

## **AGENDA FOR BOARD OF EDUCATION REGULAR MEETING**

Bartlesville Public Schools

Education Service Center - Board of Education Meeting Room, 1100 South Jennings Ave, Bartlesville, OK 74003

Monday, May 16, 2022 at 5:30 PM

### I. Call Meeting to Order

The Board can discuss, make motions, and vote on any matter appearing on the agenda. Such motions and votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any agenda item.

### II. Flag Salute

### III. Spotlight

III.A. Recognition of Bartlesville Public School District Science Fair students

III.B. Recognition of Spring Sport State Qualifiers and Champions

### IV. Public Comment

The Board of Education invites public comment at this point in the regular meeting ONLY for items on tonight's agenda. Please sign up on the form provided prior to the meeting. Please Keep Comments to Five Minutes. Board members and administrative staff will not respond to questions from the public at the Board meeting. The Board will not be able to vote on matters brought forward by the public during participation time if such matters are not specific agenda items (Board Policy BDC).

- Bartlesville Education Association Representative
- Bartlesville Education Classified Personnel Organization Representative

### V. Superintendent's Report

V.A. Long Range Planning

- 2022 05 16 BOE - Long Range Planning Update

V.B. 2021-22 School Year Update

V.C. Financial Report

V.D. Upcoming Board of Education Meetings

- Regular Meeting - Monday, June 20, 2022; 5:30 p.m.

- Special Meeting - Wednesday, June 29, 2022; 12:00 p.m.

## VI. Consent Agenda

All the following items which concern reports and items of a routine nature normally approved at Board meetings will be approved by one vote unless any Board member desires to have a separate vote on any or all items. The Consent Agenda consists of the discussion, consideration, and vote on all items.

VI.A. Approval of Minutes as set out on Attachment "A"

- April 18, 2022 (Regular Meeting)
- April 20, 2022 (Special Meeting)
- May 5, 2022 (Special Meeting)

VI.B. Approval of Purchase Orders and Change Orders to date as set out on Attachment "B"

VI.C. Acceptance of Financial Reports for April 2022 as set out on Attachment "C"

VI.D. Approval of Personnel - Appointments, Resignations, Changes of Status - as set out on Attachment "D"

VI.E. Acceptance of Donations as set out on Attachment "E"

VI.F. Acceptance of Treasurer's Report as set out on Attachments "F"

VI.G. Acceptance of Activity Fund Report as set out on Attachment "G"

VI.H. Declaration of Items as Surplus as set out on Attachment "H"

VI.I. Approval of Lease Purchase Items as set out on Attachment "I"

VI.J. Approval of Activity Fund Fundraising Expenditures as set out on Attachment "J"

VI.K. Approval of Sodexo Child Nutrition Renewal for 2022-2023 as set out on Attachment "K"

VI.L. Approval of OSSBA Comprehensive Employment Service Agreement Renewal for 2022-2023 as set out on Attachment "L"

VI.M. Approval of revised Policy DCC, Employment of Substitute Teachers as set out on Attachment "M"

VI.N. Approval of revised Policy FD, Student Transfers as set out on Attachment "N"

VI.O. Approval of renewed contract with Pension Solutions, Inc. as the District's third-party record keeper for the District's 403(b) and 457(b) plans as set out on Attachment "O"

VII. Action Topics

VII.A. Receive bids for the purchase of \$6,470,000 General Obligation Building Bonds, Series 2022A of the district and vote to award said bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders or to reject all bids

VII.B. Recommendation, consideration and vote to approve a resolution providing for the issuance of General Obligation Building Bonds, Series 2022A in the sum of \$6,470,000 by Independent School District Number 30 of Washington County, Oklahoma, authorized at an election duly 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 and fixing other details of the issue; approving the forms of a continuing Disclosure Agreement and an Official Statement; establishing the school district's reasonable expectation with respect to issuance of tax-exempt obligations for calendar year 2022 and designating the bonds as qualified tax-exempt obligations; and authorizing executions and actions necessary for the issuance and delivery of the bonds

VII.C. Receive bids for the purchase of \$205,000 General Obligation Building Bonds, Taxable Series 2022B of the district and vote to award said bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders or to reject all bids

VII.D. Recommendation, consideration and vote to approve a resolution providing for the issuance of General Obligation Building Bonds, Taxable Series 2022B in the sum of \$205,000 by Independent School District Number 30 of Washington County, Oklahoma, authorized at an election duly 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 and fixing other details of the issue; approving the forms of a continuing Disclosure Agreement and an Official Statement; and authorizing executions and actions necessary for the issuance and delivery of the bonds

VIII. Public Comment

The Board of Education invites public comment at this point in the regular meeting for items NOT on tonight's agenda. Please sign up on the form

provided prior to the meeting. Please Keep Comments to Five Minutes. Board members and administrative staff will not respond to questions from the public at the Board meeting. The Board will not be able to vote on matters brought forward by the public during participation time if such matters are not specific agenda items (Board Policy BDC).

IX. New Business

Under this item, the Board can consider and vote on any business that could not have been foreseen or known about at the time the agenda was posted.

X. Proposed executive session to discuss the purchase or appraisal of real property. 25 O.S. Section 307(B)(3)

X.A. Vote to convene in executive session

X.B. Vote to return to open session

X.C. Statement of minutes from executive session

XI. Adjournment

If you need an interpreter or special accommodation for this meeting, please contact Ms. Laci Harris at (918) 336-8600 x 3522 to make such arrangements.

POSTED at 5:30 p.m., May 13, 2022, by Laci L. Harris, Minutes Clerk of the Board.

# STRATEGIC AREAS

## 1. Teaching and Learning

- a. Instructional Technology
- b. STEM
- c. Student Performance
- d. Professional Development
- e. Blended Learning
- f. Class Size
- g. Curriculum
- h. Graduation Rate

## 2. Activities

- a. Existing Clubs & Organizations
- b. Expand Opportunities

## 3. School Culture

- a. Bruins PreK-12
- b. Healthy Bruins
- c. Safe Bruins
- d. All Bruin Voices Heard and Valued

## 4. Community Partnerships/Outreach

- a. Whole Bruins
- b. Bruins Give Back
- c. Dream Big

## 5. Human Resources

- a. Recruitment
- b. Development
- c. Support
- d. Retention

## 6. Business and Operations

- a. Facilities
- b. Transportation
- c. Finance

## 7. Communications

- a. Social Media
- b. Branding
- c. Marketing

## VISION

Educating and Enriching Lives

## MISSION

Building a culture of collaborative learning  
Recruiting and retaining highly effective staff  
Unifying rich community partnerships  
Implementing modern instructional strategies  
Navigating healthy business operations  
Sustaining a commitment to student success

## VALUES

We have a deep commitment to student success

- Enhancing learning through effective teaching
- Providing a safe and secure school culture
- Fostering growth through rich community partnerships
- Maintaining excellence in the classroom
- Operating effectively and efficiently with fiscal responsibility



# 2025 STRATEGIC PLAN

BARTLESVILLE PUBLIC SCHOOLS

**Bartlesville Public Schools**

[www.bps-ok.org](http://www.bps-ok.org)

PO Box 1357

Bartlesville, OK 74005-1357

*Education Service Center*

*(918) 336-8600*

*1100 S Jennings*

*Bartlesville, OK 74003*

## 1. Teaching and Learning

*BPSD educates and enriches lives by implementing effective teaching and learning strategies involving:*

- a. **Instructional Technology**  
Provide students and teachers with equitable and appropriate access, support, and training in evolving integrated technologies.
- b. **STEM**  
Maintain the comprehensive STEM program encompassing all schools and grade levels.
- c. **Student Performance & Success**  
Increase the graduation rate and provide support for all struggling learners, provide trauma-informed instruction, address chronic absenteeism, and recruit and retain students.
- d. **Professional Development**  
Provide relevant professional development opportunities that support modern learners and instruction.
- e. **Blended Learning**  
Support quality in-house blended and full-time virtual learning with district teachers.
- f. **Class Size**  
Optimize class size in the pursuit of meeting or exceeding HB 1017 standards.
- g. **Curriculum**  
Identify, teach, and assess essential standards and skills using curriculum maps, instructional materials, technology, standards-based grading, and other resources to support rigorous and relevant learning experiences.
- h. **Graduation Rate**  
Increase academic performance and student and parent engagement in learning, extra-curricular, and co-curricular activities.

## 2. Activities

*BPSD provides and supports activities to enrich and educate:*

- a. Offer a variety of co-curricular and extracurricular activities from elementary through high school intended to meet a wide range of student interests and abilities.
- b. Expand opportunities in the arts for younger students, Esports, YMCA, 4-H, etc.

## 3. School Culture

*BPSD builds and maintains a school culture that encompasses:*

- a. **Bruins PreK-12**  
Embrace all students, staff, and sites as Bruins. Promote positive school climate with attention to fostering safety; providing a supportive academic, social, and physical environment, and encouraging and maintaining respectful, trusting, and caring relationships throughout the community.
- b. **Healthy Bruins**  
Encourage and support healthy activities, programs, and opportunities.
- c. **Safe Bruins**  
Enhance the safe and positive learning environment for students and staff.
- d. **All Bruin Voices Heard and Valued**  
Cultivate a sense of community, safety, and respect for all Bruins and their loved ones.

## 4. Community Partnerships/Outreach

*BPSD ensures excellence in education by involving the community and maximizing resources through:*

- a. **Whole Bruins**  
Increase access to mental and medical health services and supports.
- b. **Bruins Give Back**  
Support student, community, and intradistrict service.
- c. **Dream Big**  
Connect innovative concepts to resources.

## 5. Human Resources

*BPSD actively employs a dynamic and diverse workforce through:*

- a. **Recruitment**  
Recruit diverse and talented employees, exploring housing and daycare supports.
- b. **Development**  
Develop employees by providing high quality opportunities for personal and professional growth.
- c. **Support**  
Support new and career employees in obtaining teacher certification and job credentials.
- d. **Retention**  
Retain employees with compensation and a professional and fulfilling work environment.

## 6. Business and Operations

*BPSD uses time and money efficiently while maintaining stability and promoting student success and productivity by effectively managing:*

- a. **Facilities**  
Ensure the district is utilizing and maintaining all facilities to their maximum effectiveness for teaching and learning.
- b. **Transportation**  
Utilize funding to improve, maintain and expand options for safe and efficient transportation of students and staff.
- c. **Finance**  
Responsibly manage and maintain funding to provide stability and accountability with regards to financial decisions.

## 7. Communications

*BPSD engages in transparent conversations with students, parents, and the community using:*

- a. **Internet and social media**  
Use websites, BPSD app, and social media services such as Facebook, Twitter, and Instagram.
- b. **Branding**  
Reinforce Bruins PreK-12 with appropriate logos, color schemes, etc.
- c. **Marketing**  
Celebrate accomplishments and programs to promote recruitment, participation, and retention.

The logo for the Bruins, featuring the word "Bruins" in a stylized, dark blue, cursive font.



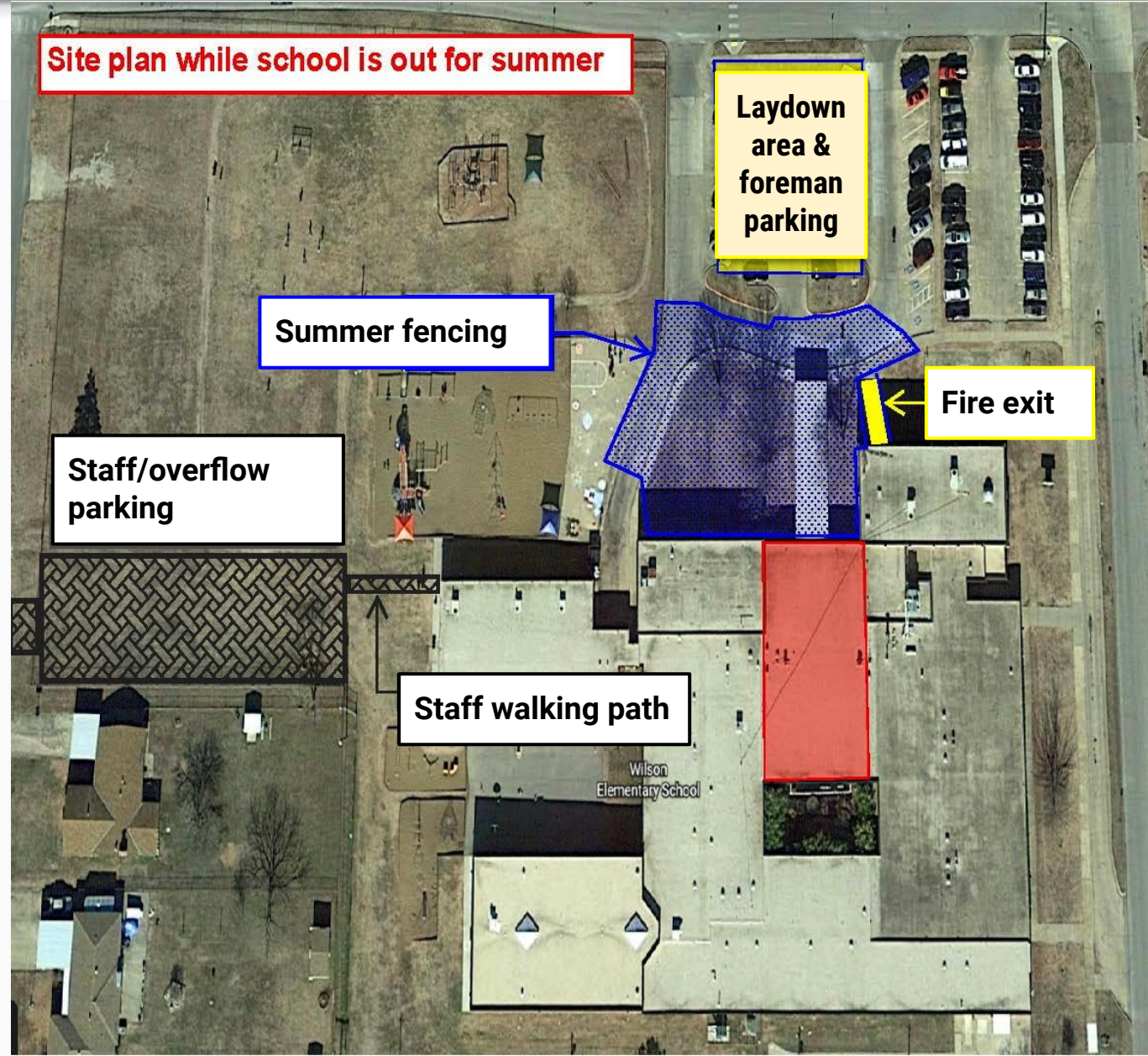
# 2021-22 School Year Update

BARTLESVILLE PUBLIC SCHOOLS



- **May 20 Commencement**
  - Rain plan is to delay instead of move indoors
- **2022 & 23 Free & Reduced Lunch Applications**
  - Goal is 100% participation
- **FFA State Convention**
  - Named top five Medal of Excellence out of 364 chapters
- **New Student Enrollment Center**
  - Online and at the Education Service Center

## Wilson site plan for this summer



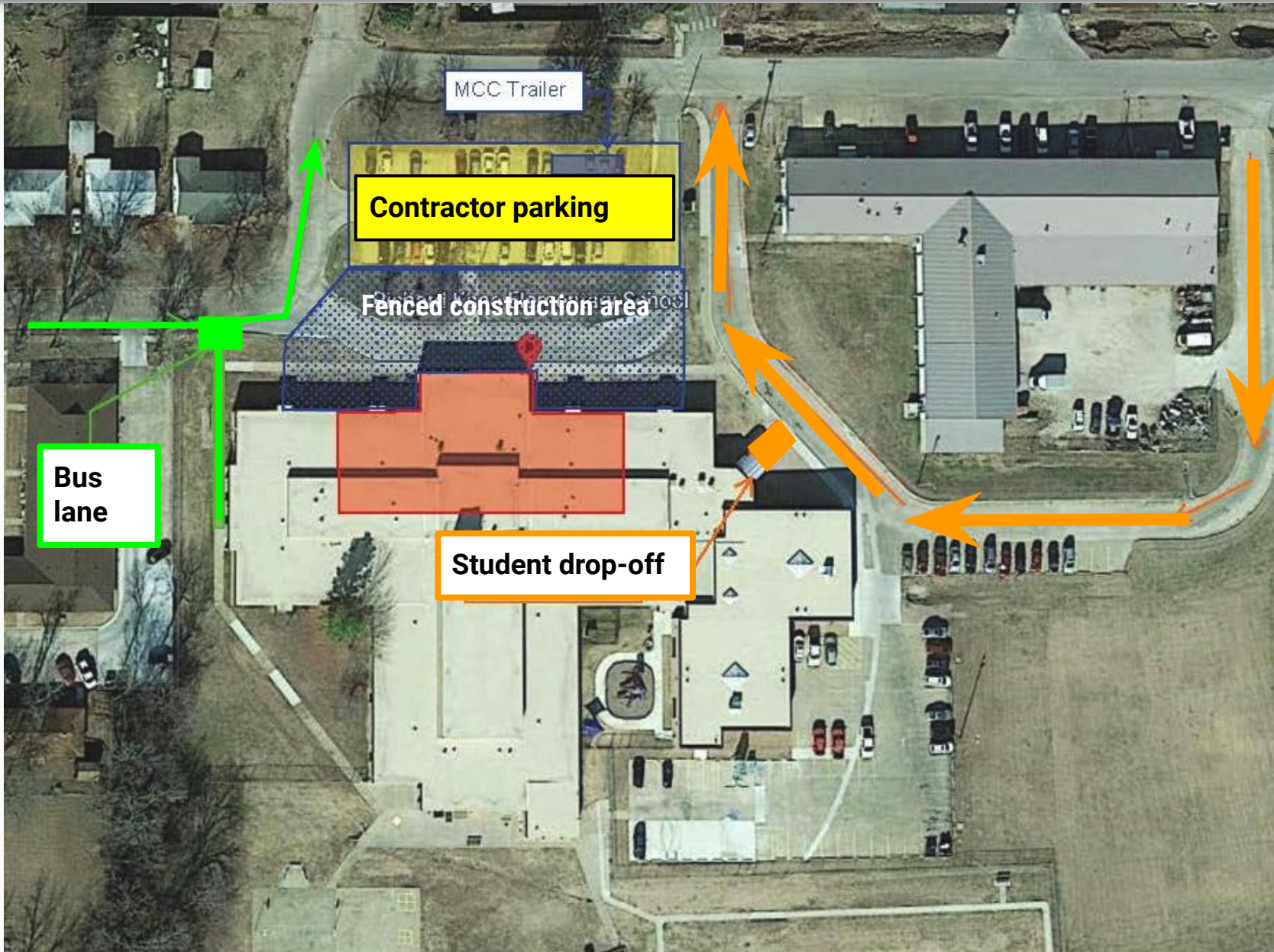
## Wilson site plan for when classes are in session



# Construction Update



## Kane site plan



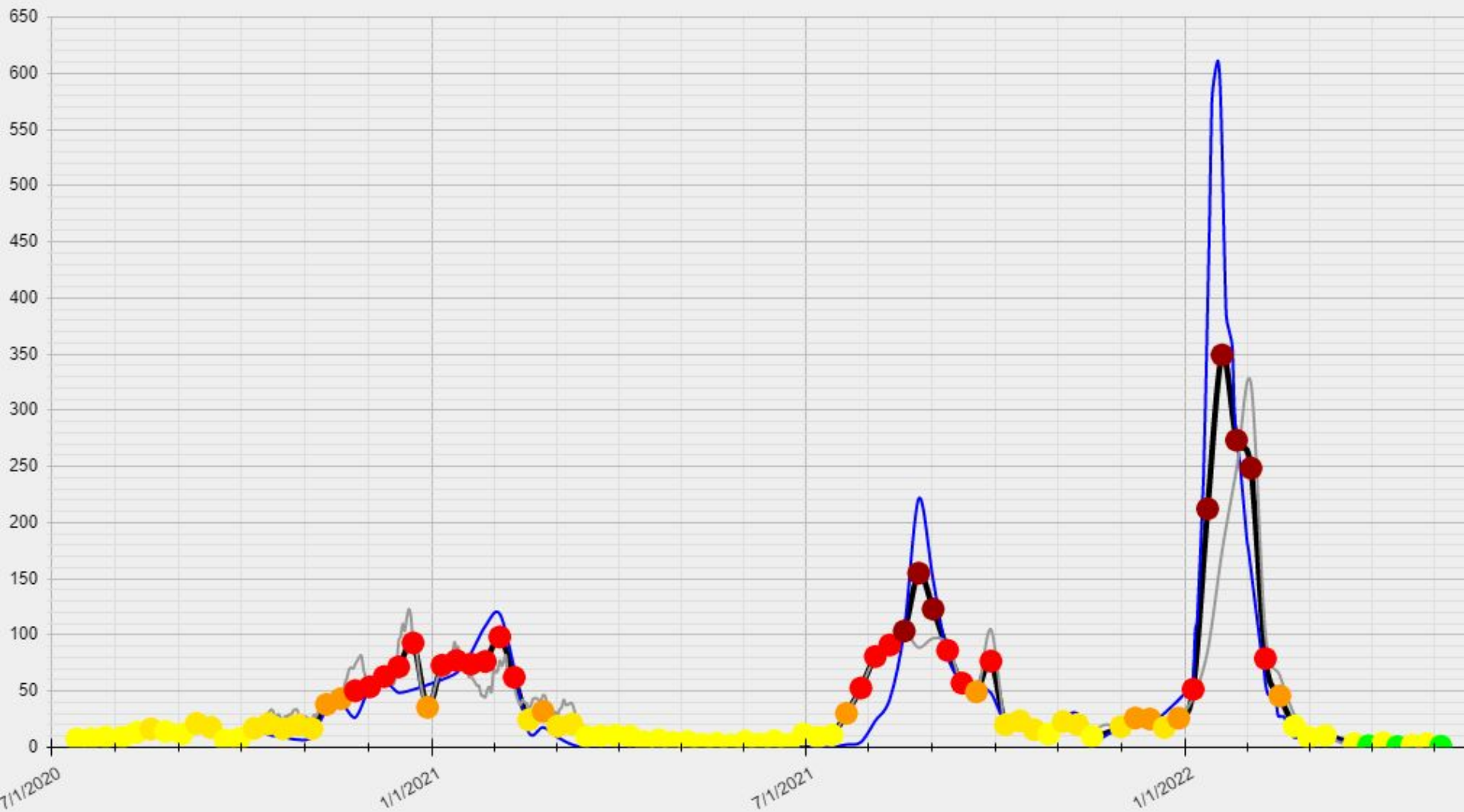
# Pandemic Response Committee

Chaired by Granger Meador



## BPSD Alert Level & Local Case Rates Average Cases per 100,000

● Avg. Case Rate    ■ Students & Staff    — City Avg.



# Pandemic Response Committee

*Chaired by Granger Meador*



## Endemic management

- We have concluded contact tracing, classroom case notifications, quarantines, and all visitor and activity restrictions
- Focus on isolating positive cases, suggested voluntary masking of vulnerable persons, and affording vulnerable persons 6' spacing
- Continue to offer masks upon request along with in-house staff testing and home test kits for parents in need
- Surge possible this summer in the South that might spread in the fall; if cases are elevated and/or the hospital is strained, we would resume tracking site student absenteeism and begin recommending, but not requiring, wearing N95 or surgical masks



## **Substitute Teachers, Policy DCC**

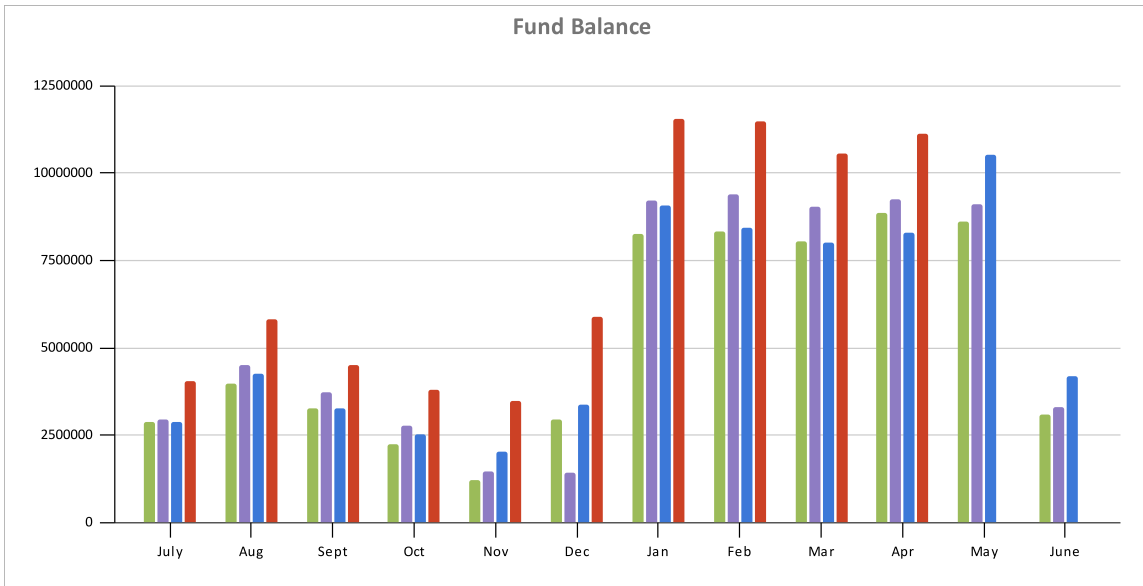
- Update the # of days a substitute can work in a certified position
  - Less than a Bachelor's degree, they can work a 135 days
  - At least a Bachelor's degree, they can work 145 days

## **Student Transfers, Policy FD**

- HB 3038 allows districts to accept transfers without regard to transfer capacity for the following reasons:
  - Siblings of transfer students
  - Children of all employees
  - A student who has attended a school district as a resident student for at least 3 years prior to becoming eligible to apply as a transfer student

**Bartlesville Public Schools  
General Fund Cash Flow/Fund Balance Analysis  
Fiscal Years 2019-2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
FY 19	2,890,607	3,976,395	3,277,405	2,234,762	1,231,621	2,965,714	8,275,893	8,317,878	8,061,282	8,848,145	8,627,565	3,093,101
FY 20	2,958,917	4,501,529	3,739,634	2,767,640	1,461,034	1,436,214	9,216,612	9,408,239	9,028,227	9,249,665	9,125,141	3,297,997
FY 21	2,866,022	4,253,890	3,280,533	2,531,505	2,047,304	3,375,303	9,092,868	8,455,975	8,009,283	8,310,849	10,538,119	4,200,803
FY 22	4,038,487	5,820,698	4,514,519	3,791,124	3,473,996	5,890,844	11,543,174	11,482,445	10,580,756	11,130,934		
FY22-FY21	1,172,465	1,566,808	1,233,986	1,259,619	1,426,692	2,515,541	2,450,306	3,026,470	2,571,473	2,820,085		



**Bartlesville Public Schools**  
**General Fund Cash Flow/Fund Balance Analysis**

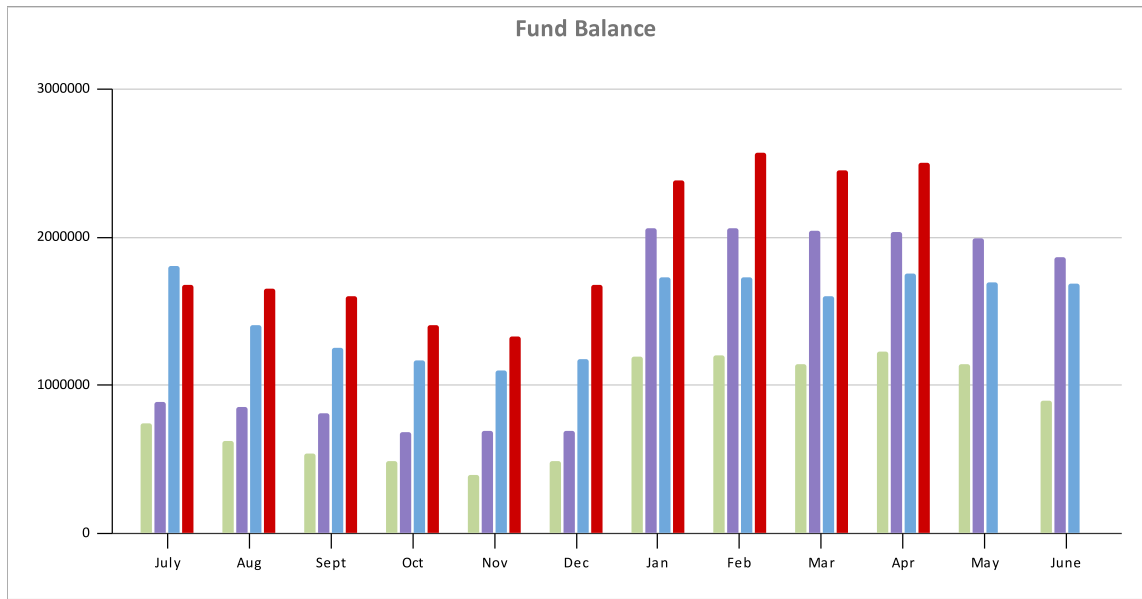
	<u>April</u>	<u>2021-22 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 10,580,756	\$ 4,200,803	\$ 3,297,997
<u>FY22-FY21</u>			
Local	1,205,176	11,277,451	11,190,034
County	144,380	1,481,104	1,410,107
State	2,432,170	22,791,994	19,939,012
Federal	786,583	7,275,420	3,626,827
Other sources	<u>3,246</u>	<u>59,589</u>	<u>31,637</u>
	4,571,555	42,885,558	36,197,617
Total cash available	15,152,311	47,086,361	39,495,614
<u>Requirements:</u>			
Salaries	2,441,302	20,638,836	19,046,892
Benefits	848,115	7,060,044	6,685,859
Professional services	63,181	512,972	332,464
Property services	276,903	2,814,681	2,119,454
Other purchased services	20,496	830,086	604,561
Supplies & materials	245,686	2,677,579	1,973,585
Property	103,870	1,015,965	385,573
Other uses	<u>21,824</u>	<u>405,264</u>	<u>36,377</u>
	4,021,377	35,955,427	31,184,765
Ending balance	<u><u>11,130,934</u></u>	<u><u>11,130,934</u></u>	<u><u>8,310,849</u></u>

**Bartlesville Public Schools  
General Fund Revenue Detail**

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	2021-22 Total
1110 Ad valorem tax - current						2,946,750.65	5,639,101.58	820,188.85	173,478.40	997,444.94			10,576,964.42
1121-1122 Ad valorem tax - prior	46,097.05	33,345.25	77,211.11	12,974.02	5,640.15	11,068.83	7,804.25	23,341.30	4,214.99	6,533.24			228,230.19
1130 In lieu of tax	0.01						931.89		543.61	217.44			1,692.95
1190 Other taxes													-
1213-1214 Testing fees	402.51	515.00	321.25	995.38	388.75		860.75	561.88	233.75	1,290.13			5,569.40
1230-1290 Tuition						12,308.00							12,308.00
1310 Interest on investments	1,100.87	1,143.91	1,088.53	1,082.64	997.08	1,367.59	2,227.88	2,477.86	2,718.53	2,650.67			16,855.56
1352 Interest on unapport. Tax	216.94	198.62	201.83	176.80	127.68	200.38		241.91	322.18	225.51			1,911.85
1410 Rent									5,500.00				5,500.00
1440 Sale of equipment	300.00			3,542.16									3,842.16
1510 Insurance loss recoveries						6,458.64							6,458.64
1530 Damage recovery										160.00			160.00
1580 Activity trip reimb	2,337.60	953.38	500.00	204.12			8,386.00			14,838.94			27,220.04
1590 Miscellaneous reimb	228.09	428.73	721.16	1,248.47	511.49	23,614.14	14,227.35	568.91	274.19	373.50			42,196.03
1610 Donations		3,000.00	41,000.00	2,100.00		2,000.00	68,209.52	500.00	48,905.00	181,386.24			347,100.76
1680 Refunds								496.08	624.62				1,120.70
1690 Miscellaneous			50.00	30.00	30.00	25.00		106.00	25.00	55.00			321.00
2100 County-wide 4-mill	6,679.90	3,896.19	8,677.63	2,029.76	651.91	308,466.29	604,044.54	109,651.04	22,948.74	124,734.62			1,191,780.62
2200 Mortgage tax	24,487.64	24,998.22	24,534.95	21,370.05	20,035.21	34,143.07	6,909.49	14,042.93	14,273.43	19,645.62			204,440.61
2300 Resale Property				84,883.93									84,883.93
3110 Gross production tax	2,124.86	3,845.76	4,048.20	3,115.85	3,089.69	3,153.88	4,098.70	3,673.91	2,687.63	4,452.40			34,290.88
3120 Motor vehicle tax	237,933.22	257,326.14	263,165.00	223,193.62	223,564.98	218,814.71	225,331.48	222,956.35	186,741.09	255,813.52			2,314,840.11
3130 Rural electric tax	3,740.74	4,898.64	4,863.92	5,247.26	4,322.13	3,325.88	3,604.82	4,021.36	5,070.70	4,167.86			43,263.31
3140 State school land earnings	72,229.71	38,844.85	61,407.14	74,795.29	56,693.71	67,880.05	123,711.81	74,032.10	65,822.08	69,009.03			704,425.77
3150 Vehicle tax stamps	1,110.07	1,879.91	1,428.73	1,810.98	924.92	3,057.99		1,604.19	1,441.26	1,328.47			14,586.52
3160 Farm implement tax stamps	425.30		521.79			626.50		2,043.87	474.89				4,092.35
3210 Foundation aid		1,658,731.19	1,842,947.90	1,658,690.10	1,658,690.10	1,658,690.10	2,049,057.97	1,738,327.90	1,724,250.06	1,726,595.34			15,715,980.66
3250 FBA		329,800.53	329,800.53	329,800.56	329,800.53	394,281.88	342,696.81	342,696.80	326,730.67	340,701.04			3,066,309.35
3310 Alternative education								47,484.36	23,742.18				71,226.54
3412 NBCT Stipend							45,000.00						45,000.00
3415 Reading Sufficiency						89,130.83							89,130.83
3420 State textbooks		503,242.40					6,728.67						509,971.07
3430 Education matching	4,346.73				4,346.73								8,693.46
3440 Drivers education				6,350.00				4,346.73					10,696.73
3690 Other state										30,102.66			30,102.66
3811 Vocational programs			3,660.00			13,960.00			3,660.00				21,280.00
3812 Vocational programs			22,295.00			22,295.00			22,295.00				66,885.00
3892 Lottery Fund				15,000.00									15,000.00
4140 Title VI	116,373.26							26,215.51					142,588.77
4162 Flood Control				126.60									126.60
4210 Title I - Part A	431,327.16			36,311.82	217,928.97	164,226.16	135,638.16	117,600.69	129,586.89	133,557.80			1,366,177.65
4271 Title II	35,230.00				162,851.72	5,116.72	375.35	7,763.74	3,209.00	8,906.84			223,453.37
4281 Title III					14,496.94	348.00		1,350.56					16,195.50
4310 IDEA B - Special Education	249,559.25			106,512.67	105,852.94	99,107.04	103,356.99	96,838.15	198,466.58	159,831.67			1,119,525.29
4340 Preschool				4,998.52	4,998.52	4,998.52	4,998.52	3,156.57	1,620.07				24,770.72
4442 Title IV reimb					13,124.41		17,339.60	33,472.27	3,606.31	6,657.81			74,200.40
4470 Title VI - Indian Education	16,704.44				7,733.33					11,788.12			36,225.89
4550 Johnson-O'Malley		29,989.00											29,989.00
4611 Title II - Adult Education	25,000.44			698.64	3,570.34		16,484.91		18,283.15	8,385.40			72,422.88
4689 Other federal	179,474.37	566,776.87		318,143.49	1,118,871.93	437,765.25	547,528.13	198,139.62	310,925.19	443,106.03			4,120,730.88
4821 Carl Perkins				32,175.16	7,176.08	7,176.08	14,351.31			14,349.80			75,228.43
5150-5160 Activity trip reimb	116.61	611.41	15,261.59	387.33	186.86	15.19	39,195.20	344.50		3,224.72			59,343.41
5600 Correcting entries	39.00	33.00	21.00	18.00	28.00	12.00	24.00		27.00	21.00			247.00
	<b>1,457,585.77</b>	<b>3,464,459.00</b>	<b>2,703,727.26</b>	<b>2,915,838.06</b>	<b>3,991,634.18</b>	<b>6,540,384.37</b>	<b>10,025,050.45</b>	<b>3,912,621.25</b>	<b>3,302,702.19</b>	<b>4,571,555.36</b>			<b>42,885,557.89</b>

**Bartlesville Public Schools**  
**Building Fund Cash Flow/Fund Balance Analysis**  
**Fiscal Years 2019-2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
FY 19	740,048	624,113	541,648	485,451	397,618	486,040	1,190,675	1,201,836	1,141,753	1,227,520	1,143,492	899,450
FY 20	885,140	853,862	808,023	680,579	691,925	694,312	2,060,540	2,058,167	2,040,158	2,033,537	1,994,515	1,865,430
FY 21	1,807,129	1,408,354	1,248,623	1,167,400	1,098,130	1,178,096	1,729,731	1,724,323	1,599,899	1,757,509	1,698,321	1,684,445
FY 22	1,679,068	1,650,738	1,603,511	1,409,125	1,330,742	1,679,650	2,379,737	2,573,301	2,450,148	2,501,582		
FY22-FY21	(128,061)	242,384	354,888	241,725	232,612	501,554	650,006	848,978	850,249	744,073		



**Bartlesville Public Schools**  
**Building Fund Cash Flow/Fund Balance Analysis**

	<u>April</u>	<u>2021-22 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 2,450,148	\$ 1,684,445	\$ 1,865,431
 <u>Revenue:</u>			
Local	143,377	1,543,280	1,511,616
County		-	
State		149,223	201
Federal		-	1,356
Other sources		1,466	
	<u>143,377</u>	<u>1,693,969</u>	<u>1,513,173</u>
 Total cash available	 2,593,525	 3,378,414	 3,378,604
 <u>Requirements:</u>			
Salaries			
Benefits			
Professional services		47,200	70,932
Property services	70,720	637,662	520,443
Other purchased services		-	
Supplies & materials	21,223	157,653	87,872
Property		34,317	941,848
Other uses		-	
	<u>91,943</u>	<u>876,832</u>	<u>1,621,095</u>
 Ending balance	 <u><u>2,501,582</u></u>	 <u><u>2,501,582</u></u>	 <u><u>1,757,509</u></u>

## MINUTES OF THE BOARD OF EDUCATION SPECIAL MEETING - April 20, 2022

The Board of Education of Independent School District No. 30 of Washington County, Bartlesville, Oklahoma met at the Bartlesville High School - Freshman Academy Conference Room, 1700 Hillcrest Drive, Bartlesville, Oklahoma 74003 on Wednesday, April 20, 2022 at 4:00 PM.

**Absent:** Scott Bilger, Rick Boswell, **Present:** Randy Herren, Suzy Keirse, Andrea Nightingale, Kinder Shamhart, Kevin Sitton. Present: 5, Absent: 2.

### I. Call Meeting to Order

### II. Discussion of Bartlesville Public School District Strategic Plan 2025

Strategic planning committee chairs summarized the Strategic Plan 2025 presentation and discussed the topics with the board.

The committee chairs who spoke were:

Teaching & Learning	Jason Langham and Dianne Martinez
Activities	Thad Dilbeck
School Culture	Eliot Smith
Community Partnerships & Outreach	Chanda Myers
Human Resources	Stephanie Curtis, Tammie Krause, and Angie Niko
Business & Operations	Preston Birk
Communications	Granger Meador

### III. Adjournment

There being no further business, the meeting adjourned at 5:30 p.m.

SPECIAL MEETING            )  
STATE OF OKLAHOMA        )       SS  
COUNTY OF WASHINGTON    )

I, the undersigned Minutes Clerk of the Board of Education of Independent School District No. 30 of Washington County, Oklahoma, certify that notice of the time, date, and place of this special meeting was given at least 48 hours prior to this meeting to the County Clerk of Washington and was mailed or delivered to all of those who have made written requests and paid the request fee for notice of special meetings.

## MINUTES OF THE BOARD OF EDUCATION REGULAR MEETING -

The Board of Education of Independent School District No. 30 of Washington County, Bartlesville, Oklahoma met at the Education Service Center - Board of Education Meeting Room 1100 South Jennings Ave, Bartlesville, OK 74003 on Monday, April 18, 2022 at 5:30 PM.

**Present:** Scott Bilger, Rick Boswell, Randy Herren, Kinder Shamhart, Kevin Sitton, Suzy Keirse, Andrea Nightingale. Present: 7.

### I. Call Meeting to Order

### II. Flag Salute

### III. Board Membership Changes

**III.A. Acknowledgment of receipt of Certificates of Election from the Washington County Election Board for Board Offices 2, 4, and 5**

**III.B. Discussion and possible board action for the annual appointment for President, Vice-President/Deputy Clerk, and Clerk of the Board of Education pursuant to OKLA STAT Title 70, Sections 5-119**

**Order #1.2022 – Motion Passed** to reelect Scott Bilger as President. This motion, made by Suzy Keirse and seconded by Kevin Sitton, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

**Order #2.2022 – Motion Passed** to reelect Rick Boswell as Vice-President/Deputy Clerk. This motion, made by Randy Herren and seconded by Kevin Sitton, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

**Order #3.2022 – Motion Passed** to reelect Andrea Nightingale as Clerk. This motion, made by Suzy Keirse and seconded by Rick Boswell, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

### IV. Spotlight

#### **IV.A. Arvest Foundation check presentation**

Bartlesville Public Schools Foundation Executive Director Blair Ellis explained the donation is for sets of roller skates for all six elementary schools and introduced the Arvest Foundation members for presenting \$15,000.

#### **IV.B. Recognition of the Bruins on the Run lead mentors**

Bartlesville Public Schools Foundation Executive Director Blair Ellis introduced the mentors of the program. The mentors were Shelly Buhlinger, Hannah Michel, Jeannine Lee, Tasha Posch, Kim Hester, and Julie Cochran.

#### **IV.C. Recognition of Richard Kane Elementary 5th grade Leadership Students**

Richard Kane Principal Tammie Krause introduced the students and explained the program. The students were Livi Gawhega, Eli Boggs, Olivia Bush, Alysse Dennis, Harland Chambers, Lexi Hallum, and Denver Lingnau.

### V. Public Comment

Christie Young reintroduced herself as the President of BEPCO and explained the new process of the combined Bruins of the Year program.

## VI. Superintendent's Report

### VI.A. Bruin Virtual School

- [Bruin Virtual School Promo Video](#)

### VI.B. 2021-22 School Year Update

### VI.C. Financial Report

### VI.D. Upcoming Board of Education Meetings

- Special Meeting - Wednesday, April 20, 2022; 4:00 p.m.
- Regular Meeting - Monday, May 16, 2022; 5:30 p.m.

## VII. Action Topics

### VII.A. Discussion and possible board action on the 2022-2023 Application for Temporary Appropriations as set out on Attachment "A"

**Order #4.2022 – Motion Passed** to approve action topic A. This motion, made by Rick Boswell and seconded by Andrea Nightingale, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

### VII.B. Recommendation, consideration, and vote to approve a resolution fixing the amount of General Obligation Building Bonds, Series 2022A to mature each year; fixing the time and place the Bonds are to be sold; designating a registrar/paying agent and disclosure counsel; approving the Preliminary Official Statement and distribution thereof; authorizing the Clerk to give notice of said sale as required by law and approving other matters related to the issuance of said Bonds

MFS President Rick Smith presented the documents.

**Order #5.2022 – Motion Passed** to approve action topic B. This motion, made by Rick Boswell and seconded by Kevin Sitton, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

### VII.C. Recommendation, consideration, and vote to approve a resolution fixing the amount of General Obligation Building Bonds, Taxable Series 2022B to mature each year; fixing the time and place the Bonds are to be sold; designating a registrar/paying agent and disclosure counsel; approving the Preliminary Official Statement and distribution thereof; authorizing the Clerk to give notice of said sale as required by law and approving other matters related to the issuance of said Bonds

**Order #6.2022 – Motion Passed** to approve action topic C. This motion, made by Rick Boswell and seconded by Kevin Sitton, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

## VIII. Public Comment

There were no public comments.

## IX. Proposed executive session to discuss the purchase or appraisal of real property 25 OS Section 307(B)(3) and to discuss the evaluation and employment of the administration personnel listed below 25 OS Section 307(B)(1)

- |                       |                     |                     |
|-----------------------|---------------------|---------------------|
| • Axsom, Morgan       | • Copeland, Ken     | • Ickleberry, Kerry |
| • Bankston, Staci     | • Curtis, Stephanie | • Krause, Tammie    |
| • Beckley, Marci      | • Dilbeck, Thad     | • Langham, Jason    |
| • Birk, Preston       | • Eidson, Joey      | • Lumbley, Mandy    |
| • Brown, Kevin        | • Gardner, Keri     | • Martinez, Dianne  |
| • Burks, Orville      | • Hancock, Matt     | • Meador, Granger   |
| • Burns, Rene         | • Harp, Michael     | • Myers, Chanda     |
| • Chancellor, LaDonna | • Holmes, Tiffany   | • Niko, Angie       |

- Patterson, Lori
- Smith, Eliot
- Wright, Harry

**IX.A. Vote to convene in executive session**

**Order #7.2022 – Motion Passed** to convene in executive session. This motion, made by Andrea Nightingale and seconded by Suzy Keirse, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

**IX.B. Vote to acknowledge return to open session**

**Order #8.2022 – Motion Passed** vote to return to open session. This motion, made by Rick Boswell and seconded by Andrea Nightingale, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

**IX.C. Statement of minutes from executive session**

Scott Bilger read the minutes.

**X. Consent Agenda**

**X.A. Approval of Minutes as set out on Attachment "A"**

- March 21, 2022 (Regular Meeting)

**X.B. Approval of Purchase Orders and Change Orders to date as set out on Attachment "B"**

**X.C. Acceptance of Financial Reports for March 2022 as set out on Attachment "C"**

**X.D. Approval of Personnel - Appointments, Resignations, Changes of Status - as set out on Attachment "D"**

**X.E. Acceptance of Donations as set out on Attachment "E"**

**X.F. Acceptance of Treasurer's Report as set out on Attachments "F"**

**X.G. Acceptance of Activity Fund Report as set out on Attachment "G"**

**X.H. Approve Supplemental Appropriations for Child Nutrition Fund (Form 307) as set out on Attachment "H"**

**X.I. Approval of Lease Purchase Items as set out on Attachment "I"**

**X.J. Approval of Activity Fund Fundraising Expenditures as set out on Attachment "J"**

**X.K. Approval of E-Rate Board Resolution for the 2022-23 school year as set out on Attachment "K"**

**X.L. Approval of the Resolution Adopting the Washington County MultiJurisdictional Multi Hazard Mitigation Plan as set out on Attachment "L"**

**X.M. Approval of Barlow Education Management Services renewal agreement for 2022-2023 as set out on Attachment "M"**

**X.N. Approval of Employee Evaluation Systems, Inc. renewal agreement for 2022-2023 as set out on Attachment "N"**

**X.O. Approval of the resignation and resignation agreement of Gerald Demaray**

**X.P. Approval to rehire Administrators for the 2022-23 school year**

- |                       |                     |                    |
|-----------------------|---------------------|--------------------|
| • Axsom, Morgan       | • Curtis, Stephanie | • Langham, Jason   |
| • Bankston, Staci     | • Dilbeck, Thad     | • Lumbley, Mandy   |
| • Beckley, Marci      | • Eidson, Joey      | • Martinez, Dianne |
| • Birk, Preston       | • Gardner, Keri     | • Meador, Granger  |
| • Brown, Kevin        | • Hancock, Matt     | • Myers, Chanda    |
| • Burks, Orville      | • Harp, Michael     | • Niko, Angie      |
| • Burns, Rene         | • Holmes, Tiffany   | • Patterson, Lori  |
| • Chancellor, LaDonna | • Ickleberry, Kerry | • Smith, Eliot     |
| • Copeland, Ken       | • Krause, Tammie    | • Wright, Harry    |

**Order #9.2022 – Motion Passed** to approve items A through P with the addition of Shawn Imhoff who was not listed in item P. This motion, made by Andrea Nightingale and seconded by Suzy Keirse,

Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 7, Nay: 0

**XI. New Business**

There was no new business.

**XII. Adjournment**

There being no further business, the meeting adjourned at 8:15 p.m.

**REGULAR MEETING            )**  
**STATE OF OKLAHOMA        )        SS**  
**COUNTY OF WASHINGTON    )**

I, the undersigned Minutes Clerk of the Board of Education of Independent School District No. 30 of Washington County, Oklahoma, certify that notice of the time, date, and place of this regular meeting was given to the County Clerk of Washington prior to December 15, 2021, and was mailed or delivered to all of those who have made written requests and paid the request fee for notice of regular meetings.

I also certify that at least 24 hours prior to this regular meeting, excluding Saturdays, Sundays, and holidays, notice of the date, time, and place, and agenda of this meeting was posted in prominent public view at the location of this meeting.

**MINUTES OF THE BOARD OF EDUCATION SPECIAL MEETING - May 5, 2022**

The Board of Education of Independent School District No. 30 of Washington County, Bartlesville, Oklahoma met at the Education Service Center - Board of Education Meeting Room, 1100 South Jennings Ave., Bartlesville, OK 74003 on Thursday, May 5, 2022 at 4:00 PM.

**Absent:** Rick Boswell, Suzy Keirse, Andrea Nightingale, **Present:** Scott Bilger, Randy Herren, Kinder Shamhart, Kevin Sitton. Present: 4, Absent: 3.

**Present:** Rick Boswell, Suzy Keirse, Andrea Nightingale. Present: 7, Absent: 0.

**I. Call Meeting to Order**

**II. Discussion of Long Range Planning**

Superintendent McCauley reviewed the slides with the board.

Rick Boswell arrived at 4:05 p.m.

Andrea Nightingale and Suzy Keirse arrived at 4:09 p.m.

**III. Proposed executive session to discuss the purchase or appraisal of real property 25 O.S. Section 307(B)(3)**

**III.A. Vote to convene in executive session**

**Order #1.2022 – Motion Passed** to convene in executive session. This motion, made by Rick Boswell and seconded by Kevin Sitton, Passed. Kinder Shamhart: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 5, Nay: 0

**III.B. Vote to return to open session**

**Order #2.2022 – Motion Passed** to return to open session. This motion, made by Rick Boswell and seconded by Randy Herren, Passed. Kinder Shamhart: Yea, Kevin Sitton: Yea, Randy Herren: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 5, Nay: 0

**III.C. Statement of executive session minutes**

Mr. Bilger read the statement.

**IV. Adjournment**

There being no further business, the meeting adjourned at 5:35 p.m.

**SPECIAL MEETING            )**  
**STATE OF OKLAHOMA        )        SS**  
**COUNTY OF WASHINGTON    )**

I, the undersigned Minutes Clerk of the Board of Education of Independent School District No. 30 of Washington County, Oklahoma, certify that notice of the time, date, and place of this special meeting was given at least 48 hours prior to this meeting to the County Clerk of Washington and was mailed or delivered to all of those who have made written requests and paid the request fee for notice of special meetings.



# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
1408	04/14/2022	MICHAEL D HARP	TRAVEL-029/CURR/ESC BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	500.00
1409	04/14/2022	FLINN SCIENTIFIC INC	COCURR-SPLYS-015/BHS CO-CURRICULAR SUPPLIES FOR AP BIO II SHIPPING	81.44
1410	04/14/2022	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-015/BHS (4) TI-89 TITANIUM GRAPHING CLACULATORS	571.00
1411	04/18/2022	AMAZON CAPTIAL SERVICES INC	BOOKS-412/AG/BHS BLANKET PO TO PURCHASE THE FOLLOWING MISC. BOOKS FOR AG: (1) LEADING FOR CHANGE THROUGH WHOLE SCHOOL SEL (1) 20 WAYS TO IMPLEMENT SEL IN THE CLASS (1) SEL & THE BRAIN STRATEGIES TO HELP STD (1) SEL EVERYDAY IN HS: INTEGRATING SEL (1) EVERYDAY SEL IN HIGH SCHOOL (1) TEACH UP!: EMPOWERING EDUCATORS THROUGH RRR SHIPPING	204.18
1412	04/18/2022	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-015/CENTRAL MISC. GENERAL SUPPLIES AS FOLLOWS: (1) EXPO DRY ERASE MARKERS, CHISEL TIP, 12 PK (1) PILOT G2 RETRACTABLE GEL PENS, FINE POINT, 8 PK, ASSORTED (1) SHARPIE PERMANENT MARKERS, ULTRA FINE TIP, 24 PK	39.26
1413	04/19/2022	AMAZON CAPTIAL SERVICES INC	GENL-SPLYS-015/CENTRAL (1) 51 PC SENSORY FIDGET TOYS (1) 50 PC SENSORY FIDGET POPIT TOYS	38.98
1414	04/20/2022	ROSENSTEIN, FIST AND RINGOLD INC	LEGAL-SRVCS-000/AP/ESC Blanket for Legal Services 21-22	10,000.00
1415	04/21/2022	TECHNOLOGY STUDENT ASSOCIATION	Registration/552/SS/ESC Team registration for 2022 National TSA Conference, June 26-30, 2022 in Dallas, TX for Jeremy Williams, teacher; Morgan Sanders, student; Adit Paul, student; Keaton Mitchell, student.	400.00
1416	04/21/2022	SPEARS WORLD TRAVEL SERVICE, INC	Travel-552/SS/ESC Airline tickets to Dallas, TX to attend 2022 National TSA Conference, June 26-30, 2022. Jeremy Williams, Adit Paul, Morgan Sanders, and Keaton Mitchell.	1,688.80
1417	04/21/2022	JEREMY A WILLIAMS	Travel-552/SS/ESC Reimbursement for travel expenses to Dallas, TX while attending 2022 National TSA Convention, June 26-30, 2022.	500.00
1418	04/21/2022	ARVEST BANK CORPORATE VISA	Travel-582/552/SS/ESC Blanket - hotel rooms for 2022 National TSA Conference in Dallas, TX, June 26-30, 2022. 3 rooms for Jeremy Williams, Adit Paul, Morgan Sanders, and Keaton Mitchell	3,000.00
1419	04/22/2022	LAURA L WILLIAMS	Travel-552/SS/ESC Reimbursement for travel expenses to Dallas, TX while attending 2022 National TSA Convention, June 26-30, 2022.	500.00
1420	04/25/2022	TECHNOLOGY STUDENT ASSOCIATION	Registration/552/SS/ESC Team registration for 2022 National TSA Conference, June 26-20, 2022 in Dallas, TX for Laura Williams and Adit Paul.	200.00
1421	04/25/2022	SPEARS WORLD TRAVEL SERVICE, INC	Travel-552/SS/ESC Airline tickets to Dallas, TX to attend 2022 National TSA Conference, June 26-30, 2022 for Laura Williams.	422.20
1422	04/25/2022	ARVEST BANK CORPORATE VISA	Travel - 582/552/SS/ESC	1,000.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			Blanket - hotel room for Laura Williams while attending 2022 National TSA Conference in Dallas, TX, June 26-30, 2022.	
1423	04/25/2022	ROADRUNNER PRESS LLC	books-641/511/SS/CMS	1,000.00
			Books for Central Middle School - see attached quote. The Boy Who Carried Bricks, Aging Out, The Boy Who Survived	
1424	04/27/2022	MIDWEST BUS SALES, INC.	BUS-SPLY-OTHER EQUIP-SRVCS-011/TRANSP BLANKET PO FOR ADDITIONAL BUS DAMAGES	3,500.00
1425	04/27/2022	SODEXO OPERATIONS, LLC	OTHER-BLDG-SRVCS-000/AP/ESC Blanket for increase to Sodexo contract for estimated pay increase approved in January	400,000.00
1426	05/02/2022	CONNECTED KIDS INC	Registration-541/SS/ESC Registration for St. John Catholic School teacher, Linda King - Intro to Reaching & Teaching Children Exposed to Trauma - virtual professional development.	45.00
1427	05/03/2022	MIDWEST GLASS TINTERS, INC.	SECURITY EQUIP-SAFETY/000/ALL Safetyshield Clear Protective Film for district sites	24,090.00
1428	05/04/2022	TOBII DYNAVOX LLC	Dues & Fees-054/SS/ESC Web Based Training - Boardmaker 7 (each course is 2.5 hours - max 50 participants) See attached quote Q028341	450.00
1429	05/06/2022	WAL-MART COMMUNITY	CO-CURR-SPLYS-287/297/CURR/ESC BLANKET PO FOR MISC. INSTRUCTIONAL SUPPLIES FOR SUMMER READING ACADEMY AND/OR SUMMER BOOST	1,000.00
1430	05/06/2022	WAL-MART COMMUNITY	CO-CURR-SPLYS-287/297/CURR/ESC BLANKET PO FOR MISC. CLASSROOM/INSTRUCTIONAL SUPPLIES FOR MIDDLE SCHOOL SUMMER SCHOOL	500.00
1431	05/06/2022	DENESSA ROCHELLE LITTLEAXE	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR PRESENTER FOR OPERATION EAGLE EVENTS & CLASSES DANCING & SINGING	200.00
1432	05/06/2022	STEVA HOUSE	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR PRESENTER FOR OPERATION EAGLE EVENTS & CLASSES CULTURAL FOODS & SET UP	300.00
1433	05/06/2022	MARGARET HICKS	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR PRESENTER FOR OPERATION EAGLE EVENTS & CLASSES DANCING & SINGING	600.00
1434	05/06/2022	PRICES OLD FASHION MEAT MARKET	AWARDS-GIFTS-REGALIA-563/OEJOM/MMS BLANKET PO FOR FOOD FOR JOHNSON O'MALLEY CULTURAL EVENTS	300.00
1435	05/06/2022	NEW HOPE INDIAN UNITED METHODIST	AWARDS-GIFTS-REGALIA-563/OEJOM/MMS (100) MEALS FOR JOM AWARDS BANQUEST MEAL INCLUDES SMOTHERED STEAK, POTATOES, GREEN BEANS, SALAD, MAC & CHEESE, ROLLS, DESSERT & DRINK	1,150.00
1436	05/06/2022	SPENCER DONNELL	INSTRUCT-SRVCS-563/OEJOM/MMS BLANKET PO FOR PRESENTER FOR JOHNSON O'MALLEY SINGING	500.00
1437	05/06/2022	JARED LISTON	INSTRUCT-SRVCS-563/OEJOM/MMS BLANKET PO FOR PRESENTER FOR JOHNSON O'MALLEY DANCE INSTRUCTION	100.00
1438	05/06/2022	DENNIS LITTLEAXE	INSTRUCT-SRVCS-563/OEJOM/MMS BLANKET PO FOR PRESENTER FOR JOHNSON O'MALLEY SINGING	400.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
1439	05/06/2022	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-563/OEJOM/MMS SCHOOL SUPPLIES FOR JOM STUDENTS	7,100.00
1440	05/09/2022	NORTHEASTERN STATE UNIVERSITY	REGISTRATION-054/SS/ESC Registration to attend Special Education Boot Camp for new special education teachers. Christy Orphin, Libby Merritt, Kameron Meyer, Sharon Crowley, Jenny Ballard, Stacy Sykes, and Laci Stubblefield. May - June 2022	5,000.00
1441	05/10/2022	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-MAINT/795/BHS Blanket PO for Restroom Renovation Epoxy floors for HS	20,525.00
1442	05/10/2022	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-MAINT/795/WILSON Blanket PO for VCT flooring for (2) restrooms at Wilson	1,306.00
1443	05/10/2022	NABHOLZ CONSTRUCTION CORPORATION	OTHER-BUILDING-MAINT/795/MADISON Blanket PO for Restroom doors replacement at Madison	24,150.00
1444	05/10/2022	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-MAINT/795/WAYSIDE Blanket PO for 6 restroom epoxy flooring at Wayside Elementary	17,999.00
1445	05/10/2022	LOCKE SUPPLY	PLUMBING-SYSTEM-MAINT/795/HS Blanket PO for Replacement of (6) Restroom sinks at HS	25,060.00
1446	05/11/2022	ALRED GLASS CO, LLC	FURN/FIX-795/MAINT/MADISON Blanket PO for Commons doors replacement at Madison Middle School	15,400.00
1447	05/11/2022	ALRED GLASS CO, LLC	FURN/FIX-795/MAINT/MADISON Blanket PO for Window replacements at Madison Middle School	15,600.00
1448	05/11/2022	ALRED GLASS CO, LLC	FURN/FIX-795/MAINT/MADISON Blanket PO to Replace and repair doors at Jane Phillips Elementary	22,595.00
1449	05/11/2022	CCOSA, INC	TRAVEL-006/CURR/ESC REGISTRATION FOR ADMINISTRATORS TO ATTEND CCOSA SUMMER LEADERSHIP CONFERENCE IN OKLAHOMA CITY ON JUNE 7-9, 2022 CHERON SOUTHWICK	900.00
1450	05/11/2022	COLCORD HOTEL	TRAVEL-006/CURR/ESC HOTEL REGISTRATION FOR DISTRICT EMPLOYEES TO ATTEND CCOSA SUMMER LEADERSHIP CONFERENCE IN OKLAHOMA CITY ON JUNE 7-9, 2022 CHERON SOUTHWICK (2) NIGHTS INCLUDING (3) DAYS PARKING FEES	533.00
1451	05/12/2022	HEWLETT PACKARD	TECHNOLOGY RELATED SUPPLIES-010/CURR/ESC HP SCANJET PRO 2600 FOR ONLINE ENROLLMENT	758.00

**Report Total: \$610,206.86**

# Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 21

21-Building Fund

PO No	Date	Vendor	Description	Amount
15	04/21/2022	GEORGE JOHNSON APPRAISAL SERVICE	ENGINEER/SURVEY-SRVCS-000/FS/ESC Appraisal services for property	650.00
16	05/11/2022	AMAZON CAPTIAL SERVICES INC	FURN/FIX-000/CURR/ESC Alera 2-Drawer Lateral File Cabinet Black	427.10

**Report Total:** \$1,077.10

**Bartlesville Public Schools  
Encumbrance Register**

Year 2021-2022 Fund 22

**22-Child Nutrition Programs Fund**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
58	04/27/2022	BUILDING AUTOMATION COMPANY INC	HEAT-COOL-SRVCS -MAINT-385/CENTRAL Blanket PO for Supply and Install RN-015 AAON DOAS Unit per quote dated 11/10/21, Central Kitchen	55,000.00
59	04/27/2022	CURTIS RESTAURANT SUPPLY	FURN/FIX/EQUIP-385/HOOVER/CN Convection Steamer, Gas, Boilerless, per quotes dated 4/20/22	18,876.09

**Report Total:** \$73,876.09

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 37

37-Combined Purpose

PO No	Date	Vendor	Description	Amount
69	04/20/2022	AT&T	TECHNOLOGY-SRVCS-019/TECH/ESC Blanket PO - Service for (700) Mobile Moxee Hotspots x 15 months (700) AccessMyLan Management x 15 months  Per Quote dated 04/19/2022	178,500.00
70	04/27/2022	AMAZON CAPTIAL SERVICES INC	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR HDMI TO DISPLAY PORT CABLE 10FT	284.85

**Report Total: \$178,784.85**

**Bartlesville Public Schools**  
**Encumbrance Register**

Year 2021-2022 Fund 81

**81-GIFTS FUND**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
7	04/20/2022	KAYLEE MAE STARK	SCHOLARSHIP-100/MMS BILL KIRKSEY AWARD FOR PE STUDENT OF THE YEAR 2021-2022	25.00
8	04/20/2022	SELVIN EDUARDO PORTILLO-QUIROZ	SCHOLARSHIP-100/MMS BILL KIRKSEY AWARD FOR PE STUDENT OF THE YEAR 2021-2022	25.00

**Report Total:** \$50.00

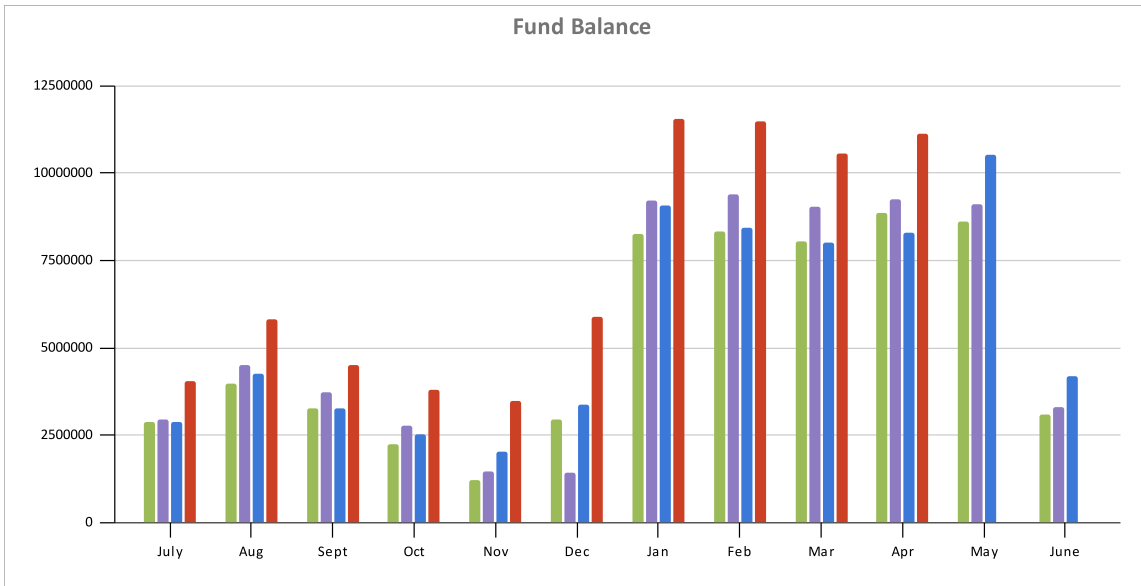
## Change Order Listing

**Options:** Fund: 03-2021 BOND - PROJECTS - BEA LEASE PURCHASE, Year: 2021-2022, ReferenceDate: Prior To Begin Date, Date Range: 4/13/2022 - 5/12/2022, PO Range: 1 - 12, Minimum Amount Change: \$10,000.00, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
7	12/09/2021	5694	MANHATTAN CONSTRUCTION COMPANY	BLDGS-BATTING/253/ATHLETICS	89,415.15
12	03/15/2022	5694	MANHATTAN CONSTRUCTION COMPANY	BUILDINGS-ENTRIES- 256/259/110/185	210,963.00
<b>Non-Payroll Total:</b>					<b>\$300,378.15</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$300,378.15</b>

**Bartlesville Public Schools**  
**General Fund Cash Flow/Fund Balance Analysis**  
**Fiscal Years 2019-2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
FY 19	2,890,607	3,976,395	3,277,405	2,234,762	1,231,621	2,965,714	8,275,893	8,317,878	8,061,282	8,848,145	8,627,565	3,093,101
FY 20	2,958,917	4,501,529	3,739,634	2,767,640	1,461,034	1,436,214	9,216,612	9,408,239	9,028,227	9,249,665	9,125,141	3,297,997
FY 21	2,866,022	4,253,890	3,280,533	2,531,505	2,047,304	3,375,303	9,092,868	8,455,975	8,009,283	8,310,849	10,538,119	4,200,803
FY 22	4,038,487	5,820,698	4,514,519	3,791,124	3,473,996	5,890,844	11,543,174	11,482,445	10,580,756	11,130,934		
FY22-FY21	1,172,465	1,566,808	1,233,986	1,259,619	1,426,692	2,515,541	2,450,306	3,026,470	2,571,473	2,820,085		



**Bartlesville Public Schools**  
**General Fund Cash Flow/Fund Balance Analysis**

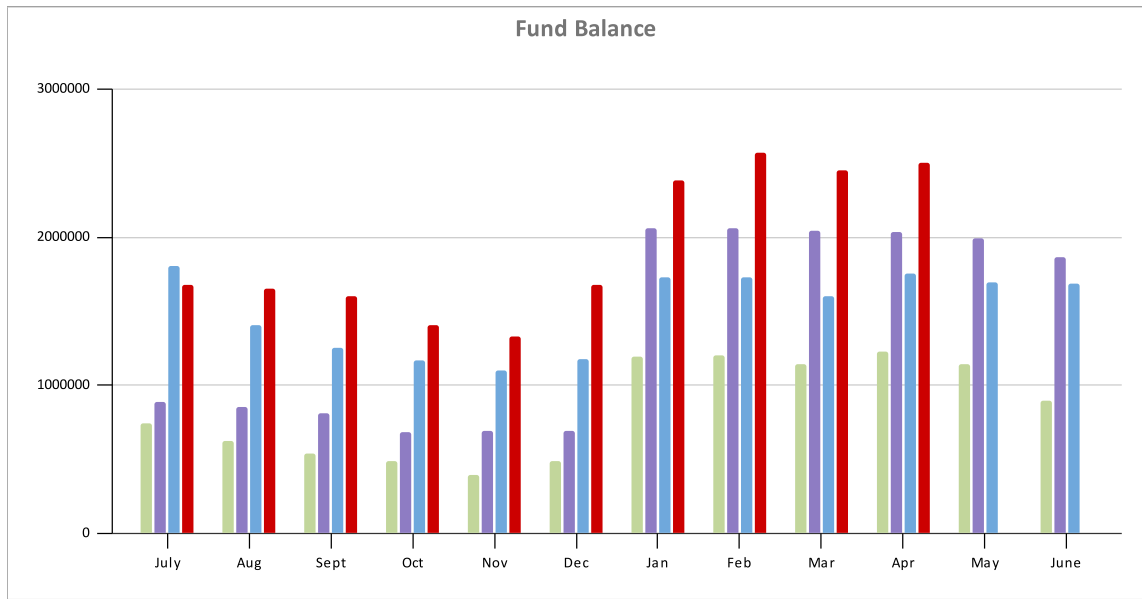
	<u>April</u>	<u>2021-22 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 10,580,756	\$ 4,200,803	\$ 3,297,997
<u>FY22-FY21</u>			
Local	1,205,176	11,277,451	11,190,034
County	144,380	1,481,104	1,410,107
State	2,432,170	22,791,994	19,939,012
Federal	786,583	7,275,420	3,626,827
Other sources	<u>3,246</u>	<u>59,589</u>	<u>31,637</u>
	4,571,555	42,885,558	36,197,617
Total cash available	15,152,311	47,086,361	39,495,614
<u>Requirements:</u>			
Salaries	2,441,302	20,638,836	19,046,892
Benefits	848,115	7,060,044	6,685,859
Professional services	63,181	512,972	332,464
Property services	276,903	2,814,681	2,119,454
Other purchased services	20,496	830,086	604,561
Supplies & materials	245,686	2,677,579	1,973,585
Property	103,870	1,015,965	385,573
Other uses	<u>21,824</u>	<u>405,264</u>	<u>36,377</u>
	4,021,377	35,955,427	31,184,765
Ending balance	<u><u>11,130,934</u></u>	<u><u>11,130,934</u></u>	<u><u>8,310,849</u></u>

**Bartlesville Public Schools  
General Fund Revenue Detail**

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	2021-22 Total
1110 Ad valorem tax - current						2,946,750.65	5,639,101.58	820,188.85	173,478.40	997,444.94			10,576,964.42
1121-1122 Ad valorem tax - prior	46,097.05	33,345.25	77,211.11	12,974.02	5,640.15	11,068.83	7,804.25	23,341.30	4,214.99	6,533.24			228,230.19
1130 In lieu of tax	0.01						931.89		543.61	217.44			1,692.95
1190 Other taxes													-
1213-1214 Testing fees	402.51	515.00	321.25	995.38	388.75		860.75	561.88	233.75	1,290.13			5,569.40
1230-1290 Tuition						12,308.00							12,308.00
1310 Interest on investments	1,100.87	1,143.91	1,088.53	1,082.64	997.08	1,367.59	2,227.88	2,477.86	2,718.53	2,650.67			16,855.56
1352 Interest on unapport. Tax	216.94	198.62	201.83	176.80	127.68	200.38		241.91	322.18	225.51			1,911.85
1410 Rent									5,500.00				5,500.00
1440 Sale of equipment	300.00			3,542.16									3,842.16
1510 Insurance loss recoveries						6,458.64							6,458.64
1530 Damage recovery										160.00			160.00
1580 Activity trip reimb	2,337.60	953.38	500.00	204.12			8,386.00			14,838.94			27,220.04
1590 Miscellaneous reimb	228.09	428.73	721.16	1,248.47	511.49	23,614.14	14,227.35	568.91	274.19	373.50			42,196.03
1610 Donations		3,000.00	41,000.00	2,100.00		2,000.00	68,209.52	500.00	48,905.00	181,386.24			347,100.76
1680 Refunds								496.08	624.62				1,120.70
1690 Miscellaneous			50.00	30.00	30.00	25.00		106.00	25.00	55.00			321.00
2100 County-wide 4-mill	6,679.90	3,896.19	8,677.63	2,029.76	651.91	308,466.29	604,044.54	109,651.04	22,948.74	124,734.62			1,191,780.62
2200 Mortgage tax	24,487.64	24,998.22	24,534.95	21,370.05	20,035.21	34,143.07	6,909.49	14,042.93	14,273.43	19,645.62			204,440.61
2300 Resale Property				84,883.93									84,883.93
3110 Gross production tax	2,124.86	3,845.76	4,048.20	3,115.85	3,089.69	3,153.88	4,098.70	3,673.91	2,687.63	4,452.40			34,290.88
3120 Motor vehicle tax	237,933.22	257,326.14	263,165.00	223,193.62	223,564.98	218,814.71	225,331.48	222,956.35	186,741.09	255,813.52			2,314,840.11
3130 Rural electric tax	3,740.74	4,898.64	4,863.92	5,247.26	4,322.13	3,325.88	3,604.82	4,021.36	5,070.70	4,167.86			43,263.31
3140 State school land earnings	72,229.71	38,844.85	61,407.14	74,795.29	56,693.71	67,880.05	123,711.81	74,032.10	65,822.08	69,009.03			704,425.77
3150 Vehicle tax stamps	1,110.07	1,879.91	1,428.73	1,810.98	924.92	3,057.99		1,604.19	1,441.26	1,328.47			14,586.52
3160 Farm implement tax stamps	425.30		521.79			626.50		2,043.87	474.89				4,092.35
3210 Foundation aid		1,658,731.19	1,842,947.90	1,658,690.10	1,658,690.10	1,658,690.10	2,049,057.97	1,738,327.90	1,724,250.06	1,726,595.34			15,715,980.66
3250 FBA		329,800.53	329,800.53	329,800.56	329,800.53	394,281.88	342,696.81	342,696.80	326,730.67	340,701.04			3,066,309.35
3310 Alternative education								47,484.36	23,742.18				71,226.54
3412 NBCT Stipend							45,000.00						45,000.00
3415 Reading Sufficiency							89,130.83						89,130.83
3420 State textbooks		503,242.40					6,728.67						509,971.07
3430 Education matching	4,346.73				4,346.73								8,693.46
3440 Drivers education				6,350.00				4,346.73					10,696.73
3690 Other state										30,102.66			30,102.66
3811 Vocational programs			3,660.00			13,960.00			3,660.00				21,280.00
3812 Vocational programs			22,295.00			22,295.00			22,295.00				66,885.00
3892 Lottery Fund				15,000.00									15,000.00
4140 Title VI	116,373.26							26,215.51					142,588.77
4162 Flood Control				126.60									126.60
4210 Title I - Part A	431,327.16			36,311.82	217,928.97	164,226.16	135,638.16	117,600.69	129,586.89	133,557.80			1,366,177.65
4271 Title II	35,230.00				162,851.72	5,116.72	375.35	7,763.74	3,209.00	8,906.84			223,453.37
4281 Title III					14,496.94	348.00		1,350.56					16,195.50
4310 IDEA B - Special Education	249,559.25			106,512.67	105,852.94	99,107.04	103,356.99	96,838.15	198,466.58	159,831.67			1,119,525.29
4340 Preschool				4,998.52	4,998.52	4,998.52	4,998.52	3,156.57	1,620.07				24,770.72
4442 Title IV reimb					13,124.41		17,339.60	33,472.27	3,606.31	6,657.81			74,200.40
4470 Title VI - Indian Education	16,704.44				7,733.33					11,788.12			36,225.89
4550 Johnson-O'Malley		29,989.00											29,989.00
4611 Title II - Adult Education	25,000.44			698.64	3,570.34		16,484.91		18,283.15	8,385.40			72,422.88
4689 Other federal	179,474.37	566,776.87		318,143.49	1,118,871.93	437,765.25	547,528.13	198,139.62	310,925.19	443,106.03			4,120,730.88
4821 Carl Perkins				32,175.16	7,176.08	7,176.08	7,176.08	14,351.31		14,349.80			75,228.43
5150-5160 Activity trip reimb	116.61	611.41	15,261.59	387.33	186.86	15.19	39,195.20	344.50		3,224.72			59,343.41
5600 Correcting entries	39.00	33.00	21.00	18.00	28.00	12.00	24.00	24.00	27.00	21.00			247.00
	<u>1,457,585.77</u>	<u>3,464,459.00</u>	<u>2,703,727.26</u>	<u>2,915,838.06</u>	<u>3,991,634.18</u>	<u>6,540,384.37</u>	<u>10,025,050.45</u>	<u>3,912,621.25</u>	<u>3,302,702.19</u>	<u>4,571,555.36</u>	-	-	<u>42,885,557.89</u>

**Bartlesville Public Schools**  
**Building Fund Cash Flow/Fund Balance Analysis**  
**Fiscal Years 2019-2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
FY 19	740,048	624,113	541,648	485,451	397,618	486,040	1,190,675	1,201,836	1,141,753	1,227,520	1,143,492	899,450
FY 20	885,140	853,862	808,023	680,579	691,925	694,312	2,060,540	2,058,167	2,040,158	2,033,537	1,994,515	1,865,430
FY 21	1,807,129	1,408,354	1,248,623	1,167,400	1,098,130	1,178,096	1,729,731	1,724,323	1,599,899	1,757,509	1,698,321	1,684,445
FY 22	1,679,068	1,650,738	1,603,511	1,409,125	1,330,742	1,679,650	2,379,737	2,573,301	2,450,148	2,501,582		
FY22-FY21	(128,061)	242,384	354,888	241,725	232,612	501,554	650,006	848,978	850,249	744,073		



**Bartlesville Public Schools**  
**Building Fund Cash Flow/Fund Balance Analysis**

	<u>April</u>	<u>2021-22 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 2,450,148	\$ 1,684,445	\$ 1,865,431
 <u>Revenue:</u>			
Local	143,377	1,543,280	1,511,616
County		-	
State		149,223	201
Federal		-	1,356
Other sources		1,466	
	<u>143,377</u>	<u>1,693,969</u>	<u>1,513,173</u>
 Total cash available	 2,593,525	 3,378,414	 3,378,604
 <u>Requirements:</u>			
Salaries			
Benefits			
Professional services		47,200	70,932
Property services	70,720	637,662	520,443
Other purchased services		-	
Supplies & materials	21,223	157,653	87,872
Property		34,317	941,848
Other uses		-	
	<u>91,943</u>	<u>876,832</u>	<u>1,621,095</u>
 Ending balance	 <u>2,501,582</u>	 <u>2,501,582</u>	 <u>1,757,509</u>

May 16, 2022 Personnel Report

<b>APPOINTMENTS:</b>							
<b>Name</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Hire Date</b>	<b>Temporary Contract</b>		
Boudreaux, Douglas	Ranch Heights	Fifth Grade Teacher	1.000	8/8/2022	Yes		
Callahan, Jessica	Richard Kane	Library Media Specialist	1.000	8/8/2022	Yes		
Harp, Eric	High School	Social Studies Teacher	1.000	8/8/2022	Yes		
Matney, Katie	Ranch Heights	Third Grade Teacher	1.000	8/8/2022	Yes		
<b>CHANGE OF STATUS:</b>							
<b>Name</b>	<b>CHANGE FROM</b>			<b>CHANGE TO</b>			
<b>Name</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Date</b>
Armstrong, Lori	Richard Kane	Fifth Grade Teacher	1.000	Richard Kane	Fourth Grade Teacher	1.000	8/8/2022
Autry, Lacie	Hoover	Gifted and Talented Teacher	1.000	Jane Phillips	Gifted and Talented Teacher	1.000	8/9/2022
Battenfield, Catherine	Madison	Special Education Teacher Assistant Level 3	0.875	Central	Special Education Teacher Assistant Level 3	0.875	8/9/2022
Brown, Angela	Jane Phillips	First Grade Teacher	1.000	Wilson	Kindergarten Teacher	1.000	8/8/2022
Brown, Paul	Madison	Special Education Teacher Assistant Level 3	0.875	Central	Special Education Teacher Assistant Level 3	0.875	8/9/2022
Daniels, Amanda	Wayside	Third Grade Teacher	1.000	Wayside	Remediation Specialist	1.000	8/8/2022
Dennis, Leah	Richard Kane	Student and Family Support Coordinator	1.000	Madison	Title 1 Teacher	1.000	8/8/2022
Douthit, Diana	Ranch Heights	Financial Secretary - Elementary	1.000	Ranch Heights	FMLA	1.000	3/28/2022
England, Jennifer	Ranch Heights	FMLA	1.000	Ranch Heights	Fourth Grade Teacher	1.000	5/6/2022
Gilbert, Charlia	Madison	Special Education Teacher	1.000	Central	Special Education Teacher	1.000	8/8/2022
Goscha, Christine	Richard Kane	Second Grade Teacher	1.000	Richard Kane	Student and Family Support Coordinator	1.000	8/8/2022
Grissom, Rena	Central	Language Arts Teacher	1.000	High School	Color Guard and Winter Guard	N/A	8/9/2022
Hayes, Fondi	Richard Kane	Library Assistant - Elementary	0.875	Richard Kane	Library Assistant - Elementary/Playground Assistant	0.875	8/8/2022
Keahtigh, Candace	High School	Intermittent FMLA	1.000	High School	Special Education Teacher	1.000	3/10/2022
Kelley, Kristin	Richard Kane	Teacher Assistant	0.875	Richard Kane	Special Education Teacher Assistant Level 2	0.875	8/9/2022
Kuntz, Aaron	High School	Science Teacher	1.000	High School	Secondary Assistant Principal	1.000	7/1/2022
Maker, Corey	High School	Social Studies Teacher	1.000	High School	World Languages/Social Studies Teacher	1.000	8/8/2022
Massey, Brent	High School	Assistant Principal	1.000	Madison	Social Studies Teacher	1.000	8/9/2022
Merritt, Libby	Madison	Title 1 Teacher	1.000	Madison	Special Education Teacher	1.000	8/8/2022
Miller, Mya	Wilson	Special Education Teacher Assistant Level 3	0.875	Wilson	Teacher Assistant	0.875	8/9/2022
Morgan, Anne	Hoover/Wilson	Special Education Teacher	1.000	Wilson	Special Education Teacher	1.000	8/8/2022
Orphin, Christy	Madison	Mathematics Teacher	1.000	Madison	Special Education Teacher	1.000	8/8/2022
Parker, Patricia	Transportation	Bus Driver	0.750	Transportation	Bus Driver	1.000	8/8/2022
Powell, Amanda	Jane Phillips/Wayside	Special Education Teacher	1.000	Wilson	Special Education Teacher	1.000	8/8/2022
Rhoades, Todd	Hoover	Gifted and Talented Teacher	1.000	Jane Phillips	Gifted and Talented Teacher	1.000	8/9/2022
Ryan, Lillian	Madison	Special Education Teacher Assistant Level 3	0.875	Central	Special Education Teacher Assistant Level 3	0.875	8/9/2022
Snow, Jennifer	Wayside	Special Education Teacher	1.000	Wilson	Special Education Teacher	1.000	8/8/2022
Southwick, Cheron	High School	Secondary Counselor	1.000	Madison	Assistant Principal	1.000	7/1/2022
Wolfe, Joshua	High School	Secondary Counselor	1.000	High School	Character Education Teacher	1.000	8/9/2021
<b>NON-RENEWAL OF TEMPORARY CONTRACT:</b>							
<b>Name</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Date</b>			
Keahtigh, Candace	High School	Special Education Teacher	1.000	5/20/2022			
Tindle, James	High School	Social Studies Teacher	1.000	5/20/2022			
<b>RESIGNATION:</b>							
<b>Name</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Date</b>			
Ball, Susan	Transportation	Leave of Absence	1.000	5/26/2022			
Brant, Kasey	Jane Phillips	AIMS Teacher Assistant	0.875	5/6/2022			
Briglin, Michael	High School	Social Studies Teacher	1.000	5/20/2022			
Colaw, Dorothy	Madison	Language Arts Teacher	1.000	5/20/2022			
Dicks, Jade	Richard Kane	Second Grade Teacher	1.000	5/20/2022			
Doty, Sherry	Jane Phillips	LPN	0.875	5/20/2022			
Dowell, Kyler	Ranch Heights	First Grade Teacher	1.000	5/20/2022			
Ettinger, Lindsey	Hoover	Fourth Grade Teacher	1.000	5/20/2022			
Hackler, Angela	Hoover	Prekindergarten Teacher	1.000	5/20/2022			
Lindsly, Janie	Central	World Languages Teacher	1.000	5/20/2022			

May 16, 2022 Personnel Report

Martinez, kameron	Hoover	First Grade Teacher	1.000	5/20/2022		
Miller, Mikayla	Hoover	Second Grade Teacher	1.000	5/20/2022		
Montgomery, Alyssa	Central	Mathematics Teacher	1.000	5/20/2022		
Sanford, Katherine	Richard Kane	Leave of Absence	1.000	5/26/2022		
<b>RETIREMENT:</b>						
<b>Name</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Date</b>		
Babb Reinsager, Angela	Madison	Special Education Teacher	1.000	5/20/2022		
Cotton, Frank	Transportation	Bus Driver	1.000	5/19/2022		
Counterman, Julie	Richard Kane	Prekindergarten Teacher	1.000	5/20/2022		
Fentress, Cheryl	High School	Science Teacher	1.000	5/20/2022		
Hamilton, Amy	High School	Social Studies Teacher	1.000	5/20/2022		
Holleman, Linda	Madison	Special Education Teacher	1.000	5/20/2022		
Layman, Gary	High School	Science Teacher	1.000	5/20/2022		
Longnecker, Shelest	Central	Special Education Teacher Assistant Level 1	0.875	5/26/2022		
<b>SUMMER SCHOOL:</b>						
<b>Name</b>	<b>Site</b>	<b>Position</b>	<b>FTE</b>	<b>Date</b>		
Ali, Tayyaba	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Amundson, Karla	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Avery, Brandi	Jane Phillips	ESY Special Education Teacher	N/A	6/6/2022		
Blood, Savannah	Hoover	Summer School Teacher	N/A	6/1/2022		
Boggs, Shelby	Hoover	Summer School Teacher	N/A	6/1/2022		
Bottoff, Traci	Hoover	Summer School Teacher	N/A	6/1/2022		
Boyle, Heather	Hoover	Summer School Teacher	N/A	6/1/2022		
Bridges, Kelsey	Hoover	Summer School Teacher	N/A	6/1/2022		
Brown, Ruth	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Burson, Ashley	Hoover	Summer School Teacher	N/A	6/1/2022		
Carmichael, Kelsey	Hoover	Summer School Teacher	N/A	6/1/2022		
Coburn, Austin	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Cox, Sherri	High School	Summer School Teacher	N/A	6/1/2022		
Davis, Heather	High School	Summer School Teacher	N/A	6/1/2022		
Denman, Tabitha	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Divers, Leslie	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Dout, Ali	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Duncan, Karie	Hoover	Summer School Teacher	N/A	6/1/2022		
Duran, Monika	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Garrett, Anna	High School	Summer School Teacher	N/A	6/1/2022		
Glover, Debra	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Goforth, Jessica	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Gullane, Binnie	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Haas, Tana	Hoover	Summer School Teacher	N/A	6/1/2022		
Hamilton, Kathryn	Hoover	Summer School Teacher	N/A	6/1/2022		
Hamon, Taylor	Hoover	Summer School Teacher	N/A	6/1/2022		
Harmon, Katie	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Harris, Angela	Hoover	Summer School Teacher	N/A	6/1/2022		
Hindman, Elizabeth	Hoover	Summer School Teacher	N/A	6/1/2022		
Hollenbeck, Cathy	High School	Summer School Teacher	N/A	6/1/2022		
Hollon, Adam	High School	Summer School Teacher	N/A	6/1/2022		
Jackson, Naudia	Jane Phillips	ESY Special Education Teacher	N/A	6/6/2022		
Jennings, Julie	Hoover	Summer School Teacher	N/A	6/1/2022		
Johnson, Kealy	Hoover	Summer School Teacher	N/A	6/1/2022		
Judd, Rebecca	Hoover	Summer School Teacher	N/A	6/1/2022		
Keller, Theresa	High School	Summer School Teacher	N/A	6/1/2022		
Kelley, Kristen	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Lame, Kayley	Hoover	Summer School Teacher	N/A	6/1/2022		
Larkin, Barbara	Hoover	Summer School Teacher	N/A	6/1/2022		
Lazo, Ryan	High School	Summer School Teacher	N/A	6/1/2022		
Maillet, Tanya	High School	Summer School Teacher	N/A	6/1/2022		

May 16, 2022 Personnel Report

Maker, Corey	High School	Summer School Teacher	N/A	6/1/2022		
Martin, Meghan	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
McGowan, Lori	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Merritt, Libby	High School	Summer School Teacher	N/A	6/1/2022		
Michel, Hannah	Hoover	Summer School Teacher	N/A	6/1/2022		
Miller, Mya	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Murguia, Gabrielle	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
O'Dell, Amber	Hoover	Summer School Teacher	N/A	6/1/2022		
Parker, Darcy	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Pirtle, Aspen	High School	Summer School Teacher	N/A	6/1/2022		
Roberts, Katlyn	High School	Summer School Teacher	N/A	6/1/2022		
Roseborough, Jennifer	Hoover	Summer School Teacher	N/A	6/1/2022		
Rucker, Robin	Hoover	Summer School Teacher	N/A	6/1/2022		
Sandwith, Lorene	Hoover	Summer School Teacher	N/A	6/1/2022		
Shea, Shawn	Jane Phillips	ESY Interpreter for the Deaf	N/A	6/6/2022		
Sloan, Cynthia	High School	Summer School Teacher	N/A	6/1/2022		
Snow, Jennifer	Jane Phillips	ESY Special Education Teacher	N/A	6/6/2022		
Stoker, Tonja	Hoover	Summer School Teacher	N/A	6/1/2022		
Stunkel, Samantha	Hoover	Summer School Teacher	N/A	6/1/2022		
Swanson, Elaine	High School	Summer School Teacher	N/A	6/1/2022		
Taylor, Brittany	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Taylor, Victoria	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Thompson, Murray	Hoover	Summer School Teacher	N/A	6/1/2022		
Townsend, Celeste	Jane Phillips	ESY Special Education Teacher Assistant	N/A	6/6/2022		
Tresner, Darla	High School	Summer School Teacher	N/A	6/1/2022		
Tucker, Karen	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Turowski, Brett	High School	Summer School Teacher	N/A	6/1/2022		
Walker, Dakota	Hoover	Summer School Teacher Assistant	N/A	6/1/2022		
Wikel, Deborah	Hoover	Summer School Teacher	N/A	6/1/2022		
Wood, Michael	High School	Summer School Teacher	N/A	6/1/2022		

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**MEMORANDUM**

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**TO:** BOARD OF EDUCATION  
**FROM:** PRESTON BIRK  
**SUBJECT:** DONATIONS  
**DATE:** 5/3/2022

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Please accept the following donations our school district has received during the month of April.

<b>1. Cherokee Nation</b>	
Education Service Center	\$ 171,054.12
<b>2. Todd Family Scholarship Donation</b>	
Education Service Center	\$ 200.00
<b>3. Bartlesville Public Schools Foundation – COP Hall of Fame Grants</b>	
Hoover Elementary School	\$ 500.00
Wilson Elementary School	\$ 500.00
Bartlesville High School	\$ 2,000.00
<b>4. Bartlesville Community Foundation – Classified Person of the Year</b>	
Education Service Center	\$ 1,000.00
<b>5. Bartlesville Community Foundation – Teacher of the Year</b>	
Education Service Center	<u>\$ 6,332.12</u>
<b>Receipt Total</b>	<b>\$ 181,586.24</b>

## Investment Ledger

**Options:** Funds: 11-59,81, Account Nos: , Investment Nos: , Date Range: 4/1/2022 - 4/30/2022, Exclude Investments Matured in Date Range: False, Exclude Investments Liquidated in Date Range: False

**Fund: 11****Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$6,048,312.51	0.200	\$6,048,312.51
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$7,050,674.61	0.200	\$7,050,674.61
<b>Total ICS ACCOUNT</b>							<b>\$7,050,674.61</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$13,098,987.12</b>
<b>Total Fund 11</b>							<b>\$13,098,987.12</b>

**Fund: 21****Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$2,050,000.00	0.200	\$2,050,000.00
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$2,050,000.00	0.200	\$2,050,000.00
<b>Total ICS ACCOUNT</b>							<b>\$2,050,000.00</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$4,100,000.00</b>
<b>Total Fund 21</b>							<b>\$4,100,000.00</b>

**Fund: 22****Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$842,073.63	0.200	\$842,073.63
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$842,212.03	0.200	\$842,212.03
<b>Total ICS ACCOUNT</b>							<b>\$842,212.03</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$1,684,285.66</b>
<b>Total Fund 22</b>							<b>\$1,684,285.66</b>

**Fund: 31****Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$837,000.00	0.200	\$837,000.00
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$837,000.00	0.200	\$837,000.00
<b>Total ICS ACCOUNT</b>							<b>\$837,000.00</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$1,674,000.00</b>
<b>Total Fund 31</b>							<b>\$1,674,000.00</b>

**Fund: 37****Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$100,000.00	0.200	\$100,000.00
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$100,000.00	0.200	\$100,000.00
<b>Total ICS ACCOUNT</b>							<b>\$100,000.00</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$200,000.00</b>
<b>Total Fund 37</b>							<b>\$200,000.00</b>

**Fund: 39**

## Investment Ledger

**Options:** Funds: 11-59,81, Account Nos: , Investment Nos: , Date Range: 4/1/2022 - 4/30/2022, Exclude Investments Matured in Date Range: False, Exclude Investments Liquidated in Date Range: False

**Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$36,058.66	0.200	\$36,058.66
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$36,218.59	0.200	\$36,218.59
<b>Total ICS ACCOUNT</b>							<b>\$36,218.59</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$72,277.25</b>
<b>Total Fund 39</b>							<b>\$72,277.25</b>

**Fund: 41**

**Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$6,273,007.76	0.200	\$6,273,007.76
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$5,273,007.76	0.200	\$5,273,007.76
<b>Total ICS ACCOUNT</b>							<b>\$5,273,007.76</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$11,546,015.52</b>

**Account:** AI 0113 COMMERCE BANK

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
290016678	COMMERCE BANK - TREASURY BILL	1/27/2022	11/3/2022		\$3,985,626.67	0.470	\$3,985,626.67
<b>Total 290016678</b>							<b>\$3,985,626.67</b>
<b>Total AI 0113 COMMERCE BANK</b>							<b>\$3,985,626.67</b>
<b>Total Fund 41</b>							<b>\$15,531,642.19</b>

**Fund: 81**

**Account:** AI 0111 REGENT BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	3/31/2022	4/29/2022	4/29/2022	\$264,502.58	0.200	\$264,502.58
ICS ACCOUNT	REGENT BANK - ICS TRANSACTION	4/29/2022	5/31/2022		\$264,546.06	0.200	\$264,546.06
<b>Total ICS ACCOUNT</b>							<b>\$264,546.06</b>
<b>Total AI 0111 REGENT BANK - ICS</b>							<b>\$529,048.64</b>
<b>Total Fund 81</b>							<b>\$529,048.64</b>
<b>Total All Funds</b>							<b>\$36,890,240.86</b>

**APRIL 2022**

	<b>GENERAL</b>	<b>COOPERATIVE</b>	<b>BUILDING</b>	<b>CHILD</b>	<b>BOND</b>	<b>BOND</b>	<b>BOND INT</b>	<b>SINKING</b>	<b>GIFTS &amp;</b>	<b>TOTALS</b>
	<b>FUND</b>	<b>FUND</b>	<b>FUND</b>	<b>NUTRITION</b>	<b>FUND 31</b>	<b>FUND 37</b>	<b>FUND 39</b>	<b>FUND</b>	<b>ENDOW.</b>	
<b>BEGINNING BALANCE</b>	4,667,289.15	0.00	402,430.54	364,788.77	35,355.02	405,900.78	340.75	2,138.32	15,551.46	5,893,794.79
LOCAL SOURCES OF REVENUE	1,205,175.61	-	143,377.06	5,665.76	-	-	179.65	769,581.09	244.18	2,124,223.35
INTERMEDIATE SOURCES OF REVENUE	144,380.24	-	-	-	-	-	-	-	-	144,380.24
STATE SOURCES OF REVENUE	2,432,170.32	-	-	878.82	-	-	-	-	-	2,433,049.14
FEDERAL SOURCES OF REVENUE	786,583.47	-	-	336,872.84	-	-	-	-	-	1,123,456.31
<b>TOTAL NEW RECEIPTS</b>	<b>4,568,309.64</b>	<b>-</b>	<b>143,377.06</b>	<b>343,417.42</b>	<b>-</b>	<b>-</b>	<b>179.65</b>	<b>769,581.09</b>	<b>244.18</b>	<b>5,825,109.04</b>
INTER-FUND TRANSFERS	21.00	-	-	-	-	-	-	-	-	21.00
NON-REVENUE RECEIPTS	3,224.72	-	-	-	-	-	-	-	-	3,224.72
AR-6140	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COMBINED RECEIPTS</b>	<b>4,571,555.36</b>	<b>-</b>	<b>143,377.06</b>	<b>343,417.42</b>	<b>-</b>	<b>-</b>	<b>179.65</b>	<b>769,581.09</b>	<b>244.18</b>	<b>5,828,354.76</b>
WARRANT PURCHASES (-)	(4,065,342.48)	-	(94,225.44)	(314,601.07)	-	(4,609.09)	-	-	(116.25)	(4,478,894.33)
INVESTMENTS MATURED (+)	6,048,312.51	-	2,050,000.00	842,073.63	837,000.00	100,000.00	36,058.66	10,258,634.43	264,502.58	20,436,581.81
C.D./AGENCY INVESTMENTS (-)	(7,050,674.61)	-	(2,050,000.00)	(842,212.03)	(837,000.00)	(100,000.00)	(36,218.59)	(9,258,634.43)	(264,546.06)	(20,439,285.72)
INTEREST INVESTMENTS (-)	-	-	-	-	-	-	-	-	-	-
MONEY MARKET INVESTMENT (-)	-	-	-	-	-	-	-	-	-	-
CORRECTIONS	-	-	-	-	-	-	-	-	-	-
<b>ENDING BANK BALANCE</b>	<b>4,171,139.93</b>	<b>0.00</b>	<b>451,582.16</b>	<b>393,466.72</b>	<b>35,355.02</b>	<b>401,291.69</b>	<b>360.47</b>	<b>1,771,719.41</b>	<b>15,635.91</b>	<b>7,240,551.31</b>
OUTSTANDING WARRANTS (-)	(90,880.87)	-	-	(22,148.79)	-	(464.30)	-	-	(200.00)	(113,693.96)
<b>FUND EQUITY</b>	<b>4,080,259.06</b>	<b>0.00</b>	<b>451,582.16</b>	<b>371,317.93</b>	<b>35,355.02</b>	<b>400,827.39</b>	<b>360.47</b>	<b>1,771,719.41</b>	<b>15,435.91</b>	<b>7,126,857.35</b>

Total collateral pledged

**23,192,716.27**

	<b>BPS LEASE</b>	<b>BPS LEASE</b>	<b>BEA LEASE</b>	<b>BEA LEASE</b>
	<b>PURCHASE</b>	<b>PURCH/TRANS</b>	<b>PURCHASE</b>	<b>PURCHASE</b>
	<b>FUND 1</b>	<b>FUND 2</b>	<b>FUND 3</b>	<b>FUND 4</b>
<b>BEGINNING BALANCE</b>	<b>2,078,538.79</b>	<b>32,853.75</b>	<b>11,897,480.77</b>	<b>202,714.08</b>
REBATES/CONTRIBUTIONS	-	-	-	-
DIVIDENDS/INTEREST	155.00	-	60.09	-
<b>TOTAL NEW RECEIPTS</b>	<b>155.00</b>	<b>-</b>	<b>60.09</b>	<b>-</b>
WARRANT PURCHASES (-)	(232,942.68)	(1,371.85)	(345,288.53)	-
<b>ENDING BANK BALANCE</b>	<b>1,845,751.11</b>	<b>31,481.90</b>	<b>11,552,252.33</b>	<b>202,714.08</b>
Credit in Transit	-	-	-	-
<b>FUND EQUITY</b>	<b>1,845,751.11</b>	<b>31,481.90</b>	<b>11,552,252.33</b>	<b>202,714.08</b>

*Sara Vermeire 5/3/2022*

## Bartlesville Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 4/1/2022 - 4/30/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 General Administrative	\$245,555.74	\$10,371.06	\$0.00	\$5,645.53	\$250,281.27	\$62,544.99	\$187,736.28
802 General Administrative Athletics	\$241,835.62	\$13,780.00	\$0.00	\$13,039.80	\$242,575.82	\$19,621.27	\$222,954.55
803 General Refund Account	\$1,618.85	\$175.09	\$0.00	\$0.00	\$1,793.94	\$0.00	\$1,793.94
804 AP Exams	\$16,900.62	\$0.00	\$0.00	\$0.00	\$16,900.62	\$600.00	\$16,300.62
805 Alternative High School	\$5,219.62	\$0.00	\$0.00	\$60.43	\$5,159.19	\$2,599.87	\$2,559.32
806 Tuition Clearing Acct	\$15,895.00	\$750.00	\$0.00	\$195.00	\$16,450.00	\$0.00	\$16,450.00
807 Art Club	\$1,713.28	\$0.00	\$0.00	\$269.50	\$1,443.78	\$0.00	\$1,443.78
808 Adult Fees Clearing Acct	\$1,507.00	\$100.00	\$0.00	\$607.00	\$1,000.00	\$0.00	\$1,000.00
809 Broadcasting	\$1,467.72	\$0.00	\$0.00	\$0.00	\$1,467.72	\$345.93	\$1,121.79
811 Baseball Fund	\$2,145.01	\$0.00	\$0.00	\$0.00	\$2,145.01	\$0.00	\$2,145.01
813 Basketball Fund	\$1,692.11	\$58.12	\$0.00	\$0.00	\$1,750.23	\$0.00	\$1,750.23
821 Choral Club	\$2,968.24	\$0.00	\$0.00	\$0.00	\$2,968.24	\$545.00	\$2,423.24
824 Concessions	\$5,810.17	\$0.00	\$0.00	\$0.00	\$5,810.17	\$0.00	\$5,810.17
831 S.A.D.F.	\$3,095.40	\$0.00	\$0.00	\$0.00	\$3,095.40	\$0.00	\$3,095.40
832 Community of Caring	\$1,185.19	\$0.00	\$0.00	\$0.00	\$1,185.19	\$232.13	\$953.06
833 Drama	\$21,720.17	\$0.00	\$0.00	\$173.56	\$21,546.61	\$2,923.42	\$18,623.19
834 VisionQuest	\$104.50	\$0.00	\$0.00	\$0.00	\$104.50	\$0.00	\$104.50
835 BPS-FOUNDATION GRANTS	\$7,870.85	\$0.00	\$0.00	\$775.44	\$7,095.41	\$3,523.24	\$3,572.17
836 AGRICULTURAL EDUCATION	\$15,931.28	\$0.00	\$0.00	\$1,430.90	\$14,500.38	\$8,557.58	\$5,942.80
837 ENVIRONMENTAL CLUB	\$282.43	\$0.00	\$0.00	\$0.00	\$282.43	\$0.00	\$282.43
839 BHS SPED	\$959.14	\$0.00	\$0.00	\$0.00	\$959.14	\$0.00	\$959.14
840 Exceptional Education Services	\$13,640.61	\$500.00	\$0.00	\$629.70	\$13,510.91	\$5,680.75	\$7,830.16
841 Business Prof of America	\$447.58	\$0.00	\$0.00	\$0.00	\$447.58	\$0.00	\$447.58
843 ATLAS	\$98.26	\$0.00	\$0.00	\$0.00	\$98.26	\$0.00	\$98.26
844 STEAM PROGRAM	\$6,965.93	\$0.00	\$0.00	\$2,500.00	\$4,465.93	\$289.26	\$4,176.67
867 Lady Bruins	\$275.62	\$58.13	\$0.00	\$0.00	\$333.75	\$0.00	\$333.75
868 Football	\$67.03	\$0.00	\$0.00	\$0.00	\$67.03	\$0.00	\$67.03
878 Music	\$3,993.62	\$150.00	\$0.00	\$179.40	\$3,964.22	\$300.00	\$3,664.22
880 Musical Production	\$23,049.64	\$0.00	\$0.00	\$1,848.70	\$21,200.94	\$11,526.30	\$9,674.64
881 National Honor Society	\$8,248.88	\$200.00	\$0.00	\$0.00	\$8,448.88	\$562.16	\$7,886.72
882 Newspaper	\$223.98	\$0.00	\$0.00	\$0.00	\$223.98	\$0.00	\$223.98
885 National Junior Honor Society	\$891.24	\$0.00	\$0.00	\$0.00	\$891.24	\$0.00	\$891.24
887 Orchestra	\$2,461.02	\$0.00	\$0.00	\$0.00	\$2,461.02	\$0.00	\$2,461.02
889 BHS BAND	\$1,188.34	\$0.00	\$0.00	\$0.00	\$1,188.34	\$0.00	\$1,188.34
895 Pictures	\$1,317.66	\$0.00	\$0.00	\$0.00	\$1,317.66	\$0.00	\$1,317.66
915 Service Club	\$728.77	\$0.00	\$0.00	\$0.00	\$728.77	\$0.00	\$728.77
917 World Language Club	\$645.58	\$0.00	\$0.00	\$122.69	\$522.89	\$72.12	\$450.77
919 Speech Program	\$1,841.52	\$91.98	\$0.00	\$232.00	\$1,701.50	\$1,070.00	\$631.50
922 Staff Development-In-Service	\$1,505.87	\$0.00	\$0.00	\$0.00	\$1,505.87	\$0.00	\$1,505.87
926 Student Council	\$31,626.49	\$9,918.00	\$0.00	\$8,074.31	\$33,470.18	\$2,148.31	\$31,321.87
939 Science Olympiad	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
960 Technology Student Assoc (TSA)	\$9,155.33	\$2,090.00	\$0.00	\$2,628.57	\$8,616.76	\$1,400.00	\$7,216.76
962 Science Trek Club	\$8,817.31	\$0.00	\$0.00	\$0.00	\$8,817.31	\$0.00	\$8,817.31
966 Wrestling	\$385.48	\$0.00	\$0.00	\$0.00	\$385.48	\$0.00	\$385.48
970 TECHNOLOGY SUPPORT TEAM	\$114,231.56	\$1,285.00	\$0.00	\$0.00	\$115,516.56	\$41,280.57	\$74,235.99
971 Golf	\$1,709.92	\$0.00	\$0.00	\$0.00	\$1,709.92	\$0.00	\$1,709.92
973 Cross Country	\$123.13	\$0.00	\$0.00	\$0.00	\$123.13	\$0.00	\$123.13
977 Soccer	\$50.66	\$0.00	\$0.00	\$0.00	\$50.66	\$0.00	\$50.66
986 Counselors' Special Fund	\$306.68	\$0.00	\$0.00	\$0.00	\$306.68	\$0.00	\$306.68
990 Yearbook	\$15,674.85	\$300.00	\$0.00	\$96.00	\$15,878.85	\$4,857.20	\$11,021.65
992 Leadership	\$2,016.66	\$0.00	\$0.00	\$0.00	\$2,016.66	\$0.00	\$2,016.66
993 Academic Team	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$140.00
994 Archery Club	\$349.32	\$0.00	\$0.00	\$0.00	\$349.32	\$0.00	\$349.32
995 Homeless Student Assistance	\$1,074.58	\$0.00	\$0.00	\$0.00	\$1,074.58	\$100.00	\$974.58
996 Bruin Logo	\$31,926.17	\$0.00	\$0.00	\$0.00	\$31,926.17	\$1,935.00	\$29,991.17
997 Back To School Rally	\$600.87	\$0.00	\$0.00	\$0.00	\$600.87	\$0.00	\$600.87
<b>Total</b>	<b>\$881,758.10</b>	<b>\$39,827.38</b>	<b>\$0.00</b>	<b>\$38,508.53</b>	<b>\$883,076.95</b>	<b>\$172,715.10</b>	<b>\$710,361.85</b>

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f9gpk5l8fc8	76901
f9gpk2c9fc8	84475
f9fpla9tfc8	84473
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dytknnvdfhw	84889
dytknu2pdfhw	19287
dytknq0dfhw	19283
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hw110xhpsz38	
hw110z7az38	
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dytln7m3dfhw	19369

780	790	7010	7020	5040	T1700	laptops	hp printers	mac mini	sharp proj	Lenovo mini pc
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FV2G3M1	D0DBJS1	92SZCX1		FFZGGB2		f1z1r32	CNF8B12S8M			
		932ZCX1		9CH2DH2		g05sq32	USBB094257			
		0K9T4H				784qq32	CNDCH3K0MX			
		D28LH02								
		27VBK02								
		917JK02								
		D2PCK02								
11 ActivVote sets										
8 TVs										
15 monitors										
4 VCR/DVD units										

## Surplus Item

Here are some pics of the EasyStand stander/Adapted chair that I was wondering if we could add to the surplus sale. It was donated by a previous sped student over 12 years ago. It could be used as a chair but the hardware on the knee supports is worn-out and no longer safe to use for standing.



## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
287	04/26/2022	MICHAEL E COLE	OTHER-CONSTRUCT-SRVCS-018/FS/ESC BLANKET PO FOR GROUND REPAIRS FOR THE STADIUM TRACTOR 8 HOURS X \$125.00 = \$1,000.00 (3) DAYS OF LABOR 24 HOURS x \$135.00 = \$3,000.00 TOTAL \$4,000.00 SOD: 10 PALLETS X \$240.00 = \$2,400.00 & (1) LOAD OF DIRT \$250.00 TOTAL DIRT & SOD: \$2,650.00	6,650.00
288	04/27/2022	AMAZON CAPTIAL SERVICES INC	VOID REPLACED BY ANOTHER PO	0.00
289	05/05/2022	GLENN SECURITY SYSTEMS, INC.	SECURITY EQUIP-MAINT/018/ATH Blanket PO for Softball and Baseball indoor facility keyfobs and security equipment with installation	6,860.00
290	05/10/2022	NABHOLZ CONSTRUCTION CORPORATION	OTHER-BUILDING-MAINT/018/BHS Blanket PO for Library build out	19,400.00
291	05/10/2022	DEBRA ROSE LOGSDON	OTHER-BUILDING-MAINT/018/BHS Blanket PO for Band Room re-carpeting	14,500.00
292	05/10/2022	KENNETH E SPINA	MASONRY/PLASTERING-MAINT/018/CENTRAL Blanket PO for Renovation of broadcast room at Central	9,700.00
293	05/10/2022	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-MAINT/018/MADISON Blanket PO for PC & Photo flooring at Madison	18,095.00
294	05/10/2022	KENNETH E SPINA	MASONRY/PLASTERING-MAINT/018/MADISON Blanket PO for Library and Broadcast room buildouts at Madison	13,745.00
295	05/10/2022	JOHN E THOMPSON	PAINTING & GLAZING-MAINT/018/WAYSIDE Blanket PO for Wayside gym ceiling painting	13,600.00
296	05/10/2022	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-MAINT/018/WAYSIDE Blanket PO for 3 extended carpeting at Wayside	3,317.00
297	05/10/2022	NABHOLZ CONSTRUCTION CORPORATION	OTHER-BUILDING-MAINT/018/HOOVER Blanket PO for Metal Eave Trim and Early Childhood area re-carpeting	13,775.00
298	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/WILSON Blanket PO for Stone Parking lot at Wilson for overflow parking	25,725.00
299	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/KANE Blanket PO for Stone parking lot at Kane for overflow parking	21,000.00
300	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/WAYSIDE Blanket PO for Blacktop repair and concrete repair below west playground	37,000.00
301	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/MADISON Blanket PO for Curb from replacement and concrete at back dock	24,000.00
302	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/CENTRAL Blanket PO for North end concrete and step	19,000.00
303	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/RH/ESC Blanket PO for South end blacktop replacement at RH and front lot concrete at ESC	43,500.00
304	05/10/2022	WHALING CONSTRUCTION, INC.	PARKING-MAINT/018/TRANSP Blanket PO for Front repair and parking repair with Asphalt repair at Bus barn	13,500.00
305	05/10/2022	BENJAMIN J CRAMER	PARKING-MAINT/018/HOOVER Blanket PO for Bollard and concrete repair at Hoover Elementary	11,586.00
306	05/11/2022	BENJAMIN J CRAMER	SIDEWALKS-018/MAINT/BHS Blanket PO for New sidewalk headed west from HS to crosswalk	2,500.00

## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
307	05/11/2022	SMITH SYSTEM MFG CO	FURN/FIX -018/CENTRAL Blanket PO for Furniture for broadcast room at Central	11,990.00
308	05/11/2022	SMITH SYSTEM MFG CO	FURN/FIX-018/MADISON Blanket PO for Furniture for broadcast room at Madison	32,407.00
309	05/11/2022	BELCO GLASS LLC	OTHER-BUILDING-018/MAINT/TRANS Blanket PO to Replace Windows at the Transportation training facility	4,950.00
310	05/11/2022	JOHN E THOMPSON	PAINTING & GLAZING-018/MAINT/MADISON Blanket PO for Painting of Madison exterior stucco wall at auditorium	2,100.00
311	05/11/2022	ALRED GLASS CO, LLC	FURN/FIX-018/MAINT/BHS Blanket PO for Window/Door/Mirror replacements at HS	10,455.00
312	05/11/2022	ALRED GLASS CO, LLC	FURN/FIX-018/MAINT/WILSON Blanket PO for East side door replacement for Wilson Elementary	18,655.00
313	05/11/2022	KITCHEL PAINTING LLC	PAINTING & GLAZING-018/MAINT/RH Blanket PO to Paint Gym Ceiling at Ranch Heights	14,400.00

**Report Total: \$412,410.00**

**ACTIVITY ACCOUNT  
REQUEST FOR FUNDRAISING AND/OR EXPENDITURES**

Site Name: BHS # 705 School Year: Ongoing  
 Account Name/Number Math Club/Academic Team Sponsor(s): Jolie Anderson

**FUNDRAISERS** to be Approved: Or Additional Revenue for Existing Funds:

Fundraiser	Start/End Date	On/Off Campus	Est. Income
1. <u>Club dues</u>	<u>Ongoing</u>	<u>On</u>	\$ <u>1000.00</u>
2. <u>Merchandise Sales</u>	}		\$ <u>1000.00</u>
3. <u>Field Trip Charges</u>		\$ <u>1000.00</u>	
4. <u>Competition Fees</u>		\$ <u>1000.00</u>	
5. _____		\$ _____	
6. _____		\$ _____	
7. _____		\$ _____	
8. _____		\$ _____	
9. _____		\$ _____	
10. _____		\$ _____	

er  
ees

**EXPENDITURES** to be Approved:

- American Math Competition (AMC online)
- Transportation ... costs
- Registration fees (for college math days) - Usually Free or ~ \$5 per student
- \_\_\_\_\_
- Refreshments for competitions
- Awards
- T-shirts
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Free or

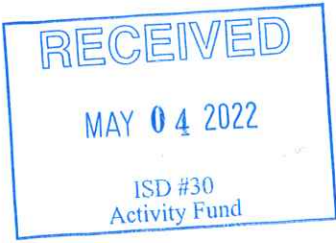
Mandy Hury  
Principal's Signature

Dan  
Activity Fund Custodian's Signature

[Signature]  
Sponsor's Signature (if applicable)

5/3/22  
Date of Request

\_\_\_\_\_  
Board Approval Date



AMENDMENT

BARTLESVILLE PUBLIC SCHOOLS

AND

SODEXO MANAGEMENT, INC.

THIS AMENDMENT, dated May 16, 2022, is between BARTLESVILLE PUBLIC SCHOOLS ("SFA") and SODEXO MANAGEMENT, INC. ("FSMC").

W I T N E S S E T H:

WHEREAS, SFA and FSMC entered into a certain Contract, dated June 30, 2018, whereby FSMC manages and operates SFA's Food Service operation for SFA's students, employees, visitors and guests at SFA's location in Bartlesville, Oklahoma ("Premises");

WHEREAS, the parties now desire to further amend the aforesaid Contract;

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

1. Any and all references to the "2021-2022" school year shall be changed to "2022-2023 school year".

2. Section I, Scope and Purpose, Subsection A is deleted in its entirety and the following substituted therefor:

"A. ***Duration of Contract.*** The effective date may be different than July 1, but the termination date must be June 30. Keep in mind that the effective date may not occur prior to the date on which the contract is signed. This Contract shall be for a period of up to one (1) year, beginning July 1, 2022 and ending June 30, 2023.

3. The Fixed Price Per Meal/Lunch Equivalent of \$3.915 for the 2021-2022 school year is hereby changed to \$4.181 for the 2022-2023 school year.

4. This Amendment is effective July 1, 2022, and thereafter, unless amended. All other terms and conditions contained in the Contract shall remain unchanged and in full force and effect, except by necessary implication.

IN WITNESS WHEREOF, the duly authorized officers of the parties have executed this Amendment, as of the date indicated in the first paragraph of this Amendment.

BARTLESVILLE PUBLIC SCHOOLS

By: \_\_\_\_\_  
Name (printed): \_\_\_\_\_  
Title: \_\_\_\_\_

SODEXO MANAGEMENT, INC.

By: \_\_\_\_\_  
Vice President



**COMPREHENSIVE  
EMPLOYMENT SERVICE AGREEMENT**

This Service Agreement is made this 14th day of May, 2022, by and between Bartlesville Public Schools (hereafter, "School") and Oklahoma State School Boards Association Employment Services Program (hereafter, "OSSBA ES").

The Board of Education of the School has voted to join the OSSBA Employment Services Program for the 2022-2023 school year and agrees to pay OSSBA an administrative fee in the amount equal to \$7.00 per employee multiplied by 767, which equals the number of School employees, for a total annual administrative fee of \$ 5,369.00 .

The administrative fee will be paid in exchange for employment related services provided by OSSBA, including but not limited to:

- 1) Providing complete legal representation by an Oklahoma licensed attorney in all aspects of the unemployment claims process before the Oklahoma Employment Security Commission (hereafter "OESC");
- 2) Auditing the payment of all unemployment claims to ensure the minimum is paid and any overpayments are recovered;
- 3) Providing quarterly reports of unemployment claims and amounts paid by the OESC to Claimants on the School's behalf;
- 4) Providing prudent management of School funds deposited in the School's OSSBA Employment Services Program Account;
- 5) Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
- 6) Providing opportunities for employment training and information.

**Initial Deposit:** Upon signing an initial Service Agreement, the School will make an initial deposit in order to establish an OSSBA Employment Services Program Account through which the OSSBA will pay any necessary unemployment claim payments and any other necessary payments to the OESC on the School's behalf. The funds in the Account shall at all times remain School funds.

**Payment:** During the term of this Service Agreement, not more than once each month, an amount *will be deducted* from the School's OSSBA Employment Services Program Account until the total annual administrative fee is paid in full.

**Additional Deposits:** In the event that a payment or deduction from the School's OSSBA Employment Services Program Account would deplete the Account to an amount

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APR 18 2022

ISD #30  
Accounts Payable



less than zero (0), the School will be required to make an additional deposit to replenish the Account prior to OSSBA making any payment to the OESC.

**Withdrawal of Funds from OSSBA Employment Services Program Account:** Because the funds in the School’s OSSBA Employment Services Program Account remain School funds, the School may withdraw any or all funds from the Account upon providing written notice to the OSSBA.

**Term of Agreement:** This Service Agreement will be effective for the 2022-2023 fiscal year which ends on June 30, 2023. This Service Agreement may be renewed for a subsequent fiscal year by the Board of Education of the School taking such necessary action.

**Revision or termination of Agreement:** Either party may revise this Service Agreement with 60 days’ written notice to the other party. If either party does not fulfill what it has agreed upon in the above terms, then termination may be made within 30 days’ written notice to the other party.

Signed:

Dr. Shawn Hime, OSSBA Executive Director

June 14, 2022  
Date

\_\_\_\_\_  
School Board President or Designee, Bartlesville Public Schools

\_\_\_\_\_  
Date

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APR 18 2022

ISD #30  
Accounts Payable

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Employment of Substitute Teachers</b>	<b>DCC</b>
	Adopted: September 17, 2012 Revision Date(s): 5/16/22		Page 1 of 1

## Employment of Substitute Teachers


The board of education employs substitute teachers to follow the daily lesson plan provided by a regular classroom teacher who is unable to be present in his/her class. Individuals wishing to perform duties as a substitute teacher must be annually approved by the board or be subsequently approved by the board for inclusion on the district's master list of substitute teachers. Only substitute teachers included on the district's approved substitute list will be employed by the district. All substitute teachers will be paid at the annual board approved substitute rate of pay.

Prior to employment with the district, a substitute teacher may be required to undergo a background check pursuant to the board's policy governing criminal record searches. General exceptions to the background check requirement relate to teachers of ten or more years who have retired from the district and individuals who have been full time Oklahoma teachers in the past five years at another district where a background check is already available.

The employment of an individual substitute teacher within the district shall be limited as follows:

- maximum of 135 days per school year if the substitute does not have a current or lapsed/expired teaching certificate or bachelor's degree, with a maximum of 90 days in the same assignment;
- maximum of 145 days if the substitute has a lapsed/expired certificate or possesses a bachelor's degree, with a maximum of 100 days in the same assignment; or
- no limit on the number of days within the district or in the same assignment if the substitute holds a valid certificate.

In the event the district is unable to locate a substitute teacher with a valid certificate to teach special education for students with physical disabilities or students with mental retardation, the limitations outlined above may be waived. Prior to waiving these restrictions, the administration will contact the Oklahoma State Board of Education and other local resources to determine the availability of a certified substitute teacher. Substitute teachers teaching special education for more than fifteen (15) consecutive or thirty (30) total days must receive in-service training prescribed by the Oklahoma State Board of Education.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Transfers</b>	<b>FD</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 8/19/02, 12/15/2014, 12/13/2021, 2/21/2022, 5/16/22		Page 1 of 5


## Student Transfers

The school district will not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude or athletic ability. The school district will begin accepting applications for the next school year starting April 1st. Receipt of applications will be documented by the district so that the district may review those applications in the order submitted for purposes of capacity limitations. The administration will not approve or deny transfers received for the next school year until after the July 1 capacity data is determined for each grade level and site within the school district.

Transfers that have previously been approved by the school district will remain in effect for future school years unless the district provides notification to the parent or legal guardian that the transfer is not going to be continued for an upcoming school year due to disciplinary action or attendance issues. The district will not require parents resubmit a new application each school year and will advance the previous application of an enrolled student amending only the grade placement of the student. Children or wards of individuals employed by the school district shall be allowed to transfer into the school district.

A transfer may be requested at any time in the school year. State law does limit the ability of a student to transfer to no more than two (2) times per school year to one or more school districts in which the student does not reside. Exceptions to this limit will exist for students in foster care. Students are legally entitled to reenroll at any time in his or her school district of residence. ~~Any brother or sister of a student who transfers may attend the school district to which their sibling transferred, as long as the school district has capacity in the grade level and the sibling does not meet a basis for denial as listed below.~~ Sibling transfers will be provided preferential treatment and approved regardless of capacity with only discipline and attendance records reviewed in the determination of the sibling transfer request. A separate application must be filed for each student so that the district can timely consider requests in the order applications are received.

A student who has attended school as a resident student for at least three years prior to moving out of the school district may be allowed to transfer into the district regardless of capacity. Such a student's application will be reviewed utilizing only disciplinary records and attendance in the determination of the transfer request.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Transfers</b>	<b>FD</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 8/19/02, 12/15/2014, 12/13/2021, 2/21/2022, 5/16/22		Page 2 of 5

It is the policy of the board of education that any legally transferring student shall be accepted by the district under the following circumstances:


1. The district has the capacity to accept the student at the grade level at the school site;
2. The transferring student has not been disciplined for:
  - a. violation of a school regulation,
  - b. possession of an intoxicating beverage, low-point beer, as defined by [Section 163.2](#) of Title 37 of the Oklahoma Statutes, or missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or
  - c. possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances Act.
3. The transferring student does not have a history of absences. "History of absences" means ten or more absences in one semester that are not excused for the reasons provided in 70 O.S. § 10-105 or due to illness.

By the first day of January, April, July and October, the board of education shall establish the number of transfer students the district has the capacity to accept in each grade level for each school site within the district. The number of transfer students for each grade level at each site that the district has the capacity to accept will be posted in a prominent place on the school district's website. The district shall report to the State Department of Education the number of transfer students for each grade level for each school site which the district has the capacity to accept.

In making the decision to determine capacity, the board of education shall review historical student enrollment data, student needs for graduation, staffing levels, and class size limits specified in 70 O.S. § 18-113.1.

A student shall be allowed to transfer to a district in which the parent or legal guardian of the student is employed as a teacher as per 70 O.S. § 8-113.

The district will approve or deny the application and notify the parent of the student of the determination in writing within thirty (30) days of receiving an application. The school district shall enroll transfer students in the order in which they submit their applications. If the number of student transfer applications exceeds the capacity of the district, the district shall select transfer students in the order in which the district received the application. Students who are the dependent children of a member of the active uniformed military services of the United States on full-time active-duty status and students who are the dependent children of the military reserve on active duty orders shall be eligible for admission to the school district regardless of capacity of the district. Students shall be eligible for military transfer if:

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Transfers</b>	<b>FD</b>
	Adopted: July 24,1989 Revision Date(s): 2/21/94, 8/19/02, 12/15/2014, 12/13/2021, 2/21/2022, 5/16/22		Page 3 of 5


1. At least one parent of the student has a Department of Defense issued identification card; and
2. At least one parent can provide evidence that he or she will be on active-duty status or active-duty orders, meaning the parent will be temporarily transferred in compliance with official orders to another location in support of combat, contingency operation or a national disaster requiring the use of orders for more than thirty (30) consecutive days.

If the transfer application is accepted, the district shall notify the parents of the acceptance. The parent shall provide the district with written notification that the student will be enrolling within ten (10) days of notification of acceptance. Failure to notify the school district within ten (10) days of acceptance shall result in the cancellation of the transfer. The district will provide a written notice of cancellation to the parent of the student immediately upon cancellation. If accepted, a student transfer is granted for the existing school year and may continue to attend in future years. At the end of the school year, the district may deny continued transfer of the student due to disciplinary reasons or a history of absences. Written notice of the intention to deny continued transfer of the student shall be given to a parent of a student no later than July 15. The parent may appeal the denial of a continued transfer.

If a transfer request is denied by the school district, the district shall provide notification of the denial in writing to the parent by either hand-delivery , by U.S. Mail or electronic mail. The notification shall include:

1. An explanation including but not limited to any citation to the statute, regulation, or school district policy under which the denial was made;
2. A copy of the policy adopted by the district for determining the number of transfer students the school district has the capacity to accept;
3. A copy of 210:10-1-18.1 from the Administrative Code; and
4. The date upon which the appeal will be due.

If a transfer request is denied by the administration, the parent or legal guardian of the student may appeal the denial within ten (10) days of notification of denial to the board of education. If notification was hand-delivered, the appeal period shall begin the day after the notification is delivered. If notification is sent by U.S. Mail, the appeal period shall begin three (3) days after the notification is mailed. If the notification is sent via electronic mail, the appeal period shall begin the day after the notification is sent. The board of education shall consider the appeal at its next regularly scheduled board meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. The board of education shall accept an otherwise untimely appeal if a parent of a student can establish that they did not receive actual notice of the notification denying the transfer request, and the appeal was submitted within ten (10) days after the parent of the student actually delivered notice.

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The appeal to the board of education shall be submitted to the office of the superintendent. The appeal shall include the following:


1. The name, address and telephone number of the parent of the student and the student for whom the appeal is being taken;
2. The date the district gave notice denying the transfer request;
3. The basis for appealing the decision of the school district; and
4. The name, address and telephone number of the legal representative, if applicable.

During the appeal, the board will review the action of the administration and the appeal paperwork submitted by the parent of the student to make sure that the district policy was followed with regard to the denial of the transfer. The board of education will meet in an executive session to review the educational records of the student. If the policy was not followed, the board of education shall return to open session to vote to overturn the denial and the transfer will be granted. This will be a paper appeal and will include the written documentation utilized by the school district as well as a written response from the parent or legal guardian which explains why the policy was not followed.

If the board of education votes to deny an appeal of a request to transfer, the board of education shall instruct the superintendent to provide notification of denial in writing to the parent of the student by either hand-delivery, by U.S. Mail, or by electronic mail. The notification shall include:

1. An explanation, including the legal citation to the statute, regulation, or school district policy under which the denial was made;
2. A copy of the policy adopted by the board of education for determining the number of transfer students the district has capacity to accept;
3. A copy of the State Board of Education's prescribed form for an appeal; and
4. A copy of the 210:10-1-18.1. Which identifies the Accreditation standard for appealing the denial of a student transfer.

If the board of education votes to uphold the denial of the transfer, the parent or legal guardian may appeal the denial within ten (10) days of the notification of the appeal denial to the State Board of Education. The parent or legal guardian shall submit to the State Board of Education and to the superintendent of the district, a notice of appeal on the form prescribed by the State Board of Education. The superintendent shall immediately provide a copy of the appeal to each member of the board of education. Upon receipt of notice of an appeal, but not later than five (5) days prior to the date at which the State Board of Education is scheduled to consider the appeal the board of education may submit a written response to the appeal. Responses should not exceed five (5) pages. If not submitted by the parent, the board of education shall provide a copy of the policy adopted to determine the number of transfer students the district has the capacity to accept in each grade level for each school

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site within the district. The parent and the school district will have an opportunity to appear in person or by authorized representative or by attorney to address the State Board at the meeting.

A student who enrolls in a school district in which the student is not a resident shall not be eligible to participate in school-related extramural athletic competition governed by the Oklahoma Secondary School Activities Association for a period of one (1) year from the first day of attendance at the receiving school unless the transfer is from a school district which does not offer the grade the student is entitled to pursue as per 70 O.S. § 8-103.2.

REFERENCE: 70 O.S. §1-114  
 70 O.S. §1-113  
 70 O.S. §5-117.1  
 70 O.S. §8-101, et seq.  
 70 O.S. §8-113  
 70 O.S. §8-103.2  
 70 O.S. §24-101, et seq.; §24-102  
 Family Education Rights and Privacy Act  
 Atty. Gen. Op. No. 87-134, April 1, 1988  
 State Accreditation Standards 210:10-1-18 and 210:10-1-18.1

LEGAL NOTE: Senate Bill 783 repealed 70 O.S. § 8-104 effective March 31, 2021. Oklahoma law no longer allows emergency transfer of students. Oklahoma law regarding transfers changed on January 1, 2022.

***THIS POLICY REQUIRED BY LAW.***

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## Student Transfers

The school district will not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude or athletic ability. The school district will begin accepting applications for the next school year starting April 1st. Receipt of applications will be documented by the district so that the district may review those applications in the order submitted for purposes of capacity limitations. The administration will not approve or deny transfers received for the next school year until after the July 1 capacity data is determined for each grade level and site within the school district.


Transfers that have previously been approved by the school district will remain in effect for future school years unless the district provides notification to the parent or legal guardian that the transfer is not going to be continued for an upcoming school year due to disciplinary action or attendance issues. The district will not require parents resubmit a new application each school year and will advance the previous application of an enrolled student amending only the grade placement of the student. Children or wards of individuals employed by the school district shall be allowed to transfer into the school district.

A transfer may be requested at any time in the school year. State law does limit the ability of a student to transfer to no more than two (2) times per school year to one or more school districts in which the student does not reside. Exceptions to this limit will exist for students in foster care. Students are legally entitled to reenroll at any time in his or her school district of residence. Sibling transfers will be provided preferential treatment and approved regardless of capacity with only discipline and attendance records reviewed in the determination of the sibling transfer request. A separate application must be filed for each student so that the district can timely consider requests in the order applications are received.

A student who has attended school as a resident student for at least three years prior to moving out of the school district may be allowed to transfer into the district regardless of capacity. Such a student's application will be reviewed utilizing only disciplinary records and attendance in the determination of the transfer request.

It is the policy of the board of education that any legally transferring student shall be accepted by the district under the following circumstances:

1. The district has the capacity to accept the student at the grade level at the school site;
2. The transferring student has not been disciplined for:
  - a. violation of a school regulation,

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- b. possession of an intoxicating beverage, low-point beer, as defined by [Section 163.2](#) of Title 37 of the Oklahoma Statutes, or missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or
  - c. possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances Act.
3. The transferring student does not have a history of absences. "History of absences" means ten or more absences in one semester that are not excused for the reasons provided in 70 O.S. § 10-105 or due to illness.


By the first day of January, April, July and October, the board of education shall establish the number of transfer students the district has the capacity to accept in each grade level for each school site within the district. The number of transfer students for each grade level at each site that the district has the capacity to accept will be posted in a prominent place on the school district's website. The district shall report to the State Department of Education the number of transfer students for each grade level for each school site which the district has the capacity to accept.

In making the decision to determine capacity, the board of education shall review historical student enrollment data, student needs for graduation, staffing levels, and class size limits specified in 70 O.S. § 18-113.1.

A student shall be allowed to transfer to a district in which the parent or legal guardian of the student is employed as a teacher as per 70 O.S. § 8-113.

The district will approve or deny the application and notify the parent of the student of the determination in writing within thirty (30) days of receiving an application. The school district shall enroll transfer students in the order in which they submit their applications. If the number of student transfer applications exceeds the capacity of the district, the district shall select transfer students in the order in which the district received the application. Students who are the dependent children of a member of the active uniformed military services of the United States on full-time active-duty status and students who are the dependent children of the military reserve on active duty orders shall be eligible for admission to the school district regardless of capacity of the district. Students shall be eligible for military transfer if:

- 1. At least one parent of the student has a Department of Defense issued identification card; and
- 2. At least one parent can provide evidence that he or she will be on active-duty status or active-duty orders, meaning the parent will be temporarily transferred in compliance with official orders to another location in support of combat, contingency operation or a national disaster requiring the use of orders for more than thirty (30) consecutive days.

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If the transfer application is accepted, the district shall notify the parents of the acceptance. The parent shall provide the district with written notification that the student will be enrolling within ten (10) days of notification of acceptance. Failure to notify the school district within ten (10) days of acceptance shall result in the cancellation of the transfer. The district will provide a written notice of cancellation to the parent of the student immediately upon cancellation. If accepted, a student transfer is granted for the existing school year and may continue to attend in future years. At the end of the school year, the district may deny continued transfer of the student due to disciplinary reasons or a history of absences. Written notice of the intention to deny continued transfer of the student shall be given to a parent of a student no later than July 15. The parent may appeal the denial of a continued transfer.


If a transfer request is denied by the school district, the district shall provide notification of the denial in writing to the parent by either hand-delivery , by U.S. Mail or electronic mail. The notification shall include:

1. An explanation including but not limited to any citation to the statute, regulation, or school district policy under which the denial was made;
2. A copy of the policy adopted by the district for determining the number of transfer students the school district has the capacity to accept;
3. A copy of 210:10-1-18.1 from the Administrative Code; and
4. The date upon which the appeal will be due.

If a transfer request is denied by the administration, the parent or legal guardian of the student may appeal the denial within ten (10) days of notification of denial to the board of education. If notification was hand-delivered, the appeal period shall begin the day after the notification is delivered. If notification is sent by U.S. Mail, the appeal period shall begin three (3) days after the notification is mailed. If the notification is sent via electronic mail, the appeal period shall begin the day after the notification is sent. The board of education shall consider the appeal at its next regularly scheduled board meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. The board of education shall accept an otherwise untimely appeal if a parent of a student can establish that they did not receive actual notice of the notification denying the transfer request, and the appeal was submitted within ten (10) days after the parent of the student actually delivered notice.

The appeal to the board of education shall be submitted to the office of the superintendent. The appeal shall include the following:

1. The name, address and telephone number of the parent of the student and the student for whom the appeal is being taken;
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3. The basis for appealing the decision of the school district; and

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4. The name, address and telephone number of the legal representative, if applicable.


During the appeal, the board will review the action of the administration and the appeal paperwork submitted by the parent of the student to make sure that the district policy was followed with regard to the denial of the transfer. The board of education will meet in an executive session to review the educational records of the student. If the policy was not followed, the board of education shall return to open session to vote to overturn the denial and the transfer will be granted. This will be a paper appeal and will include the written documentation utilized by the school district as well as a written response from the parent or legal guardian which explains why the policy was not followed.

If the board of education votes to deny an appeal of a request to transfer, the board of education shall instruct the superintendent to provide notification of denial in writing to the parent of the student by either hand-delivery, by U.S. Mail , or by electronic mail. The notification shall include:

1. An explanation, including the legal citation to the statute, regulation, or school district policy under which the denial was made;
2. A copy of the policy adopted by the board of education for determining the number of transfer students the district has capacity to accept;
3. A copy of the State Board of Education’s prescribed form for an appeal; and
4. A copy of the 210:10-1-18.1. Which identifies the Accreditation standard for appealing the denial of a student transfer.

If the board of education votes to uphold the denial of the transfer, the parent or legal guardian may appeal the denial within ten (10) days of the notification of the appeal denial to the State Board of Education. The parent or legal guardian shall submit to the State Board of Education and to the superintendent of the district, a notice of appeal on the form prescribed by the State Board of Education. The superintendent shall immediately provide a copy of the appeal to each member of the board of education. Upon receipt of notice of an appeal, but not later than five (5) days prior to the date at which the State Board of Education is scheduled to consider the appeal the board of education may submit a written response to the appeal. Responses should not exceed five (5) pages. If not submitted by the parent, the board of education shall provide a copy of the policy adopted to determine the number of transfer students the district has the capacity to accept in each grade level for each school site within the district. The parent and the school district will have an opportunity to appear in person or by authorized representative or by attorney to address the State Board at the meeting.

A student who enrolls in a school district in which the student is not a resident shall not be eligible to participate in school-related extramural athletic competition governed by the Oklahoma Secondary School Activities Association for a period of one (1) year from the first day of attendance at the receiving school unless the transfer is from a school district which does not offer the grade the student is entitled to pursue as per 70 O.S. § 8-103.2.

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REFERENCE: 70 O.S. §1-114  
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 70 O.S. §8-101, et seq.  
 70 O.S. §8-113  
 70 O.S. §8-103.2  
 70 O.S. §24-101, et seq.; §24-102  
 Family Education Rights and Privacy Act  
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 State Accreditation Standards 210:10-1-18 and 210:10-1-18.1

LEGAL NOTE: Senate Bill 783 repealed 70 O.S. § 8-104 effective March 31, 2021. Oklahoma law no longer allows emergency transfer of students. Oklahoma law regarding transfers changed on January 1, 2022.

***THIS POLICY REQUIRED BY LAW.***

## AGREEMENT FOR ADMINISTRATIVE SERVICES

**THIS AGREEMENT FOR ADMINISTRATIVE SERVICES**, including Appendix A (the “Agreement”) is entered into as of July 1, 2022 (“Effective Date”) by and between Pension Solutions, Inc., an Oklahoma corporation (“PSI”) and Independent School District Number 30 of Washington County, Oklahoma, an independent school district operating in the state of Oklahoma in accordance with the Oklahoma School Code, 70 O.S. § 1-101 *et. seq.* (the “District”).

**WHEREAS**, pursuant to a duly adopted resolution of the Board of Education for Independent School District Number 30 of Washington County, Oklahoma, (“Board of Education,” the governing body of the District), the District has approved the adoption and subsequent restatement(s) of the Bartlesville Public Schools 403(b) Plan (previously titled the Independent School Dist #30 (Bartlesville) 403(b) Plan and hereinafter referred to as the “Plan”), which Plan was adopted in accordance with applicable law; and

**WHEREAS**, in accordance with the adopting resolution, the District is the Plan Sponsor of the Plan and appointed itself the Plan Administrator (for the purpose of this Agreement, “Plan Administrator” and “Plan Manager” shall have the same meaning) of the Plan and as such is responsible for performing all actions necessary to carry out the administration of the Plan in accordance with applicable law; and

**WHEREAS**, the District has designated its Chief Financial Officer (“Designee”) as the person authorized to carry out the Plan, execute Plan documents, and take such actions as may be necessary to administer the Plan on the behalf of the District; and

**WHEREAS**, the Board of Education is a beneficiary of this Agreement and hereby agrees to ensure the performance of the District as Plan Administrator and its obligations, responsibilities and duties contained in this Agreement and to hold PSI harmless for any failure of the Plan Administrator to perform its duties and responsibilities in accordance with this Agreement as amended from time to time; and

**WHEREAS**, the Plan Administrator desires to engage PSI to perform certain third party administrative services for the Plan and PSI agrees to perform certain administrative services for the Plan in accordance with this Agreement and applicable law; and

**WHEREAS**, as applicable, this Agreement serves to satisfy the disclosure requirements of Section 408(b)(2) of Employee Retirement Income Security Act of 1974 (“ERISA”).

**NOW THEREFORE**, the District, the Plan Sponsor, the Plan Administrator, and PSI agree as follows:

## **1. Scope of Services**

PSI agrees to perform the administrative services and only those services set forth in this Agreement (the "Services"). PSI is not responsible for any services rendered, or to be rendered, on behalf of the Plan by any party prior to the date of this Agreement, or for any services that PSI has not specifically agreed to perform on behalf of the Plan. Pursuant to this Agreement, PSI is serving as a limited third-party administrator for the Plan. PSI is not the Plan Administrator and is not a fiduciary with respect to the Plan. The Plan Administrator specifically acknowledges that PSI provides no investment advice whatsoever, and has no authority, discretionary or otherwise, over Plan assets or administrative decisions.

## **2. Fees**

The Plan Administrator agrees to pay PSI the administration fees and other fees for the Services rendered through the date of termination of this Agreement in accordance with Appendix A. In addition to the fees set forth in this Agreement, the Plan Administrator agrees to pay PSI for any services performed by PSI that are in addition to the Services expressly stated in this Agreement, if such services are requested by the Plan Administrator, pursuant to the provisions of Appendix A, "Extraordinary Services," or pursuant to an agreement for additional services outside the scope of this Agreement, which may be entered into by the Plan Administrator and PSI for mutually agreed upon fees and costs.

The Plan Administrator acknowledges that PSI may also receive compensation indirectly ("Indirect Compensation") from sources other than the Plan Administrator or from Plan assets in connection with the Services as described in Appendix A. Any Indirect Compensation received by PSI shall be in addition to and separate from the fees payable pursuant to Appendix A. PSI represents that it will not receive any compensation, direct or indirect, for the Services provided in accordance with this Agreement, except for Indirect Compensation as defined and disclosed herein and the fees disclosed on Appendix A. In addition to continuing monthly, quarterly, semi-annual, or annual fees referenced on Appendix A, PSI will invoice associated fees and costs for the Services after such Services are completed. Payment of invoices should be received by PSI within thirty (30) days of the invoice date. If payment is not received in full within thirty (30) days, PSI reserves the right to impose late fees in accordance with Appendix A and deduct such late fees and any amounts owed from the Plan assets.

## **3. Term**

This Agreement is effective from July 1, 2022 to June 30, 2023. Subsequent annual renewals must be approved by the Board of Education in accordance with applicable state law. Either party may terminate this Agreement upon written notice of not less than thirty (30) days. PSI shall not be responsible for the performance of the Services, including the maintaining of the Plan Administrator's files after the date this Agreement is terminated.

## **4. Confidentiality**

PSI and the Plan Administrator may disclose certain business, financial, technical, intellectual property, materials, data, and other information to each other. All such non-public information that has been identified or otherwise designated as confidential or proprietary information or that is otherwise subject to safeguards or protection under applicable law shall be considered "Confidential Information." The receiving party shall use Confidential Information solely for the purposes of rendering the Services pursuant to and in accordance with this Agreement and shall not, without the prior written consent of the

other party, disclose any Confidential Information to any third party, except as may be disclosed as required by law, regulation, order of a court of competent jurisdiction or regulatory authority with subject matter jurisdiction. Nothing in this Agreement is intended to grant any rights to either party under any patent, copyright, trademark, service mark, or other intellectual property of the other party, except for the use of Confidential Information that is expressly permitted herein. PSI and the Plan Administrator acknowledge that any disclosure or unauthorized use of Confidential Information will constitute a material breach of this Agreement and cause substantial harm to the party that provided such Confidential Information initially for which damages would not be a fully adequate remedy.

## **5. Timeliness of Data**

Timely processing of information is essential to the proper administration of the Plan and avoids costly adverse consequences with regard to government oversight and compliance. The Plan Administrator will provide the information requested by PSI within thirty (30) days after unless specifically stated otherwise or required by governing law.

## **6. Responsibilities of Plan Administrator**

- (a) The Plan Administrator represents that it is the primary fiduciary for the control and management of the assets of the Plan, including, without limitation, the selection and monitoring of service providers for the Plan, interpretation of Plan provisions, evaluation of claims made by participants, eligibility of participants, selection of any qualified default investment alternative, and all other plan administrator responsibilities. The Plan Administrator may elect to have certain fees for the Services deducted from Plan assets, and it is the responsibility of the Plan Administrator to determine whether Plan assets may be used to pay any fee. The Plan Administrator further represents that an unsigned copy of this Agreement, which includes Appendix A (which are intended to provide certain fee disclosures under Section 408(b)(2) of ERISA), was provided reasonably in advance of the date of the Plan Administrator's entering into this Agreement although such disclosures may not be applicable to the Plan.
- (b) The Plan Administrator will provide PSI with requested information on a timely basis. PSI will rely on information provided by the Plan Administrator or its representatives, including third parties, and will have no responsibility to independently verify the accuracy of the information. PSI assumes no responsibility to acquire information other than to request it from the Plan Administrator, and will not be liable for any errors or omissions made as a result of incomplete or incorrect information provided by the Plan Administrator. Additional services that need to be performed or revised due to incomplete or inaccurate data furnished by or on behalf of the Plan or the Plan Administrator will be subject to additional fees. Information and data requested by PSI shall be provided by the Plan Administrator or its agents within thirty (30) days or by the date referenced in PSI's request for information or as required by governing law. The Plan Administrator will be responsible for all consequences, including but not limited to, penalties and/or sanctions imposed by the Internal Revenue Service ("IRS"), the United States Department of Labor ("DOL"), and any other local, state or federal governing authority.
- (c) As applicable, the Plan Administrator is responsible for ensuring that funds are actually and properly contributed to the Plan's custodial account and/or to Plan participants' individual custodial accounts as required:

- for tax deductibility; and
- to satisfy applicable minimum funding standards for pension plans; and
- to ensure employee deferrals and loan payments are deposited to within the time parameters required by the DOL and applicable law.

PSI has no obligation to monitor Plan contributions or to ensure that such contributions or loan payments are timely contributed to the Plan's custodial account and/or to Plan participants' individual custodial accounts.

- (d) Fees, costs, charges, additional contributions, refunds of employee deferrals, or any other penalties imposed by a governmental agency having jurisdiction over the Plan, are the sole responsibility of the Plan and the Plan Administrator. In accordance with the fees and costs referenced on Appendix A, PSI may be engaged to represent the Plan during an examination conducted by any governmental agency having jurisdiction over the Plan, including, but not limited to the IRS and DOL.
- (e) The Plan Administrator will be responsible for providing the notices and information required by law to Plan participants, including, without limitation, notices and distribution forms, as well as obtaining applicable signatures on distribution forms.
- (f) The Plan Administrator will be responsible for ensuring PSI is authorized to conduct business on behalf of the Plan Administrator for the Services provided herein and shall promptly execute such forms of the Custodians (as defined below) and PSI, as are necessary and appropriate.
- (g) The Plan Administrator shall provide PSI a census of all Plan participants within thirty (30) days of the end of the Plan Sponsor's fiscal year. Such census information shall include: each participant's first and last name; each participant's social security number; and, each participant's the date of birth, date of hire, and as applicable the date of separation from employment ("Census Information"). For the purpose of this paragraph, all Plan participants means, all employee or prior employees with plan assets with the Custodian and/or prior recordkeeper, custodian, or annuity provider. In addition, the Plan Administrator is to provide PSI Census Information regarding all new enrollees in the Plan.
- (h) Due to the Plans' prior recordkeepers, custodians, and annuity providers, it is important that the Plan Sponsor provide a plan participant's phone number and email address along with the completion of any necessary forms. The Plan Administrator acknowledges that in order to expedite a participant's request, PSI may communicate directly with the Plan participant.
- (i) The Plan's operation and tax qualification is affected by other plans sponsored by the Plan Administrator and/or Plan Sponsor. Other entities owned by the Plan Administrator and/or Plan Sponsor or by the owners of the entities may also affect the Plan. The Plan Administrator is responsible for informing PSI of other potentially related plans or entities (including controlled groups and affiliated service groups), and any change in such information.

## **7. Administrative Services**

The following sets forth the Services to be performed by PSI under the terms and conditions of this Agreement:

- (a) Takeover/Installation services for transition to PSI, including review of plan provisions, compliance review with the Plan's custodian ("Custodian"), and completion of installation forms and documents.
- (b) Assistance with conversion of plan assets from another service provider (if applicable).
- (c) Perform data requests and analysis of census data from Custodians and/or Plan Administrator.
- (d) Assistance in the Plan Administrator's determination of participant eligibility, vesting and eligibility to receive employer contributions.
- (e) Interface with Custodians' website to facilitate administration and benefit payments.
- (f) Serve as an authorized third party signatory to facilitate benefit payments with grandfathered recordkeepers, custodians, and/or annuity providers, as necessary and appropriate.
- (g) Serve as authorized third party signatory to facilitate in-service transfers of Plan participants' funds with grandfathered recordkeepers, custodians, and/or annuity providers to Custodians, as necessary and appropriate.
- (h) Routine calls and inquiries relating to the Services.
- (i) Assisting with Plan participant communication materials.
- (j) Two (2) semi-annual meetings with Plan Administrator and such additional meetings as reasonably necessary in connection with the Services at rates contained in Appendix A.

## **8. Limitation on Liability and Indemnity Provisions**

- (a) General. Plan Administrator agrees that the only responsibilities of PSI hereunder are to render the Services provided in this Agreement. In no event shall PSI be responsible for delays or failures in the performance of its duties that are caused by or result from acts of God, epidemic, war, acts of terrorism, computer viruses, governmental interference, fire or other casualty, software or hardware malfunction, communication line failure, power failure, acts or omission by the Plan Administrator or any other circumstances beyond the control of PSI. The District, the Plan Sponsor, and the Board of Education agree to ensure the performance of the Plan Administrator's obligations, responsibilities and duties contained in this Agreement (through its Designee or otherwise), including the payment of fees and costs, and, to hold PSI harmless for any failure of the Plan Administrator to perform its duties and responsibilities in accordance with this Agreement as amended from time to time.
- (b) Payment for Response to Subpoenas and Document Production Requests. In the event that PSI and/or any of its employees, officers, directors or agents receive a subpoena to provide testimony, or to produce documents, in connection with any judicial or quasi-judicial proceeding, relative to services provided by PSI pursuant to this Agreement, the Plan Administrator agrees to pay PSI an amount equal to the actual out of pocket expenses associated with producing said documents and/or appearing at said proceeding, and to pay to PSI an hourly fee for all time

incurred by PSI personnel or its agents in preparing for and appearing at said proceeding, and for preparing documents to be produced, pursuant to Appendix A, "Extraordinary Services."

- (c) Non-representation. PSI is not a tax advisor; nor, the Plan Administrator. PSI will make recommendations to the Plan Administrator and Designee; however, in no way should such recommendations be relied upon in lieu of advice and counsel from the Plan's certified public accountant and/or licensed attorney.

## 9. General Provisions

- (a) Amendment. The Plan Administrator may not amend or modify this Agreement except in writing signed by both parties. PSI may amend and modify this Agreement from time to time by providing not less than sixty (60) days advance written notice to the Plan Administrator; provided, however, that if the Plan Administrator objects to any such amendment or modification, it may exercise its termination rights under this Agreement.
- (b) Notice. Any and all notices required or permitted under this Agreement shall be in writing and shall be sufficient in all respects if (i) delivered personally, (ii) mailed by registered or certified mail, return receipt requested and postage prepaid, or (iii) sent via a nationally recognized overnight courier service to the addresses set forth under the signatures of the parties or to such other address as either party may designate by notice in writing to the other.
- (c) Interpretation. This Agreement is not assignable by either party hereto without the prior written consent of the other party. Section and other headings are for reference only and shall not affect the meaning or interpretation of this Agreement. This Agreement is binding upon and shall inure to the benefit of the parties and their respective heirs, successors, survivors, administrators and assigns. This Agreement constitutes and contains the entire understanding between the parties and supersedes all prior oral or written statements dealing with the subject matter herein.
- (d) Severability. If any one or more of the provisions of this Agreement shall, for any reason, be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Agreement and this Agreement shall be enforced as if such illegal or invalid provision had not been contained herein. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same Agreement.
- (e) Arbitration. If this Agreement is breached or a party fails to perform its responsibilities, duties, and obligations contained herein and such breach or default is not cured and the injured party is not made whole within sixty (60) days upon delivery of written notice as provided herein, then such injured party may seek a settlement and remedies for damages by initiating a proceeding to arbitrate the matter pursuant to the rules and standards of the American Arbitration Association with such proceeding occurring in Oklahoma City, Oklahoma County, Oklahoma. The parties to this Agreement mutually agree as follows regarding the settlement of any dispute or damages through arbitration:
  - i. The injured party must have provided the opposing party written notice of the claimed default, damages, and the requested remedy within no less than sixty (60) days from the delivery of such written notice for the opposing party to cure such default and make acceptable restitution.

- ii. Each party shall pay for its own costs and expenses incurred to arbitrate any dispute among the parties.
- iii. The arbitration shall be final and binding on all parties.
- iv. Judgment of an arbitrator's award may only be entered in a court having jurisdiction pursuant to this Agreement.
- v. The parties waive their right to a jury trial.
- vi. The arbitrator's award is not required to include factual findings or legal reasoning.
- vii. Any party's right to appeal or seek modification of an arbitrator's award is strictly limited.
- viii. The panel of arbitrators selected to arbitrate a settlement will typically include a minority of arbitrators who are familiar or affiliated with the retirement plan administration industry.
- ix. By law, an arbitration agreement does not preclude a party from seeking settlement of a dispute and/or remedies for damages in small claims court.

(f) Governing Law and Forum Selection. Except for the application of Section 9(e) above, this Agreement shall be governed by and construed according to the laws of the State of Oklahoma, without reference to conflict of law principles, except federal law preempts state law. The exclusive forum for any dispute between PSI, the District, the Plan Sponsor, the Plan Administrator, the Plan, and/or the Board of Education that arises out of or relates to this Agreement shall be a court of competent jurisdiction in Oklahoma County, Oklahoma.

(g) Disclosures Required by DOL Reg. 2550.408b-2(c). The disclosures set forth in this Agreement constitute all of the disclosures required to be made by PSI pursuant to the provisions of 29 C.F.R. §2550.408b-2(c), regardless of whether this document is signed on behalf of the Client.

**IN WITNESS WHEREOF**, the parties hereto, by their duly authorized representatives, have caused this Agreement to be executed and effective the date first written above.

**[SIGNATURE PAGE FOLLOWS]**

PSI:

Pension Solutions, Inc.  
9116 North Kelley Avenue  
Oklahoma City, OK 73131

By: \_\_\_\_\_  
Geoffrey O. Stallings, President

District:

Independent School District Number 30 of  
Washington County, Oklahoma  
1100 SW Jennings Avenue  
Bartlesville, OK 74003  
Oklahoma

By: \_\_\_\_\_  
Dr. Stephanie Curtis, Executive Officer of  
Personnel and School Support

Plan Sponsor:

By: \_\_\_\_\_  
Preston Burk, Chief Financial Officer

Plan Administrator:

By: \_\_\_\_\_  
Preston Burk, Chief Financial Officer

## APPENDIX A

### INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON, OKLAHOMA

### BARTLESVILLE PUBLIC SCHOOLS 403(B) PLAN

#### ADMINISTRATION FEES AND FEES DISCLOSURE

#### I. EMPLOYER/SPONSOR PAID FEES

- **Installation/Conversion Services Fee - \$900 (Not Applicable).** The Installation/Conversion Services Fee is a *one-time* fee that includes initial enrollment materials and preparation of the Plan document and Summary Plan Description. The Installation Service Fee also covers the data setup/transfer procedure.
- **Extraordinary Services - \$85-\$250 per hour for services rendered based on level of expertise.** No fees for Extraordinary Services are invoiced for work performed without authorization of the Employer/Sponsor or the Plan's designated Plan Administrator except for the following:
  - Extraordinary Service Fees will apply for the preparation of the necessary and appropriate extensions regarding all filing with the Department of Labor ("DOL") or the Internal Revenue Service ("IRS") including, but not limited to the calculation of penalties for late remittance of deferrals and associated excise tax return, if any. The minimum fee charged for such Extraordinary Services is \$150 for the first hour worked. Services rendered outside the initial first hour will be invoiced at the hourly rates associated with the level of expertise required.
  - Manual manipulation of census information submitted to Pension Solutions that is not contained in a Microsoft Excel spreadsheet or other electronic format compatible with Microsoft Excel. An hourly rate of \$85.00 to manually enter census data, perform extensive modifications to submitted materials, or convert data into a format compatible with Microsoft Excel will be assessed and invoiced.
  - As may be applicable to the Plan, Extraordinary Service Fees will apply for assisting independent third-parties conducting an audit of the Plan. The minimum fee charged for such Extraordinary Services is \$250 for the first one and one-half hours worked. Services rendered outside the initial first one and one-half hours will be invoiced at the hourly rates associated with the level of expertise required.
  - Transfer of the Plan to a funding successor or termination of the Plan will incur a Deconversion Fee of \$200. This fee covers the cost of providing Plan records and acting as a liaison between the Plan Sponsor and the new funding provider.
  - Actual fees and costs of attorneys, certified public accountants, and other professionals engaged to assist and/or represent PSI in the preparation or appearance of any proceeding, including, but not limited to, an administrative hearing, a federal or state court proceeding, or a proceeding before any government body or self-regulating body

## APPENDIX A

with jurisdiction to hear the subject matter as related to services provided by PSI pursuant to the Agreement for Administrative Services and this Appendix A.

Extraordinary Services for which authorization will be necessary include, but are not limited to: discretionary plan amendments, redetermination and preparation of annual employer report or participant statements due to client's error, unusual travel, overnight mailing or delivery service, termination fees other than Deconversion fees, and depositions. Plan documents must be restated from time to time and we will seek the employer's approval and disclose the fee prior to completing any restatement.

### II. EMPLOYEE/PARTICIPANT PAID FEES

- **Plan Administration Fees - \$2.85 per month for each Plan Participant, and an annual fee of 0.05% of the Plan Assets.** Plan Administration Fees cover a portion of the costs associated with recordkeeping, communications, plan testing, applicable compliance testing, and participant statements. Plan Administration Fees are billed quarterly with the exception of an annual fee equal to 0.05% of the Plan assets, which amount (.0020833% of Plan assets) is deducted on a semi-monthly basis from participants' Plan assets (see Section III for additional details).
- **Transaction Based Fees.** Employee/Participant transaction based fees include the following:
  - Distribution Fee – \$75 will be deducted from the participant's account to process a distribution.
  - Loan Fee - \$125 will be deducted from the participant's account to process a loan.
- **Extraordinary Services - \$105 per hour for services rendered.**
  - Review of Qualified Domestic Relations Order (QDRO) and related services are billed to the participant and/or deducted from participant's Account.

### III. OTHER FEES AND INDIRECT FEES

- **Asset Management Fees.** Payments are received from Nationwide for various administrative functions which may include but are not necessarily limited to: preparing proposals, assisting in the enrollment process, processing transactions, training financial advisors, and communicating with Sponsors and/or Participants. This payment is paid from the Asset Management Charge or Asset Fee/Standard Asset Fee, as applicable to your Plan.

These payments help cover administrative overhead costs. Without them the administrative costs of the Plan would be much higher. The payments are disclosed in the *Disclosure Statement* previously provided by Nationwide. Pension Solutions, Inc. is the Designee/Authorized Representative. The payments are typically stated as a percentage of assets.

## APPENDIX A

These payments are also disclosed on Nationwide's website:

- Log in to the Internet Service Center at [www.nationwide.com/planlogin](http://www.nationwide.com/planlogin)
- Manage Account
- View Plan-Fee Disclosure
- Select Third Party Compensation
- Download PDF if Desired or Export to Excel
- **Incentive Payments.** Payments may be received from Nationwide based on agreed goals such as production, assets, and retention. This payment is indirect and is not deducted from Plan Participant assets.
- **Reproduction of Documents Fee – \$0.25 per page:**
  - Hardcopies of Plan records provided upon request of Employer/Sponsor or Plan Administrator.
  - Hardcopies of Plan records requested or required during the performance of any Extraordinary Service.

Notes: Any changes to the fees disclosed herein will be communicated to the Plan Administrator and/or Plan Sponsor no later than sixty (60) days after the change becomes effective.

Pension Solutions, Inc. is not a tax advisor or a Plan Administrator as defined in Employee Retirement Income Security Act of 1974, nor is Pension Solutions, Inc. acting in a fiduciary capacity or as a fiduciary to the Plan, Plan Participants, Plan Administrator(s), Plan Trustee(s), or Plan Sponsor(s). In no way should the recommendations of Pension Solutions, Inc. be relied upon in lieu of the advice and counsel of the Plan's certified public accountant or attorney. Pension Solutions, Inc. does not provide legal advice, including advice with regard to Internal Revenue Code and related regulations (United State Federal Tax Law).

This document is intended to assist Plan Sponsors in complying with the regulations promulgated under Internal Revenue Code Section 408(b)(2).

Pension Solutions, Inc. is independent with respect to Nationwide Life Insurance Co., and its affiliates.

Any Employer paid fees may be deducted from the Plan's forfeiture and/or retainer accounts (to the extent available) or Participant accounts if invoices are not paid pursuant to Pension Solutions, Inc.'s *Overdue Invoice Policy*. This authority is derived from the Nationwide Program Agreement in the *Administrative Fees* section of the *Executive Summary*. This authority may also be found in Nationwide's *Appointment of Plan Sponsor's Authorized Representative* form.

Read and accepted on behalf of the Employer, Independent School District Number 30 of Washington, Oklahoma, in its capacity as both Plan Sponsor and Plan Administrator by Employer's Chief Financial Officer:

\_\_\_\_\_  
Preston Burk, Chief Financial Officer

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

## **AGREEMENT FOR ADMINISTRATIVE SERVICES**

**THIS AGREEMENT FOR ADMINISTRATIVE SERVICES**, including Appendix A (the “Agreement”) is entered into as of July 1, 2022 (“Effective Date”) by and between Pension Solutions, Inc., an Oklahoma corporation (“PSI”) and Independent School District Number 30 of Washington County, Oklahoma (commonly referred to as Bartlesville School District or Bartlesville Public Schools), an independent school district operating in the state of Oklahoma in accordance with the Oklahoma School Code, 70 O.S. § 1-101, *et seq.* (the “District”).

**WHEREAS**, pursuant to a duly adopted resolution, the Board of Education for Independent School District Number 30 of Washington County, Oklahoma (the “Board,” the governing body for the District) has approved the adoption of the Bartlesville Public Schools 457(b) Plan, a deferred compensation plan (the “Plan”), which Plan was adopted in accordance with Section 457 of the Internal Revenue Code (the “Code”) and applicable law regarding state and local qualified retirement plans; and

**WHEREAS**, in accordance with the adopting resolution, the District is the Plan Sponsor of the Plan and appointed itself the Plan Administrator of the Plan and as such is responsible for performing all actions necessary to carry out the administration of the Plan in accordance with applicable law; and

**WHEREAS**, the District has named and appointed Preston Birk as the fiduciary and trustee of the Plan (hereinafter referred to as the “Trustee”), which appointment may be rescinded at any time by the Board. Immediately upon separation of employment, David Boggs’ appointment as trustee, as well as all rights and obligations shall terminate and become vested in the Board unless a successor trustee has been named; and

**WHEREAS**, the Plan Administrator desires to engage PSI to perform certain third party administrative services for the Plan and PSI agrees to perform certain administrative services for the Plan in accordance with this Agreement and applicable law; and

**WHEREAS**, as applicable, this Agreement serves to satisfy the disclosure requirements 26 U.S.C. 457, *et seq.*, and other applicable provisions the Code.

**NOW THEREFORE**, the District, the Plan Sponsor, the Plan Administrator, and PSI agree as follows:

### **1. Scope of Services**

PSI agrees to perform the administrative services and only those services set forth in this Agreement (the “Services”). PSI is not responsible for any services rendered, or to be rendered, on behalf of the Plan by any party prior to the date of this Agreement, or for any services that PSI has not specifically agreed to perform on behalf of the Plan. Pursuant to this Agreement, PSI is serving as a third-party administrator for the Plan. PSI is not the Plan Administrator, as the term “plan administrator” is defined by the Plan and is not a fiduciary with respect to the Plan. The Plan Administrator specifically acknowledges that PSI provides no investment advice whatsoever, and has no authority, discretionary or otherwise, over Plan assets or administrative decisions.

## **2. Fees**

The Plan Administrator agrees to pay PSI the administration fees and other fees for the Services rendered through the date of termination of this Agreement in accordance with Appendix A. In addition to the fees set forth in this Agreement, the Plan Administrator agrees to pay PSI for any services performed by PSI that are in addition to the Services expressly stated in this Agreement, if such services are requested by the Plan Administrator, pursuant to the provisions of Appendix A, "Extraordinary Services," or pursuant to an agreement for additional services outside the scope of this Agreement, which may be entered into by the Plan Administrator and PSI for mutually agreed upon fees and costs.

The Plan Administrator acknowledges that PSI may also receive compensation indirectly ("Indirect Compensation") from sources other than the Plan Administrator or from Plan assets in connection with the Services as described in Appendix A. Any Indirect Compensation received by PSI shall be in addition to and separate from the fees payable pursuant to Appendix A. PSI represents that it will not receive any compensation, direct or indirect, for the Services provided in accordance with this Agreement, except for Indirect Compensation as defined and disclosed herein and the fees disclosed on Appendix A. In addition to continuing monthly, quarterly, semi-annual, or annual fees referenced on Appendix A, PSI will invoice associated fees and costs for the Services after such Services are completed. Payment of invoices should be received by PSI within thirty (30) days of the invoice date. If payment is not received in full within thirty (30) days, PSI reserves the right to impose late fees in accordance with Appendix A and deduct such late fees and any amounts owed from the Plan assets.

## **3. Term**

This Agreement is effective from July 1, 2022 to June 30, 2023. Subsequent annual renewals must be approved by the Board of Education in accordance with applicable state law. Either party may terminate this Agreement upon written notice of not less than thirty (30) days. PSI shall not be responsible for the performance of the Services, including the maintaining of the Plan Administrator's files after the date this Agreement is terminated.

## **4. Confidentiality**

PSI and the Plan Administrator may disclose certain business, financial, technical, intellectual property, materials, data, and other information to each other. All such non-public information that has been identified or otherwise designated as confidential or proprietary information or that is otherwise subject to safeguards or protection under applicable law shall be considered "Confidential Information." The receiving party shall use Confidential Information solely for the purposes of rendering the Services pursuant to and in accordance with this Agreement and shall not, without the prior written consent of the other party, disclose any Confidential Information to any third party, except as may be disclosed as required by law, regulation, order of a court of competent jurisdiction or regulatory authority with subject matter jurisdiction. Nothing in this Agreement is intended to grant any rights to either party under any patent, copyright, trademark, service mark, or other intellectual property of the other party, except for the use of Confidential Information that is expressly permitted herein. PSI and the Plan Administrator acknowledge that any disclosure or unauthorized use of Confidential Information will constitute a material breach of this Agreement and cause substantial harm to the party that provided such Confidential Information initially for which damages would not be a fully adequate remedy.

## **5. Timeliness of Data**

Timely processing of information is essential to the proper administration of the Plan and avoids costly adverse consequences with regard to Plan compliance. The Plan Administrator will provide the information requested by PSI within ten (10) days of PSI's request. PSI is not responsible for any delinquent filings, penalties, fines, or taxes that result from the failure of the Plan Administrator to timely provide PSI with the requested information or as the result of the suspension of the Services due to delinquent payment of any invoiced fees. PSI is not responsible for the performance of any of the Services until and unless the information requested is received by PSI.

## **6. Responsibilities of Plan Administrator**

- (a) The Plan Administrator represents that it is the primary fiduciary for the control and management of the assets of the Plan, including, without limitation, the selection and monitoring of service providers for the Plan, interpretation of Plan provisions, evaluation of claims made by participants, eligibility of participants, ensuring the Plan complies with the applicable provisions of federal and state law, selection of any qualified default investment alternative, and all other plan administrator responsibilities. The Plan Administrator may elect to have certain fees for the Services deducted from Plan assets, and it is the responsibility of the Plan Administrator to determine whether Plan assets may be used to pay any particular fee. The Plan Administrator further represents that an unsigned copy of this Agreement and Appendix A serves as a disclosure of certain fees as of the date this Agreement was provided to the Plan Administrator. Furthermore, the Plan Administrator acknowledges that such fees may change from time to time.
- (b) As stated in Section 5 above, the Plan Administrator will provide PSI with requested information on a timely basis. PSI will rely on information provided by the Plan Administrator or its representatives, including third parties, and will have no responsibility to independently verify the accuracy of the information. PSI assumes no responsibility to acquire information other than to request it from the Plan Administrator and will not be liable for any errors or omissions made as a result of incomplete or incorrect information provided by the Plan Administrator. Additional services that need to be performed or revised due to incomplete or inaccurate data furnished by or on behalf of the Plan or the Plan Administrator will be subject to additional fees. Information and data requested by PSI shall be provided by the Plan Administrator or its agents within ten (10) days or by the date referenced in PSI's request for information. The Plan Administrator will be responsible for all consequences, including but not limited to, penalties and/or sanctions imposed by local, state, and/or federal governing authorities, or applicable law.
- (c) The Plan Administrator shall provide PSI a census of all employees within thirty (30) days of the end of the Plan Sponsor's fiscal year regardless of any respective employee's eligibility to participate or actual participation in the Plan. Such census information shall include: each employee's first and last name; each employee's social security number; and, each employee's date of birth, date of hire, and as applicable the date of separation from employment ("Census Information"). For the purpose of this paragraph, "employee" shall include all employees and/or prior employees with plan assets with a prior recordkeeper, custodian, or annuity provider. In addition, the Plan Administrator is to provide PSI Census Information regarding all new enrollees in the Plan as soon as possible.

- (d) The Plan Administrator is responsible for ensuring that funds are actually contributed to the Plan's trust when required for tax deductibility, to satisfy the minimum funding standards for pension plans, and with respect to the timeliness of employee deferrals and loans deposited to the Plan required by the Department of Labor ("DOL"), if applicable. PSI has no obligation to monitor Plan contributions or to ensure that such contributions or loan payments are timely contributed to the Plan's trust.
- (e) PSI will prepare the applicable government reports pursuant to this Agreement, and the Plan Administrator will be responsible for the timely filing of reports with the appropriate government agency. The Plan Administrator acknowledges that failure to timely file any required government reports may result in penalties, which are the sole responsibility of the Plan Administrator.
- (f) Fees, costs, charges, additional contributions, refunds of employee deferrals, or any other penalties imposed by the Internal Revenue Service ("IRS"), DOL or other governing entity are the sole responsibility of the Plan Sponsor. In accordance with the fees and costs referenced on Appendix A, PSI may be engaged to represent the Plan during an examination conducted by applicable governing authorities or elective audits conducted by private auditing entities.
- (g) The Plan Administrator will be responsible for providing the notices and information required by law to Plan Participants, including, without limitation, notices and distribution forms, as well as obtaining applicable signatures on distribution forms.
- (h) The Plan Administrator shall prepare or cause to be prepared the end-of-year tax forms required by law for reporting distributions and tax withholding, unless PSI is engaged in writing for an additional fee and receives written confirmation that a participant has received a distribution from the Plan.
- (i) The Plan's operation and tax qualification is affected by other plans sponsored by the Plan Administrator and/or Plan Sponsor. The Plan Administrator is responsible for informing PSI of other potentially related plans or entities (including controlled groups and affiliated service groups), and any change in such information.

## **7. Administrative Services**

The following sets forth the Services to be performed by PSI under the terms and conditions of this Agreement:

- (a) Takeover/Installation services for transition to PSI, including review of plan provisions, compliance review with the Plan's recordkeeper ("Recordkeeper"), and completion of installation forms and documents.
- (b) Assistance with conversion of plan assets from another service provider (if applicable).
- (c) Data request and analysis of census data from Recordkeeper and Plan Administrator.
- (d) Reconcile trust asset information received from Recordkeeper, Custodian, Investment Advisor, and any other Related Retirement Service Provider and Plan Administrator on an annual basis.

- (e) Gather and download reports and materials related to preparation of required government filings, forms, and accountant's audit (if applicable).
- (f) Preparation of government forms, filings, and required schedules.
- (g) Routine required Plan compliance testing as applicable.
- (h) Assistance in the Plan Administrator's determination of participant eligibility, vesting and eligibility to receive employer contributions.
- (i) Interface with Recordkeeper's website to facilitate administration and benefit payments.
- (j) Interface with Plan Administrator to file required government reporting forms electronically.
- (k) Routine calls and inquiries relating to the Services.
- (l) Assisting with Plan Participant communication materials.
- (m) Assistance in processing benefit payments.
- (n) Preparation of plan design studies at request of Plan Sponsor or Plan Administrator.
- (o) Meetings with Plan Administrator (as reasonably necessary in connection with the Services).
- (p) Attendance at investment committee meetings (if necessary in connection with the Services).

#### **8. Limitation on Liability and Indemnity Provisions**

- (a) General. Plan Administrator agrees that the only responsibilities of PSI hereunder are to render the Services provided in this Agreement. In no event shall PSI be responsible for delays or failures in the performance of its duties that are caused by or result from acts of God, epidemic, war, acts of terrorism, computer viruses, governmental interference, fire or other casualty, software or hardware malfunction, communication line failure, power failure, acts or omission by the Plan Administrator or any other circumstances beyond the control of PSI. The District and Plan Administrator agree to ensure the performance of the Plan Administrator's obligations, responsibilities and duties contained in this Agreement, including the payment of fees and costs, and, to hold PSI harmless for any failure of the Plan Administrator to perform its duties and responsibilities in accordance with this Agreement as amended from time to time.
- (b) Payment for Response to Subpoenas and Document Production Requests. In the event that PSI and/or any of its employees, officers, directors or agents receive a subpoena to provide testimony, or to produce documents, in connection with any judicial or quasi-judicial proceeding, relative to services provided by PSI pursuant to this Agreement, the Plan Administrator agrees to pay PSI an amount equal to the actual out of pocket expenses associated with producing said documents and/or appearing at said proceeding, and to pay to PSI an hourly fee for all time incurred by PSI personnel or its agents in preparing for and appearing at said proceeding, and for preparing documents to be produced, pursuant to Appendix A, "Extraordinary Services."

- (c) Non-representation. PSI is not a tax advisor; nor, the Plan Administrator as defined in ERISA. PSI will make recommendations to the Plan Administrator and District; however, in no way should such recommendations be relied upon in lieu of advice and counsel from the Plan's certified public accountant and/or licensed attorney.

## 9. General Provisions

- (a) Amendment. The Plan Administrator may not amend or modify this Agreement except in writing signed by both parties. PSI may amend and modify this Agreement from time to time by providing not less than sixty (60) days advance written notice to the Plan Administrator; provided, however, that if the Plan Administrator objects to any such amendment or modification, it may exercise its termination rights under this Agreement.
- (b) Notice. Any and all notices required or permitted under this Agreement shall be in writing and shall be sufficient in all respects if (i) delivered personally, (ii) mailed by registered or certified mail, return receipt requested and postage prepaid, or (iii) sent via a nationally recognized overnight courier service to the addresses set forth under the signatures of the parties or to such other address as either party may designate by notice in writing to the other.
- (c) Interpretation. This Agreement is not assignable by either party hereto without the prior written consent of the other party. Section and other headings are for reference only and shall not affect the meaning or interpretation of this Agreement. This Agreement is binding upon and shall inure to the benefit of the parties and their respective heirs, successors, survivors, administrators and assigns. This Agreement constitutes and contains the entire understanding between the parties and supersedes all prior oral or written statements dealing with the subject matter herein.
- (d) Severability. If any one or more of the provisions of this Agreement shall, for any reason, be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Agreement and this Agreement shall be enforced as if such illegal or invalid provision had not been contained herein. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same Agreement.
- (e) Arbitration. If this Agreement is breached or a party fails to perform its responsibilities, duties, and obligations contained herein and such breach or default is not cured and the injured party is not made whole within sixty (60) days upon delivery of written notice as provided herein, then such injured party may seek a settlement and remedies for damages by initiating a proceeding to arbitrate the matter pursuant to the rules and standards of the American Arbitration Association with such proceeding occurring in Oklahoma City, Oklahoma County, Oklahoma. The parties to this Agreement mutually agree as follows regarding the settlement of any dispute or damages through arbitration:
  - i. The injured party must have provided the opposing party written notice of the claimed default, damages, and the requested remedy within no less than sixty (60) days from the delivery of such written notice for the opposing party to cure such default and make acceptable restitution.
  - ii. Each party shall pay for its own costs and expenses incurred to arbitrate any dispute among the parties.

- iii. The arbitration shall be final and binding on all parties.
  - iv. Judgment of an arbitrator's award may only be entered in a court having jurisdiction pursuant to this Agreement.
  - v. The parties waive their right to a jury trial.
  - vi. The arbitrator's award is not required to include factual findings or legal reasoning.
  - vii. Any party's right to appeal or seek modification of an arbitrator's award is strictly limited.
  - viii. The panel of arbitrators selected to arbitrate a settlement will typically include a minority of arbitrators who are familiar or affiliated with ERISA and/or the third-party retirement plan administration industry.
  - ix. By law, an arbitration agreement does not preclude a party from seeking settlement of a dispute and/or remedies for damages in small claims court.
- (f) Governing Law and Forum Selection. Except for the application of Section 9(e) above, this Agreement shall be governed by and construed according to the laws of the State of Oklahoma, without reference to conflict of law principles, except to the extent ERISA or another federal law preempts state law. The exclusive forum for any dispute between PSI, the District, the Plan Sponsor, the Plan Administrator, and/or the Plan that arises out of or relates to this Agreement shall be a court of competent jurisdiction in Oklahoma County, Oklahoma.
- (g) Disclosures Required by DOL Reg. 2550.408b-2(c). The disclosures set forth in this Agreement constitute all of the disclosures required to be made by PSI pursuant to the provisions of 29 C.F.R. §2550.408b-2(c), regardless of whether this document is signed on behalf of the Client.

**IN WITNESS WHEREOF**, the parties hereto, by their duly authorized representatives, have caused this Agreement to be executed and effective as of the date first written above.

[SIGNATURE PAGE FOLLOWS]

PSI:

Pension Solutions, Inc.  
9116 North Kelley Avenue  
Oklahoma City, OK 73131

By: \_\_\_\_\_  
Geoffrey O. Stallings, President

District:

Independent School District No. 30 of Washington  
County, Oklahoma (aka Bartlesville Public Schools)  
1100 SW Jennings Ave  
Bartlesville, OK 74003

By: \_\_\_\_\_  
Dr. Stephanie Curtis, Executive Officer of  
Personnel and School Support

Plan Sponsor:

By: \_\_\_\_\_  
Dr. Stephanie Curtis, Executive Officer of  
Personnel and School Support

Plan Administrator:

By: \_\_\_\_\_  
Dr. Stephanie Curtis, Executive Officer of  
Personnel and School Support

Trustee:

By: \_\_\_\_\_  
Preston Birk, Chief Financial Officer

## APPENDIX A

### Bartlesville Public Schools 457(b) Plan

#### ADMINISTRATION FEES AND FEES DISCLOSURE

##### I. EMPLOYER/SPONSOR PAID FEES

- **Installation/Conversion Services Fee - \$900 (Reduced to \$300 if census is provided electronically).** The Installation/Conversion Services Fee is a *one-time* fee that includes initial enrollment materials and preparation of the Plan document and Summary Plan Description. The Installation Service Fee also covers the data setup/transfer procedure.
- **Extraordinary Services - \$85-\$250 per hour for services rendered based on level of expertise.** No fees for Extraordinary Services are invoiced for work performed without authorization of the Employer/Sponsor or the Plan’s designated Plan Administrator except for the following:
  - Extraordinary Service Fees will apply for the preparation of the necessary and appropriate extensions regarding all filing with the Department of Labor (“DOL”) or the Internal Revenue Service (“IRS”) including, but not limited to the calculation of penalties for late remittance of deferrals and associated excise tax return, if any. The minimum fee charged for such Extraordinary Services is \$150 for the first hour worked. Services rendered outside the initial first hour will be invoiced at the hourly rates associated with the level of expertise required.
  - Manual manipulation of census information submitted to Pension Solutions that is not contained in a Microsoft Excel spreadsheet or other electronic format compatible with Microsoft Excel. An hourly rate of \$85.00 to manually enter census data, perform extensive modifications to submitted materials, or convert data into a format compatible with Microsoft Excel will be assessed and invoiced.
  - As may be applicable to the Plan, Extraordinary Service Fees will apply for assisting independent third-parties conducting an audit of the Plan. The minimum fee charged for such Extraordinary Services is \$250 for the first one and one-half hours worked. Services rendered outside the initial first one and one-half hours will be invoiced at the hourly rates associated with the level of expertise required.
  - Transfer of the Plan to a funding successor or termination of the Plan will incur a Deconversion Fee of \$200. This fee covers the cost of providing Plan records and acting as a liaison between the Plan Sponsor and the new funding provider.
  - Actual fees and costs of attorneys, certified public accountants, and other professionals engaged to assist and/or represent PSI in the preparation or appearance of any proceeding, including, but not limited to, an administrative hearing, a federal or state court proceeding, or a proceeding before any government body or self-regulating body with jurisdiction to hear the subject matter as related to services provided by PSI pursuant to the Agreement for Administrative Services and this Appendix A.

## APPENDIX A

Extraordinary Services for which authorization will be necessary include, but are not limited to: discretionary plan amendments, redetermination and preparation of annual employer report or participant statements due to client's error, unusual travel, overnight mailing or delivery service, termination fees other than Deconversion fees, and depositions. Plan documents must be restated from time to time and we will seek the employer's approval and disclose the fee prior to completing any restatement.

### II. EMPLOYEE/PARTICIPANT PAID FEES

- **Plan Administration Fees - \$2.85 per month for each Plan Participant, and an annual fee of 0.05% of the Plan Assets.** Plan Administration Fees cover a portion of the costs associated with recordkeeping, communications, plan testing, applicable compliance testing, and participant statements. Plan Administration Fees are billed quarterly with the exception of an annual fee equal to 0.05% of the Plan assets, which amount (.0020833% of Plan assets) is deducted on a quarterly basis from participants' Plan assets (see Section III for additional details).
- **Transaction Based Fees.** Employee/Participant transaction-based fees include the following:
  - Distribution Fee – \$75 will be deducted from the participant's account to process a distribution.
  - Loan Fee - \$125 will be deducted from the participant's account to process a loan.
- **Extraordinary Services - \$105 per hour for services rendered.**
  - Review of Qualified Domestic Relations Order (QDRO) and related services are billed to the participant and/or deducted from participant's Account.

### III. OTHER FEES AND INDIRECT FEES

- **Asset Management Fees.** Payments are received from Voya Retirement Insurance and Annuity Company ("VRIAC") for various administrative functions which may include but are not necessarily limited to: preparing proposals, assisting in the enrollment process, processing transactions, training financial advisors, and communicating with Sponsors and/or Participants. This payment is paid from the Asset Management Charge or Asset Fee/Standard Asset Fee, as applicable to your Plan.

These payments help cover administrative overhead costs. Without them the administrative costs of the Plan would be much higher. The payments are disclosed in the contract paperwork previously provided by VRIAC. The payments are typically stated as a percentage of assets.

## APPENDIX A

- **Incentive Payments.** Payments may be received from VRIAC based on agreed goals such as production, assets, and retention. This payment is indirect and is not deducted from Plan Participant assets. Payments are calculated monthly and paid quarterly by VRIAC out of VRIAC's general assets. The contract fees that a particular Plan pays to VRIAC are not adjusted based on whether the Plan's Third-Party Administrator ("TPA") participates in VRIAC's Partnership Program. If applicable, the amount of Partnership Program payments received by a TPA and attributable to a plan will be disclosed on a schedule to Form 5500 for such Plan's plan year.
- **Reproduction of Documents Fee – \$0.25 per page:**
  - Hardcopies of Plan records provided upon request of Employer/Sponsor or Plan Administrator.
  - Hardcopies of Plan records requested or required during the performance of any Extraordinary Service.

Notes: Any changes to the fees disclosed herein will be communicated to the Plan Administrator and/or Plan Sponsor no later than sixty (60) days after the change becomes effective.

Pension Solutions, Inc. is not a tax advisor, or a Plan Administrator as defined in Employee Retirement Income Security Act of 1974, nor is Pension Solutions, Inc. acting in a fiduciary capacity or as a fiduciary to the Plan, Plan Participants, Plan Administrator(s), Plan Trustee(s), or Plan Sponsor(s). In no way should the recommendations of Pension Solutions, Inc. be relied upon in lieu of the advice and counsel of the Plan's certified public accountant or attorney. Pension Solutions, Inc. does not provide legal advice, including advice with regard to Internal Revenue Code and related regulations (United State Federal Tax Law).

This document is intended to assist Plan Sponsors in complying with the regulations promulgated under Internal Revenue Code Section 408(b)(2).

Pension Solutions, Inc. is independent with respect to VRIAC, and its affiliates.

Any Employer paid fees may be deducted from the Plan's forfeiture and/or retainer accounts (to the extent available) or Participant accounts if invoices are not paid pursuant to Pension Solutions, Inc.'s *Overdue Invoice Policy*.

Read and accepted on behalf of the Employer, Bartlesville Public Schools, Independent School District No. 30 of Washington County, Oklahoma, in its capacity as both Plan Sponsor and Plan Administrator by Employer's Chief Financial Officer:

\_\_\_\_\_  
David Boggs, Chief Financial Officer

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

**MINUTES OF SALE OF 2022A BONDS**

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, STATE OF OKLAHOMA (THE “SCHOOL DISTRICT”), MET IN REGULAR SESSION IN THE BOARD ROOM OF THE EDUCATION SERVICE CENTER, 1100 SW JENNINGS AVENUE, BARTLESVILLE, OKLAHOMA, 74003, ON THE 16<sup>TH</sup> DAY OF MAY, 2022, AT 5:30 O’CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2022 was given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o’clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted at 5:30 o’clock p.m. on the 13<sup>th</sup> day of May, 2022, by posting on the School District’s Internet website ([www.bps-ok.org](http://www.bps-ok.org)) the date, time, place and agenda for the meeting in accordance with [Section 3106.2 of Title 74](#) of the Oklahoma Statutes, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

It appearing that due and legal notice had been given that said School District would offer for sale on this date and at this hour and at this place its \$6,470,000 of General Obligation Building Bonds, Series 2022A dated June 1, 2022 (the “2022A Bonds”), maturing \$805,000 in two years from their date and \$1,000,000 annually each year thereafter until paid, except the final maturity due June 1, 2031, shall be in the amount of \$805,000. The Board of Education proceeded to consider the bids received for the purchase of said Bonds. The following bids were received and considered by the Board of Education:

Bidders	True Interest Cost	Net Interest Cost	Premium
BOK Financial Securities, Inc.	3.025329%	\$1,083,018.25	\$9,151.75
The Baker Group LP	3.163212%	\$1,151,950.51	\$128,736.99
Robert W. Baird & Co., Inc.	3.235050%	\$1,157,516.50	\$43,327.25

The Board required each bidder to submit with his/her bid a sum in cash or its equivalent, equal to two (2%) percent of the 2022A Bonds, and after due consideration of all bids received by the Board, a motion was made by \_\_\_\_\_ that the 2022A Bonds be awarded, sold and delivered to BOK Financial Securities, Inc., upon fulfillment of the terms as set out in said contract and bid for the purchase of said 2022A Bonds. Said motion was seconded by \_\_\_\_\_ and was adopted by the following vote:

AYE:

NAY:

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

ATTEST:

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

(SEAL)

STATE OF OKLAHOMA            )  
  )  
COUNTY OF WASHINGTON        )

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 30 of Washington County, Oklahoma, hereby certify that the foregoing is a true and complete copy of the transcript of proceedings of said Board at a regular meeting thereof duly held on the date therein set out, insofar as the same relates to the sale of Bonds therein described as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of Independent School District Number 30 of Washington County, Oklahoma for the calendar year 2022 having been given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o'clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted on the School District's website (<http://www.bps-ok.org/>) at 5:30 o'clock p.m. on the 13<sup>th</sup> day of May, 2022, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty-four (24) hours prior to the meeting.

WITNESS my hand and seal this 16<sup>th</sup> day of May, 2022.

(SEAL)

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

**MINUTES AND RESOLUTION AUTHORIZING ISSUANCE OF 2022A BONDS**

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, STATE OF OKLAHOMA (THE "SCHOOL DISTRICT"), MET IN REGULAR SESSION IN THE BOARD ROOM OF THE EDUCATION SERVICE CENTER, 1100 SW JENNINGS AVENUE, BARTLESVILLE, OKLAHOMA, 74003, ON THE 16<sup>TH</sup> DAY OF MAY, 2022, AT 5:30 O'CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2022 was given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o'clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted at 5:30 o'clock p.m. on the 13<sup>th</sup> day of May, 2022, by posting on the School District's Internet website ([www.bps-ok.org](http://www.bps-ok.org)) the date, time, place and agenda for the meeting in accordance with [Section 3106.2 of Title 74](#) of the Oklahoma Statutes, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty-four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the President introduced a Resolution, which was read by title and upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, said Resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the President or Vice President, attested by the Clerk or Deputy Clerk, sealed with the seal of said School District and is as follows:

[Resolution Begins on Next Page]

## RESOLUTION

A RESOLUTION PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BUILDING BONDS, SERIES 2022A IN THE SUM OF \$6,470,000 BY INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY 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 AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; ESTABLISHING THE SCHOOL DISTRICT'S REASONABLE EXPECTATION WITH RESPECT TO ISSUANCE OF TAX-EXEMPT OBLIGATIONS FOR CALENDAR YEAR 2022 AND DESIGNATING THE BONDS AS QUALIFIED TAX-EXEMPT OBLIGATIONS; AND AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS.

WHEREAS, on the 13<sup>th</sup> day of August, 2019, pursuant to notice duly given, an election was held in Independent School District Number 30 of Washington County, Oklahoma, for the purpose of submitting to the registered qualified electors of such School District as Proposition No. 1, the question of the issuance of the general obligation bonds of said School District, in the sum of \$16,065,000 to provide funds for the purpose of constructing, equipping, repairing and remodeling school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites; or in the alternative to acquire a portion of such property pursuant to a lease purchase arrangement (the "Building and Equipment Bonds"); and

WHEREAS, as shown by the canvass of the returns by the County Election Board of Washington County, Oklahoma, at said election there were cast on Proposition No. 1 by the registered qualified electors of said School District 3,212 votes, of which 2,597 were in favor of and 615 were against the issuance of said Building and Equipment Bonds; and

WHEREAS, a lawful majority of the registered qualified electors voting on said Proposition No. 1 cast their ballots in favor of the issuance of said Building and Equipment Bonds and the issuance thereof has been duly authorized; and

WHEREAS, on the 13<sup>th</sup> day of August, 2019, pursuant to notice duly given, an election was held in Independent School District Number 30 of Washington County, Oklahoma, for the purpose of submitting to the registered qualified electors of such School District as Proposition No. 2, the question of the issuance of the general obligation bonds of said School District, in the sum of \$1,850,000 to provide funds for the purpose of acquiring transportation equipment; or in the alternative to acquire a portion of such property pursuant to a lease purchase arrangement (the "Transportation Equipment Bonds"); and

WHEREAS, as shown by the canvass of the returns by the County Election Board of Washington County, Oklahoma, at said election there were cast on Proposition No. 2 by the registered qualified electors of said School District 3,213 votes, of which 2,652 were in favor of and 561 were against the issuance of said Transportation Equipment Bonds; and

WHEREAS, a lawful majority of the registered qualified electors voting on said Proposition No. 2 cast their ballots in favor of the issuance of said Transportation Equipment Bonds and the issuance thereof has been duly authorized; and

WHEREAS, the Board of Education of the School District previously issued \$1,100,000 of Building and Equipment Bonds as part of its \$1,100,000 General Obligation Building Bonds, Series 2021B dated June 1, 2021; and

WHEREAS, there is currently authorized, yet unissued, \$14,965,000 of Building and Equipment Bonds (Proposition No. 1); and

WHEREAS, there is currently authorized, yet unissued, \$1,850,000 of Transportation Equipment Bonds (Proposition No. 2); and

WHEREAS, it is deemed advisable by the Board of Education of said School District at this time to issue an aggregate principal amount of \$6,470,000 of Building and Equipment Bonds (Proposition No. 1) to finance a portion of the Building and Equipment Bond projects; and

WHEREAS, it is deemed advisable by the Board of Education of said School District to issue all of said bonds as a single issue of bonds as authorized by Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, OKLAHOMA:

SECTION 1. That pursuant to Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended, the \$6,470,000 Building and Equipment Bonds, as referenced above, are hereby ordered and directed to be issued in accordance with the form as hereinafter set out, in the aggregate amount of Six Million Four Hundred Seventy Thousand Dollars (\$6,470,000) which said Bonds shall be designated “General Obligation Building Bonds, Series 2022A”, shall be dated June 1, 2022, and shall become due and payable and bear interest from their date until paid as follows:

\$805,000 maturing on June 1, 2024 at 3.000% percent  
\$805,000 maturing on June 1, 2025 at 3.000% percent  
\$805,000 maturing on June 1, 2026 at 3.000% percent  
\$805,000 maturing on June 1, 2027 at 3.000% percent  
\$805,000 maturing on June 1, 2028 at 3.000% percent  
\$805,000 maturing on June 1, 2029 at 3.000% percent  
\$805,000 maturing on June 1, 2030 at 3.100% percent  
\$835,000 maturing on June 1, 2031 at 3.200% percent

Such interest payable semi-annually on the 1<sup>st</sup> day of June and December of each year, commencing on the 1<sup>st</sup> day of June, 2023. The Bonds are issuable as registered Bonds in denominations of \$1,000.00 or integral multiples thereof, provided when a book entry system is utilized, the Bonds may be represented by one Bond for each maturity of Bonds.

SECTION 2. That each of said Bonds and the endorsements and certificates thereon shall be in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF OKLAHOMA

INDEPENDENT SCHOOL DISTRICT NO. 30  
OF WASHINGTON COUNTY, OKLAHOMA

GENERAL OBLIGATION BUILDING BOND, SERIES 2022A

NO. \_\_\_\_\_ \$ \_\_\_\_\_

INTEREST RATE: \_\_\_\_\_%      MATURITY DATE: June 1, 20\_\_      DATED DATE: June 1, 2022      CUSIP: \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS: That Independent School District Number 30 of Washington County, Oklahoma, a body corporate, hereby acknowledges itself indebted to and for value received, promises to pay the principal amount set forth above to the person named below:

\_\_\_\_\_ or registered assigns (hereinafter called the "Registered Holder"), for the bond number set forth above, together with interest thereon at the rate specified hereon, from the date hereof until paid, payable semi-annually on the first day of June and the first day of December, respectively, in each year, beginning June 1, 2023.

The principal of and interest on this Bond are payable in lawful money of the United States of America which, at the time of payment, shall be legal tender for the payment of public and private debts. Payments of interest hereon shall be paid by check of BOKF, NA, Oklahoma City, Oklahoma, as Paying Agent/Registrar (herein called the "Bank") payable to the order of the Registered Holder and mailed to the address shown in the Registration Record on or before the date on which each such payment is due. Payment of principal of this Bond shall be payable only upon surrender of this Bond to the Bank.

THE FULL FAITH, CREDIT, AND RESOURCES of said District are hereby irrevocably pledged to the payment of this Bond.

THIS BOND is one of an issue of like date and tenor, except as to date of maturity, rate of interest and denomination, totaling the principal sum of Six Million Four Hundred Seventy Thousand Dollars (\$6,470,000) and is issued for the purpose of constructing, equipping, repairing and remodeling school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites (\$6,470,000), as described in a Resolution calling the election held on August 13, 2019, approved by the Board of Education of the District on May 20, 2019, all within and for the benefit of the School District under Section 26, Article 10, of the Oklahoma Constitution, and Title 70, Article XV, Oklahoma Statutes 2011, and other statutes of the State supplementary and amendatory thereto.

The Bonds are not subject to optional redemption prior to maturity.

No person shall be entitled to any right or benefit provided in this Bond unless the name of such person is registered by the Bank as the Registrar of the School District on the Registration Record.

This Bond shall be transferable only upon delivery of this Bond to the Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Bank, duly executed by the Registered Holder hereof or his/her attorney duly authorized in writing, and such transfer is registered on the Registration Record. The Registrar shall not be required to make such transfer after the fifteenth (15<sup>th</sup>) day of the month preceding any interest payment date until after said latter date. The name of the Registered Holder endorsed hereon shall be deemed the correct name of the owner of this Bond for all purposes whatsoever. The Registrar will keep the Registration Record open for registration of ownership of registered Bonds during its business hours. In the event of a change of Registrar for any reason, notice thereof shall be mailed, by registered or certified United States Mail, postage prepaid, to the Registered Holder at the address shown in the Registration Record, and such notice shall be effective on the date of mailing and sufficient as to all persons.

The Registered Holder of this Bond, upon request in writing pursuant to the book-entry-only system or if no longer in effect by surrender of this Bond to the Registrar prior to payment of the entire amount of principal hereof, shall be entitled to be issued, in exchange for this Bond, Bonds in aggregate principal amount equal to the unpaid principal of this Bond in registered Bonds identical herewith except as to respective denominations, in denominations of \$1,000.00 or integral multiples thereof except one denomination may be in such amount as needed to complete the issue.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required to be done, precedent to and in the issuance of this Bond have been properly done, happened and been performed in regular and due form and time as required by law, and that the total indebtedness of said School District, including this Bond, and the series of which it forms a part, does not exceed any constitutional or statutory limitation; and that due provision has been made for the collection of an annual tax sufficient to pay the interest on this Bond as it falls due and also to constitute a sinking fund for the payment of the principal hereof at maturity.

IN WITNESS WHEREOF, said School District has caused this Bond to be signed by the manual or facsimile signature of the President of the Board of Education, attested by the manual or facsimile signature of the Clerk and sealed with a manual or facsimile seal of the School District this 1<sup>st</sup> day of June, 2022.

(SEAL)

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

ATTEST:

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

AUTHENTICATION CERTIFICATE

This Bond is one of the Bonds of the issue described in the Transcript of Proceedings prepared for this Bond issue, and is one of the General Obligation Building Bonds, Series 2022A of Independent School District Number 30 of Washington County, Oklahoma.

Date of Registration  
and Authentication

BOKF, NA

\_\_\_\_\_

\_\_\_\_\_

STATE OF OKLAHOMA            )  
  )SS  
COUNTIES OF WASHINGTON    )  
  OSAGE                            )

Authorized Officer

We, the undersigned, District Attorneys and County Clerks, respectively, of said Counties, in said State, in which the within named District is situated, hereby certify that the within Bond is one of a series of Bonds issued by the within named District pursuant to law, and that the entire issue of said Bonds is within the debt limit imposed upon said District by the Constitution and laws of the State of Oklahoma.

WITNESS our respective official hands and the seal of said Counties this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
County Clerk, Washington County

\_\_\_\_\_  
District Attorney, District Number 11

\_\_\_\_\_  
County Clerk, Osage County

\_\_\_\_\_  
District Attorney, District Number 10

FORM OF ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer such Bond on the books kept for registration and transfer of the within Bond, with full power of substitution in the premises.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature guaranteed by:

In the presence of:

\_\_\_\_\_

\_\_\_\_\_

LEGAL OPINION

STATE OF OKLAHOMA            )  
  )SS  
COUNTY OF WASHINGTON        )

I, the undersigned, the duly qualified and acting Treasurer of the within named School District in said County and State, hereby certify that I have duly registered the within Bond in my office on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

WITNESS my hand the date above written.

\_\_\_\_\_  
Treasurer

STATE OF OKLAHOMA  
OFFICE OF THE ATTORNEY GENERAL  
BOND DEPARTMENT

\_\_\_\_\_, 2022

I HEREBY CERTIFY that I have examined a certified copy of the record of proceedings taken preliminary to and in the issuance of the within Bond; that such proceedings and such Bond show lawful authority for the issue and are in accordance with the forms and method of procedure prescribed and provided by me for the issuance of bonds of like kind and that said Bond is a valid and binding obligation according to its tenor and terms, and, under the provisions of Title 62, Oklahoma Statutes 2011, Sections 11, 13 and 14, as amended, requiring the certificate of the Bond Commissioner of the State of Oklahoma thereon, is incontestable in any court in the State of Oklahoma unless suit thereon shall be brought in a court having jurisdiction of the same within thirty days from the date of this approval of said Bond appearing in the caption hereto.

\_\_\_\_\_  
Attorney General, *Ex-Officio*  
Bond Commissioner of the State of Oklahoma

SECTION 3. That each of said Bonds shall be signed by the manual or facsimile signature of the President of the Board of Education, have the corporate seal of said School District affixed thereto in manual or facsimile form, and be attested by the manual or facsimile signature of the Clerk of the Board of Education; that said officers are hereby authorized and directed to cause said Bonds to be prepared and to execute the same for and on behalf of said Board; have the same registered by the Treasurer of said School District, endorsed by the District Attorney(s) and County Clerk(s) and presented to the Attorney General, *Ex Officio* Bond Commissioner, together with a certified transcript of all proceedings had in connection with their issuance, for his/her approval and endorsement; that thereafter said Bonds shall be delivered to the purchasers, upon payment of the purchase price thereof, which shall not be less than par and accrued interest. The proceeds derived from the sale of said Bonds shall be placed in a special fund designated Building and Equipment Project Account (or name of similar import), with deposits to the Account for such purposes in the amount of \$6,470,000, less the costs of issuance, and with said proceeds to be used solely for the purpose of providing funds for the purposes set out in the Bond in Section 2 hereof. The School District certifies and covenants that the proceeds of the Bonds will be used to acquire tangible property under Article 10, Section 26 of the Oklahoma Constitution, and that none of the proceeds of the Bonds described herein will be used to pay interest on any lease, lease-purchase contract, lease purchase installments or other obligations, nor will Bond proceeds be used in violation of applicable provisions of the Oklahoma Constitution and laws. The contracts attached hereto between the School District and the Financial Advisor, Bond Counsel, Disclosure Counsel and Paying Agent Bank, respectively, are hereby ratified and confirmed for fiscal year 2021/2022.

SECTION 4. Whenever any registered Bond or Bonds shall be exchanged for another registered Bond or Bonds of different denomination, the Paying Agent/Registrar shall cancel the Bond or Bonds surrendered in such exchange on the face thereof and on the Registration Record. If the supply of registered Bonds for making exchanges shall have been exhausted, the Paying Agent/Registrar shall cause additional registered Bonds to be prepared, at the expense of the School District. The School District covenants that upon request of the Paying Agent/Registrar, its appropriate officers promptly will execute such additional registered Bonds on behalf of the School District.

SECTION 5. The Paying Agent/Registrar for all registered Bonds issued pursuant to this Resolution shall maintain a Registration Record for the purpose of registering the name and address of the Registered Holder of each registered Bond. The Paying Agent/Registrar will keep the Registration Record open for registrations during its business hours. In the event of a change of Paying Agent/Registrar, notice thereof shall be mailed, registered or certified United States Mail, postage prepaid, to the Registered Holder of each registered Bond. The name and address of the Registered Holder as the same appears on the Registration Record shall be conclusive evidence to all persons and for all purposes whatsoever and no person other than the Registered Holder shown on the Registration Record shall be entitled to any right or benefit in relation to the Bond so registered; provided, that the foregoing shall not apply to any successor by operation of law of such Registered Holder. Registered Bonds shall be transferrable only upon delivery of such Bonds to the Paying Agent/Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar, executed by the Registered Holder thereof or his/her attorney duly authorized in writing, and such transfer registered on the Registration Record. If the Form of Assignment of such Bonds is exhausted such Registered Bonds delivered to the Paying Agent/Registrar for registration of transfer shall be canceled by the Paying Agent/Registrar

on the face thereof and the Paying Agent/Registrar shall authenticate and deliver to the transferee Bonds in aggregate principal amount equal to the unpaid principal of the surrendered Bonds in new registered Bonds, in denominations of \$1,000.00 or integral multiples thereof except one Bond may be in an amount so as to complete the issue. The Paying Agent/Registrar shall not be obligated to make such transfer after the fifteenth (15th) day of the month preceding any interest payment date until after said latter date. The Record Date for the Bonds shall be the 15th day, whether or not such is a business day, of the calendar month preceding each interest payment date on the Bonds.

SECTION 6. There is hereby created and established a system of registration for uncertificated registered public obligations with respect to the Bonds as provided in the Registered Public Obligations Act of Oklahoma, Title 62 Oklahoma Statutes, Section 582(13)(b), whereby books shall be maintained on behalf of the School District by the Depository Trust Company, New York, New York, for the purpose of registration of transfer of the uncertificated registered public obligations with respect to the Bonds, which specify the persons entitled to the Bonds and the rights evidenced thereby shall be registered upon such books, and the President and Clerk (or in their absence or incapacity, the Vice-President and Deputy Clerk, respectively) are hereby authorized and directed to execute such documents and instruments as may be required to implement the foregoing system of registration.

SECTION 7. That beginning in the year 2022, a continuing annual tax sufficient to pay the interest on said Bonds when due and for the purpose of providing a sinking fund with which to pay the principal of said Bonds when due shall be and is hereby ordered levied upon all taxable property of said School District in addition to all other taxes, said sinking fund to be designated "General Obligation Building Bonds, Series 2022A Sinking Fund." Said tax shall be and is hereby ordered certified, levied and extended upon the tax rolls and collected by the same officers in the same manner and at the same time as the taxes for general purposes in each of said years are certified, levied, extended and collected; that all funds derived from said tax shall be placed in said sinking fund, which, together with all interest collected on same shall be irrevocably pledged to the payment of the interest on and principal of said Bonds when and as the same fall due.

SECTION 8. The Continuing Disclosure Agreement and Official Statement, forms of which are provided herewith and incorporated herein by reference, are hereby approved and the President and Clerk (or in their absence or incapacity, the Vice President and Deputy Clerk, respectively) are authorized to execute the Continuing Disclosure Agreement and the President or Vice President is authorized to sign the Official Statement for and on behalf of the School District.

A Continuing Disclosure Agreement, as a material inducement to the Purchaser(s) of the Bonds, in substantially the form of the draft thereof presented at the meeting at which this Resolution is adopted and to be dated the date of initial delivery of the Bonds, is hereby authorized to be executed and delivered by the President and Clerk (or in their absence or incapacity, the Vice President and Deputy Clerk, respectively). The School District hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Agreement. Notwithstanding any other provision of this Resolution, failure of the School District to comply with the Continuing Disclosure Agreement shall not be considered an event of default on the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the School District to

comply with its obligations under this Section. “Continuing Disclosure Agreement” shall mean that certain Continuing Disclosure Agreement executed by the School District and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

The School District hereby covenants and agrees for the benefit of the Bondholders to provide annual financial information on the School District in accordance with the Continuing Disclosure Agreement and to provide, in a timely manner, notice of events specified in paragraph (b)(5)(i)(C) of Rule 15c2-12 promulgated by the Securities and Exchange Commission. The annual financial information and any notices of material events will be provided by the School District to the Municipal Securities Rulemaking Board via the Electronic Municipal Market Access System (“EMMA”) @ [www.emma.msrb.org](http://www.emma.msrb.org).

The School District authorizes the use of the Official Statement in connection with the sale of the Bonds by the purchasers thereof.

SECTION 9. The School District reasonably anticipates that the aggregate amount of “qualified tax-exempt obligations”, as defined in Section 265(b)(3)(B) of the Internal Revenue Code of 1986 (the “Code”), which will be issued by the School District and all subordinate entities thereof during the calendar year 2022 will not exceed \$10,000,000, and hereby covenants and agrees, as a material inducement and consideration to the purchase of the Bonds by the purchaser, that neither it nor any subordinate entity will, during calendar year 2022 issue “qualified tax-exempt obligations,” as defined in Section 265(b)(3)(B) of the Code, in an aggregate amount exceeding \$10,000,000. It is the purpose and intent of this section that the Bonds shall constitute and the Bonds are hereby designated as “qualified tax-exempt obligations” as defined in Section 265(b)(3)(B) of the Code, in order that the purchasers of the Bonds may avail themselves of the exception contained in said Section 265(b)(3)(B) with respect to interest incurred to carry tax-exempt bonds. The School District hereby covenants and agrees that it will not designate as “qualified tax-exempt obligations” more than \$10,000,000 in aggregate amount of obligations issued by it or any subordinate entity during calendar year 2022.

SECTION 10. The President, Vice President, Superintendent, Treasurer, Chief Financial Officer, Board Clerk or Deputy Clerk are hereby authorized and directed to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other security or securities-related documents, disbursement orders, or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

[Remainder of Page Left Blank Intentionally]

ADOPTED AND APPROVED THIS 16<sup>TH</sup> DAY OF MAY, 2022.

(SEAL)

---

President, Board of Education

ATTEST:

---

Clerk, Board of Education

STATE OF OKLAHOMA            )  
  )  
COUNTY OF WASHINGTON        )

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 30 of Washington County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the issuance of Bonds for the purpose therein set out, adopted by said Board and transcript of proceedings of said Board at a regular meeting thereof held on the date therein set out, insofar as the same relates to the sale of Bonds therein described as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of Independent School District Number 30 of Washington County, Oklahoma for the calendar year 2022 having been given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o'clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted on the School District's website (<http://www.bps-ok.org/>) at 5:30 o'clock p.m. on the 13<sup>th</sup> day of May, 2022, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty-four (24) hours prior to the meeting.

WITNESS my hand and seal this 16<sup>th</sup> day of May, 2022.

(SEAL)

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

**MINUTES OF SALE OF 2022B BONDS**

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, STATE OF OKLAHOMA (THE “SCHOOL DISTRICT”), MET IN REGULAR SESSION IN THE BOARD ROOM OF THE EDUCATION SERVICE CENTER, 1100 SW JENNINGS AVENUE, BARTLESVILLE, OKLAHOMA, 74003, ON THE 16<sup>TH</sup> DAY OF MAY, 2022, AT 5:30 O’CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2022 was given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o’clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted at 5:30 o’clock p.m. on the 13<sup>th</sup> day of May, 2022, by posting on the School District’s Internet website ([www.bps-ok.org](http://www.bps-ok.org)) the date, time, place and agenda for the meeting in accordance with [Section 3106.2 of Title 74](#) of the Oklahoma Statutes, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

It appearing that due and legal notice had been given that said School District would offer for sale on this date and at this hour and at this place its \$205,000 of General Obligation Building Bonds, Taxable Series 2022B dated June 1, 2022 (the “2022B Bonds”), maturing \$205,000 in two years from their date. The Board of Education proceeded to consider the bids received for the purchase of said Bonds. The following bids were received and considered by the Board of Education:

Bidders	True Interest Cost	Net Interest Cost	Premium
BOK Financial Securities, Inc.	3.968938%	\$16,356.95	\$43.05

The Board required each bidder to submit with his/her bid a sum in cash or its equivalent, equal to two (2%) percent of the 2022B Bonds, and after due consideration of all bids received by the Board, a motion was made by \_\_\_\_\_ that the 2022B Bonds be awarded, sold and delivered to BOK Financial Securities, Inc., upon fulfillment of the terms as set out in said contract and bid for the purchase of said 2022B Bonds. Said motion was seconded by \_\_\_\_\_ and was adopted by the following vote:

AYE:

NAY:

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

ATTEST:

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

(SEAL)

STATE OF OKLAHOMA            )  
  )  
COUNTY OF WASHINGTON        )

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 30 of Washington County, Oklahoma, hereby certify that the foregoing is a true and complete copy of the transcript of proceedings of said Board at a regular meeting thereof duly held on the date therein set out, insofar as the same relates to the sale of Bonds therein described as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of Independent School District Number 30 of Washington County, Oklahoma for the calendar year 2022 having been given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o'clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted on the School District's website (<http://www.bps-ok.org/>) at 5:30 o'clock p.m. on the 13<sup>th</sup> day of May, 2022, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty-four (24) hours prior to the meeting.

WITNESS my hand and seal this 16<sup>th</sup> day of May, 2022.

(SEAL)

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

**MINUTES AND RESOLUTION AUTHORIZING ISSUANCE OF 2022B BONDS**

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, STATE OF OKLAHOMA (THE “SCHOOL DISTRICT”), MET IN REGULAR SESSION IN THE BOARD ROOM OF THE EDUCATION SERVICE CENTER, 1100 SW JENNINGS AVENUE, BARTLESVILLE, OKLAHOMA, 74003, ON THE 16<sup>TH</sup> DAY OF MAY, 2022, AT 5:30 O’CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2022 was given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o’clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted at 5:30 o’clock p.m. on the 13<sup>th</sup> day of May, 2022, by posting on the School District’s Internet website ([www.bps-ok.org](http://www.bps-ok.org)) the date, time, place and agenda for the meeting in accordance with [Section 3106.2 of Title 74](#) of the Oklahoma Statutes, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty-four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the President introduced a Resolution, which was read by title and upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, said Resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the President or Vice President, attested by the Clerk or Deputy Clerk, sealed with the seal of said School District and is as follows:

[Resolution Begins on Next Page]

## RESOLUTION

A RESOLUTION PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BUILDING BONDS, TAXABLE SERIES 2022B IN THE SUM OF \$205,000 BY INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY 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 AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AND AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS.

WHEREAS, on the 13<sup>th</sup> day of August, 2019, pursuant to notice duly given, an election was held in Independent School District Number 30 of Washington County, Oklahoma, for the purpose of submitting to the registered qualified electors of such School District as Proposition No. 1, the question of the issuance of the general obligation bonds of said School District, in the sum of \$16,065,000 to provide funds for the purpose of constructing, equipping, repairing and remodeling school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites; or in the alternative to acquire a portion of such property pursuant to a lease purchase arrangement (the “Building and Equipment Bonds”); and

WHEREAS, as shown by the canvass of the returns by the County Election Board of Washington County, Oklahoma, at said election there were cast on Proposition No. 1 by the registered qualified electors of said School District 3,212 votes, of which 2,597 were in favor of and 615 were against the issuance of said Building and Equipment Bonds; and

WHEREAS, a lawful majority of the registered qualified electors voting on said Proposition No. 1 cast their ballots in favor of the issuance of said Building and Equipment Bonds and the issuance thereof has been duly authorized; and

WHEREAS, on the 13<sup>th</sup> day of August, 2019, pursuant to notice duly given, an election was held in Independent School District Number 30 of Washington County, Oklahoma, for the purpose of submitting to the registered qualified electors of such School District as Proposition No. 2, the question of the issuance of the general obligation bonds of said School District, in the sum of \$1,850,000 to provide funds for the purpose of acquiring transportation equipment; or in the alternative to acquire a portion of such property pursuant to a lease purchase arrangement (the “Transportation Equipment Bonds”); and

WHEREAS, as shown by the canvass of the returns by the County Election Board of Washington County, Oklahoma, at said election there were cast on Proposition No. 2 by the registered qualified electors of said School District 3,213 votes, of which 2,652 were in favor of and 561 were against the issuance of said Transportation Equipment Bonds; and

WHEREAS, a lawful majority of the registered qualified electors voting on said Proposition No. 2 cast their ballots in favor of the issuance of said Transportation Equipment Bonds and the issuance thereof has been duly authorized; and

WHEREAS, the Board of Education of the School District previously issued \$1,100,000 of Building and Equipment Bonds as part of its \$1,100,000 General Obligation Building Bonds, Series 2021B dated June 1, 2021; and

WHEREAS, there is currently authorized, yet unissued, \$14,965,000 of Building and Equipment Bonds (Proposition No. 1); and

WHEREAS, there is currently authorized, yet unissued, \$1,850,000 of Transportation Equipment Bonds (Proposition No. 2); and

WHEREAS, it is deemed advisable by the Board of Education of said School District at this time to issue an aggregate principal amount of \$205,000 of Building and Equipment Bonds (Proposition No. 1) to finance a portion of the Building and Equipment Bond projects; and

WHEREAS, it is deemed advisable by the Board of Education of said School District to issue all of said bonds as a single issue of bonds as authorized by Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 30 OF WASHINGTON COUNTY, OKLAHOMA:

SECTION 1. That pursuant to Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended, the \$205,000 Building and Equipment Bonds, as referenced above, are hereby ordered and directed to be issued in accordance with the form as hereinafter set out, in the aggregate amount of Two Hundred Five Thousand Dollars (\$205,000) which said Bonds shall be designated “General Obligation Building Bonds, Taxable Series 2022B”, shall be dated June 1, 2022, and shall become due and payable and bear interest from their date until paid as follows:

\$205,000 maturing on June 1, 2024 at 4.000% percent

Such interest payable semi-annually on the 1<sup>st</sup> day of June and December of each year, commencing on the 1<sup>st</sup> day of June, 2023. The Bonds are issuable as registered Bonds in denominations of \$1,000.00 or integral multiples thereof, provided when a book entry system is utilized, the Bonds may be represented by one Bond for each maturity of Bonds.

SECTION 2. That each of said Bonds and the endorsements and certificates thereon shall be in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF OKLAHOMA

INDEPENDENT SCHOOL DISTRICT NO. 30  
OF WASHINGTON COUNTY, OKLAHOMA

GENERAL OBLIGATION BUILDING BOND, TAXABLE SERIES 2022B

NO. \_\_\_\_\_ \$ \_\_\_\_\_

INTEREST RATE: \_\_\_\_\_%      MATURITY DATE: June 1, 20\_\_      DATED DATE: June 1, 2022      CUSIP: \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS: That Independent School District Number 30 of Washington County, Oklahoma, a body corporate, hereby acknowledges itself indebted to and for value received, promises to pay the principal amount set forth above to the person named below:

\_\_\_\_\_ or registered assigns (hereinafter called the "Registered Holder"), for the bond number set forth above, together with interest thereon at the rate specified hereon, from the date hereof until paid, payable semi-annually on the first day of June and the first day of December, respectively, in each year, beginning June 1, 2023.

The principal of and interest on this Bond are payable in lawful money of the United States of America which, at the time of payment, shall be legal tender for the payment of public and private debts. Payments of interest hereon shall be paid by check of BOKF, NA, Oklahoma City, Oklahoma, as Paying Agent/Registrar (herein called the "Bank") payable to the order of the Registered Holder and mailed to the address shown in the Registration Record on or before the date on which each such payment is due. Payment of principal of this Bond shall be payable only upon surrender of this Bond to the Bank.

THE FULL FAITH, CREDIT, AND RESOURCES of said District are hereby irrevocably pledged to the payment of this Bond.

THIS BOND is one of an issue of like date and tenor, except as to date of maturity, rate of interest and denomination, totaling the principal sum of Two Hundred Five Thousand Dollars (\$205,000) and is issued for the purpose of constructing, equipping, repairing and remodeling school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites (\$205,000), as described in a Resolution calling the election held on August 13, 2019, approved by the Board of Education of the District on May 20, 2019, all within and for the benefit of the School District under Section 26, Article 10, of the Oklahoma Constitution, and Title 70, Article XV, Oklahoma Statutes 2011, and other statutes of the State supplementary and amendatory thereto.

The Bonds are not subject to optional redemption prior to maturity.

No person shall be entitled to any right or benefit provided in this Bond unless the name of such person is registered by the Bank as the Registrar of the School District on the Registration Record.

This Bond shall be transferable only upon delivery of this Bond to the Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Bank, duly executed by the Registered Holder hereof or his/her attorney duly authorized in writing, and such transfer is registered on the Registration Record. The Registrar shall not be required to make such transfer after the fifteenth (15<sup>th</sup>) day of the month preceding any interest payment date until after said latter date. The name of the Registered Holder endorsed hereon shall be deemed the correct name of the owner of this Bond for all purposes whatsoever. The Registrar will keep the Registration Record open for registration of ownership of registered Bonds during its business hours. In the event of a change of Registrar for any reason, notice thereof shall be mailed, by registered or certified United States Mail, postage prepaid, to the Registered Holder at the address shown in the Registration Record, and such notice shall be effective on the date of mailing and sufficient as to all persons.

The Registered Holder of this Bond, upon request in writing pursuant to the book-entry-only system or if no longer in effect by surrender of this Bond to the Registrar prior to payment of the entire amount of principal hereof, shall be entitled to be issued, in exchange for this Bond, Bonds in aggregate principal amount equal to the unpaid principal of this Bond in registered Bonds identical herewith except as to respective denominations, in denominations of \$1,000.00 or integral multiples thereof except one denomination may be in such amount as needed to complete the issue.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required to be done, precedent to and in the issuance of this Bond have been properly done, happened and been performed in regular and due form and time as required by law, and that the total indebtedness of said School District, including this Bond, and the series of which it forms a part, does not exceed any constitutional or statutory limitation; and that due provision has been made for the collection of an annual tax sufficient to pay the interest on this Bond as it falls due and also to constitute a sinking fund for the payment of the principal hereof at maturity.

IN WITNESS WHEREOF, said School District has caused this Bond to be signed by the manual or facsimile signature of the President of the Board of Education, attested by the manual or facsimile signature of the Clerk and sealed with a manual or facsimile seal of the School District this 1<sup>st</sup> day of June, 2022.

(SEAL)

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

ATTEST:

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

AUTHENTICATION CERTIFICATE

This Bond is one of the Bonds of the issue described in the Transcript of Proceedings prepared for this Bond issue, and is one of the General Obligation Building Bonds, Taxable Series 2022B of Independent School District Number 30 of Washington County, Oklahoma.

Date of Registration  
and Authentication

BOKF, NA

\_\_\_\_\_

\_\_\_\_\_

STATE OF OKLAHOMA            )  
  )SS  
COUNTIES OF WASHINGTON    )  
  OSAGE                            )

Authorized Officer

We, the undersigned, District Attorneys and County Clerks, respectively, of said Counties, in said State, in which the within named District is situated, hereby certify that the within Bond is one of a series of Bonds issued by the within named District pursuant to law, and that the entire issue of said Bonds is within the debt limit imposed upon said District by the Constitution and laws of the State of Oklahoma.

WITNESS our respective official hands and the seal of said Counties this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
County Clerk, Washington County

\_\_\_\_\_  
District Attorney, District Number 11

\_\_\_\_\_  
County Clerk, Osage County

\_\_\_\_\_  
District Attorney, District Number 10

FORM OF ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer such Bond on the books kept for registration and transfer of the within Bond, with full power of substitution in the premises.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature guaranteed by:

In the presence of:  
  
\_\_\_\_\_

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



SECTION 3. That each of said Bonds shall be signed by the manual or facsimile signature of the President of the Board of Education, have the corporate seal of said School District affixed thereto in manual or facsimile form, and be attested by the manual or facsimile signature of the Clerk of the Board of Education; that said officers are hereby authorized and directed to cause said Bonds to be prepared and to execute the same for and on behalf of said Board; have the same registered by the Treasurer of said School District, endorsed by the District Attorney(s) and County Clerk(s) and presented to the Attorney General, *Ex Officio* Bond Commissioner, together with a certified transcript of all proceedings had in connection with their issuance, for his/her approval and endorsement; that thereafter said Bonds shall be delivered to the purchasers, upon payment of the purchase price thereof, which shall not be less than par and accrued interest. The proceeds derived from the sale of said Bonds shall be placed in a special fund designated Building and Equipment Project Account (or name of similar import), with deposits to the Account for such purposes in the amount of \$205,000, less the costs of issuance, and with said proceeds to be used solely for the purpose of providing funds for the purposes set out in the Bond in Section 2 hereof. The School District certifies and covenants that the proceeds of the Bonds will be used to acquire tangible property under Article 10, Section 26 of the Oklahoma Constitution, and that none of the proceeds of the Bonds described herein will be used to pay interest on any lease, lease-purchase contract, lease purchase installments or other obligations, nor will Bond proceeds be used in violation of applicable provisions of the Oklahoma Constitution and laws. The contracts attached hereto between the School District and the Financial Advisor, Bond Counsel, Disclosure Counsel and Paying Agent Bank, respectively, are hereby ratified and confirmed for fiscal year 2021/2022.

SECTION 4. Whenever any registered Bond or Bonds shall be exchanged for another registered Bond or Bonds of different denomination, the Paying Agent/Registrar shall cancel the Bond or Bonds surrendered in such exchange on the face thereof and on the Registration Record. If the supply of registered Bonds for making exchanges shall have been exhausted, the Paying Agent/Registrar shall cause additional registered Bonds to be prepared, at the expense of the School District. The School District covenants that upon request of the Paying Agent/Registrar, its appropriate officers promptly will execute such additional registered Bonds on behalf of the School District.

SECTION 5. The Paying Agent/Registrar for all registered Bonds issued pursuant to this Resolution shall maintain a Registration Record for the purpose of registering the name and address of the Registered Holder of each registered Bond. The Paying Agent/Registrar will keep the Registration Record open for registrations during its business hours. In the event of a change of Paying Agent/Registrar, notice thereof shall be mailed, registered or certified United States Mail, postage prepaid, to the Registered Holder of each registered Bond. The name and address of the Registered Holder as the same appears on the Registration Record shall be conclusive evidence to all persons and for all purposes whatsoever and no person other than the Registered Holder shown on the Registration Record shall be entitled to any right or benefit in relation to the Bond so registered; provided, that the foregoing shall not apply to any successor by operation of law of such Registered Holder. Registered Bonds shall be transferrable only upon delivery of such Bonds to the Paying Agent/Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar, executed by the Registered Holder thereof or his/her attorney duly authorized in writing, and such transfer registered on the Registration Record. If the Form of Assignment of such Bonds is exhausted such Registered Bonds delivered to the Paying Agent/Registrar for registration of transfer shall be canceled by the Paying Agent/Registrar

on the face thereof and the Paying Agent/Registrar shall authenticate and deliver to the transferee Bonds in aggregate principal amount equal to the unpaid principal of the surrendered Bonds in new registered Bonds, in denominations of \$1,000.00 or integral multiples thereof except one Bond may be in an amount so as to complete the issue. The Paying Agent/Registrar shall not be obligated to make such transfer after the fifteenth (15th) day of the month preceding any interest payment date until after said latter date. The Record Date for the Bonds shall be the 15th day, whether or not such is a business day, of the calendar month preceding each interest payment date on the Bonds.

SECTION 6. There is hereby created and established a system of registration for uncertificated registered public obligations with respect to the Bonds as provided in the Registered Public Obligations Act of Oklahoma, Title 62 Oklahoma Statutes, Section 582(13)(b), whereby books shall be maintained on behalf of the School District by the Depository Trust Company, New York, New York, for the purpose of registration of transfer of the uncertificated registered public obligations with respect to the Bonds, which specify the persons entitled to the Bonds and the rights evidenced thereby shall be registered upon such books, and the President and Clerk (or in their absence or incapacity, the Vice-President and Deputy Clerk, respectively) are hereby authorized and directed to execute such documents and instruments as may be required to implement the foregoing system of registration.

SECTION 7. That beginning in the year 2022, a continuing annual tax sufficient to pay the interest on said Bonds when due and for the purpose of providing a sinking fund with which to pay the principal of said Bonds when due shall be and is hereby ordered levied upon all taxable property of said School District in addition to all other taxes, said sinking fund to be designated “General Obligation Building Bonds, Taxable Series 2022B Sinking Fund.” Said tax shall be and is hereby ordered certified, levied and extended upon the tax rolls and collected by the same officers in the same manner and at the same time as the taxes for general purposes in each of said years are certified, levied, extended and collected; that all funds derived from said tax shall be placed in said sinking fund, which, together with all interest collected on same shall be irrevocably pledged to the payment of the interest on and principal of said Bonds when and as the same fall due.

SECTION 8. The Continuing Disclosure Agreement and Official Statement, forms of which are provided herewith and incorporated herein by reference, are hereby approved and the President and Clerk (or in their absence or incapacity, the Vice President and Deputy Clerk, respectively) are authorized to execute the Continuing Disclosure Agreement and the President or Vice President is authorized to sign the Official Statement for and on behalf of the School District.

A Continuing Disclosure Agreement, as a material inducement to the Purchaser(s) of the Bonds, in substantially the form of the draft thereof presented at the meeting at which this Resolution is adopted and to be dated the date of initial delivery of the Bonds, is hereby authorized to be executed and delivered by the President and Clerk (or in their absence or incapacity, the Vice President and Deputy Clerk, respectively). The School District hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Agreement. Notwithstanding any other provision of this Resolution, failure of the School District to comply with the Continuing Disclosure Agreement shall not be considered an event of default on the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate,

including seeking mandate or specific performance by court order, to cause the School District to comply with its obligations under this Section. “Continuing Disclosure Agreement” shall mean that certain Continuing Disclosure Agreement executed by the School District and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

The School District hereby covenants and agrees for the benefit of the Bondholders to provide annual financial information on the School District in accordance with the Continuing Disclosure Agreement and to provide, in a timely manner, notice of events specified in paragraph (b)(5)(i)(C) of Rule 15c2-12 promulgated by the Securities and Exchange Commission. The annual financial information and any notices of material events will be provided by the School District to the Municipal Securities Rulemaking Board via the Electronic Municipal Market Access System (“EMMA”) @ [www.emma.msrb.org](http://www.emma.msrb.org).

The School District authorizes the use of the Official Statement in connection with the sale of the Bonds by the purchasers thereof.

SECTION 9. The President, Vice President, Superintendent, Treasurer, Chief Financial Officer, Board Clerk or Deputy Clerk are hereby authorized and directed to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other security or securities-related documents, disbursement orders, or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

[Remainder of Page Left Blank Intentionally]

ADOPTED AND APPROVED THIS 16<sup>TH</sup> DAY OF MAY, 2022.

(SEAL)

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

ATTEST:

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

STATE OF OKLAHOMA            )  
  )  
COUNTY OF WASHINGTON        )

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 30 of Washington County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the issuance of Bonds for the purpose therein set out, adopted by said Board and transcript of proceedings of said Board at a regular meeting thereof held on the date therein set out, insofar as the same relates to the sale of Bonds therein described as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of Independent School District Number 30 of Washington County, Oklahoma for the calendar year 2022 having been given in writing to the County Clerk of Washington County, Oklahoma, at 10:20 o'clock a.m. on the 6<sup>th</sup> day of December, 2021, and public notice of this meeting, setting forth the date, time, place and agenda was posted on the School District's website (<http://www.bps-ok.org/>) at 5:30 o'clock p.m. on the 13<sup>th</sup> day of May, 2022, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (1100 SW Jennings Ave., Bartlesville, Oklahoma, 74003) during normal business hours at least twenty-four (24) hours prior to the meeting.

WITNESS my hand and seal this 16<sup>th</sup> day of May, 2022.

(SEAL)

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Clerk, Board of Education