

AGENDA FOR BOARD OF EDUCATION REGULAR MEETING

Bartlesville Public Schools

Education Service Center - Board of Education Meeting Room, Po Box 1357,
Bartlesville, OK 74005

Monday, June 17, 2024 at 5:30 PM

- I. Call Meeting to Order
- II. Flag Salute
- III. Spotlight
- 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. Teaching & Learning Update

2024 06 17 Teaching & Learning Update

V.B. Construction Update

V.C. Financial Update

V.D. Upcoming Board of Education Meetings

- Regular Meeting - Monday, July 15, 2024; 5:30 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 discussion, consideration, and vote.

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

- May 10, 2024 (Special Meeting)
- May 20, 2024 (Regular 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 May 2024 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/Interest Earnings 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. Approved of revised Policy AA-E District Boundary Map effective August, 2025 as set out on Attachment "J"

VI.K. Approval of the Public Finance Law Group Agreement for legal services regarding bond issues for the 2024-2025 school year as set out on Attachment "K"

VI.L. Approval of Municipal Finance Services agreement for bond issue advisor services for the 2024-2025 school year as set out on Attachment "L"

VI.M. Approval of Purchasing Agents for the 2024-2025 school year as set out on Attachment "M"

VI.N. Approval of the BancFirst property insurance/worker's compensation quote as set out on Attachment "N"

VI.O. Approval of the Activity Fund Manual for 2024-25 as set out on Attachment "O"

VI.P. Approval of the Sodexo Facilities Management Renewal as set out on Attachment "P"

- VI.Q. Approval of Sodexo Food Service Management Company Contract Renewal for 2024-2025 as set out on Attachment "Q".
- VI.R. Approval of revised Policy CCA: Sanctioning of Parent Organizations and Booster Clubs as set out on Attachment "R".
- VI.S. Approval of Dr. Stephanie Curtis and Jason Langham as the authorized representatives for Federal Programs and Special Education applications and claims for reimbursement for 2024-2025.
- VI.T. Approval of Dr. Stephanie Curtis and Taylor Wilson as Authorized Representatives for Child Nutrition Programs for 2024-2025.
- VII. Action Topics
 - VII.A. Discussion and possible action to approve Ideal Impact Services Agreement
 - VII.B. Discussion and possible action to approve Ideal Impact Lease Purchase Agreement
- VIII. Proposed executive session to discuss the employment and contract of Superintendent Charles R. McCauley. 25 O.S. Section 307(B)(1)
 - VIII.A. Vote to convene in executive session
 - VIII.B. Vote to return to open session
 - VIII.C. Statement of executive session minutes
- IX. Discussion and possible board action on an addendum to the Superintendent's contract for Charles R. McCauley
- X. 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).
- XI. 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.

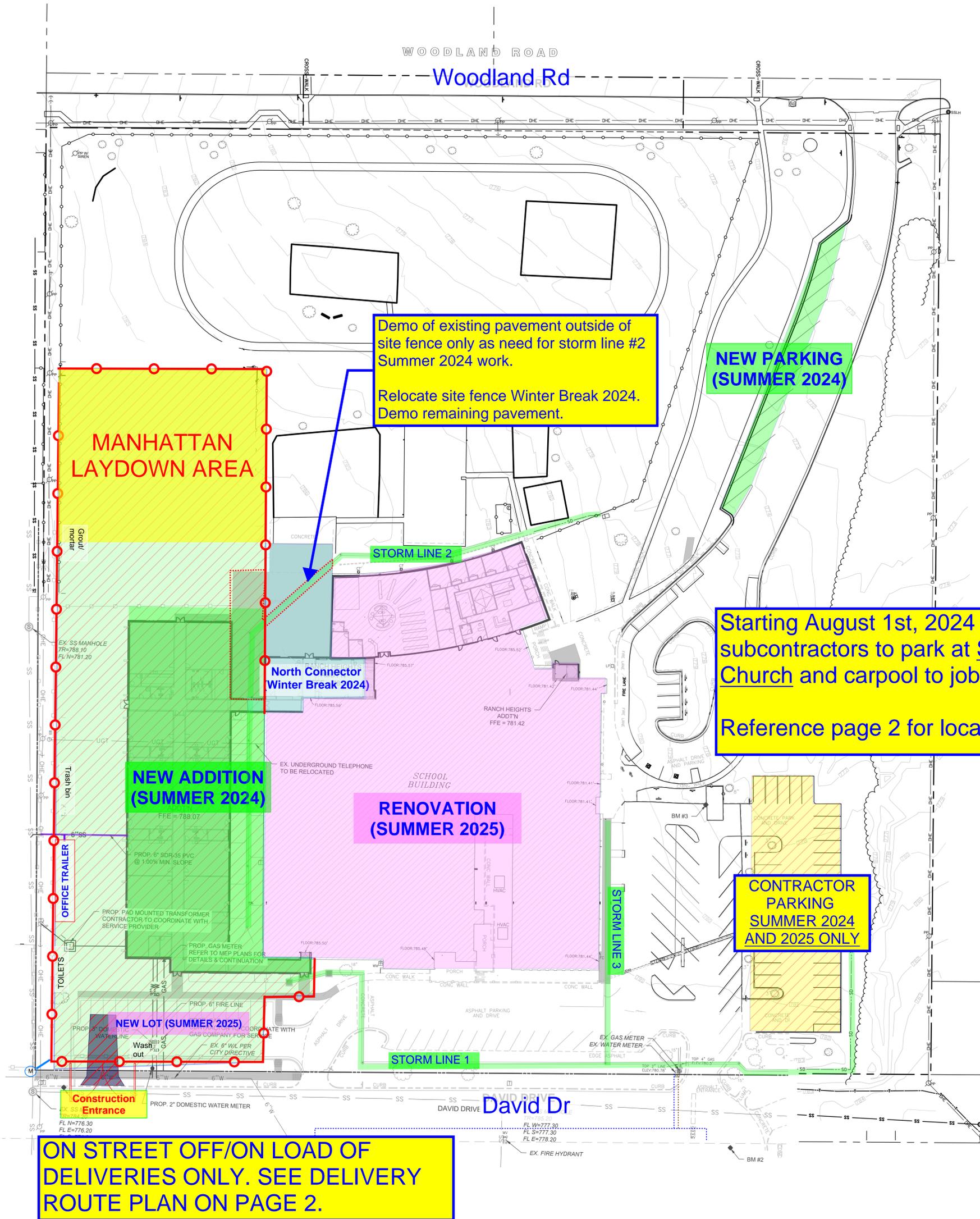
XI.A. Consideration and vote to approve revised policy FDA Intra-District Transfers

XII. Adjournment

Posted at the front door of the Education Service Center, 1100 South Jennings Avenue, Bartlesville, Oklahoma, at 5:30 p.m., June 14, 2024, by Laci Harris, Minutes Clerk of the Board.

BARTLESVILLE PUBLIC SCHOOLS RANCH HEIGHTS ELEMENTARY

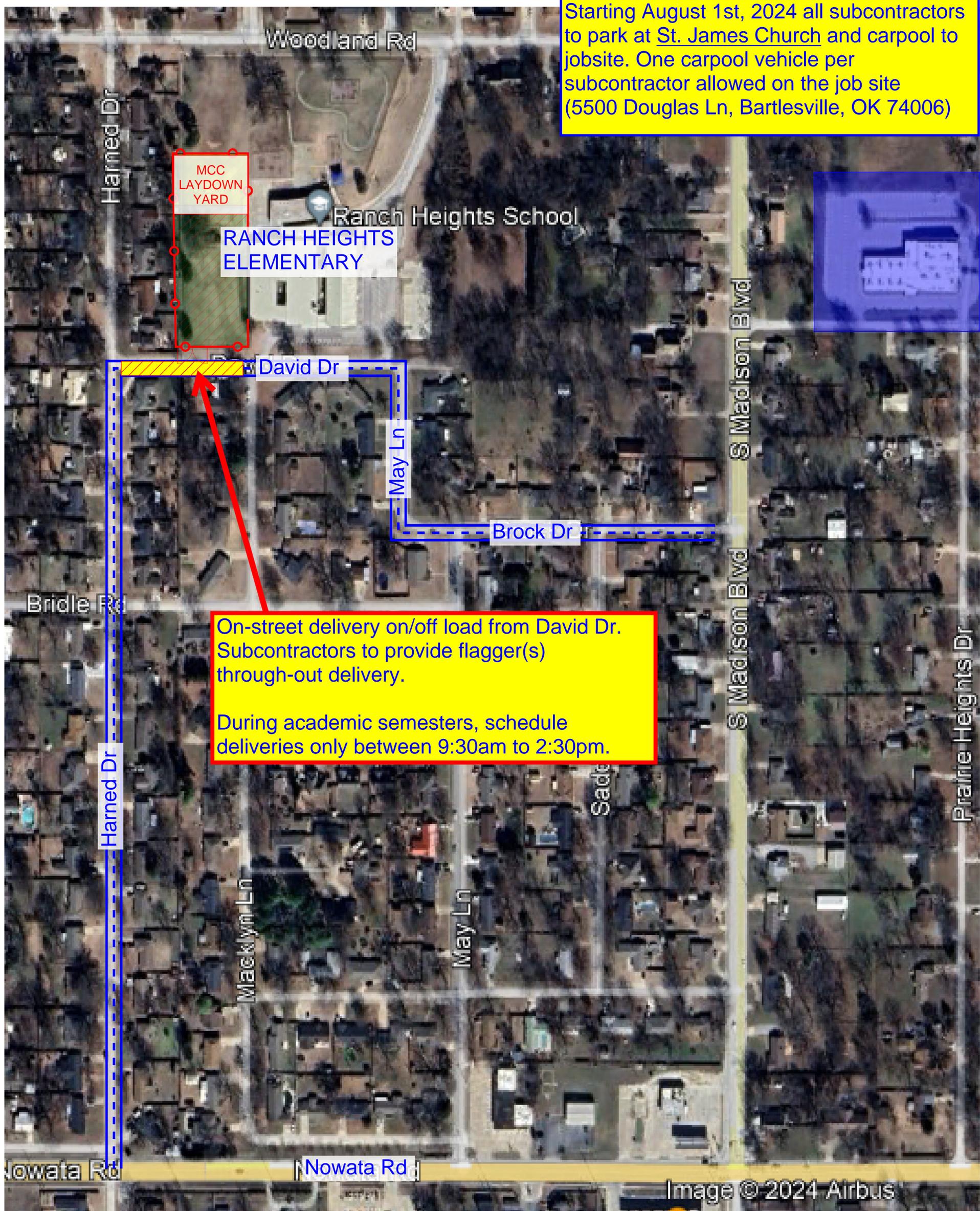
PAGE 1 OF 2 - SITE LOGISTICS PLAN



BARTLESVILLE PUBLIC SCHOOLS RANCH HEIGHTS ELEMENTARY

UPDATED 04/23/24

PAGE 2 OF 2 - OFFSITE PARKING AND DELIVERY ROUTE PLAN



Bartlesville Wayside Elementary

CONSTRUCTION ADVISORY – 6/14/2024

Project Team:

- Adam Stogner – Project Director
- Tatiana Humel – Project Manager
- Mike “Pork Barrel” Ford - Superintendent
- Austin Bingham – Project Engineer
- John-Martin Willmann – Intern

Current Work Activities:

- UG Plumbing and Pour back
- Frame Walls in Admin/Library
- Patching Concrete Floor in Admin/Library
- Ramp Pour
- Pour Gym Footings
- Lay Site Block Walls

Upcoming Activities:

- MEP RI, HCAV, and Frame Walls in Admin/Library Areas
- Continue Laying Site Block Walls
- Lay Brick for Gym exterior
- Site SOG



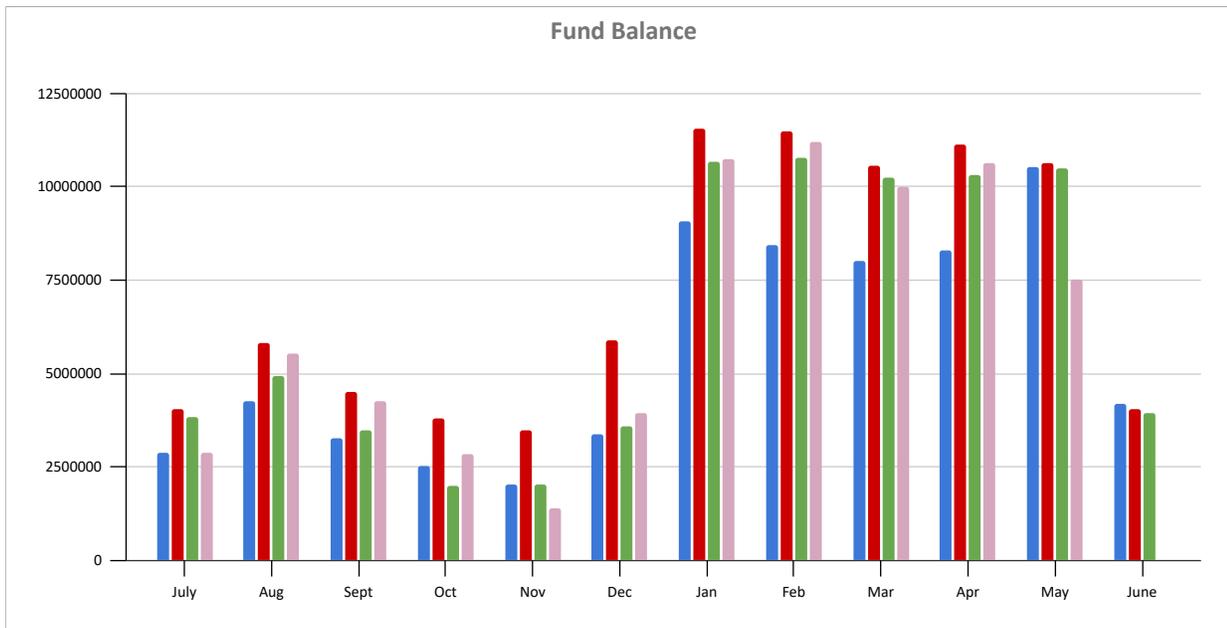






Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2021-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	10,639,955	4,065,794
FY 23	3,849,461	4,937,743	3,495,740	2,009,542	2,034,853	3,581,279	10,680,690	10,779,483	10,262,132	10,302,023	10,511,033	3,931,988
FY 24	2,870,004	5,541,192	4,276,609	2,838,027	1,377,252	3,961,327	10,752,812	11,197,027	9,987,169	10,624,299	7,524,869	
FY24-FY23	(979,457)	603,449	780,869	828,485	(657,601)	380,048	72,122	417,544	(274,963)	322,276	(2,986,164)	



Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis

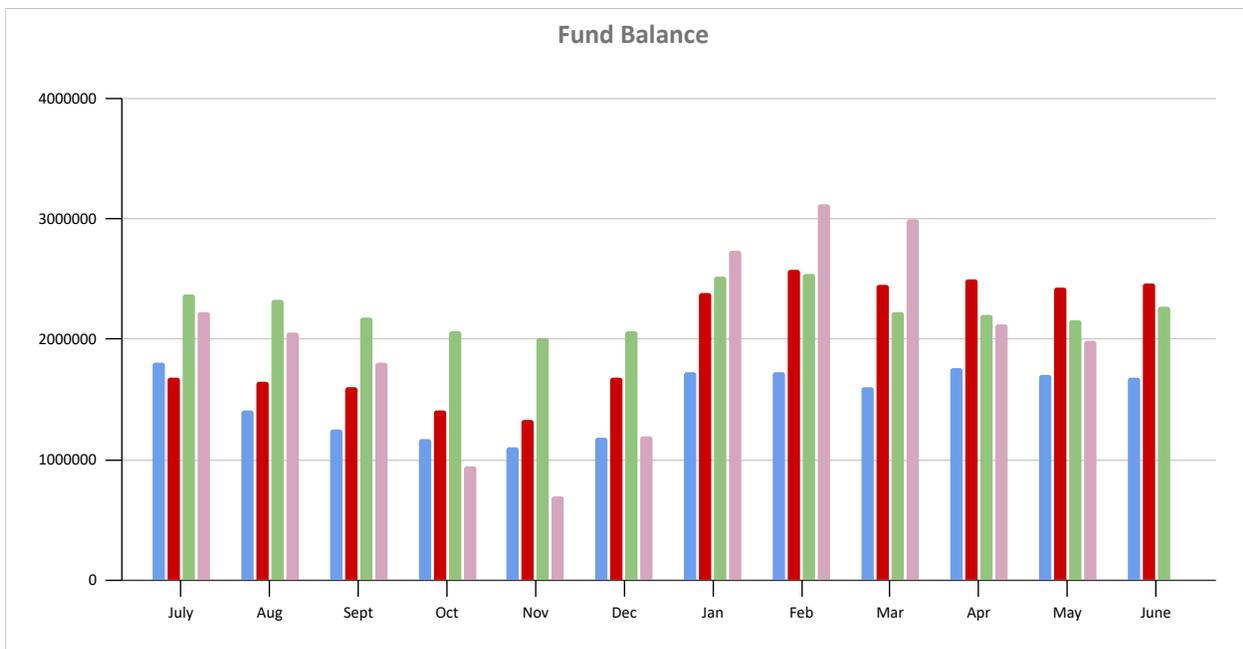
	May	2023-24 Year to Date Total	2022-23 Year to Date Total	2021-22 Year to Date Total
Beginning balance	\$ 10,624,299	\$ 3,931,988	\$ 4,065,794	\$4,200,803
Local	513,591	13,603,233	12,578,252	11,485,070
County	72,857	1,570,041	1,473,637	1,522,374
State	3,593,571	32,726,264	28,237,595	25,236,422
Federal	881,750	5,948,282	5,420,517	7,845,588
Other sources	2,628	105,431	94,020	62,779
	<u>5,064,397</u>	<u>53,953,251</u>	<u>47,804,021</u>	<u>46,152,233</u>
Total cash available	15,688,696	57,885,239	51,869,815	50,353,036
<u>Requirements:</u>				
Salaries	5,579,168	30,891,659	24,838,051	23,040,220
Benefits	1,953,396	10,534,179	8,583,849	7,896,621
Professional services	114,613	1,067,588	685,806	570,575
Property services	294,050	3,271,523	3,058,563	3,099,959
Other purchased services	57,393	1,200,677	996,609	881,334
Supplies & materials	149,486	2,883,308	2,350,325	2,797,467
Property		68,971	411,035	1,015,965
Other uses	15,721	442,465	434,544	410,940
	<u>8,163,827</u>	<u>50,360,370</u>	<u>41,358,782</u>	<u>39,713,081</u>
Ending balance	<u><u>7,524,869</u></u>	<u><u>7,524,869</u></u>	<u><u>10,511,033</u></u>	<u><u>10,639,955</u></u>

**Bartlesville Public Schools
General Fund Revenue Detail**

		July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	2023-24 Total
1110	Ad valorem tax - current						2,403,295.05	6,557,026.50	1,169,211.88	187,975.20	1,013,645.58	412,865.03		11,744,019.24
1121-1122	Ad valorem tax - prior	95,532.69	19,903.88	82,205.01	20,671.95	12,348.55	14,117.00	9,447.99	60,733.18	8,230.72	8,275.82	10,798.71		342,265.50
1130	In lieu of tax	0.07									536.30	214.52		750.89
1190	Other taxes				222.00			150.00			258.00			630.00
1213-1214	Testing fees	493.13	431.25	196.25	128.75	275.00	332.50	355.00	173.75		707.50	628.13		3,721.26
1230-1290	Tuition							17,242.50				17,242.50		34,485.00
1310	Interest on investments	19,986.87	19,257.24	21,713.45	86,782.91	21,821.17	28,615.43	92,354.00	99,211.39	109,779.76	109,072.60	60,590.64		669,185.46
1351														-
1352	Interest on unapport. Tax	157.09	263.00	41.15	217.69	41.96	545.50		13,927.80	5,010.51	367.77	1,809.11		22,381.58
1353														-
1410	Rent		4,942.00					1,892.62			5,500.00			12,334.62
1440	Sale of equipment		4,500.00						147.00		266.00	51.00		4,964.00
1510	Insurance loss recoveries							7,700.81		11,828.10		1,000.00		20,528.91
1530	Damage recovery				320.00									320.00
1580	Activity trip reimb	2,340.29	1,411.15	4,863.79	5,132.97	3,338.83	17,841.10	1,462.27	1,667.84	6,002.96	3,585.23	21,777.70		69,424.13
1590	Miscellaneous reimb	1,359.00	18,573.67	40,000.00	875.00	21,598.49	2,100.00	3,902.50	5,225.94	1,368.71	1,584.22	997.25		97,584.78
1610	Donations		213,228.75	4,000.00	500.00		2,500.00	70,000.00	1,000.00	274,253.60	7,908.78	722.81		574,113.94
1680	Refunds	2,249.00	97.99		1,874.96									4,221.95
1690	Miscellaneous		25.00	691.00	323.00	325.00	205.00	158.00	110.00	229.00	139.00	96.00		2,301.00
2100	County-wide 4-mill	11,521.78	3,517.47	9,767.07	2,415.76	1,487.94	260,846.88	696,722.32	157,290.90	27,274.20	126,809.22	51,956.23		1,349,609.77
2200	Mortgage tax	16,227.08	9,912.73	13,294.27	12,649.05	13,908.23	10,743.86	20,952.59	7,149.21	8,843.91	10,072.74	12,056.51		135,810.18
2300	Resale Property			84,621.00										84,621.00
3110	Gross production tax	2,804.04	3,394.17	2,119.11	2,901.25	3,499.36	3,366.34	5,427.62	3,405.49	3,096.29	2,584.52	3,060.57		35,658.76
3120	Motor vehicle tax	40,923.02	227,201.49	237,810.51	227,012.98	221,861.55	198,215.42	196,071.39	203,819.32	234,614.57	264,580.66	290,044.39		2,342,155.30
3130	Rural electric tax	4,588.38	5,337.68	5,733.15	5,720.65	4,378.39	3,999.48	4,312.11	4,676.39	6,264.41	4,143.22	3,631.59		52,785.45
3140	State school land earnings	93,412.60	57,862.82	52,676.69	87,838.62	69,657.14	73,174.90	122,505.84	107,495.18	72,684.69	79,093.69	59,972.09		876,374.26
3150	Vehicle tax stamps	1,024.57	2,100.29	779.75	1,521.77	449.16	3,514.98		75.46	1,358.27	309.38	2,043.70		13,177.33
3160	Farm implement tax stamps	365.39		521.22	426.29	112.84	116.42		25.23	569.42	3.60			2,140.41
3210	Foundation aid		2,340,979.22	2,340,979.21	2,340,979.22	2,340,979.21	2,340,979.22	2,670,899.87	2,394,508.88	2,396,626.62	2,395,622.09	2,664,514.37		24,227,067.91
3250	FBA		382,113.47	410,466.58	396,290.03	396,290.02	396,290.03	487,410.34	433,049.22	414,362.11	414,362.14	460,594.75		4,191,228.69
3310	Alternative education						59,403.02		29,701.50			29,701.51		118,806.03
3412	NBCT Stipend							45,000.00						45,000.00
3415	Reading Sufficiency						92,364.80							92,364.80
3420	State textbooks		393,839.52					8,906.00						402,745.52
3430	Education matching	1,823.13	3,622.48				3,722.36		3,696.26	3,699.48		1,849.74		18,413.45
3436							41,155.83			27,437.22	20,832.50			89,425.55
3440	Drivers education			3,600.00										3,600.00
3470							6,537.02	5,204.00						11,741.02
3620												9.48		9.48
3690	Other state											29,410.03		29,410.03
3811	Vocational programs			5,940.00			18,640.00			5,940.00		18,640.00		49,160.00
3812	Vocational programs			38,750.00			28,750.00			28,750.00		28,750.00		125,000.00
3892	Lottery Fund													-
4140	Title VII		75,665.09									199,969.05		275,634.14
4162	Flood Control				128.15									128.15
4210	Title I - Part A	366,247.22				150,627.96	268,931.95	142,012.24	133,783.46		282,229.33	131,401.80		1,475,233.96
4271	Title II	38,987.61					127,460.72	31,276.16	1,617.55	36,712.75	10,030.66	1,694.48		247,779.93
4281	Title III						15,929.87	53.58		3,319.46		536.56		19,839.47
4310	IDEA B - Special Education	373,821.55			117,725.70	184,844.41	121,267.61	295.94	117,447.69	113,165.49	242,241.26			1,270,809.65
4340	Preschool				6,048.56	11,548.70	6,048.86		6,048.86	1,436.63				31,131.61
4442	Title IV reimb	7,387.48				12,139.85	17,237.18	1,431.46	1,301.95	7,021.19	1,301.95	4,787.10		52,608.16
4470	Title VI	4,496.95				9,767.13	30,964.84	4,711.17	27,858.64	4,136.45	13,753.93	4,295.71		99,984.82
4550	Johnson-O'Malley	34,715.38												34,715.38
4611	Title II - Adult Education	9,010.66	20,040.09				12,048.96		16,651.85	14,044.65		7,812.05		79,608.26
4689	Other federal	9,537.08	396,986.01	1,749.00	10,756.01	10,756.87	730,376.01	247,337.43	7,197.92	145,966.47	268,892.87	531,253.62		2,360,809.29
4740														-
4821	Carl Perkins													-
5150-5160	Activity trip reimb	517.61	2,997.92	1,447.43	993.26	1,347.39	1,438.38	9,263.55	75,514.63	1,319.37	7,963.17	2,628.16		105,430.87
5600	Correcting entries													-
		1,139,529.67	4,208,204.38	3,363,965.64	3,330,456.53	3,493,405.15	7,343,076.52	11,461,485.80	5,083,724.37	4,163,322.21	5,296,673.73	5,069,406.89	-	53,953,250.89

Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2021-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	2,427,095	2,457,578
FY 23	2,373,307	2,325,652	2,179,139	2,067,799	2,013,071	2,061,346	2,515,458	2,539,550	2,224,587	2,205,420	2,153,904	2,265,535
FY 24	2,224,183	2,052,836	1,807,955	947,532	692,259	1,192,603	2,737,169	3,118,725	2,998,442	2,125,142	1,991,800	
FY24-FY23	(149,124)	(272,816)	(371,184)	(1,120,267)	(1,320,812)	(868,743)	221,711	579,175	773,855	(80,278)	(162,104)	



Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis

	May	2023-24 Year to Date Total	Prior Year Year to Date Total
Beginning balance	\$ 2,125,142	\$ 2,265,535	\$ 2,457,578
<u>Revenue:</u>			
Local	63,020	2,317,798	1,632,202
State		715,591	25,593
Other sources		3,103	
	<u>63,020</u>	<u>3,036,492</u>	<u>1,657,795</u>
 Total cash available	 2,188,162	 5,302,027	 4,115,373
<u>Requirements:</u>			
Professional services	21,300	159,178	149,950
Property services	88,215	880,768	887,889
Other purchased services		-	
Supplies & materials	67,156	176,263	235,832
Property	19,691	2,094,018	687,798
Other uses		-	
	<u>196,362</u>	<u>3,310,227</u>	<u>1,961,469</u>
 Ending balance	 <u>1,991,800</u>	 <u>1,991,800</u>	 <u>2,153,904</u>

MINUTES OF THE BOARD OF EDUCATION SPECIAL MEETING - May 10, 2024

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 Friday, May 10, 2024 at 9:10 AM.

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

I. Call Meeting to Order

II. Recommendation, consideration, and vote to accept the Guaranteed Maximum Price proposed by Manhattan Construction Company for the Ranch Heights Elementary Project as set out on Attachment "A"

The timeline is to begin site work for the new addition in the summer 2024 with an April 10 turnover. Renovation of the existing building begins after school is out in May 2025.

Order #1 Motion: to accept the Guaranteed Maximum Price of \$10,249,420 by Manhattan Construction Company for the Ranch Heights Elementary Project. This motion, made by Kinder Shamhart and seconded by Suzy Keirse, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea. Yea: 4, Nay: 0

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

Order #2 Motion: to approve purchase orders and change orders. This motion, made by Kinder Shamhart and seconded by Randy Herren, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea. Yea: 4, Nay: 0

IV. Approval of Lease Purchase Items as set out on Attachment "C"

Order #3 Motion: to approve lease purchase items. This motion, made by Andrea Nightingale and seconded by Randy Herren, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea. Yea: 4, Nay: 0

V. Adjournment

There being no further business, the meeting adjourned at 9:10 a.m.

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

MINUTES OF THE BOARD OF EDUCATION REGULAR MEETING - May 20, 2024

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, May 20, 2024 at 5:30 PM.

Absent: Jason Sauer, **Present:** Scott Bilger, Rick Boswell, Randy Herren, Suzy Keirse, Andrea Nightingale, Kinder Shamhart. Present: 6, Absent: 1.

I. Call Meeting to Order

II. Flag Salute

III. Spotlight

III.A. Phillips66 Safety Donation to Bartlesville Public Schools Foundation

BPSF Executive Director Blair Ellis, along with Kerry Ickleberry and Officer Replogle, accepted the donation from Matt Epperson and Jenny Brown from Phillips 66.

III.B. Richard Kane Elementary Leadership Students

Principal Tammie Krause introduced her Leadership students and explained the program.

III.C. Spring Sports State Qualifiers and State Champions

Coaches introduced the slow pitch softball team, girls track & field, golf, middle school tennis, and varsity tennis state qualifiers and champions.

IV. Public Comment

There were no public comments.

V. Superintendent's Report

V.A. Teaching & Learning Update

V.B. Construction Update

V.C. Financial Update

V.D. Upcoming Board of Education Meetings

- Regular Meeting - Monday, June 17, 2024; 5:30 p.m.

VI. Consent Agenda

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

- April 15, 2024 (Regular Meeting)
- May 10, 2024 (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 2024 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/Interest 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. Approval of Activity Fund Transfers as listed on Attachment "H"

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

VI.J. Approval of the Cenergistic contract renewal for the 2024-25 school year as set out on Attachment "J"

VI.K. Approval of Junior Achievement contract for JA Biztown as set out on Attachment "K"

VI.L. Approval of OSSBA Employment Services Renewal Agreement for Unemployment Claims as set out on Attachment "L"

VI.M. Approval of Policy FDC Electronic Signatures as set out on Attachment "M"

VI.N. Approval of the Miscellaneous Pay Rates for School Year 2024-2025 as set out on Attachment "N"

Order #1 Motion: to approve Consent Agenda items A through N. This motion, made by Rick Boswell and seconded by Andrea Nightingale, Passed. Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 6, Nay: 0

VII. Discussion Topics

VII.A. Discussion of Child Nutrition Community Eligibility Provision (CEP)

Dr. Stephanie Curtis explained the new qualifications for the CEP allow all students in Bartlesville Public Schools to receive free breakfast and lunch beginning in the 2024-25 school year.

VIII. Public Comment

There were no public comments.

IX. New Business

There was no new business.

X. Adjournment

There being no further business, the meeting adjourned at 6:24 p.m.

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

2023-2024 Fiscal Year
Encumbrance Orders for Approval
June 17, 2024

The following list of Encumbrance Orders (Purchase Orders), totaling \$46,811.70 is submitted for consideration by the Bartlesville Board of Education for the date of May 16, 2024 through June 13, 2024 from the 2023-2024 Fiscal Year funds.

I, Preston Birk, hereby certify the amount of each encumbrance order has been entered against the designated appropriation accounts and all these encumbrance orders are within the authorized available balance of said appropriations for the 2023-2024 Fiscal Year.



Preston Birk

RECOMMENDATION: That the Board of Education adopts a motion to approve Purchase Orders (as listed in the attached reports) in the amount of \$46,811.70.

Submitted to the Board of Education
June 17, 2024

2023-2024 Fiscal Year

	FUND	P.O. #'s	AMOUNT
11	General	1519 - 1542	\$ 36,792.01
12	Coop		
21	Building	45 - 49	\$ 3,236.00
22	Child Nutrition Fund	68 - 69	\$ 94.50
31	2019 Bond - Projects		
32	2021 Bond - 2023 Projects		
37	Combined Purpose Series 2013A		
39	Bond Interest		
81	Gifts Fund	7 -14	\$ 6,689.19
	TOTAL		\$ 46,811.70

GRAND TOTAL: **\$ 46,811.70**

Bartlesville Public Schools

Encumbrance Register

Year 2023-2024 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
1519	05/16/2024	BUREAU OF EDUC & RESEARCH	registration-541/Fed Prog/ESC Registrations for online training for St. John Catholic private school teachers - see attached	837.00
1520	05/16/2024	AMAZON CAPTIAL SERVICES INC	CLASSROOM SUPPLIES LAMINATE ROLL FOR PAPERBACK BOOKS USING CLASSROOM BUDGET FUNDS FOR 23-24 SY	46.95
1521	05/21/2024	SHELLEY C BROWN	TRAVEL REIMBURSEMENT FOR TRAVEL TO THE INTERNATIONAL SCIENCE FAIR AT THE LA CONVENTION CENTER IN LOS ANGELES, CA ON MAY 12-18, 2024	383.50
1522	05/21/2024	JESSICA D STRAIN	TRAVEL REIMBURSEMENT FOR TRAVEL TO THE INTERNATIONAL SCIENCE FAIR AT THE LA CONVENTION CENTER IN LOS ANGELES, CA ON MAY 12-18, 2024.	383.50
1523	05/22/2024	ARVEST BANK CORPORATE VISA	travel-552/Fed Prog/ESC Hotel expenses for staff and students while attending TSA Nationals in Orlando, FL - June 25-30, 2024.	3,000.00
1524	05/22/2024	PROJECT LEAD THE WAY, INC.	registration-541/Fed Prog/ESC Registration for David Ayres to attend online training, Civil Engineering and Architecture, June 3-14, 2024.	2,400.00
1525	05/23/2024	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/CENTRAL STAPLES 4-DRAWER LOCKING FILE CABINETS, BLACK	959.94
1526	05/28/2024	OK ASSOC OF SCHOOL RESOURCE OFFICER	registration-054/SS/ESC Registration for Jason Langham to attend 2024 OKASRO conference in Tulsa, June 3-5, 2024.	200.00
1527	05/29/2024	STAPLES CONTRACT & COMMERCIAL INC	FURNITURE STAPLES 4-DRAWER LOCKING FILE CABINETS, BLACK	479.97
1528	05/29/2024	NAT'L ASSOC FOR THE ED OF HOMELESS	registration-797/Fed Prog/ESC Registration for Sarah Rowe and Karla Cunningham to attend NAEHCY National Convention in Orlando, FL Nov. 16-19, 2024.	2,000.00
1529	05/29/2024	SPEARS WORLD TRAVEL SERVICE, INC	airline tickets-797/Fed Prog/ESC Airline tickets to Orlando, FL to attend NAEHCY National Conference - Nov. 16-19, 2024. Sarah Rowe and Karla Cunningham	1,000.00
1530	05/29/2024	LADONNA M CHANCELLOR	TRAVEL-010/CURR/ESC BLANKET PO FOR OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR SY 23-24	300.00
1531	05/30/2024	LESLIE J DONNELL	OUT-OF-DISTRICT TRAVEL OUT OF DISTRICT TRAVEL	160.00
1532	05/30/2024	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-561/OEJOM/MADISON BLANKET PO FOR SCHOOL SUPPLIES FOR JOHNSON O'MALLEY	8,100.00
1533	05/30/2024	ETTINGERS OFFICE SUPPLY	SUPPLIES-563/OEJOM/MMS SUPPLIES FOR JOHNSON OFFICE AND STUDENTS	4,298.25
1534	05/31/2024	STAPLES CONTRACT & COMMERCIAL INC	FURNITURE-015/CENTRAL STAPLES TRAYMORE ERGONOMIC FAUX LEATHER SWIVEL COMPUTER & DESK CHAIR, BLACK	313.29
1535	06/03/2024	ADAM B DORRIS	REGISTRATION-006/CURR/ESC REIMBURSEMENT FOR REGISTRATION TO ATTEND THE VIRTUAL PRE-AP SUMMER INSTITUTE ON JUNE 24-27, 2024.	175.00
1536	06/04/2024	TRAVIS J LASHBROOK	Out of District Travel-011/Transportation Blanket PO for Out of District Travel	400.00

Bartlesville Public Schools

Encumbrance Register

Year 2023-2024 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
1537	06/04/2024	BENNETT/CAHILL CONTRACTORS, LLC	const/maint services-071/Fed Prog/HS See attached proposal for modification of risers to be used for aviation classroom at Bartlesville High School.	8,254.00
1538	06/04/2024	BRENT M MASSEY	TRAVEL-029/CURR/ESC BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR PROFESSIONAL DEVELOPMENT	500.00
1539	06/05/2024	JESSICA D STRAIN	REGISTRATION-006/CURR/ESC REIMBURSEMENT FOR REGISTRATION TO ATTEND THE PRE-AP CHEMISTRY VIRTUAL SUMMER INSTITUTE 1	175.00
1540	06/06/2024	TETON TRADE CLOTH BY LENAPE LLC	SUPPLIES FOR JOHNSON O'MALLEY SUPPLIES FOR JOHNSON O'MALLEY	1,450.61
1541	06/11/2024	EMILY N HUBLER	REGISTRATION-006/CURR/ESC REIMBURSEMENT FOR REGISTRATION TO ATTEND THE VIRTUAL PRE-AP SUMMER INSTITUTE ON JUNE 24-27, 2024.	175.00
1542	06/12/2024	ARVEST BANK CORPORATE VISA	Travel-Hotel/011/ Transportation James Reinsager for Third Party Examiner Class in Shawnee OK for Hotel Cost dates 6/13/24 - 6/21/24	800.00

Report Total: \$36,792.01

**Bartlesville Public Schools
Encumbrance Register**

Year 2023-2024 Fund 21

21-Building Fund

PO No	Date	Vendor	Description	Amount
45	05/29/2024	BUILDERS SUPPLY	MAINT/018/ELEM	0.00
46	05/29/2024	TREMCO INC.	MAINT/018/MADISON	0.00
47	05/29/2024	JOHN E THOMPSON	MAINT/018/HS Blanket po for painting at HS	3,236.00
48	05/29/2024	COULTER & COMPANY	MAINT/018/HS	0.00
49	05/29/2024	PLAY BY DESIGN INC	CONST/261/WAY	0.00

Report Total: \$3,236.00

Bartlesville Public Schools Encumbrance Register

Year 2023-2024 Fund 22

22-Child Nutrition Programs Fund

PO No	Date	Vendor	Description	Amount
68	06/04/2024	KENNETH BUTCHER	REIMBURSEMENT-385/CND SCHOOL MEAL ACCOUNT REFUND ACCOU # 28657 STORRIE BUTCHER	60.90
69	06/12/2024	JASON HARDY	REIMBURSEMENT-385/CND SCHOOL MEAL ACOUNT REFUND ACCOUNT # 32927 JAX HARDY \$13.60 SCHOOL MEAL ACCOUNT REFUND ACCOUNT # 30262 JETT HARDY \$20.00	33.60

Report Total: \$94.50

Bartlesville Public Schools

Encumbrance Register

Year 2023-2024 Fund 81

81-GIFTS FUND

PO No	Date	Vendor	Description	Amount
7	06/04/2024	EMILY LECHUGA	SCHOLARSHIP-130/TREAS/ESC JEFF POTTER MEMORIAL SCHOLARSHIP - FINAL YEAR	1,089.19
8	06/04/2024	BRENDEN ASHER	SCHOLARSHIP-145/TREAS/ESC ERIC KRASE SCHOLARSHIP AWARD	600.00
9	06/04/2024	BRETT EAVES	SCHOLARSHIP-155/TREAS/ESC DARYL REESE MEMORIAL AWARD	500.00
10	06/04/2024	ADDISON RANDOLPH	SCHOLARSHIP-167/TREAS/ESC TODD FAMILY MEMORIAL SCHOLARSHIP	500.00
11	06/04/2024	CADENCE DAGENAIS	SCHOLARSHIP-194/TREAS/ESC BETTY TURK MEMORIAL LITERATURE AWARD	1,000.00
12	06/04/2024	FAITH FOOTE	SCHOLARSHIP-194/TREAS/ESC BETTY TURK MEMORIAL LITERATURE AWARD	1,000.00
13	06/04/2024	SIYA JOSHI	SCHOLARSHIP-194/TREAS/ESC BETTY TURK MEMORIAL LITERATURE AWARD	1,000.00
14	06/04/2024	JOHN ALEXANDER ORTIZ	SCHOLARSHIP-194/TREAS/ESC BETTY TURK MEMORIAL LITERATURE AWARD	1,000.00

Report Total: \$6,689.19

2024-2025 Fiscal Year
Encumbrance Orders for Approval
June 17, 2024

The following list of Encumbrance Orders (Purchase Orders), totaling \$16,788,157.50 is submitted for consideration by the Bartlesville Board of Education for the date of July 01, 2024 from the 2024-2025 Fiscal Year funds.

I, Preston Birk, hereby certify the amount of each encumbrance order has been entered against the designated appropriation accounts and all these encumbrance orders are within the authorized available balance of said appropriations for the 2024-2025 Fiscal Year.



Preston Birk

RECOMMENDATION: That the Board of Education adopts a motion to approve Purchase Orders (as listed in the attached reports) in the amount of \$16,788,157.50.

Submitted to the Board of Education
June 17, 2024

2024-2025 Fiscal Year

	FUND	P.O. #'s	AMOUNT
11	General	1 - 331	\$ 4,884,640.46
12	Coop		
21	Building	1 - 19	\$ 3,441,031.15
22	Child Nutrition Fund	1 - 30	\$ 3,350,994.99
31	2019 Bond - Projects	1 - 4	\$ 390,198.45
32	2021 Bond - 2023 Projects	1 - 3	\$ 4,392,384.29
37	Combined Purpose Series 2013A		
39	Bond Interest	1	\$ 328,908.16
81	Gifts Fund		
	TOTAL		\$ 16,788,157.50

GRAND TOTAL:

\$ 16,788,157.50

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
1	07/01/2024	AEP PUBLIC SERVICE COMPANY OF OK	ELECTRICITY-000/AP/ESC BLANKET PO FOR ELECTRIC SERVICES FOR THE DISTRICT	600,000.00
2	07/01/2024	SODEXO OPERATIONS, LLC	OTHER-BLDG-SRVCS-000/AP/ESC (4) months - Start Year Blanket for Sodexo Contract for Custodial, Maintenance and Lawn Care Monthly Payments	1,350,000.00
3	07/01/2024	WEX BANK	DIESEL-GASOLINE-SRVCS-000/AP/ESC BLANKET PO FOR DIESEL & GASOLINE FUEL PURCHASES WEX CARD	300,000.00
4	07/01/2024	AT&T	COMMUNICATION-SRVCS-000/AP/ESC BLANKET PO FOR TELEPHONE SERVICES FOR THE DISTRICT	40,000.00
5	07/01/2024	J.D. YOUNG COMPANY, INC.	OFF-MACH-SRVCS-000/AP/ESC BLANKET PO FOR DISTRICT-WIDE COPY MACHINE USAGE, SERVICES & SUPPLIES, ETC.	75,000.00
6	07/01/2024	QUADIENT FINANCE USA, INC DBA	COMM-SRVCS-000/AP/ESC BLANKET PO FOR POSTAGE ACCT # 7900044080332319 METER # 11278212	24,000.00
7	07/01/2024	EXAMINER ENTERPRISE/OK HOLDINGS	ADVERTISING-000/AP/ESC BLANKET PO FOR FINANCIAL SERVICES & DISTRICT ADVERTISING, ETC	2,000.00
8	07/01/2024	POSTMASTER	COMM-SRVCS-000/AP/ESC BLANKET PO FOR BOX RENTAL & BULK RATE PERMIT # 000102	850.00
9	07/01/2024	FIBER PLATFORM LLC	COMMUNICATION-SRVCS-000/AP/ESC BLANKET PO FOR CITY-WIDE E-RATE COMPLIANT PROVIDER FOR NETWORKS	5,000.00
10	07/01/2024	ARVEST BANK CORPORATE VISA	TRAVEL-GENL-SPLYS-000/AP/ESC Blanket PO for District Related Travel Expenses & Misc. Supplies, Equipment, and Technology items, etc., as needed.	3,000.00
11	07/01/2024	AUTOMATED MAIL SERVICE	COMMUNICATION-SRVCS-000/AP/ESC BLANKET PO FOR PRE-SORT POSTAGE SERVICES	11,000.00
12	07/01/2024	OSAGE COUNTY TREASURER	COUNTY-ASSESSMNT/REVAL-FEE-000/AP/ESC BLANKET PO FOR COUNTY REVALUATION FEE	10,000.00
13	07/01/2024	WASHINGTON COUNTY ELECTION BD	BOARD-OF-ED-SRVCS-000/AP/ESC BLANKET PO FOR ELECTION EXPENSES	14,000.00
14	07/01/2024	WASHINGTON CO TREASURER	COUNTY-ASSESSMNT/REVAL-FEE-000/AP/ESC BLANKET PO FOR COUNTY REVALUATION FEES	290,000.00
15	07/01/2024	DAHILL OFFICE TECHNOLOGY CORP	OFF-MACH-SRVCS-000/AP/ESC BLANKET PO FOR DISTRICT-WIDE USAGE SERVICES & MISC. SUPPLIES, ETC.	8,000.00
16	07/01/2024	JENKINS AND KEMPER, CPAS, PC	ACCOUNTING-SRVCS-000/AP/ESC BLANKET PO FOR AUDIT SERVICES, STATE AUDIT FILLING FEE & INTERIM	13,250.00
17	07/01/2024	OKLAHOMA SCHOOLS INSURANCE GROUP	PROPERTY-INSUR-090/AP/ESC	0.00
18	07/01/2024	OMECORP LLC	COMM-SRVCS-000/AP/ESC BLANKET PO FOR POSTAGE MACHINE SUPPLIES & MAINTENANCE, ETC.	1,000.00
19	07/01/2024	ROSENSTEIN, FIST AND RINGOLD INC	LEGAL-SRVCS-000/AP/ESC BLANKET PO FOR SY 24 25 LEGAL SERVICES	30,000.00
20	07/01/2024	ZENITH INSURANCE COMPANY	WORKERS-COMP-000/AP/ESC Blanket PO for Workers Compensation Premium for Policy Period 7/1/24 to 6/30/25	122,024.00

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
21	07/01/2024	OSSBA, INC.	REGISTRATION-000/AP/ESC Blanket for OSSBA Pre-Conferences, Conferences, Trainings, and Workshops for Employees	2,400.00
22	07/01/2024	OK ASSOC SCHOOL BUSINESS	DUES & FEES-000/AP/ESC Institutional Membership Dues for 24-25 FY Exec. Dir., Financial Services - Preston Birk Encumbrance Clerk/AP Coord - Debbie Champon AP Clerk - Heather Allen Treasurer/Activity Fund Coordinator - Sara Vermeire Ex. Director Special Services - Stephanie Curtis Adult Basic Education Secretary - Joni Pollin Director of Human Resources & Payroll - Angie Niko	1,125.00
23	07/01/2024	CCOSA, INC	REGISTRATION-000/AP/ESC Blanket PO for Preston Birk to attend trainings & meetings dates TBD	600.00
24	07/01/2024	QUADIANT LEASING USA INC	COMMUNICATION-SRVCS-000/AP/ESC Blanket for Mailing System Includes Equipment, Meter, Rates/Software Updates and Maintenance Mailing System with Dynamic Weighing Platform - Model # IN-700 Folder/Inserter Model - DS-75 To Include Property Tax Recovery Fees (Name changed from Mailfinance)	14,500.00
25	07/01/2024	PAUL STUMPF AND ASSOC, INC	OTHER-INSUR-SRVCS-000/AP/ESC BLANKET PO FOR FLOOD INSURANCE TRANSPORTATION & KANE	11,000.00
26	07/01/2024	PAUL STUMPF AND ASSOC, INC	SURETY-BOND-000/AP/ESC Surety Bonds for 2024-2025 SY August 1 Renewal Superintendent, Executive Director of Financial Services, Treasurer/Activity Fund Custodian, Director of HR and Payroll, Encumbrance Clerk, Accounts Payable Coordinator, Board Minutes Clerk, & Deputy Board Minutes Clerk Honesty Bonds for 2024-2025 SY for \$5000.00 Limit for 200 Employees Who Handle School Money	2,000.00
27	07/01/2024	VITAL RECORDS HOLDINGS LLC VRC COMP	NON-TECH-SRVCS-000/AP/ESC Blanket for On-Site District Paper Shredding at \$40.00 per 96 Gallon Container	1,600.00
28	07/01/2024	PRESTON J BIRK	TRAVEL-000/AP/ESC Blanket PO for Out-of-District Travel	1,000.00
29	07/01/2024	HEATHER ALLEN	TRAVEL-000/AP/ESC Blanket PO for In/Out-of-District Travel	500.00
30	07/01/2024	DEBORAH CONWAY-CHAMPON	TRAVEL-000/AP/ESC Blanket PO for In/Out-of-District Travel	500.00
31	07/01/2024	WILLIAM C PRICE	TRAVEL-000/AP/ESC Blanket PO for In/Out-of-District Travel	1,000.00
32	07/01/2024	CARRIE A FODOR	TRAVEL-030/AP/ESC Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	275.00
33	07/01/2024	JENNIFER E COBDEN	TRAVEL-030/AP/ESC	200.00

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
34	07/01/2024	BRANDY M MCSPARIN	TRAVEL-030/AP/ESC	150.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
35	07/01/2024	TERESA K GAINES	TRAVEL-030/AP/ESC	150.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
36	07/01/2024	TERI M MILLER	TRAVEL-030/AP/ESC	500.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
37	07/01/2024	TRISHA G PACKARD	TRAVEL-030/AP/ESC	500.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
38	07/01/2024	BRIA D CLEVELAND	TRAVEL-030/AP/ESC	150.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
39	07/01/2024	BEVERLY A SMITH	TRAVEL-030/AP/ESC	500.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
40	07/01/2024	MELISSA E SORIA	TRAVEL-030/AP/ESC	100.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
41	07/01/2024	CAROL STEPHENS	TRAVEL-030/AP/ESC	200.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
42	07/01/2024	AMY J RUST	TRAVEL-030/AP/ESC	50.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
43	07/01/2024	MARY K CORE	TRAVEL-030/AP/ESC	500.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
44	07/01/2024	LESLIE J DONNELL	TRAVEL-030/AP/ESC	500.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
45	07/01/2024	TAYLOR M WILSON	TRAVEL-030/AP/ESC	100.00
			Blanket for Required Bank Trips, Budget Secretary Meetings & Mail	
46	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-FURN/FIX-000/AP/ESC	1,000.00
			Blanket PO for Misc. Supplies for the Financial/ Human Resources Departments/District to include: Office Supplies, Copy Supplies, Cleaning Supplies, Furniture & Fixtures, Consumable Technology, Etc.	
47	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS--FURN/FIX-000/AP/ESC	2,500.00
			Blanket PO for Misc. Supplies for the Financial/ Human Resources Departments/District to include: Office Supplies, Copy Supplies, Cleaning Supplies, Furniture & Fixtures, Consumable Technology, Etc.	
48	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-SPLYS-000/AP/ESC	2,000.00
			Blanket PO for Misc. Supplies etc. for the district including 1099 tax forms & envelopes, ETC.	
49	07/01/2024	WAL-MART COMMUNITY	GENL-SPLYS-000/AP/ESC	250.00

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			Blanket for Misc. Supplies for the Financial and Human Resources Departments to include: & District to include: Office Supplies, Copy Supplies, Cleaning Supplies, Furniture & Fixtures, Consumable Technology, Etc.	
50	07/01/2024	ADVANTAGE GRAPHICS, INC	GENL-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	3,000.00
51	07/01/2024	CLAMPITT PAPER CO	COPY-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	40,000.00
52	07/01/2024	SOUTHWEST PLASTIC BINDING COMPANY	COPY-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	2,750.00
53	07/01/2024	TIMBER CREEK PAPER, INC.	COPY-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	5,000.00
54	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	400.00
55	07/01/2024	J.D. YOUNG COMPANY, INC.	GENL-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	500.00
56	07/01/2024	LIBERTY FLAGS INC	GENL-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	750.00
57	07/01/2024	PRINTER'S PARTS & EQUIPMENT	COPY-SPLYS-012/PRINT/ESC Blanket PO for Misc. equipment, parts, supplies & services, etc.	1,000.00
58	07/01/2024	R. K. BLACK	COPY-SPLYS-012/PRINT/WILSON Blanket PO for copier usage, parts, supplies & services, etc. at Wilson Elementary	1,500.00
59	07/01/2024	OK STATE SCHOOL BOARD ASSN INC DBA	UNEMPLOYMENT COMPENSATION BLANKET PO FOR UNEMPLOYMENT COMPENSATION	64,000.00
60	07/01/2024	ASPEN PUBLISHERS, INC	PERIODICALS PAYROLL MANAGER NEWSLETTER	1,700.00
61	07/01/2024	BADGEPASS, INC	SUPPLIES-TECHNOLOGY RELATED BLANKET PO FOR MISC BADGE ID MACHINE MAINTENANCE, SUPPLIES, BADGES, AND RIBBONS, ETC.	700.00
62	07/01/2024	SYLOGISTED, INC	GENERAL SUPPLIES BLANKET PO FOR MISC FORMS	2,499.00
63	07/01/2024	TAYLOR NEWSPAPERS INC	ADVERTISING BLANKET PO FOR EMPLOYMENT ADVERTISING	1,700.00
64	07/01/2024	OK ST BUREAU OF INVESTIGATION	DUES AND FEES BLANKET PO FOR EMPLOYMENT SCREENING	500.00
65	07/01/2024	WALKER COMPANIES	GEN SUPPLIES /DUES AND FEES BLANKET PO FOR GENERAL SUPPLIES FOR NOTARY BLANKET PO FOR DUES AND FEES FOR NOTARY	600.00
66	07/01/2024	WASHINGTON CO SHERIFF'S DEPARTMENT	DUES AND FEES BLANKET PO FOR EMPLOYMENT SCREENING	300.00
67	07/01/2024	ARVEST BANK CORPORATE VISA	EMPLOYMENT ADVERTISING BLANKET PO FOR EMPLOYMENT ADVERTISING	1,500.00
68	07/01/2024	ARVEST BANK CORPORATE VISA	DUES AND FEES BLANKET PO FOR DUES AND FEES RELATED TO HUMAN RESOURCES	20,000.00
69	07/01/2024	EMPLOYEE SCREENING SRVC OF MO, LLC	MEDICAL SERVICES BLANKET PO FOR EMPLOYEE DRUG TESTING, SCREENING, AND TRAINING	12,000.00

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
70	07/01/2024	EMPLOYEE SCREENING SRVC OF MO, LLC	MEDICAL SERVICES BLANKET PO FOR STUDENT DRUG TESTING, SCREENING, AND TRAINING	6,000.00
71	07/01/2024	MONTGOMERY COUNTY MEDIA LLC	ADVERTISING BLANKET PO FOR EMPLOYMENT ADVERTISING	1,700.00
72	07/01/2024	EXAMINER ENTERPRISE/OK HOLDINGS	EMPLOYMENT ADVERTISING BLANKET PO FOR EMPLOYMENT ADVERTISING	6,000.00
73	07/01/2024	MONTGOMERY COUNTY MEDIA LLC	EMPLOYMENT ADVERTISING BLANKET PO FOR EMPLOYMENT ADVERTISING	1,700.00
74	07/01/2024	LEE ENTERPRISE, INC	EMPLOYMENT ADVERTISING BLANKET PO FOR EMPLOYMENT ADVERTISING	12,000.00
75	07/01/2024	OSSBA, INC.	STAFF REGISTRATION AND TUITION BLANKET PO FOR OSSBA PRE-CONFERENCES, CONFERENCES, TRAINING'S, AND WORKSHOP'S FOR EMPLOYEES	1,000.00
76	07/01/2024	FIRST THOUGHT, INC.	APPLIANCES/FURNITURE/FIXTURES BLANKET PO FOR MISC DURABLE SUPPLIES INCLUDING DOOR SIGNS, ENGRAVING, WALL PLAQUES, ANME TAGS, ETC	1,000.00
77	07/01/2024	ANGELINA J NIKO	TRAVEL BLANKET PO FOR IN AND OUT OF DISTRICT TRAVEL	500.00
78	07/01/2024	JAMIA D MILLS	TRAVEL BLANKET PO FOR IN AND OUT OF DISTRICT TRAVEL	500.00
79	07/01/2024	MICHELLE D MALASKE	TRAVEL BLANKET PO FOR IN AND OUT OF DISTRICT TRAVEL	500.00
80	07/01/2024	CHRISTOPHER A BROWN	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,200.00
81	07/01/2024	JASON M EATON	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	750.00
82	07/01/2024	COREY L GIMLIN	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	2,000.00
83	07/01/2024	KEVIN D KYROUAC	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	500.00
84	07/01/2024	PHILLIP R FIELD	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	2,499.00
85	07/01/2024	BRADLEY W SHOEMAKER	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,000.00
86	07/01/2024	CHARLES R VANDEVER	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	750.00
87	07/01/2024	AMAZON CAPTIAL SERVICES INC	TECH-RLTD-SPLYS-019/TECH/ESC BLANKET PO FOR MISC EQUIPMENT	1,000.00
88	07/01/2024	ARVEST BANK CORPORATE VISA	TECH-RLTD-SPLYS-019/TECH/ESC BLANKET PO FOR DISTRICT RELATED TRAVEL EXPENSES & MISC SUPPLIES, EQUIPMENT AND TECHNOLOGY ITEMS, ETC., AS NEEDED	1,000.00
89	07/01/2024	ARVEST BANK CORPORATE VISA	TRAVEL-006/CURR/ESC HOTEL & PARKING RESERVATION FOR DISTRICT EMPLOYEE TO ATTEND THE LIVE SPORTS WORKSHOP IN SPRINGFIELD, MO ON JULY 21-24, 2024 CONFIRMATION #3516527003	400.00
90	07/01/2024	PROJECT LEAD THE WAY, INC.	TECH-RLDT-SPLYS-062/CURR/ESC	5,700.00

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PO No	Date	Vendor	Description	Amount
			PLTW LAUNCH PARTICIPATION FEES ONLINE SUBSCRIPTION FOR 2024-2025 SY PARTICIPATING SITES: KANE, HOOVER, JANE PHILLIPS, RANCH HEIGHTS, WAYSIDE, WILSON	
91	07/01/2024	MARIA M SERRANO	TRAVEL-006/CURR/ESC REIMBURSEMENT FOR REGISTRATION TO ATTEND THE AP SPANISH LANGUAGE AND CULTURE WORKSHOP (VIRTUAL) ON JULY 15-18, 2024	50.00
92	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-TECH-RLDT-SPLYS-FURN-FIX/010/CURR/ESC BLANKET PO FOR MISC. OFFICE & TECHNOLOGY RELATED SUPPLIES AND OFFICE FURNITURE ETC. FOR THE CURRICULUM DEPARTMENT	1,000.00
93	07/01/2024	OSSBA, INC.	REGISTRATION-006/CURR/ESC REGISTRATION FOR LADONNA CHANCELLOR TO ATTEND THE EDUCATION LEADERSHIP CONFERENCE ON AUGUST 22-25, 2024 IN OKLAHOMA CITY, OK	450.00
94	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-TECHRLDT-SPLYS-FURN-FIX-010/CURR/ESC BLANKET PO FOR MISC. OFFICE & TECHNOLOGY RELATED SUPPLIES AND OFFICE FURNITURE, ETC FOR THE CURRICULUM DEPARTMENT	500.00
95	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-010/CURR/ESC BLANKET PO FOR MISC. SUPPLIES ETC. ELL FACILITATOR	500.00
96	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-TECH-RLDT-SPLYS-FURN-FIX/010/CURR/ESC BLANKET PO FOR MISC. OFFICE & TECHNOLOGY RELATED SUPPLIES AND OFFICE FURNITURE ETC. FOR THE CURRICULUM DEPARTMENT	1,000.00
97	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-010/CURR/ELL/ESC BLANKET PO FOR MISC. OFFICE/CLASSROOM SUPPLIES FOR ELL DEPT. INCLUDING TONER, KEYBOARDS, MICE, MISC., CONSUMABLE TECHNOLOGY RELATED ITEMS, OFFICE FURNITURE, ETC.	500.00
98	07/01/2024	ARVEST BANK CORPORATE VISA	GENL-SPLYS-006/CURR/ESC BLANKET PO FOR SUPPLIES TO BE USED FOR PROFESSIONAL DEVELOPMENT	400.00
99	07/01/2024	ASSOC FOR SUPERVISION & CURRICULUM	DUES & FEES-006/CURR/ESC RENEWAL OF INSTITUTIONAL MEMBERSHIP FOR SY 2025-2026 FOR PROFESSIONAL DEVELOPMENT	3,090.00
100	07/01/2024	ISD#30/TRANSPORTATION	TRANSPORTATION-006/CURR/ESC BLANKET PO FOR TRANSPORTATION COSTS FOR STAFF AND STUDENTS	800.00
101	07/01/2024	WAL-MART COMMUNITY	GENL-SPLYS-006/CURR/ESC BLANKET PO FOR SUPPLIES TO BE USED FOR PROFESSIONAL DEVELOPMENT	500.00
102	07/01/2024	ARVEST BANK CORPORATE VISA	TRAVEL-006/CURR/ESC BLANKET PO FOR HOTEL REGISTRATION AND PARKING FOR DISTRICT EMPLOYEES TO ATTEND THE 2024 EDUCATIONAL LEADERSHIP CONFERENCE IN OKLAHOMA CITY, ON AUGUST 22-25, 2024	860.00
103	07/01/2024	ASB CLASSROOM LLC	TRAVEL-006/CURR/ESC REGISTRATION FOR SCOTT VERMEIRE TO ATTEND THE ASB WORKSHOP IN SPRINGFIELD, MO ON JULY 22-24, 2024	545.00
104	07/01/2024	SCOTT W VERMEIRE	TRAVEL-006/CURR/ESC TRAVEL REIMBURSEMENT FOR SCOTT VERMEIRE TO TRAVEL TO SPRINGFIELD, MO ON JULY 22-24, 2024 TO ATTEND THE LIVE SPORTS WORKSHOP.	500.00

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105	07/01/2024	TASHA L WORKMAN	REGISTRATION-006/CURR/ESC REIMBURSEMENT FOR REGISTRATION TO ATTEND THE VIRTUAL PRE-AP SUMMER INSTITUTE ON JULY 8-18, 2024	175.00
106	07/01/2024	SOLUTION TREE, LLC	private school training-541/Fed Prog/ESC Onsite professional development for St. John Catholic School August 5, 2024.	6,500.00
107	07/01/2024	OKLAHOMA CAREER AND TECH EDUCATION	registration-795/Fed Prog/ESC Registration for staff listed below to attend BMITE New Teacher Academy in Guthrie, OK July 16-18, 2024. Scott Kohnle - Central Tawyna Hanigan- Madison Justin Olinghouse - High School Scott Vermeire - High School	340.00
108	07/01/2024	ARVEST BANK CORPORATE VISA	hotel-795/Fed Prog/ESC 4 rooms for BMITE training in Guthrie, OK July 15-18, 2024. Scott Vermeire, Justin Olinghouse, Tawyna Hanigan, and Scott Kohnle.	1,400.00
109	07/01/2024	SCOTT W VERMEIRE	travel-795/Fed Prog/ESC Travel expenses to Guthrie, OK to attend BMITE New Teacher Training, July 15-18, 2024.	600.00
110	07/01/2024	SCOTT R KOHNLE	travel-795/Fed Prog/ESC Travel expenses to Guthrie, OK to attend BMITE New Teacher Training, July 15-18, 2024.	600.00
111	07/01/2024	TAWNYA A HANIGAN	travel-795/Fed Prog/ESC Travel expenses to Guthrie, OK to attend BMITE New Teacher Training, July 15-18, 2024.	600.00
112	07/01/2024	JUSTIN L OLINGHOUSE	travel-795/Fed Prog/ESC Travel expenses to Guthrie, OK to attend BMITE New Teacher Training, July 15-18, 2024.	600.00
113	07/01/2024	FRANKLIN COVEY CLIENT SALES, INC	training-795/Fed Prog/ESC Leader In Me Administrator Training Day - July 2024 and participant guides.	6,323.40
114	07/01/2024	ARVEST BANK CORPORATE VISA	hotel-541/Fed Prog/ESC Hotel expenses for staff while attending Project Lead The Way Summit, Oct. 3-5, 2024 in San Diego, CA. Stephanie Curtis, LaDonna Chancellor, Michael Harp, Joey Eidson, Matt Hancock, Jeremy Hanks, Renate Salerno, and Laura Williams.	7,000.00
115	07/01/2024	XAP CORPORATION	license renewal-552/Fed Prog/ESC Site license renewal for Bartlesville High School - Achieve Works, etc.	2,450.00
116	07/01/2024	FRONTLINE TECHNOLOGIES GROUP LLC	Tech Related Supplies/Fed Prog/ESC Renewal of Professional Learning Management subscription for FY 24/25.	31,434.48
117	07/01/2024	CARE SOLACE, INC.	Serv. Agreement-795/Fed Prog/ESC Care Solace Service Agreement for FY 24/25 Care Solace is a mental health treatment coordination service for students and families.	24,836.00
118	07/01/2024	NAVIGATE360 LLC DBA	Comm-Services-552/Fed Prog/ESC Subscription renewal for access to the P3 Campus Platform for anonymous tip reporting for FY 24/25.	3,182.70
119	07/01/2024	AVANTIS EDUCATION, INC.	license renewal-035/SS/ESC Eduverse School 1 year software bundle renewal for class VR portal, etc.	399.00

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120	07/01/2024	KEVIN DILL	Training-795/Fed Prog/ESC On site Behavior training July 29-30, 2024 for elementary and secondary teachers.	8,500.00
121	07/01/2024	SOLUTION TREE, LLC	Professional Dev. -541/Fed Prog/ESC On site professional development services July 23-24, 2024.	15,000.00
122	07/01/2024	ARVEST BANK CORPORATE VISA	hotel-795/Fed Prog/ESC Hotel expenses for Kerry Ickleberry while attending National SRO Conference in Phoenix, AZ, July 13-19, 2024.	1,145.00
123	07/01/2024	KERRY G ICKLEBERRY	travel-795/Fed Prog/ESC Travel expenses while attending National SRO Conference in Phoenix, AZ, July 13-19, 2024.	800.00
124	07/01/2024	FRONTLINE TECHNOLOGIES GROUP LLC	tech related-587/Fed Prog/ESC See attached quote for student Analytics Lab subscription for FY 24/25.	22,880.00
125	07/01/2024	OSSBA, INC.	Official/Admin-services/Fed Prog/ESC Maintenance subscription services for FY 24/25. Review board min. monthly, revise or develop new customized policies, new or newly updated SDE required policies, annual policy revisions, etc.	1,000.00
126	07/01/2024	CDW LLC	tech related supplies-795/Fed Prog/ESC Google Workspace for Education Plus renewal for SY 24/25. See attached quote.	32,315.00
127	07/01/2024	WILLIAM D PARKER	prof dev-541/Fed Prog/ESC See attached service agreement for Executive Coaching, 4 sessions for LaDonna Chancellor.	1,400.00
128	07/01/2024	FRANKLIN COVEY CLIENT SALES, INC	prof dev -795/Fed Prog/ESC See attached - Leader in Me Agreement for professional development for all staff.	137,795.31
129	07/01/2024	HOUGHTON MIFFLIN HARCOURT PUB CO	tech related-license-795/Fed Prog/ESC See attached quote for Amira Suite Student License for one year for Jane Phillips and Kane Elementary schools.	10,800.00
130	07/01/2024	ROSETTA STONE LLC	tech related-572/Fed Prog/ESC Renewal for Rosetta Stone software for SY 24/25.	5,000.00
131	07/01/2024	CURRICULUM ASSOCIATES, LLC	tech related-572/Fed Prog/ESC Ellevation Legacy Minimum renewal for SY 24/25.	5,000.00
132	07/01/2024	RING PUBLICATIONS LLC	Tech related-795/Fed Prog/ESC See attached quote for ACT Ready, College Playbook, ACT Mastery, College Readiness Platform for Bartlesville High School.	57,900.00
133	07/01/2024	PROPIO LS, LLC	tech related supplies-572/Fed Prog/ESC Blanket - Propio Language Services for SY 24/25.	1,500.00
134	07/01/2024	RECOGNITION PRODUCTS, INC	regakua-511/Fed Prog/ESC Blanket - Commencement regalia for displaced graduating seniors for SY 24/25.	600.00
135	07/01/2024	AMERICAN NAT'L RED CROSS & ITS	dues & fees-033/SS/ESC Blanket - CPR Cards for SY 24/25	500.00
136	07/01/2024	MORGAN B AXSOM	travel-054/SS/ESC Blanket - travel expenses for SY 24/25.	800.00
137	07/01/2024	BARLOW EDUCATION MANAGEMENT	collective bargaining services/Fed Prog/ESC Blanket - Collective Bargaining Services for SY 24/25.	12,000.00
138	07/01/2024	ASHTON D CARTER	travel-054/SS/ESC Blanket - travel expenses for COTA for SY 24/25.	800.00
139	07/01/2024	OKLAHOMA CAREER AND TECH EDUCATION	tech related supplies-080/Fed Prog/ESC	3,000.00

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			Blanket - ACT WorkKeys Testing and ACT WorkKeys Curriculum site license for SY 24/25.	
140	07/01/2024	CITY OF BARTLESVILLE	security services - 275/SS/ESC	623,500.00
			Blanket - School Resource Officers for Bartlesville Public School District SY 24/25.	
141	07/01/2024	ALLISON M COY	travel-054/SS/ESC	1,000.00
			Blanket - Physical Therapist travel expenses for SY 24/25.	
142	07/01/2024	STEPHANIE A CURTIS	travel-786/Fed Prog/ESC	800.00
			Blanket - travel expenses for SY 24/25.	
143	07/01/2024	ETTINGERS OFFICE SUPPLY	general supplies-786/Fed Prog/ESC	500.00
			Blanket - misc. supplies for federal programs. SY 24/25	
144	07/01/2024	ETTINGERS OFFICE SUPPLY	general supplies-054/SS/ESC	900.00
			Blanket - misc. office supplies for Special Services for SY 24/25.	
145	07/01/2024	TIFFANY R FITZSIMMONS	travel-054/SS/ESC	600.00
			blanket - travel expenses for SY 24/25 (school psychologist)	
146	07/01/2024	FOUR STATE MAINT. SUPPLY, INC.	health/first aid-054/SS/ESC	300.00
			Blanket - gloves for special education teachers to use with special needs students.	
147	07/01/2024	KERRY G ICKLEBERRY	travel-000/SS/ESC	600.00
			Blanket - travel expenses for SY 24/25.	
148	07/01/2024	ISD#30/TRANSPORTATION	travel-541/Fed Prog/ESC	2,000.00
			Blanket - professional development travel expenses for SY 24/25.	
149	07/01/2024	K-9 NARCOTICS DETECTION LLC	security services-000/SS/ESC	14,500.00
			Blanket - Drug Dog Services for SY 24/25 (10 monthly installments, September through June 2025)	
150	07/01/2024	PATHS TO INDEPENDENCE INC	tuition-041/SS/ESC	90,000.00
			Blanket - Tuition for Bartlesville Public School students attending Paths to Independence for SY 24/25 and summer school services. C. Lindsey - Hoover; A. Norris-Reeve - Hoover; D. Shea - Central; A. Maynard - Ranch Heights	
151	07/01/2024	MARY JO SIMPSON	student services-621/SS/ESC	100,000.00
			Blanket - Contracted psychological services for SY 24/25.	
152	07/01/2024	TTF SOLUTIONS LLC	speech services-621/SS/ESC	100,000.00
			Blanket - Contracted services for speech pathologist for SY 24/25.	
153	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	001/ATHLETICS/BHS/SPLYS	1,000.00
			BLANKET PO FOR MISC OFFICE SUPPLIES ETC	
154	07/01/2024	AMAZON CAPTIAL SERVICES INC	001/ATHLETICS/GENERAL SUPPLIES	500.00
			BLANKET PO FOR MISC OFFICE SUPPLIES ETC	
155	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	001/ATHLETICS/COPY SUPPLIES	2,000.00
			BLANKET PO FOR MISC TONER CARTRIDGES ETC.	
156	07/01/2024	OK MUSIC EDUCATORS ASSOC	DUES & FEES-027/VM/BHS	180.00
			Registration for OKCDA Summer Conferent July 14-16 2024 Tamara Walker Chelsea Arnold	
157	07/01/2024	OK CHORAL DIRECTORS ASSOC	COCURR-SPLYS-027/IM/BHS	235.00
			HS Soprano Track	
			HS Alto Track	
			HS Tenor Track	
			HS Bass Track	

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PO No	Date	Vendor	Description	Amount
			JH Soprano Track	
			JH Alto Track	
			JH Tenor Track	
			JH Bass Track	
			Accompaniment Track HS	
			Accompaniment Track JH	
			Jazz Rehearsal Track Acc/Parts	
158	07/01/2024	PENDER'S MUSIC COMPANY	COCURR-SPLYS-027/VM/BHS BLANKET PO FOR MISC CLASSROOM CURRICULUM INCLUDING SHEET MUSIC, RESOURCE BOOKS, CD, MP3 TRACKS ETC.	500.00
159	07/01/2024	J.W. PEPPER & SONS, INC.	COURR-SPLYS-027/VM/BHS BLANKET PO FOR MISC CLASSROOM CURRICULUM INCLUDING SHEET MUSIC, RESOURCE BOOKS, CD, MP3 TRACKS ETC.	500.00
160	07/01/2024	CDW LLC	Printer HP OFFICEJET PRO 9130b All-in-One Printer FOR J COBDEN'S OFFICE	464.99
161	07/01/2024	WAL-MART COMMUNITY	GENERAL CLASSROOM SUPPLIES BLANKET PO FOR SY 24-25 MISC. CLASSROOM SUPPLIES	1,500.00
162	07/01/2024	ETTINGERS OFFICE SUPPLY	PRINTER SUPPLIES BLANKET PO FOR SY 24-25 MISC. PRINTER SUPPLIES FOR CLASSROOMS & OFFICE	5,000.00
163	07/01/2024	SCHOOL SPECIALTY, LLC	CLASSROOM SUPPLIES BLANKET PO FOR MISC. CLASSROOM / OFFICE SUPPLIES FOR SY 24-25	849.01
164	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-015/KANE BLANKET PO FOR MISC OFFICE/CLASSROOM SUPPLIES, INCLUDING COPY SUPPLIES, PRINTER INK, FIXTURES, FURNITURE, STORAGE, TECHNOLOGY RELATED ITEMS, PAINT, LAMINATING FILM, CO-CURRICULAR ITEMS, ETC.	1,000.00
165	07/01/2024	ADMIRAL EXPRESS, LLC	GENL-SPLYS-015/KANE BLANKET PO FOR MISC CLASSROOM/OFFICE/CO CURRICULAR SUPPLIES TO INCLUDE PRINTER INK/TONER, PAPER, BOOK BINS, STORAGE CONTAINERS, CONSUMABLE TECHNOLOGY SUPPLIES, FURNITURE, DESK CHAIRS, FIXTURES, LAMINATING FILM, ETC.	1,200.00
166	07/01/2024	WAL-MART COMMUNITY	GENLY-SPLYS-015/KANE BLANKET PO FOR MISC CLASSROOM/OFFICE/CO CURRICULAR SUPPLIES TO INCLUDE PRINTER INK/TONER, PAPER, BOOK BINS, STORAGE CONTAINERS, CONSUMABLE TECHNOLOGY SUPPLIES, FURNITURE, DESK CHAIRS, FIXTURES, CLASSROOM MANIPULATIVES, BATTERIES, ETC.	1,000.00
167	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-SPLYS-015/KANE BLANKET PO FOR MISC CLASSROOM/OFFICE/ CO CURRICULAR SUPPLIES TO INCLUDE FOLDERS, BOOK BINS, STORAGE BOXES, CONSUMABLE TECHNOLOGH SUPPLIES, FURNITURE, DESK CHAIRS, FIXTURES, LAMINATING FILM, PAINT, BATTERIES, ELECTRIC PENCIL SHARPENER, TAPE, ETC.	1,100.00
168	07/01/2024	SCHOOL MATE	STUDENT SUPPLIES PLANNERS ELEMENTARY/STUDENT PLANNERS SEE QUOTE#PQ04122437143 INCLUDES SHIPPING OF \$75.00	547.50
169	07/01/2024	SCHOOL DATEBOOKS, INC.	STUDENT SUPPLIES PLANNERS ELEMENTARY/STUDENT PLANNERS INCLUDES SHIPPING \$39.76	304.81

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170	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-SPLYS-015/KANE BLANKET PO FOR MISC CLASSROOM/OFFICE/ART/CO CURRICULAR SUPPLIES, TO INCLUDE CONSTRUCTION PAPER, DRAWING PAPER, PAINT, CALENDAR, SHEET PROTECTORS, FOLDERS, ETC.	3,000.00
171	07/01/2024	ISD#30/TRANSPORTATION	BUS/SUBURBAN FIELD TRIPS BLANKET PO FOR TRANSPORTATION COST FOR STUDENT FIELD TRIPS/STAFF TRAVEL	500.00
172	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-015/WAYSIDE CLASSROOM PAPER FOR MS. STONE AND MS. BATDORF	106.04
173	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-015/WAYSIDE CLASSROOM PAPER FOR MS. GERBER	132.71
174	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-015/WAYSIDE CLASSROOM PAPER FOR MS. DYER	132.12
175	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-SUPL-015/WAYSIDE SUPPLIES AND PAPER FOR MS. REWARD	128.44
176	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-015/WAYSIDE CONSTRUCTION PAPER FOR MS. HAAS	132.12
177	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-SUPL-015/WAYSIDE PAPER AND SUPPLIES FOR M. BROWN'S CLASSROOM	98.18
178	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-SUPL-015/WAYSIDE CLASSROOM SUPPLIES AND PAPER, CART 1043679675	129.84
179	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-015/WAYSIDE CONSTRUCTION PAPER - MS. ROSKO, CART 1043234772	93.67
180	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-015/WAYSIDE CLASSROOM PAPER	118.59
181	07/01/2024	WAL-MART COMMUNITY	GENL-SPLYS-Blanket/015/Jane Phillips Misc classroom supplies such as pens, pencils , paper, consumable technology, and furniture, and ect.	1,000.00
182	07/01/2024	WAL-MART COMMUNITY	GENL-SPLYS-Blanket/015 Jane Phillips Misc office supplies such as pens, pencils, paper, consumable technology, and furniture and ect.	1,000.00
183	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-Blanket/015/ Jane Phillips Blanket Po doe Misc classroom Supplies such as pens, pencils, paper, consumable technology, and furniture and ect.	500.00
184	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-SPYLS-Blanket/015/Jane Phillips Blanket Misc Office supplies such as pens, pencils, paper, consumable technology, and furniture, and ect	500.00
185	07/01/2024	PLANK ROAD PUBLISHING, INC	MAGAZINES-008/MUSIC/WILSON SUBSCRIPTION RENEWAL OF MUSIC MAGIZINES & CD'S PROCESSING FEE	150.45
186	07/01/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-SUPLYS-FUN-015/WILSON BLANKET PO FOR GENERAL SUPPLIES, COPY, FURNITURE,ETC.	2,000.00
187	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-COPY-SPLYS-015/WILSON BLANKET FOR MISC. GENERAL SUPPLIES,COPY,TECH RELATED, FURN, ETC.	4,000.00
188	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-COPY-TECH-RLDT-SPLYS-015/WILSON BLANKET PO FOR MISC. GENERAL OFFICE SUPPLIES, COPY,FURNITURE, ETC.	1,500.00
189	07/01/2024	WAL-MART COMMUNITY	GENL-SPLYS-TECH RLDT-FURN-015/WILSON BLANKET PO FOR MISC. SUPPLIES, TECH,COPY,FURNITURE,ETC.	2,000.00

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190	07/01/2024	VITAL RECORDS HOLDINGS LLC VRC COMP	PAPER SHREDDING -015/WILSON BLANKET PO-SHREDDING SERVICES FOR OLD RECORDS	200.00
191	07/01/2024	ARVEST BANK CORPORATE VISA	MACHINERY-286/WILSON LAMINATOR AND FILM SHIPPING	2,832.77
192	07/01/2024	PROJECT LEAD THE WAY, INC.	DUES & FEES/412 MADISON DUES for 2024-2025 PLTW	950.00
193	07/01/2024	TAWNYA A HANIGAN	TRAVEL-412/MADISON Travel reimbursement for the Career Tech Summit in Tulsa August 1-2, 2024	99.16
194	07/01/2024	ISD#30/TRANSPORTATION	TRAVEL/412/MADISON BLANKET Blanket for transportation needs for BMITE 2024-2025	400.00
195	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-015/MADISON Blanket for misc classroom /office supplies, etc	5,000.00
196	07/01/2024	MONICA Q REYNOLDS	travel-511/Fed Prog/ESC blanket - mileage reimbursement for SY 24/25 (parent support coordinator)	900.00
197	07/01/2024	SARAH E ROWE	travel-511/Fed Prog/ESC blanket - travel expenses for Homeless Education Coordinator for SY 24/25.	1,000.00
198	07/01/2024	GLADYS A SADOK	travel-511/Fed Prog/ESC Blanket - in district mileage for Family Support Coordinator for SY 24/25.	700.00
199	07/01/2024	DAWN L SCHAPER	travel-054/SS/ESC Blanket - Travel expenses for VI/HI teacher for SY 24/25.	1,000.00
200	07/01/2024	COURTNEY R TOWNSEND	travel-054/SS/ESC Blanket - Travel expenses for physical therapist for SY 24/25.	900.00
201	07/01/2024	WAL-MART COMMUNITY	gen supplies-511/Fed Prog/ESC Blanket - misc. supplies for Family Connections activities for SY 24/25.	500.00
202	07/01/2024	WAL-MART COMMUNITY	gen cocurr supplies/SS/ESC Blanket - classroom supplies for GATE program.	1,000.00
203	07/01/2024	WAL-MART COMMUNITY	gen supplies-511/Fed Prog/ESC Blanket - clothing and supplies for homeless students for SY 24/25.	1,500.00
204	07/01/2024	WAL-MART COMMUNITY	gen supplies-572/ELL/ESC blanket - misc. supplies for ELL Family Engagement Literacy/International Girls Club for SY 24/25.	500.00
205	07/01/2024	JESSICA BARNETT	travel-054/SS/ESC blanket - in district travel expenses for COTA.	500.00
206	07/01/2024	AMANDA R WASHINGTON	travel-054/SS/ESC blanket - travel expenses for school psychologist for SY 24/25.	900.00
207	07/01/2024	ARVEST BANK CORPORATE VISA	travel-412/Fed Prog/ESC Blanket - Hotel expenses for James (Marty) Jones, Ashely Darsow, and Cameron Dale while attending conferences for SY 24/25 to include National Conference in San Antonio, TX, OK Summit Conference, etc.	5,250.00
208	07/01/2024	CAMERON K DALE	travel-412/Fed Prog/ESC Blanket - travel expenses for SY 24/25 to include Alumni Camp, AVATA, ATAT, OKACTE, National FFA, NAAE, Lead 360, State FFA, , etc.	2,500.00

Bartlesville Public Schools

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11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
209	07/01/2024	ASHLEY L DARSOW	travel-412/Fed Prog/ESC Blanket - travel expenses for SY 24/25 to include Alumni Camp, OKACTE, National FFA, NAAE, Lead 360, State FFA, , etc.	1,200.00
210	07/01/2024	JAMES MARTIN JONES	travel-412/Fed Prog/ESC Blanket - travel expenses for SY 24/25 to include Alumni Camp, OKACTE, National FFA, NAAE, Lead 360, State FFA, , AFR camp, etc.	2,000.00
211	07/01/2024	ISD#30/TRANSPORTATION	student travel-412/Fed Prog/ESC Blanket - student travel for FFA competitions and leadership events for SY 24/25.	300.00
212	07/01/2024	TULSA REGION GROUP	dues & fees-412/Fed Prog/ESC Tulsa Region AG Ed Programs for SY 24/25.	225.00
213	07/01/2024	OKLAHOMA FUTURE FARMERS OF AMER	dues/fees-412/Fed Prog/ESC SY 24/25 Affiliate Membership/COLT & State Convention Registration/AET Fee package for Bartlesville High School FFA program.	2,800.00
214	07/01/2024	WAL-MART COMMUNITY	gen/cocurr supplies-412/Fed Prog/ESC Blanket - High School AG supplies to include soil, plants, bleach, craft supplies, paint, etc.	500.00
215	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	gen supplies-412/Fed Prog/ESC Blanket - misc. supplies for AG classroom use.	1,500.00
216	07/01/2024	GRAPHIC SOLUTIONS GROUP, INC.	general supplies-412/Fed Prog/ESC Blanket - classroom supplies for AG/FFA program.	1,500.00
217	07/01/2024	CINTAS CORP #2	first aid supplies-412/Fed Prog/ESC Blanket - Misc. first aid supplies for AG program at Bartlesville High School.	700.00
218	07/01/2024	WHEELER METALS, INC.	cocurr supplies-412/Fed Prog/ESC blanket - Misc supplies for High School AG program to include metal, tools, shop supplies, etc.	750.00
219	07/01/2024	THE JUICE PLUS COMPANY LLC	cocurr supplies-412/Fed Prog/ESC blanket - AG supplies for tower garden, ground materials, rock, wool, ph kit and solutions, nutrient solutions, etc.	200.00
220	07/01/2024	THOMPSON BROS	gen supplies-412/Fed Prog/ESC blanket - metal and shop supplies; annual bottle lease.	1,050.00
221	07/01/2024	APACHE INDUSTRIES INC	other equip serv.-412/Fed Prog/ESC blanket - High School AG supplies, labor, annual maintenance.	500.00
222	07/01/2024	LOWE'S COMPANIES, INC.	gen supplies-412/Fed Prog/ESC blanket - misc. supplies for Bartlesville High School AG/FFA program.	750.00
223	07/01/2024	AIMEE N ROBBINS	travel-054/SS/ESC Blanket - travel expenses for travel (COTA) for SY 24/25.	500.00
224	07/01/2024	SUPER DUPER PUBLICATIONS	testing supplies-054/SS/ESC See attached list for speech therapy testing supplies.	346.00
225	07/01/2024	PEARSON	testing supplies-054/SS/ESC See attached list for Speech testing supplies.	2,373.00
226	07/01/2024	THINK SOCIAL PUBLISHING, INC DBA	supplies-054/SS/ESC See attached for special education classroom supplies to include Navigating the Zones and Tools to Try Cards for Kids, etc.	109.84
227	07/01/2024	AMAZON CAPTIAL SERVICES INC	supplies-511/SS/ESC Silhouette American Multi Pack Silhouette Deep Cut Blade, Heat Pen Set, Silhouette Power Engraver tool for Curio 2 for Family Support Coordinator parenting program.	200.00

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PO No	Date	Vendor	Description	Amount
228	07/01/2024	WORTHINGTON DIRECT, INC.	furniture-071/Fed Prog/HS See attached quotes for furniture for High School Aviation Program to include chairs, carts, lab stations, etc.	8,618.07
229	07/01/2024	TAMMY D DEVINEY	mileage-054/SS/ESC blanket - mileage reimbursement for SY 24/25 for COTA.	500.00
230	07/01/2024	ATWOODS	misc. supplies-412/Fed Prog/ESC blanket - misc. supplies for AG/FFA High School program.	500.00
231	07/01/2024	VERNIER SOFTWARE & TECHNOLOGY LLC	tech related-412/Fed Prog/ESC Vernier Graphical Annual Subscription for SY 24/25.	149.00
232	07/01/2024	ARVEST BANK CORPORATE VISA	tech related supplies-412/Fed Prog/ESC Glowforge Annual Subscription for SY 24/25. (company does not accept purchase orders for annual subscription)	239.40
233	07/01/2024	BUTTERFLY NETWORK, INC.	tech related-412/Fed Prog/ESC Butterfly IQ + Vet license renewal for SY 24/25.	420.00
234	07/01/2024	SWIVL INC	tech related license-412/Fed Prog/ESC Reflectivity Individual License renewal for SY 24/25 AG program.	170.00
235	07/01/2024	OKACTE	registration-412/Fed Prog/ESC Registration for James (Marty) Jones, Cameron Dale, and Ashley Darsow to attend OKACTE Oklahoma Summit, Aug. 1-2, 2024 in Tulsa, OK.	225.00
236	07/01/2024	ASSOC FOR CAREER & TECHNICAL EDUC	registration-412/Fed Prog/ESC Registration for AG teachers, James (Marty) Jones and Ashley Darsow to attend NAAE National Convention December 4-7, 2024 in San Antonio, TX.	1,030.00
237	07/01/2024	ARVEST BANK CORPORATE VISA	hotel-511/Fed Prog/ESC Hotel expenses for Sarah Rowe and Karla Cunningham while attending NAECHY National Conference in Orlando, FL Nov. 16-19, 2024.	1,121.30
238	07/01/2024	SARAH E ROWE	travel-511/Fed Prog/ESC Travel expenses while attending NAEHCY National Convention in Orlando, FL Nov. 16-19, 2024.	500.00
239	07/01/2024	KARLA L CUNNINGHAM	travel-511/Fed Prog/ESC Travel expenses while attending NAEHCY National Convention in Orlando, FL Nov. 16-19, 2024.	500.00
240	07/01/2024	AMAZON CAPTIAL SERVICES INC	homeless supplies-797/Fed Prog/ESC Blanket - Homeless supplies to include clothing and school supplies for displaced students.	6,000.00
241	07/01/2024	TOBII DYNVOX LLC	tech related supplies-054/SS/ESC 10 Boardmaker 7 Organization subscription licenses for SY 24/25. See attached quote.	1,800.00
242	07/01/2024	AMAZON CAPTIAL SERVICES INC	supplies - 054/SS/JP Hammock chair to be used for occupational therapy with students.	100.00
243	07/01/2024	JEREMY J HANKS	OUT OF DISTRICT TRAVEL OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR ATTENDING THE CAREERTECH OKLAHOMA SUMMIT ON AUGUST 1-2, 2024 AT COX BUSINESS CONVENTION CENTER IN TULSA, OK	150.00
244	07/01/2024	JEREMY A WILLIAMS	OUT OF DISTRICT TRAVEL OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR ATTENDING THE CAREERTECH OKLAHOMA SUMMIT ON AUGUST 1-2, 2024 AT COX BUSINESS CONVENTION CENTER IN TULSA, OK	150.00
245	07/01/2024	ASHLEE R HIGHTOWER	OUT OF DISTRICT TRAVEL	150.00

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PO No	Date	Vendor	Description	Amount
			OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR ATTENDING THE CAREERTECH OKLAHOMA SUMMIT ON AUGUST 1-2, 2024 AT COX BUSINESS CONVENTION CENTER IN TULSA, OK	
246	07/01/2024	DAVID W AYRES	OUT OF DISTRICT TRAVEL	150.00
			OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR ATTENDING THE CAREERTECH OKLAHOMA SUMMIT ON AUGUST 1-2, 2024 AT COX BUSINESS CONVENTION CENTER IN TULSA, OK	
247	07/01/2024	AMERICAN DOCUMENT SHREDDING	NON-TECH SERVICES	400.00
			BLANKET PO FOR SHREDDING SERVICE FOR PRIVATE STUDENT & STAFF RECORDS	
248	07/01/2024	COLLEGE BOARD	DUES & FEES	400.00
			2024-25 COLLEGE BOARD MEMBERSHIP FEE	
249	07/01/2024	FIRST THOUGHT, INC.	FURN/FIX-AWARDS/GIFTS/REGALIA	1,000.00
			BLANKET PO FOR MISC SUPPLIES INCLUDING DOOR SIGNS, ENGRAVINGS, PLAQUES, STAFF NAME TAGS, ETC.	
250	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-COPY-SPLYS-TECH/FURN/FIX	1,500.00
			BLANKET PO TO PURCHASE MISC OFFICE SUPPLIES, INCLUDING PENS, TONER, ENVELOPES, PAPER CLIPS, CONSUMABLE TECHNOLOGY, DURABLE SUPPLIES, ETC	
251	07/01/2024	USI INC.	GENERAL SUPPLIES	500.00
			BLANKET PO TO PURCHASE LAMINATING FILM	
252	07/01/2024	WAL-MART COMMUNITY	COPY-GENL-FURN/FIX-TECH SUPPLIES	300.00
			BLANKET PO FOR MISC OFFICE SUPPLIES TO INCLUDE STAPLERS, PENS, MARKERS, TONER, PRINT SUPPLIES, CONSUMABLE TECHNOLOGY & DURABLE SUPPLIES ETC.	
253	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	FURNITURE/FIXTURES/APPLIANCES	510.99
			TO PURCHASE A DESK FOR HEATHER KOEHN PER STAPLES QUOTE	
254	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIXTURES/APP	557.62
			TO PURCHASE A DESK WITH STORAGE FOR KIM LASHBROOK PER STAPLES QUOTE	
255	07/01/2024	BANK OF OKLAHOMA, N.A.	OTHER-PROF-SRVCS-000/TREAS/ESC	15,000.00
			BLANKET PO FOR SEMII-ANNUAL PAYING AGENT FEES	
256	07/01/2024	ROBERTS DOCUMENT SOLUTIONS	PRINTING/BINDINGJ-000/TREAS/ESC	1,150.00
			BLANKET PO FOR PRINTING	
257	07/01/2024	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-000/TREAS/ESC	400.00
			BLANKET PO FOR MISC OFFICE SUPPLIES, ETC	
258	07/01/2024	SARA M VERMEIRE	TRAVEL-000/TREAS/ESC	1,000.00
			BLANKET PO FOR OUT-OF DISTRICT TRAVEL	
259	07/01/2024	KELLI M BRYANT	TRAVEL-010/CURR/ESC	1,000.00
			BLANKET PO FOR MILEAGE FOR IN AND OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR SY 24-25	
260	07/01/2024	LADONNA M CHANCELLOR	TRAVEL-010/CURR/ESC	1,000.00
			BLANKET PO FOR IN AND OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR SY 24-25	
261	07/01/2024	KERI D GARDNER	TRAVEL-010/CURR/ESC	800.00
			BLANKET PO FOR IN AND OUT OF DISTRICT TRAVEL REIMBUSREMENT FOR SY 24-25	
262	07/01/2024	RICHARD J LANGHAM	TRAVEL-010/CURR/ESC	500.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR OUT OF DISTRICT TRAVEL FOR SY 24-25	
263	07/01/2024	BARBARA J KUCHARSKI	TRAVEL-010/CURR/ESC	800.00

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11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR IN AND OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR SY 24-25	
264	07/01/2024	KEITH J CAMPBELL	UNIFORMS/COCURR Band Plus Tops Unitard Bodice Standard Flag Super Swing Flag Graphic Support Shipping	18,590.00
265	07/01/2024	DAMON HAMBRICK	Blanket PO for Towing Services Blanket PO for Towing Services	1,000.00
266	07/01/2024	AMAZON CAPTIAL SERVICES INC	Blanket PO for General supplies Blanket Po for general supplies, Misc. items, Misc. auto parts, etc.	3,000.00
267	07/01/2024	BARTLESVILLE FORD CO, INC	Blanket PO for Misc. Parts and Labor Blanket PO for Misc. Parts and Labor, Etc.	2,000.00
268	07/01/2024	ACTION COMMUNICATIONS LLC	Blanket PO For Misc. Repairs, and Labor Blanket PO For Misc. Repairs, Supplies and Labor, Etc.	4,000.00
269	07/01/2024	GB AUTO SERVICE INC DBA	Blanket Po for Tires, Labor, and other Services Blanket PO for Tires, Labor, and other Services	5,000.00
270	07/01/2024	B&C AUTOMOTIVE INC	Blanket PO for Misc. Auto & Bus Supplies Blanket PO for Misc. Auto & Bus Supplies, ETC.	15,000.00
271	07/01/2024	CHALK'S TRUCK PARTS, INC DBA	Blanket PO for Misc. Auto & Bus Supplies Blanket PO for Misc. Auto & Bus Supplies, ETC.	7,000.00
272	07/01/2024	CROW-BURLINGAME CO.	Blanket PO for Auto & Bus Supplies Blanket PO for Auto & Bus Supplies	15,000.00
273	07/01/2024	THE REINALT-THOMAS CORP. DBA	Blanket PO for Misc. Auto & Bus Supplies Blanket PO for Misc. Auto & Bus Supplies, Tires & Labor, ETC.	5,000.00
274	07/01/2024	DYSON LIFE SAFETY SECURITY SYS LLC	Blanket PO for Monthly Fees for Security Blanket PO for Monthly Fees on Security Monitoring Services	1,500.00
275	07/01/2024	HIGHWAY MAN SIGNS LLC	Blanket PO for Signs & Vinyl Stickers Blanket PO for Signs & Vinyl Stickers	1,000.00
276	07/01/2024	HI-LINE	Blanket Po for Misc. Auto & Bus Supplies Blanket PO for Misc. Auto & Bus Supplies, ETC.	3,500.00
277	07/01/2024	LOWE'S COMPANIES, INC.	Blanket PO for Misc. Supplies Blanket PO for Misc. Supplies, ETC.	3,000.00
278	07/01/2024	MEDICAL RESOURCE MANAGEMENT LLC	Blanket PO for Drivers & Coaches Physicals Blanket PO for Drivers & Coaches Physicals	4,500.00
279	07/01/2024	MIDWEST BUS SALES, INC.	Blanket PO for Misc. Bus Supplies, Parts, Services Blanket PO for Misc. Bus Supplies, Parts, Services, ETC	35,000.00
280	07/01/2024	OKLAHOMA SCHOOLS INSURANCE GROUP	Blanket PO for Deductible for Vehicle Insurance Blanket PO for Deductible for Vehicle Insurance	3,000.00
281	07/01/2024	OTA PIKEPASS CUSTOMER SERVICE	Blanket PO for PIKEPASS for Out of District Travel Blanket PO for District PIKEPASS Out of District Travel	3,000.00
282	07/01/2024	SAFETY-KLEEN SYSTEMS INC	Blanket PO for Disposal of Used Filters Blanket PO for Disposal of Used Filters	3,000.00
283	07/01/2024	SAMSARA INC.	Yearly Fee's for Dash Cam in Driver's Ed Cam Yearly Fee's for Dash Cam in Drivers Ed Cam	1,000.00

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284	07/01/2024	SOUTHERN TIRE MART, LLC	Blanket Po for Tires, Labor, and other Services Blanket PO Tires, Labor and, other Services	25,000.00
285	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	Blanket PO form for Misc. Office Supplies Blanket PO for Misc. Office Supplies, Furniture, Consumable Technology, Cleaning/Maintenance Supplies, ETC.	3,000.00
286	07/01/2024	STOREY WRECKER SERVICE INC	Blanket PO for Misc. Towing Services Blanket PO for Misc. Towing Services	1,000.00
287	07/01/2024	UNIFIRST HOLDINGS INC	Blanket PO for Misc. Uniforms for Mechanics Blanket PO for misc. Uniforms for Mechanics & Boxed Rags for Clean Up, ETC.	1,000.00
288	07/01/2024	SCOTT W VERMEIRE	OUT OF DISTRICT TRAVEL OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR ATTENDING THE CAREERTECH OKLAHOMA SUMMIT ON AUGUST 1-2, 2024 AT COX BUSINESS CONVENTION CENTER IN TULSA, OK	150.00
289	07/01/2024	JUSTIN L OLINGHOUSE	OUT OF DISTRICT TRAVEL OUT OF DISTRICT TRAVEL REIMBURSEMENT FOR ATTENDING THE CAREERTECH OKLAHOMA SUMMIT ON AUGUST 1-2, 2024 AT COX BUSINESS CONVENTION CENTER IN TULSA, OK	150.00
290	07/01/2024	PROJECT LEAD THE WAY, INC.	DUES & FEES PLTW ENGINEERING PARTICIPATION FEE 2024-25 & PLTW SCIENCE PARTICIPATION FEE 2024-25	5,400.00
291	07/01/2024	JONI D POLLIN	travel-731/Fed Prog/ESC Blanket - Travel expenses for SY 24/25 for ABE.	1,000.00
292	07/01/2024	BIO COMPANY INC	CO-CURRICULAR SUPPLIES BLANKET PO FOR MISC SCIENCE SUPPLIES INCLUDING LAB, CLASSROOM SUPPLIES, ETC	2,800.00
293	07/01/2024	CAROLINA BIOLOGICAL SUPPLY	CO-CURRICULAR SUPPLIES BLANKET PO FOR MISC SCIENCE CLASSROOM AND LAB SUPPLIES	500.00
294	07/01/2024	ETTINGERS OFFICE SUPPLY	GENERAL/COPY SUPPLIES & FURN/FIX BLANKET PO FOR MISC GENERAL OFFICE SUPPLIES TO INCLUDE: PRINTER TONER, PRINT SUPPLIES, GENERAL SUPPLIES & DURABLE SUPPLIES, ETC	1,000.00
295	07/01/2024	FLINN SCIENTIFIC INC	CO-CURRICULAR SUPPLIES BLANKET PO FOR MISC COCURRICULAR CLASSROOM SCIENCE SUPPLIES, ETC	800.00
296	07/01/2024	MIDWEST BIOSERVICE COMPANY LLC	OTHER EQUIP SPLYs & SERVICES BLANKET PO FOR MISC. REPAIRS/SERVICE OF SCIENCE MICROSCOPES AND BALANCES, ETC.	600.00
297	07/01/2024	UNIV OF KS CENTER FOR RESEARCH INC	CO-CURRICULAR SUPPLIES BLANKET PO FOR MISC MONARCH REARING KITS TO INCLUDE TAGS, ETC.	400.00
298	07/01/2024	WAL-MART COMMUNITY	GENL/COCURR SPLYs/FURN/FIX BLANKET PO FOR MISC GENERAL OFFICE SUPPLIES, COCURRICULAR SUPPLIES, DURABLE SUPPLIES ETC FOR SCIENCE DEPT AT BHS	1,500.00
299	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENERAL & COPY SUPPLIES BLANKET PO TO PURCHASE MISC OFFICE AND CLASSROOM SUPPLIES INCLUDING STAPLES, PENS, MARKERS, INDEX CARDS, TONER, ETC	200.00
300	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-COPY-SPLYs-MISC-015/RANCH HEIGHTS BLANKET PO FOR GENERAL OFFICE SUPPLIES, COPY SUPPLIES SUCH AS INK, PAPER, ETC AND OTHER MISC ITEMS, ETC.	2,500.00
301	07/01/2024	HIGHWAY MAN SIGNS LLC	FURN-FIX-SIGNS-015/RANCH HEIGHTS	350.00

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PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR MISC SIGNS, FIXTURES, ETC.	
302	07/01/2024	WAL-MART COMMUNITY	GENL-COPY-COCURR-SPLYS-015/RANCH HEIGHTS	1,500.00
			BLANKET PO FOR MISC. OFFICE/CLASSROOM GENERAL, COPY, CO -CURRICULAR SUPPLIES INCLUDING FURNITURE, APPLIANCES, FIXTURES AND CONSUMABLE TECHNOLOGY ETC.	
303	07/01/2024	USI INC.	GENL-SPLYS-015/RANCH HEIGHTS	1,100.00
			BLANKET PO FOR LAMINATING FILM ITEM #1701	
304	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL--SUPLYS-015/WAYSIDE	2,400.00
			BLANKET PO FOR MISC. CLASSROOM AND OFFICE SUPPLIES, CONSUMABLE TECHNOLOGY, COPY SUPPLIES, FURNITURE, ETC.	
305	07/01/2024	AMAZON CAPTIAL SERVICES INC	GENL-COPY-SPLYS-015/WAYSIDE	3,000.00
			BLANKET PO FOR CLASSROOM SUPPLIES & PAPER	
306	07/01/2024	PLANK ROAD PUBLISHING, INC	MAGAZINES-008/WAYSIDE	127.95
			SUBSCRIPTION FOR MISC. MAGAZINES WITH CD'S MK8-SD35 FOR SY 2024-2025	
307	07/01/2024	ARBITERSPORTS LLC	001/ATHLETICS/TECH-RLDT-SPLYS	2,290.00
			ARBITER PAY IMPLEMENTATION/SET UP FEE FOR SY 24/25	
308	07/01/2024	EXPLORELEARNING LLC	TECH-RLDT-SPLYS-015/WAYSIDE	4,795.00
			BUNDLE: REFLEX + FRAX FOUNDATIONS 1 SITE LICENSE QUOTE Q -299774	
309	07/01/2024	PROJECT LEAD THE WAY, INC.	TECH RELATED SUPPLIES	1,000.00
			PLTW NETWORK SECURITY LAB HOSTING FEE SY 2024-25	
310	07/01/2024	FLEET FUELS LLC	Auto & Bus Supplies	20,000.00
			Blanket PO for Auto & Bus Supplies including Oil & Antifreeze, ETC.	
311	07/01/2024	BARNES & NOBLE BOOKSELLERS	GENL/Books/015/Jane Phillips	728.00
			40 Books for teachers per Kevin Brown	
312	07/01/2024	ARVEST BANK CORPORATE VISA	REGISTRATION-000/SUPT/ESC	250.00
			BLANKET PO FOR CHAMBER EVENT REGISTRATIONS	
313	07/01/2024	BARTLESVILLE CHAMBER OF COMMERCE	REGISTRATION-000/SUPT/ESC	1,950.00
			BLANKET PO FOR LEADERSHIP BARTLESVILLE REGISTRATIONS	
314	07/01/2024	BARTLESVILLE CHAMBER OF COMMERCE	DUES & FEES-000/SUPT/ESC	360.00
			MEMBERSHIP FOR 24-25 SY	
315	07/01/2024	CCOSA, INC	REGISTRATION-000/SUPT/ESC	750.00
			BLANKET PO FOR WORKSHOP REGISTRATIONS FOR SUPERINTENDENT, BOARD MEMBERS AND BPS STAFF	
316	07/01/2024	OSSBA, INC.	OFFICAL/ADMIN-SRVCS-000/SUPT/ESC	3,000.00
			ANNUAL MAINTENANCE FEE FOR ASSEMBLE ON-LINE PORTAL FOR BOARD MEETINGS SUBSCRIPTION	
317	07/01/2024	OSSBA, INC.	DUES & FEES-000/SUPT/ESC	5,026.00
			SCHOOL MEMBERSHIP DUES	
318	07/01/2024	OSSBA, INC.	REGISTRATION-000/SUPT/ESC	4,250.00
			BLANKET PO FOR REGISTRATION FOR OSSBA WORKSHOPS & WEBINARS FOR SUPERTENDENT, BOARD MEMBERS & BPSD STAFF	
319	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-000/SUPT/ESC	200.00
			BLANKET PO FOR MISC SUPPLIES FOR SUPERINTENDENTS OFFICE ETC.	
320	07/01/2024	SCOTT BILGER	TRAVEL-000/BOARD/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
321	07/01/2024	RICK ALAN BOSWELL	TRAVEL-000/BOARD/ESC	400.00

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11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
322	07/01/2024	RANDY HERREN	TRAVEL-000/BOARD/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
323	07/01/2024	SUZANNE KEIRSEY	TRAVEL-000/BOARD/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
324	07/01/2024	CHARLES R MCCAULEY	TRAVEL-000/SUPT/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
325	07/01/2024	ANDREA NIGHTINGALE	TRAVEL-000/BOARD/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
326	07/01/2024	JASON SAUER	TRAVEL-000/BOARD/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
327	07/01/2024	KINDER D SHAMHART	TRAVEL-000/BOARD/ESC	400.00
			BLANKET PO FOR OUT OF DISTRICT TRAVEL FOR 24 25 SY	
328	07/01/2024	UNITED SUBURBAN SCHOOLS ASSOCIATION	DUES & FEES-000/SUPT/ESC	1,650.00
			MEMBERSHIP FOR 24 25 SY	
329	07/01/2024	UNITED SUBURBAN SCHOOLS ASSOCIATION	REGISTRATION-000/SUPT/ESC	500.00
			BLANKET PO FOR WORKSHOP REGISTRATIONS FOR SUPERINTENDENT AND HIS DESIGNEES FOR 24 25 SY	
330	07/01/2024	ARVEST BANK CORPORATE VISA	TRAVEL-000/SUPT/ESC	12,000.00
			BLANKET PO FOR SUPERINTENDENT, ADMIN, AND BOARD HOTEL RESERVATIONS FOR 24 25 SY INCLUDES VALET	
331	07/01/2024	PROJECT LEAD THE WAY, INC.	STUDENT REGISTRATION	950.00
			PLTW GATEWAY PARTICIPATION FEE FOR 24-25 SY	

Report Total: \$4,884,640.46

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 21

21-Building Fund

PO No	Date	Vendor	Description	Amount
1	07/01/2024	CITY OF BARTLESVILLE	WATER/SEWER-SRVCS-000/AP/ESC Blanket PO for water services	430,000.00
2	07/01/2024	OK NATURAL GAS COMPANY	NATURAL-GAS-SRVCS-000/AP/ESC Blanket PO for Natural Gas Services	110,000.00
3	07/01/2024	CENERGISTIC LLC	OTHER-PROF-SRVCS-000/AP/ESC Blanket PO for Energy Consulting Fees	141,600.00
4	07/01/2024	FARMERS BANK AND TRUST	LED/000/DISTRICT Blanket PO for bi annual lease purchase payment for LED lighting upgrades	216,000.00
5	07/01/2024	CLEARWATER ENTERPRISES. L.L.C.	NATURAL GAS-SRVCS-000/AP/ESC BLANKET PO FOR NATURAL GAS SERVICES (REPLACES PO 212024-3 OK ENERGY SOURCE)	190,000.00
6	07/01/2024	RANDY LAWRENCE LAWN CARE, INC.	MAINT/018/HS Blanket po for grass repair work at HS practice football field	6,800.00
7	07/01/2024	HOLTZ ELECTRIC, INC.	GATE/MAINT/246/018/JP/HS Blanket PO replaces 212024-42 & quote for electrical work on Construction Classroom	14,843.75
8	07/01/2024	BENNETT/CAHILL CONTRACTORS, LLC	GATE/MAINT/246/018/HS/JP Blanket po to replace 212024-38 & 212024-43 for construction work at GATE & HS	35,318.00
9	07/01/2024	EARNEST HEAT & AIR INC	GATE/246/JP Blanket po to replace 212024-41 for HVAC renovations at GATE class	7,861.00
10	07/01/2024	TREMCO INC.	MAINT/018/MADISON Blanket po to replace 212024-46 for roof repairs at Madison	3,065.00
11	07/01/2024	SLIGAR MECHANICAL	GATE/246/JP Blanket po to replace 212024-40 for plumbing renovations on GATE classroom	25,327.00
12	07/01/2024	COULTER & COMPANY	MAINT/018/HS Blanket po to replace 212024-48 for door installation for Construction Classroom	3,230.00
13	07/01/2024	REDBUD COMMERCIAL FLOORING	GATE/246/JP Blanket po to replace 212024-37 for flooring demo and installation at GATE class	45,650.00
14	07/01/2024	BUILDERS SUPPLY	MAINT/CONST/018/261/DIST Blanket po to replace 212024-32 & 212024-45 for fire gasketing and new lock cores	11,039.40
15	07/01/2024	JOHN E THOMPSON	GATE/MAINT/246/018/JP/WAY Blanket po to replace 212024-39 & 212024-44 for painting at Wayside and GATE class	39,902.00
16	07/01/2024	ACURA NEON INC	SIGNAGE/263/DIST Blanket po to replace 212024-28 for digital signage across district	134,784.00
17	07/01/2024	OKLAHOMA SCHOOLS INSURANCE GROUP	PROPERTY-INSUR-090/AP/ESC Blanket PO for SY 2024 - 2025 OSIG Pkg Policy Cyber Liability, Property, Crime, Commercial Auto (Includes Press Box)	865,611.00
18	07/01/2024	AEP PUBLIC SERVICE COMPANY OF OK	ELECTRICITY/000/AP/ESC Blanket po for electric services for the district	600,000.00
19	07/01/2024	SODEXO OPERATIONS, LLC	OTHER-BLDG-SRVC/000/AP/ESC Blanket po for district contracted maintenance services	560,000.00

Report Total: \$3,441,031.15

Bartlesville Public Schools
Encumbrance Register

Year 2024-2025 Fund 21

21-Building Fund

PO No	Date	Vendor	Description	Amount
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Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 22

22-Child Nutrition Programs Fund

PO No	Date	Vendor	Description	Amount
1	07/01/2024	C & S AIR INC	OTHER EQUIPMENT AND VEHICLE SERVICES BLANKET PO FOR MISC EQUIPMENT, PARTS, REPAIRS AND FREIGHT ETC	20,000.00
2	07/01/2024	DNR SERVICE LLC	OTHER EQUIPMENT AND VEHICLE SERVICES BLANKET PO FOR MISC EQUIPMENT, PARTS, REPAIRS AND FREIGHT ETC	20,000.00
3	07/01/2024	SODEXO INC & AFFILIATES	FOOD SERVICE MANAGEMENT BLANKET PO FOR CONTRACTED FOOD SERVICES SUMMER FEEDING	85,000.00
4	07/01/2024	ECOLAB INC	EXTERMINATION SERVICES BLANKET PO FOR MISC EXTERMINATION SERVICES INCLUDING PEST CONTROL AND SUPPLIES ETC	14,000.00
5	07/01/2024	CURTIS RESTAURANT SUPPLY	APPLIANCES/FURNITURE/FIXTURES BLANKET PO FOR MISC EQUIPMENT, REPAIRS, PARTS, SUPPLIES, SERVICES AND FREIGHT ETC	15,000.00
6	07/01/2024	LOWE'S COMPANIES, INC.	APPLIANCES/FURNITURE/FIXTURES BLANKET PO FOR MISC EQUIPMENT, REPAIR PARTS AND SUPPLIES ETC	5,000.00
7	07/01/2024	ECOLAB INC	CLEANING, MAINTENANCE AND GROUNDSKEEPING SUPPLIES BLANKET PO FOR MISC EQUIPMENT, PARTS, REPAIRS, SUPPLIES AND FREIGHT ETC	3,000.00
8	07/01/2024	J.D. YOUNG COMPANY, INC.	OFFICE COPY MACHINE SERVICES BLANKET PO FOR MISC COPIER USAGE, SERVICES AND SUPPLIES ETC	2,000.00
9	07/01/2024	GLENN SECURITY SYSTEMS, INC.	OTHER EQUIPMENT AND VEHICLE SERVICES BLANKET PO FOR MISC EQUIPMENT, PARTS, REPAIR SERVICES AND FREIGHT ETC	2,000.00
10	07/01/2024	PACIFIC STEAMEX CLEANING SYSTEM INC	CLEANING, MAINTENANCE AND GROUNDSKEEPING SUPPLIES BLANKET PO FOR FLOOR MACHINE SUPPLIES, PARTS, REPAIRS AND FREIGHT ETC	3,000.00
11	07/01/2024	ISD#30/WAREHOUSE	REIMBURSEMENT BLANKET PO FOR UTILITIES	125,000.00
12	07/01/2024	SODEXO INC & AFFILIATES	FOOD SERVICE MANAGEMENT-385/CND BLANKET PO FOR CONTRACTED FOOD SERVICE MANAGMENT	3,000,000.00
13	07/01/2024	TAYLOR K WILSON	REIMBURSEMENT CHANGE/CASH SINGLE USE PO FOR CHANGE/CASH TO ESTABLISH CHANGE FOR CAFETERIA POINTS OF SALE	1,200.00
14	07/01/2024	SHELBA L AGGAS	IN-DISTRICT TRAVEL BLANKET PO FOR IN-DISTRICT TRAVEL	1,000.00
15	07/01/2024	GLOBAL PAYMENTS, INC	TECHNOLOGY SERVICES BLANKET PO FOR MOSAIC END OF YEAR AND START OF YEAR PROCESSES	2,000.00
16	07/01/2024	NUTRI-LINK TECHNOLOGIES INC	TECHNOLOGY SERVICES SINGLE USE PO FOR NUTRI-CLOUD FREE AND REDUCED APPLICATION ONLINE MAINTENANCE	2,495.00
17	07/01/2024	SOUTHERN MATERIAL HANDLING CO	OTHER EQUIPMENT AND VEHICLE SERVICES BLANKET PO FOR MISC EQUIPMENT, PARTS, REPAIRS AND FREIGHT FOR CHILD NUTRITION ELECTRIC PALLET JACK ETC	1,000.00
18	07/01/2024	HOBART CORPORATION	OTHER EQUIPMENT AND VEHICLE SERVICES BLANKET PO FOR MISC EQUIPMENT, PARTS, REPAIRS AND FREIGHT ETC	3,000.00
19	07/01/2024	JS & T INC	OTHER CLEANING SERVICES	8,000.00

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 22

22-Child Nutrition Programs Fund

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR ANNUAL CLEANING OF VENT HOODS, PARTS, SUPPLIES, REPAIRS AND FREIGHT ETC	
20	07/01/2024	HEATWAVE SUPPLY COMPANY	CLEANING, MAINTENANCE AND GROUNDSKEEPING SUPPLIES	3,000.00
			BLANKET PO FOR MISC EQUIPMENT, PARTS, SUPPLIES AND FREIGHT ETC	
21	07/01/2024	NUTRI-LINK TECHNOLOGIES INC	TECHNOLOGY SERVICES	2,000.00
			SINGLE USE PO FOR NUTRI-STATUS ELIGIBILITY NOTIFICATION SYSTEM ANNUAL SERVICE RENEWAL	
22	07/01/2024	OK DEPT OF HUMAN SERVICES	OTHER PURCHASED SERVICES	9,000.00
			SINGLE USE PO FOR ANNUAL COMMODITY DISTRIBUTION ASSESSMENT FEE SCHOOL YEAR 2024-2025	
23	07/01/2024	TAYLOR K WILSON	IN-DISTRICT TRAVEL	1,300.00
			BLANKET PO FOR IN-DISTRICT TRAVEL	
24	07/01/2024	HUBERT COMPANY, LLC	APPLIANCES/FURNITURE/FIXTURES	5,000.00
			BLANKET PO FOR MISC EQUIPMENT, PARTS, SUPPLIES AND FREIGHT ETC	
25	07/01/2024	STAPLES CONTRACT & COMMERCIAL INC	APPLIANCES/FURNITURE/FIXTURES	3,000.00
			BLANKET PO FOR MISC OFFICE FURNITURE AND SUPPLIES ETC	
26	07/01/2024	EDWARD DON & COMPANY HOLDINGS LLC	APPLIANCES/FURNITURE/FIXTURES	4,000.00
			BLANKET PO FOR MISC EQUIPMENT, PARTS, SUPPLIES AND FREIGHT ETC	
27	07/01/2024	CAPTIVE AIRE SYSTEMS, INC	OTHER EQUIPMENT AND VEHICLE SERVICES	2,000.00
			BLANKET PO FOR MISC EQUIPMENT, PARTS, SUPPLIES, REPAIRS AND FREIGHT ETC	
28	07/01/2024	GLOBAL EQUIPMENT COMPANY	CLEANING, MAINTENANCE AND GROUNDSKEEPING SUPPLIES	5,000.00
			BLANKET PO FOR MISC EQUIPMENT, REPAIR PARTS, SUPPLIES AND FREIGHT ETC	
29	07/01/2024	ISD#30/PRINTING	REIMBURSEMENT	1,500.00
			BLANKET PO FOR MISC PRINTING ETC	
30	07/01/2024	ANNIES FROZEN YOGURT, INC	OTHER EQUIPMENT AND VEHICLE SERVICES	2,499.99
			BLANKET PO FOR MISC REPAIR PARTS, SUPPLIES AND DELIVERY FEES ETC	

Report Total: \$3,350,994.99

**Bartlesville Public Schools
Encumbrance Register**

Year 2024-2025 Fund 31

31-2019 BOND - 2022 PROJECTS

PO No	Date	Vendor	Description	Amount
1	07/01/2024	KRUEGER INTERNATIONAL	FURN/261/WAYSIDE Blanket po to replace 212024-30 for classroom furniture at wayside	36,351.60
2	07/01/2024	PLAY BY DESIGN INC	CONST/261/WAYSIDE Blanket po to replace 212024-49 for playground, mulch and installation at Wayside	119,505.00
3	07/01/2024	DAN J KELEHER JR PLLC	ARCH/ENG FEES/262/RH Blanket po to replace 392024-1 & 322024-201 for architectural and engineering fees for district construction projects	94,327.66
4	07/01/2024	MANHATTAN CONSTRUCTION COMPANY	CONSTRUCTION/262/RH Blanket po to replace 392024-3, 212024-34, 312024-49, 322024- 234 for construction services at Ranch Heights	140,014.19

Report Total: \$390,198.45

**Bartlesville Public Schools
Encumbrance Register**

Year 2024-2025 Fund 32

32-2021 BOND - 2023 PROJECTS

PO No	Date	Vendor	Description	Amount
1	07/01/2024	MANHATTAN CONSTRUCTION COMPANY	CONST/261/WAYSIDE Blanket po to replace 392024-2, 212024-22, 322024-122, 322024-225 for construction project at Wayside	3,181,729.41
2	07/01/2024	MANHATTAN CONSTRUCTION COMPANY	CONSTRUCTION/258/HS Blanket po to replace 322024-123 & 212024-15	1,193,733.41
3	07/01/2024	MANHATTAN CONSTRUCTION COMPANY	CONST/262/RH Blanket po to replace 392024-3, 212024-34, 312024-49, 322024-234 for construction services at Ranch Heights	16,921.47

Report Total: \$4,392,384.29

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 39

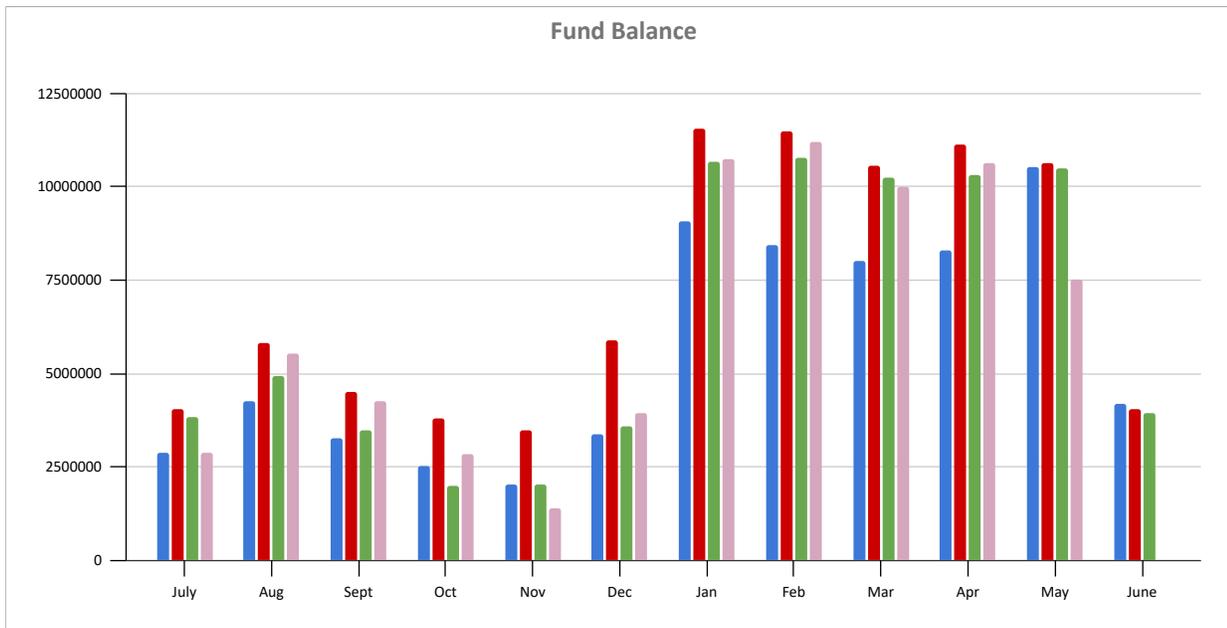
39-Bond Interest

PO No	Date	Vendor	Description	Amount
1	07/01/2024	MANHATTAN CONSTRUCTION COMPANY	CONST/262/RH Blanket po to replace 392024-3, 212024-34, 312024-49, 322024-234 for construction services at Ranch Heights	328,908.16

Report Total: \$328,908.16

Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2021-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	10,639,955	4,065,794
FY 23	3,849,461	4,937,743	3,495,740	2,009,542	2,034,853	3,581,279	10,680,690	10,779,483	10,262,132	10,302,023	10,511,033	3,931,988
FY 24	2,870,004	5,541,192	4,276,609	2,838,027	1,377,252	3,961,327	10,752,812	11,197,027	9,987,169	10,624,299	7,524,869	
FY24-FY23	(979,457)	603,449	780,869	828,485	(657,601)	380,048	72,122	417,544	(274,963)	322,276	(2,986,164)	



Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis

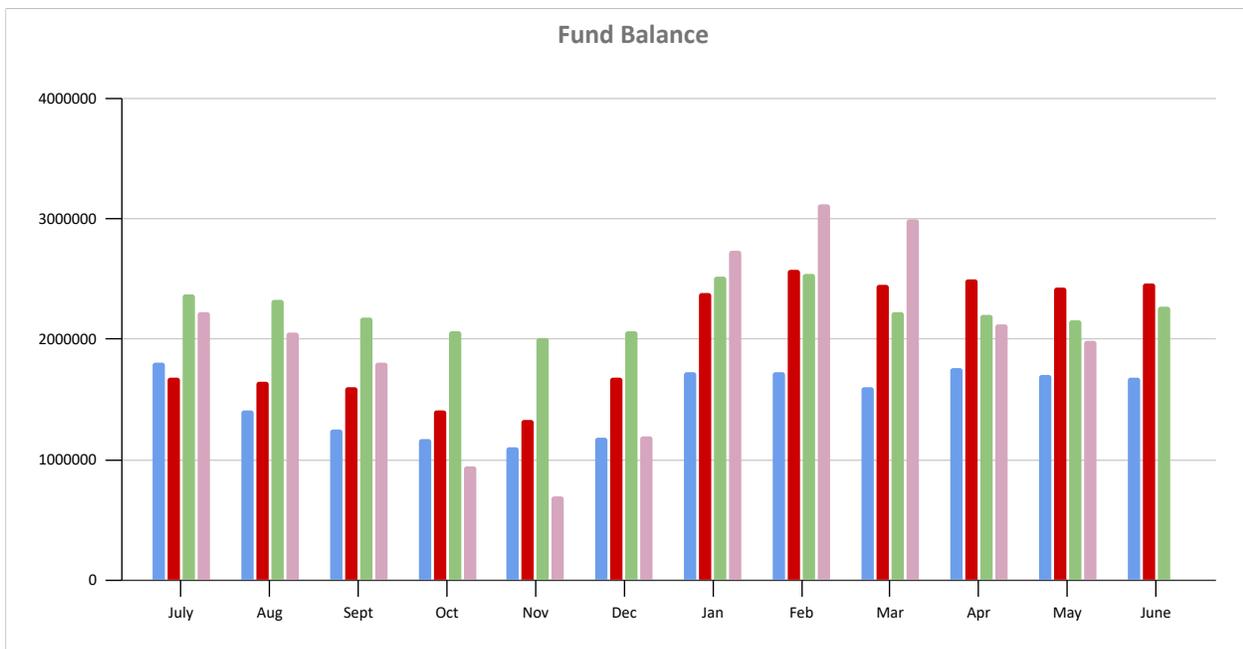
	<u>May</u>	<u>2023-24 Year to Date Total</u>	<u>2022-23 Year to Date Total</u>	<u>2021-22 Year to Date Total</u>
Beginning balance	\$ 10,624,299	\$ 3,931,988	\$ 4,065,794	\$4,200,803
Local	513,591	13,603,233	12,578,252	11,485,070
County	72,857	1,570,041	1,473,637	1,522,374
State	3,593,571	32,726,264	28,237,595	25,236,422
Federal	881,750	5,948,282	5,420,517	7,845,588
Other sources	2,628	105,431	94,020	62,779
	<u>5,064,397</u>	<u>53,953,251</u>	<u>47,804,021</u>	<u>46,152,233</u>
Total cash available	15,688,696	57,885,239	51,869,815	50,353,036
<u>Requirements:</u>				
Salaries	5,579,168	30,891,659	24,838,051	23,040,220
Benefits	1,953,396	10,534,179	8,583,849	7,896,621
Professional services	114,613	1,067,588	685,806	570,575
Property services	294,050	3,271,523	3,058,563	3,099,959
Other purchased services	57,393	1,200,677	996,609	881,334
Supplies & materials	149,486	2,883,308	2,350,325	2,797,467
Property		68,971	411,035	1,015,965
Other uses	15,721	442,465	434,544	410,940
	<u>8,163,827</u>	<u>50,360,370</u>	<u>41,358,782</u>	<u>39,713,081</u>
Ending balance	<u>7,524,869</u>	<u>7,524,869</u>	<u>10,511,033</u>	<u>10,639,955</u>

**Bartlesville Public Schools
General Fund Revenue Detail**

		July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	2023-24 Total
1110	Ad valorem tax - current						2,403,295.05	6,557,026.50	1,169,211.88	187,975.20	1,013,645.58	412,865.03		11,744,019.24
1121-1122	Ad valorem tax - prior	95,532.69	19,903.88	82,205.01	20,671.95	12,348.55	14,117.00	9,447.99	60,733.18	8,230.72	8,275.82	10,798.71		342,265.50
1130	In lieu of tax	0.07									536.30	214.52		750.89
1190	Other taxes				222.00			150.00			258.00			630.00
1213-1214	Testing fees	493.13	431.25	196.25	128.75	275.00	332.50	355.00	173.75		707.50	628.13		3,721.26
1230-1290	Tuition							17,242.50				17,242.50		34,485.00
1310	Interest on investments	19,986.87	19,257.24	21,713.45	86,782.91	21,821.17	28,615.43	92,354.00	99,211.39	109,779.76	109,072.60	60,590.64		669,185.46
1351														-
1352	Interest on unapport. Tax	157.09	263.00	41.15	217.69	41.96	545.50		13,927.80	5,010.51	367.77	1,809.11		22,381.58
1353														-
1410	Rent		4,942.00					1,892.62			5,500.00			12,334.62
1440	Sale of equipment		4,500.00						147.00		266.00	51.00		4,964.00
1510	Insurance loss recoveries							7,700.81		11,828.10		1,000.00		20,528.91
1530	Damage recovery				320.00									320.00
1580	Activity trip reimb	2,340.29	1,411.15	4,863.79	5,132.97	3,338.83	17,841.10	1,462.27	1,667.84	6,002.96	3,585.23	21,777.70		69,424.13
1590	Miscellaneous reimb	1,359.00	18,573.67	40,000.00	875.00	21,598.49	2,100.00	3,902.50	5,225.94	1,368.71	1,584.22	997.25		97,584.78
1610	Donations		213,228.75	4,000.00	500.00		2,500.00	70,000.00	1,000.00	274,253.60	7,908.78	722.81		574,113.94
1680	Refunds	2,249.00	97.99		1,874.96									4,221.95
1690	Miscellaneous		25.00	691.00	323.00	325.00	205.00	158.00	110.00	229.00	139.00	96.00		2,301.00
2100	County-wide 4-mill	11,521.78	3,517.47	9,767.07	2,415.76	1,487.94	260,846.88	696,722.32	157,290.90	27,274.20	126,809.22	51,956.23		1,349,609.77
2200	Mortgage tax	16,227.08	9,912.73	13,294.27	12,649.05	13,908.23	10,743.86	20,952.59	7,149.21	8,843.91	10,072.74	12,056.51		135,810.18
2300	Resale Property			84,621.00										84,621.00
3110	Gross production tax	2,804.04	3,394.17	2,119.11	2,901.25	3,499.36	3,366.34	5,427.62	3,405.49	3,096.29	2,584.52	3,060.57		35,658.76
3120	Motor vehicle tax	40,923.02	227,201.49	237,810.51	227,012.98	221,861.55	198,215.42	196,071.39	203,819.32	234,614.57	264,580.66	290,044.39		2,342,155.30
3130	Rural electric tax	4,588.38	5,337.68	5,733.15	5,720.65	4,378.39	3,999.48	4,312.11	4,676.39	6,264.41	4,143.22	3,631.59		52,785.45
3140	State school land earnings	93,412.60	57,862.82	52,676.69	87,838.62	69,657.14	73,174.90	122,505.84	107,495.18	72,684.69	79,093.69	59,972.09		876,374.26
3150	Vehicle tax stamps	1,024.57	2,100.29	779.75	1,521.77	449.16	3,514.98		75.46	1,358.27	309.38	2,043.70		13,177.33
3160	Farm implement tax stamps	365.39		521.22	426.29	112.84	116.42		25.23	569.42	3.60			2,140.41
3210	Foundation aid		2,340,979.22	2,340,979.21	2,340,979.22	2,340,979.21	2,340,979.22	2,670,899.87	2,394,508.88	2,396,626.62	2,395,622.09	2,664,514.37		24,227,067.91
3250	FBA		382,113.47	410,466.58	396,290.03	396,290.02	396,290.03	487,410.34	433,049.22	414,362.11	414,362.14	460,594.75		4,191,228.69
3310	Alternative education						59,403.02		29,701.50			29,701.51		118,806.03
3412	NBCT Stipend							45,000.00						45,000.00
3415	Reading Sufficiency						92,364.80							92,364.80
3420	State textbooks		393,839.52					8,906.00						402,745.52
3430	Education matching	1,823.13	3,622.48				3,722.36		3,696.26	3,699.48		1,849.74		18,413.45
3436							41,155.83			27,437.22	20,832.50			89,425.55
3440	Drivers education			3,600.00										3,600.00
3470							6,537.02	5,204.00						11,741.02
3620												9.48		9.48
3690	Other state											29,410.03		29,410.03
3811	Vocational programs			5,940.00			18,640.00			5,940.00		18,640.00		49,160.00
3812	Vocational programs			38,750.00			28,750.00			28,750.00		28,750.00		125,000.00
3892	Lottery Fund													-
4140	Title VII		75,665.09									199,969.05		275,634.14
4162	Flood Control				128.15									128.15
4210	Title I - Part A	366,247.22				150,627.96	268,931.95	142,012.24	133,783.46		282,229.33	131,401.80		1,475,233.96
4271	Title II	38,987.61					127,460.72	31,276.16	1,617.55	36,712.75	10,030.66	1,694.48		247,779.93
4281	Title III						15,929.87	53.58		3,319.46		536.56		19,839.47
4310	IDEA B - Special Education	373,821.55			117,725.70	184,844.41	121,267.61	295.94	117,447.69	113,165.49	242,241.26			1,270,809.65
4340	Preschool				6,048.56	11,548.70	6,048.86		6,048.86	1,436.63				31,131.61
4442	Title IV reimb	7,387.48				12,139.85	17,237.18	1,431.46	1,301.95	7,021.19	1,301.95	4,787.10		52,608.16
4470	Title VI	4,496.95				9,767.13	30,964.84	4,711.17	27,858.64	4,136.45	13,753.93	4,295.71		99,984.82
4550	Johnson-O'Malley	34,715.38												34,715.38
4611	Title II - Adult Education	9,010.66	20,040.09				12,048.96		16,651.85	14,044.65		7,812.05		79,608.26
4689	Other federal	9,537.08	396,986.01	1,749.00	10,756.01	10,756.87	730,376.01	247,337.43	7,197.92	145,966.47	268,892.87	531,253.62		2,360,809.29
4740														-
4821	Carl Perkins													-
5150-5160	Activity trip reimb	517.61	2,997.92	1,447.43	993.26	1,347.39	1,438.38	9,263.55	75,514.63	1,319.37	7,963.17	2,628.16		105,430.87
5600	Correcting entries													-
		1,139,529.67	4,208,204.38	3,363,965.64	3,330,456.53	3,493,405.15	7,343,076.52	11,461,485.80	5,083,724.37	4,163,322.21	5,296,673.73	5,069,406.89	-	53,953,250.89

Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2021-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	2,427,095	2,457,578
FY 23	2,373,307	2,325,652	2,179,139	2,067,799	2,013,071	2,061,346	2,515,458	2,539,550	2,224,587	2,205,420	2,153,904	2,265,535
FY 24	2,224,183	2,052,836	1,807,955	947,532	692,259	1,192,603	2,737,169	3,118,725	2,998,442	2,125,142	1,991,800	
FY24-FY23	(149,124)	(272,816)	(371,184)	(1,120,267)	(1,320,812)	(868,743)	221,711	579,175	773,855	(80,278)	(162,104)	



Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis

	May	2023-24 Year to Date Total	Prior Year Year to Date Total
Beginning balance	\$ 2,125,142	\$ 2,265,535	\$ 2,457,578
 <u>Revenue:</u>			
Local	63,020	2,317,798	1,632,202
State		715,591	25,593
Other sources		3,103	
	<u>63,020</u>	<u>3,036,492</u>	<u>1,657,795</u>
 Total cash available	 2,188,162	 5,302,027	 4,115,373
 <u>Requirements:</u>			
Professional services	21,300	159,178	149,950
Property services	88,215	880,768	887,889
Other purchased services		-	
Supplies & materials	67,156	176,263	235,832
Property	19,691	2,094,018	687,798
Other uses		-	
	<u>196,362</u>	<u>3,310,227</u>	<u>1,961,469</u>
 Ending balance	 <u>1,991,800</u>	 <u>1,991,800</u>	 <u>2,153,904</u>

June 17, 2024 Personnel Report

APPOINTMENTS:							
Name	Site	Position	FTE	Hire Date	Temporary Contract		
Adams, Amy	Kane	Second Grade Teacher	1.000	08/12/2024	Yes		
Casteel, Nate	High School	Assistant Principal	1.000	06/28/2024	Yes		
Duncan, Jackson	Wayside	Fourth Grade Teacher	1.000	08/12/2024	Yes		
Grewe, Susan	Wayside	Third Grade Teacher	1.000	08/12/2024	Yes		
Griffith, Blake	Central	Science Teacher	1.000	08/12/2024	Yes		
Lashbrook, Travis	Transportation	Transportation Administrator	1.000	05/31/2024	Yes		
Marusic, Bobana	Kane	Third Grade Teacher	1.000	08/12/2024	Yes		
May, Jennifer	High School	Graduation Coach	1.000	08/12/2024	Yes		
Padilla, KimerLynne	High School	Science Teacher	1.000	08/12/2024	Yes		
Phillips, Jordan	Central	Science Teacher	1.000	08/12/2024	Yes		
Pierce, Stacy	High School	Math Teacher	1.000	08/12/2024	Yes		
ADDITIONAL COMPENSATION:							
Name	Site	Position	Amount	Date			
Boudreaux, Douglas	High School	5 Additional Days	Daily Rate	7/1/2024			
CHANGE OF STATUS:							
Name	CHANGE FROM	Position	FTE	CHANGE TO	Position	FTE	Date
Brant, Kasey	Jane Phillips	Teacher Assistant	0.875	Jane Phillips	AIMS Teacher Assistant	0.875	8/13/2024
Carter, Latori	Hoover	Intermittent FMLA	1.000	Hoover	Character Education Teacher	1.000	8/12/2024
Davis, Rebecca	Richard Kane	Fourth Grade Teacher	1.000	Richard Kane	Title 1 Teacher	1.000	8/12/2024
Friess, Brian	High School	PASS/Back on Track	1.000	High School	Business Education Teacher	1.000	8/12/2024
Frye, Lisa	Richard Kane	Kindergarten Teacher	1.000	Richard Kane	First Grade Teacher	1.000	8/12/2024
Gordineer, Robbie	Hoover	Special Education Teacher Assistant Level 3	0.875	Jane Phillips	Special Education Teacher Assistant Level 3	0.875	8/13/2024
Grate, Krista	Richard Kane	Third Grade Teacher	1.000	Richard Kane	Fourth Grade Teacher	1.000	8/12/2024
Hammer, Frankee	Richard Kane	FMLA	1.000	Richard Kane	Kindergarten Teacher	1.000	5/17/2024
Hanks, Elaina	Richard Kane	Kindergarten Teacher	1.000	Richard Kane	Second Grade Teacher	1.000	8/12/2024
Harp, Eric	High School	Social Studies Teacher	1.000	High School	Secondary Counselor	1.000	8/12/2024
Kohnle, Scott	Central	Science Teacher	1.000	Central	Business Education Teacher	1.000	8/12/2024
Larmore, Jaclyn	Jane Phillips	Teacher Assistant	0.875	Jane Phillips	Special Education Teacher Assistant Level 3	0.875	8/13/2024
Lelacheur, Alissa	Wayside	Teacher Assistant	0.875	Wayside	Special Education Teacher Assistant Level 3	0.875	8/13/2024
Liby, Amanda	Hoover	Special Education Teacher Assistant Level 3	0.875	Hoover	AIMS Teacher Assistant	0.875	8/13/2024
Massey, Brent	Madison	Social Studies Teacher	1.000	Madison	Secondary Assistant Principal	1.000	6/10/2024
Shaffer, Sami	Richard Kane	Second Grade Teacher	1.000	Richard Kane	Kindergarten Teacher	1.000	8/12/2024
Southwick, Cheron	Madison	Secondary Assistant Principal	1.000	Wayside	Elementary Counselor	1.000	7/1/2024
Stoker, Tonja	Richard Kane	Second Grade Teacher	1.000	Richard Kane	Third Grade Teacher	1.000	8/12/2024
Stumpff, Dianne	Jane Phillips	AIMS Teacher Assistant	0.875	Jane Phillips	Teacher Assistant	0.875	8/13/2024
Tidwell, Kimberly	Transportation	Bus Monitor	1.000	Transportation	Bus Driver	1.000	8/12/2024
Watson, Gretchen	High School	Mathematics Teacher	1.000	High School	Secondary Counselor	1.000	8/12/2024
NON-RENEWAL OF TEMPORARY CONTRACT:							
Name	Site	Position	FTE	Date			
Ali, Daniel	High School	Business Teacher	1.000	5/17/2024			
RESIGNATION:							
Name	Site	Position	FTE	Date			
Cerveney, Rhonda	Jane Phillips	Music Teacher	1.000	5/17/2024			
Cosby, Leah	Richard Kane	Fifth Grade Teacher	1.000	5/17/2024			
Davis, Whitney	Ranch Heights	Interpreter - Level III	0.875	5/17/2024			
Exconde, Edwin	Jane Phillips	PreKindergarten Teacher	1.000	5/17/2024			
Goodnight, Jeri	High School	Secondary Counselor	1.000	5/17/2024			
Gordineer-Malcom, Kara	Wayside	Teacher Assistant	0.875	5/17/2024			
Hogan, Kelsey	Wayside	Fifth Grade Teacher	1.000	5/17/2024			
Hollon, Adam	Central	Social Studies Teacher	1.000	5/17/2024			
Little, Dylan	High School	Mathematics Teacher	1.000	5/17/2024			
Rector, Kelsi	High School	Science Teacher	1.000	5/17/2024			

June 17, 2024 Personnel Report

RETIREMENT:					
Name	Site	Position	FTE	Date	
Foreman, Lisa	High School	Certified Registered Nurse	1.000	5/17/2024	
SUMMER SCHOOL:					
Name	Site	Position	FTE	Date	
Avery, Brandi	Jane Phillips	ESY Coordinator/Teacher	N/A	6/3/2024	
Banales, Terry	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Boxell, Anna	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Bush, Emma	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Childers, Amanda	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Clement, Celeste	Hoover	Elementary Summer School Teacher	N/A	5/28/2024	
Cox, Sherri	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Davis, Briley	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Davis, Heather	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Denman, Tabitha	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Divers, Leslie	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Foust, Olivia	Jane Phillips	ESY Behavior Therapist	N/A	6/3/2024	
Goforth, Jessica	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Gullane, Binnie	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Harmon, Katie	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Harp, Eric	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Harris-Cummings, Apolonia	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Hollenbeck, Cathy	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Hollon, Adam	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Hudson, Mary	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Imhoff, William	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Jackson, Naudia	Jane Phillips	ESY Teacher	N/A	6/3/2024	
James, Terri	Jane Phillips	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Kelley, Kristin	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Kohnle, Scott	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Lein, Angela	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Maillet, Tanya	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Merritt, Libby	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Meyer, Kameron	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Mooney, Elexis	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Peters, Makayla	Jane Phillips	ESY Teacher	N/A	6/3/2024	
Price, Nicole	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Price, Nicole	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Replogle, Andrea	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Rushing, Mark	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Silver, Tara	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Smith, Deborah	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Smith, Sarah	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Strain, Jessica	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Swanson, Elaine	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Townsend, Celeste	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Tresner, Darla	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Tucker, Karen	Hoover	Elementary Summer School Teacher Assistant	N/A	5/28/2024	
Turowski, Brett	High School	Secondary Summer School Teacher	N/A	5/30/2024	
Vance, Nathanael	High School	Middle School Summer School Teacher	N/A	5/30/2024	
Walls, Wayne	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Webb, Kirstie	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
Wood, Michael	High School	Secondary Summer School Teacher	N/A	5/30/2024	
York, Brittney	Jane Phillips	ESY Teacher Assistant	N/A	6/3/2024	
NEW PAYROLL ITEMS:					
Name	Amount				
ESY Behavior Therapist	\$44/hr				

MEMORANDUM

TO: BOARD OF EDUCATION
FROM: PRESTON BIRK
SUBJECT: DONATIONS & INTEREST EARNED
DATE: 6/3/2024

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

1. Potawatomi Nation

Education Service Center \$ 722.81

Receipt Total \$ **722.81**

Please accept the following Interest earned on Lease Purchase received during May.

1. BOK – Fund 3

May \$ 729.52

Fund 1 Total \$ **729.52**

2. BOK – Fund 5

May \$ 7,573.06

Fund 3 Total \$ **7,573.06**

3. BOK – Fund 6

May \$ 37,247.94

Fund 5 Total \$ **37,247.94**

Bartlesville Public Schools

Investment Ledger

Options: Funds: 11-59,81, Account Nos: , Investment Nos: , Date Range: 5/1/2024 - 5/31/2024, Exclude Investments Matured in Date Range: True, Exclude Investments Liquidated in Date Range: True

Fund: 11

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$1,802,250.23	5.130	\$1,802,250.23
Total ICS ACCOUNT							\$1,802,250.23
Total AI 0112 GATEWAY BANK - ICS							\$1,802,250.23
Total Fund 11							\$1,802,250.23

Fund: 21

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$850,000.00	5.130	\$850,000.00
Total ICS ACCOUNT							\$850,000.00
Total AI 0112 GATEWAY BANK - ICS							\$850,000.00
Total Fund 21							\$850,000.00

Fund: 22

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$1,002,093.24	5.130	\$1,002,093.24
Total ICS ACCOUNT							\$1,002,093.24
Total AI 0112 GATEWAY BANK - ICS							\$1,002,093.24
Total Fund 22							\$1,002,093.24

Fund: 32

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$1,144,500.00	5.130	\$1,144,500.00
Total ICS ACCOUNT							\$1,144,500.00
Total AI 0112 GATEWAY BANK - ICS							\$1,144,500.00

Account: AI 0113 COMMERCE BANK

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
369016942	COMMERCE BANK - TREASURY BILL	4/30/2024	6/11/2024		\$3,061,618.30	5.232	\$3,061,618.30
Total 369016942							\$3,061,618.30
Total AI 0113 COMMERCE BANK							\$3,061,618.30
Total Fund 32							\$4,206,118.30

Fund: 33

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$4,400,000.00	5.130	\$4,400,000.00
Total ICS ACCOUNT							\$4,400,000.00
Total AI 0112 GATEWAY BANK - ICS							\$4,400,000.00
Total Fund 33							\$4,400,000.00

Fund: 39

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$326,934.18	5.130	\$326,934.18

Bartlesville Public Schools

Investment Ledger

Options: Funds: 11-59,81, Account Nos: , Investment Nos: , Date Range: 5/1/2024 - 5/31/2024, Exclude Investments Matured in Date Range: True, Exclude Investments Liquidated in Date Range: True

Total ICS ACCOUNT	\$326,934.18
Total AI 0112 GATEWAY BANK - ICS	\$326,934.18
Total Fund 39	\$326,934.18

Fund: 41

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$3,079,925.42	5.130	\$3,079,925.42

Total ICS ACCOUNT	\$3,079,925.42
Total AI 0112 GATEWAY BANK - ICS	\$3,079,925.42
Total Fund 41	\$3,079,925.42

Fund: 81

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	5/31/2024	6/28/2024		\$270,301.83	5.130	\$270,301.83

Total ICS ACCOUNT	\$270,301.83
Total AI 0112 GATEWAY BANK - ICS	\$270,301.83
Total Fund 81	\$270,301.83

Total All Funds	\$15,937,623.20
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MAY 2024

	GENERAL FUND	COOPERATIVE FUND	BUILDING FUND	CHILD NUTRITION	BOND FUND 31	BOND FUND 32	BOND FUND 33	BOND FUND 37	BOND INT FUND 39	SINKING FUND	GIFTS & ENDOW.	TOTALS
BEGINNING BALANCE	2,232,577.25	(5,270.57)	297,052.72	163,271.74	396,632.76	296,406.49	296,800.00	(0.00)	29,623.07	318.57	13,726.50	3,721,138.53
LOCAL SOURCES OF REVENUE	528,793.40	-	63,020.74	38,145.96	-	-	94,000.00	-	53,737.67	381,959.90	2,432.59	1,162,090.26
INTERMEDIATE SOURCES OF REVENUE	64,012.74	-	-	-	-	-	-	-	-	-	-	64,012.74
STATE SOURCES OF REVENUE	3,592,212.74	746.39	-	14,697.42	-	-	-	-	-	-	-	3,607,656.55
FEDERAL SOURCES OF REVENUE	881,750.37	6,496.27	-	334,265.13	-	-	-	-	-	-	-	1,222,511.77
TOTAL NEW RECEIPTS	5,066,769.25	7,242.66	63,020.74	387,108.51	-	-	94,000.00	-	53,737.67	381,959.90	2,432.59	6,056,271.32
INTER-FUND TRANSFERS	-	-	-	-	-	-	-	-	-	-	-	-
NON-REVENUE RECEIPTS	2,628.16	-	-	-	105,825.51	-	4,541,844.94	-	-	189,096.60	-	4,839,395.21
AR-6140	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL COMBINED RECEIPTS	5,069,397.41	7,242.66	63,020.74	387,108.51	105,825.51	-	4,635,844.94	-	53,737.67	571,056.50	2,432.59	10,895,666.53
WARRANT PURCHASES (-)	(6,651,440.16)	(11,203.37)	(201,518.85)	(378,746.50)	(9,269.38)	(66,901.75)	(296,800.00)	-	-	(11,779,450.00)	(50.00)	(19,395,380.01)
INVESTMENTS MATURED (+)	8,471,105.98	-	1,850,000.00	1,243,152.25	-	4,456,118.30	-	-	245,547.42	14,288,925.42	267,890.11	30,822,739.48
C.D./AGENCY INVESTMENTS (-)	(1,802,250.23)	-	(850,000.00)	(1,002,093.24)	-	(4,206,118.30)	(4,400,000.00)	-	(326,934.18)	(3,079,925.42)	(270,301.83)	(15,937,623.20)
INTEREST INVESTMENTS (-)	-	-	-	-	-	-	-	-	-	-	-	-
MONEY MARKET INVESTMENT (-)	-	-	-	-	-	-	-	-	-	-	-	-
CORRECTIONS	(5,000.00)	-	-	-	-	-	-	-	-	-	5,000.00	-
ENDING BANK BALANCE	7,314,390.25	(9,231.28)	1,158,554.61	412,692.76	493,188.89	479,504.74	235,844.94	(0.00)	1,973.98	925.07	18,697.37	10,106,541.33
OUTSTANDING WARRANTS (-)	(1,591,771.24)	(3,094.63)	(16,754.22)	(9,306.08)	(60,091.27)	(574.20)	-	-	-	-	(2,525.00)	(1,684,116.64)
FUND EQUITY	5,722,619.01	(12,325.91)	1,141,800.39	403,386.68	433,097.62	478,930.54	235,844.94	(0.00)	1,973.98	925.07	16,172.37	8,422,424.69

Total collateral pledged 25,712,953.48

	BPS LEASE PURCHASE FUND 1	BPS LEASE PURCH/TRANS FUND 2	BEA LEASE PURCHASE FUND 3	BEA LEASE PURCHASE FUND 4	BEA LEASE PURCHASE FUND 5	BEA LEASE PURCHASE FUND 6
BEGINNING BALANCE	-	-	176,917.63	128.24	1,392,999.11	9,729,414.36
REBATES/CONTRIBUTIONS	-	-	-	-	-	-
DIVIDENDS/INTEREST	-	-	729.52	-	7,573.06	37,247.94
TOTAL NEW RECEIPTS	-	-	729.52	-	7,573.06	37,247.94
WARRANT PURCHASES (-)	-	-	-	-	-	-
ENDING BANK BALANCE	-	-	177,647.15	128.24	1,400,572.17	9,766,662.30
Credit in Transit/PD to 2022A GO Bond	-	-	-	-	-	-
FUND EQUITY	-	-	177,647.15	128.24	1,400,572.17	9,766,662.30

Sara Vermeire 6/3/2024

Bartlesville Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2024 - 5/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 General Administrative	\$250,978.90	\$7,805.49	\$0.00	\$28,193.83	\$230,590.56	\$9,373.71	\$221,216.85
802 General Administrative Athletics	\$247,736.80	\$17,450.19	\$0.00	\$22,418.75	\$242,768.24	\$6,802.54	\$235,965.70
803 General Refund Account	\$3,032.31	\$824.02	\$0.00	\$11.00	\$3,845.33	\$0.00	\$3,845.33
804 AP Exams	\$18,550.04	\$0.00	\$0.00	\$0.00	\$18,550.04	\$0.00	\$18,550.04
805 Alternative High School	\$2,824.79	\$162.00	\$0.00	\$615.96	\$2,370.83	\$350.00	\$2,020.83
806 Tuition Clearing Acct	\$9,880.00	\$0.00	\$0.00	\$0.00	\$9,880.00	\$0.00	\$9,880.00
807 Art Club	\$422.08	\$0.00	\$0.00	\$0.00	\$422.08	\$0.00	\$422.08
808 Adult Fees Clearing Acct	\$75.00	\$25.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
809 Broadcasting	\$2,215.63	\$720.00	\$0.00	\$30.00	\$2,905.63	\$0.00	\$2,905.63
810 AVIATION	\$400.09	\$0.00	\$0.00	\$0.00	\$400.09	\$0.00	\$400.09
811 Baseball Fund	\$1,200.01	\$0.00	\$0.00	\$0.00	\$1,200.01	\$0.00	\$1,200.01
813 Basketball Fund	\$1,750.23	\$0.00	\$0.00	\$0.00	\$1,750.23	\$0.00	\$1,750.23
821 Choral Club	\$2,095.18	\$0.00	\$0.00	\$0.00	\$2,095.18	\$0.00	\$2,095.18
824 Concessions	\$5,810.17	\$0.00	\$0.00	\$0.00	\$5,810.17	\$0.00	\$5,810.17
830 BVILLE WOMEN'S NETWORK LIBRARY DONATIONS	\$545.68	\$0.00	\$0.00	\$0.00	\$545.68	\$0.00	\$545.68
831 S.A.D.F.	\$3,095.40	\$0.00	\$0.00	\$2,049.80	\$1,045.60	\$0.00	\$1,045.60
832 Community of Caring	\$1,167.21	\$0.00	\$0.00	\$0.00	\$1,167.21	\$0.00	\$1,167.21
833 Drama	\$18,481.92	\$75.00	\$0.00	\$280.00	\$18,276.92	\$0.00	\$18,276.92
834 VisionQuest	\$82.00	\$0.00	\$0.00	\$0.00	\$82.00	\$0.00	\$82.00
835 BPS-FOUNDATION GRANTS	\$1,694.04	\$0.00	\$0.00	\$0.00	\$1,694.04	\$0.00	\$1,694.04
836 AGRICULTURAL EDUCATION	\$4,101.75	\$1,000.00	\$0.00	\$1,828.88	\$3,272.87	\$0.00	\$3,272.87
837 ENVIRONMENTAL CLUB	\$282.43	\$0.00	\$0.00	\$0.00	\$282.43	\$0.00	\$282.43
839 BHS SPED	\$2,131.56	\$0.00	\$0.00	\$0.00	\$2,131.56	\$0.00	\$2,131.56
840 Exceptional Education Services	\$19,609.27	\$1,867.00	\$0.00	\$887.24	\$20,589.03	\$8,011.77	\$12,577.26
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	\$1,653.34	\$0.00	\$0.00	\$0.00	\$1,653.34	\$0.00	\$1,653.34
867 Lady Bruins	\$333.75	\$0.00	\$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	\$3,037.74	\$100.80	\$0.00	\$200.00	\$2,938.54	\$0.00	\$2,938.54
880 Musical Production	\$8,006.96	\$0.00	\$0.00	\$3,750.00	\$4,256.96	\$0.00	\$4,256.96
881 National Honor Society	\$8,899.60	\$425.00	(\$2,000.00)	\$913.99	\$6,410.61	\$0.00	\$6,410.61
882 Newspaper	\$223.98	\$0.00	\$0.00	\$0.00	\$223.98	\$0.00	\$223.98
885 National Junior Honor Society	\$1,119.24	\$0.00	\$0.00	\$0.00	\$1,119.24	\$0.00	\$1,119.24
887 Orchestra	\$21,836.00	\$0.00	\$0.00	\$12,037.20	\$9,798.80	\$0.00	\$9,798.80
889 BHS BAND	\$54,999.89	\$6,880.20	\$0.00	\$31,316.12	\$30,563.97	\$4,192.50	\$26,371.47
895 Pictures	\$2,174.53	\$0.00	\$0.00	\$0.00	\$2,174.53	\$0.00	\$2,174.53
915 Service Club	\$429.77	\$0.00	\$0.00	\$0.00	\$429.77	\$0.00	\$429.77
917 World Language Club	\$465.16	\$0.00	\$0.00	\$0.00	\$465.16	\$0.00	\$465.16
919 Speech Program	\$1,556.99	\$1,641.00	\$0.00	\$1,135.97	\$2,062.02	\$1,970.80	\$91.22
922 Staff Development-In-Service	\$1,491.94	\$0.00	\$0.00	\$0.00	\$1,491.94	\$0.00	\$1,491.94
923 BVILLE EDUCATION PROMISE	\$13,540.49	\$0.00	\$0.00	\$2,134.68	\$11,405.81	\$0.00	\$11,405.81
926 Student Council	\$35,472.59	\$62.00	\$2,000.00	\$7,186.68	\$30,347.91	\$580.20	\$29,767.71
939 Science Olympiad	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
960 Technology Student Assoc (TSA)	\$5,930.69	\$2,712.48	\$0.00	\$5,254.36	\$3,388.81	\$1,121.49	\$2,267.32
962 Science Trek Club	\$2,354.93	\$0.00	\$0.00	\$0.00	\$2,354.93	\$0.00	\$2,354.93
966 Wrestling	\$385.48	\$0.00	\$0.00	\$0.00	\$385.48	\$0.00	\$385.48
970 TECHNOLOGY SUPPORT TEAM	\$144,651.35	\$2,060.00	\$0.00	\$0.00	\$146,711.35	\$54,317.68	\$92,393.67
971 Golf	\$0.54	\$0.00	\$0.00	\$0.00	\$0.54	\$0.00	\$0.54
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	\$139.88	\$0.00	\$0.00	\$0.00	\$139.88	\$0.00	\$139.88
990 Yearbook	\$23,145.93	\$3,839.00	\$0.00	\$1,061.94	\$25,922.99	\$2,502.00	\$23,420.99
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	\$0.00	\$1,074.58
996 Bruin Logo	\$23,949.27	\$37.71	\$0.00	\$0.00	\$23,986.98	\$0.00	\$23,986.98

Bartlesville Public Schools
Revenue/Expenditure Summary**Options:** Fund: 60, Date Range: 5/1/2024 - 5/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
997 Back To School Rally	\$600.87	\$0.00	\$0.00	\$0.00	\$600.87	\$0.00	\$600.87
Total	\$957,413.96	\$47,686.89	\$0.00	\$121,306.40	\$883,794.45	\$89,222.69	\$794,571.76

Title	ISBN	Quantity
Algebra and Trig	781337271110	40
Practice of Statistics	9781319113339	26
Precalculus with Limits	9781337271059	69
College Prep Algebra	9781337904278	28
Grade 6 Math	9781635987515	263
Grade 7 Math	9781635987645	317
Algebra I	9781635987904	286
Geometry	9781635988031	94
Pre-Algebra	9781635987775	207
Algebra II	9781635988161	114
Calculus for AP	9781305674912	31
Mathematics for Business and Personal Finance	9780021400966	33
Intermediate Algebra	9780134585390	24

Surplus List

Ranch Heights Playground - needs to be removed for renovation/expansion project

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 05

05-2023 BOND - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
1	07/01/2024	CHARLES DANE WARNER	AUDIOVISUAL/258/HS Blanket po to replace 212024-36 for audio/visual system at VoAg center	17,428.00

Report Total: \$17,428.00

Bartlesville Public Schools Encumbrance Register

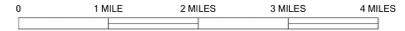
Year 2024-2025 Fund 06

06-2024 BEA L/P RANCH HEIGHTS

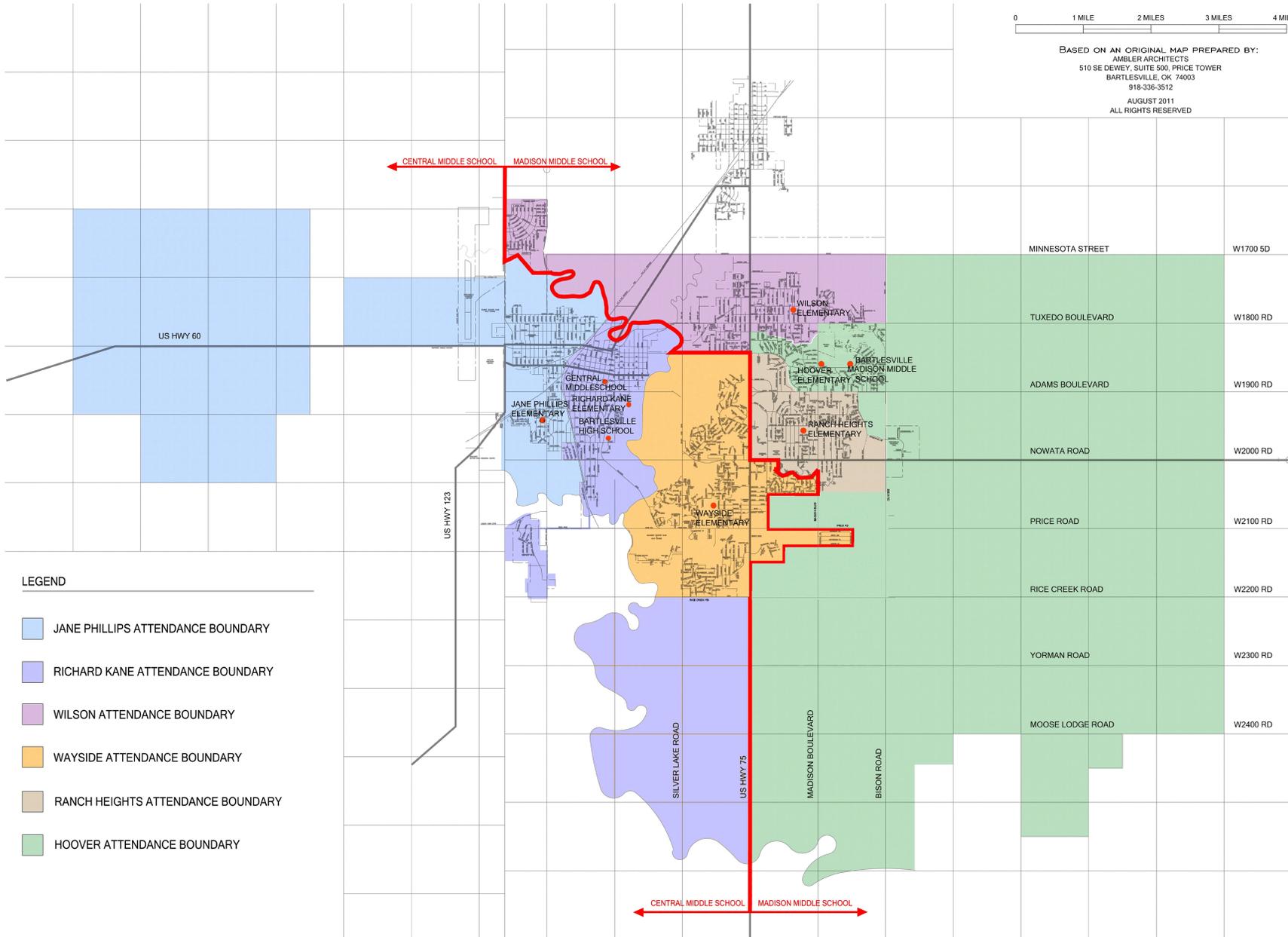
PO No	Date	Vendor	Description	Amount
1	07/01/2024	MANHATTAN CONSTRUCTION COMPANY	CONST/262/RH Blanket po to replace 392024-3, 212024-34, 312024-49, 322024-234 for construction services at Ranch Heights	34,161.82
2	07/01/2024	REAL CABINETS LLC	MAINT/018/WILSON Blanket po for cabinet and countertop work at Wilson	1,755.00

Report Total: \$35,916.82

Bartlesville School District Attendance Boundaries Effective 2022-2023 Academic Year



BASED ON AN ORIGINAL MAP PREPARED BY:
 AMBLER ARCHITECTS
 510 SE DEWEY, SUITE 500, PRICE TOWER
 BARTLESVILLE, OK 74003
 918-336-3512
 AUGUST 2011
 ALL RIGHTS RESERVED

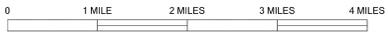


LEGEND

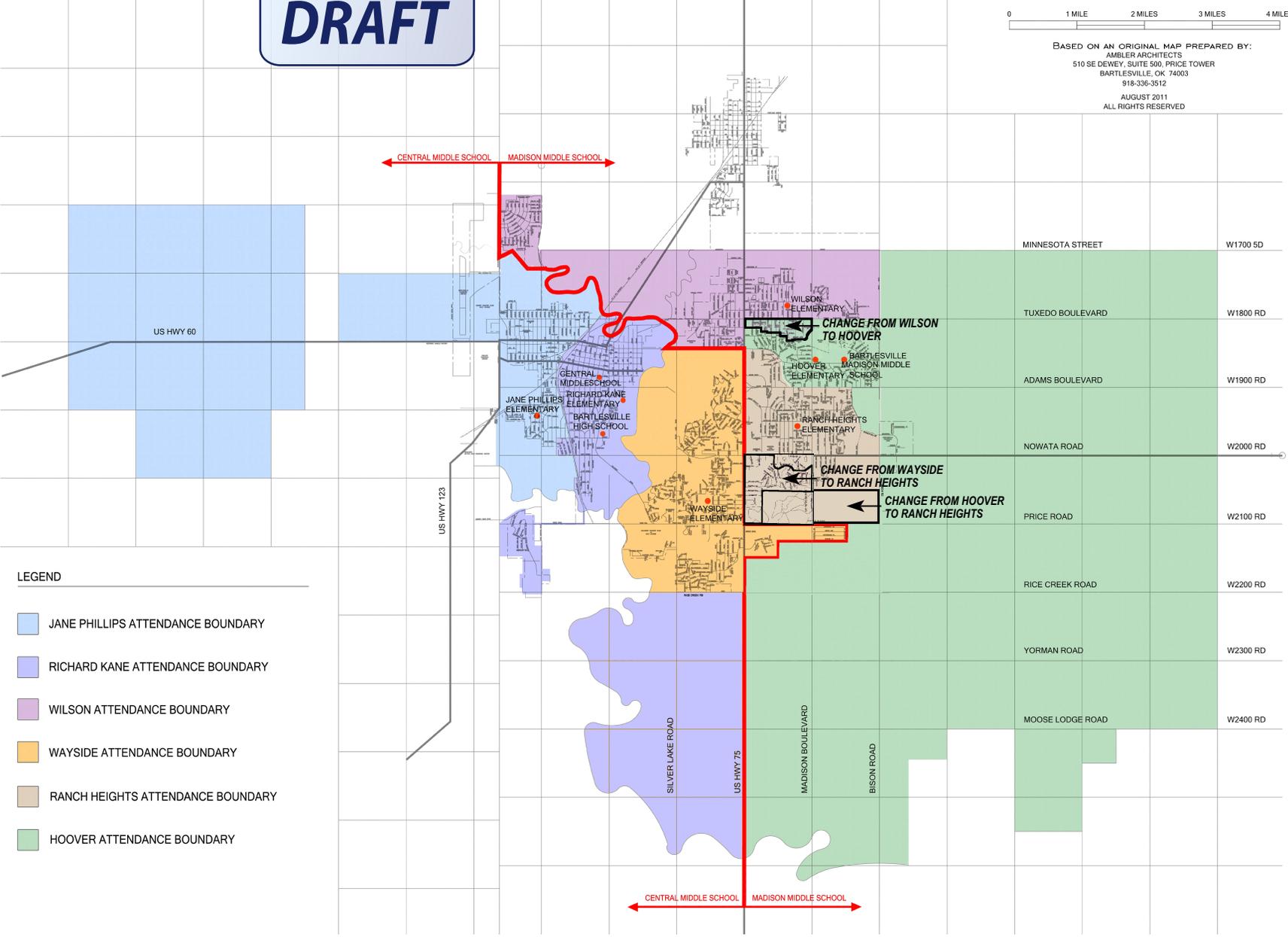
- JANE PHILLIPS ATTENDANCE BOUNDARY
- RICHARD KANE ATTENDANCE BOUNDARY
- WILSON ATTENDANCE BOUNDARY
- WAYSIDE ATTENDANCE BOUNDARY
- RANCH HEIGHTS ATTENDANCE BOUNDARY
- HOOVER ATTENDANCE BOUNDARY

Bartlesville School District
Attendance Boundaries
Effective 2025-2026 Academic Year

DRAFT



BASED ON AN ORIGINAL MAP PREPARED BY:
AMBLER ARCHITECTS
510 SE DEWEY, SUITE 500, PRICE TOWER
BARTLESVILLE, OK 74003
918-336-3512
AUGUST 2011
ALL RIGHTS RESERVED

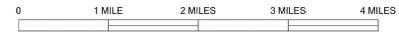


LEGEND

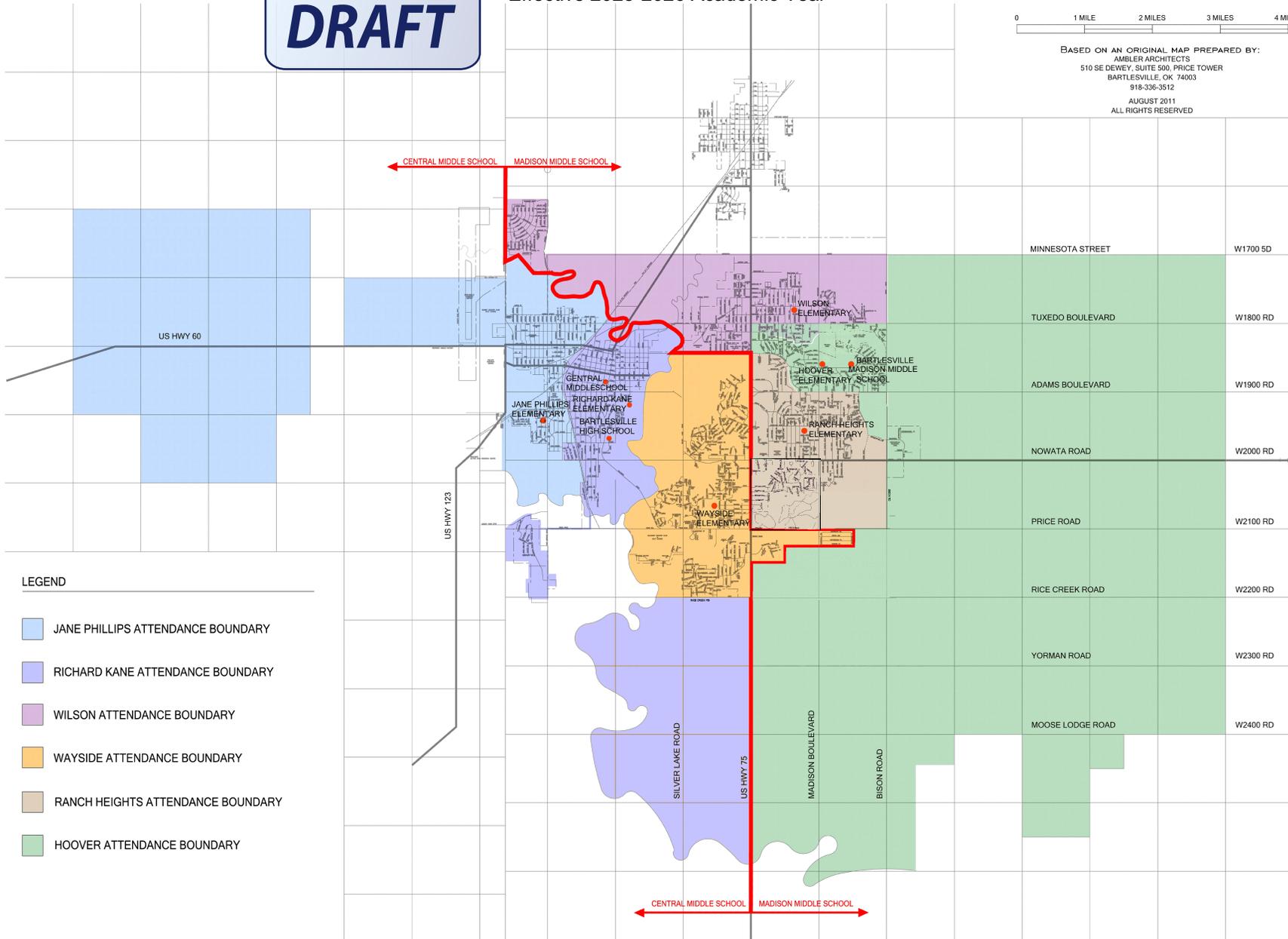
- JANE PHILLIPS ATTENDANCE BOUNDARY
- RICHARD KANE ATTENDANCE BOUNDARY
- WILSON ATTENDANCE BOUNDARY
- WAYSIDE ATTENDANCE BOUNDARY
- RANCH HEIGHTS ATTENDANCE BOUNDARY
- HOOVER ATTENDANCE BOUNDARY

Bartlesville School District Attendance Boundaries Effective 2025-2026 Academic Year

DRAFT



BASED ON AN ORIGINAL MAP PREPARED BY:
 AMBLER ARCHITECTS
 510 SE DEWEY, SUITE 500, PRICE TOWER
 BARTLESVILLE, OK 74003
 918-336-3512
 AUGUST 2011
 ALL RIGHTS RESERVED



LEGEND

- JANE PHILLIPS ATTENDANCE BOUNDARY
- RICHARD KANE ATTENDANCE BOUNDARY
- WILSON ATTENDANCE BOUNDARY
- WAYSIDE ATTENDANCE BOUNDARY
- RANCH HEIGHTS ATTENDANCE BOUNDARY
- HOOVER ATTENDANCE BOUNDARY



t 405.235.3413 • f 405.235.2807
5657 N. CLASSEN BOULEVARD, SUITE 100 • OKLAHOMA CITY, OK 73118

AGREEMENT FOR BOND COUNSEL SERVICES

INDEPENDENT SCHOOL DISTRICT NO. 30 OF WASHINGTON COUNTY, OKLAHOMA GENERAL OBLIGATION BONDS AND/OR LEASE REVENUE OBLIGATIONS

THIS AGREEMENT is entered into as of June 17, 2024, by and between THE PUBLIC FINANCE LAW GROUP PLLC (“PFLG”), and INDEPENDENT SCHOOL DISTRICT NO. 30 OF WASHINGTON COUNTY, OKLAHOMA (the “District”), a political subdivision of the State of Oklahoma, as follows:

RECITALS

WHEREAS, the District desires to engage PFLG as bond counsel in connection with the financing of certain capital projects authorized at previously held elections on August 13, 2019 (the “2019 Election”), August 10, 2021 (the “2021 Election”), and February 14, 2023 (the “2023 Election”), all along with related costs (collectively, the “Projects”); and

WHEREAS, to finance all or a portion of the costs of the Projects, the District intends to issue one or more series of its General Obligation Bonds as may be authorized pursuant to the 2019 Election and/or the 2021 Election and/or the 2023 Election (collectively, the “Bonds”); and

WHEREAS, the District further acknowledges that it may in the future consider one or more transactions whereby the District, or a public trust on behalf of the District, issues lease purchase obligations (the “Lease Purchase Obligations”) to construct portions of certain Projects, which obligations will be retired with the proceeds of the Bonds based upon the acquisition of all or distinct portions of the Projects being acquired by the District; and

WHEREAS, the issuance of Bonds and Lease Purchase Obligations shall be referred to collectively as the “Financing Plan”; and

WHEREAS, PFLG possesses the necessary professional capabilities and resources to provide the legal services required by District as described in this Agreement.

AGREEMENTS

1. Scope of Services.

A. *Bond Counsel Services.* PFLG will render the following services as bond counsel to the District:

- (1) Consultation with representatives of the District, including the Superintendent, the legal, financing and accounting staff, financial advisors, and others, with respect to the timing, terms and legal structure of the proposed Financing Plan.
- (2) Furnish full directions of all steps necessary to be taken by the District in compliance with the constitution and statutes of the State of Oklahoma for the proposed issuance of each series of Bonds and/or for the issuance of any Lease Purchase Obligations by the District or a public trust on behalf of the District.
- (3) Provide and furnish forms, outlines of procedure, resolutions or ordinances necessary for the issuance of such Bonds and/or the Lease Purchase Obligations (collectively, the "Financing Documents").
- (4) Review of documentation with respect to any letter of credit or bond insurance policy provided in connection with a Financing, if any.
- (5) Attendance at such meetings or hearings of the District and working group meetings or conference calls as the District may request, and assistance to the District staff in preparation of such explanations or presentations to the governing body of the District as they may request.
- (6) Preparation of final closing papers to be executed by the District required to effect delivery of each series of Bonds and/or Lease Purchase Obligations and coordination of the Bond and/or Lease Purchase Obligation closings, including seeking the approval of each series of Bonds by the Attorney General of the State of Oklahoma.
- (7) In connection with the closing of any series of Bonds, to furnish at least four (4) transcripts of the entire proceedings, one of which shall be filed with the Attorney General of Oklahoma, the Washington County District Attorney, one of which shall be filed with the Clerk of the District, and one of which shall accompany the Bonds.
- (8) Rendering of bond counsel's customary final legal opinion on the validity of the Bonds and/or the Lease Purchase Obligations and, with respect to any tax-exempt obligations, the exemption from gross income for federal income tax purposes and from Oklahoma personal income tax of interest thereon.

PFLG and the District acknowledge that the District shall be represented by the District's attorney (also referred to as "Legal Counsel") for the purpose of rendering day-to-day and ongoing general counsel legal services. PFLG shall circulate documents to and coordinate its services with Legal Counsel to the extent requested by the District or its Legal Counsel.

PFLG and the District further acknowledge that the District shall be represented by Municipal Finance Services, Inc., a municipal advisor pursuant to the terms of SEC Rule 15Ba1-1 (referred to herein as an "Independent Registered Municipal Advisor" or "IRMA"). PFLG is a firm of attorneys who provide legal advice or services of a traditional legal nature to a client, and PFLG and its attorneys do not represent themselves to be a financial advisor or financial expert. Therefore, PFLG is excluded from the definition of Municipal Advisor, and PFLG does not intend

to provide any advice with respect to municipal financial products or the issuance of municipal securities outside of the scope of traditional legal services and advice customarily rendered by bond counsel in public finance transactions. Notwithstanding the foregoing, in the event certain advice may be construed as beyond the scope of traditional legal services, the District specifically acknowledges that PFLG may avail itself of the IRMA exemption under SEC Rule 15Ba1-1 on the basis that (i) the District is represented by an Independent Registered Municipal Advisor not associated with PFLG, (ii) the District hereby advises PFLG that the District is represented by and will rely on the advice of its duly retained Independent Registered Municipal Advisor, and (iii) the District has been advised that PFLG is not a municipal advisor and PFLG owes no federal statutory fiduciary duty to the District.

In rendering opinions and performing legal services under this Agreement, PFLG shall be entitled to rely on the accuracy and completeness of information provided, certifications made by, and opinions provided by counsel to, the District, the Independent Registered Municipal Advisor, property owners and other parties and consultants, without independent investigation or verification.

PFLG's services are limited to those specifically set forth above. PFLG's services do not include representation of the District or any other party to the transaction in any litigation or other legal or administrative proceeding involving the Bonds and/or Lease Purchase Obligations, the Project or any other matter. PFLG's services also do not include any responsibility for compliance with state blue sky, environmental, land use, real estate or similar laws or for title to or perfection of security interests in real or personal property. PFLG will not be responsible for preparing, reviewing, or opining with respect to the District's Official Statement and/or any Continuing Disclosure Undertakings for any Bonds and/or Lease Purchase Obligations, including but not limited to the accuracy, completeness or sufficiency of the Official Statement, Continuing Disclosure Undertaking, or other offering material relating to any Bonds and/or Lease Purchase Obligations. PFLG's services do not include any financial advice or analysis. PFLG will not be responsible for the services performed or acts or omissions of any other participant. Also, PFLG's services will not extend past the date of issuance of the Bonds and/or Lease Purchase Obligations and will not, for example, include services related to rebate compliance or continuing disclosure or otherwise related to the Bonds and/or Lease Purchase Obligations, proceeds of any financing, or the Project after issuance of the Bonds and/or Lease Purchase Obligations.

2. Compensation and Reimbursements.

A. *Compensation for Bond Counsel Services.* For services as bond counsel to the District, PFLG shall be paid a fixed fee at the time of issuance of the Bonds and/or Lease Purchase Obligations as follows:

- (i) General Obligation Bonds. One half of one percent (0.5%) of the par amount of each series of Bonds issued, subject to a minimum fee of \$17,500, and a maximum fee of \$45,000.00, for each series of Bonds issued pursuant to the 2019 Election authorization and/or the 2021 Election authorization and/or the 2023 Election authorization.

- (ii) Lease Purchase Obligations. One half of one percent (0.5%) of the par amount of each series of Lease Purchase Obligations issued pursuant to the 2019 Election authorization and/or the 2021 Election authorization and/or the 2023 Election authorization.

B. *Expenses.* PFLG shall also be paid a fixed amount of \$2,500.00 to cover expenses and transcript production and distribution in connection with each series of Bonds and/or Lease Purchase Obligations, provided, that any filing, publication, recording or printing costs or similar third party costs required in connection with each series of Bonds and/or Lease Purchase Obligations shall be paid directly by the District, but if paid by PFLG on behalf of the District, shall be reimbursed to PFLG on demand.

C. *Payment.* Fees and expenses shall be payable by the District at the time of issuance of the Bonds and/or Lease Purchase Obligations. Payment of all fees and expenses hereunder shall be made at closing from proceeds of the Bonds and/or Lease Purchase Obligations and shall be entirely contingent upon issuance of the Bonds and/or Lease Purchase Obligations.

D. *Term of Engagement.* This Agreement shall remain in full force and effect through and including June 30, 2024, and shall be on a year-to-year basis automatically renewed for additional one-year periods on July 1 of each year until such time as all of the Bonds authorized in the Election shall be issued or this Agreement shall be otherwise terminated as provided herein.

E. *Termination of Agreement and Legal Services.* This Agreement and all legal services to be rendered under it may be terminated at any time by written notice from either party, with or without cause. In that event, all finished and unfinished documents prepared for adoption or execution by the District, shall, at the option of the District, become its property and shall be delivered to it or to any party it may designate; provided that PFLG shall have no liability whatsoever for any subsequent use of such documents. In the event of termination by the District, PFLG shall be paid for all satisfactory work, unless the termination is made for cause, in which event compensation, if any, shall be adjusted in the light of the particular facts and circumstances involved in the termination. If not sooner terminated as aforesaid, this Agreement and all legal services to be rendered under it shall terminate upon issuance of the Bonds and/or Lease Purchase Obligations; provided that the District shall remain liable for any unpaid compensation or reimbursement due under Section 2 hereof. Upon termination, PFLG shall have no future duty of any kind to or with respect to the Bonds and/or Lease Purchase Obligations or the District.

3. Nature of Engagement; Relationships With Other Parties.

The role of bond counsel, generally, is to prepare or review the procedures for issuance of bonds, notes, or other evidence of indebtedness and to provide an expert legal opinion with respect to the validity thereof and other subjects addressed by the opinion. Consistent with the historical origin and unique role of such counsel, and reliance thereon by the public finance market, PFLG's role as bond counsel under this Agreement is to provide an opinion and related legal services that

represent an objective judgment on the matters addressed rather than the partisan position of an advocate.

In performing its services in connection with the Bonds and/or Lease Purchase Obligations, PFLG will act as special counsel to the District with respect to issuance of the Bonds and/or Lease Purchase Obligations; i.e., PFLG will assist the District's Legal Counsel in representing District but only with respect to validity of the Bonds and/or Lease Purchase Obligations and the Financing Documents, and the tax status of interest on the Bonds and/or Lease Purchase Obligations, in a manner not inconsistent with the role of bond counsel described above.

The District acknowledges that PFLG regularly performs legal services for many private and public entities in connection with a wide variety of matters. For example, PFLG has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, contractors, suppliers, financial and other consultants/advisors, accountants, investment providers/brokers, providers/brokers of derivative products and others who may have a role or interest in the Financing Plan or the Project or that may be involved with or adverse to the District in this or some other matter. PFLG agrees not to represent any such entity in connection with the Financing Plan, during the term of this Agreement, without the consent of the District. Given the special, limited role of bond counsel described above, the District acknowledges that no conflict of interest exists or would exist, and waives any conflict of interest that might appear actually or potentially to exist, now or in the future, by virtue of this Agreement or any such other attorney-client relationship that PFLG may have had, have or enter into, and the District specifically consents to any and all such relationships.

4. Limitation of Rights to Parties; Successor and Assigns.

Nothing in this Agreement or in any of the documents contemplated hereby, expressed or implied, is intended or shall be construed to give any person other than the District and PFLG any legal or equitable right or claim under or in respect of this Agreement, and this Agreement shall inure to the sole and exclusive benefit of the District and PFLG.

PFLG may not assign its obligations under this Agreement without written consent of the District except to a successor partnership or corporation to which all or substantially all of the assets and operations of PFLG are transferred. The District may assign its rights and obligations under this Agreement to (but only to) any other public entity that issues the Bonds and/or Lease Purchase Obligations (if not the District). The District shall not otherwise assign its rights and obligations under this Agreement without written consent of PFLG. All references to PFLG and the District in this Agreement shall be deemed to refer to any such successor of PFLG and to any such assignee of the District and shall bind and inure to the benefit of such successor and assignee whether so expressed or not.

5. Counterparts.

This Agreement may be executed in any number of counterparts and each counterpart shall for all purposes be deemed to be an original, and all such counterparts shall together constitute but one and the same Agreement.

6. Notices.

Any and all notice pertaining to this Agreement shall be sent by U.S. Postal Service, first class, postage prepaid to:

PFLG:

The Public Finance Law Group PLLC
5657 N. Classen Boulevard, Suite 100
Oklahoma City, OK 73118
Attention: Allan A. Brooks, III or Nathan D. Ellis

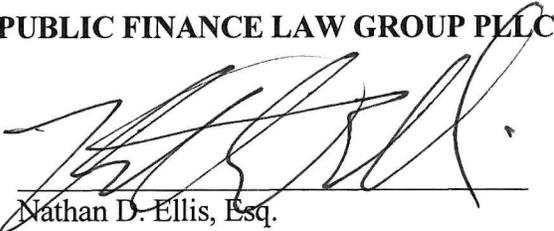
DISTRICT:

Independent School District No. 30 of Washington County, Oklahoma
1100 SW Jennings Ave.
Bartlesville, OK 74003
Attention: Superintendent

[Remainder of Page Left Blank Intentionally]

The District and PFLG have executed this Agreement by their duly authorized representatives as of the date provided above.

THE PUBLIC FINANCE LAW GROUP PLLC

By: 
Nathan D. Ellis, Esq.

**INDEPENDENT SCHOOL DISTRICT NO. 30
OF WASHINGTON COUNTY, OKLAHOMA**

By: _____
Title: President, Board of Education
Date: June 17, 2024

(SEAL)

ATTEST:

By: _____
Clerk, Board of Education

May 21, 2024

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is entered by and among MUNICIPAL FINANCE SERVICES, INC. (“MFSOK”) and the INDEPENDENT SCHOOL DISTRICT NUMBER 30, WASHINGTON COUNTY, OKLAHOMA (Bartlesville Board of Education), Bartlesville, Oklahoma (the “Client”).

The Client desires to engage MFSOK and agrees as follows:

I. Scope of Services.

Some or all of the following services listed below shall be provided under this Agreement and pertain to the Client’s new and outstanding debt obligations, including general obligation bonds and lease financings (the “Issues”). Some of these services may be non-municipal advisor services. The Client designates MFSOK as the Client’s independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA Exemption”).

A. New Issue and Refunding of Existing Client Issues

1. Assist Client with bond planning that includes compliance with Oklahoma Constitutional Debt Cap and Client's mill levy target.
2. Evaluate options or alternatives with respect to the proposed new Issue.
3. Provide financial analysis to the Client to assist in understanding the benefits, costs, and risks of the proposed new Issue.
4. Review recommendations made by other parties to the Client.
5. Assist Client in preparing a plan of finance.
6. Advise Client on structure, terms and timing of the proposed new Issue.
7. Prepare financing schedule.
8. Attend meetings as requested by the Client.
9. Assist the Client in preparation of their notices of sale, instructions to bidders, or official statements, as appropriate.
10. Coordinate as appropriate with Client staff, legal representatives, government agencies, accountants, auditors, engineers, consultants, rating agencies, banks, lenders, placement agents, trustees, paying agents, escrow agents, bond insurers and other credit enhancers, to facilitate the plan of finance.
11. If new Issue is a competitive bond sale, assist Client in collecting and analyzing bids submitted by underwriters and selecting the winning bidder.
12. Coordinate closing of the new Issue with Client and other parties.
13. Review Client's Estimate of Needs to be submitted to County.
14. Evaluate potential refunding opportunities on outstanding Issues.

B. Continuing Disclosure Assistance

1. Assisting the Client annually in compiling the financial information and operating data set forth in their Continuing Disclosure Agreement ("CDA") included in any Official Statement; and
2. If necessary, assisting the Client in preparing their "Failure to File Notice" should documents not be available for filing within the prescribed time frame designated in the CDA; and
3. Upon request, assisting the Client in their submission of the aforementioned information to the Electronic Municipal Marketplace Access system ("EMMA").

MFSOK and the Client acknowledge that the Client will engage Bond Counsel and other legal service providers under separate contracts. MFSOK may rely on opinions and advice from legal representatives of the Client and will not be held responsible for any legal advice, directly or indirectly, rendered by the legal representatives.

Neither MFSOK as Municipal Advisor nor its Municipal Advisor Representatives are licensed to engage in the practice of law and, consequently, will offer no legal advice. None of the fee for services under this Agreement relates to legal services. If such legal services are necessary, it shall be the responsibility of the Client to obtain them.

MFSOK's services are limited to those specifically set forth herein.

II. Compensation and Reimbursements

- A. General Obligation Bonds. MFSOK shall be paid at the time of closing a fee calculated as follows:

½ of 1% of the par amount of each series of bonds issued

Maximum fee: \$45,000.00 for each series of bonds

Minimum fee: \$17,500.00 for each series of bonds

- B. Lease Purchase Transactions. MFSOK shall be paid at the time of closing a fee calculated as follows:

½ of 1% of the par amount of each lease obligation issued

Minimum fee: \$17,500.00 for each series of bonds

- C. Compensation for Continuing Disclosure Assistance. MFSOK will receive a fee annually of \$3,500.00 for the services performed.

- D. Expenses for New Issues and Refunding Issues. MFSOK shall also be paid a fixed amount of \$2,500.00 per transaction to cover expenses incurred as part of the transaction, provided that any filing, publication, recording or printing costs or similar third-party costs required in connection with the Issue shall be paid directly by the Client.

- E. Payment and Contingency for New Issues and Refunding Issues. Payment for all fees and expenses shall be made at closing from proceeds of the Issue or from other available funds of the Client and shall be contingent upon closing of the Issue.

III. Term and Termination

- A. Term of Agreement. Unless otherwise terminated as provided herein, this Agreement shall be in force and effect for Fiscal Year Ending June 30, 2025, and may be renewed for successive fiscal years beginning July 1 and ending June 30 upon mutual consent of both parties.

- B. Termination of Agreement and Services. This Agreement and all services to be rendered hereunder may be terminated at any time by written notice from either party, with or without cause, with at least thirty (30) days' notice. In that event, all finished and unfinished documents prepared for the Client, shall, at the option of Client, become its property and shall be delivered

to it or any party it may designate, provided that MFSOK shall have no liability whatsoever for any subsequent use of such documents.

IV. Successors and Assigns

MFSOK may not assign its obligations under this Agreement without the written consent of Client except to a successor partnership or corporation to which all or substantially all of the assets and operations of MFSOK are transferred. Client may assign its rights and obligations under this Agreement to (but only to) any other public entity that incurs the loan. Client shall not otherwise assign its rights and obligations under this Agreement without written consent of MFSOK. All references to MFSOK and Client in this Agreement shall be deemed to refer to any successor of MFSOK and to any such assignee of Client and shall bind and inure to the benefit of such successor and assignee whether so expressed or not.

V. Municipal Advisor Registration and Acknowledgement

Pursuant to Municipal Securities Rulemaking Board Rule (MSRB) G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal advisory client and/or obligated person clients which include the following:

Municipal Finance Services, Inc. is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission (SEC) and the MSRB.

Within the MSRB website at www.msrb.org, the Client may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.

VI. Conflict of Interest Statement

As of the date of this agreement, MFSOK has performed a reasonable diligence to determine if there are any conflicts of interest that should be brought to the attention of the Client. During the diligence process, MFSOK has determined that no material conflict of interest has been identified, however, would like to provide the following disclosures:

MFSOK serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another MFSOK client. For example, MFSOK serves as municipal advisor to other clients and, in such cases, owes a regulatory duty to such other clients just as it does to the Client. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, MFSOK could potentially face a conflict of interest arising from these competing client interests. MFSOK fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with its clients.

The compensation arrangement included in Section II includes a component that is based on the size and completion of a transaction. Consistent with certain regulatory requirements, MFSOK hereby discloses that such contingent and/or transactional compensation presents a conflict of interest regarding MFSOK's ability to provide unbiased advice to enter into such transaction. The contingent fee arrangement creates an incentive for MFSOK to recommend unnecessary financings or financings that are disadvantages to the client, or to advise client to increase the size of the issue. This viewed conflict of interest will not impair MFSOK's ability to render unbiased and competent advice or to fulfill its fiduciary duty. The fee paid to MFSOK increases the cost of borrowing to the Client. The increased cost occurs from compensating MFSOK for municipal advisory services provided.

If MFSOK becomes aware of any other actual or potential conflict of interest not mentioned above during this agreement, MFSOK will promptly provide the Client a supplement written disclosure with sufficient details of the change, if any, which will allow the Client to evaluate the situation.

VII. Legal Events and Disciplinary History

A regulatory disclosure action has been made on MFSOK's Form MA and on Form MA-I for two of MFSOK's municipal advisory personnel relating to a 2017 U.S. Securities and Exchange Commission ("SEC") order. The details of which are available in Item 9; C (2), C (4), C (5) and the corresponding regulatory action DRP section on Form MA and Item 6: C (2), C (4), C (5), C (6) and the corresponding regulatory action DRP section on Form MA-I for both Rick A. Smith and Jon Wolff. In addition, the Oklahoma Department of Securities adopted the above proceedings which are identified in Item 9; D (2), D (4) and the corresponding regulatory action DRP section on Form MA.

The Client may electronically access MFSOK's most recent Form MA and each most recent Form MA-I filed with the Commission at the following website:

www.sec.gov/edgar/searchedgar/companysearch.html.

There has been no change to any legal or disciplinary event that has been disclosed on MFSOK's SEC registration for MA filings since December 18, 2017.

VIII. Fiduciary Duty

MFSOK is registered as a Municipal Advisor with the SEC and MSRB. As such, MFSOK has a Fiduciary duty to the Client and must provide both a Duty of Care and a Duty of Loyalty that entails the following.

Duty of Care:

- A. exercise due care in performing its municipal advisory activities;
- B. possess the degree of knowledge and expertise needed to provide the Client with informed advice;
- C. make a reasonable inquiry as to the facts that are relevant to the Client's determination as to whether to proceed with a course of action or that form the basis for any advice provided to the Client; and
- D. undertake a reasonable investigation to determine that MFSOK is not forming any recommendation on materially inaccurate or incomplete information; MFSOK must have a reasonable basis for:
 - a. any advice provided to or on behalf of the Client;
 - b. any representations made in a certificate that it signs that will be reasonably foreseeably relied upon by the Client, any other party involved in the municipal securities transaction or municipal financial product, or investors in the Client's securities; and
 - c. any information provided to the Client or other parties involved in the municipal securities transaction in connection with the preparation of an official statement.

Duty of Loyalty:

MFSOK must deal honestly and with the utmost good faith with the Client and act in the Client's best interests without regard to the financial or other interests of MFSOK. MFSOK will eliminate or provide full and fair disclosure (included herein) to Client about each material conflict of interest (as applicable). MFSOK will not engage in municipal advisory activities with the Client as a municipal entity, if it cannot manage or mitigate its conflicts in a manner that will permit it to act in the Client's best interests. As of the date of receipt of this

attachment, MFSOK has performed a reasonable diligence to determine if there are any conflicts of interest that should be brought to the attention of the Client.

IX. Recommendations

If MFSOK makes a recommendation of a municipal securities transaction or municipal financial product or if the review of a recommendation of another party is requested in writing by the Client and is within the scope of the engagement, MFSOK will determine, based on the information obtained through reasonable diligence of MFSOK whether a municipal securities transaction or municipal financial product is suitable for the Client. In addition, MFSOK will inform the Client of:

- A. the evaluation of the material risks, potential benefits, structure, and other characteristics of the recommendation;
- B. the basis upon which MFSOK reasonably believes that the recommended municipal securities transaction or municipal financial product is, or is not, suitable for the Client; and
- C. whether MFSOK has investigated or considered other reasonably feasible alternatives to the recommendation that might also or alternatively serve the Client's objectives.

If the Client elects a course of action that is independent of or contrary to the advice provided by MFSOK, MFSOK is not required on that basis to disengage from the Client.

X. Record Retention

Pursuant to SEC and MSRB record retention regulations, Municipal Finance Services, Inc. will maintain in writing, all communication and created documents between Municipal Finance Services, Inc. and the Client for six (6) years.

Notices

Any and all notices pertaining to this Agreement shall be sent by U.S. Postal Service, first class, postage prepaid to:

MFSOK:

Municipal Finance Services, Inc.
Attn: Jon Wolff, President
P.O. Box 747
Edmond, OK 73083-0747

CLIENT:

Independent School District Number 30
Washington County, Oklahoma
Attn: Chief Financial Officer
P.O. Box 1357
Bartlesville, OK 74005-1357

Acceptance

If there are any questions regarding the above, please do not hesitate to contact MFSOK. If the foregoing terms meet with your approval, please indicate your acceptance by executing all original copies of this letter and keeping one copy for your file.

By signing this agreement, the Client acknowledges the provisions set forth in the agreement and understands its respective rights, duties, and responsibilities. Furthermore, the Scope of Services contained herein have been reviewed and are hereby approved.

Client and MFSOK have entered into this Agreement by the duly authorized representatives which was approved on June 17, 2024, at a meeting duly called and held in full compliance with the Oklahoma Open Meeting Act.

MUNICIPAL FINANCE SERVICES, INC.

By: Jerica M. Dawson
Jerica M. Dawson, Vice President

INDEPENDENT SCHOOL DISTRICT NUMBER 30
WASHINGTON COUNTY, OKLAHOMA
(BARTLESVILLE BOARD OF EDUCATION)

By: _____
Title: President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)

Approval of Finance/Purchasing/Board assignments for the 2024-25 school year	
Purchasing Agent	Preston Birk
Assistant Purchasing Agent	Stephanie Curtis
Treasurer	Sara Vermeire
Assistant Treasurer	Preston Birk
Minutes Clerk	Laci Harris
Encumbrance Clerk	Deborah Conway-Champon
Assistant Encumbrance Clerk	Heather Allen
Activity Fund Custodian	Sara Vermeire
Assistant Activity Fund Custodian	Deborah Conway-Champon

Resolution of Bartlesville Public Schools to Join Oklahoma Schools Insurance Group

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

Whereas, Bartlesville Public Schools is an Oklahoma public school district (“the District”); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2024-2025 plan year; and

Whereas, the quotation is acceptable to the District;

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

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

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

Date: _____

Bartlesville Public Schools By:

Attest:

President, Board of Education

Clerk, Board of Education

AN INSURANCE PROPOSAL
PREPARED FOR:

Bartlesville Public Schools



PRESENTED BY:

Aaron Reinhardt, AAI
Sean Shadid, CPCU

BancFirst Insurance
Services, Inc.

About BancFirst Insurance Services

BancFirst Insurance Services, Inc. (BFINS) is the insurance division of BancFirst, Oklahoma's largest state chartered bank. Our relationship with BancFirst provides BFINS with unprecedented stability and financial strength. Utilizing the community footprint of BancFirst, our agents provide expertise and guidance throughout Oklahoma.

BFINS is a rapidly growing independent insurance agency dedicated to the highest standards of quality, integrity, and expertise. As an independent insurance agency, BFINS represents our customers, not a specific insurance carrier. With our business model, we review offerings from multiple carriers to find a provider that best fits the coverage, price, and service needs of our customer. Through this process we provide an insurance proposal as unique as the client we serve.

Sample of BancFirst Insurance Clients

- *Union Public Schools*
- *Edmond Public Schools*
- *Norman Public Schools*
- *Bixby Public Schools*
- *Yukon Public Schools*
- *Coweta Public Schools*
- *Collinsville Public Schools*
- *Stillwater Public Schools*
- *Ft. Gibson Public Schools*
- *Muskogee Public Schools*
- *Shawnee Public Schools*
- *Tahlequah Public Schools*
- *Vinita Public School District*
- *The University of Tulsa*

Service Team

Commercial Insurance Agents – Main Contact	
Aaron Reinhardt, AAI	Sean Shadid, CPCU
Direct: (918) 949-6718	Direct: (918) 949-6712
Cell: (918) 859-4043	Cell: (918) 704-7122
aaron.reinhardt@bancfirst.insurance	sean.shadid@bancfirst.insurance
Account Executive – Secondary Contact and Main Processing Contact	
Christen Pulver, CISR	
Direct: (918) 949-6705	
christen.pulver@bancfirst.insurance	
Account Manager - Secondary Processing Contact	
Tiffany Tillock, CISR	
Direct: (918) 949-6717	
tiffany.tillock@bancfirst.insurance	
Claims Manager - Claims Contact	
Don Holman, CPCU; AIC-M	
Direct: (405) 600-1832	
Cell: (405) 317-0087	
don.holman@bancfirst.insurance	

Additional BancFirst Insurance Resources

Terry McCullar , CPA – Operations Management Consultant
Jan Dumont – Human Resources Consultant

Executive Summary

The school insurance market has dealt with significant challenges the past several years and we were dealing with the culmination of many of those challenges as we worked through renewal process last year. The major factors were skyrocketing property losses caused mostly by natural disasters, historic inflation, supply chain constraints and a rapidly depleting reinsurance capacity. Maybe the biggest factor contributing to the property market issues last year was the reduction of reinsurance capacity.

Fast forward twelve months and we are in a much better position from a property standpoint. Property losses are still stressing the Oklahoma market but carriers and reinsurers are in a better place from a premium, valuation and deductible standpoint and that is resulting in more stable renewals.

There is some growing concern with the liability lines as we are seeing more larger judgments and lawyers being able to circumvent the state tort protection and take cases to the federal courts.

Overall we only saw a 8.07% increase in terms of overall premium. Property values were increased by 6.70% as an inflationary guard.

Proposal Highlights

- There are no changes in terms or coverages on the property or liability lines

Exposure & Claims Summary

	Current Exposure	Renewal Exposure	Percent Change
Property	\$351,520,327	\$375,086,090	6.70%
Auto	82 Units	76 Units	-7.32%

OSIG Claims Policy Claims: 18/19 – 23/24

# OF CLAIMS	PREMIUMS PAID TO OSIG	INCURRED CLAIMS	LOSS RATIO
44	\$3,483,700	\$186,543	5.35%

Peer Property Comparison (2024)

	Bartlesville	Tulsa Area District	South OKC Area District	West OKC Area District
Property Values	\$372,896,090	\$713,297,439	\$530,046,293	\$691,565,961
Rate (in cents)	20.07	34.50	54.00	30.01
PROPERTY PREMIUM	\$748,661	\$2,458,639	\$2,862,250	\$2,040,778

Premium Summary

COVERAGE	2023 - 20224 Premium	2023 - 2024 RENEWAL
Property	\$659,399	\$748,661
Annualized Mid-Year Endorsements	\$22,526	N/A
<i>All Other Peril Deductible</i>	<i>\$400,000</i>	<i>\$400,000</i>
<i>Wind & Hail Deductible</i>	<i>\$400,000</i>	<i>\$400,000</i>
Crime	Included	Included
Boiler & Machinery	\$2,891	\$3,182
General Liability	\$32,141	\$31,514
SBLL	\$32,138	\$31,513
Cyber Liability	Included	Included
Commercial Auto	\$51,872	\$50,741
TOTAL ANNUAL	\$800,967	\$865,611
Percentage Increase		8.07%
Total Cost Increase		\$64,644

OPTIONAL EXCESS QUOTE -

\$11,889

** Increase in total values of 6.70%*

** Bartlesville has one of the lowest overall rate increases by a significant margin in the entire OSIG program*

** Due to the low property rate and credits applied within the program, there are no additional savings available even with an increase to deductibles*

HISTORICAL PREMIUMS		
POLICY YEAR	PREMIUM	TOTAL VALUES
2023-2024	\$800,967	\$351,520,327
2022-2023	\$646,674	\$327,330,251
2021-2022	\$598,960	\$325,056,257
2020-2021	\$489,523	\$270,927,584
2019-2020	\$481,498	\$267,703,746
2018-2019	\$488,900	\$262,252,595
2017-2018	\$468,396	\$252,030,283
2016-2017	\$517,669	\$263,513,046

Workers Compensation Premium Summary

	Current Exposure	Renewal Exposure	Percent Change
Workers Comp	\$31,263,464	\$33,808,155	8.14%

CLASS CODES	2023 -2024 PAYROLLS	2024 - 2025 PAYROLLS
8868: Teachers Professional	\$30,323,753	\$33,000,000
7380: Drivers	\$939,711	\$800,000
9101: School All Other	IF ANY	IF ANY

POLICY YEAR	NUMBER OF CLAIMS	TOTAL CLAIMS COSTS
2023-2024	28	\$176,316
2022-2023	27	\$150,921

Workers Compensation Premium Options

Coverage	Zenith (Renewal)	LUBA	AmTrust	CompSource
ELL - Each Accident	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
ELL - Policy Limit	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
ELL - Each Employee	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
TOTAL WC PREMIUM	\$122,024	\$133,698	Declined due to pricing	Declined due to pricing

2023 Expiring Workers Compensation Premium: \$101,704

Experience modifier increased from a 0.66 to a 0.78 (will increase in 2025)

Information Summary

First Named Insured: Bartlesville Public Schools ISD #30

- The First Named Insured will be the insured that is:
 - Responsible for payment of premium
 - Authorized to make changes in the policy with approval of insurance company
 - Authorized to cancel the policy
 - Designated to receive notice of cancellation

Other Named Insured's: None

Mailing Address: PO Box 1357
Bartlesville, OK 74005

Location Schedule

Location	Address	City, State
1	1100 S. Jennings	Bartlesville, OK
2	1500 S. Rogers Ave	Bartlesville, OK
3	1700 Hillcrest Drive	Bartlesville, OK
4	1820 Crestview Dr	Bartlesville, OK
5	198 N. Dewey Ave	Bartlesville, OK
6	245 E. Spruce Ave	Bartlesville, OK
7	3000 Wayside Dr	Bartlesville, OK
8	408 E. 9th St	Bartlesville, OK
9	4620 E. Frank Phillip	Bartlesville, OK
10	5100 David Lane	Bartlesville, OK
11	512 S. Madison Blvd	Bartlesville, OK
12	5900 SE Baylor Dr	Bartlesville, OK
13	801 E. 13th St	Bartlesville, OK
14	805 E. 13 th St.	Bartlesville, OK
15	1900 SE Shawnee Ave	Bartlesville, OK

Commercial Property

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

The Commercial Property policy covers your buildings, contents, or specified other property against perils defined by the form, subject to the terms of the policy.

Terms and Conditions	
Limits of Coverage:	\$375,086,090 Blanket Buildings & Contents Limit
Auto Values	\$4,371,900
Margin Clause	125% Of Stated Values
Earthquake	\$10,000,000
Flood	\$25,000,000
Loss Cost Adjustment:	Replacement Cost (15 year ACV Provision & Cosmetic Damage Exclusion)
Co-Insurance Provision:	Agreed Amount
All Other Peril Deductible:	\$400,000
Wind & Hail Deductible:	\$400,000
EQ & Flood Deductible:	\$50,000

Additional Coverages	
Equipment Breakdown (\$1,000 Ded)	\$200,000,000
Ordinance or Law	Policy Limits
EDP Limit	\$1,500,000
Extra Expense	\$500,000
Equipment Floater	\$190,000
Valuable Papers & Records	Included in Limits
Outdoors Signs	Included in Limits
Property in Transit	Included in Limits
Personal Property of Others	Included in Limits
Employee Dishonesty (\$1,000 Ded)	\$10,000
Depositors Forgery (\$1,000 Ded)	\$10,000
Money & Securities (\$1,000 Ded)	\$10,000

*Flood is not included for 198 N. Dewey, 4620 E. Frank Phillips, 801 & 805 E. 13th, or 1700 Hillcrest

Property Schedule

ADDRESS	OCCUPIED AS	BLDG VALUE	CONT VALUE
1100 S. Jennings	Education Services Center	\$4,531,303	\$927,314
1500 S. Rogers Ave	Fences	\$11,969	\$0
1500 S. Rogers Ave	Jane Phillips Elementary School	\$13,035,359	\$2,002,996
1500 S. Rogers Ave	Playground Equipment	\$51,757	\$0
1500 S. Rogers Ave	Retaining Wall	\$2,589	\$0
1700 Hillcrest Drive	4' Fence - Track Perimeter	\$6,470	\$0
1700 Hillcrest Drive	Baseball Practice Backstop	\$15,526	\$0
1700 Hillcrest Drive	Baseball Practice Fence	\$12,552	\$0
1700 Hillcrest Drive	Blue Stadium Seating (3)	\$99,633	\$0
1700 Hillcrest Drive	Custer Concession Stand Restrooms	\$102,235	\$30,514
1700 Hillcrest Drive	East Bleachers/North Bleachers	\$64,698	\$0
1700 Hillcrest Drive	FB Astro Turf	\$288,164	\$0
1700 Hillcrest Drive	FB Stadium (Locker Room, Halls, Classes)	\$16,796,827	\$3,877,563
1700 Hillcrest Drive	Fence for Lighting System	\$1,812	\$0
1700 Hillcrest Drive	Field House w/Locker Room Addition	\$16,300,010	\$2,262,644
1700 Hillcrest Drive	Fine Arts	\$16,732,569	\$2,720,120
1700 Hillcrest Drive	Football Press Box	\$1,755,142	\$175,514
1700 Hillcrest Drive	Goal Post	\$6,470	\$0
1700 Hillcrest Drive	High School 11th & 12th Grades	\$41,123,331	\$6,226,600
1700 Hillcrest Drive	Hlgh School 9th & 10th Grade Center & Cafeteria	\$19,731,062	\$3,926,032
1700 Hillcrest Drive	Indoor Sports Practice Facility	\$3,151,067	\$370,926
1700 Hillcrest Drive	Indoor Sports Practice Facility Addition	\$1,249,263	\$124,927
1700 Hillcrest Drive	Marquee Sign	\$64,698	\$0
1700 Hillcrest Drive	Monument Sign	\$64,698	\$0
1700 Hillcrest Drive	New FB Stadium Hand Rails	\$49,168	\$0
1700 Hillcrest Drive	New Field House Lighting	\$103,513	\$0
1700 Hillcrest Drive	New HS Sceince Wing	\$3,062,840	\$696,250
1700 Hillcrest Drive	New Tennis Facility Nets & Lights	\$1,096,278	\$0
1700 Hillcrest Drive	New Track @ Football Stadium	\$269,640	\$0
1700 Hillcrest Drive	Piperail East Parking Lot	\$23,292	\$0
1700 Hillcrest Drive	Science Wing	\$4,273,556	\$618,210
1700 Hillcrest Drive	Scoreboard	\$232,906	\$0
1700 Hillcrest Drive	Softball Practice Backstop	\$9,705	\$0

1700 Hillcrest Drive	Softball Practice Fence	\$7,764	\$0
1700 Hillcrest Drive	Stadium Concession/Restrooms	\$398,000	\$60,544
1700 Hillcrest Drive	Stadium Fence East	\$11,647	\$0
1700 Hillcrest Drive	Stadium Fence North	\$4,530	\$0
1700 Hillcrest Drive	Stadium Fence South	\$4,530	\$0
1700 Hillcrest Drive	Stadium Fence West	\$5,304	\$0
1700 Hillcrest Drive	Stadium Lighting 4 Pole MUSCO w/ controls	\$1,833,400	\$0
1700 Hillcrest Drive	Stadium Speaker System	\$64,698	\$0
1700 Hillcrest Drive	STEM Lab	\$1,426,366	\$142,636
1700 Hillcrest Drive	Ticket Booth	\$62,109	\$9,738
1820 Crestview Dr.	Vo-Ag Building	\$875,966	\$89,430
198 N. Dewey Ave	Doenges Stadium Scoreboard, Storage Bldg, Batting Cage, Bleachers, Concession, RR, Lighting, Etc (No Contents)	\$2,878,076	\$0
198 N. Dewey Ave	Indoor Baseball Facility	\$786,450	\$78,645
245 E. Spruce Ave	6 Classroom Addition	\$1,395,430	\$247,283
245 E. Spruce Ave	Fences	\$6,470	\$0
245 E. Spruce Ave	New Playground Equipment	\$32,349	\$0
245 E. Spruce Ave	Playground Equipment	\$51,757	\$0
245 E. Spruce Ave	Wilson Elementary School	\$13,324,851	\$2,129,111
3000 Wayside Dr	8 Classroom Addition	\$2,356,622	\$401,837
3000 Wayside Dr	Covered Walkways	\$43,995	\$0
3000 Wayside Dr	Fences	\$5,822	\$0
3000 Wayside Dr	Playground Equipment	\$64,698	\$0
3000 Wayside Dr	Storage Bldg	\$11,647	\$1,169
3000 Wayside Dr	Wayside Elementary Addition	\$10,058,715	\$1,005,872
3000 Wayside Dr	Wayside Elementary School	\$12,718,987	\$1,984,451
408 E. 9th St	Central Middle School	\$34,758,752	\$5,349,979
408 E. 9th St	Field House	\$3,018,141	\$581,217
408 E. 9th St	Playground Equipment	\$7,517	\$0
4620 E. Frank Phillip	District Phone Center (Contents Only)	\$0	\$142,807
4620 E. Frank Phillip	District Tech Dept Center (Contents Only)	\$0	\$324,560
4620 E. Frank Phillip	Fences	\$32,349	\$0
4620 E. Frank Phillip	Playground Equipment	\$53,674	\$0
4620 E. Frank Phillip	Will Rogers Early Childhood/Tech Dept (Contents Only)	\$0	\$1,116,485
5100 David Lane	8 Classroom Addition	\$2,825,349	\$476,021
5100 David Lane	Fences & Backstops	\$6,470	\$0

5100 David Lane	Playground Equipment	\$64,698	\$0
5100 David Lane	Ranch Heights Elementary School	\$11,961,218	\$1,854,627
512 S. Madison Blvd	Fence	\$18,115	\$0
512 S. Madison Blvd	Hoover Elementary School	\$16,492,625	\$2,597,961
512 S. Madison Blvd	New Entrance Canopy	\$58,228	\$0
512 S. Madison Blvd	Playground Equipment	\$51,757	\$0
5900 SE Baylor Dr	(2) 150 Seat Bleachers	\$24,585	\$0
5900 SE Baylor Dr	(2) Bleacher Canopys Structures	\$29,759	\$0
5900 SE Baylor Dr	(2) Canopy Covers	\$7,764	\$0
5900 SE Baylor Dr	7 Classroom Addition	\$2,149,430	\$370,926
5900 SE Baylor Dr	Fences & Backstops	\$36,230	\$0
5900 SE Baylor Dr	Field Lighting	\$90,574	\$0
5900 SE Baylor Dr	Football Bleachers	\$41,406	\$0
5900 SE Baylor Dr	Football Concession/Restrooms	\$174,679	\$35,053
5900 SE Baylor Dr	Indoor Softball & Golf Facility	\$1,011,150	\$101,115
5900 SE Baylor Dr	Madison Middle School/STEM Lab	\$34,118,995	\$6,149,940
5900 SE Baylor Dr	Maintence Bldg	\$194,087	\$32,457
5900 SE Baylor Dr	Pressbox, Dugouts, Concession, Restroom	\$194,087	\$38,948
5900 SE Baylor Dr	Scoreboard	\$12,939	\$0
5900 SE Baylor Dr	Softball Complex Playing Field, Fencing, Sprinklers	\$129,392	\$0
5900 SE Baylor Dr	Softball Dugouts	\$57,158	\$11,602
5900 SE Baylor Dr	Softball Varsity Locker Room	\$281,030	\$57,036
801 E. 13th St	8 Classroom Addition	\$2,594,005	\$520,532
801 E. 13th St	Fence	\$15,526	\$0
801 E. 13th St	Kane Elementary School	\$12,428,832	\$1,897,900
801 E. 13th St	Playground Equipment	\$64,698	\$0
805 E. 13th St	Bus Shelter (No Contents)	\$37,587	\$0
805 E. 13th St	Bus Shelter (No Contents)	\$37,587	\$0
805 E. 13th St	Child Nutrition Program Warehouse (Contents Only)	\$0	\$324,560
805 E. 13th St	Fence	\$6,470	\$0
805 E. 13th St	Maintenance Garage	\$739,383	\$148,370
805 E. 13th St	Plant Services Maintenance/Transportation	\$3,458,987	\$618,150
		\$320,035,518	\$52,860,572

General Liability

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

This type of policy protects your business from claims arising from your legal liability for injury or damages to other people or their property.

General Coverage Information

Coverage	Limits
General Aggregate Limit	\$1,000,000
Products/Completed Operations Aggregate	\$1,000,000
Personal/Advertising Injury Limit	\$1,000,000
Each Occurrence	\$1,000,000
Employee Benefits	\$1,000,000
Violent Incident Aggregate (No Deductible)	\$250,000
Violent Incident Each Occurrence	\$25,000

Coverages Highlights:

- Sexual Abuse & Molestation – Occurrence (Incl. in GL)
- Defense Costs Paid in Addition to the Limits Shown
- Employees as Additional Insured's
- Premises & Operations
- Corporal Punishment *Not* Excluded
- Miscellaneous Professional to include school nurses, counselors and allied health programs
- Employee Benefits Liability – Claims Made Form (Unlimited Prior Acts)

School Board Legal Liability

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

The School Board Legal Liability (SBLL) Program covers former, present and future school board members, administrators, employees and volunteers for any actual or alleged breach of duty, negligent act or error, misstatement, misleading statement or omission.

General Coverage Information

Coverage	Limits
General Aggregate Limit	\$1,000,000
Each Occurrence	\$1,000,000
Special Education Claims Expense Sub-Limit	Silent
Employment Practice Liability	\$1,000,000
IEP Administrative hearings	\$25,000
Redistricting Activities	\$50,000
Deductible	\$10,000

Coverages Highlights:

- Claims Made Form - Full Prior Acts
- Insureds include District, Board Members, Employees, Student Teachers, and Volunteers

Reporting of Claims

The insured shall report in writing any potential claim when the insured first becomes aware of such claim. This includes, but may not be limited to, notices from the Human Rights Commission or from the Equal Employment Opportunities Commission. Please read the claim reporting provisions of your policy. Failure to report as soon as practical may result in voiding of coverage under the terms of this contract.

Cyber Liability

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

This type of policy protects your business from claims arising from a data breach or network breach.

General Coverage Information	
THIRD PARTY COVERAGE	
Data, Security & Privacy Liability	\$2,000,000
Penalties & Regulatory Defense	\$2,000,000
Website Media Liability & Payment Card Liability	\$2,000,000
Breach Response Cost	\$500,000
FIRST PARTY COVERAGE	
Cyber Extortion	\$750,000
Data Recovery Loss	\$750,000
Business Interruption Loss	\$750,000
System Failure Business Interruption Loss	\$500,000
Dependent Business Interruption – Security Breach	\$750,000
Dependent Business Interruption – System Failure	\$100,000
E-CRIME	
Fraudulent Instruction	\$75,000
Transfer Fund	\$75,000
Fraud	\$75,000

- Claims made form – 7/1/2018 Retro Date
- \$2,000,000 Aggregate Limit
- **\$10,000 Deductible**
- \$100,000 coverage for Reputational Harm
- \$100,000 coverage for Hardware Loss
- \$25,000 coverage for Cryptojacking

Business Auto

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

This policy can provide a combination of Liability and Physical Damage protection for vehicles owned, maintained, or used by you. Additional coverage, such as medical payments and uninsured motorists, can be purchased to customize the policy to fit your particular needs

Coverage/Limits

Coverage	Symbols	Limit
Limit of Liability	1	\$1,000,000
Medical Payments	2	\$10,000 Each Person
Uninsured Motorist (UM)	2	OK Minimum Limits
Underinsured Motorist (UIM)	2	OK Minimum Limits
Auto Property Damage Deductible		\$1,000
Comprehensive	7	\$1,000
Collision	7	\$1,000

Hired and Non Owned Auto Coverage

Coverage	Included	States
Hired / Borrowed Auto Liability	Y	OK
Non-Owned Auto Liability	Y	OK

* No charge for auto additions/deletions during the policy term. Those changes must still reported to us.

Liability Coverage Auto Symbols

Symbol	Description
1	Any Auto - This is the broadest symbol designation and covers any vehicle.
2	Owned Autos Only – This symbol covers any auto owned by an insured including any auto that is acquired after the policy begins. The symbol also applies to any trailer while being towed by an owned vehicle.
3	Owned Private Passenger Autos Only – This symbol covers only private passenger type autos owned by the insured including any acquired after the policy begins.
4	Owned Autos Other Than Private Passenger Autos Only – This symbol covers all autos other than private passenger type autos (vans, trucks, motorized equipment) owned by the insured including such vehicles that may be acquired after the policy begins. The symbol also applies to any trailer while towed by owned vehicle.
5	Owned Autos subject to No-Fault – Any auto owned by an insured that is garaged or licensed in a state where no-fault benefit laws exist. This symbol also applied to any auto acquired after the policy begins.
6	Owned Autos Subject to Compulsory Uninsured Motorist Law – Any auto owned by an insured that is garaged or licensed in a state where drivers are required to carry uninsured motorist coverage. This symbol applied to autos acquired after the policy begins.
7	Specifically Described Autos – Only those autos that are specifically listed on the policy are covered. The symbol also applied to any trailer while it is towed by a listed vehicle.
8	Hired Autos Only – This symbol covers only those autos that an insured leases, hires, rents or borrows. However, it does NOT include autos leased, hired, rented or borrowed from an employee, partner or member of an insured’s household.
9	Non-Owned Autos Only – This symbol covers only those autos an insured does not own, lease, hire, rent or borrow that are used the insured’s business. This includes autos owned by employees, partners or member of an insured’s household but only while those non-owned autos are used in the insured’s business or personal affairs.

*** Full Vehicle Schedule on file and available (76 total units)**

Deadly Weapon Event Coverage

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

This form provides coverage for any event involving an assailant where a weapon has been used or brandished on any of your locations.

Policy has a \$2,500,000 Annual Aggregate

Insuring Agreement	Coverage	Limit	Deductible
Legal Liability	Claims arising out of your legal obligation to pay for certain damages and claims expenses	\$500,000	\$10,000 per event
Physical Damage	Demo, clearance & memorialization expenses	\$250,000	\$10,000 per event
Crisis Management	Coverage for public relations specialists, consultants, additional security and investigators	\$500,000	\$10,000 per event
Extra Expense	Loss of income due to a deadly weapon event	\$500,000	\$10,000 per event
Counseling Expense	Counseling Expenses	\$250,000	\$10,000 per event
Medical Expenses	Per Medical Expense	\$25,000	\$10,000 per event
Funeral Expenses	Per Person Funeral Expense	\$15,000	\$10,000 per event
Death Benefit	Per person accidental death coverage	\$50,000	\$10,000 per event

Claim Made Form: Retro 8/1/2022

Workers Compensation

Carrier: Zenith Insurance Company
A.M. Best Rating: A Excellent
Policy Term: 7/1/2024 - 7/1/2025

- State law requires that every employer provide Work Comp insurance for their employees. This insurance provides coverage for accidents or disease arising from employment as prescribed by state laws.
- Statutory and Employers Liability – Covers your statutory liability under the work comp laws of the state(s) your employees are hired in, live in, and your legal liability as an employer, for the selected limit of liability per accident, plus defense costs.

Coverage/Limits	
Employers Liability – Bodily Injury by Accident (Each Accident)	\$1,000,000
Employers Liability – Bodily Injury by Disease (Policy Limit)	\$1,000,000
Employers Liability – Bodily Injury by Disease (Each Employee)	\$1,000,000

Classifications				
State	Class Code	Description	2023 Expiring Payroll	Estimated 2024 Payroll
OK	7380	Drivers	\$939,711	\$800,000
OK	8868	School Professional & Clerical	\$30,323,753	\$33,808,155
OK	9101	School All Other	IF ANY	IF ANY

Value Added Services

BancFirst Insurance Services provides many services to our clients directly. These include full claims reviews, OSHA compliance assistance, HR manual development and safety plan consulting. Access to these services is as needed and can be discussed and implemented at any time. Finally, we will coordinate directly with your carrier on your behalf for specific training, risk control and loss management activities needed on an ongoing basis.

Below is a sampling of programs we have helped similar customers put together in the past:

- Review & Update Abuse and Molestation Policies and Procedures
- OSHA Readiness Plan
- Fire Evacuation and Emergency Response Plan Review
- Pollution Response Plan
- Driver Training Program
- Vehicle Safety Standards and Procedures

Another direct resource for all our clients is unlimited access to BancFirst Insurance Connect. This website has a huge variety of resources from fleet manuals to ACA compliance information. The data is updated daily and is designed to help CFOs, HR directors, safety managers and risk management personnel informed of all the latest and greatest information. A demo will be done for the appropriate SSI team members within 30 days of implementation.

Additionally, BFINS partners with several prestigious third party companies to provide deeply discounted services to our customers. These include:

- True Digital Security – True Digital is a cyber-consulting firm committed to helping their clients be well protected from cyber threats. For BFINS clients they offer a much discounted initial assessment of how well protected a business currently is and where they can improve.
- HR Service Connect – HR Service connect provides BFINS clients with access to expertise on many human resources issues. They can review HR manuals of all types including hiring procedures, performance development plans, application procedures etc.

Excess Liability (option)

Carrier: OSIG
Policy Term: 7/1/2024 - 7/1/2025

This policy provides additional coverage over the district's liability coverages. This coverage is especially important for exposures related to federal laws or other instances where state tort immunity does not apply, including exposure for out of state trips.

Limit Offered: \$1 million per occurrence

This policy sits over the following underlying coverages:

- General Liability - \$1 million per occurrence
- Automobile Liability - \$1 million per occurrence

136 Oklahoma districts currently have excess coverage. Approximately 100 more are expected to add it this term per OSIG.

BARTLESVILLE PUBLIC
SCHOOLS



2024 - 2025

School Activity Funds
Regulations Manual

BARTLESVILLE BOARD
OF
EDUCATION

**BARTLESVILLE PUBLIC SCHOOLS
SCHOOL ACTIVITY FUNDS REGULATIONS MANUAL**

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Bartlesville Independent School District #30

**P.O. Box 1357 – 1100 S. Jennings; Bartlesville, Oklahoma 74005
Telephone (918) 336-8600**

TO ALL SCHOOL ACTIVITY FUND
ADMINISTRATORS, SPONSORS AND CUSTODIANS

Presented herein are the general regulations of the school activity funds as authorized by the Board of Education. These regulations have been developed for use in all operations of the school activity funds.

This manual has been developed to assist you in the performance of your duties. Please refer to it often for guidance in all areas related to the school activity funds.

As this manual is being continuously updated, your comments and suggestions are welcome.

Preston Birk,
Executive Director,
Financial Services

INTRODUCTION
DESCRIPTION AND LIMITATIONS OF THE
SCHOOL ACTIVITY FUNDS

Student Body Activities are defined in part, in State Board of Education Bulletin No. 145 as follows: “Direct and personal services for public school pupils, such as interscholastic athletics, entertainment, publications, clubs, band, and orchestra, that are managed or operated by the student body under the guidance and direction of **adults** and **are not part of the regular instructional program.**” (Emphasis added)

The Attorney General has ruled that if students are used to collect funds or if parent organizations are using students, the proceeds must be deposited in the School Activity Fund. Parent Clubs of school-sponsored groups should be informed of this ruling. (Emphasis added) Bank account(s) opened by the parent club/organization can carry the name of the particular school but MUST also include the words “parent club”, “parent booster club”, or “parent organization” on the checking account and check face. The District ID number CANNOT be used by parent clubs/organizations.

Any debt incurred by the parent club MUST be incurred in the name of the parent club/organization (which would include paying tax) and NOT in the name of the school.

NOTE: ...Student Achievement and Parent-Teacher Associations and Organizations that are sanctioned by the school district board of education shall be exempt from the provisions as outlined in Section 5-129. (70 O.S. § 5-129.1)

The separation of school projects from PTA projects is also necessary. It is vitally important for each group to support the projects of the other, but joint sponsorship, per se, has caused problems in the past and is not recommended. A sponsorship agreement should be reached between the school and the PTA prior to the initiation of any project.

The “direct and personal services” for public school pupils requires the collection and expenditure of substantial sums of money. It is, therefore, important that sound business practices are followed and that expert supervision of these activities be provided.

It is stated in the Regulations for Administration and Handbook on Budgeting and Business Management, Bulletin No. 145-W of the State Department of Education, that: “A sound system of activity accounting in public schools should offer opportunities for valuable educational training for students; it should also facilitate reporting and comparing data between and among schools... and it should safeguard and protect both the funds and the persons responsible...” Accordingly, accounting concepts developed herein are based on financial systems employed by private enterprise rather than on principles used in governmental accounting.

It is important that these concepts are properly understood and that the person involved be accurately informed in this regard. Unless each person dealing with School Activity Funds – Principals, Group Sponsors, Organization Officers, et al. – understands these principles as well as their individual responsibilities, there is little probability that this or any other system would be of educational benefit to the students. PRINCIPALS AND SPONSORS ARE TO BE HELD ACCOUNTABLE FOR THEIR ACTIONS CONCERNING SCHOOL ACTIVITY FUNDS.

Students should not be sent to pick up checks and/or make purchases.

ACTIVITIES REQUIRING A CHARGE FOR ADMISSION

Admission charges are not to be made for any program held during the time when school is in session. Programs for entertainment, which contributes to the benefit of the students, should be provided for **ALL** children if conducted during the school day.

PURPOSE:

Oklahoma law states, "...Such funds shall be deposited to the credit of the account maintained for the benefit of the particular activity within the School Activity Fund. ...Disbursements from each of the activity accounts shall be by check, ...and shall not be used for any purpose other than that for which the account was originally created..." (Emphasis added)

This precludes all cash expenditures; prevents cash transfers between accounts; and prohibits expenditures from one account for payment of the obligations of another.

It is, therefore, evident that each account should have a specific purpose. It is important to have a clear understanding of the function and purpose of each account to avoid misapplication of funds. The purpose of most accounts is generally understood by the account titles, written descriptions such as charters, etc., and by customary usage of the account.

Any questions arising in the schools regarding procedures relative to the operation (fundraising, receipts, disbursements, rules interpretations, etc.) of School Activity Funds should be directed to the Activity Fund Custodian.

The Board of Education may establish, by board resolution, a general fund refund sub-account within the school activity fund. The balance in the sub-account shall be determined by need, and it shall be provided by refunds and reimbursements received, including, but not limited to; rental income, reimbursements for lost and damaged textbooks, summer school and adult tuition, and overpayments. The sub-account may be expended only for the refund of revenues previously received and deposited either into the sub-account or directly into the general fund. It is recommended that the refund sub-account in the activity fund is financed by depositing all or part of the applicable collections and that all refunds be made from that account. Any remaining balance of the refund sub-account shall be transferred to the school district general fund on or before June 30 each year.

AUTHORITY:

Oklahoma Statutes (70 O.S. § 5-129A) require the Board of Education of each school district to adopt appropriate rules and regulations governing the receipt and expenditure of school activity funds. The Board must appoint a custodian for the school activity fund who shall make a full and true accounting for all funds that may come into his/her possession or under his/her control.

The Board has appointed the Principal of each site location as the administrator responsible for the operation of the activity funds under his/her control.

RESPONSIBILITIES OF THE PRINCIPAL:

Principals, being responsible for their school's overall program, are accountable for knowing and enforcing all rules governing School Activity Funds. Although administrative styles may vary, the basic duties required of all principals are as follows:

1. To select appropriate sponsors to represent all authorized student groups and to conduct all fund raising activities. Because the principal is the approving officer, he/she may not act as group sponsor.
2. To be certain that every responsibility and authority is properly delegated and thoroughly understood by those upon whom such authority is conferred.
3. To periodically evaluate the performance of each person involved, to determine that all functional duties are being substantially carried out.
4. To inform all faculty members (especially new teachers) concerning the proper use of funds and proper purchasing procedures.
5. To report to the Executive Director of Financial Services all cases of theft or suspected theft of cash and/or merchandise belonging to the School Activity Fund.
6. The Principal may not be a signer on the PTA checking account.

RESPONSIBILITIES OF SPONSORS:

Sponsors for any group, club, or student organization are responsible for the following duties depending on the nature of the organization, whether or not the group elects student officers:

1. Work closely with the group and give supervision and guidance to student officers exerting leadership and counsel where required.
2. Organize and conduct student projects and ascertain that **all** receipts are properly accounted for and deposited with the Budget Secretary. Sponsors need to make daily deposits during student projects. Sponsor's must submit all receipts in the InTouch Receipting System and turn in all cash/checks to the Budget Secretary. Insure that records maintained by students and/or sponsors are compared with those of the Budget Secretary periodically.
3. Inspect materials received and authorize payment when delivery is complete and quality of merchandise is determined to be satisfactory. The sponsor's signature on the purchase order & invoice(s) signifies that the claim is approved for payment and that all items have been received and are in working order.

NO SPONSOR OF ANY ACCOUNT SHALL MAKE PURCHASES OR OBLIGATIONS IN EXCESS OF FUNDS ON HAND.

REPORT OF FUNDS:

Records shall be kept of all funds collected, handled or disbursed by any school or activity by the sponsor of the activity and the activity fund custodian.

The Activity Fund Custodian shall provide a report to the Board of Education at the regularly scheduled meeting each month presenting the financial information of each account of the school activity fund, including all receipts, expenditures, transfers and ending balances of each account for the previous month.

The Activity Fund Custodian shall also provide a detailed report to the Board of Education at the end of the fiscal year showing beginning balance, receipts, expenditures, transfers, and ending balances of each account of the school activity fund as of the close of the fiscal year.

AUDIT:

The Board of Education shall contract for an annual audit of all school district funds each fiscal year, which shall include all school activity funds. The original report of such audit shall be delivered to the Executive Director of Financial Services and the Board of Education.

The auditor will give assistance and advice when necessary to insure adequate compliance with Activity Fund Procedure.

DISPOSITION OF SPECIAL AUDIT REPORTS

The scope of School Activity Fund audits includes operational and special internal audits. Reports on such examinations are made to the Executive Director of Elementary and/or Secondary Services.

If such reports are deemed to contain information indicative of misappropriation of funds, unauthorized or illegal fund raising projects, money handling, irregularities, or other violations that require further explanation, the Executive Director of Elementary and/or Secondary Services will issue a written statement requesting the principal or auditee to submit a written reply to the charges set forth within a given time.

If the reply provides acceptable explanations to the charges, the case will be closed at the discretion of the Executive Director of Elementary and/or Secondary Services and Executive Director of Financial Services. If the Executive Director of Elementary and/or Secondary Services and Executive Director of Financial Services believe that the explanation is not

acceptable, the case will be reviewed with the Superintendent. Decisions reached by this review will involve one or more of the following:

1. Reprimand
2. Transfer of responsibilities
3. Restitution
4. Suspension
5. Legal Action

ACCOUNTING SYSTEMS:

A central accounting system for all school activity funds shall be developed and maintained by the Activity Fund Custodian at the Education Service Center. Such accounting system shall provide a complete record of receipts, expenditures, transfers, and fund balances of each account of the school activity fund. School activity funds shall not carry a negative balance.

Bank statements shall be reconciled on a monthly basis by the activity fund custodian under the supervision of the Executive Director of Financial Services. The school activity fund shall be balanced to the bank statement and any discrepancies noted shall be immediately resolved. The site administrator or designee shall also reconcile his/her record monthly with the reports from the activity fund custodian.

The Executive Director of Financial Services shall have oversight responsibility in implementing the prescribed system of accounting at each location throughout the district. Such records of receipts, expenditures, transfers, fund balances and other financial information shall be made available to the administrators, secretaries, sponsors, and to the general public upon written request for such information.

INVESTMENT INCOME:

The school district Treasurer or designee shall invest any available funds in authorized interest-bearing instruments/accounts as authorized and approved by the Board of Education policies and State statutes. The Activity Fund Custodian shall notify the Treasurer or designee of the amount available for investment as necessary. The Executive Director of Financial Services shall approve all investments.

Investment Income shall be credited to the Interest on Investments Account at the Education Service Center. Such investment income shall be used for authorized expenditures for the interest account, as approved by the Board of Education. The Executive Director of Financial Services shall be responsible for the management and expenditure of interest earnings for activity fund accounts.

RECEIPTS:

Sponsors are required to issue receipts through the InTouch Receipting Sytem for ALL funds collected in excess of \$1 (a list of persons remitting monies shall be maintained by Sponsors for all receipts of \$1 or less). The Sponsor is required to turn in all money collected in the school to the Budget Secretary **daily**. Sponsors are responsible for counting the cash, filling out, and signing a cash sheet before turning it into the Budget Secretary. The Budget Secretary is required to complete an EOP Transfer in InTouch and ensure that all totals match at the time the money is submitted by Sponsor. Secretaries should also complete the Final EOP for Deposit "PRIOR" to making the bank deposit to ensure final balance is correct.

All money received by the Secretary & Sponsors must be deposited intact to the school's designated bank account. In no case may expenses be paid from monies received and not yet deposited. The cashing of personal checks is forbidden.

TICKET SALES:

The Ticket Reconciliation worksheet shows the number of tickets sold for an event, along with the amount of money collected. The worksheet must be turned in to the site Budget Secretary with the collected funds for deposit.

DEPOSITS:

Arvest Bank will be used as the school depository for all activity funds. Deposits of funds subject to the requirements of this section shall be made by the end of the next business day, however, if the deposit for a day totals less than One Hundred Dollars (\$100.00), a school district may accumulate monies required to be deposited into the fund on a daily basis until the total accumulated balance of deposits equals or exceeds One Hundred Dollars (\$100.00). Provided, a school district shall deposit accumulated monies into the fund not less than one (1) time per week, regardless of whether the monies total One Hundred Dollars (\$100.00). (70 O.S. § 5-129A as amended by HB 2332, 2004 Legislature).

Additional procedures involving deposits are as follows:

1. All transactions should be entered daily into InTouch Receipting System.
2. EOP should be completed daily if \$100 or more has been collected or at least ONE time per week if less than \$100.
3. All receipts for one day can be deposited on one deposit—it is not necessary to make separate deposits for each receipt. Use Date of Deposit as the EOP Reference Number.
4. Bank Deposit Transmittal Forms should be completed and sent, with proper attachments to the Activity Fund Custodian on the next business day following the deposit. E.g.: proper attachments, Copy of EOP Receipt showing deposit amount, Pink Bank Deposit Slip and Bank Receipt.
5. Checks for start-up money should be made payable to the appropriate sponsor. Example: gate receipts should be listed as “gate receipts” and the dollar amount and the re-deposit should be listed as “Startup re-deposit” and the dollar amount. Both can be deposited on the same receipt.
6. At the end of the month, after the bank statement has been reconciled, the secretary will receive a copy of the monthly reports. If the reports and the secretary’s books do not agree, the Activity Fund Custodian will be notified immediately.

INSUFFICIENT (NSF) CHECKS:

In the event that checks are returned Non-Sufficient Funds (NSF), the activity fund custodian will send the check to the proper school site for collection. Along with the check, the activity fund custodian will ask for the correct coding, in order to debit the proper account. When the money has been collected, the site will again deposit it in the manner described above.

TRANSFERS:

Monies from school activity accounts may be transferred to other approved school activity accounts for payment of goods or services. Transfers shall be made upon approval by the Board of Education, as required by state statutes, upon the request by the account sponsor and approval by the site administrator. (70 O.S. § 5-129A).

PURCHASES/PAYMENTS:

The following procedures should be followed in preparing and issuing purchase orders:

1. All Activity Fund Requisitions should be approved and signed by the site administrator prior to issuing a Purchase Order number. A Purchase Order number is required PRIOR to ordering goods/services.
2. Any Activity Fund Requisition that exceeds \$500.00 needs to be approved by the Executive Director of Financial Services prior to issuing a purchase order number.
3. At least three (3) quotes, written or telephone should be obtained for single purchases exceeding \$5,000. The purchase request, with quotes attached, must be approved by the Superintendent, Executive Director of Financial Services or designee prior to a purchase order number being issued.
4. Invoices over \$25,000 should have a non-kickback affidavit attached to the purchase order. This form will be completed and in the Activity Fund Custodians Office prior to payment being made.
5. The Employee Purchasing and the Budget Designee (Site Administrator or Budget Secretary) lines on the Purchase Order must be signed and dated to verify that goods/services have been received before payment can be issued for an invoice. All Invoices/Receipts must be signed as well.
6. No payment will be made until order is complete.
7. Blanket purchase orders may be issued for recurring purchases of goods or services. Payments on blanket purchase orders will be authorized by the Budget Designee's signature on the Partial Payment form.
8. Checks shall be written after all paperwork is completed and submitted to the Activity Fund Custodian.

PUBLIC PURPOSE EXPENDITURES:

WORKSHOPS/MEETINGS

The Board of Education authorizes the reasonable use of expenditures of activity funds derived from non-taxpayer funds for the provision of food and nonalcoholic beverages to school district employees and Board of Education members when employees or Board members are in attendance at an in-district workshop or board-sponsored meeting within the district, and when such meetings are of such duration to consider sustenance appropriate

"WORKING LUNCH"

Expenditures for meals are authorized only when the duration of workshops or meeting encompasses the normal mealtime, and training or business is conducted in conjunction with the meal in order that the meeting or workshop may be conducted with minimum interruption

OTHER CONDITIONS

Food and nonalcoholic beverages may be provided in conjunction with faculty and staff meetings, workshops and in-service training conducted within the school district when:

- a. funding is provided through an activity fund account designated for faculty and staff, or
- b. revenue for this account is derived from donations, faculty fee assessments, business sponsorships, faculty lounge vending machines (if students do not have access to such vending machines and the required utility costs for vending machine operation has been assessed and paid) and other non-student revenue

General Fund resources, including taxpayer funds, may be used to provide one meal per day in conjunction with meeting, workshops and in-service training sessions conducted within the school district only when the meetings are scheduled and of such duration (minimum of four hours) so as to encompass a normal meal time (breakfast, lunch or supper). **Agenda or schedule of event must be attached to PO & Invoice when adult meals are provided.**

OTHER APPROVED EXPENDITURES

The Board of Education authorizes the reasonable use of expenditures of activity funds derived from non-taxpayer funds for the provision of awards, memorials, service pins, etc. to staff and Board of Education members when approved by the superintendent.

(Board of Education Policy CDC)

ONLINE PURCHASES:

Board Policy – Internet and other Computer Networks Access and Acceptable Use Policy: Online purchases of goods/services must have prior approval from the Superintendent or his designee. Any online purchase requires an approved purchase order. Online purchases are allowed when no other means to acquire supplies/services are possible. Purchases with vendors using third party billing are strictly prohibited.

DISBURSEMENTS:

Disbursements from each fund must be made only for the specific purpose for which the fund was created. All disbursements shall be made by check and cosigned by the Activity Fund Custodians. Attached to each purchase order shall be invoices or signed receipts evidencing that the goods and/or services were received by the school district. Athletic Officials & Security personnel shall sign a receipt of payment form to be filed with the purchase order within two working days of the event. All original purchase orders and supporting documentation shall be filed by the Activity Fund Custodian at the Education Service Center.

As required by state statutes (70 O.S. § 5-129A), disbursements from each activity fund account must be made for the specific purpose for which the fund was established and approved by the Board of Education. **In no instance shall checks be made payable to “cash.”**

Pursuant to state statutes (70 O.S. § 5-129H), funds may be provided to appropriate account sponsors in advance for the purpose of paying student/sponsor travel expenses on authorized overnight school trips. Such advances shall be requested on a form listing the estimated expenses to be incurred, and shall be approved by the site administrator. Said form shall be attached to the purchase request initiated for the funds request. Upon approval of the purchase order as provided herein, a check will be made payable to the account sponsor who shall sign a receipt acknowledging responsibility for the funds. Provided, however, that within 48 hours of completion of the trip, the account sponsor must submit record of any unused funds, along with itemized invoices and/or receipts, to the Activity Fund Custodian to account for the full amount advanced prior to the trip. Account sponsor further understands that he/she will be held personally liable for any shortage of funds.

All requests for travel expense reimbursements shall be paid in compliance with Board of Education policy, DED, and administrative guidelines.

REQUESTS TO ACCEPT GIFTS FOR SCHOOL:

Occasionally, the public donates material to the schools through the Activity Fund, or offers to share the cost of new items to be purchased by the Fund. The same rules apply with respect to obtaining administrative approval as in the case of special equipment purchases.

UNDER NO CIRCUMSTANCES MAY SPONSORS OR TEACHERS ACCEPT GIFTS DIRECTLY FROM OUTSIDE SOURCES.

When any gift is accepted, the following steps must be followed:

1. If the gift consists of items other than cash, the Principal initiates the request and submits it to the Executive Director of Financial Services. Approvals are also required from the Director of Transportation or the Director of Technology.
2. After Board approval, the request is returned to the Executive Director of Financial Services.
3. Approved copies are sent to the Principal.

YEAR END/CLOSE OUT:

Principals/Budget Secretaries will submit all of the following items to the School Activity Fund Office on the date set aside for close out.

1. All PO's must be closed. If your School Activity Fund, at the close of the school year, is indebted to suppliers for material or services which have not been received, you must submit a new request for purchasing dated July 1, showing the name of the supplier, the nature of the item or service, the account(s) which the items will be charged, and the amount unpaid as of June 30.
2. All funds must be deposited.

ADMINISTRATIVE ACCOUNT

WAREHOUSE/TRANSPORTATION**SITE: 040**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Administrative Account (801)	<ol style="list-style-type: none"> 1. Bake/Craft Sale 2. Cornhole Tourn. 3. Donations/Grants 4. Food/Snack Bar Sales 5. Fundraisers 6. Little Caesar's Pizza 7. Refreshment Sales 8. Silent Auction 	<ol style="list-style-type: none"> 1. Awards/Staff Recognition 2. Bus Safety Educational Material/Promotional Items 3. Catering Service 4. Cups/Mugs/Tumblers 5. Dish Soap, Scrubbing Pads, etc. 6. Medical Supplies 7. Office Supplies 8. Paper Goods 9. Refreshments for Meetings 10. Registrations 11. Small Office Equipment, Supplies, Etc 12. Snack Bar Items 13. Student Gift/Rewards (Swag Bag) 14. TShirts/Polos/Sweatshirts/Jackets 	<ol style="list-style-type: none"> 1. Ongoing

EDUCATION SERVICE CENTER**SITE: 050**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Administrative Account (801)	<ol style="list-style-type: none"> 1. Donations/Grants 2. Interest Earnings 3. Recycling 4. Vending Machines 	<ol style="list-style-type: none"> 1. Advertising (Employment, etc) 2. Bank Service Charges 3. Brochures/Printing 4. Cards/Flowers 5. Catering Services 6. Equipment/Materials/Supplies 7. Field Trip/Transportation Costs 8. Gifts/Awards 9. Notary Fees/Expenses 10. Photography Expenses 11. Postage 12. Presenter's Fees 13. Professional/Board Meeting Expenses 14. Refreshments/Banquet Supplies 15. Reimbursements/Refunds 16. Repairs 17. Staff/Volunteer Recognition/Awards 18. Staff Breakfast/Luncheon Expenses 19. Supplies 20. Transportation Expenses 21. Uniforms 22. Wholesale Membership Cards 23. Workshop/Seminar/Meeting Expenses 24. Vending Supplies 	<ol style="list-style-type: none"> 1. Ongoing 2. Ongoing

EDUCATION SERVICE CENTER**SITE: 050****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost Books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

Tuition Clearing Account (806)

1. Tuition Payments for Driver's Ed.
2. Tuition Payments for Night School
3. Tuition Payments for Summer School

1. Refunds
2. Transfer to General Fund

1. Continuous
2. Continuous
3. Continuous

Adult. Fees Clearing Account (808)

1. AEL Classes
2. CPR Cards
3. Sub Background Checks

1. Refunds
2. Transfer to General Fund

1. Continuous
2. Continuous
3. Continuous

S.A.D.F. (831)
(Safe And Drug Free)

1. Donations/Grants
2. Lobby Guard Key Fobs

1. Lobby Guard Supplies
2. Materials/Supplies
3. Postage
4. Presenter Fees
5. Refreshments
6. Registration for Conferences
7. Travel Expenses

EDUCATION SERVICE CENTER**SITE: 050****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

BPS Foundation Grants (835)

1. Donations from BPS Foundation

1. Supplies
2. Books
3. Classroom Equipment
4. Classroom Supplies
5. Consumables
6. Curriculum Materials
7. DVDs/Other Media
8. Equipment
9. Furniture
10. Gym Equipment
11. Maintenance Items
12. Materials
13. Playground Equipment
14. Postage
15. Repairs/Services
16. Shipping Costs
17. Software/Hardware
18. Staff/Student Travel Expenses
19. Student Special Needs
20. Student Activity Needs
21. Student Incentives/Rewards
22. Subscriptions
23. Technology
24. Technology Equipment
25. Technology Supplies

1. Ongoing

EDUCATION SERVICE CENTER**SITE: 050****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Homeless Student Assistance (995)

1. Donations/Grants
2. Solicitation of
Community Funds

1. Birth Certificate Fees
2. Clothing, Shoes
3. Concurrent Class - Books & Fees
4. Driver's Education Fees
5. Driver's License/Permit Fees
6. Dues/Fees
7. FFA Jackets
8. Graduation & Senior Class Related Expenses
9. Holiday Gifts for Student not eligible for
Angel Trees due to age limitations
10. Identification Cards
11. Paper Goods
12. Refreshments
13. School Supplies
14. Senior Photo Package
15. Student Activities
16. Toiletry and Hygiene Items for Locker Room
17. Transportation/Travel Expenses

Bruin Logo (996)

1. Sale of Bruin Logo Contributions
2. Donations/Grants

1. Advertising
 2. Awards
 3. Books/E-Books
 4. Building Improvements
 5. Construction
 6. Dues and Fees
 7. Equipment
 8. Furniture
 9. Instructional/Professional Development Materials
 10. Photography Equipment/Supplies
 11. Refreshments/Catering
 12. Staff/Student Recognition
 13. Supplies
 14. Technology
-

**EDUCATION SERVICE CENTER=
ACCOUNT NAME**

Back to School Rally (997)

SOURCE OF REVENUE

1. Donations/Grants

SITE: 050

APPROVED EXPENDITURES

1. Advertising
2. Brochures
3. Food
4. Misc. Give Aways
5. Postage
6. Presenters/Entertainers Fees/Expenses
7. Printing
8. Refunds
9. T-Shirts

DATES OF FUNDRAISERS

1. Ongoing

**EDUCATION SERVICE CENTER
ACCOUNT NAME**

Community of Caring (832)

SOURCE OF REVENUE

1. Donations/Grants

SITE: 051

APPROVED EXPENDITURES

1. Cleaning for Coats for Kids
2. Health Care Expenses
3. Reimbursements/Refunds
4. Shoes for Kids

DATES OF FUNDRAISERS

1. Ongoing

CURRICULUM
ACCOUNT NAME

SITE: 056

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Refund Account (803)	<ol style="list-style-type: none">1. Damage of School Property2. Fee Collections3. Lost Books4. Rental of Property5. Sale of Property/Equipment	<ol style="list-style-type: none">1. Refunds2. Transfer to General Fund	<ol style="list-style-type: none">1. Ongoing2. Ongoing3. Ongoing4. Ongoing5. Ongoing

SPECIAL SERVICES
ACCOUNT NAME

SITE: 057

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Refund Account (803)	<ol style="list-style-type: none">1. Damage of School Property2. Fee Collections3. Lost Books4. Rental of Property5. Sale of Property/Equipment	<ol style="list-style-type: none">1. Refunds2. Transfer to General Fund	<ol style="list-style-type: none">1. Ongoing2. Ongoing3. Ongoing4. Ongoing5. Ongoing

Exceptional Education Services (840)

<ol style="list-style-type: none">1. Assorted Fundraisers2. Candy Sales3. Car Wash Sales4. Dance/Banquet5. Donations/Grants6. Ticket Sales7. T-shirt Sales8. Uniforms	<ol style="list-style-type: none">1. Bowling2. Dance/Banquet Expenses3. Equipment4. Food/Refreshments5. Lodging6. Postage7. Refunds8. Registration9. Reimbursements10. Special Olympic Cost11. Supplies12. Transportation Cost13. Travel Expenses14. T-shirts15. Uniforms	<ol style="list-style-type: none">1. Fall & Spring2. Fall3. Spring (Feb./March)4. Ongoing
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PROFESSIONAL DEVELOPMENT CENTER**SITE: 057/059****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**General Administrative Account (801)
Site: 059

1. Donations/Grants
2. Fundraisers
3. Registrations
4. Tuition and Late Fees

1. Audio Visual Services
2. Books/Periodicals
3. Communication Services
4. Consultant Fees/Expenses
5. Equipment
6. Meals
7. Postage
8. Printing
9. Refreshments
10. Refunds/Reimbursements
11. Rental or Lease Services
12. Repairs/Maintenance Services
13. Staff Registration/Tuition
14. Supplies/Materials
15. Technical Services
16. Travel/Lodging
17. Videos

1. Ongoing

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost Books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

PROFESSIONAL DEVELOPMENT CENTER**SITE: 057/059****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**Staff Development In-Service Workshop (922)
Site: 057 (Adult Ed) & 059 (TOY)

1. Candy Sales
2. Donations/Grants
3. Donut Sales
4. Juice Sales
5. Recycling
6. Registration Fees
7. Snack Sales
8. Vending Machines
9. Donations for TOY

1. GED Graduation Caps/Gowns/Tassels
2. Graduation Honor Awards
3. Graduation Refreshments
4. Refreshments
5. Refunds
6. Snacks for Resale
7. Speaker Fees
8. Student Recognition Awards
9. Supplies
10. Teacher Recognition/Awards
11. Teacher Registrations
12. Teacher Travel
13. Workshop Materials/Supplies

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing

OPERATION EAGLE**SITE: 062****ACCOUNT NAME**

General Administrative Account (801)

SOURCE OF REVENUE

1. Ad/Magazine Sales
2. Auctions
3. Bake Sales
4. Box Tops
5. Candy Sales
6. Car Washes
7. Corporate Sponsorships
8. Donations/Grants
9. Food/Drink Sales
10. Fundraiser/Merchandise Sales
11. Garage Sales
12. Sale of Clothing/Art/Crafts
13. Sale of Property/Equipment
14. Stocking Stuffer Sales
15. Student Material/Supplies
16. Vending Machine Sales
17. Video/Books/Poster Sales

APPROVED EXPENDITURES

1. Advertising
2. Awards
3. Banquet
4. Camera Supplies
5. Cards/Flowers
6. CDs/Videos/Books
7. Cleaning of Regalia/Uniforms
8. Clothing/Bags/Uniforms
9. Community Projects
10. Computer Accessories
11. Computer Supplies
12. Contest Fees
13. Dance Clothing/Accessories
14. Decorations
15. Dues/Fees
16. Equipment
17. Fabric
18. Family Benevolence
20. Fundraising Expenses
21. Furniture/Fixtures
22. Graduation Expenses
23. iPad Accessories
24. Lodging
25. Meals/Beverages/Snacks
26. Misc. Give Aways
27. Musical Instruments
28. Postage
29. Printing
30. Registration
31. Reimbursements/Refunds
32. Rental/Royalty Charges

DATES OF FUNDRAISERS

1. Ongoing

cont'd

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Administrative Account (801) cont'd		33. Repairs/Maintenance 34. Service Projects 35. Software Applications 36. Software/Hardware 37. Speaker Fees 38. Student Activities 39. Technical Services 40. Transportation 41. Website Fees	

SITES: 056/110-185/505-510/705

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
Bartlesville Education Promise - All Sites	1. Donations	1. Books 2. Classroom Supplies 3. Dues/Fees/Subscriptions 4. Equipment 5. Field Trips 6. Furniture 7. Payroll Reimbursements 8. Presenter Fees 9. Professional Development 10. Refreshments/Kitchen Supplies 11. Registrations 12. Supplies 13. Travel Expenses 14. TShirts/Uniforms 15. Tutoring/Camp Supplies 16. Videos	1. Ongoing

cont'd

ELEMENTARY ACCOUNTS

The following page lists the Fundraisers and Expenditures for all elementary sites General Administrative Account (801) and General Refund Account (803). If the site has any other projects, they will be listed individually by site.

<u>Site Name</u>	<u>Site Number</u>
Richard Kane Elementary	110
Hoover Elementary	120
Jane Phillips Elementary	130
Ranch Heights Elementary	160
Wayside Elementary	175
Wilson Elementary	185

ELEMENTARY

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Administrative Account (801)	1. Cookie Dough Fundraiser 2. Donations/Grants 3. Lost Agendas 4. Rebates 5. Recycling 6. Refunds 7. School Directory 8. School Pictures 9. Student Store 10. T-Shirts/Sweatshirts 11. Vending Machines 12. Yearbooks	1. Books/Instructional Materials 2. Building Maintenance 3. Cards/Flowers 4. Charitable Donations 5. Communication Expenses 6. Computer Equipment/Software 7. Equipment 8. Equipment Repairs 9. Family Emergencies 10. Field Trips 11. Furniture 12. Health, First Aid, Hygiene Supplies 13. Maintenance Items 14. Materials 15. Outdoor Signs 16. Parent/Volunteer Recognition 17. Photography Expenses 18. Playground Equipment 19. Postage/Shipping Charges 20. Presenter Fee/Expenses 21. Printing 22. Refreshments 23. Refunds 24. Reimbursements 25. Rental Fees 26. Staff Developments 27. Staff Recognition 28. Student/Staff T-Shirts /Sweatshirts 29. Student Assessment 30. Student Recognition 31. Student Special Needs 32. Subscriptions 33. Supplies 34. Transportation/Travel Expenses 35. Workshop/Meeting/Seminar Expenses 36. Yearbook Cost	1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing 6. Ongoing 7. Ongoing 8. Ongoing 9. Ongoing 10. Ongoing 11. Ongoing
General Refund Account (803)	1. Damage of School Property 2. Fee Collections 3. Lost Books 4. Rental of Property 5. Sale of Property/Equipment	1. Refunds 2. Transfer to General Fund	1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing
Bville Women's Network - Elem. Libraries	1. Donations	1. Books 2. Dues/Fees/Subscriptions 3. Supplies 4. Videos	1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing

HOOVER**SITE: 120**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
STEAM Program (844)	1. Donations	1. Refreshments/Food 2. Reimburse Payroll Expenses 3. Supplies 4. Transportation 5. Tshirts	1. Ongoing

RANCH HEIGHTS**SITE: 160**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
ATLAS (843)	1. Donations	1. Books/Instructional Materials 2. Field Trips 3. Furniture 4. Health, First Aid, Hygiene Supplies 5. Materials for Special Projects 6. School & Art Supplies 7. Sensory Materials 8. Student Recognition	1. Ongoing
Service Club (915)	1. Donations/Grants 2. Student Store Sales	1. Field Trip Expenses 2. Refreshments 3. Refunds 4. Reimbursements 5. Staff Development Materials 6. Staff Recognition 7. Student Recognition 8. Supplies/Materials 9. Supplies for Store	1. Ongoing 2. Ongoing

MIDDLE SCHOOL ACCOUNT

CENTRAL**SITE: 505****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Administrative Account (801)

1. Anthology Sales
2. Candy/Food Sales
3. Donations/Grants
4. Faculty Shirt Sales
5. Fundraiser Sales
6. Recycling
7. Testing Fees
8. Vending Machines

1. Academic/Attendance Awards
2. Books/Materials
3. Cards/Flowers
4. Community Involvement
5. Donations
6. Drama Expenses
7. Equipment Maintenance
8. Fees/Registration
9. Furniture
10. Honorariums
11. Meeting Expenses
12. Parent/Patron Recognition/Appreciation/
Memorials
13. Portraits (Staff Recognition)
14. Postage
15. Printing
16. Refreshments
17. Refunds/Reimbursements
18. Resale Items
19. Shipping
20. Software/Hardware
21. Speaker Fees/Expenses
22. Staff Appreciation/Recognition/Memorials
23. Staff Travel Expenses
24. Student Activities
25. Student Appreciation/Recognition/
Incentives/Memorials
26. Student Needs
27. Student Travel Expenses
28. Supplies/Materials/Equipment

1. Year Round
2. Year Round
3. Year Round
4. Year Round
5. Year Round

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. As Needed
2. As Needed
3. Year Round
4. Year Round
5. As Needed

CENTRAL
ACCOUNT NAME

SITE: 505

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Art Club (807)	<ol style="list-style-type: none">1. Arts/Craft Sales2. Donations/Grants3. Fundraiser Sales	<ol style="list-style-type: none">1. Arts/Craft Supplies2. Cleaning Supplies for Art Projects3. Fundraiser Expenses4. Refreshments	<ol style="list-style-type: none">1. As Needed2. As Needed3. Year Round4. Year Round5. As Needed
Broadcasting (809)	<ol style="list-style-type: none">1. Advertisements2. Business Sponsorships3. Camps4. Donations/Grants5. Event Sponsorships6. Recycling7. Shirt Sales8. Spirit Sales9. Snack Sales10. Student Activities (Self Promo)	<ol style="list-style-type: none">1. Apparel, Uniforms, Shirts2. Broadcasting Equipment, Furniture & Supplies3. Hardware, Supplies, Tools & Equipment4. Lodging/Travel - Staff & Students5. Membership Dues/Subscriptions6. Office/Classroom Supplies7. Refreshments/Meals8. Reward Parties, etc9. Team Camps/Workshops10. Technology Equipment (Laptop & Programs, etc)11. Transportation	<ol style="list-style-type: none">1. Ongoing2. Ongoing3. Ongoing4. Ongoing5. Ongoing6. Ongoing7. Ongoing8. Ongoing9. Ongoing10. Ongoing

CENTRAL
ACCOUNT NAME

SOURCE OF REVENUE

SITE: 505

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Music (878)

1. Dues
2. Fees
3. Donations/Grants
4. Trip Expenses

1. Award/Trophies/Medals
2. Chorus Expenses
3. Dues
4. Fees
5. Postage
6. Refunds
7. Reimbursements
8. Trip Expenses

1. As Needed
1. Aug. -Sept., Dec. - Jan.
2. Aug. -Sept., Dec. - Jan.
3. As Needed

National JHS (885)

1. Bake Sales
2. Car Washes
3. Contests
4. Dances
5. Donations/Grants
6. Dues
7. Faculty/Student Events
8. Food/Drink/Candy Sales
9. Movie Night
10. T-Shirts

1. Community Projects
2. Contest Fees
3. Donations
4. Family Benevolence
5. Food Items
6. Parties
7. Postage
8. Recognition
9. Refunds
10. Reimbursements
11. School Gifts
12. Shirts
13. Supplies
14. Travel Expenses
15. Trips

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing

Orchestra (887)

1. Donations/Grants
2. Fundraiser Sales
3. Orchestra Books/Supplies
4. Solo/Ensemble Contest Fees

1. Items for Fundraising
2. Orchestra Books/Supplies
3. Solo & Ensemble Contest Fees

1. As Needed
-

**CENTRAL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 505

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Pep Club (894)

1. Car Washes
2. Bake Sales
3. Donations/Grants
4. Uniform Parts
5. Clinic Fees

1. Instructional Services
2. Refunds & Reimbursements
3. Spirit Materials
4. Travel Expenses
5. Uniform Parts

1. Aug. - Sept.
2. Aug. - Sept.
3. As Needed
4. Spring & Fall
5. Spring & Fall

Pictures (895)

1. Picture Sales

1. Academic/Attendance Awards
2. Books/Materials
3. Cards/Flowers
4. Community Involvement
5. Donations
6. Equipment Maintenance
7. Fees/Registration
8. Furniture
9. Parent/Patron Recognition/Appreciation
10. Postage
11. Printing
12. Refreshments
13. Refunds/Reimbursements
14. Software/Hardware
15. Staff Appreciation/Recognition
16. Staff/Student Travel Expenses
17. Student Appreciation/Recognition/Incentives
18. Supplies/Materials/Equipment

1. Aug. & Feb.

Service Club (915)

1. Donations/Grants
2. Student Store Sales

1. Refunds
2. Reimbursements
3. Replenish Stock
4. Supplies

1. Ongoing
 2. As Needed
-

**CENTRAL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 505

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Student Council (926)

1. Back To School Parties
2. Bake Sales
3. Car Washes
4. Convention Orders
5. Donations/Grants
6. Fundraising Sales
7. Halloween Parties
8. Spirit Sales
9. Spring Parties
10. Student Store Sales

1. Classroom Materials
2. Dance/Party Expenses
3. Decorations
4. DJ Services
5. Donations
6. Gifts for School
7. Items for Fundraisers
8. Paper Goods
9. Refreshments
10. Refunds
11. Reimbursements
12. Rental of Non-School Facilities
13. Replenish Student Store Stock
14. Security
15. Spirit Sales
16. StuCo Charter Membership
17. Student Awards/Appreciation
18. Student Council Trip Expenses
19. Student Materials
20. Student Newspaper Expenses
21. Turkeys for Heritage Day
22. Youth Canteen Use Expenses

1. September
2. Two-three times a year
3. Aug. - Sept.
4. Nov.
5. As Needed
6. Ongoing
7. Oct.
8. Game Season
9. Apr. - May

Dance Club
(950)

1. Donations
2. Dues/Fees
3. Fundraising
4. Selling T-Shirts

1. Dance Uniforms
2. Donations
3. Fees/Registrations
4. Student Travel Expenses
5. T-Shirts/Resale Items

1. Ongoing
-

CENTRAL
ACCOUNT NAME

SOURCE OF REVENUE

SITE: 505

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Technology Student Association
(960)

1. Awards
2. Donations
3. Dues/Fees
4. Fundraising Sales
5. Reimbursements

1. Conferences/Travel
2. Donations/Reimbursements
3. Dues/Contest Fees
4. Equipment/Supplies
5. Prizes
6. Postage/Shipping/Freight
7. Refreshments
8. Reward/Incentive Activities
9. Scholarships
10. Shirts/Clothing
11. State/Regional/National Competitions

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

Yearbook (990)

1. Ads
2. Donations/Grants
- 3 Fundraising Sales
4. Yearbook Sales

1. Camera Equipment/Supplies
2. Film/Development
3. Fundraiser Expenses
4. General Supplies
5. Monthly Newspaper Expenses
6. Printing
7. Publication Expenses
8. Refreshments (i.e. yearbook signing party)
9. Refunds/Reimbursements
10. Yearbook Cost
11. Yearbooks

1. As Needed
 2. Ongoing
 3. Through Year
 4. Ongoing
-

MADISON
ACCOUNT NAME

SITE: 510

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

General Administrative Account (801)

- | | | |
|--|-----------------------------------|----------------------------|
| 1. Box Tops for Education | 1. Appliances | 1. Ongoing |
| 2. Candy Sales | 2. Building Improvements | 2. Ongoing |
| 3. Canteen Party | 3. Cards & Flowers | 3. Ongoing |
| 4. Donations/Grants | 4. Consumable Technology Supplies | 4. Ongoing |
| 5. Faculty vs. Student Events | 5. Contest Fees | 5. Ongoing |
| 6. Food/Drink Sales | 6. Digital Photography Lab | 6. Ongoing |
| 7. Food Labels | 7. Donations | 7. Ongoing |
| 8. Partnerships/Sponsorships | 8. Dues | 8. Ongoing |
| 9. Photo Booth | 9. Food Items | 9. Ongoing |
| 10. Recycle Paper/Cell | 10. Furniture & Equipment | 10. Ongoing |
| 11. Sale of Class Rings | 11. Geometry Templates | 11. Ongoing |
| 12. Sale of Dry Food Goods | 12. Ground Beautification | 12. Ongoing |
| 13. Sale of Mugs | 13. Instructional Equipment | 13. Aug.- Oct, Mar. & Apr. |
| 14. Sale of Student Materials/Supplies | 14. Maintenance Agreements | |
| 15. School Picture Sales | 15. Notary/ Bond Renewal, Etc. | |
| 16. Testing Fees | 16. Parent/Volunteer Recognition | |
| 17. T-Shirt/Sweatshirt Sales | 17. PE Equipment | |
| | 18. Photo Booth Supplies | |
| | 19. Postage | |
| | 20. Printing | |
| | 21. Professional Development | |
| | 22. Recognition Awards | |
| | 23. Refreshments | |
| | 24. Refunds | |
| | 25. Security Fees | |
| | 26. Staff & Student Recognition | |
| | 27. Student Activities | |
| | 28. Student Rewards | |
| | 29. Student/Staff Travel | |
| | 30. Supplies | |
| | 31. Technology | |
| | 32. Tests | |
| | 33. Travel/Mileage Reimbursements | |
| | 34. Uniforms | |
-

MADISON
ACCOUNT NAME

SITE: 510

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Library Fines
4. Lost books
5. Recycle Printer Cartridges
6. Rental of Property
7. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing

Broadcasting (809)

1. Advertisements
2. Bake Sales
3. Candy Sales
4. Car Washes
5. Discount Card Sales
6. Donations/Grants
7. Shirt Sales

1. Broadcasting Equipment/
Supplies/Furniture
2. Computer Supplies
3. Registration Fees
4. Shirts/Apparel
5. Technology
6. Transportation
7. Travel Expenses
8. Workshops

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
 5. Ongoing
 6. Ongoing
 7. Ongoing
-
-

MADISON
ACCOUNT NAME

SITE: 510

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Cheerleaders (820)

1. Bake Sales
2. Candy Sales
3. Car Washes
4. Dances
5. Donations/Grants
6. Garage Sales
7. Gift Sales
8. Magazine Sales
9. Parties
10. Pom Pons
11. Spirit Sales
12. T-Shirts

1. Camp Fees
2. Camp Scholarships
3. Donations
4. Equipment
5. Food/Snacks
6. Instructor Fees
7. Parties
8. Refunds
9. Reimbursements
10. Spirit Sales
11. Supplies, Materials
12. Travel Expenses
13. Uniforms

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing

Choral Club (821)

1. Choir Shirts
2. Contest Fees
3. Donations/Grants
4. Drama Production
5. Uniform Cleaning

1. Cleaning of Uniforms
2. Contest Fees
3. Materials
4. Refunds
5. Rental/Royalty Charges
6. Supplies
7. Travel Expenses

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
-
-

MADISON
ACCOUNT NAME

SITE: 510

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Vision Quest (834)

1. Box Tops for Education
2. Campbell's Soup Labels
3. Collection of Fee/Dues
4. Donations/Grants
5. Food/Drink/Candy Sales
6. Recycle Paper/Cell Phones/Cartridge
7. Student Store

1. Community Projects
2. Donations
3. Dues/Contest Fees
4. Equipment
5. Parties
6. Refreshments
7. Staff & Student Recognition
8. Student Activities
9. Student/Staff Travel

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing

Music (878)

1. Brochure Sales
2. Candy Sales
3. Contest Fees
4. Donations/Grants
5. Parades
6. Student Sales of Items in Brochures

1. Band Materials/Instruments
2. Band Supplies
3. Band T-Shirts
4. Camp Scholarships
5. Clinicians
6. Contest Fees
7. Incentive/Recognition Activity
8. Postage
9. Refunds
10. Repairs
11. Trip Expenses

1. Oct.-Dec.
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

National Jr. Honor Society (885)

1. Bake Sales
2. Car Washes
3. Contests
4. Dances
5. Donations/Grants
6. Dues
7. Faculty/Student Events
8. Food/Drink/Candy Sales
9. Fundraising Sales
10. Garage Sales
11. Movie Night
12. Ribbon Sales
13. T-shirt Sales

1. Community Projects
2. Contest Fees
3. Donations
4. Family Benevolence
5. Food Items
6. Parties
7. Postage
8. Recognition
9. Refunds
10. Reimbursements
11. School Gifts
12. Shirts
13. Supplies
14. Travel Expenses
15. Trips

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
 5. Ongoing
 6. Ongoing
 7. Ongoing
 8. Ongoing
 9. Ongoing
 10. Ongoing
-

MADISON
ACCOUNT NAME

SITE: 510

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Student Council (926)

1. Brochure Sales
2. Candy Sales
3. Concessions at Athletic Events
4. Donations/Grants
5. Fall/Spring Parties
6. Food/Drink/Candy Items from
Athletic Events to Concessions
7. Lolligrams/Valentines
8. Parties
9. Recycling of Donated Cell Phones
10. Ribbon Sales
11. Spirit Shirts
12. Spirit Buttons
13. Ticket Sales for Party Events

1. Beautification of School Grounds
2. Class Gift at End School Year
3. Community Projects
4. Decorations for Activities/Dances
5. Donation for Youth Canteen
6. Donations
7. Family Benevolence
8. Food/Drink/Candy Items
9. Leadership Conference
10. Pep Assemblies
11. Refunds
12. Reimbursements
13. School Gifts
14. Spirit Supplies
15. Student/Staff Trips
16. Student Activities/Parties
17. Student Rewards
18. Teacher/Staff Appreciation
19. Welcome Back Gifts

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing

Dane Club (950)

1. Donations/Grants
2. Dues/Fees
3. Fundraising Sales
4. Selling T-Shirts

1. Dance Uniforms
2. Donations
3. Fees/Registrations
4. Student Travel Expenses
5. T-Shirts/Resale Items

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

Technology Student Association
(960)

1. Awards
2. Donations
3. Dues
4. Fundraising Sales
5. Reimbursements

1. Conferences/Travel
2. Donations/Reimbursements
3. Dues/Contest Fees
4. Equipment/Supplies
5. Prizes
6. Postage/Shipping/Freight
7. Refreshments
8. Reward/Incentive Activities
9. Scholarships
10. Shirts/Clothing
11. State/Regional/National Competitions

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
 5. Ongoing
-

MADISON
ACCOUNT NAME

SITE: 510

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Yearbook (990)

1. Ad Sales
2. Brochure Sales
3. Candy Sales
4. Car Washes
5. Discount Card Sales
6. Donations/Grants
7. Holiday Sales
8. Movie Night
9. Pen/Button Sales
10. Recycle Printer Cartridges
11. Recycle Various Items
12. Sweatshirt Sales
13. Silent Auction
14. Yearbook Sales

1. CDs or Flash Drives
2. Computer Supplies
3. Conferences
4. Digital Cameras
5. Equipment/Supplies
6. Film Developing
7. Film Purchase
8. Materials
9. Pens/Button Materials
10. Printing
11. Refreshments
12. Refunds
13. Reimbursements
14. Student Activities
15. Student/Staff Travel
16. T-Shirts
17. Workshops
- 17 Yearbook Costs/Supplies

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing

Archery Club (994)

1. Contest Fees
2. Donations/Grants
3. Faculty vs. Student Events
4. Food/Drink Sales
5. Gift Sales
6. Parties/Dances
7. Recycling Paper/Cell
8. T-Shirt Sales

1. Community Expenditures/Projects
 2. Contest Fees
 3. Decorations
 4. Equipment
 5. Food/Drink/Candy Items
 6. Shirts
 7. Student Recognition
 8. Student/Staff Travel
 9. Supplies
 10. Travel Expenses
-

HIGH SCHOOL ACCOUNTS

SITE: 705

HIGH SCHOOL

ACCOUNT NAME

General Administrative Account (801)

SOURCE OF REVENUE

1. Club Dues
2. Commissions
3. Concession Sales
4. Dinners
5. Donations/Grants
6. Fees
7. Field Trip Charges
8. Fundraisers
9. Parking Permit Sales
10. Picture Sales
11. Poinsettia Sales
12. Recycling Fees
13. School Dances
14. School Directory Sales
15. School Supply Sales
16. Student Badge Replacement
17. Testing Fees
18. Vending Machines

APPROVED EXPENDITURES

1. Academic/Attendance Awards
2. Appliances
3. Assist Student Organizations
4. Blank Badges & Printer Supplies
5. Bronze Bear - Maintenance and Repair
6. Building /Office Improvements/Enhancements
7. Cards/Flowers
8. Catering Services
9. Charitable Donations
10. Classroom Equipment
11. Classroom Supplies/ACT Prep Books
12. Club Supplies
13. Consultant Fees/Expenses
14. Consumable Technology Supplies
15. Covering for Gym Floor
16. Dues/Fees
17. Equipment
18. Gifts for Various Guests
19. Graduation Expenses
20. Meals
21. Mileage
22. Misc. Rental Charges
23. Parties
24. Picture Charges
25. Postage Charges
26. Printing
27. Refreshments for Meetings
28. Refreshments for Students
29. Refunds
30. Registration Fees
31. Reimbursements
32. School Board Recognition
33. Security Fees
34. Speaker Honorariums
35. Staff Awards/Prizes
36. Staff Recognition
37. Staff Travel Reimbursement
38. Stamps/Postage Charges
39. Student Gifts
40. Subscriptions
41. Student Gifts
42. Student Recognition
43. Student Travel
44. Substitute Teacher Recognition
45. Supplies/MaterialSupport Staff Supplies/Equipment/Recognition/Awards
46. Teacher Recognition
47. Teacher Recognition
48. Teacher Supplies
49. Testing Fees
50. Travel
51. T-Shirts
52. Volunteer/Guest Recognition
53. Wholesale Membership Cards

DATES OF FUNDRAISERS

1. Ongoing

HIGH SCHOOL

SITE: 705

ACCOUNT NAME**SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Refund Account (803)

1. Book Rebinding/Damage Fees
2. Copy Charges
3. Damage of School Property
4. Fee Collections
5. Library Fines
6. Lost Agendas
7. Lost books
8. Rental of Property
9. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing

AP Exams (804)

1. Donations/Grants
2. Exam Fees
3. Refunds from State

1. AP Materials for Students
2. AP Monitors
3. AP T-Shirts
4. AP Workshops for Teachers
5. Building Rental Expense
6. Exam Fees
7. Student Exam Fee Refunds
8. Supplies/Materials/Equipment
9. Travel for Workshops

1. Ongoing
2. Mar. – May
3. Ongoing

Art Club (807)

1. Art Sales
2. Bake Sales
3. Block Party Booth
4. Buttons
5. Calendars
6. Candy Bar Sales
7. Clothing - Paint/Designs
8. Donations/Grants
9. Dues
10. Face Painting
11. Garage Sales
12. Photography Retouching
13. T-Shirt Design
14. T-Shirt Sales

1. Art Awards
2. Donations
3. Dues/Fees
4. Equipment
5. Field Trips
6. Fundraiser Merchandise
7. Furniture/Fixtures
8. Garage Sales Expenses
9. Refreshments
10. Refunds
11. Reimbursements
12. Service Projects
13. Student Awards
14. Supplies
15. T-Shirts
16. Travel

1. Ongoing
2. October
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Fall
8. October
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing

**HIGH SCHOOL
ACCOUNT NAME**

SITE: 705

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Broadcasting (809)

1. Advertisements	1. Apparel, Uniforms, Shirts	1. Ongoing
2. Business Sponsorships	2. Broadcasting Equipment, Furniture & Supplies	2. Ongoing
3. Camps	3. Hardware, Supplies, Tools & Equipment	3. Ongoing
4. Donations/Grants	4. Lodging/Travel - Staff & Students	4. Ongoing
5. Event Sponsorships	5. Office/Classroom Supplies	5. Ongoing
6. Recycling	6. Refreshments/Meals	6. Ongoing
7. Shirt Sals	7. Reward Parties, etc	7. Ongoing
8. Spirit Sales	8. Team Camps/Workshops	8. Ongoing
9. Snack Sales	9. Technology Equipment (Laptop & Programs)	9. Ongoing
10. Student Activities (Self Promo)	10. Transportation	10. Ongoing

Avation (810)

1. Concession Sales	1. Classroom Equipment	1. Ongoing
2. Dinners	2. College Visits	2. Ongoing
3. Donations/Grants	3. Fees	3. Ongoing
4. Dues/Fees	4. Field Trips	4. Ongoing
5. Fundraisers	5. Lodging	5. Ongoing
6. Merchandise Sales	6. Meals	6. Ongoing
	7. Student Gifts	
	8. Supplies	
	9. Sub Reimbursements	
	10. Transportation	
	11. TShirts	

**HIGH SCHOOL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 705

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Choral Club (821)

1. Choir T-Shirt Sales
2. Cost of Uniforms
3. Donations/Grants
4. Fees
5. Uniform Cleaning

1. Choir T-Shirts
2. Entry Fees
3. Instruments
4. Materials/Equipment
5. Music
6. Printing Charges
7. Refreshments
8. Refunds
9. Reimbursements
10. Special Supplies
11. Student Awards
12. Travel Cost
13. Uniform Cleaning Expenses
14. Uniform Fabric

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Spring

Drama (833)

1. Ad Sales
2. Candy Sales
3. Corporate Sponsorships
4. Donations/Grants
5. Dues & Fees
6. Ticket Sales

1. Advertising
2. Consultant Fees/Expenses
3. Costume Rental for Play Production
4. Drama Production Expenses
5. Play Production Costs
6. Field Trips
7. Printing
8. Reimbursements
9. Rentals (Scenic/Light/Sound/Special Effects)
10. Royalties
11. Scene Construction
12. Scripts
13. Student Membership Dues to International
14. Supplies for Cany Sales
15. Supplies/Materials/Equipment
16. T-Shirt Sales
17. Thespian Society & National Forensic
18. Student Travel to Play/Festivals/Competitions

1. Oct. - Nov., Feb. & Apr.
2. Sept. - May
3. Sept. - Apr.
4. Sept. - May
5. Oct. - Nov., Feb. & Apr.

BPA (836)
Agricultural Education

1. Advertising
2. Donations/Grants
3. Dues and Fees
4. Event Sponsorships
5. FFA Fundraisers
6. Merchandise Sales
7. Sales & Concessions

1. Advertisement/Printing
2. Ag Curriculum/Materials/Supplies
3. Ag Equipment, Trailers, and Vehicles
4. Catering Expenses/Refreshments
5. Donations/Grants/Awards
6. FFA Jackets and Uniforms
7. Furniture
8. Guest Speaker Fees
9. Recognition/Awards
10. Registration for Conferences and Stock
11. Repairs/Maintenance
12. Subscriptions/Membership Dues
13. Technology
14. Travel Expenses and Lodging

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing

**HIGH SCHOOL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 705

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

BPA (837)
Environmental Club

1. Chevron Dovation
2. Bake Sale
3. Garage/Rummage Sale
4. T-Shirt Sale

1. Club T-shirts
2. Recycling Services
3. Related Recycling Expenses

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
-

Bruin Bundles (838)

1. Enrollment Preorders
2. Graduation Orders
3. Merchandise Sales
4. Web Orders (InTouch)

1. Bags/Wraps
2. Balloons/Weights
3. Candy
4. Cards
5. File Folders
6. Ink Pens/Markers, etc.
7. Locking Cash Box
8. Locking Storage
9. Ribbons
10. Stickers

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
-

BHS SpEd (839)

1. Grants/Donations

1. Classroom Supplies/Task Boxes
 2. Field Trips (incl. Food)
 3. Furniture (incl Storage)
 4. Homecoming Float Decorations
 5. Kitchen Supplies
 6. Manipulatives
 7. Printer Ink (Color & B&W)
 8. Refreshments
 9. Shirts
 10. Teaching Materials
 11. Transportation
-

1. Ongoing

BPA (841)
Business Professionals
of America

1. Block Party
2. Candy Sales
3. Data Match
4. Donations/Grants
5. Dues
6. Fundraisers for Chapter
7. Kiosk Sales
8. T-Shirts

1. BPA Projects
 2. Charitable Donations
 3. Dues/Fees
 4. Materials/Equipment
 5. Printing
 6. Refreshments
 7. Refunds
 8. Registration
 9. Reimbursements
 10. State Leadership Conference
 11. Student Awards
 12. Supplies/Materials/Equipment
 13. Travel Expenses
 14. T-Shirts
-

1. Oct.
2. Ongoing
3. Spring
4. Ongoing
5. Fall
6. Ongoing
7. Ongoing
8. Ongoing

**HIGH SCHOOL
ACCOUNT NAME**

SITE: 705

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

French Club (845)

1. Valentine Telegrams
2. Donations/Grants
3. Candy Sales
4. Nat'l French Exam Registration
5. Dues/Fees

1. Dues/Fees
2. Field Trips
3. Refreshments/Meals
4. Refunds
5. Reimbursements
6. Special Projects
7. Student Recognition/Awards
8. Supplies/Materials/Equipment
9. T-Shirts
10. Travel/Lodging

1. Feb.
2. Ongoing
3. Ongoing
4. Dec.
5. Ongoing

Musical Production (880)

1. Cleaning
2. Donations/Grants
3. Fees
4. Refunds
5. Ticket Sales
6. T-Shirts

1. Advertising for Musical
2. Auditorium Equipment
3. Batteries
4. Choreographer
5. Consultant Fees/Expenses
6. Dues/Fees
7. Instruments
8. Lighting
9. Materials
10. Music Supplies
11. Musical Awards
12. Musical Performance Supplies
13. Orchestra
14. Piano Tuning
15. Printing Charges
16. Refreshments
17. Refunds
18. Rehearsal Equipment
19. Reimbursements
20. Rental/Royalty Charges
21. Scene Construction
22. Supplies/Equipment
23. Technical Assistance
24. T-Shirts
25. Uniform and Costume Cleaning

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Apr. – May
6. Ongoing

National Honor Society (881)

1. Bake Sale
2. Beverage Sales
3. Block Party Booth
4. Car Wash
5. Donations/Grants
6. Dues
7. Fundraisers for Charitable
8. Student Stole Purchase
9. T-Shirt Sales
10. Valentine Fundraiser

1. Charitable Donations
2. Dues/Fees
3. Graduation Expenses
4. Ice Cream Social
5. Induction Ceremony
6. Refreshments
7. Refunds/Reimbursements
8. Registration
9. School Spirit
10. Stole Purchase
11. Student/Staff Recognition
12. Supplies
13. T-Shirts
14. Travel Expenses

1. Oct.
2. Ongoing
3. Fall
4. Spring

**HIGH SCHOOL
ACCOUNT NAME**

SITE: 705

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Newspaper (882)

1. Ad Sales
2. Advertising
3. Bake Sale
4. Block Party Nacho Booth
5. Book/Copy Sales
6. Car Washes
7. Distribution Party
8. Donations/Grants
9. Fees
10. Garage Sales
11. Posters Program
12. Restaurant Percentage Nights
13. Silent Auction
14. Spaghetti Dinner
15. Sponsor Dinner
16. Sponsorships
17. Stocking Stuffers
18. Subscriptions
19. Yearbook Ad-Ons

1. Dues/Fees
2. Materials/Equipment
3. On-line Subscriptions
4. Printing
5. Refreshments
6. Refunds
7. Registration Fees
8. Reimbursements
9. Scholarships
10. Speaker Fees
11. Student Awards
12. Summer Camp Expenses
13. Supplies
14. T-shirts
15. Travel Expenses

1. Fall
2. Ongoing
3. Fall
4. October
5. Fall
6. Fall
7. Ongoing
8. Fall
9. Ongoing
10. Fall
11. Ongoing
12. Ongoing
13. Fall
14. Spring
15. Spring
16. Ongoing
17. Ongoing
18. Ongoing
19. Ongoing

Orchestra (887)

1. Fees
2. Donations/Grants
3. Uniform Cleaning
4. Refunds

1. Classroom/Instrument Supplies
2. Entry Fees
3. Instruments
4. Refreshments
5. Refunds
6. Reimbursements
7. Travel Expenses
8. Uniform Cleaning

1. Ongoing
2. Ongoing

BHS Band (889)

1. Ad Sales/Sponsorships
2. Apparel
3. Awards/Scholarships
4. Bake Sales
5. Candy Sales
6. Car Washes
7. Contests/Entry Fees/Reg & Dues
8. Concerts/Performances/Ticket Fees
9. Damage of School Property
10. Donations/Grants
11. Equipment/Property Sales
12. Fees for Lost Books/Equipment
13. Fees for Uniform/Costume Cleaning
14. Flags, Rifles, Sabres
15. Fundraisers
16. Instrument/Equipment Rental
17. Parades/Parties
18. Special Services
19. Spirit Sales
20. Refunds/Reimbursements

1. Advertising
2. Awards/Trophies
3. Clinicians
4. Consultant Fees/Expenses
5. Donations
6. Materials/Equipment/Instruments
7. Family Benevolence
8. Incentive/Recognition Activities
9. Instrument/Equip Repairs & Maintenance
10. Membership Dues (Staff/Students)
11. Music Purchases/Rentals
12. Parties/Decorations
13. Postage
14. Refreshments
15. Refunds
16. Registration Dues/Fees (Contests,Entry Fees)
17. Repairs
18. Royalty Fees
19. Scholarships (Camp Fees, etc)
20. Software Purchases/Subscriptions
21. Spirit Sales
22. Staff/Student Recognition
23. Supplies
24. Technical Assistance
25. Travel Expenses
26. T-Shirts/Apparel - Students/Staff

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing
13. Ongoing
14. Ongoing
15. Ongoing
16. Ongoing
17. Ongoing
18. Ongoing
19. Ongoing

**HIGH SCHOOL
ACCOUNT NAME**

SITE: 705

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

World Language Club (917)

1. Bake Sales
2. Block Party Booth
3. Car Washes
4. Dinner
5. Donations/Grants
6. Dues
7. Garage Sales
8. Silent Auction
9. T-Shirt Sales

1. Club Projects
2. Dues/Fees
3. Postage
4. Refreshments
5. Refunds
6. Reimbursements
7. Student Awards
8. Supplies
9. T-Shirts
10. Travel

1. Oct.
2. Ongoing
3. Ongoing
4. Fall

Spanish Honor Society (918)

1. Block Party Booth
2. Donations/Grants
3. Dues
4. National Spanish Exam Fees

1. Club Projects
2. Dues/Fees
3. National Spanish Exams
4. Refreshments
5. Refunds
6. Reimbursements
7. Student Awards
8. Supplies
9. T-Shirts

1. Oct.
2. Ongoing
3. Fall
4. Spring

Speech Program (919)

1. Ad Sales
2. Concession Sales
3. Donations/Grants
4. Dues/Fees
5. Homecoming Booth
6. Play Ticket Sales
7. Restaurant Fundraiser
8. T-Shirt Sales
9. Tournament Fees

1. Concession Supplies
2. Donations
3. Dues/Fees
4. National Tournament Trophies
5. Printing Charges
6. Refreshments/Meals
7. Refunds
8. Reimbursements
9. Rentals
10. Speech Tournament Fees
11. Supplies, Materials/Equipment
12. Travel & Lodging
13. Trophies

1. Spring
2. Ongoing
3. Ongoing
4. Ongoing
5. Oct.
6. Spring
7. Ongoing
8. Continuous

Shogi Club (920)

1. Bake Sales
2. Donations/Grants
3. Food Sales
4. Merchandise Resale

1. Apparel
2. Competition - Shogi
3. Dues/Fees
4. Transportation

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
-

**HIGH SCHOOL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 705

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Student Council (926)

1. Block Party Booth
2. Canned Food Drive
3. Car Washes
4. Catalog Sales
5. Class Gift
6. Clothes Drive
7. Concession Stand
8. Crush Week
9. DJ Service
10. Donations/Grants
11. Dues/Fees
12. Fall Conference
13. Food Sales
14. Holiday Grams
15. Homecoming Dance
16. Homecoming T-Shirts
17. Kidnap the Teacher
18. Kids Night Out
19. Kiss a Senior Goodbye
20. Misc. Trip Fees
21. Movie Night
22. Parking Auction
23. Parking Space Raffle
24. Penny Wars
25. Pizza Fundraiser
26. Prom Tickets
27. Refunds
29. School Souvenirs
30. Senior Videos
31. Sonic
32. Spring Conference
33. Spring Dance
34. T-Shirt Sales
35. Twister Tournament
36. Valentine Carnations

1. Appreciation Gifts for Staff/Students
2. Charitable Donations
3. Class Gift
4. Dues/Fees
5. Food Baskets for Needy
6. Gifts for Needy
7. Graduation Expenses
8. Leadership Breakfast/Luncheons
9. Materials/Equipment
10. Music for Prom & Dances
11. Postage
12. Prizes and Gift Cards
13. Prom
14. Prom Expenses
15. Refreshments
16. Refunds
17. Reimbursements
18. Security Guard Fees
19. StuCo Projects
20. Supplies
21. Surplus Product Sales
22. Travel Expenses
23. T-Shirts
24. Various Camps & Training for Members
25. Volunteer Recognition

1. Oct.
2. Ongoing
3. Ongoing
4. Spring
5. Dec. – Mar.
6. Oct.
7. Oct.
8. Jan.
9. Sept.
10. Sept. & Jan.
11. Ongoing
12. Mar. - Apr.
13. Ongoing
14. Ongoing
15. Ongoing
16. Ongoing
17. May
18. Ongoing
19. Ongoing
20. Feb.
21. Sept.– Mar.

Technology Student Association
(960)

1. Awards
2. Donations
3. Dues
4. Fundraising Sales
5. Reimbursements

1. Conferences/Travel
2. Donations/Reimbursements
3. Dues/Contest Fees
4. Equipment/Supplies
5. Prizes
6. Postage/Shipping/Freight
7. Refreshments
8. Reward/Incentive Activities
9. Scholarships
10. Shirts/Clothing
11. State/Regional/National Competitions

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
 5. Ongoing
-

**HIGH SCHOOL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 705

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Science Trek Club (962)

1. Candy Sales
2. Donations/Grants
3. Dues
4. Field Trip Expenses
5. Hat Day
6. Human-I-Tees
7. Mistletoe Sales

1. Charitable Donations
2. Club Projects
3. Improvements to Haley Environmental Lab
4. Membership Dues to BSA (Insurance)
5. Refunds
6. Reimbursements
7. Science Lab Equipment/Supplies
8. Travel Expenses

1. Ongoing
2. Ongoing
3. Fall
4. Ongoing
5. Fall
6. Ongoing
7. Dec.

Technology Support Team (970)

1. Awards
2. Donations
3. Dues/Contest Fees
4. Equipment Sales
5. Fundraiser Sales
6. Insurance Premiums
7. Reimbursements
8. Repair Fees

1. Apparel
2. Awards and Prizes
3. Conferences and Travel
4. Donations
5. Dues/Contest Fees
6. Equipment, Parts, and Supplies
7. Postage, Shipping, and Freight
8. Refreshments
9. Reimbursements
10. Scholarships
11. Staff Compensation - Additional Duty

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing Est, \$10,000+
7. Ongoing
8. Ongoing

Counselors' Special Fund (986)

1. Donations/Grants

1. Clothing
2. Dues/Fees
3. Eye Glasses
4. Food Items
5. Graduation Items (Cap & Gown, etc.)
6. Hearing Aides/Other Special Needs Items
7. Meal Reimbursement for Students/Staff
8. Misc. Student Necessities
9. Prescriptions/Over the Counter Medicine for Students
10. Reimbursements
11. Scholarships

1. Ongoing

Yearbook (990)

1. Ad Sales
2. Advertising
3. Book/Candy Sales
4. Cap Sales (Stocking/Beanie)
5. Car Washes
6. Distribution Party
7. Donations/Grants
8. Fees
9. Garage Sales
10. Merchandise Sales
11. Posters Program
12. Restaurant Percentage Nights
13. Sponsorships
14. Stocking Stuffers
15. T-Shirt Sales
16. Yearbook Accessories
17. Yearbook Ad-Ons

1. Cameras/Film
2. Dues/Fees
3. Furniture/Cabinets
4. Hardware/Lights/Bulbs, etc
5. Kitchen Supplies
6. Postage Charges
7. Printing Charges
8. Refreshments
9. Refunds
10. Reimbursements
11. Scholarships
12. Speaker Fees
13. Supplies
14. Supplies/Materials/Equipment
15. Technology (Laptops/Software, etc)
16. Travel Expenses

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing
13. Ongoing
14. Ongoing
15. Ongoing
16. Ongoing

**HIGH SCHOOL
ACCOUNT NAME**

SOURCE OF REVENUE

SITE: 705

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Leadership (992)

1. Donations
2. Candy/Bake Sales
3. Memory Garden Stepping Stone
4. Painted Parking Space
5. T-Shirts
6. Ticket Sales

1. Charitable Donations
2. Field Trip Expenses
3. Laser Tag Fee
4. Refreshments
5. Snacks for Resale
6. Student Awards
7. Supplies
8. T-Shirts

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing

Math Club (993)

1. Competition Fees
2. Corporate Sponsorships
3. Donated Item Sales
4. Donations/Grants
5. Dues
6. Field Trip Charges
7. Food Sales
8. Merchandise Sales
9. Trivia Contests
10. T-Shirt Sales

1. American Math Competition (AMC Online)
2. Awards
3. Dues/Fees
4. Equipment for Team
5. Food
6. Refreshments/Meals
7. Refunds
8. Registration Fees
9. Reimbursements
10. Study Questions
11. Supplies
12. Tournament Fees
13. Transportation Costs
14. Travel/Lodging
15. T-Shirts

1. Ongoing
 2. Ongoing
 3. Ongoing
 4. Ongoing
 5. Ongoing
 6. Ongoing
 7. Ongoing
 8. Ongoing
 9. Ongoing
 10. Ongoing
-

ALTERNATIVE HIGH SCHOOL
ACCOUNT NAME

SITE: 715

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

Alternative High School (805)

1. Ad Sales
2. Candy Sales
3. Donations/Grants
4. Fees
5. Field Trip Charges
6. Krispy Kreme Donut Sales
7. Recycled Materials
8. Restaurant Fundraisers
9. Snack Sales
10. T-Shirt Sales

1. Appliances
2. Appreciation Gifts for Staff/Students
3. Charitable Donations
4. Class Gift
5. Consultant Fees/Expenses
6. Consumable Technology Supplies
7. Dues/Fees
8. Equipment
9. Field Trips
10. Film/Processing
11. Graduation Items (Caps/Gowns)
12. Materials
13. Printing Charges/Materials
14. Recycling Containers
15. Refreshments
16. Refunds
17. Reimbursements
18. Snacks for Resale
19. Student Recognition/Awards
20. Student Recognition/Incentives
21. Supplement Instructional Funds
22. Supplies
23. Travel Expenses
24. T-Shirts

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing

ATHLETICS ACCOUNTS

ATHLETICS**SITE: 705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Administrative Account (802)

1. Advertisements	1. Ambulance Service	1. July - June
2. Book Sales	2. Books/Videos/Computer Software	2. July - June
3. Concessions	3. Cards/Flowers	3. July - June
4. Donations/Grants	4. Coaches Out-of-District Travel	4. July - June
5. Event Sponsorships	5. Dues/Fees	5. July - June
6. Game Contracts	6. Event Advertisement	6. July - June
7. Gate Receipts	7. Facility Rental	7. July - June
8. Program Books	8. Lodging	8. July - June
9. Refunds	9. Meals	9. July - June
10. Reimbursements from Cancelled Events	10. Officials	10. July - June
11. Reimbursements from OSSAA	11. Other Professional Services	
12. Sale of Property or Equipment	12. Out-of-District Transportation	11. July - June
13. Season Ticket Sales	13. Postage	12. July - June
14. Spirit Sales	14. Refreshments	13. July - June
14. Spirit Sales	15. Refunds	14. July - June
	16. Renovation of Athletic Areas	
	17. Repair of Athletic Areas	
	18. Security	
	19. Supplies/Equipment	
	20. Uniforms	

General Refund Account (803)

1. Damage of School Property	1. Refunds	1. July - June
2. Fee Collections	2. Transfer to General Fund	2. July - June
3. Lost books		3. July - June
4. Rental of Property		4. July - June
5. Sale of Property/Equipment		5. July - June

ATHLETICS
ACCOUNT NAME

SITE: 705

SOURCE OF REVENUE

APPROVED EXPENDITURES

DATES OF FUNDRAISERS

Baseball Fund (811)

1. 100 Inning Baseball Game	1. Banquet	1. July - June
2. Alumni Organizations	2. Dues/Fees	2. July - June
3. Baseball Cap Sales	3. Equipment	3. July - June
4. Baseball Clinic	4. Field Equipment/Maintenance	4. July - June
5. Business Sponsor Poster	5. Hospitality for Tournaments	5. July - June
6. Concessions	6. Lodging	6. July - June
7. Dances	7. Meals	7. July - June
8. Donations/Grants	8. Out of State Tournaments	8. July - June
9. Game vs. Merchants	9. Poster	9. July - June
10. Gate Workers	10. Refunds	10. July - June
11. Golf Tournament	11. Senior Night	11. July - June
12. Hat Sales	12. Supplies	12. July - June
13. Homecoming Booth/Dance	13. Supplies/Equipment for Indoor Facility	13. July - June
14. JUCO Tournament	14. Team Camps	14. July - June
15. Sonic Car Hops	15. Team Hats	15. July - June
	16. Transportation Costs	
	17. Uniforms	
	18. Website Fee	
	19. Weekend Trip Expenses	

Basketball Fund (813)

1. Advertising in Gym	1. Dues/Fees	1. July - June
2. Camps	2. Equipment	2. July - June
3. Car Washes	3. Lodging	3. July - June
4. Clinics	4. Meals	4. July - June
5. Concessions	5. Refunds	5. July - June
6. Donations/Grants	6. Scrimmage Fees	6. July - June
7. Garage Sales	7. Supplies	7. July - June
8. Golf Tournament	8. Team Camps	8. July - June
9. Homecoming Booth	9. Team Posters	9. July - June
10. Magazine Subscriptions	10. Transportation	10. July - June
	11. Uniforms	

ATHLETICS**SITE: 705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Concessions (824)

1. Advertising at Athletic Venues
2. Donations/Grants
3. Pre-Game Hospitality

1. Equipment
2. Equipment/Athletic Area Improvements
3. Facilities
4. Fundraising Expenses
5. Printing
6. Refreshments/Meals
7. Repair of Athletic Areas

1. July - June
2. July - June
3. July - June

Lady Bruins (867)

1. Advertising in Gym
2. Benefit Game
3. Camps/Clinics
4. Candy Sales
5. Car Washes
6. Concessions
7. Cookie Dough
8. Coupon Package
9. Dances
10. Donations/Grants
11. Free Throw-A-Thon
12. Garage Sales
13. Homecoming Booth
14. Magazine Sales
15. Sonic Car Hops
16. T-Shirts

1. Dues/Fees
2. Equipment
3. Lodging
4. Meals
5. Refunds
6. Supplies
7. Team Camps
8. Team Posters
9. Transportation
10. Uniforms

1. July - June
 2. July - May
 3. Dec. - June
 4. July - May
 5. July - June
 6. July - May
 7. July - May
 8. July - May
 9. July - May
 10. July - May
 11. Aug. - Nov.
 12. July - May
 13. July - May
 14. July - May
 15. July - May
 16. July - May
-

ATHLETICS**SITE:705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Football (868)

1. Camps/Clinics
2. Car Washes
3. Field Advertisement
4. Golf Tournament
5. Lift-A-Thon
6. Tailgate Cookout

1. Equipment
2. Lodging
3. Meals
4. Reimbursements
5. Supplies
6. Team Camps
7. Transportation
8. Uniforms

1. July - June
 2. July - June
 3. July - June
 4. July - June
 5. July - June
 6. July - June
-

Wrestling (966)

1. Advertising in Gym
2. Car Washes
3. Donations/Grants
4. First Aid Kit Sales
5. Garage Sales
6. Golf Tournament
7. Hamburger Cook-Outs
8. Lift-A-Thon
9. Raffles
10. Run-A-Thon
11. Spirit Items
12. Wrestle-A-Thon
13. Wrestling Media Guide

1. Camp Expenses
2. Entry Fees
3. Equipment
4. Scales
5. Student Lodging
6. Student Meals
7. Supplies
8. Team Camps
9. Transportation
10. Uniforms
11. Wrestling Tapes

1. July - June
 2. Mar. - Sept.
 3. July - June
 4. July - June
 5. July - June
 6. July - June
 7. July - June
 8. July - June
 9. July - June
 10. Mar. - Nov.
 11. July - June
 12. Nov. - May
 13. July - June
-

Golf (971)

1. Bake Sales
2. Donations/Grants
3. Advertising Sponsors
4. Golf Tournament
5. Pancake Breakfast
6. Sales of Goods

1. Dues/Fees
 2. Equipment
 3. Lodging
 4. Meals
 5. Supplies
 6. Team Camps
 7. Transportation
 8. Uniforms
-

1. Aug. - May
2. Aug. - May
3. Aug. - May
4. Aug. - May
5. Aug. - May
6. Aug. - May

ATHLETICS**SITE: 705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Cross Country (973)

1. Car Washes
2. Concessions
3. Donations/Grants
4. Homecoming Booth

1. Banquet
2. Dues/Fees
3. Equipment
4. Lodging
5. Meals
6. Spirit Items
7. Supplies
8. Team Camps
9. Transportation
10. Uniforms

1. July - June
2. Sept. - Oct.
3. July - June
4. Sept. - Nov.

Soccer (977)

1. Bruin Soccer Camp
2. Marathon Soccer Game
3. Chili Supper/Player Auction
4. Concessions
5. Donations/Grants
6. Meat Sales
7. Spirit Sales

1. Bags/Warm-ups
2. Banquet Expenses
3. Billboard Ad
4. Dues/Fees
5. Equipment
6. Lodging
7. Meals
8. Refunds
9. Schedule Posters
10. Senior Night/Expenses
11. Supplies
12. Team Camps/Coaches Training
13. Team Posters
14. Transportation
15. Uniforms
16. Website Fee
17. Yard Signs

1. June
2. Feb.
3. July - June
4. Mar. - May
5. July - June
6. July - June
7. July - June

FORMS

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

Site Name: _____ School Year: _____

Account Name/Number _____ Sponsor(s): _____

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

<u>Fundraiser</u>	<u>Start/End Date</u>	<u>On/Off Campus</u>	<u>Est. Income</u>
1. _____			\$ _____
2. _____			\$ _____
3. _____			\$ _____
4. _____			\$ _____
5. _____			\$ _____
6. _____			\$ _____
7. _____			\$ _____
8. _____			\$ _____
9. _____			\$ _____
10. _____			\$ _____

EXPENDITURES to be Approved:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Principal's Signature

Activity Fund Custodian's Signature

Sponsor's Signature (if applicable)

Date of Request

Board Approval Date

**ACTIVITY FUND
TICKET RECONCILIATION FORM**

SUBACCOUNT NAME AND NUMBER: _____

ACTIVITY NAME AND NUMBER: _____

ACTIVITY DATE: _____

INDIVIDUAL RESPONSIBLE FOR TICKETS: _____

TICKET RECORD

OF FIRST TICKET SOLD _____ # OF NEXT UNSOLD TICKET _____
NUMBER OF TICKETS SOLD _____ @\$ _____ =\$ _____

OF FIRST TICKET SOLD _____ # OF NEXT UNSOLD TICKET _____
NUMBER OF TICKETS SOLD _____ @\$ _____ =\$ _____

OF FIRST TICKET SOLD _____ # OF NEXT UNSOLD TICKET _____
NUMBER OF TICKETS SOLD _____ @\$ _____ =\$ _____

TOTAL VALUE OF TICKET SOLD \$ _____

CASH RECONCILIATION

- | | |
|--|----------|
| 1. Total gate receipts including starting change | \$ _____ |
| 2. Beginning Cash (Change) | \$ _____ |
| 3. Net Gate Receipts (1 minus 2) | \$ _____ |
| 4. Value of Tickets Sold (above) | \$ _____ |
| 5. Ticket Value Unaccounted for (4 minus 3) | \$ _____ |
| 6. Cash Turned into Site Office | \$ _____ |
| 7. Site Receipt # _____ Date of Receipt _____ | |

**BARTLESVILLE PUBLIC SCHOOL
ACTIVITY FUND
SPONSOR'S CASH SHEET**

Date _____ Account Name _____

For _____

Account # _____

Pennies _____ Ones _____

Nickels _____ Fives _____

Dimes _____ Tens _____

Quarters _____ Twenties _____

Halves _____ Fifties _____

Checks _____

Total Deposit _____

Sponsor's Signature _____

Financial Secretary _____

Signature Confirming EOP Transfer

If Applicable – Please provide explanation of why funds have not been deposited by next business day after receipt for amounts over \$100.00 or weekly if amount is less than \$100.00. Per OK Legal Statute (70 O.S. § 5-129A as amended by HB 2332, 2004 Leg.)

**ACTIVITY ACCOUNT
REQUEST FOR
ADVANCE FOR TRAVEL EXPENSES**

SUBACCOUNT NAME AND NUMBER: _____

TRIP BEGINNING DATE: _____

TRIP ENDING DATE: _____

SPONSOR REQUESTING ADVANCE: _____

Number of People going on trip: _____

ESTIMATED EXPENSES

M	Travel Day			
E	\$41.25			\$
A	Non Travel Day			
L	\$55.00			\$
S	Parking			\$
	Taxi/Bus			\$
	Registration			\$
	Other			\$
	TOTALS			\$

Sponsors Signature: _____

Date: _____

Site Administrators Signature: _____

Date: _____

**ACTIVITY ACCOUNT
RECEIPT OF
ADVANCE FOR TRAVEL EXPENSES**

SUBACCOUNT NAME AND NUMBER: _____

SPONSOR RECEIVING FUNDS: _____
please print

PURCHASE ORDER NUMBER: _____

CHECK NUMBER: _____

CHECK AMOUNT: _____

I acknowledge that I have received the amount of funds listed above. I also acknowledge that within 48 hours upon returning from the trip, I shall return the remaining money and receipts to make up the full amount that I received to the Activity Fund Custodian. If the remaining money and receipts do not total the amount received, I will be held personally liable for the shortage.

SPONSOR SIGNATURE: _____

DATE: _____

Signature of Activity Fund Custodian: _____

Date: _____

**ACTIVITY ACCOUNT
ACCOUNTABILITY FOR
ADVANCE FOR TRAVEL EXPENSES**

SUBACCOUNT NAME AND NUMBER: _____

SPONSOR RETURNING FUNDS: _____
please print

PURCHASE ORDER NUMBER: _____

AMOUNT OF FUNDS ADVANCED: _____

Actual Expenses (Receipts)

M	Travel Day			
E	\$41.25			\$
A				
L	Non Travel Day			\$
S	\$55.00			
	Parking			\$
	Taxi/Bus			\$
	Registration			\$
	Other			\$
	TOTALS			\$

Amount of Cash Returned: \$ _____

Total Amount Returned: \$ _____
Cash plus Receipts

Amount of Shortage: _____
if any

I acknowledge that I am returning the remaining money and receipts that total the amount that I was advanced. If there is a shortage in the amount advanced and the amount of money/receipts that I am returning, I will be held responsible for the difference.

SPONSOR SIGNATURE: _____

DATE: _____

Signature of Activity Fund Custodian: _____

Date: _____

Invoice Number _____

INDEPENDENT SCHOOL DISTRICT NUMBER 30

P.O. Box 1357 - 1100 S. Jennings - Bartlesville, Oklahoma 74005 - Telephone (918) 336-8600

Oklahoma State Law requires that the "Non-Kickback" affidavit be signed by you before payment can be made. Please sign this statement and have your signature notarized. Your prompt return of this form and an invoice will enable us to send you our payment.

STATEMENT OF NON-KICKBACK

STATE OF _____)
COUNTY OF _____)

_____, of lawful age, being first duly sworn, on oath says that this invoice or claim is true and correct. Affiant further states that the (work, services, or materials) as shown by this invoice or claim have been (completed or supplies) in accordance with the plans, specifications, orders, or requests furnished to the affiant. Affiant further states that (s)he as made no payment directly or indirectly to any elected official, officer or employee of Independent School District No. 30, of money or any other thing of value to obtain payment of the invoice of procure the contract or purchase order pursuant to which an invoice is required.

(company)

(signature)

Subscribed and sworn to before me this _____ Day of _____, _____.

Notary Public (Clerk or Judge)

My Commission expires _____.

Commission Number: _____

BARTLESVILLE PUBLIC SCHOOLS ACTIVITY FUND TRANSFER

Site Name _____ Site # _____ Date _____

Explanation for Transfer:

Transfer Coding Information:

PRJ	FUNCT	OBJ	PRG	SUBJ	JOB	SITE	INCREASE \$ +	DECREASE \$ -

Transfer Requested By _____

Date Approved by Board of Education _____

Date Transfer Entered _____

**SPECIAL REQUEST APPROVALS
TO ACCEPT GIFTS FOR THE SCHOOL**

To: _____ School: _____
From: _____ Principal's _____
Date: _____ Signature: _____

We request permission to accept the following gift:

Name of person or organization donating the gift:

Purpose or use of gift:

Please route to the following people for approval:

_____ Executive Director, Financial Services
_____ Director of Transportation and Plant Svcs. (if applicable)
_____ Director of Technology (if applicable)

Approved copies sent to the following:

Principal

Bartlesville Public Schools

Phone Quote

Date: _____

Contractor/Vendor: _____

Name: _____

Phone Number: _____

Address: _____

Description /Amount(s): _____

Received By: _____

APPENDIX



Bartlesville Public Schools

P.O. Box 1357 – 1100 S. Jennings; Bartlesville, Oklahoma 74005
Telephone (918) 336-8600

June 17, 2024

To Bartlesville Public Schools Parent Organizations:

The Board of Education shall annually sanction parent organizations and booster clubs, which exist to promote a positive relationship between the district and the community by assisting and supporting the schools in recognizing and promoting student activities. The district shall incur no liability for the acts, errors or omissions of any sanctioned organization.

Organizations desiring to be sanctioned must comply with the attached guidelines and complete the attached forms. Any organization that is not sanctioned will be treated as a student activity account and must comply with all district regulations concerning approval of fundraisers and the collection, depositing, and the auditing of activity funds.

Please complete the enclosed Application for Sanctioning and mail or email to **Sara Vermeire** (vermeiresm@bps-ok.org) at the Education Service Center, PO Box 1357, Bartlesville, OK 74005 prior to **September 15th**.

If you have any questions, please contact Sara Vermeire or me at 336-8600 Ext 3508.

Thank you for all you do to support our children.

Sincerely,

Preston Birk,
Chief Financial Officer

June 17, 2024

All Parent/Student Organizations and Booster Clubs

We wanted to take this opportunity to remind you of some key issues as you apply for sanctioning for the 2024-25 school year. The parentbooster.org website is a useful tool to help with all of the following:

- All sanctioned organizations and booster clubs must obtain their own federal tax ID number prior to applying for sanctioning. It is important to note that simply having a federal tax ID number does not mean that your organization is recognized by the Internal Revenue Service as "tax-exempt". There is a separate application process you must go through to receive that status. If you have not received an IRS Determination Letter signifying your tax-exempt status, donations received by your organization cannot be deducted by the donors for income tax purposes.
- All sanctioned organizations and booster clubs must use their own names and federal ID numbers in all their transactions and correspondences. Sanctioned organizations cannot use the federal ID number assigned to Independent School District No. 30 (Bartlesville Public Schools) or represent themselves as "Bartlesville Public Schools". Sanctioned organizations are considered "related entities" to the district, not actually part of the district. Non-sanctioned organizations and booster clubs who maintain their financial accounts within the district's Activity Fund may use Bartlesville Public Schools' federal ID number.
- Sanctioned organizations and booster clubs may apply for an exemption from Oklahoma sales tax under Title 68 of the Oklahoma Statutes. Organizations should contact the Oklahoma Tax Commission to determine if they qualify and request instructions on how to apply.
- Sanctioned organizations/booster clubs are responsible for filing 1099's with the IRS for any payments made to an individual totaling more than \$600.00 annually.

**BARTLESVILLE PUBLIC SCHOOLS
ADMINISTRATIVE OPERATION GUIDELINES
SANCTIONING OF ORGANIZATIONS AND ASSOCIATIONS**

In compliance with the provisions of state law HB 2107 (1996 Leg.), the Bartlesville Public School District has established procedures to provide for sanctioning of organizations and associations exempted or applying to be exempted from statutory controls and Board policies and procedures pertaining to school activity funds.

Organizations have the following options regarding the management of their funds related to the Bartlesville Public School District:

- A. Funds may be deposited and expended through a Board-approved school activity account at their local school site. Organizations that choose to deposit their funds in a Board-approved school activity account must follow the District's policies and procedures for school activity funds.
- B. Funds may be deposited and expended through an organization's local bank account and shall be exempt from regulations of the District's school activity fund upon being granted sanctioned status by the Bartlesville Board of Education under the requirements of this sanctioning policy.

Organizations who have previously obtained IRS designation as a 501 (c)(3) Organizations are still required to apply for sanctioning by the Board of Education.

PROCEDURES FOR SANCTIONING BY THE BOARD OF EDUCATION

- A. Application for sanctioning (copy attached) must be completed by the organization or association prior to **September 15th** each year. All organizations/associations must apply annually to maintain sanctioned status.
- B. The completed application form must be submitted to the Chief Financial Officer for review.
- C. The Superintendent and the Chief Financial Officer will make a recommendation to the Board of Education concerning the organization seeking to be sanctioned.
- D. The Board of Education will review the organization's application and determine whether to approve or decline the sanctioning request. The Board of Education's decision is final and cannot be appealed.
- E. All organizations/associations must hold regular meetings (ex. monthly, quarterly) that are open to the public. Date, time and location of meetings must be posted ahead of time and meeting minutes posted publicly after meetings (on social media or newsletters, etc).
- F. If a reimbursement must be made, all organizations are required to have proof of receipt/invoice for reimbursement amount.
- G. Organizations should follow proper bookkeeping practices and are required to have two signatures on all checks written from account.

- H. Following the first year of sanctioning, each organization or association shall provide the following with its application for sanctioning, a set of its unaudited financial statements.
- Financial Statement covering July 1 – June 30.
 - Bank Statements covering beginning and ending balance (July & June).
 - Proof of 1099's filed for most recent tax year for payments of \$600 or more.
- I. In reviewing the annual application for sanctioning, the Board may require the organization to provide additional financial information in either of the following formats:
1. A compilation of its financial statements prepared by a Certified Public Accountant (CPA) or Public Accountant (PA) who is licensed to practice public accounting in the State of Oklahoma.
 2. A review of its financial statements prepared by a Certified Public Accountant (CPA) or Public Accountant (PA) who is licensed to practice public accounting in the State of Oklahoma.
 3. An audit of its financial statements prepared by a Certified Public Accountant (CPA) or Public Accountant (PA) who is licensed to practice public accounting in the State of Oklahoma.

It should be noted that the sanctioning by the Board of Education in no way grants the organization or association "tax-exempt" status for its operations, nor does it grant "tax-deductible" status to its donors. The organization or association should consult a tax professional for advice on these matters.

BARTLESVILLE PUBLIC SCHOOLS

APPLICATION FOR SANCTIONING

UNDER OKLAHOMA STAT. TITLE 5-129.1 (HB 2107)

This is a request for sanctioning by the Applicant to the Board of Education of Bartlesville, Oklahoma, pursuant to which the funds collected by the Applicant are exempt from the statutory controls over school activity funds. The Applicant is a student achievement program or a parent-teacher association or organization.

Date Submitted: _____

Select One: Initial Application ___ Renewal ___

Name of Sanctioned Organization

Organization's Office Email

Organization's Taxpay ID #

Please list all Board Members below (must include President, Treasurer, Staff Member at a minimum).

Describe Organization's Purpose, Goals and the Benefits to District Students:

Please list where information for dates, times, and places for meetings and meeting minutes will be posted (social media sites, website, school location, etc).

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the applicant, and the decision of Board of Education is final and non-appealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the Applicant, which the Applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of Applicant, Applicant shall provide to the Board of Education, upon request, on an annual basis, by September 15 of each year, the audit report, if any, for Applicant's recently ended fiscal year, prepared by an independent accounting firm in addition to supporting documentation listed below.

INSTRUCTIONS FOR COMPLETING APPLICATION:

1. Complete this application, the Insurance Coverage Form, and the attached financial statement.
Please print or type. If necessary, use additional sheets of paper.
2. Attach Bank Statements (July & June) and Copies of 1099's for most recent tax year.
3. Sign and date this application.
4. Deliver this application to:

**Sara Vermeire
Bartlesville Public Schools
vermeiresm@bps-ok.org
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Applicant (Organization Name)

By: _____ Date: _____

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: _____

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ _____

Collections:

Merchandise Sales, Etc.	\$ _____
Donations	\$ _____
Dues/Fees	\$ _____
Fundraisers (list all - use add'l pgs if needed.)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Collections \$ _____

Expenditures:

Reimbursements	\$ _____
Supplies/Materials	\$ _____
Advertising	\$ _____
Equipment	\$ _____
Donations/Contributions	\$ _____
Fundraisers (list all - use add'l pgs if needed.)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenditures \$ _____

Ending Cash Balance, _____, 2024 \$ _____

*****Beginning Cash Balance, plus Collections, minus Expenses should equal Ending Cash Balance.**

I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 2023-2024 school year, to the best of my knowledge and belief. I further certify that, in accordance with policy of the Bartlesville Board of Education, I/we may be required to submit further financial information on the organization/association at the request of the Board of Education, and the failure to do so may result in revocation of the Board's sanctioning approval.

 Officer/Director Date

 Title

Received and reviewed by Bartlesville Public Schools:

 Preston Birk, Date
 Chief Financial Officer

 Sara Vermeire, Date
 Activity Fund Custodian

BARTLESVILLE PUBLIC SCHOOLS
Organization/Association Insurance Coverage Information

Check here if your Organization/Association currently **doesn't** hold any insurance policies

❖ If applicable please provide the following information on the various insurance policies taken out by your organization.

Organization/Association Name: _____

Type of Insurance	Insurer	Broker/ Agent	Coverage Limits	Deductibles/ Coinsurance

Completed by: _____ Date: _____

AMENDMENT

INDEPENDENT SCHOOL DISTRICT NO. 30 OF WASHINGTON COUNTY, OKLAHOMA
(d/b/a BARTLESVILLE PUBLIC SCHOOLS)

AND

SODEXO OPERATIONS, LLC

THIS AMENDMENT, dated June 11, 2024, is between INDEPENDENT SCHOOL DISTRICT NO. 30 OF WASHINGTON COUNTY, OKLAHOMA (d/b/a BARTLESVILLE PUBLIC SCHOOLS) ("Client") and SODEXO OPERATIONS, LLC, a Delaware limited liability company ("Sodexo").

W I T N E S S E T H:

WHEREAS, Client and Sodexo entered into a certain Management Agreement, dated July 1, 2023 ("Agreement"), whereby Sodexo manages and operates Client's Facilities Management Services at 1100 SW Jennings Avenue in Bartlesville, Oklahoma 74003 ("Premises"); and

WHEREAS, the Parties now desire to amend the aforesaid Agreement;

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

1. Pursuant to Section 3.1, the term of the Agreement shall be extended for an additional one (1) year period, commencing July 1, 2024 to June 30, 2025 ("Renewal Term"). There are three (3) additional one-year Renewal Terms remaining.

2. Based on the following occurrences, the Parties have mutually agreed to an adjustment in the Contract Price as follows:

Current Contract Price	\$3,918,931.00
\$1.00 wage increase	\$ 193,254.75
FT custodial (\$12.50)(Wayside)	\$ 36,254.40
FT custodial (\$12.50)(HS Ag)	\$ 36,254.40
CPI-U (3.5%) (non-personnel)	<u>\$ 30,908.26</u>
New Contract Effective July 1, 2024	\$4,215,602.81

Accordingly, Section 7.1 is deleted in its entirety and the following substituted therefor:

"7.1 Contract Price. Commencing July 1, 2024, District shall pay Sodexo a Contract Price. For the period July 1, 2024 to June 30, 2025, the annual Contract Price is Four Million Two Hundred Fifteen Thousand Six Hundred Two and 81/100 Dollars (\$4,215,602.81). In any year which is a leap year, the fixed Contract Price shall be increased by an additional day (1/365 of the annual fixed Contract Price) to account for

the additional day. District will pay Sodexo the Contract Price in installment payments, which are determined by dividing the annual amount of the Contract Price by 365 days and this daily amount is applied to the billing frequency below. The Contract Price is based upon Sodexo's estimates at the time of submission taking into account the financial risks assumed by Sodexo and certain fees and Charges incorporated into the calculation of the Contract Price such as Charges for workers' compensation and general liability insurance based on the average manual rates for such insurance in the geographic area of the Premises, fixed percentage of salaries and wages for health benefits, and supplies and services at invoiced amount with Sodexo retaining allowances negotiated in its national and regional procurement contracts. Commencing July 1, 2025 and annually thereafter, the Contract Price shall be adjusted as specified hereafter.

3 The following is hereby added to Section 7.4:

"Y. Cleaning or removal of animal waste (other by products) and bedding or shavings at facilities where animals are groomed, washed, stored, staged or shown for school or other affiliates use."

4. Section 9.8 is amended to reflect changes in the notification addresses to Sodexo as follows:

"To Sodexo: Sodexo Operations, LLC
Attention: David Newman
CEO, North America, Schools
915 Meeting Street
North Bethesda, Maryland 20852"

and: Sodexo Operations, LLC
Attention: Suite 1500 - Law Department
915 Meeting Street
North Bethesda, Maryland 20852
Email: SodexoLawDept.USA@sodexo.com"

5. Schedule II is deleted in its entirety and replaced with the attached Schedule II.

6. All capitalized terms used herein shall have the same meanings set forth in the Agreement unless otherwise expressly provided in this Amendment.

7. This Amendment is effective July 1, 2024, and thereafter, unless amended. All other terms and conditions contained in the Agreement 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.

INDEPENDENT SCHOOL DISTRICT NO. 30 OF
WASHINGTON COUNTY, OKLAHOMA

By: _____
Name (printed): _____
Title: _____

SODEXO OPERATIONS, LLC

By: _____
Kerriann Roche
Vice President

ISD 30 - Bartlesville Public Schools		Schedule II	
Elementary Buildings			
	Gross SQFT	Acres	Address
Hoover Elementary	70,040	4	512 S. Madison
Jane Phillips Elementary	53,985	4	1500 SW Rogers Rd
Ranch Heights Elementary	63,091	4	5100 David Lane
Richard Kane Elementary	63,779	4	801 SE 13th St
Wayside Elementary	84,978	7.5	3000 SE Wayside Dr
Woodrow Wilson Elementary	66,925	4	245 NE Spruce
Middle School Buildings			
Central Middle School	155,559	6	815 SE Delaware
Madison Middle School	176,454	7	5900 Baylor Dr
High School Buildings			
Bartlesville High School	436,364	15	1700 Hillcrest Dr
Other Buildings			
Education Service Center	19,678	0.5	1100 SW Jennings Ave
Plant Services/Transportation	23,000	1	805 SE 13th St
Indoor Practice Facility	21,875	0	1700 Hillcrest Dr
VoAg Classrooms	4,300	0	1820 Crestview Dr.
Stadium Press Box	4,136	0	1700 Hillcrest Dr
Doenges Stadium	37,650	0.5	198 N. Dewey Ave
Softball Complex	2,496	0	5900 Baylor Dr
Ag Barn Facilities	19,842	4	1900 SE Shawnee Ave.
Total	1,304,152	61.5	



OKLAHOMA Education

AMENDMENT TO RENEW THE FOOD SERVICE MANAGEMENT COMPANY CONTRACT RENEWAL FOR SCHOOL YEAR 2024-2025

District Name: Bartlesville Public Schools County/District Code: 74-1030

Fixed-Price Per Meal/Lunch Equivalency (LE) rate charged for SY2024: \$ 4.147

This amendment is to renew the 2023-2024 (original year) food service management company (FSMC) contract between Bartlesville PS (district) and Sodexo Management, Inc. (FSMC) for renewal year 2024-2025.

The parties desire to amend the contract on June 17, 2024 (date). The term of this contract shall be for one (1) year beginning on July 1, 2024, and continuing until June 30th, 2025, unless terminated by either party.

The Fixed-Priced per Lunch Equivalency rate for the 2024-2025 school year is \$ 4.321.

The SFA and the FSMC Agreed [] Did Not Agree [x] on a labor transaction fee in the original RFP. If it was agreed by both parties, the amount the FSMC will charge the district if an employee leaves is \$ _____ per employee with a maximum charge of \$ _____ (if applicable, if no max type N/A) if all or most employees leave the district.

The lunch equivalency rate listed above shall not go over the March CPI of 4.2% and will remain unchanged for the 2025 school year. The FSMC will not and cannot change the rate before June 30, 2025, or directly bill the district at any time. Any other amendments or changes to the original contract will need to be sent to the State Agency on school letterhead. If applicable, a transition plan will be sent to the State Agency each month the FSMC takes a new employee.

The price of the meal equivalency rate will change for nonprogram revenue annually. This will always be the current school year free reimbursement rate + meal performance incentive rate + value of USDA Foods.

District Name: Bartlesville Public Schools

FSMC Name: Sodexo Management, Inc.

Print Name: Chuck McCauley

Print Name: _____

Signature: _____

Signature: _____

Title: Superintendent

Title: _____

Date: 6/17/2024

Date: _____

Fax or email this form to Karen by June 25, 2024. Fax: 405-521-2239; Karen.Davis@sde.ok.gov

(State Use Only)

Approved by: _____

Date Approved: _____

Approved by Signature: _____

Fixed-Priced Per Meal Rate:

FY2024 Lunch Equiv. Rate: \$ _____

(CPI rate) = X 4.2%

FY2025 Lunch Equiv. Rate: \$ _____

	BARTLESVILLE BOARD OF EDUCATION	Sanctioning of Parent Organizations and Booster Clubs	CCA
	Adopted: October 21, 1996 Revision Date(s): 3/11/02, 8/19/02, 2/20/12, 06/17/2024		Page 1 of 2

SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS

Booster clubs and parent organizations are encouraged to promote a positive relationship between the school and the community. The primary purpose of these organizations is to assist and support the school in recognizing and promoting students' activities. The principal is responsible for maintaining close communication with such organizations to ensure the organizations' goals are in compliance with district policies. After receiving the superintendent's recommendation, the following criteria will be used in determining if an organization will be recognized (sanctioned) by the board of education as a viable booster club or parent organization.

1. The organization must be managed or operated by adults, rather than students, and will present its by-laws and/or constitution to the board of education. These will clearly identify the organization as a parent organization or booster club separate from school district student organizations and will provide details of the structure of the organization including:
 - A. Officers and their duties;
 - B. Meetings open to the public, meeting minutes publicly available;
 - C. Purpose and goals;
 - D. Dues structure, if any;
 - E. Intended use of funds, generated by the organization.
2. The organization must include one representative from the school faculty as a sponsor.
3. Students will not participate in fundraising activities during regular class periods.
4. The organization may not use school materials in advertising its activities. Use of school property by the organization for its activities will meet all regulations established by the board. (See policy CAB)
5. All funds raised by the organization will be used to achieve the stated purposes and goals of the organization. No administrative fees or stipends to officers or others will be permitted.
6. The organization must maintain bank, financial, and tax exempt status separate from the school. The organization will provide to the board of education, annually or upon request, a complete set of financial records or detailed treasurer's report.
7. Any plan, project, or movement instituted to expand, modernize, renovate, or render maintenance to school-controlled and/or owned properties, or provide academic achievement awards, and other educational recognition to students or student bodies will be presented to the site administrator working with the organization for its consideration, comment, and evaluation. Approval by the superintendent must be obtained before any public announcement is made.

	BARTLESVILLE BOARD OF EDUCATION	Sanctioning of Parent Organizations and Booster Clubs	CCA
Adopted: October 21, 1996 Revision Date(s): 3/11/02, 8/19/02, 2/20/12, 06/17/2024			Page 2 of 2

8. In no manner will board sanctioning of an organization preclude the organization from compliance with state and federal laws as they pertain to equal opportunity and treatment of all students.

9. The board of education reserves the right to revoke the sanctioning of any organization if it is found that the organization's operations and purpose are not consistent with the policies and procedures adopted by the board of education.

REFERENCE: 70 O.S. §5-129.1

Title IX, Education Amendment of 1972, 20 U.S.C. §1681, et. seq.

CROSS-REFERENCE: Policy FF, Fundraising by In-school Organizations



SERVICES CONTRACT

THIS SERVICES CONTRACT (the "CONTRACT") is made and entered into as of the date first executed (the "Effective Date") by and between IDEAL IMPACT, Inc. ("IDEAL IMPACT"), a Texas Corporation, and INDEPENDENT SCHOOL DISTRICT NO. 30 OF WASHINGTON COUNTY, OKLAHOMA, a/k/a BARTLESVILLE PUBLIC SCHOOLS ("CLIENT").

RECITALS

WHEREAS, IDEAL IMPACT provided an energy audit and proposal for Energy Optimization using its patented energy optimization software, IDEAL IMPACT CAMPUS OPTIMIZER (Patent No. 11,137,730) and associated consultant services;

WHEREAS, the CLIENT has determined that no other like items are available for purchase that would serve the same purpose or function for the District, as the patented software program offered, which uses a patented algorithm to facilitate optimization of energy use in every room of every building using the software, based on actual historic use data, the District's actual rate structure, the unique climate of the area demand reduction and ramp times individualized for the building and rooms within them to create long-term energy savings;

WHEREAS, there is only one price for the product, the software is currently exclusively distributed by IDEAL IMPACT and is not available "off-the-shelf" from retailers;

WHEREAS, the parties hereto desire to enter into a CONTRACT whereby IDEAL IMPACT will provide the following: remotely accessible smart controllers at 970 designated locations throughout the District, district-wide installation of and all required license(s) for the IDEAL IMPACT CAMPUS OPTIMIZER Software, Patent No. 11,137,730, and all energy-related consulting and conservation services to CLIENT for the Facilities described herein, located at 512 SE Madison Blvd, Bartlesville, OK 74006, 245 NE Spruce Ave, Bartlesville, OK 74006, 3000 Wayside Dr, Bartlesville, OK 74006, 1500 S Rogers Ave, Bartlesville, OK 74003, 5101 Woodland Rd, Bartlesville, OK 74006, 801 SE 13th St, Bartlesville, OK 74003, 1700 Hillcrest Dr, Bartlesville, OK 74003, 5900 Baylor Dr, Bartlesville, OK 74006, 1100 SW Jennings Ave, Bartlesville, OK 74003, 815 Delaware Ave, Bartlesville, OK 74003, 198 N Dewey Ave, Bartlesville, OK 74003, and 805 E 13th St, Bartlesville, OK 74003 (the "Facility").

NOW, THEREFORE, in consideration of the mutual covenants, conditions and obligations contained herein, the parties hereto agree as follows:

SECTION 1. SERVICES OF IDEAL IMPACT

1.1 **Services**. The purpose of this CONTRACT is to save money currently being spent on energy so it can be moved to other needs of the CLIENT. IDEAL IMPACT shall provide certain equipment and perform a number of services to realize these savings. There will be two primary phases: the Application Phase (the first nine months of the CONTRACT) and the Coaching Phase (until the total project fee is paid).

1.1.1 **The Application Phase I**. During Phase I of the Application Phase, IDEAL IMPACT shall provide the following equipment and services based on IDEAL IMPACT's analysis of the CLIENT's particular situation, (collectively, "Services"):

- (i) Install remotely accessible controllers for 970 air handling units, modify controls background coding to optimize energy savings;



- (ii) Complete ENERGY OPTIMIZATION for all 1,066 pieces of HVAC equipment and improved optimization settings of existing controllers.
- (iii) Implement IDEAL IMPACT CAMPUS OPTIMIZER (**Patent No. 11,137,730**) for 1,066 pieces of HVAC equipment, associated buildings, rooms, and zones, to optimize energy consumption, demand reduction, humidity reduction, and ramp times;
- (iv) Improving weatherization for all buildings included;
- (v) Install building automation system (BAS) to optimize the energy consumption, demand reduction, humidity reduction and ramp time.
- (vi) All new hardware becomes the property of the CLIENT upon payment of the total Project Fee.
- (vii) Previously installed controls removed by IDEAL IMPACT, if any, become the property of IDEAL IMPACT. CONTRACT price was reduced using market value of the previously installed controls. CLIENT is responsible for drywall repair and other repairs related to access points.

All equipment and tangible property referenced above (the "Property") is and shall at all times be, and remain, personal property, and will not be considered a fixture to any real property.

1.1.2 The Application Phase II. During Phase II of the Application Phase, IDEAL IMPACT shall also perform a unique combination of some or all of the following services based on IDEAL IMPACT's analysis of the CLIENT's particular situation, all as deemed necessary by IDEAL IMPACT (collectively, "Services"):

- (i) Tune the controls and processes of the facilities;
- (ii) Help with operations of the BAS (Building Automation System) and/or controls for the first three months of the Application phase;
- (iii) Rewrite the software of the BAS as needed for the savings;
- (iv) Monitor trend logs and temperature data recorders in the Facility to plan strategies on energy optimization;
- (v) Make recommendations to CLIENT about possible alternate energy savings techniques at the Facility to decrease energy cost;
- (vi) Develop a customized written energy plan to include: (a) projected annual savings as set forth in Section 2.1; (b) tune settings of the Facility; (c) how to update and change settings to meet the basic need of the CLIENT; (d) how to update and change the settings to match basic changes in energy rates; (e) education plans for energy stewards; (f) education plans for occupants of the Facility; (g) coaching designated individuals during the Term of this CONTRACT on the implementation of the plans prepared; (h) motivate on energy plan for occupants of the Facility; and (i) education on key energy rate decisions, terms and structures;



- (vii) Provide support for the energy plan to include: (a) introducing the energy plan to CLIENT; (b) training on implementation of the energy plan; (c) ongoing coaching on the energy plan during the Term of this CONTRACT; (d) updating the energy plan through the Term of this CONTRACT; (e) tracking and reporting of results of the energy plan; (f) assist with energy rate structures; (g) advise with maintenance CONTRACTs related to the energy plan; (h) advise on improvements to the Facility related to the energy plan.

1.1.3 The Coaching Phase. The Coaching Phase shall include:

- (i) Ongoing training of the CLIENT on energy savings, equipment and strategies at the Facility;
- (ii) Tracking of savings;
- (iii) Periodic auditing to ensure that the strategies are being successfully implemented;
- (iv) Advising CLIENT on possible other improvements;
- (v) Advising CLIENT on electrical contract negotiation;
- (vi) Being CLIENT's advocate with new additions being built; and
- (vii) Aiding in motivating for energy savings.

- (viii) If CLIENT elects to continue coaching or Simple Comfort Connect after the end of the CONTRACT there will be a quarterly charge.

1.1.4 Buildings. Buildings included:

Building Name:	Sq Ft:	Electric Meter #	REP Account #	Gas Meter #
Hoover Elementary	66,900	562602795	9504155920	1201812998
Wilson Elementary	64,843	562602798	9515445920	1201812999
Wayside Elementary	81,766	698776330	9518235920	1208063678
Jane Phillips Elementary	47,068	562603208	9523945920	1201943578
Ranch Heights Elementary	65,598	562602792	9554635920	1200049315
Richard Kane Elementary	60,211	562603264	9574655920	1201903759
Bartlesville High School Main, Football Lights	see below	562602825	95561419003	1400605185
Bartlesville High School Main, Football Lights	see below	567385147	95561419003	1400605185
High School - Total	390,044	-	-	-
Bruin Activity Center	6,039	562600830	9536464130	12008521132
High School Football Concessions	1,470	764974978	9551787830	-
Madison Middle School	169,330	567385922	9552445920	1201624617
Softball Field House	1,106	767844882	9542994220	-
Education Service Center, Administration	19,921	561485724	9557055920	0219A91250
Central Middle School - Main and Gym	134,609	563173756	9599035920	1201328101
Central Middle School - Cafeteria Building	10,332	562603251	9564335920	0216A56785
Doenges Memorial Stadium	9,766	695519359	9585862001	0215A62535
Maintenance / Transportation	10,922	567084220	9506655920	2400300553

1.2 Facility and BAS Access. CLIENT shall provide IDEAL IMPACT BAS installer password and any other tools and access needed to reprogram the BAS within seven days of execution of this CONTRACT. CLIENT shall not remove this access for the term of this CONTRACT. Any work that CLIENT



requests to be done by their controls contractor shall be paid for by CLIENT. CLIENT shall permit reasonable access to the Facility during normal business hours as may be deemed necessary by IDEAL IMPACT for the proper operation and performance of IDEAL IMPACT's Services.

1.3 Adjustments and Savings.

(a) Adjustments. Energy bills shall be adjusted by IDEAL IMPACT as needed for changes in read dates, any additional Facility space, and substantial changes in occupancy or substantial increases in equipment using energy standard equations for excess energy consumed. Adjustments shall also be based on weather differences from the baseline year as determined from weather data for the area issued by the National Weather Service. Miscellaneous discretionary billings and/or refunds from the energy provider will be excluded from the analysis.

(b) Energy Savings. "Energy Savings" shall mean and be calculated as follows. The baseline year is the 12 months prior to the signing of this CONTRACT. Savings for each month will be calculated on the basis of the units saved (kWh, billed KW, actual KW and MCF) times the current monthly cost of each to the CLIENT. If a power factor charge is added to the electric billing that was not in the baseline it will not be considered in the calculation of savings. The savings will start with the first full meter read period for each of gas and electric after the execution of this CONTRACT. CLIENT shall share access to CLIENT'S retail energy provider online account(s) with IDEAL IMPACT beginning 15 days after execution and throughout the Application and Coaching phases.

1.4 CLIENT's Designated Representative. CLIENT shall designate a representative to act on behalf of CLIENT with respect to this CONTRACT ("CLIENT Representative"). The initial CLIENT Representative is Mr. Chuck McCauley. CLIENT may change its CLIENT Representative by giving written notice to IDEAL IMPACT. CLIENT confirms that the CLIENT Representative is authorized to make all necessary decisions and give all notices and approvals required or permitted by CLIENT under this CONTRACT.

SECTION 2. SAVINGS

2.1 Projection. IDEAL IMPACT is projecting \$381,950 in annual energy savings and is recommending CLIENT set a savings goal of 35% per year or \$431,234. This would result in a 15 year savings of \$8,925,164. All savings are projected, but not guaranteed.

2.2 Quarterly Invoice. If any quarterly required payment under this CONTRACT exceeds the savings as calculated under Section 1.3 herein, IDEAL IMPACT will send CLIENT a check for the difference with the quarterly invoice.

SECTION 3. COMPENSATION AND PAYMENT SCHEDULE

3.1 Compensation. CLIENT shall pay IDEAL IMPACT a total project fee of \$1,911,323 (the "Project Fee") in accordance with the terms and conditions set forth in the IDEAL IMPACT Lease Purchase Agreement of even date herewith (the "Lease"). As long as the Project Fee and any amounts paid to CLIENT under Section 2.2 herein (the "Quarterly Recovery Payments") are outstanding, CLIENT shall continue making Payments in the same manner calculated under the Lease directly to IDEAL IMPACT until such time as IDEAL IMPACT is made whole. Upon CLIENT's satisfaction of all required Payments under the Lease and this CONTRACT, this CONTRACT shall terminate.



3.2 Utility Rebates. IDEAL IMPACT will apply for appropriate utility rebates for this project and such rebates shall be attributed to the Project Fee as set forth in the Lease.

3.3 Payment Schedule. During the term of this CONTRACT, CLIENT will, within three (3) days of CLIENT's receipt of its energy bills from CLIENT's energy providers, electronically scan and email each bill to IDEAL IMPACT. IDEAL IMPACT will perform any necessary adjustments as per Section 1.3 herein and at the end of each quarter send an invoice for the preceding quarter to CLIENT which will be calculated as set forth on Exhibit B of the Lease. CLIENT shall pay each quarterly invoice in accordance with the terms of the Lease. CLIENT is responsible for paying its own energy bills. Invoices will be tracked and totaled monthly, but invoiced quarterly.

3.4 Late Payments. Late payments by CLIENT shall be subject to an interest charge as set forth in the Lease.

SECTION 4. EVENTS OF DEFAULT

4.1 Events of Default by CLIENT. Each of the following events or conditions shall constitute an "Event of Default" by CLIENT:

- (i) any failure by CLIENT to perform or comply with the terms and conditions of this CONTRACT, including breach of any covenant contained herein, and such failure continues for thirty (30) calendar days after notice to CLIENT demanding that such failure to perform be cured; provided that (a) such failure to perform shall not be deemed a default hereunder if it is due to causes beyond the control of CLIENT; and (b) if such cure cannot be effected in thirty (30) calendar days, CLIENT shall be deemed to have cured the default upon the commencement of a cure within thirty (30) calendar days, CLIENT's written agreement of a completion date, and diligent subsequent completion thereof; or
- (ii) any representation or warranty furnished by CLIENT in this CONTRACT which was false or misleading in any material respect when made; or
- (iii) any default under the Lease.

4.2 Events of Default by IDEAL IMPACT. Each of the following events or conditions shall constitute an "Event of Default" by IDEAL IMPACT:

- (i) any failure by IDEAL IMPACT to perform or comply with the terms and conditions of this CONTRACT, including breach of any covenant contained herein, and such failure continues for thirty (30) calendar days after notice to IDEAL IMPACT demanding that such failure to perform be cured; provided that (a) such failure to perform shall not be deemed a default hereunder if it is due to causes beyond the control of IDEAL IMPACT, and (b) if such cure cannot be effected in thirty (30) calendar days, IDEAL IMPACT shall be deemed to have cured the default upon the commencement of a cure within thirty (30) calendar days and diligent subsequent completion thereof; such cure times will extend the partnership of this CONTRACT, or
- (ii) any representation or warranty furnished by IDEAL IMPACT in this CONTRACT which was false or misleading in any material respect when made; or



- (iii) any lien or encumbrance is placed upon the Property by any Subcontractor, laborer, or supplier of IDEAL IMPACT, which is not timely removed by IDEAL IMPACT; provided that IDEAL IMPACT has been duly paid for the Services and such lien or encumbrance is not the result of any act or failure to act of CLIENT.

SECTION 5. REMEDIES UPON DEFAULT

5.1 Remedies upon Default by CLIENT. If an Event of Default by CLIENT occurs, IDEAL IMPACT will be entitled to obtain any available legal or equitable remedies through mediation proceedings instituted pursuant to Section 7 below including, without limitation, recovering amounts due and unpaid by CLIENT, and/or; damages which shall include IDEAL IMPACT's reasonable, actual, direct out-of-pocket losses incurred by reason of such Event of Default and any cost of funding; legal fees; and any payment or delivery required to have been on or before the date of the Event of Default and not made, including interest, on any sums due and all costs and expenses reasonably incurred in exercising the foregoing remedies. Provided, however, under no circumstances shall CLIENT be liable for any damages in excess of the amount appropriated for its previous and current fiscal years less all amounts previously paid.

5.2. Remedies Upon Default by IDEAL IMPACT. If an Event of Default by IDEAL IMPACT occurs, CLIENT shall be entitled to obtain any available legal or equitable remedies through mediation proceedings instituted pursuant to Section 7 below, including, without limitation, recovering amounts due and unpaid by IDEAL IMPACT and/or damages, which shall include CLIENT's reasonable, actual, direct out-of-pocket losses incurred by reason of such Event of Default and any cost of funding; loss of anticipated payment obligations; legal fees; and any payment or delivery required to have been on or before the date of the Event of Default and not made, including Interest on any sums due and all costs and expenses reasonably incurred in exercising the foregoing remedies.

SECTION 6. INSURANCE FOR PROJECT

6.1 Insurance. IDEAL IMPACT shall purchase from and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, insurance for protection from claims under workers' or workmen's compensation acts and other employee benefit acts which are applicable, claims for damages because of bodily injury, including death, and from claims for damages, other than to the Work itself, to property which may arise out of or result from IDEAL IMPACT's operation under the CONTRACT, whether such operations be by IDEAL IMPACT or by a Subcontractor or anyone directly or indirectly employed by any of them. This insurance shall be written for not less than limits of liability specified below or required by law, whichever coverage is greater. Certificates of such insurance shall be filed with the CLIENT prior to commencement of the Work. These Certificates shall contain a provision that coverages afforded under the policies will not be canceled or changed until at least thirty (30) days' prior written notice has been given to CLIENT.

6.2 IDEAL IMPACT will maintain the following insurance policies at all times during the term of this CONTRACT:

- (i) Workers' Compensation with statutory WC limitations and Employers Liability of \$1,000,000, with a Waiver of Subrogation Endorsement in favor of the CLIENT;
- (ii) Comprehensive General Liability with \$1,000,000 per occurrence and a \$2,000,000 aggregate and a \$2,000,000 aggregate on Products Completed



Operations. The CLIENT must be named an Additional Insured by appropriate endorsement and there must be a Waiver of Subrogation Endorsement in favor of the CLIENT;

- (iii) Business Automobile Liability, including owned, non-owned, hired or any other vehicles, of \$1,000,000 for bodily injury (per accident);
- (iv) All insurance carriers used by IDEAL IMPACT related to this CONTRACT will carry an A.M. Best rating of A- or better and be of a financial size category of VIII or larger.

6.3 CLIENT shall cover any installed Property under CLIENT's own policy or policies.

SECTION 7. DISPUTE RESOLUTION

7.1 Dispute Resolution; Exclusive Venue and Jurisdiction. In the event of any dispute arising out of or relating to this CONTRACT, the parties agree to exclusively use the following process in the following order for such dispute: (a) informally discuss and attempt to resolve the dispute before proceeding with any further action; (b) in the event this is not successful, the parties agree to cooperatively arrange and participate in non-binding mediation. (c) in the event informal resolution and mediation is not successful to resolve the dispute to the satisfaction of both parties, either party will then have the right to pursue litigation.

7.2 The exclusive venue of any action, suit or proceeding arising out of or relating to this CONTRACT or any rights or obligations under this CONTRACT shall lie solely in the courts of the State of Oklahoma or the United States of America located in the county where CLIENT's main business operations occur. The expense of any mediation shall be borne equally by CLIENT and IDEAL IMPACT and shall be held in the county where CLIENT's main business operations occur.

7.3 In the case of any dispute between this CONTRACT and the Lease the terms of the Lease shall prevail.

SECTION 8. HAZARDOUS MATERIALS

8.1 IDEAL IMPACT's Responsibilities With Respect to Hazardous Materials. The scope of Work to be performed by IDEAL IMPACT pursuant to this CONTRACT and the compensation to be paid to IDEAL IMPACT hereunder for the Work expressly excludes any work or service of any nature associated or connected with the identification, abatement, cleanup, control, or removal of any currently existing Hazardous Materials or Mold on, in or nearby the Facility. The CLIENT agrees that all duties and obligations in connection with any Hazardous Materials or Mold currently located in, on or nearby the Facility or brought into the Facility by a party other than IDEAL IMPACT or its Subcontractors are not IDEAL IMPACT's responsibility. IDEAL IMPACT shall be responsible for any Hazardous Materials, Mold, or other materials that it or its Subcontractor(s) may bring to the Facility. Should IDEAL IMPACT become aware, discover, or based on reasonable evidence suspect the presence of Hazardous Materials or Mold, IDEAL IMPACT will immediately cease work in the affected area, and will promptly notify the CLIENT of the conditions discovered. Should IDEAL IMPACT stop work because of such discovery or suspicion of Hazardous Materials or Mold, then the CONTRACT Time will, should the CLIENT elect to choose to continue the Work after remedy thereof, be reasonably extended by Change Order to cover the period required for abatement, cleanup, or removal of the Hazardous Materials or Mold. IDEAL IMPACT will not be held responsible for any claims, damages, costs, or



expenses of any kind associated with such period during which work has been stopped as a result of Hazardous Materials or Mold unless brought onto the Facility by IDEAL IMPACT or its Subcontractors. Notwithstanding anything in this CONTRACT to the contrary, any such event of discovery or remediation by CLIENT shall not constitute a default by CLIENT.

8.2 CLIENT's Representations and Responsibilities With Respect to Hazardous Materials. The CLIENT warrants and represents that to the best of the CLIENT's knowledge, other than as disclosed to IDEAL IMPACT in writing, there are no Hazardous Materials or Mold in or on the premises that will affect, be affected by, come in contact with, or otherwise impact upon or interfere with the Work to be performed by IDEAL IMPACT pursuant to this CONTRACT. The CLIENT further represents that the CLIENT has not retained IDEAL IMPACT to discover, inspect, investigate, identify, or remediate Hazardous Materials or Mold or conditions caused by Hazardous Materials or Mold. The CLIENT will be responsible for taking all necessary steps to correct, abate, clean up, or control Hazardous Materials or Mold not addressed by IDEAL IMPACT under this CONTRACT. In the event hazardous materials are discovered by IDEAL IMPACT, IDEAL IMPACT shall have an affirmative duty to immediately report to the CLIENT the existence of such materials. The CLIENT specifically agrees, to the extent allowed by state law, to indemnify and to hold IDEAL IMPACT, its officers, agents and employees harmless from and against any and all claims, demands, damages, or causes of action in any way arising out of its release of Hazardous Materials or Mold from the Facility into the air, soil, or any water system or water course, or any actions taken in connection with same, or any failure to act, unless such release of Hazardous Materials or Mold into the air, soil, or any water system or water course is caused by or due to the negligence of IDEAL IMPACT.

SECTION 9. OWNERSHIP OF DESIGN MATERIALS

9.1 Copies of Deliverables. The Deliverables are and shall remain the exclusive property of the IDEAL IMPACT. IDEAL IMPACT shall use its best efforts to ensure all copies of the Deliverables are delivered or returned to the CLIENT or suitably accounted for upon the CLIENT's request or upon final payment, whichever is earlier. IDEAL IMPACT may retain one copy of the Deliverables for its records, but shall not use such copies for any purpose other than with respect to the CONTRACT Services without the CLIENT's prior written consent. The Intellectual Property Rights, if any, relating to the Design Materials or the contents of or concepts embodied in the Design Materials shall remain with and belong to IDEAL IMPACT or its subcontractors, as the case may be.

9.2 Delivery of Deliverables and As-built Drawings. Upon the date of termination of this CONTRACT, IDEAL IMPACT shall deliver to the CLIENT any Deliverables that have not been previously submitted to the CLIENT for that Energy Conservation Measure. Upon the date of Final Acceptance of the entire Project, IDEAL IMPACT may provide as-built drawings in an electronic format compatible with the AutoCAD or other similar system in use by the CLIENT.

SECTION 10. GENERAL PROVISIONS

10.1 Warranty. IDEAL IMPACT warrants that the Services will be free of defects in materials and workmanship for one year, starting the date the Property is installed on CLIENT'S property.

10.2 Governing Law. This CONTRACT shall be governed by, enforced under and construed in accordance with the laws of the State of Oklahoma, without regard to the conflicts of laws principles of any jurisdiction.



10.3 Attorney's Fees and Cost. In the event that either party hereto shall properly institute formal legal action as described in Section 7 above, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief which may be granted.

10.4 Waiver. The waiver by either party to this CONTRACT of any one or more defaults, if any, on the part of the other, shall not be construed to operate as a waiver of any other or future defaults, under the same or different terms, conditions or covenants contained in this CONTRACT.

10.5 Integration. This CONTRACT and the Lease constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes any oral or written proposals, statements, discussions, negotiations, made prior to the CONTRACT. This CONTRACT may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative or valid, it shall be reduced to writing and signed by an authorized representative of both parties.

10.6 Assignment. The performance of this CONTRACT may not be assigned or transferred by either party without the prior written consent of the other. However, IDEAL IMPACT may pledge or assign its rights under the Lease and CLIENT hereby consents to such pledge or assignment and will execute any all documents reasonably required by IDEAL IMPACT's assignee to evidence same.

10.7 Notices. All notices required to be given hereunder shall be in writing and shall be deemed delivered if (i) personally delivered, (ii) dispatched by certified or registered mail, return receipt requested, postage prepaid, or (iii) sent via a nationally-recognized overnight carrier, addressed to the parties as follows:

IDEAL IMPACT:

Ideal Impact, Inc.
1245 S. Main Street
Suite 140
Grapevine, TX 76051
ATTN: Wes McDaniel

BARTLESVILLE PUBLIC SCHOOLS:

Bartlesville Public Schools
1100 SW Jennings Avenue
Bartlesville, OK 74003
ATTN: Mr. Chuck McCauley

10.8 Concealed Conditions. IDEAL IMPACT shall immediately notify CLIENT if it encounters concealed conditions at the Facility prior to significantly disturbing the same. If such concealed conditions cause an increase in IDEAL IMPACT's cost of, or time required for, performance of any part of the Work IDEAL IMPACT and CLIENT shall agree, by written Change Order, on how to proceed and the extent of any adjustment to the time required for performance of the Work and to the CONTRACT Sum.

10.9 Cooperation. Each Party will cooperate with and assist the other Party, its advisors, consultants, attorneys, employees, agents, and representatives, at all times during the CONTRACT Time so as to complete the CONTRACT Services in an efficient, timely, and economical manner.

10.10 Employee Background Check. IDEAL IMPACT hereby certifies to CLIENT that IDEAL IMPACT has caused an investigation into the criminal background of each employee assigned to provide Services at CLIENT'S Facility. On the basis of this investigation, IDEAL IMPACT represents and warrants to the CLIENT that no employee providing Services at CLIENT'S Facility during normal school hours has been convicted in this state, the United States, or another state of (i) any sex offense subject



to the Oklahoma Sex Offenders Registration Act or the Federal Sex Offender Registration and Notification Act, or (ii) the Oklahoma Mary Rippy Violent Crime Offenders Registration Act or similar laws of another state or (iii) any unpardoned felony offense within the last 10 years.

10.11 Equal Opportunity Employment. IDEAL IMPACT and its Subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, age, disability, sex or national origin.

10.12 Counterparts. This CONTRACT may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which taken together shall constitute one CONTRACT. To evidence the fact that it has executed this CONTRACT, a party may send a copy of its executed counterpart to the other party by electronic transmission (including, without limitation, via email or facsimile) and the signature transmitted by such transmission shall be deemed to be that party’s original signature for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed this CONTRACT on this ____ day of _____, 2024.

IDEAL IMPACT:

CLIENT:

IDEAL IMPACT, INC.

INDEPENDENT SCHOOL DISTRICT NO. 30 OF WASHINGTON COUNTY, OKLAHOMA, A/K/A BARTLESVILLE PUBLIC SCHOOLS

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Providing More Funding for Bartlesville PS

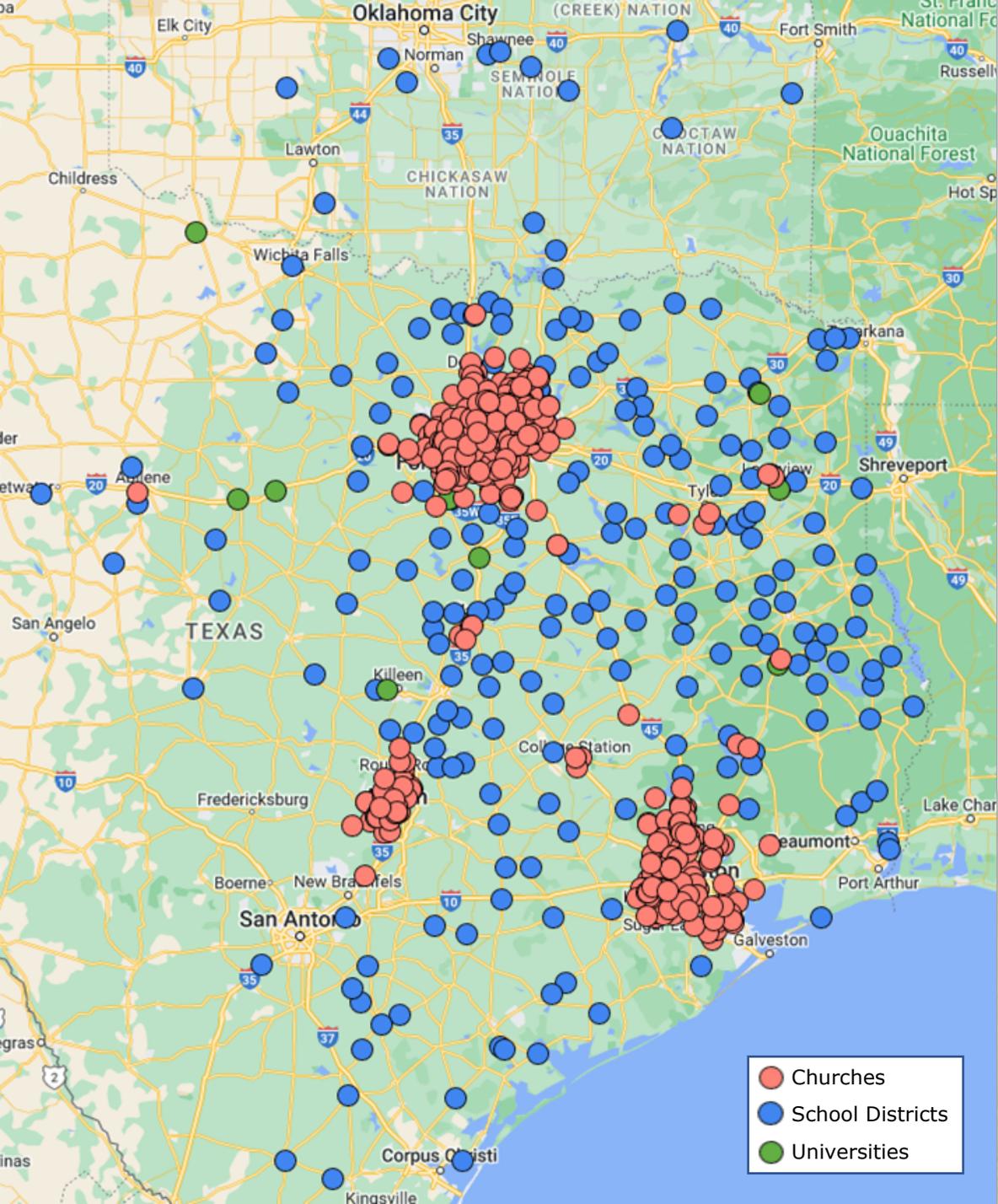


**Save
Money**

**Conserve
Energy**



**Impact
Lives**



700+ Churches
220+ School Districts
20+ Universities

\$1.9 Billion

A photograph of a classroom. In the foreground, a young girl with long brown hair, wearing a white long-sleeved shirt, is sitting at a wooden desk and has her right hand raised, pointing her index finger upwards. Other students are visible in the background, some sitting at desks. The room has large windows on the left and a whiteboard in the background. A semi-transparent white box is overlaid on the middle of the image, containing text.

Our Focus

- Generating \$10 Billion for education and ministry
- Leveraging energy savings to give virtual endowments
- Creating positive cash flow from the start

Impact on Energy Output

Louise ISD		
EUI (kBtu/sqft)	2018	2021
	44.8	21.3

Calhoun County ISD		
EUI (kBtu/sqft)	2018	2021
	36.8	26.3

Freer ISD		
EUI (kBtu/sqft)	2018	2021
	48.5	26.9

Kennedale ISD		
EUI (kBtu/sqft)	2019	2021
	32.3	20.5

What We've Done...

- ✓ Analyzed 12 months of electric & gas bills
- ✓ Analyzed current electric rate tariffs
- ✓ Reviewed mechanical systems
- ✓ Reviewed controls
- ✓ Square footage of facilities
- ✓ Walked buildings
- ✓ Interviewed your people

Billing Analysis

Annual Energy Spend

\$1,232,097

Demand Portion

41% - \$504,671

Energy Rates

\$/kWh - \$0.056

\$/On-Peak KW - \$9.91

\$/Off-Peak KW - \$10.50

\$/KVAR - \$0.938

Demand Analysis

Annual Energy Spend

\$1,232,097

Demand Portion

41% - \$504,671

Energy Rates

\$/kWh - \$0.056

\$/On-Peak KW - \$9.91

\$/Off-Peak KW - \$10.50

\$/KVAR - \$0.938

Impact on Energy Output

Louise ISD		
EUI (kBtu/sqft)	2018	2021
	44.8	21.3

Calhoun County ISD		
EUI (kBtu/sqft)	2018	2021
	36.8	26.3

Freer ISD		
EUI (kBtu/sqft)	2018	2021
	48.5	26.9

Kennedale ISD		
EUI (kBtu/sqft)	2019	2021
	32.3	20.5

Bartlesville PS		
EUI (kBtu/sqft)	2024	2025
	51.2	33.1

Bartlesville Public Schools Active Revenue Creation

	Basic Commitment	Committed Steward
Current Energy Expenses	\$1,232,097	\$1,232,097
Proposed Savings	\$381,950	\$431,234
(%)	31%	35%
15 Year Savings Total*	\$9,598,032	\$10,836,487
Net 15 Year Savings	\$7,686,709	\$8,925,164

**adjusted for utilities cost inflation*

Virtual Endowment

Current Annual Spend
\$1,232,097

Committed Steward
\$431,234

80%
\$344,987

20%
\$86,247

District Improvements
\$1,911,323

**Additional Savings
and Benefits**

Net 15 year
\$8,925,164

Optimization Highlights

- Use our experience from saving energy and improving comfort in thousands of buildings on your campus
- Make improvements to the controls and processes at the start, new controllers on 970 units, major control improvements on 1,066 pieces of HVAC equipment
- Improve Relative Humidity and Indoor Air Quality
- Monitor and analyze the results
- Make improvements to HVAC (1,066 pieces of HVAC equipment), controls, zoning, weatherization, comfort issues, operating strategies, usage, and needs
- Customize Ideal Impact Campus Optimizer (*Patent Approved*) for 1,066 pieces of HVAC equipment and the spaces they serve

Campus Optimizer

(Multi-Dimensional Matrix to maximize both comfort & savings)

- 1) Temperature/Comfort
- 2) 1,066 pieces of HVAC equipment
- 3) 1,175 Rooms
- 4) 1,300 Events
- 5) Reduce kWh
- 6) Reduce MCF
- 7) On-Peak KW
- 8) Off-Peak KW
- 9) Improve RH%
- 10) Improve IAQ
- 11) Ramp Times
- 12) Weather
- 13) Meters (31)
- 14) Rate Schedules



Weather
Forecast



Event
Calendar



Campus
Optimizer



Simple Comfort
Connection

Optimization Highlights

- Use our experience from saving energy and improving comfort in thousands of buildings on your campus
- Make improvements to the controls and processes at the start, new controllers on 970 units, major control improvements on 1,066 pieces of HVAC equipment
- Improve Relative Humidity and Indoor Air Quality
- Monitor and analyze the results
- Make improvements to HVAC (1,066 pieces of HVAC equipment), controls, zoning, weatherization, comfort issues, operating strategies, usage, and needs
- Customize Ideal Impact Campus Optimizer (*Patent Approved*) for 1,066 pieces of HVAC equipment and the spaces they serve
- Build and tune a detailed energy plan & document it in several levels of detail for multiple individuals
- Train your personnel on how to use the plan, tools, and technology to achieve long-term savings for Bartlesville PS
- Ideal Impact available throughout term of the agreement for energy-related consulting

Services Agreement

- Ideal Impact pays to implement the improvements
- Each month you send us your electric and gas bills
- We adjust for changes beyond our control such as read dates, weather, added or subtracted space
- We calculate savings based on your actual rates each month
- You pay a portion of the quarterly savings until you reach the project fee
- Savings go to the bottom line for years to come





CHURCH at THE CROSS

Church at the Cross Grapevine

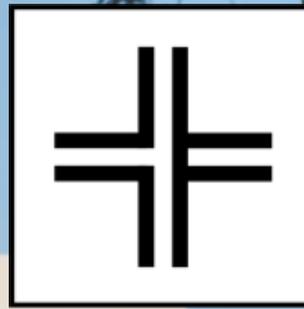
"The great news is that it costs us nothing, since all our fees are paid out of our energy savings."

*-Gregg Simmons,
Former Senior Pastor
Currently Life Action Ministries*

Church at the Cross Active Revenue Creation

	Basic Commitment	Committed Steward
Current Energy Expenses	\$96,475	\$96,475
Proposed Savings (%)	\$24,794 25.7%	\$32,802 34.0%
15 Year Savings Total*	\$627,140	\$823,837
Net 15 Year Savings	\$567,634	\$764,332

**adjusted for utilities cost inflation*



CHURCH at THE CROSS

Church at the Cross Grapevine

Actual Savings

Month of Agreement	Monthly Savings	Percentage of \$ Savings
1	\$737	6.9%
2	\$853	9.3%
3	\$1,125	14.0%
4	\$739	10.5%
5	\$2,440	26.6%
6	\$4,584	53.3%



White's Chapel UMC

Southlake

White's Chapel UMC Active Revenue Creation

	Basic Commitment	Committed Steward
Current Energy Expenses	\$210,726	\$210,726
Proposed Savings (%)	\$62,164 29.5%	\$82,183 39.0%
15 Year Savings Total*	\$1,562,122	\$2,065,178
Net 15 Year Savings	\$1,412,928	\$1,915,984

**adjusted for utilities cost inflation*

White's Chapel UMC Southlake

Actual Savings

Month of Agreement	Monthly Savings	Percentage of \$ Savings
1	\$687	4.5%
2	\$1,536	10.9%
3	\$930	8.6%
4	\$1,273	11.3%
5	\$3,026	20.5%
6	\$4,123	26.4%
7	\$11,406	44.9%
8	\$8,106	36.0%
9	\$9,295	46.5%



1st United Methodist Church Richardson

FUMC Richardson Active Revenue Creation		
	Basic Commitment	Committed Steward
Current Energy Expenses	\$336,529	\$336,529
Proposed Savings (%)	\$124,179 36.9%	\$154,803 46.0%
15 Year Savings Total*	\$3,120,503	\$3,890,057
Net 15 Year Savings	\$2,822,472	\$3,592,027

**adjusted for utilities cost inflation*



1st United Methodist Church Richardson

Actual Savings		
Month of Agreement	Monthly Savings	Percentage of \$ Savings
1	\$2,752	9.7%
2	\$1,890	6.3%
3	\$5,353	15.7%
4	\$8,396	27.5%
5	\$7,963	27.1%
6	\$10,910	35.7%
7	\$14,289	43.5%
8	\$15,890	47.4%
9	\$15,421	41.0%

Sweeny ISD Active Revenue Creation

	Basic Commitment	Committed Steward
Current Energy Expenses	\$437,679	\$437,679
Proposed Savings (%)	\$65,652 15.0%	\$91,913 21.0%
15 Year Savings Total*	\$1,595,473	\$2,255,379
Net 15 Year Savings	\$1,378,297	\$2,038,203

**adjusted for utilities cost inflation*

Actual Savings

Month of Agreement	Monthly Savings	Percentage of \$ Savings
1	\$750	2.0%
2	\$3,871	11.0%
3	\$6,748	20.0%
4	\$5,248	16.0%
5	\$5,339	15.0%
6	\$10,626	31.0%
7	\$13,730	35.0%

Stockdale ISD Active Revenue Creation

	Basic Commitment	Committed Steward
Current Energy Expenses	\$311,645	\$311,645
Proposed Savings (%)	\$130,891 42.0%	\$152,706 49.0%
15 Year Savings Total*	\$3,289,160	\$3,837,354
Net 15 Year Savings	\$2,918,852	\$3,467,046

**adjusted for utilities cost inflation*

Actual Savings

Month of Agreement	Monthly Savings	Percentage of \$ Savings
1	-\$494	-2.0%
2	\$6,207	25.0%
3	\$6,214	30.0%
4	\$8,541	36.0%
5	\$9,806	46.0%
6	\$10,556	42.0%
7	\$11,977	49.0%
8	\$11,052	42.0%
9	\$12,515	44.0%

STOCKDALE
INDEPENDENT SCHOOL DISTRICT
Sept 20th
at Volsball
vs Kansas City
5:30 P.M.

Franklin ISD Active Revenue Creation		
	Basic Commitment	Committed Steward
Current Energy Expenses	\$515,927	\$515,927
Proposed Savings (%)	\$252,804 49.0%	\$304,397 59.0%
15 Year Savings Total*	\$6,352,723	\$7,649,197
Net 15 Year Savings	\$5,607,996	\$6,904,470

**adjusted for utilities cost inflation*

Actual Savings

Month of Agreement	Monthly Savings	Percentage of \$ Savings
1	\$894	1.8%
2	\$8,620	18.1%
3	\$6,752	14.7%
4	\$15,294	34.1%
5	\$18,126	37.6%
6	\$20,575	44.1%
7	\$18,286	40.1%
8	\$18,480	45.4%
9	\$17,046	44.9%
10	\$19,790	55.8%
11	\$25,190	58.4%
12	\$25,022	58.0%

Bartlesville Public Schools Active Revenue Creation

	Basic Commitment	Committed Steward
Current Energy Expenses	\$1,232,097	\$1,232,097
Proposed Savings	\$381,950	\$431,234
(%)	31%	35%
15 Year Savings Total*	\$9,598,032	\$10,836,487
Net 15 Year Savings	\$7,686,709	\$8,925,164

**adjusted for utilities cost inflation*

Virtual Endowment

Current Annual Spend
\$1,232,097

Committed Steward
\$431,234

80%
\$344,987

20%
\$86,247

District Improvements
\$1,911,323

**Additional Savings
and Benefits**

Net 15 year
\$8,925,164

RESOLUTION

A RESOLUTION REGARDING AN OKLAHOMA LEASE-PURCHASE AGREEMENT FOR THE PURPOSE OF FINANCING AN "**ENERGY EFFICIENCY PROJECT**".

WHEREAS, the Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools) desires to enter into that certain Oklahoma Lease-Purchase Agreement dated as of June 17, 2024, by and between Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools) and Ideal Impact, Inc., for the purpose of financing an "*Energy Efficiency Project*". The District desires to designate the Superintendent as an authorized signer of the Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY, OKLAHOMA (BARTLESVILLE PUBLIC SCHOOLS):

Section 1. That the Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools) enters into an Oklahoma Lease-Purchase Agreement with Ideal Impact, Inc. for the purpose of financing an "*Energy Efficiency Project*".

Section 2. That the Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools) will designate the Superintendent or the Superintendent's designee, as an authorized signer of the Oklahoma Lease-Purchase Agreement No. 10714 dated as of June 17, 2024, by and between the Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools) and Ideal Impact, Inc. as well as any other ancillary exhibit, certificate, or documentation needed for the Agreement.

This Resolution has been PASSED upon Motion made by Board Member _____, seconded by Board Member _____ by a vote of _____ Ayes to _____ Nays and is effective this _____, 2024.

Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

Attest:

Scott Bilger
Board President

Andrea Nightingale
Board Secretary

OKLAHOMA LEASE-PURCHASE AGREEMENT

THIS OKLAHOMA LEASE-PURCHASE AGREEMENT **No. 10714** (hereafter referred to as "Agreement") dated as of **June 17, 2024**, by and between **Ideal Impact, Inc.**, a Texas corporation (herein referred to as "Lessor"), and **Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)**, a political subdivision or agency of the State of Oklahoma (hereinafter referred to as "Lessee") is entered into as a lease-purchase agreement pursuant to Oklahoma Statutes Title 62 § 430.1.

WITNESSETH: The Lessee has entered into that certain Energy Services Contract (the "Services Contract") with Lessor whereby Lessee has agreed to acquire from Lessor the personal property and related services that are more fully described on EXHIBIT A attached hereto (the "Property") from Lessor; and

WITNESSETH: In consideration of the mutual covenants and conditions hereinafter set forth, the parties hereto agree as follows:

1. Term and Payments. Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the property described in Exhibit A hereto (hereinafter, with all replacement parts, substitutions, proceeds, increases, additions, accessions, repairs and accessories incorporated therein or affixed thereto, referred to as the "Property") for the amounts to be paid in the sums (the "Lease Payments") and on the dates (the "Lease Payment Dates") set forth in Exhibit B hereto. Except as specifically provided herein, the obligation of the Lessee to make the Lease Payments called for in Exhibit B hereto shall be absolute and unconditional in all events and shall not be subject to any set-off, defense, counterclaim, or recoupment for any reason. This Agreement will become effective upon approval of the Agreement by the Board of the Lessee and upon execution hereof by Lessee and Lessor. The term of this Agreement will extend for the Lessee's 2023-24, 2024-25, 2025-26, 2026-27, 2027-28, 2028-29, 2029-2030, 2030-31, 2031-32, and 2032-33 fiscal years only if mutually ratified by Lessee and Lessor for each of those fiscal years. In accordance with 62 O. S. Section 430.1, continuation of this Agreement past the current 2023-24 fiscal year is dependent upon mutual ratification by Lessee and Lessor. All rights afforded under title 62 O. S. Section 430.1 of Oklahoma law are incorporated in this Agreement by reference. The Lessee agrees the Board of Education of Lessee will take action to ratify or not ratify this Agreement for the next ensuing fiscal year at its regular July meeting and to notify Lessor as to whether the Agreement is ratified or not ratified for the next ensuing fiscal year. The Lessor hereby ratifies the continuation of the Agreement through the fiscal year ending June 30, 2033. The Lessor and Lessee agree that under no circumstances will the Agreement be extended beyond the fiscal year ending June 30, 2033. Lessee will evidence its acceptance of the Property by executing and delivering to Lessor a form of a certificate of acceptance (hereinafter so called "Certificate of Acceptance") in the form provided by Lessor.

2. Non-Appropriation and Right of Termination. The obligations of Lessee to make Lease Payments (called for in Exhibit B) and to make any other payments to Lessor (or to any other person) pursuant to this Agreement are subject to appropriation by the Lessee of funds that are lawfully available to be applied for such purpose. If Lessee fails to make such an appropriation prior to a fiscal period of Lessee, for the Lease Payments scheduled in such fiscal period, Lessor may terminate this Agreement. Lessee may terminate this Agreement by providing written notice of such termination to Lessor following its regular July Board meeting. Upon any such termination of this Agreement, all of Lessee's rights, title and interest in and its obligation under this Agreement and to the Property shall terminate effective on the last day of the last fiscal period of Lessee for which such an appropriation was made. If Lessee ratifies and renews this Agreement for a subsequent fiscal year, Lessee agrees to encumber the required funds to make the Lease Payments due hereunder at the first meeting of Lessee's Board in July of the then current fiscal year by approving an appropriate purchase order for this Agreement.

3. Taxes. Lessee shall keep the Property free and clear of all levies, liens and encumbrances except those created under this Agreement. Lessee shall pay, when due, all charges and taxes (local, state and federal) which may now or hereafter be imposed upon the ownership, leasing, rental, sale, purchase, possession or use of the Property, excluding, however, all taxes on or measured by Lessor's income. If Lessee fails to pay said charges and taxes when due, Lessor shall have the right, but shall not be obligated, to pay said charges and taxes. If Lessor pays any charges or taxes for which Lessee is responsible or liable under this Agreement, Lessee shall promptly reimburse Lessor therefor.

4. Lessee's Covenants and Representations. Lessee covenants and represents as follows:

(a) Lessee represents it has full power and authority to enter into this Agreement which has been duly authorized, executed, and delivered by Lessee and is a valid and binding obligation of Lessee enforceable in accordance with its terms, and all requirements for execution, delivery and performance of this Agreement have been, or will be, complied with in a timely manner;

(b) All Payments hereunder have been, and will be, duly authorized and paid when due out of funds then on hand and legally available for such purposes; Lessee will, to the extent permitted by State law and other terms and conditions of this Agreement, include in its budget for each successive fiscal period during the term of this Agreement a sufficient amount to permit Lessee to discharge all of its obligations hereunder, and Lessee has budgeted and available for the current fiscal period sufficient funds to comply with its obligations hereunder;

(c) There are no pending or threatened lawsuits or administrative or other proceedings contesting the authority for, authorization of, performance of, or expenditure of funds pursuant to this Agreement;

(d) Information supplied and statements made by Lessee in any financial statement or current budget prior to or contemporaneously with the Agreement are true and correct;

(e) Lessee has an immediate need for, and expects to make immediate use of, substantially all the Property, which need is not temporary or expected to diminish in the foreseeable future. Specifically, Lessee will not give priority or parity in the appropriation of funds for the acquisition or use of any additional property for purposes or functions similar to those of the Property.

(f) There are no circumstances presently affecting the Lessee that could reasonably be expected to alter its foreseeable need for the Property or adversely affect its ability or willingness to budget funds for the payment of sums due hereunder; and

(g) Lessee's right to terminate this Agreement as specified in Sections 1 and 2 hereof was not an independently bargained for consideration, but was included solely for the purpose of complying with the requirements of the laws of the State of Oklahoma.

(h) No lease, rental agreement, payment agreement or contract for purchase to which Lessee has been a party at any time during the past ten (10) years has been terminated by Lessee as a result of non-ratification of renewal or insufficient funds being appropriated in any Fiscal Year. No event has occurred which would constitute an event of default under any debt, revenue bond or obligation which Lessee has issued during the past ten (10) years.

(i) Lessee will pay the Lease Payment due by check, wire transfer, or ACH only.

5. Use and Licenses. Lessee shall pay and discharge all operating expenses and shall cause the Property to be operated by competent persons only. Lessee shall use the Property only for its proper purposes and will not install, use, operate or maintain the Property improperly, carelessly, or in violation of any applicable law, ordinance, rule or regulation of any governmental authority, or in a manner contrary to the nature of the Property or the use contemplated by its manufacturer. Lessee shall keep the property at the location stated on the Certificate of Acceptance executed by Lessee upon delivery of the Property until Lessor, in writing, permits its removal. The Property shall be used solely in the conduct of the Lessee's operation of a public school district. Lessee shall obtain, at its expense, all registrations, permits and licenses, if any, required by law for the installation and operation of the Property. If a certificate of title is issuable with respect to the Property, it shall be delivered to the Lessor showing the interest of the Lessor.

6. No Maintenance by Lessor's Assigns. Lessor's assigns shall not be obligated to make any repairs or replacements and at its own expense, Lessee shall service, repair, and maintain the Property in as good condition, repair, appearance and working order as when delivered to Lessee hereunder, ordinary wear and tear from proper use alone excepted, and shall replace any and all parts thereof which may from time to time become worn out, lost, stolen, destroyed, or damaged beyond repair or rendered unfit for intended use, for any reason whatsoever, all of which replacements shall be free and clear of all liens, encumbrances and claims of others and shall become part of the Property and subject to this Agreement. Lessor's assigns may, at its option, discharge such costs, expenses, and insurance premiums necessary for the repair, maintenance and preservation of the Property, and all sums so expended shall be due from Lessee in addition to rental payments hereunder.

7. Alterations.

(a) Lessee may, at its own expense, install or place in or on, or attach or affix to, the Property such equipment or accessories as may be necessary or convenient to use the Property for its intended purposes provided that such equipment or accessories do not impair the value or utility of the Property. All such equipment and accessories shall be removed by Lessee upon termination of this Agreement, provided that any resulting damage shall be repaired at Lessee's expense. Any such equipment or accessories not removed shall become the property of Lessor.

(b) Without the written consent of Lessor, Lessee shall not make any other alterations, modifications, or improvements to the Property except as required or permitted hereunder. Any other alterations, modifications or improvements to the Property shall immediately become part of the Property, subject to the provisions hereof. Without the prior written consent of Lessor, Lessee shall not affix or attach any of the Property to any real property. The Property shall remain personal property regardless of whether it becomes affixed or attached to real property or permanently rests upon any real property or any improvement thereon.

8. Liens. Lessee shall not directly or indirectly create, incur, assume, or suffer to exist any mortgage, security interest, pledge, lien, charge, encumbrance or claim on or with respect to the Property, title thereto or any interest therein, except the respective rights of Lessor and Lessee hereunder.

9. Damage to or Destruction of Property. Lessee shall bear the entire risk of loss, damage, theft or destruction of the Property from any and every cause whatsoever, and no loss, damage, destruction or other event shall release Lessee from the obligation to pay the full amount of the rental payments or from any other obligation under this Agreement. In the event of damage to any item of the Property, Lessee will immediately place the same in good repair, with the proceeds of any insurance recovery applied to the cost of such repair. If Lessor determines that any item of Property is lost, stolen, destroyed or damaged beyond repair, Lessee, at the option of Lessee, will either **(a)** replace the same with like property in good repair or **(b)** on the next Lease Payment Date, pay Lessor **(i)** all amounts then owed by Lessee to Lessor under this Agreement, including the Lease Payment due on such date, and **(ii)** an amount equal to the applicable Option to Purchase Value set forth in Exhibit B.

10. Insurance. Lessee shall either be self-insured with regard to the Property or shall purchase and maintain insurance with regard to the Property. Lessee shall indicate on each Certificate of Acceptance executed in relation to this Agreement its election to be self-insured or company insured with regard to the Property listed on that Certificate of Acceptance. Whether Lessee is self-insured or company insured, Lessee shall, for the term of this Agreement, at its own expense, provide comprehensive liability insurance with respect to the Property, insuring against such risks, and such amounts as are customary for lessees of property of a character similar to the Property. In addition, Lessee shall, for the term of this Agreement, at its own expense, provide casualty insurance with respect to the Property, insuring against customary risks, coverage at all times not less than the amount of the unpaid principal portion of the Lease Payments required to be made pursuant to Section 1 as of the last preceding Payment Date specified in Exhibit B on which a Lease Payment was made. If insurance policies are provided with respect to the Property, all insurance policies shall be with insurers authorized to do business in the State where the Property is located and shall name both Lessor and Lessee as insureds as their respective interest may appear. Insurance proceeds from casualty losses shall be payable solely to the Lessor, subject to the provisions of Section 9. Lessee shall, upon request, deliver to Lessor evidence of the required coverages together with premium receipts, and each insurer shall agree to give Lessor written notice of non-payment of any premium due and ten (10) days' notice prior to cancellation or alteration of any such policy. Lessee shall also carry and require any other person or entity working on, in or about the Property to carry workmen's compensation insurance covering employees on, in or about the Property.

11. No Warranty By Lessor's Subsequent Assigns. EXCEPT FOR REPRESENTATIONS, WARRANTIES, AND SERVICE AGREEMENTS RELATING TO THE PROPERTY MADE OR ENTERED INTO BY THE MANUFACTURERS OR SUPPLIERS OF THE PROPERTY, IF ANY, ALL OF WHICH ARE HEREBY ASSIGNED TO THE LESSEE, NO SUBSEQUENT ASSIGNEE OF LESSOR WILL MAKE ANY REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, AND LESSOR'S ASSIGNS ASSUMES NO OBLIGATION WITH RESPECT TO THE TITLE, MERCHANTABILITY, CONDITION, QUALITY OR FITNESS OF THE PROPERTY DESCRIBED IN EXHIBIT A FOR ANY PARTICULAR PURPOSE OR THE CONFORMITY OF THE PROPERTY TO SPECIFICATION OR PURCHASE ORDER. All such risks shall be borne by the Lessee without in any way excusing it from its obligations under this Agreement, and any subsequent assignee of Lessor shall not be liable for any damages on account of such risks. All claims or actions on any warranty so assigned shall be made or prosecuted by the Lessee, at its sole expense, upon prior written notice to any assignee of Lessor. Lessor's assigns may, but shall have no obligation whatsoever to participate in a claim on any warranty. Any recovery under such a warranty shall be made payable to Lessee and Lessor's assigns jointly.

12. Purchase Option/Payment. Upon payment in full of the purchase price as provided on Exhibit B (herein referred to as the "Project Fee"), the Property shall belong to the Lessee and the Lessor shall execute and deliver a Quit Claim Bill of Sale to the Lessee conveying the Property "as is", but free and clear of any lien, encumbrance, or security interest created or permitted and not discharged by Lessor. The Lessee shall have an option to purchase the Property in whole but not in part, upon sixty (60) days written notice to Lessor by payment of the then applicable Project Fee Balance according to the attached Exhibit B.

13. Default and Lessor's Remedies.

(a) The occurrence of one or more of the following events shall constitute an Event of Default, whether occurring voluntarily or involuntarily, by operation of law or pursuant to any order of any court or governmental agency:

(1) Lessee fails to make any payment hereunder when due or within ten (10) days thereafter;
(2) Lessee fails to comply with any other covenant, condition or agreement of Lessee hereunder for a period of the ten (10) days after notice thereof;
(3) Any representation or warranty made by Lessee hereunder shall be untrue in any material respect as of the date made;

(4) Lessee makes, permits or suffers any unauthorized assignment, transfer or other disposition of this Agreement or any interest herein, or any part of the Property or any interest therein; or

(5) Lessee becomes insolvent; or admits in writing its inability to pay its debts as they mature; or applies for, consents to or acquiesces in the appointment of a trustee, receiver or custodian for the Lessee or a substantial part of its property; or, in the absence of such application, consent or acquiescence, a trustee, receiver or custodian is appointed for Lessee or a substantial part of its property and is not discharged within sixty (60) days; or any bankruptcy, reorganization, debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding is instituted by or against Lessee and, if instituted against Lessee, is consented to or acquiesced in by Lessee or is not dismissed within sixty (60) days.

(b) Upon the occurrence of any Event of Default specified herein, Lessor may, at its sole discretion, exercise any or all of the following remedies:

(1) Enforce this Agreement by appropriate action to collect amounts due or to become due hereunder, by acceleration or otherwise, or to cause Lessee to perform its other obligations hereunder in which event Lessee shall be liable for all costs and expenses incurred by Lessor;

(2) Take possession of the Property, without demand or notice and without court order or any process of law, and remove and relet the same for Lessee's account, in which event Lessee waives any and all damages resulting therefrom and shall be liable for all costs and expenses incurred by Lessor in connection therewith and the difference, if any, between the amounts to be paid pursuant to Section 1 hereof and the amounts received and to be received by Lessor in connection with any such reletting;

(3) Terminate this Agreement and repossess the Property, in which event Lessee shall be liable for any amounts payable hereunder through the date of such termination and all costs and expenses incurred by Lessor in connection therewith;

(4) Sell the Property or any portion thereof for Lessor's account at public or private sale, for cash or credit, without demand or notice to Lessee of Lessor's intention to do so, or relet the Property for a term and a rental which may be equal to, greater than or less than the rental and term provided herein. If the proceeds from any such sale or rental payments received under a new agreement made for the periods prior to the expiration of this Agreement are less than the sum of **(i)** the costs of such repossession, sale, relocation, storage, reconditioning, reletting and reinstallation (including but not limited to reasonable attorneys' fees), **(ii)** the unpaid principal balance derived from Exhibit B as of the last preceding Lease Payment Date specified in Exhibit B, and **(iii)** any past due amounts hereunder (plus interest on such unpaid principal balance at the rate specified in Section 19 hereof, prorated to the date of such sale), all of which shall be paid to Lessor, Lessor shall retain all such proceeds and Lessee shall remain liable for any deficiency; or

(5) Pursue and exercise any other remedy available at law or in equity, in which event Lessee shall be liable for any and all costs and expenses incurred by Lessor in connection therewith. "Costs and expenses", as that term is used in this Section, shall mean, to the extent allowed by law: **(i)** reasonable attorneys' fees if this Agreement is referred for collection to an attorney not a salaried employee of Lessor or the holder of this Agreement; **(ii)** court costs and disbursements including such costs in the event of any action necessary to secure possession of the Property; and **(iii)** actual and reasonable out-of-pocket expenses incurred in connection with any repossession or foreclosure, including costs of storing, reconditioning and reselling the Property, subject to the standards of good faith and commercial reasonableness set by the applicable Uniform Commercial Code.

(6) Under no circumstances shall Lessee be liable under this subsection (b) for any amount in excess of the sum appropriated pursuant to Section 1 hereof for the previous and current fiscal years, less all amounts previously due and paid during such previous and current fiscal years from amounts so appropriated.

14. Termination. Unless Lessee has properly exercised its option to purchase pursuant to Section 12 hereof, Lessee shall, upon any earlier termination hereof pursuant to the terms of this Agreement, surrender the Property to Lessor unencumbered and in at least as good condition and repair as when delivered to Lessee, ordinary wear and tear resulting from proper use alone excepted.

15. Assignment. Without Lessor's prior written consent, Lessee will not either **(i)** assign, transfer, pledge, hypothecate, grant any security interest in or otherwise dispose of this Agreement or the Property or any interest in this Agreement or the Property; or **(ii)** sublet or lend the Property or permit it to be used by anyone other than Lessee or Lessee's employees. Lessor may assign its rights, title and interest in and to this Agreement, the Property and any other documents executed with respect to this Agreement and/or grant or assign a security interest in this Agreement and the Property, in whole or in part. Any such assignees shall have all of the rights of Lessor under this Agreement. Subject to the foregoing, this Agreement inures to the benefit of and is binding upon the heirs, executors, administrators, successors and assigns of the parties hereto. No assignment or reassignment of any of Lessor's rights, title or interest in this Agreement or the Property shall be effective with regard to Lessee unless and until Lessee shall have received a copy of the document by which the assignment or reassignment is made, disclosing the name and address of such assignee. No further action will be required by Lessor or by Lessee to evidence the assignment.

16. Personal Property. The Property is and shall at all times be and remain personal property.

17. Title. Lessor or its assignee will retain title to the Property during the lease term. Title to the Property will pass to Lessee upon (and only upon) Lessee's exercise of the purchase option provided in Section 12 hereof and the complete payment and performance by Lessee of all of Lessee's obligations under this Agreement, and in such case Lessor agrees to execute such instruments and do such things as Lessee reasonably requests in order to effectuate the passage of title to Lessee. In the event of a non-ratification, non-appropriation or Event of Default by Lessee, Lessee shall execute and deliver to Lessor such documents as Lessor may request to evidence lack of Lessee's legal title to the Property and Lessee will peacefully surrender possession of the Property to Lessor.

18. Lessor's Right to Perform for Lessee. If Lessee fails to make any payment or perform or comply with any of its covenants or obligations hereunder, Lessor may, but shall not be required to, make such payment or perform or comply with such covenants and obligations on behalf of Lessee, and the amount of any such payment and the expenses (including but not limited to reasonable attorneys' fees) incurred by Lessor in performing or complying with such covenants and obligations, as the case may be.

19. Notices. Any notices to be given or to be served upon any party hereto in connection with this Agreement must be in writing and may be given by certified or registered mail, and shall be deemed to have been given and received forty-eight (48) hours after a registered or certified letter containing such notice, postage prepaid, is deposited in the United States mail, and if given otherwise shall be deemed to have been given when delivered to and received by the party to whom it is addressed. Such notice shall be given to the parties at their respective addresses designated on the signature page of this Agreement or at such other address as either party may hereafter designate.

20. Continuing Disclosure. Specifically and without limitation, Lessee agrees to provide audited financial statements, prepared by a certified public accountant not later than nine (9) months after and as of the end of each fiscal year. Periodic financial statements shall include a combined balance sheet as of the end of each such period, and a combined statement of revenues, expenditures, and changes in fund balances, from the beginning of the then fiscal year to the end of such period. These reports must be certified as correct by one of Lessee's authorized agents. If Lessee has subsidiaries, the financial statements required will be provided on a consolidated and consolidation basis.

21. Miscellaneous.

(a) Lessee shall, whenever requested, advise Lessor of the exact location and condition of the Property, and shall give the Lessor immediate notice of any attachment or other judicial process affecting the Property. Lessor may, for the purpose of inspection, at any reasonable time during regular business hours enter upon any job, building or place where the Property and the books and records of the Lessee with respect thereto are located.

(b) Time is of the essence. No covenant or obligations hereunder to be performed by Lessee may be waived except by the written consent of Lessor, and a waiver of any such covenant or obligation or a forbearance to invoke any remedy on any occasion shall not constitute or be treated as a waiver of such covenant or obligation as to any other occasion and shall not preclude Lessor from invoking such remedy at any later time prior to Lessee's cure of the condition giving rise to such remedy. Lessor's rights hereunder are cumulative and not alternative.

(c) This Agreement shall be construed in accordance with, and governed by, the laws of the State of Oklahoma. Lessor confirms that it (i) does not boycott energy companies and (ii) will not boycott energy companies during the term of the Agreement.

(d) This Agreement constitutes the entire agreement between the parties and shall not be modified, waived, discharged, terminated, amended, altered, or changed in any respect except by a written document signed by both Lessor and Lessee.

(e) Any term or provision of this Agreement found to be prohibited by law or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without, to the extent reasonably possible, invalidating the remainder of this Agreement.

(f) The Lessor hereunder shall have the right at any time or times, by notice to Lessee, to designate or appoint any person or entity to act as agent or trustee for Lessor for any purposes hereunder.

(g) All transportation charges, if any, shall be borne by Lessee. Lessee will immediately notify Lessor of any change occurring in or to the Property, of a change in Lessee's address, or in any fact or circumstance warranted or represented by Lessee to Lessor, or if any Event of Default occurs.

(h) Use of the neutral gender herein is for purposes of convenience only and shall be deemed to mean and include the masculine or feminine gender whenever and wherever appropriate.

(i) The captions set forth herein are for convenience of reference only and shall not define or limit any of the terms or provisions hereof.

(j) Except as otherwise provided herein, this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns, where permitted by this Agreement.

[Signature Page follows]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the _____ day of _____ in 2024.

THIS OBLIGATION IS A PRESENT OBLIGATION OF THE LESSEE TO MAKE PAYMENTS AS DESCRIBED ON EXHIBIT B WITHOUT REGARD INCLUDING, BUT NOT LIMITED TO, FEDERAL, STATE AND OTHER GRANTS, GIFTS, ETC.

Lessor: Ideal Impact, Inc.

Authorized Signature
1245 S Main Street, Ste. 140
Grapevine, TX 76051

Witness Signature _____

Print Name _____

Print Title _____

Lessee: Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

Chuck McCauley, Superintendent
1100 SW Jennings Ave.
Bartlesville, OK 74003

Witness Signature: _____

Print Name: _____

Print Title: _____

EXHIBIT A
DESCRIPTION OF PROPERTY

OKLAHOMA LEASE-PURCHASE AGREEMENT **No.10714** THE "AGREEMENT")
BY AND BETWEEN

Lessor, Ideal Impact, Inc. and
Lessee, Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)
Dated as of June 17, 2024

DESCRIPTION

ENERGY EFFICIENCY PROJECT

- i) Installing remote controllers on 970 HVAC units;
- ii) Improving economizer control on 1,689 tons of HVAC units;
- iii) Energy Optimization of 1,066 pieces of HVAC equipment by our mechanical team and improved optimizations settings of existing controllers;
- iv) Implement IDEAL IMPACT CAMPUS OPTIMIZER (*Patent Approved*) for 1,066 pieces of HVAC equipment, associated buildings, rooms, and zones, to optimize energy consumption, demand reduction, humidity reduction, and ramp times;
- v) Install building automation system (BAS) to optimize the energy consumption, demand reduction, humidity reduction and ramp time;
- vi) Weatherization of all buildings included in agreement

PROPERTY LOCATIONS:

District wide
Bartlesville, OK 74003

EXHIBIT B
>> SCHEDULE OF PAYMENTS & OPTION TO PURCHASE PRICE <<
 Schedule dated as of June 21, 2024

PMT NO.	PMT DATE MO. DAY YR	MIMIMUM Lease Payment	OPTION TO PURCHASE Project Fee Balance
1	1/6/2025	\$59,728.84	\$1,851,594.16
2	4/6/2025	\$59,728.84	\$1,791,865.32
3	7/6/2025	\$59,728.84	\$1,732,136.48
4	10/6/2025	\$59,728.84	\$1,672,407.64
5	1/6/2026	\$59,728.84	\$1,612,678.80
6	4/6/2026	\$59,728.84	\$1,552,949.96
7	7/6/2026	\$59,728.84	\$1,493,221.12
8	10/6/2026	\$59,728.84	\$1,433,492.28
9	1/6/2027	\$59,728.84	\$1,373,763.44
10	4/6/2027	\$59,728.84	\$1,314,034.60
11	7/6/2027	\$59,728.84	\$1,254,305.76
12	10/6/2027	\$59,728.84	\$1,194,576.92
13	1/6/2028	\$59,728.84	\$1,134,848.08
14	4/6/2028	\$59,728.84	\$1,075,119.24
15	7/6/2028	\$59,728.84	\$1,015,390.40
16	10/6/2028	\$59,728.84	\$955,661.56
17	1/6/2029	\$59,728.84	\$895,932.72
18	4/6/2029	\$59,728.84	\$836,203.88
19	7/6/2029	\$59,728.84	\$776,475.04
20	10/6/2029	\$59,728.84	\$716,746.20
21	1/6/2030	\$59,728.84	\$657,017.36
22	4/6/2030	\$59,728.84	\$597,288.52
23	7/6/2030	\$59,728.84	\$537,559.68
24	10/6/2030	\$59,728.84	\$477,830.84
25	1/6/2031	\$59,728.84	\$418,102.00
26	4/6/2031	\$59,728.84	\$358,373.16
27	7/6/2031	\$59,728.84	\$298,644.32
28	10/6/2031	\$59,728.84	\$238,915.48
29	1/6/2032	\$59,728.84	\$179,186.64
30	4/6/2032	\$59,728.84	\$119,457.80
31	7/6/2032	\$59,728.84	\$59,728.96
32	10/6/2032	\$59,728.96	\$0.00
Grand Totals		\$1,911,323.00	

As set forth in the Services Agreement, Ideal Impact shall prepare an invoice for each quarter for any amount of the Project Fee that remains outstanding. Each invoice will include the amount of the Lease Payment due, calculated as set forth below, and the remaining Project Fee Balance (the "Option to Purchase Value").

Until the Lessee has paid a total Project Fee of \$1,911,323.00 (the "Project Fee") the Lessee shall pay Ideal Impact, or its assigns, each quarter beginning January 6, 2025 a Lease Payment equal to the greater of (a) 80% of the Energy Savings and Rebates (as those terms are defined in the Services Contract from the preceding quarter) or (b) the Minimum Payment Amount set forth on this Exhibit B. 80% of the Energy Savings and Rebates described in "(a)" shall be applied to the Project Fee owed to Ideal Impact until the Project Fee is paid in full.

Note: the above Option to Purchase Values shall be adjusted upon receipt of any payment above the Minimum Lease Payment amount and the Option to Purchase Value shall reflect the then-current Project Fee Balance.

Accepted By Lessee: _____
 Chuck McCauley, Superintendent

INCUMBENCY AND ESSENTIAL USE CERTIFICATE

OKLAHOMA LEASE-PURCHASE AGREEMENT **No.10714** (THE "AGREEMENT")

BY AND BETWEEN

Lessor, Ideal Impact, Inc. and

Lessee, Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

Dated as of June 17, 2024

I, Andrea Nightingale, do hereby certify that I am the duly elected or appointed and acting Board Secretary (Keeper of the Records), of Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools), a political subdivision or agency duly organized and existing under the laws of the State of Oklahoma that I have custody of the records of such entity, and that, as of the date hereof, the individual(s) named below are the duly elected or appointed officer(s) of such entity holding the office(s) set forth opposite their respective name(s). I further certify that (i) the signature(s) set opposite their respective name(s) and title(s) are their true and authentic signature(s), and (ii) such officers have the authority on behalf of such entity to enter into that certain Oklahoma Lease-Purchase Agreement dated as of, June 17, 2024 between such entity and Ideal Impact, Inc.

<u>Name</u>	<u>Title</u>	<u>Signature</u>
Chuck McCauley	Superintendent	_____

IN WITNESS WHEREOF, I have duly executed this certificate hereto this ____ day of _____, 2024.

By Lessee:

Andrea Nightingale, Board Secretary

I, Chuck McCauley, Superintendent, of Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools) ("Lessee"), hereby certify that the Property, to be leased to the undersigned under the certain Lease Agreement, dated as of June 17, 2024, between such entity and Ideal Impact ("Lessor"), will be used by the undersigned Lessee for the following purpose:

PRIMARY USE - Energy Conservation

The undersigned hereby represents that the use of the Property is essential to its proper, efficient, and economic operation.

IN WITNESS WHEREOF, I have set my hand this ____ day of _____, 2024.

By Lessee:

Chuck McCauley, Superintendent

For Lessee: Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

CERTIFICATE OF PROJECT KICKOFF

OKLAHOMA LEASE-PURCHASE AGREEMENT **No. 10714** (THE "AGREEMENT")

BY AND BETWEEN

Lessor, Ideal Impact, Inc. and

Lessee, Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

Dated as of June 17, 2024

1. **ACCEPTANCE OF PROJECT START:** In accordance with the Agreement and the related Services Contract, Lessee hereby certifies that the project has begun, and at least a portion of the services and/or Property described herein has been initiated, received, and accepted by Lessee. Accordingly, the City agrees Ideal Impact should be or will be paid in accordance with the Exhibit B whether all services or Property has been received or accepted yet.

By Lessee:

Chuck McCauley, Superintendent

For Lessee: Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

ACCEPTED on this the _____ day of _____, 2024

2. **PROPERTY:**

ENERGY EFFICIENCY PROJECT, see attached Exhibit A

3. **USE:** The primary use of the Property is as follows--

PRIMARY USE: Energy Conservation

4. **PROPERTY LOCATION:**

District wide

CERTIFICATE OF FINAL ACCEPTANCE

OKLAHOMA LEASE-PURCHASE AGREEMENT **No.10714** (THE "AGREEMENT")
BY AND BETWEEN

Lessor, Ideal Impact, Inc. and

Lessee, Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

Dated as of June 17, 2024

1. **ACCEPTANCE:** In accordance with the Agreement, Lessee hereby certifies that all of the Property described herein (i) has been received by Lessee, (ii) has been thoroughly examined and inspected to the complete satisfaction of Lessee, (iii) had been found by Lessee to be in good operating order, repair and condition, (iv) has been found to be of the size, design, quality, type and manufacture specified by Lessee, (v) has been found to be and is wholly suitable for Lessee's purposes, and (vi) is hereby unconditionally accepted by Lessee, in the condition received, for all purposes of this Agreement. Accordingly, the Lessee agrees Lessor should be or will be paid in accordance with the Exhibit B and the terms of the Agreement.

By Lessee:

Chuck McCauley, Superintendent

For Lessee: Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)

ACCEPTED on this the _____ day of _____, 2024

2. **PROPERTY:**

ENERGY EFFICIENCY PROJECT, see attached Exhibit A

3. **USE:** The primary use of the Property is as follows--

PRIMARY USE: Energy Conservation

4. **PROPERTY LOCATION:**

District wide

5. **INVOICING:** Invoices shall be sent to the following address, including to whose attention invoices should be directed--

Independent School District No. I-30, Washington County, Oklahoma (Bartlesville Public Schools)
Attn: Accounts Payable
1100 SW Jennings Ave.
Bartlesville, OK 74003

5. **INVOICING:**

Lessee certifies that property and liability insurance, if applicable, have been secured in accordance with the Agreement and such coverage will be maintained in full force for the term of the Agreement. "Ideal Impact, or its Assigns" should be designated as loss payee until Lessee is notified, in writing, to substitute a new loss payee.

The following information is provided about insurance. (PLEASE FILL IN THE INFORMATION BELOW)

INSURANCE COMPANY/AGENT'S:

NAME: _____

ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____ POLICY NUMBER: _____

	BARTLESVILLE BOARD OF EDUCATION	Intra-District Transfers	FDA
	Adopted: July 24, 1989 Revision Date(s): 8/19/02, <u>6/17/24</u>		Page 1 of 3

~~STUDENT TRANSFERS WITHIN DISTRICT~~

~~The Bartlesville Board of Education realizes that in-district transfers may be beneficial to students and/or parents. However, the board is committed to the concept of neighborhood schools. Therefore, it is the policy of the board to maintain the neighborhood schools policy while allowing necessary student transfers. If such a transfer is approved, the parents or guardian must assume responsibility for transportation and the risks of subsequent transfers due to overcrowded classrooms.~~

~~The superintendent is directed to prepare a regulation which supports this policy.~~

INTRA-DISTRICT TRANSFERS

Under certain circumstances, Oklahoma law allows students that reside in a school district to transfer from their assigned site to any site within the district, also known as an intra-district transfer. By the first day of January, April, July and October of each year, the board of education shall establish the number of intra-district transfer students the district has the capacity to accept in each grade level for each school site within the district. Once established, the intra-district capacity numbers will be posted in a prominent place on the school district website and shall be reported to the State Department of Education.

An intra-district transfer may be requested at any time in the school year, unless the grade level of the receiving school site has reached capacity. If the capacity at a grade level is insufficient to enroll all eligible students, the school district shall select intra-district transfer students based on the following preferences and then in the order in which the intra-district applications were received:

This policy applies to students who reside within the school district and creates an enrollment preference and reserve capacity for:

1. Students who reside in the school site boundary;
2. Students who attended the school site the prior school year;
3. Siblings of students who are already enrolled at the school site;
4. Children of school district employees who wish to attend a different school site within the school district; and

	BARTLESVILLE BOARD OF EDUCATION	Intra-District Transfers	FDA
	Adopted: July 24, 1989 Revision Date(s): 8/19/02, <u>6/17/24</u>		Page 2 of 3

5. Students who change residence within a school district and who wish to attend the same school site.

An intra-district transfer may be requested at any time in the school year. State law does limit the ability of a student to transfer to other school sites within the school district where the student resides to no more than two (2) times per school year. Exceptions to this limit will exist for students in foster care. A student is legally entitled to re-enroll at any time in their school district's site of residence.

Any sibling 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. A separate application must be filed for each student so that the district can timely consider requests in the order applications are received.

The child of a school district employee who resides in the school district but wishes to attend a different school site within the school district where the student resides may be granted an intra-district transfer if the student does not meet a basis for denial as listed below.

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 10 or more absences in one semester that are not excused for the reasons provided in 70 O.S. § 10-105 or due to illness.

	BARTLESVILLE BOARD OF EDUCATION	Intra-District Transfers	FDA
	Adopted: July 24, 1989 Revision Date(s): 8/19/02, <u>6/17/24</u>		Page 3 of 3

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 based on the preferences outlined above and then 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 based on the preferences outlined above and then in the order in which the district received the application.

LEGAL REFERENCE: 70 O.S. Section 8-114.