGATION:** <https://beta.pbslearningmedia.org/collection/aeroeng/>

**AERIAL VIEW:** Video and interactive media resources that support the middle and high school Engineering Design core ideas and practices of the Next Generation Science Standards and related state standards. These aerospace engineering resources also encompass physical science; science, technology, and society; and career exploration. A production of WGBH and The Documentary Group, this collection is a collaboration with Boeing engineers to commemorate the centennial of the Boeing Company.

**DESTINATION:** Aerospace Engineers—What is it?

**NAVIGATION:** <https://www.youtube.com/watch?v=STYw2OTOveY>

**AERIAL VIEW:** A video from ThinkTVPBS.

**DESTINATION:** Aerospace History Timeline

**NAVIGATION:** <https://www.aiaa.org/about/History-and-Heritage/History-Timeline>

**AERIAL VIEW:** From the American Institute of Aeronautics and Astronautics.

**DESTINATION:** Aerospace Pioneers

**NAVIGATION:** <https://www.faa.gov/about/history/pioneers/>

**AERIAL VIEW:** Profiles of aerospace pioneers.

**DESTINATION:** AFA STEM Activity Round-Up

**NAVIGATION:** <https://www.afa.org/publications-news/news/2020-03-17/stem-activity-round-up>

**AERIAL VIEW:** List of STEM resources and links from the Air Force Association.

**DESTINATION:** The Age of Aerospace

**NAVIGATION:** <http://ageofaerospace.com/boeing/home>

**AERIAL VIEW:** The last 100 years have seen more changes in the way we live than any previous century in human history. There has been no greater driver of this transformation than the cascade of invention inspired by the Wright Brothers that brought us air travel, the Jet Age, space exploration, and satellites. *The Age of Aerospace* is a multipart documentary series that tells the story of how this happened through the lens of The Boeing Company, which acquired or merged with many of the most important aerospace companies of the last century: McDonnell, Douglas, North American Aviation, Rockwell, Piaseki/Vertol and Hughes Satellites Systems.

**DESTINATION:** AIAA (American Institute of Aeronautics and Astronautics)

**NAVIGATION:** <https://www.aiaa.org/> and <https://www.aiaa.org/get-involved/students-educators/k-12-teacher-resources/aerospace-micro-lessons>

**AERIAL VIEW:** AIAA is the world's largest technical society dedicated to the global aerospace profession. The AIAA Foundation awards annual grants to K-12 classroom teachers. The AIAA "Aerospace Micro-Lessons" focus on aerospace principles and are divided into grade-level content.

**DESTINATION:** Airline & Airport Code Search

**NAVIGATION:** <https://www.iata.org/en/publications/directories/>

**AERIAL VIEW:** Search engine for airline 2-letter codes and for airport/city 3-letter codes from the International Air Transport Association.

**DESTINATION:** Airport Acronyms and Abbreviations

**NAVIGATION:** <https://www.faa.gov/airports/resources/acronyms/>

**AERIAL VIEW:** A website of the Federal Aviation Administration.

**DESTINATION:** Airport Diagrams

**NAVIGATION:** [https://www.faa.gov/airports/runway\\_safety/diagrams/](https://www.faa.gov/airports/runway_safety/diagrams/)

**AERIAL VIEW:** Searchable web page for airport diagrams.

**DESTINATION:** Air Safety Institute

**NAVIGATION:** <https://www.aopa.org/training-and-safety/air-safety-institute>

**AERIAL VIEW:** Safety education resources from the AOPA.

**DESTINATION:** AMA Model Aviation Activities

**NAVIGATION:** <https://www.amaflightschool.org/programs/member-club-outreach>

**AERIAL VIEW:** Instructional videos from the Academy of Model Aeronautics.

**DESTINATION:** The American Rocketry Challenge

**NAVIGATION:** <https://rocketcontest.org/>

**AERIAL VIEW:** The American Rocketry Challenge is the world's largest rocket contest. The contest gives middle and high school students the opportunity to design, build and launch model rockets and hands-on experience solving engineering problems.

**DESTINATION:** AOPA Foundation Curriculum

**NAVIGATION:** <https://www.facebook.com/groups/1882545528719793>

**AERIAL VIEW:** Facebook group for teachers using AOPA curriculum.

**DESTINATION:** AOPA High School STEM Curriculum

**NAVIGATION:** <https://youcanfly.aopa.org/high-school/high-school-curriculum>

**AERIAL VIEW:** The Aircraft Owners and Pilots Association (AOPA), the world's largest aviation community, has created an aviation STEM curriculum for high schools. The AOPA High School Aviation STEM Curriculum offers students comprehensive four-year aviation study options that are aligned to Common Core State Standards and Next Generation Science Standards. AOPA created these courses as part of two pathways: Pilot and Unmanned Aircraft Systems (drones). Each pathway is four years in length. Schools can implement one or more complete pathways, or select individual courses to use as standalone electives. All courses are offered to high schools at no charge (schools are subject to selection by AOPA). Teacher professional development required.

**DESTINATION:** At-Home STEM Activities

**NAVIGATION:** <https://www.starhop.com/blog/category/At-Home+STEM+Activity>

**AERIAL VIEW:** STEM activities designed for at-home learning from the McAuliffe-Shepard Discovery Center. Lessons include:

- Folding a Paper Cargo Plane
- How Birds Use Their Wings
- Build and Test Your Own Parachute
- Types of Flight
- Bernoulli vs Coanda
- Landing On Another Planet
- Baking in Space
- Weather, Weather Everywhere

**DESTINATION:** Aviation 101 Course

**NAVIGATION:** <https://erau.edu/aviation101>

**AERIAL VIEW:** Free online course from Embry-Riddle Aeronautical University.

Anyone with an interest in aviation can enroll. The course includes the following nine video lessons:

- Aircraft Systems
- Aerodynamics
- Flight Instruments
- Airports
- Airspace
- Radio Communication & ATC
- Aeromedical
- Aviation Weather
- Performance and Navigation

**DESTINATION:** Aviation Education Grant Program

**NAVIGATION:** <https://oac.ok.gov/aviation-education/aviation-education-grant-program>

**AERIAL VIEW:** The Oklahoma Aeronautics Commission's aerospace and aviation education funding supports the Oklahoma Works initiative that aims to address the skills gap and connect students to programs that will help build Oklahoma's aerospace and aviation workforce.

**DESTINATION:** Aviation & Space Education (AVCED)

**NAVIGATION:** <https://www.faa.gov/education/>

**AERIAL VIEW:** Curriculum, activities, and videos for teachers and students from the Federal Aviation Administration and its partners.

**DESTINATION:** Aviation Career Education (ACE) Academy

**NAVIGATION:** [https://www.faa.gov/education/ace\\_academy/](https://www.faa.gov/education/ace_academy/)

**AERIAL VIEW:** The ACE Academy provides unique summer aviation education programs for elementary, middle, and high school students who are interested in aviation and aerospace. The program provides students with a wide range of aviation career exploration experiences and focuses on Science, Technology, Engineering and Mathematics (STEM). These summer programs expose students to the following activities: lessons in flight planning, aviation history, and the physics of flight; field trips to aviation-related sites; instruction on aircraft design and maintenance; and flight simulations and, in some locations, flights in aircraft. Dates, locations, cost, and age requirements vary according to sponsoring organizations. ACE Academies are cosponsored by the FAA and various other host organizations.

**DESTINATION:** Aviation Careers

**NAVIGATION:** <https://www.thebalancecareers.com/aviation-careers-4161706>

**AERIAL VIEW:** Profiles, training, education tips, and more resources from The Balance Careers.

**DESTINATION:** Aviation Careers Podcast

**NAVIGATION:** <https://podcasts.apple.com/us/podcast/aviation-careers-podcast/id544473518>

**AERIAL VIEW:** Apple podcasts from Carl Valeri.

**DESTINATION:** Aviation Handbooks & Manuals (FAA)

**NAVIGATION:**

[https://www.faa.gov/regulations\\_policies/handbooks\\_manuals/aviation/](https://www.faa.gov/regulations_policies/handbooks_manuals/aviation/)

**AERIAL VIEW:** Complete reference handbooks from the Federal Aviation Administration, available for free download. Titles include the following:

- Airplane Flying Handbook
- Aviation Maintenance Technician Handbook—General
- Aviation Maintenance Technician Handbook—Airframe
- Aviation Maintenance Technician Handbook—Powerplant
- Balloon Flying Handbook
- Glider Flying Handbook
- Helicopter Flying Handbook
- Pilot's Handbook of Aeronautical Knowledge
- Weight & Balance Handbook

**DESTINATION:** Aviation Organizations

**NAVIGATION:** <https://oac.ok.gov/media-outreach/aviation-organizations>

**AERIAL VIEW:** A web page of organizations with website and email addresses, from the Oklahoma Aeronautics Commission.

**DESTINATION:** Aviation Terminology

**NAVIGATION:** <https://epicflightacademy.com/aviation-terminology/>

**AERIAL VIEW:** Terms and definitions provided by Epic Flight Academy.

**DESTINATION:** AvLearn

**NAVIGATION:** <https://www.gleimaviation.com/university-services/>

**AERIAL VIEW:** From GLEIM Aviation, AvLearn is a testing management solution for universities, flight schools, training centers, and high schools. Instructors can create custom quizzes by selecting specific subject matter topics from each of the Gleim FAA Knowledge Test Prep databases - Sport through Airline Transport Pilot, Remote Pilot, and AMT (General, Airframe, Powerplant, IA). Instructors can create exams that can be administered online or can print quizzes for classroom use.

## B

**DESTINATION:** Bangor Activity Pages

**NAVIGATION:** <https://flybangor.com/welcome-to-the-kidszone/>

**AERIAL VIEW:** Printable activities for kids that relate to airports and aviation.

**DESTINATION:** *Baylor Aviation Sciences Activity Booklet*

**NAVIGATION:** <https://www.baylor.edu/aviation/index.php?id=940526>

**AERIAL VIEW:** This booklet was designed by Baylor Institute for Air Science in collaboration with professors and graduate students from Baylor's School of Education. It features activities developed with a strong STEM focus for grades K-5. Available as a free PDF download.

**DESTINATION:** Beginner's Guide to Aerodynamics

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/BGA/BGAindex.html>

**AERIAL VIEW:** A variety of aerospace activities and lesson plans developed by teachers, educators, and NASA engineers and scientists. For grades 7-12.

**DESTINATION:** Best Drones for Agriculture and Farming

**NAVIGATION:** <https://www.dronefly.com/blogs/news/how-are-drones-used-for-agriculture/>

**AERIAL VIEW:** Article from Dronefly blog.

**DESTINATION:** "The best free flight simulators"

**NAVIGATION:** <https://www.digitaltrends.com/gaming/best-free-flight-simulators/>

**AERIAL VIEW:** Review from Digital Trends.

**DESTINATION:** Boeing and Teaching Channel Partnership

**NAVIGATION:** <https://learn.teachingchannel.com/boeing-engineering-curriculum>

**AERIAL VIEW:** The Boeing Company and Teaching Channel created problem-based curricula inspired by the science and engineering innovations at Boeing and informed by globally competitive science, math, and literacy standards.

## C

**DESTINATION:** Center for Unmanned Aircraft Systems in Public Safety

**NAVIGATION:** <https://www.uaspublicsafety.org/what-is-uas/>

**AERIAL VIEW:** This website is intended as a resource to help law enforcement agencies make an informed decision on whether to acquire small unmanned aircraft systems, and if they do, how to develop policies and procedures that will help garner public support, avoid pitfalls, and build community trust.

**DESTINATION:** Center of Gravity science snacks

**NAVIGATION:** <https://www.exploratorium.edu/snacks/center-gravity>

**AERIAL VIEW:** Activities from Exploratorium.

**DESTINATION:** Challenge of Flight (interactive)

**NAVIGATION:** <https://oeta.pbslearningmedia.org/resource/aeroeng-sci-eng-flight/challenge-of-flight/>

**AERIAL VIEW:** Produced by WGBH and The Documentary Group. The first part of the interactive uses videos, still images, and diagrams to explain the four forces of flight (lift, thrust, drag, and weight) and the three motions an airplane experiences in flight (roll, pitch, and yaw). The second part explores the four primary steps of the design process and the tools today's aerospace engineers use in their work.

**DESTINATION:** Civil Air Patrol

**NAVIGATION:** <https://www.gocivilairpatrol.com/>

**AERIAL VIEW:** A public service organization that supports communities with emergency response, diverse aviation and ground services, youth development and promotion of air, space, and cyber power. Civil Air Patrol serves adults and youth in pre-K through 12th grades with hands-on Aerospace/STEM lessons and materials. Offers free K-12 STEM kits and free K-6 Aerospace Connection in Education (ACE) student materials (with annual teacher registration). Also offers free Teacher Orientation Program (TOP) flights where teachers can fly with a CAP pilot.

**DESTINATION:** *Classified: The Secret Career of Mary Golda Ross, Cherokee Aerospace Engineer*

**NAVIGATION:** <https://www.curiouscitydpw.com/2021/03/25/classified-stem-cherokee/>

**AERIAL VIEW:** The picture book biography (Millbrook Press) introduces students to a STEM heroine. Website includes free downloadable Cherokee Values Poster, STEM Aerospace and Cherokee Language & Culture Activities, and a Teaching Unit & Event Toolkit.

**DESTINATION:** Commercial Crew A to Z Activity and Coloring Booklet

**NAVIGATION:** <https://www.nasa.gov/stem-ed-resources/commercial-crew-a-to-z-activity-and-coloring-booklet.html>

**AERIAL VIEW:** Download this printable coloring, writing and activity book. Work puzzles and learn new words about NASA's Commercial Crew Program that launches astronauts to space on American rockets. For grades K-4.

**DESTINATION:** Competency Model—Aerospace

**NAVIGATION:** <https://www.careeronestop.org/competencymodel/competency-models/aerospace.aspx>

**AERIAL VIEW:** In collaboration with the Aerospace Industries Association and the National Defense Industrial Association, the Employment and Training Administration worked with industry leaders to develop a comprehensive competency model for the aerospace industry. The model is designed to evolve along with changing skill requirements.

**DESTINATION:** Controllers Save Lives

**NAVIGATION:** <https://www.faa.gov/tv/?mediald=394>

**AERIAL VIEW:** A video from the FAA.

**DESTINATION:** A crash course on indoor flying robots

**NAVIGATION:** <https://www.khanacademy.org/partner-content/mit-k12/mit-k12-science/mit-k12-physics/v/indoor-flying-robots>

**AERIAL VIEW:** How quadrotors fly and how they can fly themselves without human help.

**DESTINATION:** CyberPatriot

**NAVIGATION:** <https://www.uscyberpatriot.org/>

**AERIAL VIEW:** CyberPatriot is the National Youth Cyber Education Program created by the Air Force Association to inspire K-12 students toward careers in cybersecurity or other science, technology, engineering, and mathematics disciplines critical to the nation's future. At the core of the program is the

National Youth Cyber Defense Competition, the nation's largest cyber defense competition that puts high school and middle school students in charge of securing virtual networks. Other programs include AFA CyberCamps, an elementary school cyber education initiative, a children's literature series, and CyberGenerations—a cyber safety initiative geared toward keeping senior citizens safe online.

## D

**DESTINATION:** DACUM Charts for UAS Technician Training

**NAVIGATION:** <https://ncatech.org/digital-resource-library/>

**AERIAL VIEW:** The National Center for Autonomous Technologies and partners produced several DACUM reports to support technician-level education and workforce development.

**DESTINATION:** Designing Drones

**NAVIGATION:** <https://tryengineering.org/teacher/designing-drones/>

**AERIAL VIEW:** This lesson explores how helicopter flight is possible and how drones (or quadcopters) have impacted our world. Students explore the forces that make helicopter flight possible and learn about how material choice and shape can also have an impact on flight. Students work in teams to design, build, and fly a simple rotor using basic materials that drops the slowest from a height of ten feet. For ages 8-12. Includes lesson plan, student handouts, and completion certificate.

**DESTINATION:** Directory of Aviation Museums and Exhibits by State

**NAVIGATION:** <https://www.airplanemuseums.com/list-of-air-museums-exhibits-airparks.htm>

**AERIAL VIEW:** List of aviation museums by state.

**DESTINATION:** Distance Learning Module: Types of Flight

**NAVIGATION:** <https://www.starhop.com/blog/2020/6/2/distance-learning-module-types-of-flight-zysyt> and

<https://www.starhop.com/blog/category/Distance+Learning+Module>

**AERIAL VIEW:** Learning module for at-home learning, including an activity, from the McAuliffe-Shepard Discovery Center.

**DESTINATION:** DroneBlocks

**NAVIGATION:** <https://www.droneblocks.io/> and

<https://learn.droneblocks.io/p/droneblocks-curriculum-4th-8th-grade>

**AERIAL VIEW:** DroneBlocks teaches STEM and the real-world applications of drone technology through online curriculum, professional development, and a free app.

**DESTINATION:** Drones in Agriculture

**NAVIGATION:**

<https://oeta.pbslearningmedia.org/resource/stn15.sci.eng.drones/drones-in-agriculture/>

**AERIAL VIEW:** A video about drone applications in agriculture. Includes links to teacher support materials.

**DESTINATION:** "Drones Take Their Place in the K-12 Classroom"

**NAVIGATION:** <https://edtechmagazine.com/k12/article/2019/03/drones-take-their-place-k-12-classroom>

**AERIAL VIEW:** Article from EdTech.

## E

**DESTINATION:** EAA Youth & Young Adult Engagement

**NAVIGATION:** <https://www.eaa.org/ea/youth> and <https://www.eaa.org/ea/ea-chapters/ea-chapter-resources/chapter-programs-and-activities/young-eagles-and-youth-activities>

**AERIAL VIEW:** EAA (Experimental Aviation Association) offers Young Eagles flights, internships, scholarships, aviation camps, and more. The *Aviation Activities for Youth* is a compilation of successful activities that have been used nationwide. (The publication is available with an EAA.org member account.)

**DESTINATION:** *E-Agriculture in Action: Drones in Agriculture*

**NAVIGATION:** <http://www.fao.org/e-agriculture/news/fao-itu-e-agriculture-action-big-data-agriculture>

**AERIAL VIEW:** E-book from the Food and Agriculture Organization of the United Nations.

**DESTINATION:** Earth's Atmosphere (video)

**NAVIGATION:** <https://4hlnet.extension.org/earths-atmosphere/>

**AERIAL VIEW:** Video and text from the 4-H Learning Network.

**DESTINATION:** *Education World* Lesson Plan Library

**NAVIGATION:** [https://www.educationworld.com/a\\_lesson/archives/](https://www.educationworld.com/a_lesson/archives/)

**AERIAL VIEW:** A searchable lesson plan library. Includes "aviation" lessons such as the following:

- Aviation Firsts Scavenger Hunt
- Aviation Pioneers Hall of Fame.
- Design a Paper Airplane
- Those Magnificent Flying Machines: Past, Present and Future
- Wind and Wings

**DESTINATION:** The Encyclopedia of Oklahoma History and Culture

**NAVIGATION:** <https://www.okhistory.org/publications/encyclopediaonline>

**AERIAL VIEW:** From the Oklahoma Historical Society. Browse by topic or by letter of the alphabet. "Aviation" entries include the following:

- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| • Apollo Soucek                   | • Oklahoma Flying Farmers         |
| • Braniff International Airways   | • Roy Orlando Hunt                |
| • Clarence Edgar Page             | • Shannon Lucid                   |
| • Clarence Leonard Tinker         | • Spartan Aircraft Company        |
| • Clyde Vernon Cessna             | • Thomas Stafford                 |
| • Geraldyn M. Cobb                | • Transcontinental Air Transport  |
| • James Herman Banning            | • War Production Training Centers |
| • Leroy Gordon Cooper, Jr.        | • Wiley Post                      |
| • Oklahoma Aeronautics Commission | • William Penn Adair Rogers       |
| • Oklahoma Air Tour of 1928       | • Winnie Mae                      |

**DESTINATION:** Endless Skyway: The Early Days of Aviation in Oklahoma

**NAVIGATION:** [https://www.travelok.com/article\\_page/endless-skyway-the-early-days-of-aviation-in-oklahoma](https://www.travelok.com/article_page/endless-skyway-the-early-days-of-aviation-in-oklahoma)

**AERIAL VIEW:** Content and related links from TravelOK.com.

## F

**DESTINATION:** Find an Airport (Oklahoma)

**NAVIGATION:** <https://oac.ok.gov/airports>

**AERIAL VIEW:** A website of the Oklahoma Aeronautics Commission.

**DESTINATION:** FlightAware

**NAVIGATION:** <https://flightaware.com/>

**AERIAL VIEW:** A hub of digital aviation data.

**DESTINATION:** Flight Night Drone Institute

**NAVIGATION:** <https://tulsastem.org/flight-night-drone-institute/>

**AERIAL VIEW:** Teacher professional development from the Tulsa Regional STEM Alliance.

**DESTINATION:** *Flight Training Magazine*

**NAVIGATION:** <https://www.aopa.org/training-and-safety/flight-training-magazine>

**AERIAL VIEW:** The AOPA magazine.

**DESTINATION:** "Fly By" Video Lessons

**NAVIGATION:** <https://www.evergreenmuseum.org/evergreen-museum-tv>

**AERIAL VIEW:** Evergreen Museum original videos, aligned with Next Generation Science Standards and featuring the amazing artifacts around the museum.

**DESTINATION:** Four Forces on an Airplane (includes a video)

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/airplane/forces.html>

**AERIAL VIEW:** An interactive explanation of the four forces on an airplane from NASA.

**DESTINATION:** "The future of farming is using drones and sensors for efficient mapping and spraying"

**NAVIGATION:** <https://www.businessinsider.com/agricultural-drones-precision-mapping-spraying>

**AERIAL VIEW:** Description of applications and technologies from [businessinsider.com](https://www.businessinsider.com).

**DESTINATION:** The Future of the Aerospace Industry

**NAVIGATION:** <https://www.youtube.com/watch?v=7iQPpI4US9A>

**AERIAL VIEW:** A video from Siemens Software.

**DESTINATION:** Future U Ready-to-Go STEM Activities

**NAVIGATION:** <https://www.boeingfutureu.com/for-employees> and  
<https://www.boeingfutureu.com/for-educators/aviation-careers>

**AERIAL VIEW:** Boeing and Discovery Education have launched FUTURE U to inspire and equip the next generation of STEM professionals in aerospace. FUTURE U offers hands-on learning experiences to help students in grades 6–12 embrace their potential to make an impact and innovate for the future.

## H

**DESTINATION:** Helicopter Association International

**NAVIGATION:** <https://www.rotor.org/home>

**AERIAL VIEW:** HAI represents all aspects of the Vertical Take-off & Landing (VTOL) industry.

**DESTINATION:** History of Aircraft

**NAVIGATION:** <https://www.dkfindout.com/us/transportation/history-aircraft/>

**AERIAL VIEW:** An interactive guide from Dorling Kindersley.

**DESTINATION:** How Birds Use Their Wings

**NAVIGATION:** <https://www.starhop.com/blog/2020/6/3/at-home-stem-activities-how-birds-use-their-wings>

**AERIAL VIEW:** Blog feature from McAuliffe-Shepard Discovery Center.

**DESTINATION:** How Jet Engines Work

**NAVIGATION:** <https://www.youtube.com/watch?v=L24Wf0VITE0>

**AERIAL VIEW:** Animation from Animagraffs.

**DESTINATION:** How Things Fly

**NAVIGATION:** <http://howthingsfly.si.edu/>

**AERIAL VIEW:** *How Things Fly* is a companion website to the physical exhibition at the Smithsonian National Air and Space Museum.

**DESTINATION:** How to Build a Model Airport

**NAVIGATION:** <https://www.wikihow.com/Build-a-Model-Airport>

**AERIAL VIEW:** A step-by-step plan, with illustrations, co-authored by wikiHow staff.

## J

**DESTINATION:** JetStream

**NAVIGATION:** <https://www.weather.gov/jetstream/>

**AERIAL VIEW:** Online school for weather from the National Weather Service. The information contained in JetStream is arranged by subject; beginning with global and large-scale weather patterns followed by lessons on air masses, wind patterns, cloud formations, thunderstorms, lightning, hail, damaging winds, tornados, tropical storms, cyclones and flooding. Interspersed in JetStream are "Learning Lessons" which can be used to enhance the educational experience.

**DESTINATION:** The Journey of Drone Integration

**NAVIGATION:** <https://www.faa.gov/tv/?mediaId=1998>

**AERIAL VIEW:** A video from the FAA.

## L

**DESTINATION:** Lakeshore Learning

**NAVIGATION:** <https://www.lakeshorelearning.com/>

**AERIAL VIEW:** A teacher supply store that also offers aviation-related products, including the following:

- Airplane Puzzle (Preschool-Pre-K)
- Airplanes Counting Box (Pre-K to Kindergarten)
- Design & Play STEAM Planes Kit (Pre-K to Grade 3)
- I Can Build It! Construction Planks (Pre-K to Grade 1)
- Plane Designer STEM Learning Lab (Grades 2-3)
- Solar-Powered Plane Mobile STEM Kit (Grades K-10)
- Things That Go Board Book Library (infant to preschool)

**DESTINATION:** Layers of the Atmosphere

**NAVIGATION:** <https://www.weather.gov/jetstream/layers>

**AERIAL VIEW:** An explanation from the National Weather Service.

**DESTINATION:** Letters and Articles Written by WASPs and WAFs

**NAVIGATION:** <https://www.pbs.org/wgbh/americanexperience/features/flygirls-letters-and-articles-written-wasps-and-wafs/>

**AERIAL VIEW:** A resource from the WGBH Educational Foundation.

## M

**DESTINATION:** Mike Monroney Aeronautical Center

**NAVIGATION:** <https://www.faa.gov/tv/?mediaId=1669>

**AERIAL VIEW:** A video about the FAA's Mike Monroney Aeronautical Center in Oklahoma City.

**DESTINATION:** Most Influential Women in the Aviation and Aerospace Industry

**NAVIGATION:** <https://www.wai.org/pioneers/100womenscript>

**AERIAL VIEW:** Women in Aviation International pays tribute to 100 Women Who Made a Difference in the first 100 years of aviation.

**DESTINATION:** Museum in a Box Series

**NAVIGATION:** <https://www.nasa.gov/aeroresearch/resources/museum-in-a-box>

**AERIAL VIEW:** From NASA, Museum in a Box provides exciting hands-on/minds-on lessons with an aeronautics theme to inspire future scientists, mathematicians

and engineers. The lessons are tied to national science and math standards. Lesson categories include the following:

- Dressing for Altitude
- History of Flight
- Parts of an Airplane
- Principles of Flight
- Structures and Materials
- Propulsion
- Future Flight
- Careers in Aeronautics
- Airspace

**DESTINATION:** The Museum of Flight

**NAVIGATION:** <https://www.museumofflight.org/>

**AERIAL VIEW:** The largest independent, non-profit air and space museum in the world. Offers virtual and remote programs.

## N

**DESTINATION:** NASA Aero Infographics

**NAVIGATION:** <https://www.nasa.gov/aero/infographics.html>

**AERIAL VIEW:** Data-packed infographics from NASA.

**DESTINATION:** NASA Materials for the Classroom

**NAVIGATION:**

<https://www.nasa.gov/offices/stem/centers/marshall/classroom/index.html>

**AERIAL VIEW:** Search hundreds of resources by subject, grade level, type, and keyword. These lesson plans and teaching materials support STEM curriculum.

**DESTINATION:** National Agricultural Aviation Association

**NAVIGATION:** <https://www.agaviation.org/>

**AERIAL VIEW:** NAAA supports the interests of small business owners and pilots licensed as professional commercial aerial applicators who use aircraft to enhance food, fiber, and bio-energy production, protect forestry and control health-threatening pests. The NAAA website includes a "100 Years of Agricultural Aviation" timeline and a related video.

**DESTINATION:** National Association of High School Aviation Clubs

**NAVIGATION:** <http://nahsac.org/>

**AERIAL VIEW:** Website of the national organization.

**DESTINATION:** National Flight Academy Mobile App

**NAVIGATION:** <https://www.nationalflightacademy.com/nfa-mobile-app/>

**AERIAL VIEW:** Fly the high-performance X-12 Triad on your mobile device! Take off from NAS Pensacola, zoom to 50,000' at over Mach 2, then trap aboard the carrier *Ambition* or make a vertical landing using the X-12's advance vectored thrust engines and variable geometry wings. After that, take a virtual tour of the ship or examine an interactive model of the X-12!

**DESTINATION:** National Girls Collaborative Project

**NAVIGATION:** <https://ngcproject.org/>

**AERIAL VIEW:** The vision of the National Girls Collaborative Project® (NGCP) is to bring together organizations throughout the United States that are committed to informing and encouraging girls to pursue careers in science, technology, engineering, and mathematics (STEM). NGCP offers many resources to strengthen girl-serving STEM programs, partner networks and Collaborative networks and advance STEM education for girls. These resources include mini-grants, webinars, exemplary practices, newsletters, a *Collaboration Guide*, and more.

**DESTINATION:** National Institute for Women in Trades, Technology & Science

**NAVIGATION:** <https://www.iwitts.org/>

**AERIAL VIEW:** Offers bootcamps for educators and a *Women in Technology Outreach Kit*.

**DESTINATION:** National Museum of the United States Air Force

**NAVIGATION:** <https://www.nationalmuseum.af.mil/Education/>

**AERIAL VIEW:** Website includes lesson plans and resource guides.

**DESTINATION:** NBAA (National Business Aviation Association)

**NAVIGATION:** <https://nbaa.org/>

**AERIAL VIEW:** The NBAA is the leading organization for companies that rely on general aviation aircraft to help make their businesses more efficient, productive and successful. The association represents more than 11,000 companies and professionals and provides more than 100 products and services to the business aviation community, including the NBAA Business Aviation Convention & Exhibition (NBAA-BACE), the world's largest civil aviation trade show. NBAA also offers a free student edition of the Business Aviation Insider magazine, a Career Guide to Business Aviation, business aviation career posters, a mentoring network, scholarships, and more.

**DESTINATION:** Newton's Laws of Motion

**NAVIGATION:** <https://www1.grc.nasa.gov/beginners-guide-to-aeronautics/newtons-laws-of-motion/>

**AERIAL VIEW:** Interactive explanation from the NASA Glenn Research Center.

**DESTINATION:** Newton's Laws of Motion

**NAVIGATION:** <https://www.teachengineering.org/populartopics/newtonslaws>

**AERIAL VIEW:** Tutorial and curriculum links from TeachEngineering.

**DESTINATION:** NextGen 101: The Passenger Experience

**NAVIGATION:** <https://www.faa.gov/tv/>

**AERIAL VIEW:** A video from the FAA explaining how NextGen has modernized flight.

**DESTINATION:** The Ninety-Nines Museum of Women Pilots

**NAVIGATION:** <https://www.museumofwomenpilots.org/>

**AERIAL VIEW:** Museum website includes free online training modules.

**DESTINATION:** NTSB Aviation Accident Reports

**NAVIGATION:**

<https://www.nts.gov/investigations/AccidentReports/Pages/aviation.aspx>

**AERIAL VIEW:** List from the National Transportation Safety Board. The reports listing is sortable by the event date, report date, city, and state.



**DESTINATION:** Oklahoma Aerospace: Building on a Rich Tradition

**NAVIGATION:** <https://www.okcareertech.org/business-and-industry/aerospace-and-aviation>

**AERIAL VIEW:** Pathway resources from the Oklahoma Department of Career and Technology Education, including videos, industry outlook data, career success stories, and program location information.

**DESTINATION:** Oklahoma Museums Association

**NAVIGATION:** <https://www.okmuseums.org/oklahoma-museums/>

**AERIAL VIEW:** List of all museums in Oklahoma.

**DESTINATION:** *Oklahoma Today* Archives

**NAVIGATION:** <https://dc.library.okstate.edu/digital/collection/OKToday>

**AERIAL VIEW:** Digital searchable archive of *Oklahoma Today* magazine, beginning in 1953.

**DESTINATION:** Organization of Black Aerospace Professionals

**NAVIGATION:** <https://obap.org/>

**AERIAL VIEW:** Founded in 1976, the Organization of Black Aerospace Professionals is a nonprofit organization dedicated to the encouragement and advancement of minorities in all aviation and aerospace careers. OBAP outreach and programs include Aerospace Professionals in Schools, Aerospace Career Education (ACE) Academies, scholarships, collegiate chapters, the Aerospace Professional Development Program, and more.

**DESTINATION:** Out of This World

**NAVIGATION:** <https://www.worldbook.com/nasa/out-of-this-world.htm>

**AERIAL VIEW:** This series is a collaboration between World Book and NASA's Innovative Advanced Concepts program. Scientists tell how they grew from students to inventors and now tackle some of NASA's biggest challenges. Useful for STEM/STEAM instruction and independent reading.

## P

**DESTINATION:** Paper Airplane Activity

**NAVIGATION:** <https://www.grc.nasa.gov/www/k-12/aerosim/LessonHS97/paperairplaneac.html>

**AERIAL VIEW:** A simple activity from the NASA Glenn Research Center.

**DESTINATION:** PBS LearningMedia

**NAVIGATION:** <https://oeta.pbslearningmedia.org/>

**AERIAL VIEW: Free**, standards-aligned videos, interactives, lesson plans, and more for teachers. For example, search for "aviation" in the search window and see 94 resources, including:

- Aviation: The Limited Sky
- Future of Aviation
- Buzz the Tower: How Bees Influence Aviation
- Plane Crazy
- Willa Brown Chappell
- Meet a Test Pilot
- Female Pioneers of the Sky
- Bessie Coleman
- My First Balloon Ascent
- Alaska Native Pilots

**DESTINATION:** Pearl: The Life of Pearl Carter Scott

**NAVIGATION:** <http://www.pearlthemovie.net/>

**AERIAL VIEW:** Website of the film with link to related curriculum from the Chickasaw Nation.

**DESTINATION:** Pitsco Education

**NAVIGATION:** <https://www.pitsco.com/>

**AERIAL VIEW:** A leading provider of K-12 STEM solutions, Pitsco offers products at various grade levels, including the following:

- For grades K-2, Pitsco offers whole-class, hands-on STEM Units that enable lower-elementary students to make connections among the four areas of STEM. Students work in teams to brainstorm and solve problems, beginning to develop those transferable future-ready skills necessary in college and careers and creating an awe for hands-on exploration at an early age. Units can be implemented individually or grouped into two themes: Structures and Air. The Air Theme introduces students to the importance of air and how air is used by living and nonliving things. Children learn about the role of air in technology and engineering and apply concepts across life science, Earth science, physical science, and math.
- For grades 3-5, Pitsco offers the STREAM Missions program. Delivered in a cloud-based platform with accompanying hands-on projects, STREAM Missions appeal to all types of learners as they combine structured and guided inquiry with student-centered technology and interdisciplinary instruction. Through the Missions, students are also introduced to a variety of potential careers.
- For grades 6-9, Pitsco offers the STEM and Career Expeditions programs. With Expeditions, students are immersed in a collaborative experience, seeking to answer an Essential Question through hands-on discovery and experimentation. Expeditions are flexible and hands-on, blending teacher-led instruction with student-directed activities through a cloud-based learning content management system.
- For grades 11-12, Pitsco partnered with CrossFlight Sky Solutions, developer of a goal-based and student-driven drone curriculum with drone training software to use as a part of a STEM/STEAM program. This curriculum culminates with students being prepared to pass the FAA Part 107 Aeronautical Knowledge Test.

**DESTINATION:** Popular Aviation Careers

**NAVIGATION:** <https://www.avjobs.com/careers/>

**AERIAL VIEW:** Job descriptions for flying and non-flying careers in aviation from Avjobs, the leading aviation jobs site.

**DESTINATION:** Project Lead The Way (PLTW)

**NAVIGATION:** <https://www.pltw.org/our-programs>

**AERIAL VIEW:** PLTW students engage in hands-on activities, projects, and problems that are reflective of real-world challenges. This compelling, real-world approach empowers students to learn essential, in-demand skills validated by the world's leading companies, while also providing an invaluable connection between what students are learning in the classroom today and how it applies to the paths they'll take in the future. Curriculum topics (within different program levels) include the following:

- Aerospace Engineering
- Cybersecurity
- Flight and Space
- Principles of Engineering
- Stability and Motion: Science of Flight
- Weather: Factors and Hazards

## R

**DESTINATION:** Real Women of Air Traffic Control

**NAVIGATION:** <https://www.faa.gov/tv/?mediald=1593>

**AERIAL VIEW:** A video from the FAA.

**DESTINATION:** Redbird Virtual STEM+ Lab

**NAVIGATION:** <https://learning.redbirdflight.com/courses/redbird-virtual-stem-lab/>

**AERIAL VIEW:** Learn about aeronautics and experience aviation from home with an expert teacher.

**DESTINATION:** Rise Above Resource Kits

**NAVIGATION:** <https://cafriseabove.org/resource-kit/>

**AERIAL VIEW:** From the Commemorative Air Force, these free, downloadable kits provide users access to posters featuring the Six Guiding Principles, PowerPoint files, classroom activities and a wealth of material about the Tuskegee Airmen and the WASPs (Women Airforce Service Pilots).

**DESTINATION:** Rise of the Rockets

**NAVIGATION:** <https://www.pbs.org/wgbh/nova/video/rise-of-the-rockets/>

**AERIAL VIEW:** NOVA explores the latest rocket technologies and the growing role private citizens may have in space.

**DESTINATION:** Rockets

**NAVIGATION:**

[https://www.teachengineering.org/curricularunits/view/cub\\_rockets\\_curricularunit](https://www.teachengineering.org/curricularunits/view/cub_rockets_curricularunit)

**AERIAL VIEW:** STEM curriculum for K-12 from TeachEngineering.org. Includes the following standards-aligned lessons and activities:

- Keep in Touch: Communications and Satellites (lesson)
- I'm Not in Range: Acting Out Cellular Phone Service (activity)
- Newton Gets Me Moving (lesson)
- Newton Rocket Car (activity)
- Using Thrust, Weight & Control: Rocket Me Into Space (lesson)
- Strawkets and Thrust (activity)
- Strawkets and Weight (activity)
- Strawkets and Control (activity)
- Blast Off: Generating Rocket Thrust with Propellants (lesson)
- Fuel Mystery Dis-Solved! (activity)
- Aqua-Thrusters! (activity)
- Pop Rockets (activity)
- Learn to Build a Rocket in Five Days or Your Money Back (lesson)
- Constraints: Pop Rockets on a Shoestring Budget (activity)
- Where Am I: Navigation and Satellites (lesson)
- Find It! (activity)

**DESTINATION:** Rockets Activities

**NAVIGATION:** <https://www.jpl.nasa.gov/edu/teach/tag/search/Rockets>

**AERIAL VIEW:** Searchable website of activities from the NASA Jet Propulsion Laboratory.

**DESTINATION:** "The Role of Drone Technology in Sustainable Agriculture"

**NAVIGATION:** <https://www.precisionag.com/in-field-technologies/drones-uavs/the-role-of-drone-technology-in-sustainable-agriculture/>

**AERIAL VIEW:** Article from *PrecisionAg*.

## S

**DESTINATION:** Science Education Resources

**NAVIGATION:** <https://www.airbus.com/company/sustainability/airbus-foundation/discovery-space/downloads.html>

**AERIAL VIEW:** Free resources from Airbus, including toolkits and animations.

**DESTINATION:** Scientists in School

**NAVIGATION:** <https://www.scientistsinschool.ca/resources/teacher-resource-packages/>

**AERIAL VIEW:** Offers a free downloadable teacher resource package in air and flight with background information, hands-on activities, and teacher and student resources (grades 5-6). Scientists in School is the leading science education charity in Canada.

**DESTINATION:** Sector 33 App

**NAVIGATION:** <https://www.nasa.gov/centers/ames/Sector33/iOS/index.html>

**AERIAL VIEW:** The Sector 33 app is a companion app to the Smart Skies classroom product, LineUp With Math; an air traffic control game designed to interest students in aeronautics-related careers; and designed to connect mathematics and problem solving to the real world. Its features include the following:

- 35 problems featuring two to five airplanes
- Speed and route controls
- Weather obstacles
- Four levels of controller certification
- In-game introduction, hints, and help section
- Extra videos

**DESTINATION:** Smart Skies

**NAVIGATION:** <https://smartskies.nasa.gov/>

**AERIAL VIEW:** Distance-rate-time investigations in air traffic control for grades 5-9 from the NASA Ames Research Center.

**DESTINATION:** Smithsonian National Air and Space Museum

**NAVIGATION:** <https://airandspace.si.edu/learn>

**AERIAL VIEW:** Explore aerodynamics through hands-on activities, discover the science behind spy planes, earthquakes or volcanoes in a STEM in 30 episode or listen to stories of achievement, failure, and perseverance on our AirSpace podcasts.

**DESTINATION:** Start with a Book: Flight

**NAVIGATION:** <https://www.startwithabook.org/summer-reading-learning/flight>

**AERIAL VIEW:** A collection of books, activities, apps, and websites for learning all about flight. From WETA Public Broadcasting.

**DESTINATION:** STEM Aviation-Related Instructional Videos

**NAVIGATION:** <https://mapsairmuseum.org/lesson-plans-for-teachers/stem-instructional-videos/>

**AERIAL VIEW:** Instructional support materials relating to aviation topics from the Military Aviation Preservation Society.

**DESTINATION:** The STEM Gap: Women and Girls in Science, Technology, Engineering and Math

**NAVIGATION:** <https://www.aauw.org/resources/research/the-stem-gap/>

**AERIAL VIEW:** Research and data from the American Association of University Women.

## T

**DESTINATION:** Tardigrade Teaching Aids

**NAVIGATION:** <https://aerospace.org/tardigrades>

**AERIAL VIEW:** The tardigrade, also known as a water bear (or a moss-piglet), can be found in extreme environments across the world, from the extreme depths of the ocean to frozen Arctic tundra...and even in space! In this lesson plan, students will become familiar with extremophiles and the small but mighty tardigrade. By taking on the role of an astrobiologist, students will use the experimental science process to investigate the effect of temperature, hydration, or space vacuum on tardigrade survival. They will draw their own conclusions on tardigrade space resiliency and model ways to advance human space exploration.

**DESTINATION:** Technovation Families Design Challenges (formerly Curiosity Machine)

**NAVIGATION:** <https://www.curiositymachine.org/challenges/>

**AERIAL VIEW:** Free design challenges that explore a range of science, technology, and engineering topics through fun, hands-on activities that promote creativity and problem-solving to find unique solutions.

**DESTINATION:** Think Bigger

**NAVIGATION:** <https://www.aia-aerospace.org/report/think-bigger-uas-infographic/>

**AERIAL VIEW:** Infographic from the Aerospace Industries Association about the potential for Large Unmanned Systems.

**DESTINATION:** "The Top 5 Best Educational Drones for Students, Beginners, and Kids"

**NAVIGATION:** <https://www.uavadviser.com/top-5-best-educational-drones/>

**AERIAL VIEW:** Reviews from *UAV Adviser*.

**DESTINATION:** To the Moon & Beyond

**NAVIGATION:** <https://playbook.tulsastem.org/programs/to-the-moon-and-beyond>

**AERIAL VIEW:** From the Tulsa Regional STEM Alliance, students use the engineering design process as they learn about humans' endeavors to return to the Moon and visit Mars.

**DESTINATION:** TryEngineering

**NAVIGATION:** <https://tryengineering.org/>

**AERIAL VIEW:** TryEngineering offers a variety of lesson plans that align with education standards to allow teachers and students to apply engineering principles in the classroom. Lesson plans include the following topics:

- Engineering Air Traffic
- Failure: Seeds of Innovation
- Find It with GPS!
- Folding Matters
- Measuring the Wind
- Playing with Parachutes
- Take Flight
- Water Rocket Launch

## U

**DESTINATION:** Up, Up and Away!—Airplanes

**NAVIGATION:**

[https://www.teachengineering.org/activities/view/cub\\_airplanes\\_lesson03\\_activity1](https://www.teachengineering.org/activities/view/cub_airplanes_lesson03_activity1)

**AERIAL VIEW:** STEM curriculum for K-12 from TeachEngineering.org. Includes the following standards-aligned lessons and activities:

- Can You Take the Pressure? (lesson)
- Fun with Bernoulli (activity)
- Air Pressure (activity)
- May the Force Be with You: Lift (lesson)

- Windy Tunnel (activity)
- May the Force Be with You: Weight (lesson)
- Bend That Bar (activity)
- Physics Tug of War (activity)
- May the Force Be with You: Thrust (lesson)
- Equal & Opposite Thrust in Aircraft: You're a Pushover! (activity)
- May the Force Be with You: Drag (lesson)
- What a Drag! (activity)
- Take Off with Paper Airplanes (lesson)
- Building-Testing-Improving Paper Airplanes: Head's Up! (activity)
- Airplane Tails & Wings: Are You in Control? (lesson)
- Better By Design (activity)
- Airplanes Everywhere: Land! Water! Sky! Oh, My! (lesson)
- Let's Get It There Fast (activity)
- Will It Fly? (lesson)
- Balsa Glider Competition (activity)
- Future Flights: Imagine Your Own Flying Machines! (lesson)
- Design a Flying Machine (activity)

## V

**DESTINATION:** Virtual Storytime: Planes Fly!

**NAVIGATION:** <https://www.starhop.com/blog/2020/6/3/virtual-storytime-planes-fly>

**AERIAL VIEW:** Virtual book reading from the blog of the McAuliffe-Shepard Discovery Center.

## W

**DESTINATION:** Weather Experiments

**NAVIGATION:** <https://www.ou.edu/nwc/learn/experiments>

**AERIAL VIEW:** Five fast experiments from Science Museum Oklahoma.

**DESTINATION:** Weather Wiz Kids

**NAVIGATION:** <https://www.weatherwizkids.com/weather-experiments.htm>

**AERIAL VIEW:** Dozens of weather experiments.

**DESTINATION:** With You When You Fly—Aeronautics for Pre-K

**NAVIGATION:** <https://www.nasa.gov/stem-ed-resources/with-you-when-you-fly.html>

**AERIAL VIEW:** Based on principles within popular children's books, each of the STEM lesson plans in this guide helps preschool children learn about the science of aeronautics. The six themes are Gliders in Nature, Balloons, Parachutes, Kites, Helicopters and Airplanes, and World Flyers.

**DESTINATION:** "What Does MRO Stand for in Aviation?"

**NAVIGATION:** <https://aerocorner.com/blog/mro-in-aviation/>

**AERIAL VIEW:** Article in the Aero Corner blog.

**DESTINATION:** Wings Over Indiana (video)

**NAVIGATION:** <https://www.youtube.com/watch?v=3f-SOdvDTC8&list=PL5BBD7645952791B6>

**AERIAL VIEW:** The Emmy® award-winning documentary is an Indiana Expedition hosted by Rick Crosslin. Thirteen YouTube videos are linked together and will transition from one to the next automatically. The content in this series will motivate students to explore related material and the fascinating world of aircraft development.

**DESTINATION:** Women in Aviation International

**NAVIGATION:** <https://www.wai.org/resources>

**AERIAL VIEW:** Women in Aviation International is dedicated to the encouragement and advancement of women in all aviation career fields and interests. Their website includes hands-on aviation education materials, a Pioneer Hall of Fame, and scholarship information.

**DESTINATION:** "Women in Aviation: Past, Present and Future"

**NAVIGATION:** <https://www.flyaeroguard.com/blog/women-in-aviation/>

**AERIAL VIEW:** Blog feature from AeroGuard.

## Y

**DESTINATION:** Youth Aviation Adventure

**NAVIGATION:** <https://www.youthaviationadventure.org/>

**AERIAL VIEW:** Modular aerospace education activities organized by volunteers using local airports.



**Produced as a Cooperative Effort Between  
the Oklahoma Aeronautics Commission  
and the Oklahoma Department  
of Career and Technology Education**



**ITEM OF CONSIDERATION**  
**Board of Education**  
**May 2, 2022**

**TOPIC:** Proposed action regarding the Agreement with Faith 7 Activity Center to provide students with skills to transition from high school to the workforce.

**ADMINISTRATIVE RECOMMENDATION:**

**RATIONALE FOR RECOMMENDATION:** SHS juniors and seniors in functional skills classes need access to job training as part of their transition plan for exiting high school. Faith 7 will teach skills to our students in a real-world situation. Students who participate in the program for two years will ensure they are exiting the public school in four years with appropriate skills to enter the workforce.

**FINANCIAL IMPACT AND FUNDING:** No Cost

**OPTIONS:** Proposed changes attached.

1. Approve
2. Do not approve
3. Table

**CONTACT PERSON:** Allyson Cleveland, Director of Special Services or Theresa Dame, Coordinating Teacher at SHS.

**Agreement between  
Shawnee Public Schools  
and  
Faith 7 Activity Center**

This contract is made and entered into by and between Shawnee Independent School District Number 93 of Pottawatomie Country, Oklahoma, and Faith 7 Activity Center.

1. Faith 7 represents that it is accredited with the State of Oklahoma through the Department of Human Services, Developmental Disabilities Services Division. All personnel are trained to provide vocational training to students of Shawnee Public Schools. Faith 7 shall provide copies of all such accreditations upon request by Shawnee Public Schools.
2. Faith 7 shall conduct all training in accordance with state, federal, local school district or other applicable laws, rules, and regulations.
3. Faith 7 shall maintain public liability, worker compensation, and such other insurance coverage, in the types and amounts that Shawnee Public Schools may from time to time, require Certificates of Insurance to be provided to the school district upon request.
4. Training for Shawnee Public School students shall be in strict accordance with each respective student's IEP.
5. All training for Faith 7 personnel shall be the sole responsibility of Faith 7. The school district shall have no obligation for the training or supervision of Faith 7 personnel.
6. Faith 7 shall at all times during the term of this contract remain in compliance with applicable laws, rules, and regulations, including, but not limited to, staffing and licensing.
7. If a student's IEP indicates that one-to-one or other special support is required in connection with training at Faith 7, Shawnee Public Schools may, at its sole option, provide such support. Immediately upon receipt of written notice from the school district that it elects not to provide such support or that it will no longer provide such support, Faith 7 shall provide the necessary one-on-one or other support. In the event Faith 7 provides such support, it shall be reimbursed at the rate of \$11.00 per sixty-minute hour.
8. This contract shall be effective when signed by both parties and shall continue through the 2022-2023 academic school calendar year. Faith 7 acknowledges that this contract shall be effective only upon approval by Shawnee Public Schools Board of Education.

9. This contract may be terminated by Shawnee Public Schools at any time upon written notice from the District School Board, Superintendent, or the Director of Special Services.
10. Faith 7 shall invoice Shawnee Public Schools at the end of each month for the training provided during that month. Payment shall be made by the School District by the 10th of the following month.
11. Shawnee Public Schools will provide transportation for each student to and from Faith 7.
12. The term of this agreement shall be from July 1, 2022, through June 30, 2023. This agreement may be terminated by either party by giving written notice to the other party. Thirty (30) days after the date of the written notice, the agreement will end.

**Shawnee Public Schools**

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

\_\_\_\_\_  
Director of Special Services

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Faith 7 Activity Center**

\_\_\_\_\_  
John J Klaser - Chairman

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
04/25/2022

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

**ITEM OF CONSIDERATION**  
**Board of Education**  
**May 2, 2022**

**TOPIC:** Discussion and possible action regarding the drug testing contract with TEAM Professional Services.

**ADMINISTRATIVE RECOMMENDATION:** We recommend approval

**RATIONALE FOR RECOMMENDATION:** The Department of Transportation requires a 50% annual testing (minimum requirement) for Drugs and 10% annual testing (minimum requirement) for Alcohol for all bus drivers or possible bus drivers. This includes route drivers as well as coaches who have a CDL. We have had difficulty receiving the results from the current company being utilized. After an extensive search, we have found TEAM to be a reputable and reliable company that will ensure that SPS is in compliance with Federal and State requirements.

**FINANCIAL IMPACT AND FUNDING:** No additional financial impact than what is currently being utilized to ensure compliance.

**OPTIONS:**

1. Approve the recommendation
2. Do not approve the recommendation
3. Table the recommendation

**CONTACT PERSON:** Dr. Teresa Wilkerson, Assistant Superintendent of Shawnee Public Schools, 878-3133.

## TEAM PROFESSIONAL SERVICE AGREEMENT

THIS SERVICE AGREEMENT (the "Agreement") is made as of the 1st day of July, 2022 (the "Effective Date"), by and between TEAM Professional Services, Inc., an Oklahoma corporation with offices located at 8165 South Mingo Road, Ste. 100, Tulsa, Oklahoma 74133 ("Provider") and Shawnee Public Schools with offices located at 326 N. Union Street, Shawnee, OK 74801 ("Customer").

WHEREAS, Provider and its Affiliates provide their customers with access to a range of employment eligibility services, training and compliance offerings, including various web-based applications;

WHEREAS, Customer desires to access certain employment eligibility services described herein, and Provider desires to provide Customer access to such offerings, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

### 1. Definitions.

"**Affiliate**" of a Person means any other Person that directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such Person.

"**Authorized Users**" means Customer's employees, consultants, contractors, and agents who are authorized by Customer to access and use the Services under the rights granted to Customer pursuant to this Agreement.

"**Customer Data**" means information, data, and other content, in any form or medium, that is collected, downloaded, or otherwise received, directly or indirectly from Customer or an Authorized User by or through the Services. For the avoidance of doubt, Customer Data does not include information reflecting the access or use of the Services by or on behalf of Customer or any Authorized User.

"**Customer Systems**" means the Customer's information technology infrastructure, including computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by Customer or through the use of third-party services.

"**Documentation**" means any manuals, instructions, or other documents or materials that the Provider provides or makes available to Customer in any form or medium and which describe the functionality, components, features, or requirements of the Services or Provider IP, including any aspect of the installation, configuration, integration, operation, use, support, or maintenance thereof.

"**Law**" means any statute, law, ordinance, regulation, rule, code, order, constitution, treaty, common law, judgment, decree, or other requirement of any federal, state, local, or foreign government or political subdivision thereof, or any arbitrator, court, or tribunal of competent jurisdiction.

"**Permitted Use**" means any use of the Services by an Authorized User for the benefit of Customer in the ordinary course of its internal business operations.

"**Personal Information**" means information that Customer provides or for which Customer provides access to Provider, or information which Provider creates or obtains on behalf of Customer, in accordance with this Agreement that: (i) directly or indirectly identifies an individual (including, for example, names, signatures, addresses, telephone numbers, email addresses, and other unique identifiers); or (ii) can be used to authenticate an individual (including, without limitation, employee identification numbers, government-issued identification numbers, passwords or PINs, user identification and account access credentials or passwords, financial account numbers, credit report information, student information, biometric, genetic, health, or health insurance data, answers to security questions, and other personal identifiers), in case of both subclauses (i) and (ii), including Sensitive Personal Information as defined herein.

"**Provider IP**" means the Services, the Documentation, and any and all intellectual property provided to Customer or any Authorized User in connection with the foregoing. For the avoidance of doubt, Provider IP does not include Customer Data.

"**Provider Systems**" means the information technology infrastructure used by or on behalf of Provider in performing the Services, including all computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by Provider or through the use of third-party services.

"**Sensitive Personal Information**" means an individual's (i) government-issued identification number, including Social Security number, driver's license number, or state-issued identification number; (ii) financial account number, credit report information, or credit, debit, or other payment cardholder information, with or without any required security or access code, personal identification number, or password that permits access to the individual's financial account; or (iii) biometric, genetic, health, or health insurance data.

"**Services**" means the employment eligibility services and related offerings described in Exhibit A.

"**Third-Party Materials**" means materials and information, in any form or medium, including any open-source or other software, documents, data, content, specifications, products, equipment, or components of or relating to the Services that are not proprietary to Provider.

"**Third-Party Products**" means any third-party products described in Exhibit A provided with or incorporated into the Services such as Clinic or MRO Services.

## 2. **Services.**

- 2.1 **Access and Use.** Subject to and conditioned on Customer's and its Authorized Users' compliance with the terms and conditions of this Agreement, Provider hereby grants Customer a non-exclusive, non-transferable (except in compliance with Section 13.5) right to access and use the Services during the Term, solely for use by Authorized Users in accordance with the terms and conditions herein. Such use is limited to Customer's internal use. Provider shall provide to Customer the access credentials within a reasonable time following the Effective Date.
  - 2.2 **Documentation License.** Provider hereby grants to Customer a non-exclusive, non-sublicensable, non-transferable (except in compliance with Section 13.5) license to use the Documentation during the Term solely for Customer's internal business purposes in connection with its use of the Services.
  - 2.3 **Service and System Control.** Except as otherwise expressly provided in this Agreement, as between the parties: Provider has and will retain sole control over the operation, provision, maintenance, and management of the Provider IP; and Customer has and will retain sole control over the operation, maintenance, and management of, and all access to and use of, the Customer Systems, and sole responsibility for all access to and use of the Provider IP by any Person by or through the Customer Systems or any other means controlled by Customer or any Authorized User, including any: (i) information, instructions, or materials provided by any of them to the Services or Provider; (ii) results obtained from any use of the Services or Provider IP; and (iii) conclusions, decisions, or actions based on such use. *Notwithstanding anything to the contrary in this Agreement, all Services, including all processing of Customer Data by or on behalf of Provider shall be provided solely from within, and on computers, systems, networks, and other infrastructure located in, the United States.*
  - 2.4 **Reservation of Rights.** Provider reserves all rights not expressly granted to Customer in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to the Provider IP or Third-Party Materials.
  - 2.5 **Changes.** Provider reserves the right, in its sole discretion, to make any changes to the Services and Provider IP that it deems necessary or useful to (a) maintain or enhance the quality or delivery of Provider's services to its customers; or (b) to comply with applicable Law. Without limiting the foregoing, either party may, at any time during the Term, request in writing changes to the Services. The parties shall evaluate and, if agreed, implement all such requested changes in a change order signed by both parties. No requested changes will be effective unless and until memorialized in a written change order signed by both parties.
  - 2.6 **Subcontractors.** Provider may from time to time in its discretion engage third parties to perform Services (each, a "Subcontractor").
  - 2.7 **Suspension or Termination of Services.** Provider may, directly or indirectly, suspend, terminate, or otherwise deny Customer's, any Authorized User's, or any other Person's access to or use of all or any part of the Services or Provider IP, without incurring any resulting obligation or liability, if: (a) Provider receives a judicial or other governmental demand or order, subpoena, or law enforcement request that expressly or by reasonable implication requires Provider to do so; (b) any vendor of Provider has suspended or terminated Provider's access to or use of any Third-Party Products required to enable Customer to access the Services; or (c) Provider believes, in its good faith and reasonable discretion, that Customer or any Authorized User has failed to comply with any material term of this Agreement, or accessed or used the Services beyond the scope of the rights granted or for a purpose not authorized under this Agreement; or (d) this Agreement expires or is terminated. This Section 2.7 does not limit any of Provider's other rights or remedies, whether at law, in equity, or under this Agreement.
3. **Use Restrictions.** Customer shall not use the Services for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized Users to use the Services or Documentation in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or privacy right of any person, or that violates any applicable Law.
4. **Customer Responsibilities.**
- 4.1 **General.** Customer is responsible and liable for all uses of the Services and Documentation resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the Services, and shall cause Authorized Users to comply with such provisions.
  - 4.2 **Third-Party Products.** Provider may from time to time make Third-Party Products available to Customer. For purposes of this Agreement, such Third-Party Products are subject to their own terms and conditions and the applicable flow through

provisions referred to in Exhibit A. If Customer does not agree to abide by the applicable terms for any such Third-Party Products, then Customer should not install or use such Third-Party Products.

5. **Security.**

- 5.1 **Information Security.** Provider will employ security measures in accordance with Provider's data privacy and security policy as amended from time to time.
- 5.2 **Customer Control and Responsibility.** Customer has and will retain sole responsibility for: (a) all Customer Data, including its content and use; (b) all information, instructions, and materials provided by or on behalf of Customer or any Authorized User in connection with the Services; (c) Customer's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by Customer or through the use of third-party services ("Customer Systems"); (d) the security and use of Sensitive Personal Information; and (e) all access to and use of the Services and Provider IP and all conclusions, decisions, and actions based thereon.

6. **Fees and Payment.**

- 6.1 **Fees.** Customer shall pay Provider the fees set forth in Exhibit A in accordance with this without offset or deduction.
- 6.2 **Taxes.** All Fees and other amounts payable by Customer under this Agreement are exclusive of taxes and similar assessments. Without limiting the foregoing, Customer is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer hereunder, other than any taxes imposed on Provider's income.
- 6.3 **Payment.** Customer shall pay all Fees within thirty (30) days after the date of the invoice therefore. Customer shall make payments electronically or to TEAM Professional Services, PO Box 720534, Norman, OK 73070 or such other address or account as Provider may specify in writing from time to time. If Customer fails to make any payment when due, without limiting Provider's other rights and remedies, Provider may charge interest on the past due amount at the rate of 1.5% per month, calculated daily and compounded monthly.
- 6.4 **Fee Increases.** Provider may increase Fees no more than once annually for any contract year after the first contract year of the Initial Term, by providing written notice to Customer at least sixty (60) calendar days prior to the commencement of that contract year, and Exhibit A will be deemed amended accordingly.
- 6.5 **Reimbursable Expenses.** Customer shall reimburse Provider for out-of-pocket expenses incurred by Provider in connection with performing the Services ("Reimbursable Expenses"), including any costs relating to Third-Party Products or Subcontractor services provided with or incorporated into the Services.

7. **Confidentiality.** From time to time during the Term, either Party may disclose or make available to the other Party sensitive or proprietary information that is marked, designated or otherwise identified as "confidential" (collectively, "Confidential Information"). Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain; (b) known to the receiving Party at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; or (d) independently developed by the receiving Party. The receiving Party shall not disclose the disclosing Party's Confidential Information to any person or entity, except to the receiving Party's employees who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (ii) to establish a Party's rights under this Agreement, including to make required court filings. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party's obligations of non-disclosure with regard to Confidential Information are effective as of the Effective Date and will expire five years from the date first disclosed to the receiving Party; provided, however, with respect to any Confidential Information that constitutes Sensitive Personal Information, such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to protection under applicable Law.

8. **Intellectual Property Rights.**

- 8.1 **Provider IP.** Customer acknowledges that, as between Customer and Provider, Provider owns all right, title, and interest, including all intellectual property rights, in and to the Provider IP and, with respect to Third-Party Products, the applicable third-party providers own all right, title, and interest, including all intellectual property rights, in and to the Third-Party Products.

8.2 Customer Data. Provider acknowledges that, as between Provider and Customer, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data. Customer hereby grants to Provider a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary for Provider to provide the Services to Customer.

9. **Representations and Warranties.**

9.1 Provider Representations, Warranties, and Covenants. Provider represents, warrants, and covenants to Customer that Provider will perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and will devote adequate resources to meet its obligations under this Agreement.

9.2 Customer Representations, Warranties, and Covenants. Customer represents, warrants, and covenants to Provider that Customer owns or otherwise has and will have the necessary rights and consents in and relating to the Customer Data so that, as received by Provider and Processed in accordance with this Agreement, they do not and will not infringe, misappropriate, or otherwise violate any intellectual property rights, or any privacy or other rights of any third party or violate any applicable Law.

9.3 DISCLAIMER OF WARRANTIES. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT, ALL SERVICES AND PROVIDER IP ARE PROVIDED "AS IS." PROVIDER SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. WITHOUT LIMITING THE FOREGOING, PROVIDER MAKES NO WARRANTY OF ANY KIND THAT THE SERVICES OR PROVIDER IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE. ALL THIRD-PARTY MATERIALS ARE PROVIDED "AS IS" AND ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY THIRD-PARTY MATERIALS IS STRICTLY BETWEEN CUSTOMER AND THE THIRD-PARTY OWNER OR DISTRIBUTOR OF THE THIRD-PARTY MATERIALS.

9.4 Audit Rights and Required Records. Each party agrees to maintain complete and accurate records during the Term and for a period of five years or as required by federal or state law after the termination or expiration of this Agreement with respect to matters necessary for accurately determining amounts due hereunder. Either party may, at its own expense, on reasonable prior notice, periodically inspect and audit the other party's records with respect to matters covered by this Agreement.

10. **Indemnification.**

10.1 Provider Indemnification. Provider shall indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) ("Losses") incurred by Customer resulting from any third-party claim, suit, action, or proceeding ("Third-Party Claim") that the Services, or any use of the Services in accordance with this Agreement, infringes or misappropriates such third party's intellectual property rights in the United States, provided that Customer promptly notifies Provider in writing of the claim, cooperates with Provider, and allows Provider sole authority to control the defense and settlement of such claim. If such a claim is made or appears possible, Customer agrees to permit Provider, at Provider's sole discretion, to (A) modify or replace the Services, or component or part thereof, to make it non-infringing, or (B) obtain the right for Customer to continue use. If Provider determines that neither alternative is reasonably available, Provider may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer.

This section will not apply to the extent that the alleged infringement arises from: (A) use of the Services in combination with data, software, hardware, equipment, or technology not provided by Provider or authorized by Provider in writing; (B) modifications to the Services not made by Provider; (C) Customer Data; or (D) Third-Party Products.

10.2 Customer Indemnification. Customer shall indemnify, hold harmless, and, at Provider's option, defend Provider from and against any Losses resulting from any Third-Party Claim that the Customer Data, or any use of the Customer Data in accordance with this Agreement, violates any privacy or other rights of any third party or violates any applicable Law, infringes or misappropriates any third party's intellectual property rights in the United States, or to the extent such Third-Party Claims are based on Customer's or any Authorized User's (i) negligence or willful misconduct; (ii) use of the Services in a manner not authorized by this Agreement, provided that Customer may not settle any Third-Party Claim against Provider unless Provider consents to such settlement, and further provided that Provider will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

- 10.3 Sole Remedy. THIS SECTION SETS FORTH CUSTOMER'S SOLE REMEDIES AND PROVIDER'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE SERVICES INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.
- 10.4 Limitations of Liability. IN NO EVENT WILL PROVIDER BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (a) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (b) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (c) LOSS OF GOODWILL OR REPUTATION; (d) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (e) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER PROVIDER WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL PROVIDER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID TO PROVIDER UNDER THIS AGREEMENT IN THE TWELVE-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM.
11. **Term and Termination**.
- 11.1 Initial Term. The initial term of this Agreement commences as of the Effective Date and, unless terminated earlier pursuant any of the Agreement's express provisions, will continue in effect until one year from such date (the "Initial Term").
- 11.2 Renewal Term. This Agreement will automatically renew for up to three additional successive one-year term[s] unless earlier terminated pursuant to this Agreement's express provisions or either party gives the other party written notice of non-renewal at least 30 days prior to the expiration of the then-current term (each a "Renewal Term" and, collectively, together with the Initial Term, the "Term").
- 11.3 Termination. In addition to any other express termination right set forth elsewhere in this Agreement: Provider may terminate this Agreement, effective on written notice to Customer, if Customer: (i) fails to pay any amount when due hereunder, and such failure continues more than thirty (30) days after Provider's delivery of written notice thereof; or (ii) breaches any of its obligations under this Agreement. Either party may terminate this Agreement, effective on written notice to the other party, if the other party materially breaches this Agreement, and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) days after the non-breaching party provides the breaching party with written notice of such breach; and either party may terminate this Agreement, effective immediately upon written notice to the other party, if the other party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency Law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.
- 11.4 Effect of Termination or Expiration. Upon expiration or earlier termination of this Agreement, Customer shall immediately discontinue use of the Provider IP. No expiration or termination will affect Customer's obligation to pay all Fees that may have become due before such expiration or termination, or entitle Customer to any refund.
- 11.5 Surviving Terms. The provisions set forth in the following sections, and any other right or obligation of the parties in this Agreement that, by its nature, should survive termination or expiration of this Agreement, will survive any expiration or termination of this Agreement: Section 3, Section 7, Section 9.3, Section 10, Section 12, Section 11.4, this Section 11.5, and Section 12.
12. **Miscellaneous**.
- 12.1 Further assurances. On a party's reasonable request, the other party shall, at the requesting party's sole cost and expense, execute and deliver all such documents and instruments, and take all such further actions, as may be necessary to give full effect to this Agreement.
- 12.2 Relationship of the Parties. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.
- 12.3 Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter.

- 12.4 Assignment. Customer shall not assign or otherwise transfer any of its rights, or delegate or otherwise transfer any of its obligations or performance under this Agreement, in each case whether voluntarily, involuntarily, by operation of law, or otherwise, without Provider's prior written consent, which consent shall not be unreasonably withheld, conditioned, or delayed. No assignment, delegation, or transfer will relieve Customer of any of its obligations or performance under this Agreement. Any purported assignment, delegation, or transfer in violation of this Section is void. This Agreement is binding upon and inures to the benefit of the parties hereto and their respective successors and permitted assigns.
- 12.5 Force Majeure. In no event shall either Party be liable to the other Party, or be deemed to have breached this Agreement, for any failure or delay in performing its obligations under this Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such Party's reasonable control, including but not limited to acts of God, flood, fire, earthquake, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.
- 12.6 No Third-Party Beneficiaries. This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other Person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.
- 12.7 Amendment and Modification; Waiver. No amendment to or modification of this Agreement is effective unless it is in writing and signed by an authorized representative of each Party. No waiver by any Party of any of the provisions hereof will be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, (i) no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement will operate or be construed as a waiver thereof and (ii) no single or partial exercise of any right, remedy, power, or privilege hereunder will preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.
- 12.8 Severability. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to affect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.
- 12.9 Governing Law; Dispute Resolution. The parties agree to cooperate with each other in an attempt to resolve any dispute, controversy, or claim (a "Dispute") arising out of or in connection with this Agreement. If the parties are not able to resolve the Dispute, they agree to submit the Dispute to mediation to be conducted in accordance with the American Arbitration Association ("AAA") mediation rules for commercial disputes. If the parties are not able to resolve the dispute by means of mediation, the parties hereby agree the Dispute shall be referred to and determined by binding arbitration, as the sole and exclusive remedy of the parties as to the Dispute, conducted in accordance with the AAA arbitration rules for commercial disputes. The arbitrator (the "Arbitrator") shall use the substantive laws of Oklahoma, excluding conflicts laws and choice of law principles, in construing and interpreting this Agreement. The Arbitrator shall be selected by agreement of the parties, or, in the event the parties cannot agree, appointed by the AAA in accordance with its rules for commercial disputes. The arbitration shall be in Tulsa, Oklahoma, and the proceedings shall be conducted and concluded as soon as reasonably practicable, based upon the schedule established by the Arbitrator. The decision of the Arbitrator pursuant hereto shall be final and binding upon parties. The parties hereby agree that this Section shall not preclude, limit or otherwise restrict a party from seeking immediate equitable relief against the other party in connection with this Agreement, including without limitation, a restraining order or an injunction, when the facts, circumstances and/or possible damages warrant such action.
- 12.10 Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

*[signature page follows]*

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

TEAM Professional Services, Inc.

By: Tammy Person

Name: Tammy Person

Title: Senior Director

Customer Name: Shawnee Public Schools

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

Name: Teresa Wilkerson

Title: Assistant Superintendent



## EXHIBIT A:

# TEAM Professional Drug Testing Pricing Addendum

### IN-CLINIC DRUG AND ALCOHOL TESTING SERVICES

#### Drug Testing

| Service                                                                                             | Price   |
|-----------------------------------------------------------------------------------------------------|---------|
| <b>Non-DOT Urine Drug Test</b><br>•Includes in-network collection, lab, MRO and administrative fees | \$48.00 |
| <b>DOT Urine Drug Test</b><br>•Includes in-network collection, lab, MRO and administrative fees     | \$48.00 |

#### Alcohol Testing

| Service                                                                                      | Price   |
|----------------------------------------------------------------------------------------------|---------|
| <b>Breath/Saliva Alcohol Test</b><br>•Includes in-network collection and administrative fees | \$45.00 |

### ADMINISTRATIVE FEES

#### Annual Fees

| Service                                                                                                                                                       | Price    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Annual Administration Fee                                                                                                                                     | \$350.00 |
| FMCSA Clearinghouse Annual Reporting Fee<br>•Includes reporting of FMCSA drug and alcohol violations. See TEAM Background Pricing Addendum for query pricing. | \$50.00  |

### ONSITE-TESTING FEES

| Service                                                                                                    | Price              |
|------------------------------------------------------------------------------------------------------------|--------------------|
| <b>On-Site Testing Fee</b><br>•On-site testing services provided in Oklahoma (contact TEAM for scheduling) | \$250.00           |
| <b>Mileage Fee</b><br>•Mileage charged both to and from TEAM clinic to on-site testing location            | \$1.00<br>per Mile |

•Clinic fees outside of collection will be passed through at cost, including, but not limited to alcohol confirmation, observed collection, after-hour, on-site testing, mileage and alteration fees.

•Drug and Alcohol Testing Services pricing reflects in-network collection rates. Collection fees over in-network rates will be passed through at

•Standard services outlined above. Additional services and program customization options available. Contact TEAM with request for pricing

**ITEM OF CONSIDERATION**  
**Board of Education**  
**April 27, 2022**

**TOPIC:** Motion and vote to approve or not approve the following Shawnee High School students to graduate with the state minimum requirements (46 credits) instead of the Shawnee Public School requirements (50 credits).

**ADMINISTRATIVE RECOMMENDATION:** We recommend approval

**RATIONALE FOR RECOMMENDATION:** The attached students have extenuating circumstances which justify allowing them to graduate with the state minimum graduation requirements instead of the Shawnee graduation requirements. Each of the students has met the core competencies required for graduation.

**FINANCIAL IMPACT AND FUNDING:** No financial impact.

**OPTIONS:**

1. Approve the bid
2. Do not approve the bid
3. Table

**CONTACT PERSON:** Dr. Teresa Wilkerson, Assistant Superintendent of Shawnee Public Schools, 878-3133.



# Shawnee Public Schools

326 North Union, Shawnee, OK 74801  
405-273-0653 Ext 1022

Teresa Wilkerson, EdD., Assistant Superintendent  
twilkerson@shawnee.k12.ok.us

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## Memo

To: Shawnee Public School Board of Education  
From: Dr. Teresa Wilkerson, Assistant Superintendent Shawnee Public Schools *tw*  
RE: Minimum Requirements for High School Graduation  
CC: Dr. April Grace, Superintendent Shawnee Public School; Matt Johnson,  
Principal Shawnee High School

Please consider allowing the following students to graduate with the state required 46 credits in lieu of the Shawnee Public School graduation requirements of 50 credits. Each of these students has had an extenuating circumstance (health, move-in from another state, etc.) which has affected the ability to earn the number of extra required credits to graduate from Shawnee Public Schools. Each of these students has taken advantage of summer school and credit recovery opportunities to reach the 46 credits required by the state. Thank you for your consideration. If you need more specific information, please let me know.

1002335254  
1002565294  
1002767329  
1002527116

**MAY 2, 2022 - PERSONNEL BOARD ACTION****CERTIFIED****NAME****JOB & SITE****EFFECTIVE DATE****HIRE: Temporary Contract**

|                       |                        |          |
|-----------------------|------------------------|----------|
| 1 Blair, Lacey        | Early Childhood/SECC   | 08/05/22 |
| 2 Boswell, Kaden      | Computer/SHS           | 08/05/22 |
| 3 Brady, Kaileigh     | Early Childhood/SECC   | 08/05/22 |
| 4 Brady, Crystal      | Early Childhood/SECC   | 08/05/22 |
| 5 Covarrubias, Ivanna | Spanish, Spec Ed/SMS   | 08/05/22 |
| 6 Cowden, Shelby      | Elementary Teacher/WR  | 08/05/22 |
| 7 Curry, Emma         | English/SHS            | 08/05/22 |
| 8 Dean, Sarah         | Math/SMS               | 08/05/22 |
| 9 Hall, Christopher   | Band Director/SHS      | 07/01/22 |
| 10 Hedger, Stephanie  | 4th Grade/Jeff         | 08/05/22 |
| 11 Holland, Julia     | Asst Athletic Director | 07/01/22 |
| 12 Jackson, Morgan    | English/SHS            | 08/05/22 |
| 13 Jones, Kourtney    | Science/SHS            | 08/05/22 |
| 14 Kester, Macie      | 2nd Grade/HM           | 08/05/22 |
| 15 Lawrence, Emily    | Special Ed/SMS         | 08/05/22 |
| 16 Martin, Lauren     | Early Childhood/SECC   | 08/05/22 |
| 17 Newby, Brooke      | Science/SHS            | 08/05/22 |
| 18 Platter, Bayleigh  | Early Childhood/SECC   | 08/05/22 |
| 19 Powell, Kayley     | 1st Grade/SEQ          | 08/05/22 |
| 20 Shay, Samantha     | 2nd Grade/HM           | 08/05/22 |
| 21 Wright, MacKayla   | 3rd Grade/WR           | 08/05/22 |

**MAY 2, 2022 - PERSONNEL BOARD ACTION****SUPPORT  
RECOMMEND TO HIRE**

| <b><u>NAME</u></b>  | <b><u>JOB &amp; SITE</u></b> |          |
|---------------------|------------------------------|----------|
| 1 Barnett, Jonathan | Custodian/SMS                | 04/27/22 |
| 2 Bejian, Marsha    | Bus Driver/Trans             | 08/08/22 |
| 3 Coons, George     | Custodian/SMS                | 04/04/22 |
| 4 Coons, Joshua Jr. | Custodian/SMS                | 04/07/22 |
| 5 Fletcher, Hannah  | Daycare TA/St. Pauls         | 03/24/22 |
| 6 Henry, Avery      | Custodian/WR                 | 04/27/22 |
| 7 Humphrey, Shelby  | Indian Ed Advisor/SEQ        | 07/01/22 |

**RECOMMEND TO REHIRE SUPPORT 07/01/2022****NAME**

|                       |                         |
|-----------------------|-------------------------|
| 8 Adair, Cristy       | 100 Marshall, Martin    |
| 9 Adair, Mandy        | 101 Martinez, Rachel    |
| 10 Adams, Eddie       | 102 Mason, Shauna       |
| 11 Aloway, Adam       | 103 Massey, Bill        |
| 12 Aloway, Jeanine    | 104 McElfresh, Dirk     |
| 13 Andrews, Terry     | 105 McElfresh, Donald   |
| 14 Armitage, Ann      | 106 McElresh, Effie     |
| 15 Babb, Julie        | 107 McElfresh, Jackie   |
| 16 Barnell, Judy      | 108 McKinney, Alicia    |
| 17 Battige, Stacy     | 109 McVey, Sherida      |
| 18 Beavers, Cathy     | 110 Melton, Lucinda     |
| 19 Benfield, April    | 111 Melton, Michael     |
| 20 Bennett, Shirley   | 112 Mercer, Andrea      |
| 21 Biffel, Amanda     | 113 Millsap, Mary       |
| 22 Bishop, Brittany   | 114 Montejano, Patricia |
| 23 Blankenship, Kelli | 115 Montgomery, Candace |
| 24 Breedlove, Kristy  | 116 Montgomery, Katlyn  |
| 25 Bridges, Mary      | 117 Moore, Kathy        |
| 26 Brooks, Kelsey     | 118 Moore, Logan        |
| 27 Bruno, Cindy       | 119 Mustin, Annette     |
| 28 Budka, Sherri      | 120 Nagle, Deborah      |
| 29 Bui, Aysha         | 121 Nave, Sharay        |
| 30 Bull, Nancy        | 122 Null, Alyssa        |
| 31 Bullock, Brandi    | 123 Nunez, Martin       |
| 32 Butler, Linda      | 124 Oden, Martha        |
| 33 Cagle, Rhonda      | 125 Parker, Bailey      |

**MAY 2, 2022 - PERSONNEL BOARD ACTION****SUPPORT****RECOMMEND TO HIRE**

| <u>NAME</u>           | <u>JOB &amp; SITE</u>    |
|-----------------------|--------------------------|
| 34 Cahill, Alicia     | 126 Patterson, Billy     |
| 35 Carson, Valerie    | 127 Pierson, Noah        |
| 36 Cash, Gunner       | 128 Pinkston, Debra      |
| 37 Cline, Zelda       | 129 Prock, Linda         |
| 38 Cole, Jeremy       | 130 Ramos, Rosa          |
| 39 Compton, Sean      | 131 Randall, Jesse       |
| 40 Conley, Destiny    | 132 Redus, Teri          |
| 41 Conner, Colby      | 133 Reser, Ron           |
| 42 Coons, Ginna       | 134 Reser, Terri         |
| 43 Cowden, Joe        | 135 Reyes, Shyann        |
| 44 Cox, Robert        | 136 Roberson, John       |
| 45 Custar, Kyla       | 137 Salazar, Jesse       |
| 46 Dauman, Destiny    | 138 Salazar, Tony        |
| 47 Davis, Brinaka     | 139 Sanders, Bert        |
| 48 Davis, Lavon       | 140 Sanders, Debra       |
| 49 Dorris, Charity    | 141 Sanders, Joann       |
| 50 Dunbar, Kaleigh    | 142 Sanders, Kari        |
| 51 Duvall, Destiny    | 143 Sanford, Lisa        |
| 52 Ealy, Boddy        | 144 Seebeck, Donna       |
| 53 Ealy, Tina         | 145 Sharer, Desiree      |
| 54 Easley, Brooke     | 146 Sheehan, Scott       |
| 55 Edwards, Kathaleen | 147 Simmons, Winter      |
| 56 Fehmer, Nancy      | 148 Simon-Graham, Delino |
| 57 Fortson, Vickie    | 149 Simon, Scarlett      |
| 58 Gaines, Rosemary   | 150 Simpson, Frank       |
| 59 Garnand, Cathleen  | 151 Sisson, Alice        |
| 60 Gibson, Sherry     | 152 Smith, Samantha      |
| 61 Goers, Michael     | 153 Solis, Sharon        |
| 62 Gonzales, Jeanne   | 154 Spicer, Kim          |
| 63 Goodfox, Angela    | 155 Steel, Dana          |
| 64 Goodfox, Tara      | 156 Stevenson, Shanna    |
| 65 Greene, Ashley     | 157 Stewart, Sarah       |
| 66 Griffin, Brittany  | 158 Streater, Mandie     |
| 67 Groth, Rosa        | 159 Swope, Charice       |
| 68 Grubbs, Jana       | 160 Tascier, Chad        |
| 69 Grubbs, Jordan     | 161 Taylor, Pamela       |
| 70 Grude, Robert      | 162 Tefteller, Jan       |
| 71 Hackler, Amanda    | 163 Thomas, Angela       |
| 72 Hanes, Baruch      | 164 Thompson, Ashlee     |

**MAY 2, 2022 - PERSONNEL BOARD ACTION****SUPPORT****RECOMMEND TO HIRE**

| <b><u>NAME</u></b>     | <b><u>JOB &amp; SITE</u></b> |
|------------------------|------------------------------|
| 73 Harris, Kelli       | 165 Thompson, Eunis          |
| 74 Herron, Jeannie     | 166 Thompson, Kenny          |
| 75 Hicks, Terry        | 167 Thompson, Pamela         |
| 76 Hollingshead, Chris | 168 Thorpe, Charles          |
| 77 Hollis, Cleta       | 169 Thorpe, Matilda          |
| 78 Howard, Amber       | 170 Tibbs, Brandy            |
| 79 Hunt, Amanda        | 171 Tucker, Jeffery          |
| 80 Hunter, Frances     | 172 Turner, Roy              |
| 81 Ingersoll, William  | 173 Vann, Regina             |
| 82 Isenhower, Atonia   | 174 Wagoner, Frances         |
| 83 Jesse, Brandie      | 175 Walck, Barbara           |
| 84 Johnson, Nancy      | 176 Walker, Iva              |
| 85 Jones, April        | 177 Walker, Jennifer         |
| 86 Jones, Carl         | 178 Wallace, Brittne         |
| 87 Knight, Jacqueline  | 179 Ware, Rhonda             |
| 88 Kommer, Kasie       | 180 Wassana, Rosanna         |
| 89 Kotalo, Dejeanna    | 181 Welch, Joyce             |
| 90 Lack, Jennifer      | 182 Wheatley, Caitlin        |
| 91 Lantrip, Skyler     | 183 White, Heather           |
| 92 Laster, Kelly       | 184 Whiteside, Mary          |
| 93 Ledinski, Terre     | 185 Whitfield, Dennis        |
| 94 Leonard, Conner     | 186 Wiens, Diana             |
| 95 Lewis, Russell      | 187 Willis, Nerissa          |
| 96 Lockner, Mary       | 188 Wilson, Kerry            |
| 97 Lockner, Rebecca    | 189 Winrow, Rozetta          |
| 98 Lomax, Janice       | 190 Wondrock, Thomas         |
| 99 Love, Janette       | 191 Worthley Jeff            |

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| 30 Bull, Nancy        | 122 Null, Alyssa        |
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| 50 Dunbar, Kaleigh    | 142 Sanders, Kari        |
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| 53 Ealy, Tina         | 145 Sharer, Desiree      |
| 54 Easley, Brooke     | 146 Sheehan, Scott       |
| 55 Edwards, Kathaleen | 147 Simmons, Winter      |
| 56 Fehmer, Nancy      | 148 Simon-Graham, Delino |
| 57 Fortson, Vickie    | 149 Simon, Scarlett      |
| 58 Gaines, Rosemary   | 150 Simpson, Frank       |
| 59 Garnand, Cathleen  | 151 Sisson, Alice        |
| 60 Gibson, Sherry     | 152 Smith, Samantha      |
| 61 Goers, Michael     | 153 Solis, Sharon        |
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| 70 Grude, Robert      | 162 Tefteller, Jan       |
| 71 Hackler, Amanda    | 163 Thomas, Angela       |
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| 79 Hunt, Amanda        | 171 Tucker, Jeffery          |
| 80 Hunter, Frances     | 172 Turner, Roy              |
| 81 Ingersoll, William  | 173 Vann, Regina             |
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| 83 Jesse, Brandie      | 175 Walck, Barbara           |
| 84 Johnson, Nancy      | 176 Walker, Iva              |
| 85 Jones, April        | 177 Walker, Jennifer         |
| 86 Jones, Carl         | 178 Wallace, Brittne         |
| 87 Knight, Jacqueline  | 179 Ware, Rhonda             |
| 88 Kommer, Kasie       | 180 Wassana, Rosanna         |
| 89 Kotalo, Dejeanna    | 181 Welch, Joyce             |
| 90 Lack, Jennifer      | 182 Wheatley, Caitlin        |
| 91 Lantrip, Skyler     | 183 White, Heather           |
| 92 Laster, Kelly       | 184 Whiteside, Mary          |
| 93 Ledinski, Terre     | 185 Whitfield, Dennis        |
| 94 Leonard, Conner     | 186 Wiens, Diana             |
| 95 Lewis, Russell      | 187 Willis, Nerissa          |
| 96 Lockner, Mary       | 188 Wilson, Kerry            |
| 97 Lockner, Rebecca    | 189 Winrow, Rozetta          |
| 98 Lomax, Janice       | 190 Wondrock, Thomas         |
| 99 Love, Janette       | 191 Worthley Jeff            |