

AGENDA FOR BOARD OF EDUCATION REGULAR MEETING

Bartlesville Public Schools

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

Monday, October 21, 2024 at 5:30 PM

- I. Call Meeting to Order
- II. Flag Salute
- III. 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

IV. Superintendent's Report

IV.A. Teaching & Learning Update

IV.B. Construction Update

Construction/Facilities Update

IV.C. Financial Update

Finance Slides

IV.D. Upcoming Board of Education Meetings

- Special Meeting - Wednesday, October 30, 2024; 4:00 p.m.
- Special Meeting - Wednesday, November 6, 2024; 4:00 p.m.
- Regular Meeting - Monday, November 18, 2024; 5:30 p.m.

V. 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.

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

- September 16, 2024 (Regular Meeting)

V.B. Approval of Purchase Orders to date as set out on Attachment "B"

V.C. Acceptance of Financial Reports for September 2024 as set out on Attachment "C"

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

V.E. Acceptance of Donations & Interest Earned as set out on Attachment "E"

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

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

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

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

V.J. Approval of the Tri County Academic Credit Joint Program Agreement as set out on Attachment "J"

V.K. Approval of Chuck McCauley as an authorized signer for the District on closing documents for Delaware Ave Property

V.L. Approval of Real Estate contract for 703 Delaware as set out on Attachment "L"

V.M. Approval of agreement with Selena and Jania Colter as set out on Attachment "M"

V.N. Approval of Sanctioning Applications as set out on Attachment "N"

V.O. Approval of revised Policy DB: Standards of Performance and Conduct for Teachers as set out on Attachment "O"

V.P. Approval of revised Policy DH: Suspension, Dismissal and Nonreemployment of Teachers as set out on Attachment "P"

V.Q. Approval of revised Policy DHA: Classified Personnel Suspension, Demotion, Termination or Nonreemployment as set out on Attachment "Q"

VI. Action Topics

VI.A. Discussion and possible action on the 2023-2024 District Audit Report as presented by the District Auditor, as set out on Attachment "A"

VI.B. Discussion and possible action on the Budget for Fiscal Year 2025 as set out on Attachment "B"

VII. Discussion Topics

VII.A. Discussion of *The Anxious Generation*

VIII. Public Comment

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

IX. New Business

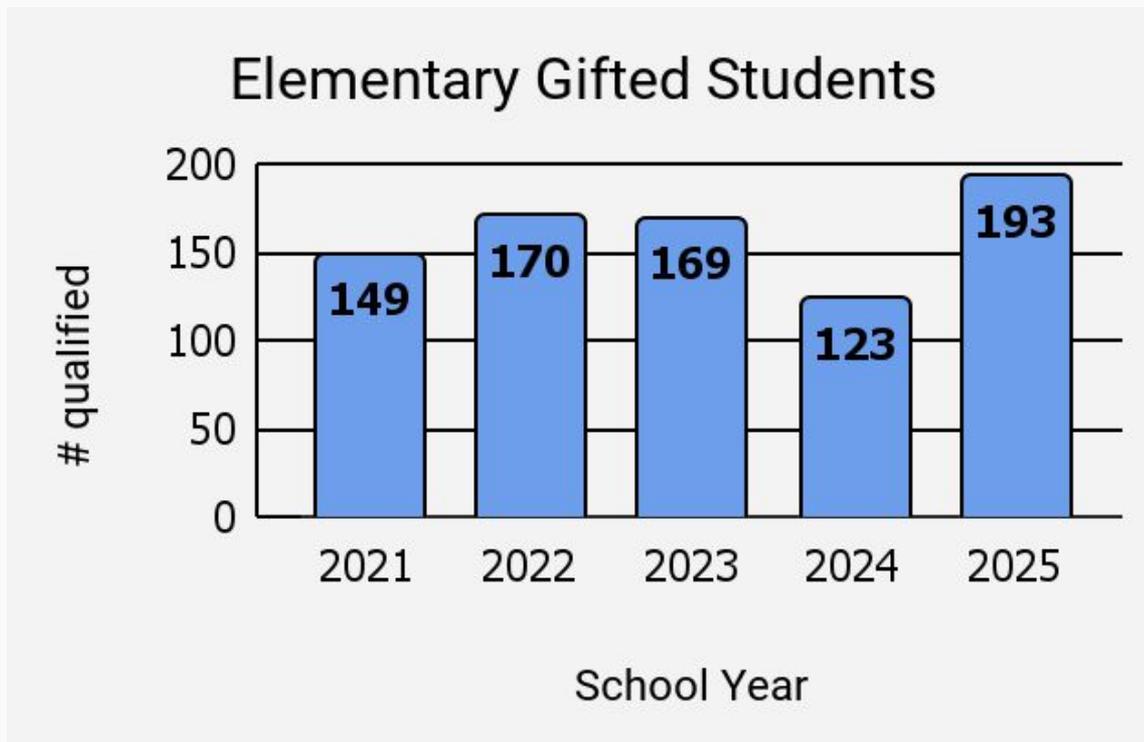
Under this item, the Board can consider and vote on any business that could not have been foreseen or known about at the time the agenda was posted.

X. Adjournment

Posted at the front door of the Education Service Center, 1100 South Jennings Avenue, Bartlesville, Oklahoma, at 5:30 p.m., October 18, 2024, by Laci Harris, Minutes Clerk of the Board.



- **Distance Learning Day Oct. 16**
 - Elementary students “unplugged learning day”.
- **GATE Program**

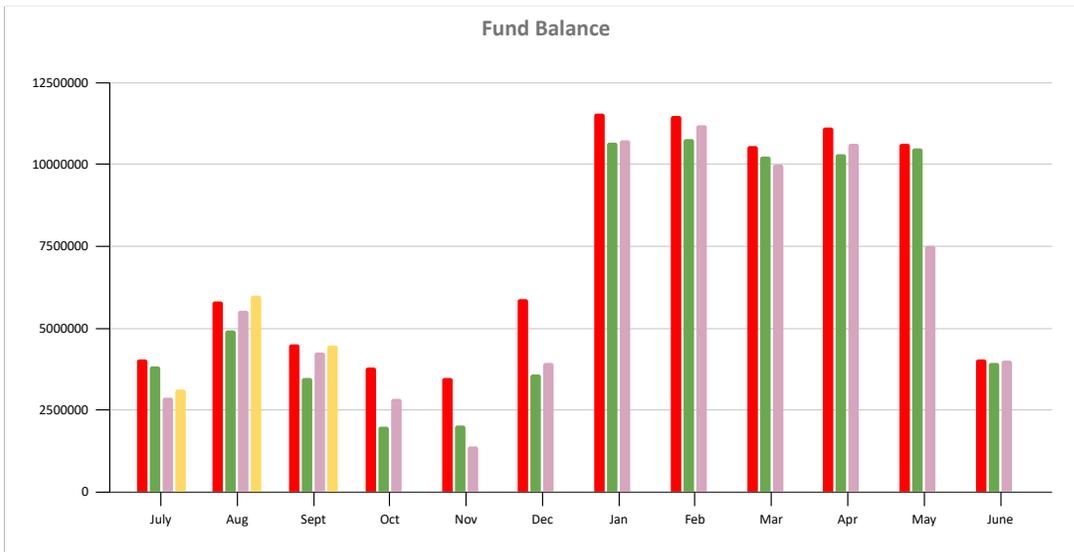


Recognition by the College Board for Advanced Placement access and performance



Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2022-2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	4,012,343
FY 25	3,114,772	5,993,256	4,486,033									
FY25-FY24	244,768	452,064	209,424									



Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis

	September	2024-25 Year to Date Total	2023-24 Year to Date Total	2022-23 Year to Date Total
Beginning balance	\$ 5,993,256	\$ 4,012,343	\$ 3,931,988	\$4,065,794
Local	185,928	386,749	558,463	176,376
County	23,532	129,575	148,861	87,991
State	3,210,561	6,937,147	6,660,768	5,184,124
Federal	232	1,017,231	1,338,644	1,474,859
Other sources	86	3,316	4,964	4,394
	<u>3,420,339</u>	<u>8,474,018</u>	<u>8,711,700</u>	<u>6,927,744</u>
Total cash available	9,413,595	12,486,361	12,643,688	10,993,538
<u>Requirements:</u>				
Salaries	3,165,252	4,315,734	4,185,683	3,636,984
Benefits	1,063,836	1,511,926	1,425,800	1,272,712
Professional services	102,962	304,247	74,542	81,316
Property services	311,522	914,900	856,084	879,776
Other purchased services	23,808	89,148	869,381	738,622
Supplies & materials	234,156	773,322	839,749	621,800
Property	7,857	40,580	52,903	217,688
Other uses	18,169	50,471	62,937	48,900
	<u>4,927,562</u>	<u>8,000,328</u>	<u>8,367,079</u>	<u>7,497,798</u>
Ending balance	<u><u>4,486,033</u></u>	<u><u>4,486,033</u></u>	<u><u>4,276,609</u></u>	<u><u>3,495,740</u></u>

**Bartlesville Public Schools
General Fund Revenue Detail**

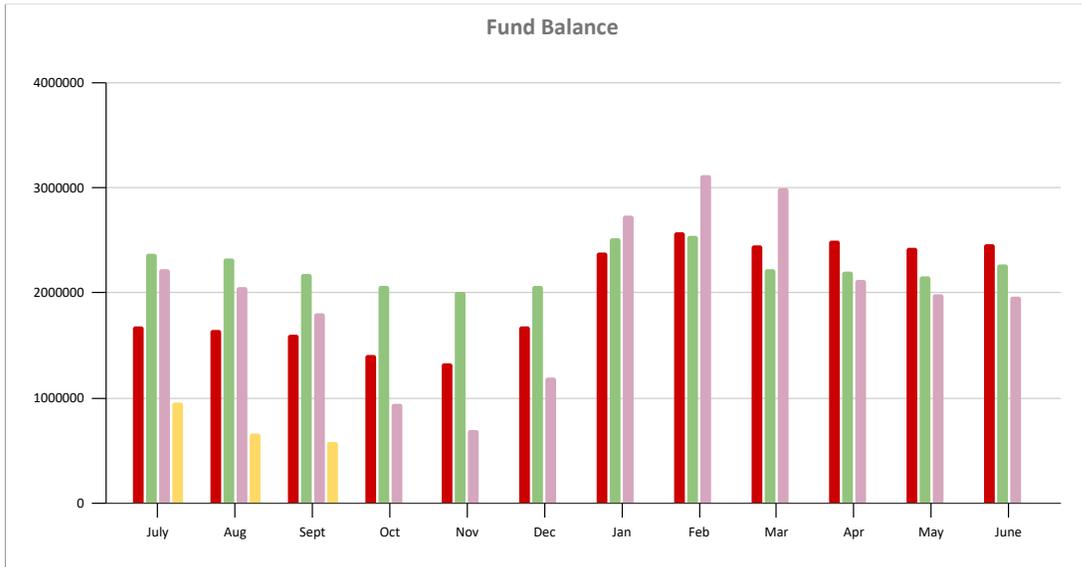
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	2024-25 Total
1110 Ad valorem tax - current													-
1121-1122 Ad valorem tax - prior	28,301.66	23,583.40	121,885.46										173,770.52
1130 In lieu of tax	0.07												0.07
1190 Other taxes													-
1213-1214 Testing fees	1,044.38	608.75	277.50										1,930.63
1230-1290 Tuition													-
1310 Interest on investments	18,742.22	21,414.73	33,875.09										74,032.04
1351													-
1352 Interest on unapport. Tax	139.44	81.05	39.51										260.00
1353													-
1410 Rent													-
1440 Sale of equipment	113.00												113.00
1510 Insurance loss recoveries			2,192.09										2,192.09
1530 Damage recovery		882.00											882.00
1580 Activity trip reimb	8,262.42	4,269.95	400.00										12,932.37
1590 Miscellaneous reimb	1,093.00	8,835.00	17,032.05										26,960.05
1610 Donations	8,200.00	75,250.00	8,928.75										92,378.75
1680 Refunds			263.59										263.59
1690 Miscellaneous			1,034.25										1,034.25
2100 County-wide 4-mill	5,486.53	3,585.67	12,809.74										21,881.94
2200 Mortgage tax	10,379.41	9,794.42	10,722.04										30,895.87
2300 Resale Property		76,796.95											76,796.95
3110 Gross producton tax	3,350.72	3,325.85	3,446.92										10,123.49
3120 Motor vehicle tax	8,859.31	248,719.49	256,547.80										514,126.60
3130 Rural electric tax	4,760.01	5,594.23	6,169.28										16,523.52
3140 State school land earnings	87,471.66	71,516.42	88,297.29										247,285.37
3150 Vehicle tax stamps	616.25	1,169.62	75.99										1,861.86
3160 Farm implement tax stamps	430.67		140.55										571.22
3210 Foundation aid		2,373,395.74	2,373,395.75										4,746,791.49
3250 FBA		419,744.12	430,189.63										849,933.75
3310 Alternative education													-
3412 NBCT Stipend													-
3415 Reading Sufficiency													-
3420 State textbooks		402,520.87											402,520.87
3430 Education matching	2,924.59	356.96											3,281.55
3436		91,829.62											91,829.62
3440 Drivers education			4,607.50										4,607.50
3470													-
3620													-
3690 Other state													-
3811 Vocational programs			5,940.00										5,940.00
3812 Vocational programs			41,750.00										41,750.00
3892 Lottery Fund													-
4140 Title VII		85,473.95											85,473.95
4162 Flood Control			232.09										232.09
4210 Title I - Part A		242,014.97											242,014.97
4271 Title II		13,897.96											13,897.96
4281 Title III													-
4310 IDEA B - Special Education	5,299.26												5,299.26
4340 Preschool													-
4442 Title IV reimb		24,498.51											24,498.51
4470 Title VI		9,430.45											9,430.45
4550 Johnson-O'Malley	40,436.50												40,436.50
4611 Title II - Adult Education	14,953.82	18,082.51											33,036.33
4689 Other federal	220,237.96	342,672.62											562,910.58
4740													-
4821 Carl Perkins													-
5150-5160 Activity trip reimb	1,003.92	2,225.85	86.46										3,316.23
6140 Estopped Warrants													-
	472,106.80	4,581,571.66	3,420,339.33	-	-	-	-	-	-	-	-	-	8,474,017.79

3,978,983.35 PY FB

12,453,001.14

Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2022-2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	1,960,216
FY 25	953,273	661,858	581,905									
FY25-FY24	(1,270,910)	(1,390,978)	(1,226,050)									



Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis

	September	2024-25 Year to Date Total	Prior Year Year to Date Total
	<u>\$</u>	<u>\$</u>	<u>\$</u>
Beginning balance	661,858	1,960,216	2,265,535
<u>Revenue:</u>			
Local	21,569	39,311	52,386
State	20	81	126
Other sources	-	-	-
	<u>21,589</u>	<u>39,392</u>	<u>52,512</u>
Total cash available	683,447	1,999,608	2,318,047
<u>Requirements:</u>			
Professional services	10,000	41,800	43,478
Property services	86,370	244,021	231,903
Other purchased services	-	900,771	-
Supplies & materials	5,172	15,135	35,882
Property	-	215,976	198,829
Other uses	-	-	-
	<u>101,542</u>	<u>1,417,703</u>	<u>510,092</u>
Ending balance	<u>581,905</u>	<u>581,905</u>	<u>1,807,955</u>

MINUTES OF THE BOARD OF EDUCATION REGULAR MEETING - September 16, 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, September 16, 2024 at 5:30 PM.

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

I. Call Meeting to Order

II. Flag Salute

III. Spotlight

III.A. Cenergistic Update

Cenergistic highlighted the Energy Use Reduction and the Cost/Usage Avoidance breakdown. Total program savings of \$1,852,784 and a 24.2% overall savings.

IV. Public Comment

There were no public comments.

V. Superintendent's Report

V.A. Teaching & Learning Update

- [2024 09 16 Teaching & Learning Update](#)

Executive Director of Teaching & Learning LaDonna Chancellor gave updates regarding Strong Readers Act, graduation requirements, and Leader in Me training.

V.B. Construction Update

- [2024 09 16 Construction Update](#)

Wayside's new playground is progressing, Ranch Heights Elementary slab-on-grade is scheduled for tomorrow, all new marquees are installed, and the Ag Center Open House was successful with 250 attendees.

V.C. Financial Update

CFO Preston Birk updates about General Fund and Building Fund.

V.D. Upcoming Board of Education Meetings

- Regular Meeting - Monday, October 21, 2024; 5:30 p.m.
- Special Meeting - Wednesday, October 30, 2024; 4:00 p.m.
- Special Meeting - Wednesday, November 6, 2024; 4:00 p.m.

VI. Consent Agenda

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

- August 19, 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 August 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 Activity Fund Transfers as set out on Attachment "I"
VI.J. Approval of the Chase Morris Sudden Cardiac Arrest Response Plans for Bartlesville High School, Central Middle School, and Madison Middle School as set out on Attachment "J"
VI.K. Approval of new Policy CFH: Use of Automatic External Defibrillator as set out on Attachment "K"
VI.L. Approval of revised Policy EJ: Religion in Schools as set out on Attachment "L"
Order #1 Motion: to approve Consent Agenda items A through L. This motion, made by Rick Boswell and seconded by Kinder Shamhart, Passed. Jason Sauer: Yea, Kinder Shamhart: Yea, Randy Herren: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 5, Nay: 0

VII. Action Topics

VII.A. Discussion and possible board action on the 2024-25 Estimate of Needs as set out on Attachment "A"

Order #2 Motion: approve the 2024-25 Estimate of Needs. This motion, made by Rick Boswell and seconded by Randy Herren, Passed. Jason Sauer: Yea, Kinder Shamhart: Yea, Randy Herren: Yea, Rick Boswell: Yea, Scott Bilger: Yea. Yea: 5, Nay: 0

VIII. Discussion Topics

VIII.A. The Anxious Generation by Jonathan Haidt

Superintendent McCauley has opened this discussion regarding cell phones and social media with teens to administration, parent support groups, the Superintendent Student Advisory Council, and community book studies at local small businesses. The conversation remains ongoing regarding the best way forward to have a phone-free school.

IX. Public Comment

There were no public comments.

X. New Business

There was no further business.

XI. Adjournment

There being no further business, the meeting adjourned at 6:21 p.m.

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

2024-2025 Fiscal Year
Encumbrance Orders for Approval
October 21, 2024

The following list of Encumbrance Orders (Purchase Orders), totaling \$2,586,599.43 is submitted for consideration by the Bartlesville Board of Education for the dates of September 13, 2024 to October 15, 2024 for Funds 11-81 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 \$2,586,599.43.

Submitted to the Board of Education
October 21, 2024

2024-2025 Fiscal Year

	FUND	P.O. #'s	AMOUNT
11	General	723 - 848	\$ 2,423,728.71
12	Coop		
21	Building	23	\$ 5,000.00
22	Child Nutrition Fund	50 - 52	\$ 12,519.09
31	2019 Bond - Projects		
32	2021 Bond - 2023 Projects	9 - 15	\$ 79,752.19
33	2021 bond - 2024 Projects	133 - 144	\$ 65,599.44
37	Combined Purpose Series 2013A		
39	Bond Interest		
81	Gifts Fund		
	TOTAL		\$ 2,586,599.43

GRAND TOTAL: \$ 2,586,599.43

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
723	09/13/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 412/CENTRAL SmithOutlet 50 pk Headphones Using Kohnle's BMITE 412 Funds	129.95
724	09/13/2024	ISD#30/TRANSPORTATION	TRAVEL - 412/CENTRAL BLANKET TRANSPORTATION PO FOR 24-25 SY USING KOHNLE'S 412 BMITE FUNDS	1,000.00
725	09/13/2024	OK BUSINESS PROF OF AMERICA	MEMBERSHIP 412/BHS/BMITE TO PAY FOR 2 ADVISORS REGISTRATION FEES FOR THE BPA FALL LEADERSHIP CONFERENCE ON OCTOBER 21, 2024 IN NORMAN, OK	80.00
726	09/13/2024	FOLLETT CONTENT SOLUTIONS, LLC	BOOKS LIBRARY-015/BHS BLANKET PO TO PURCHASE MISC BOOKS FOR THE LIBRARY INCLUDING PROCESSING FEES	1,000.00
727	09/13/2024	SCHOOL SPECIALTY, LLC	GENL-COPY-SUPPLIES-015/WAYSIDE CLASSROOM PAPER AND SUPPLIES	115.25
728	09/17/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/CENTRAL 24 IN. COMPUTER PRIVACY SCREEN (2PK) FOR LISA DODSON	59.99
729	09/17/2024	AMAZON CAPTIAL SERVICES INC	GENL-BOOKS-015/WAYSIDE LIBRARY BOOKS - MISC TITLES	554.51
730	09/17/2024	AMAZON CAPTIAL SERVICES INC	BOOKS-511/Fed Prog/CENTRAL	0.00
731	09/17/2024	PITSCO EDUCATION, LLC	CO-CURRICULAR SUPPLIES 412/BHS/STEM TO PURCHASE ECO DRONES AND STRATO STREAKS INCLUDING SHIPPING PER QUOTE 101344AA	603.63
732	09/17/2024	AMAZON CAPTIAL SERVICES INC	GENERAL & COCURREN SUPPLIES -412/BHS/STEM TO PURCHASE MISC GENERAL AND CO-CURRICULAR SUPPLIES INCLUDING GLUE, MARKERS, CLIPBOARDS, AIRPLANES, STICKERS, CRAFT TUBES, ETC PER AMAZON CART	170.39
733	09/17/2024	CHAD CLIFTON	DISPOSAL SVCS-013/DIST Blanket po for pickup and disposal of medical waste at all sites	1,000.00
734	09/17/2024	OK BUSINESS PROF OF AMERICA	TRVL-REGISTRATION-412-MADISON Adult Registration to BPA Fall Conference	40.00
735	09/17/2024	LOWE'S COMPANIES, INC.	FURN/FIXTURES/APPLIANCES 015/BHS TO PURCHASE 2 ROLLING WORK BOXES PER LOWE'S CART	898.00
736	09/17/2024	BARNES & NOBLE BOOKSELLERS	BOOKS - 511/FED PROGS/CENTRAL TEACHER BOOK STUDY ON "WHAT GREAT TEACHERS DO DIFFERENTLY" USING TITLE I FUNDS	379.00
737	09/18/2024	HATCHING TIME, LLC	supplies-412/Fed Prog/AG Blanket - supplies for quail supplies, replacement parts and accessories, to be determined.	300.00
738	09/18/2024	RADIO COMMUNICATIONS SPECIALISTS IN	supplies-013/SS/ESC See attached quote for 20 VHF antennas	418.40
739	09/18/2024	FOLLETT CONTENT SOLUTIONS, LLC	BOOKS - 015/CENTRAL BOOKS PER QUOTE # 11607471	1,685.60
740	09/18/2024	DICK BLICK	GENL-SPLYS-015/HOOVER Art Supplies - scissors, bench hook/inking plate, lacing needles, Glue pens shipping - free	85.00
741	09/18/2024	PEARSON	testing supplies-054/SS/ESC Sensory profile 2 Complete Kit	567.00

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
742	09/18/2024	AMAZON CAPTIAL SERVICES INC	CO-CURRICULAR SUPPLIES 015/BHS/ART TO PURCHASE MISC CO CURRICULAR ART SUPPLIES PER AMAZON CART	385.12
743	09/19/2024	AMAZON CAPTIAL SERVICES INC	GENL, TECH & COCURR SUPPLIES 412 -BHS/STEM TO PURCHASE MISC GENERAL, TECH, AND CO CURRICULAR SUPPLIES INCLUDING BATTERIES, FLASH DRIVES, GLUE, MITRE BOX, WOOD STICKS, FOAM BOARD, ETC PER AMAZON CART	302.59
744	09/19/2024	CCOSA, INC	registration-541/Fed Prog/ESC Registration for new teachers to attend Uplifting Classrooms Training, Nov. 6-7, 2024 and Jan. 16, 2025 at Bartlesville High School. See attached	15,750.00
745	09/20/2024	AMAZON CAPTIAL SERVICES INC	GENL-SPYLS-015/Jane Phillips Misc Classroom Supplies such as scissors, push pin clips, Command strips see scanned cart	122.69
746	09/20/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 412/CENTRAL X-ACTO HEAVY DUTY PAPER TRIMMER FOR SCOTT KOHNLE'S BMITE CLASSROOM	77.40
747	09/23/2024	ARVEST BANK CORPORATE VISA	LODGING FOR LESLIE DONNELL LODGING FOR LESLIE DONNELL TO ATTEND NIEA CONFERENCE IN PALM SPRINGS, CA OCT. 8-12, 2024	1,100.00
748	09/23/2024	ARVEST BANK CORPORATE VISA	RENTAL CAR FOR TRANSPORTATION FOR NIEA CONFERENCE RENTAL CAR WHILE ATTENDING NIEA CONFERENCE FOR NIEA IN PALM SPRINGS, CA OCT 8-12, 2024 FOR LEALIE DONNELL, LILLY TYNER AND STEVA HOUSE	900.00
749	09/23/2024	SPEARS WORLD TRAVEL SERVICE, INC	PLANE TICKETS TO ATTEND NIEA PLANE TICKETS FOR LILLY TYNER, LESLIE DONNELL AND STEVA HOUSE TO ATTEND NIEA CONFERENCE IN PALM SPRINGS, CA OCT.8-12, 2024	1,800.00
750	09/23/2024	ROBIN D SCHOUWEILER	657 UNIFORMS CHOIR-027/VM/BHS SHIRTS TO WEAR WITH CHOIR ROBES	1,586.08
751	09/23/2024	THE E GROUP INC	UNIFORMS-412/BHS/STEM TO PURCHASE MISC TSA UNIFORMS PER CART	1,087.00
752	09/23/2024	OK TECHNOLOGY STUDENTS ASSOCIATION	REGISTRATION/412/MADISON Advisor Registration to Fall Leadership Conference TSA. Nov 5, 2024	50.00
753	09/23/2024	ISD#30/TRANSPORTATION	TRAVEL-412/AVIATION/BHS FOR MISC TRANSPORTATION EXPENSES TO AND FROM TULSA, OK ON 10-09-24 TO ATTEND SIEGFRIED SPACE WEEK PER ESTIMATE	255.83
754	09/24/2024	COUGHLAN COMPANIES, INC.	TECH-RLTD-SPLYLS-015/WAYSIDE PEBBLE GO - SEE QUOTE NO: Q-38792	1,399.00
755	09/24/2024	SCHOOL SPECIALTY, LLC	GENL/SPYLS-Jane Phillips-015 Lamination film and envelopes	462.71
756	09/24/2024	AMAZON CAPTIAL SERVICES INC	GENL SYPLYS/Jane Phillips/ 015 Cabinet and sticker labels see attached cart	150.98
757	09/24/2024	FOLLETT CONTENT SOLUTIONS, LLC	GENL/Books/Jane Phillips/130 Misc Books for the library such as: The 39 clues, The Adventures of the Bailey school kids, Animal jokes for funny kids and many more see attached cart	1,185.40
758	09/24/2024	AMAZON CAPTIAL SERVICES INC	GENL/SYPLS/015/Jane Phillips Misc classroom supplies such a binder clips Scotch tape, and sharpies see scanned cart	61.99
759	09/24/2024	DEMCO, INC.	GENL/SYPLYS/015/Jane Phillips/130	37.37

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			Misc classroom supplies such as book tape, economy book tape see attached cart	
760	09/24/2024	LITERACY RESOURCES, LLC	subscription-587/Fed Prog/JP See attached quote # 00068967 for Bridge to Reading subscriptions from 9/23/24 - 6/30/2025.	16,639.14
761	09/24/2024	AMAZON CAPTIAL SERVICES INC	LIBRARY BOOKS - 015/CENTRAL BOOKS FOR USE IN LIBRARY SEE ATTACHED AMAZON CART DATED 9/24/24	47.97
762	09/24/2024	DEMCO, INC.	GENL-SPLYS-015/HOOVER Book Cover's for Library Shipping is \$10.95	108.33
763	09/24/2024	KAGEWORKS, INC.	supplies-412/Fed Prog/AG Rabbitech 1-sided starter Rabbitech Manual Separator Bin	1,882.99
764	09/24/2024	NAT'L ASSOC. OF SCHOOL RESOURCE	registration-552/Fed Prog/ESC Registration for Kerry Ickleberry to attend 2025 NASRO School Safety Conference in Grapevine, TX July 6-11, 2025.	500.00
765	09/25/2024	OKLAHOMA SCHOOLS INSURANCE GROUP	Deductible on Vehicle Insurance Blanket PO for Deductible on Vehicle Insurance	3,000.00
766	09/25/2024	AMAZON CAPTIAL SERVICES INC	COPY & TECH SPLYS, AUDIO/VISUAL 412/BHS/BMITE TO PURCHASE MISC COPY SUPPLIES, TECH-RELATED ITEMS & AUDIO/VISUAL ITEMS INCLUDING COPIER MAINTENANCE CARTRIDGE, CONTROLLER, CLAMPS, RODS, CHARGERS ETC PER AMAZON CART	337.75
767	09/25/2024	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.	2,000.00
768	09/25/2024	SODEXO OPERATIONS, LLC	OTHER-BLDG-SRVCS-000/AP/ESC BLANKET PO FOR REMAINING (8) MONTHS FOR SODEXO CONTRACT FOR CUSTODIAL, MAINTENANCE & LAWN CARE MONTHLY PAYMENTS.	2,305,602.81
769	09/25/2024	SONOVA USA INC	hearing equip-054/SS/Hoover Roger X (02) receiver for hearing impaired student at Hoover Elementary.	346.36
770	09/26/2024	OSSBA, INC.	REGISTRATION-006/CURR/ESC REGISTRATION FOR LADONNA CHANCELLOR TO ATTEND THE SUPERINTENDENT AS CEO IN OKLAHOMA CITY, OK ON OCTOBER 20, 2024 (PART 1 SESSION) AND JANUARY 15, 2025 (PART 2 SESSION).	350.00
771	09/26/2024	SCHOOL SPECIALTY, LLC	GEN SPLYS-MADISON/510 Art Supplies Quote Q-511128	271.75
772	09/26/2024	AMAZON CAPTIAL SERVICES INC	BOOKS - 015/CENTRAL LIBRARY BOOKS TO BE AVAILABLE FOR TEACHERS/STAFF SEE ATTACHED AMAZON CART DATED 9/26/24	75.36
773	09/26/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/CENTRAL DOOR STOPPERS AND CHAIN BASKETBALL NETS SEE ATTACHED AMAZON CART DATED 9/26/24	74.74
774	09/26/2024	AMAZON CAPTIAL SERVICES INC	BOOKS - 511/CENTRAL TEACHER BOOK STUDY ON "WHAT GREAT TEACHERS DO DIFFERENTLY" USING TITLE I FUNDS	450.00
775	09/26/2024	PERMA-BOUND BOOKS	BOOKS-015/HOOVER	378.92

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			Books for Library Processing is \$19.04 Shipping is free PROMO CODE - OKR85 \$-30.00	
776	09/27/2024	AMAZON CAPTIAL SERVICES INC	GENL/SYPLYS/Jane Phillips/015/130 Misc Classroom supplies such as stickers, storage box, symbol signs, finger pointers, see scanned cart	201.58
777	09/27/2024	EMBASSY SUITES NORMAN	TRAVEL/LODGING - 412/CENTRAL HOTEL EXPENSES FOR LOLLY WILLIAMS, 1 NIGHT DURING FALL TSA LEADERSHIP CONFERENCE IN NORMAN, OK ON NOVEMBER 4, 2024-NOVEMBER 5, 2024	125.00
778	09/27/2024	AMAZON CAPTIAL SERVICES INC	GENL-SUPLYS-015/WAYSIDE MAGNETIC DRY ERASE BOARDS	1,156.10
779	09/27/2024	OK TECHNOLOGY STUDENTS ASSOCIATION	REGISTRATION - 412/CENTRAL ADVISOR REGISTRATION FOR TSA FALL LEADERSHIP CONFERENCE NOVEMBER 5TH, 2024 IN NORMAN, OK	25.00
780	09/27/2024	GOPHER SPORT	GENL-SPLYX-015/WAYSIDE RAINBOW DURACOAT COATED-FOAM DODGEBALLS ITEM #71-568 SHIPPING	176.70
781	09/30/2024	CTBOOK HOLDINGS LLC	BOOKS FOR TITLE - 511/HOOVER 2nd book of series for Title One Book One School Shipping is free	265.00
782	09/30/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES TO PURCHASE MISC GENERAL SUPPLIES INCLUDING A USHIO GERMICIDAL TUBE LIGHT BULB ETC PER AMAZON CART	29.00
783	09/30/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/BHS TO PURCHASE MISC COLORS OF ROLLS OF BULLETINE BOARD PAPER PER AMAZON CART	534.29
784	09/30/2024	FOLLETT CONTENT SOLUTIONS, LLC	BOOKS LIBRARY-015/BHS BLANKET PO TO PURCHASE MISC BOOKS FOR THE LIBRARY INCLUDING PROCESSING FEES PER QUOTE 11620065	211.16
785	09/30/2024	OK TECHNOLOGY STUDENTS ASSOCIATION	REGISTRATION - 412/CENTRAL ADVISOR REGISTRATION FOR TSA FALL LEADERSHIP CONFERENCE FOR RENATE SALERNO, NOVEMBER 5TH, 2024 IN NORMAN, OK	25.00
786	09/30/2024	EMBASSY SUITES NORMAN	TRAVEL/LODGING HOTEL EXPENSES FOR RENATE SALERNO, 1 NIGHT DURING FALL LEADERSHIP CONFERENCE IN NORMAN, OK ON NOVEMBER 4, 2024-NOVEMBER 5, 2024	125.00
787	09/30/2024	ALDEN J BALMER	GENERAL SUPPLIES - 412/CENTRAL GENERAL SUPPLIES USING LAURA WILLIAMS' 412 STEM FUNDS SEE ATTACHED CART DATED 9/27/24	61.75
788	10/01/2024	TRAVIS J LASHBROOK	TRAVEL-030/AP/ESC Blanket for Required Bank Trips, & Mail	100.00
789	10/01/2024	ALDEN J BALMER	GENERAL SUPPLIES - 412/CENTRAL GENERAL SUPPLIES USING LAURA WILLIAMS' 412 STEM FUNDS SEE ATTACHED CART DATED 10/1/24	116.60
790	10/01/2024	DEMCO, INC.	GENL-LIBR SPLYS-015/WAYSIDE SUPPLIES FOR WAYSIDE LIBRARY	245.86
791	10/01/2024	ANDREW JON BLAIN	TRAVEL-030/CURR/ESC BLANKET PO FOR IN-DISTRICT TRAVEL EXPENSES TO THE SITES	500.00

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
792	10/01/2024	ASHTON R BARNES	TRAVEL-030/CURR/ESC BLANKET PO FOR IN-DISTRICT TRAVEL EXPENSES FOR SY 24-25	500.00
793	10/01/2024	RAYEL C LINDSAY	TRAVEL-030/CURR/ESC BLANKET PO FOR IN-DISTRICT TRAVEL EXPENSES FROM THE SITES FOR SY 24-25	500.00
794	10/02/2024	HOUGHTON MIFFLIN HARCOURT PUB CO	DIGITAL SUBSCRIPTION - 511/FED PROGS/CENTRAL READ 180 ON ED FLEX STUDENT DIGITAL SUBSCRIPTION (1 YEAR)	1,950.00
795	10/02/2024	STEVA HOUSE	REIMBURSEMENT FOR TRAVEL REIMBURSEMENT FOR MEALS, MILEAGE AND PARKING FOR NIEA CONFERENCE 10/8-10/12/24 IN PALM SPRINGS, CA.	410.00
796	10/02/2024	OPERATION EAGLE INDIAN	REIMBURSEMENT FOR LUGGAGE FEES REIMBURSEMENT FOR LUGGAGE FEES FOR LILLY TYNER, LESLIE DONNELL AND STEVA HOUSE TO ATTEND NIEA CONFERENCE IN PALM SPRINGS, CA OCT. 8-12, 2024 ROUND TRIP	510.00
797	10/02/2024	WAL-MART COMMUNITY	SUPPLIES FOR JOHNSON O'MALLEY SUPPLIES FOR JOHNSON O'MALLEY FOR CULTURAL CLASSES AND EVENTS	1,700.00
798	10/03/2024	BOARD OF REGENTS OF THE UNIV OF OK	registration-613/SS/ESC Registration for Morgan Axsom and Olivia Foust to attend Conducting Functional Behavior Assessments & Writing Behavior Intervention Plans in Owasso, Oct. 10, 2024.	350.00
799	10/03/2024	MORGAN B AXSOM	travel-613/SS/ESC Travel expenses to Owasso, OK to attend Conducting Functional Behavior Assessments & Writing Behavior Intervention Plans in Owasso, Oct. 10, 2024.	63.00
800	10/03/2024	OLIVIA M FOUST	travel-613/SS/ESC Travel expenses to Owasso, OK to attend Conducting Functional Behavior Assessments & Writing Behavior Intervention Plans in Owasso, Oct. 10, 2024.	63.00
801	10/03/2024	THERAPY SHOPPE INC	GENERAL SUPPLIES - 015/CENTRAL OPTIMO SENSORY EARMUFFS USING LEEANN PRESSLER'S CLASSROOM BUDGET SEE ATTACHED CART DATED 10/3/24	69.97
802	10/03/2024	AMAZON CAPTIAL SERVICES INC	GENL SPLYS-511/FED PROG/WILSON MODELING COMPOUND, STORAGE BAGS, TEN FRAME CARDS, PIPE CLEANERS, BEADS,POMPOMS, TWEEZERS SEE 2 CARTS	927.66
803	10/03/2024	JOHN HODGENS	GENL SUPLYS-511/FED PROG/WILSON PLAY-N-TAKE 2 (158) BEGINNING K-1, (170)INTERMEDITE 2-3, (178) ADVANCED 4-5 SEE QUOTE SHIPPING SEE QUOTE	2,450.11
804	10/03/2024	STACI BANKSTON	TRAVEL-511/Fed Prog/WILSON REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING INNOVATION SCHOOL SUMMITT CONFERENCE IN NEW YORK NY FEB. 12TH -15TH 2025	600.00
805	10/03/2024	LEE A NASH	TRAVEL-511/Fed Prog/WILSON REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING INNOVATION SCHOOL SUMMITT CONFERENCE IN NEW YORK NY FEB. 12TH -15TH 2025	600.00
806	10/03/2024	LISA L TENNELL	TRAVEL-511/Fed Prog/WILSON	600.00

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Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING INNOVATION SCHOOL SUMMITT CONFERENCE IN NEW YORK NY FEB. 12TH -15TH 2025	
807	10/03/2024	TASHA J POSCH	TRAVEL-511/Fed Prog/WILSON	600.00
			REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING INNOVATION SCHOOL SUMMITT CONFERENCE IN NEW YORK NY FEB. 12TH -15TH 2025	
808	10/03/2024	SPEARS WORLD TRAVEL SERVICE, INC	AIRLINE TICKETS-561/OE/JOM/MMS AIRLINE TICKETS FOR LESLIE DONNELL, LILLY TYNER, QUANNAH LITTLEAXE AND SHAYLEE WILLIAMS TO ATTEND OE DANCE PROGRAM FOR THE SMITHSONIAN OCT.31-NOV 3, 2024 IN NEW YORK CITY, NY	2,450.00
809	10/03/2024	ARVEST BANK CORPORATE VISA	registration-541/Fed Prog/ESC Registration for Jeremy Williams and Lane Ullrich to attend PLTW in San Diego, CA Oct. 3-5, 2024.	1,490.00
810	10/04/2024	READ TO THEM INC	BOOKS-511/FED PROG//WILSON ONE SCHOOL, ONE BOOK INCLUDING THE FOLLOWING: NIM'S ISLAND 550 STUDENT BOOKS, 28 STAFF, 39 ADDITIONAL COPIES SEE QUOTE 17021900	4,587.00
811	10/04/2024	AMAZON CAPTIAL SERVICES INC	AUDIO/VISUAL & COPY SPLYS - 412/BHS BMITE TO PURCHASE MISC AUDIO/VISUAL AND COPY SUPPLIES INCLUDING PAPER, VOICE RECORDERS, CABLES, HDMI EXTENDER, ETC PER AMAZON CART	452.36
812	10/04/2024	MARENEM INC	GENL SPLYS FOR TITLE - 511/HOOVER Classroom kits (books, posters, sound skill exercises) & flashcards 10% shipping & handling	704.00
813	10/01/2024	DEMCO, INC.	BINDING/REPAIRS-COPY-GENL-SPLY-015/MADISON Shelves, binding labels. \$26.17 for shipping	264.10
814	10/01/2024	AMAZON CAPTIAL SERVICES INC	GEN SPLYS/MADISON/510 2 flags for the front of the school	44.06
815	10/01/2024	AMAZON CAPTIAL SERVICES INC	COPY SUPPLIES 015/BHS TO PURCHASE MISC COPY SUPPLIES INCLUDING 148X TONER ETC PER AMAZON CART	79.99
816	10/01/2024	STEPHEN W CARLETON	AUDIO/VISUAL 015/BHS TO PURCHASE ONE 65" LED TV AND ONE 50" TV INCLUDING DELIVERY, REMOVAL/INSTALLATION PER ESTIMATE #189 AND #192	1,399.90
817	10/07/2024	SHERWIN WILLIAMS	paint-071/Fed Prog/HS Aviation Room See attached quote for paint for High School Aviation classroom.	447.60
818	10/07/2024	AMAZON CAPTIAL SERVICES INC	AUDIO/VISUAL 412/BMITE BHS TO PURCHASE MISC AUDIO/VISUAL SUPPLIES INCLUDING 4 CAMCORDER/CAMERA CONTROLLER REMOTES ETC PER AMAZON CART	279.96
819	10/07/2024	AMAZON CAPTIAL SERVICES INC	GENL-BOOKS-015/WAYSIDE 5 - THE ANXIOUS GENERATION - HARDCOVER	94.20
820	10/07/2024	OK BUSINESS PROF OF AMERICA	REGISTRATION - 412/CENTRAL ADVISOR MEMBERSHIP REGISTRATION FOR SCOTT KOHNLE FOR BPA 24-25 SY USING 412 BMITE FUNDS SEE ATTACHED QUOTE DATED 9/11/24	40.00
821	10/08/2024	AMAZON CAPTIAL SERVICES INC	supplies-054/SS/ESC	29.95

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
822	10/07/2024	3P LEARNING INC	Slant board for Wayside special education student. subscription-054/Special Services/Central 10 subscriptions to Mathseeds for Central Middle School special education classroom, Elaine Swanson. 10/7/24 - June 30, 2025.	69.60
823	10/07/2024	Selena Colter	SETTLEMENT/000/ESC Payment per settlement agreement dated 10/4/24	10,000.00
824	10/07/2024	DICK BLICK	GENL-SUPLYS/015/MADISON Miscellaneous Art supplies including paint, glue, tape, pencils, etc.	702.64
825	10/07/2024	AMAZON CAPTIAL SERVICES INC	BOOKS FOR TITLE - 511/HOOVER Books for Teachers shipping included	260.00
826	10/07/2024	R. K. BLACK	GENL SPLY FOR TITLE - 511/HOOVER Heavy coated paper and ink for Poster printer Shipping free	1,210.70
827	10/07/2024	EMBASSY SUITES NORMAN	TRAVEL-412/MADISON TSA Hotel Registration for Bethany Shaw and Lane Ullrich	291.88
828	10/07/2024	AMAZON CAPTIAL SERVICES INC	GENL-SPLYS-Furniture/015/Jane Phillips Members Mark Swing chair lounger (Jester Red)	71.00
829	10/07/2024	SCHOOL NURSE SUPPLY INC	first aid supplies-033/SS/ESC See attached quote for first aid supplies - Quote 1025705	766.92
830	10/10/2024	STAPLES CONTRACT & COMMERCIAL INC	GENERAL SUPPLIES 015/BHS BLANKET PO TO PURCHASE MISC GENERAL OFFICE AND CLASSROOM SUPPLIES INCLUDING PENS, PENCILS, MARKERS, PAPER, FOLDERS, PLANNERS, ETC	125.00
831	10/10/2024	STAPLES CONTRACT & COMMERCIAL INC	GENERAL SUPPLIES - 015/BHS TO PURCHASE MISC COLORS OF ROLLS OF PAPER FOR CLASSROOM/HALL ART PROJECTS	300.00
832	10/10/2024	ACCUTRAIN CORPORATION	REGISTRATION-511/KANE KANE TITLE 1 FUNDS - (3) REGISTRATION FEES FOR THE INNOVATIVE SCHOOLS SUMMIT IN NYC - SUPER BUNDLE FEB 12TH - 15TH 2025 NEW YORK, NY MARRIOT 1535 BROADWAY NY 10036 FOR ATTENDEES: TAMMIE KRAUSE, CYNTHIA SCHWERMER & CHRISTINE GOSCHA (4) CONFERENCES + (3) PRE CONFERENCE SESSIONS	2,085.00
833	10/10/2024	ARVEST BANK CORPORATE VISA	TRAVEL - 511/KANE KANE TITLE 1 FUNDS-(3) HOTEL ROOMS AT MARRIOTT MARQUIS HOTEL, NEW YORK, NY FOR ATTENDING THE INNOVATIVE SCHOOLS SUMMIT NY CHECK IN FEB 11TH 2025 CHECK OUT FEB 15TH 2025 FOR THE FOLLOWING STAFF: TAMMIE KRAUSE, CYNTHIA SCHWERMER & CHRISTINE GOSCHA	3,150.00
834	10/10/2024	SPEARS WORLD TRAVEL SERVICE, INC	TRAVEL - 511/KANE KANE TITLE 1 FUNDS - (3) AIRLINE TICKETS FROM TULSA INTERNATIONAL TO NYC LAGUARDIA AIRPORT DEPARTING TULSA FEB 11TH 2025 & RETURNING FEB 15TH 2025 FOR THE FOLLOWING STAFF TO ATTEND THE 2025 INNOVATIVE SCHOOLS SUMMIT NYC: TAMMIE KRAUSE, CYNTHIA SCHWERMER & CHRISTINE GOSCHA INCLUDING \$35 FEE FOR EACH TICKET	1,455.00
835	10/10/2024	TAMMIE J KRAUSE	TRAVEL - 511/KANE KANE TITLE 1 FUNDS - REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING 2025 INNOVATIVE SCHOOLS SUMMIT CONFERENCE IN NEW YORK, NY FEB 12TH - 15TH 2025	600.00

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 11

11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
836	10/10/2024	CYNTHIA S SCHWERMER	TRAVEL - 511/KANE KANE TITLE 1 FUNDS - REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING 2025 INNOVATIVE SCHOOLS SUMMIT CONFERENCE IN NEW YORK, NY FEB 12TH - 15TH 2025	600.00
837	10/10/2024	CHRISTINE A GOSCHA	TRAVEL - 511/KANE KANE TITLE 1 FUNDS - REIMBURSEMENT FOR FOOD PER DIEM, PARKING, TRANSPORTATION, LUGGAGE FEES, ETC. WHILE ATTENDING 2025 INNOVATIVE SCHOOLS SUMMIT CONFERENCE IN NEW YORK, NY FEB 12TH - 15TH 2025	600.00
838	10/11/2024	SCHOOL SPECIALTY, LLC	GENERAL SUPPLIES-015/CENTRAL BLANKET PO FOR GENERAL SUPPLIES PER CART DATED 10/10/24	161.52
839	10/11/2024	3P LEARNING INC	subscription-054/Special Services/Central Please see attached quote for subscription to Reading Eggs for Central Middle School special education program.	60.40
840	10/11/2024	STAPLES CONTRACT & COMMERCIAL INC	TITLE 1 -GENL-SPLYS-511/KANE TITLE 1 MISC CLASSROOM SUPPLIES, INCLUDING BINDER TABS, BINDER POCKETS, ETC.	95.16
841	10/11/2024	LANE F ULLRICH	TRAVEL-412/MADISON Reimbursement for TSA Fall Leadership Conference in Norman, Nov 4 - 5, 2024	88.50
842	10/11/2024	BETHANY NOEL SHAW	TRAVEL-412/MADISON Reimb for TSA Fall Conference in Norman, Nov 4-5, 2024	88.50
843	10/11/2024	ISD#30/TRANSPORTATION	TRAVEL-412/STEM/BHS BLANKET PO FOR MISC TRANSPORTATION EXPENSES TO AND FROM TSA EVENTS, CONFERENCES & COMPETITIONS FOR SY 24/25	1,000.00
844	10/14/2024	OK SECONDARY SCHOOLS ACTIVITY ASSOC	811 DUES & FEES-026/IM/BHS Contest Performance Group November 20, 2024 Edmond Santa Fe HS, Edmond OK	150.00
845	10/14/2024	IXL LEARNING	site license-552/Fed Prog/St. John See attached quote # 1300956-1 for St. John site license for SY 24/25.	2,370.00
846	10/14/2024	OK TECHNOLOGY STUDENTS ASSOCIATION	DUES & FEES - 412 BHS STEM REGISTRATION FOR TSA FALL LEADERSHIP CONFERENCE ON 11-5-24 IN NORMAN, OK. REGISTRATION IS FOR 2 ADVISORS	50.00
847	10/15/2024	READ TO THEM INC	books-511/Fed Prog/St. John Catholic School See attached quote 17022020 for One School, One Book Reading Program Fish in a Tree.	1,215.00
848	10/15/2024	AMAZON CAPTIAL SERVICES INC	PRINTER SUPPLIES - 015/CENTRAL INK CARTRIDGES FOR JONI COSAR'S PRINTER 206X 4 PK SEE ATTACHED AMAZON CART	139.99

Report Total: \$2,423,728.71

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 21

21-Building Fund

PO No	Date	Vendor	Description	Amount
23	10/04/2024	MUSSELMAN ABSTRACT CO	LAND CLOSING/000/ESC Blanket po for closing costs associated with acquiring property to north of Central Middle School	5,000.00

Report Total: \$5,000.00

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Encumbrance Register**

Year 2024-2025 Fund 22

22-Child Nutrition Programs Fund

PO No	Date	Vendor	Description	Amount
50	09/27/2024	ACE FIRE & SAFETY SERVICES, LLC	OTHER EQUIPMENT AND VEHICLE SERVICES BLANKET PO FOR INSPECTION OF VENT HOODS, REPAIRS, EQUIPMENT, PARTS, SUPPLIES AND FREIGHT ETC	10,000.00
51	09/27/2024	ANGELA OWEN	REIMBURSEMENT-385/CND SCHOOL MEALL ACCOUNT REFUND ACCOUNT # 14610 HUNTER HOLLANDER	19.10
52	10/10/2024	HOME DEPOT U.S.A., INC. DBA	CLEANING, MAINTENANCE AND GROUNDSKEEPING SUPPLIES BLANKET PO FOR CAFETERIA TABLE MOP SETUPS, SUPPLIES, REPAIR PARTS AND FREIGHT ETC	2,499.99

Report Total: \$12,519.09

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Year 2024-2025 Fund 32

32-2021 BOND - 2023 PROJECTS

PO No	Date	Vendor	Description	Amount
9	10/01/2024	SFP HOLDING INC	MAINT/018/HS Blanket po for security system troubleshooting at HS indoor field house	2,480.00
10	10/01/2024	JOHN E THOMPSON	PAINTING/018/WAYSIDE/ESC Blanket po for repairs, patching and painting of walls at Wayside and ESC	4,010.00
11	10/01/2024	WEATHERPROOFING TECHNOLOGIES, INC	ROOFING/018/HS Blanket po for roof repairs at High School	5,237.19
12	10/03/2024	DEREK SCHMIDT	MAINT/018/DIST Blanket po for Board repairs on basketball courts	790.00
13	10/03/2024	MURRAY WOMBLE, INC	MAINT/018/RH Blanket po for material and labor to replace cable on basketball goal winch	1,735.00
14	10/10/2024	MUSSELMAN ABSTRACT CO	LAND CLOSING/000/ESC PO for purchase of 703 Delaware Ave	62,000.00
15	10/15/2024	ALRED GLASS CO, LLC	MAINT/018/DIST Blanket po for window replacements across district	3,500.00

Report Total: \$79,752.19

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Year 2024-2025 Fund 33

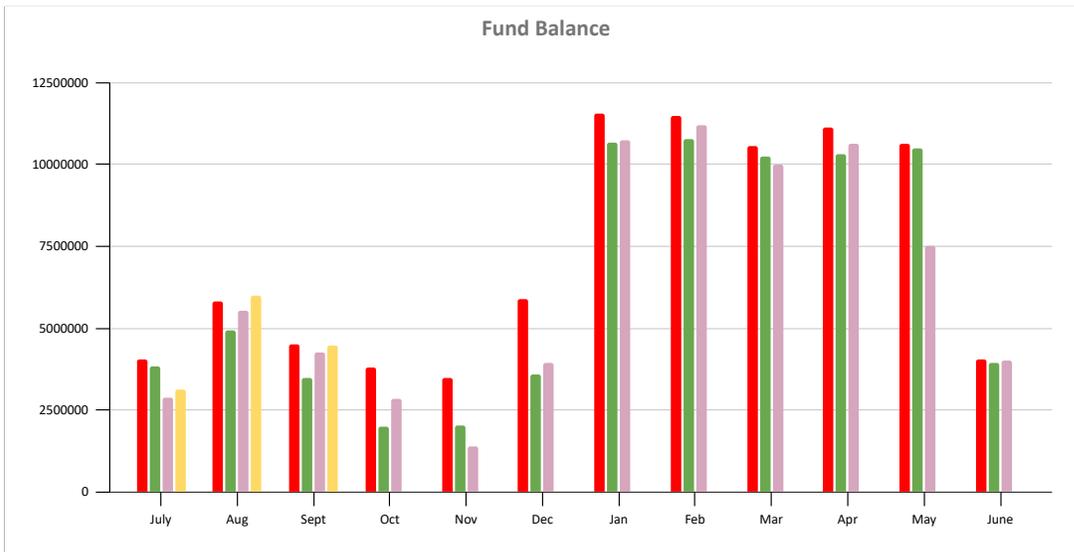
33-2021 BOND - 2024 PROJECTS

PO No	Date	Vendor	Description	Amount
133	09/17/2024	CEV MULTIMEDIA, LTD	TEXTBOOKS-028/CURR/ESC 9781614598435 (20) OK - ICEV ACTM STUDENTLICENSE (1YR)-OK 16145984281T0 (1) OK - ICEV ACTM TEACHERLICENSE (10+TCHR, 1YR)-OK SEE ATTACHED QUOTE: Q-53076	725.00
134	09/19/2024	EARNEST HEAT & AIR INC	MAINT/018/DIST Blanket po to replace 332025-117/126 for replacement units across district	23,042.00
135	09/26/2024	AMAZON CAPTIAL SERVICES INC	COCURR-SPLYS-026/IM/BHS Metronome Tuners	1,439.10
136	09/26/2024	SAIED MUSIC CO	COCURR-SPLYS-026/IM/BHS Harmony Director Set-Ups for Middle Schools	8,526.80
137	10/03/2024	TEL-STAR TECHNOLOGIES, INC	TECH-RLTD-SPLYS-019/TECH/ESC BLANKET PO FOR TECHNOLOGY SUPPLIES AND ETC.	15,000.00
138	10/03/2024	CDW LLC	TECH-RLTD-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	10,000.00
139	10/04/2024	TEL-STAR TECHNOLOGIES, INC	TECH-RLTD-SPLYS-019/TECH/ESC BLANKET PO FOR OLINGHOUSE LAB BHS FOR MATERIALS AND LABOR	4,007.71
140	10/07/2024	SAFETYMED, LLC	first aid-013/SS/HS AED Wall cabinet for High School.	214.00
141	10/07/2024	LOWE'S COMPANIES, INC.	COCURR-SPLYS-010/CURR/ESC BLANKET PO FOR MISC SUPPLIES FOR PROJECT LEAD THE WAY LAUNCH KITS FOR THE ELEMENTARY SITES	540.00
142	10/07/2024	WAL-MART COMMUNITY	COCURR-SPLYS-010/CURR/ESC BLANKET PO FOR MISC SUPPLIES FOR PROJECT LEAD THE WAY LAUNCH KITS FOR THE ELEMENTARY SITES	540.00
143	10/11/2024	VARSITY BRANDS HOLDING CO., INC.	001/EQUIPMENT/ATHLETICS/BHS SOCCER NET HOOKS AND CLIPS + SHIPPING	764.83
144	10/15/2024	SCHOOL SPECIALTY, LLC	TECH-RLTD-SPLYS-019/TECH/ESC BLANKET PO FOR 13" BATTERY WALL CLOCK	800.00

Report Total: \$65,599.44

Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2022-2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	4,012,343
FY 25	3,114,772	5,993,256	4,486,033									
FY25-FY24	244,768	452,064	209,424									



Bartlesville Public Schools
General Fund Cash Flow/Fund Balance Analysis

	September	2024-25 Year to Date Total	2023-24 Year to Date Total	2022-23 Year to Date Total
Beginning balance	\$ 5,993,256	\$ 4,012,343	\$ 3,931,988	\$4,065,794
Local	185,928	386,749	558,463	176,376
County	23,532	129,575	148,861	87,991
State	3,210,561	6,937,147	6,660,768	5,184,124
Federal	232	1,017,231	1,338,644	1,474,859
Other sources	86	3,316	4,964	4,394
	<u>3,420,339</u>	<u>8,474,018</u>	<u>8,711,700</u>	<u>6,927,744</u>
Total cash available	9,413,595	12,486,361	12,643,688	10,993,538
<u>Requirements:</u>				
Salaries	3,165,252	4,315,734	4,185,683	3,636,984
Benefits	1,063,836	1,511,926	1,425,800	1,272,712
Professional services	102,962	304,247	74,542	81,316
Property services	311,522	914,900	856,084	879,776
Other purchased services	23,808	89,148	869,381	738,622
Supplies & materials	234,156	773,322	839,749	621,800
Property	7,857	40,580	52,903	217,688
Other uses	18,169	50,471	62,937	48,900
	<u>4,927,562</u>	<u>8,000,328</u>	<u>8,367,079</u>	<u>7,497,798</u>
Ending balance	<u>4,486,033</u>	<u>4,486,033</u>	<u>4,276,609</u>	<u>3,495,740</u>

**Bartlesville Public Schools
General Fund Revenue Detail**

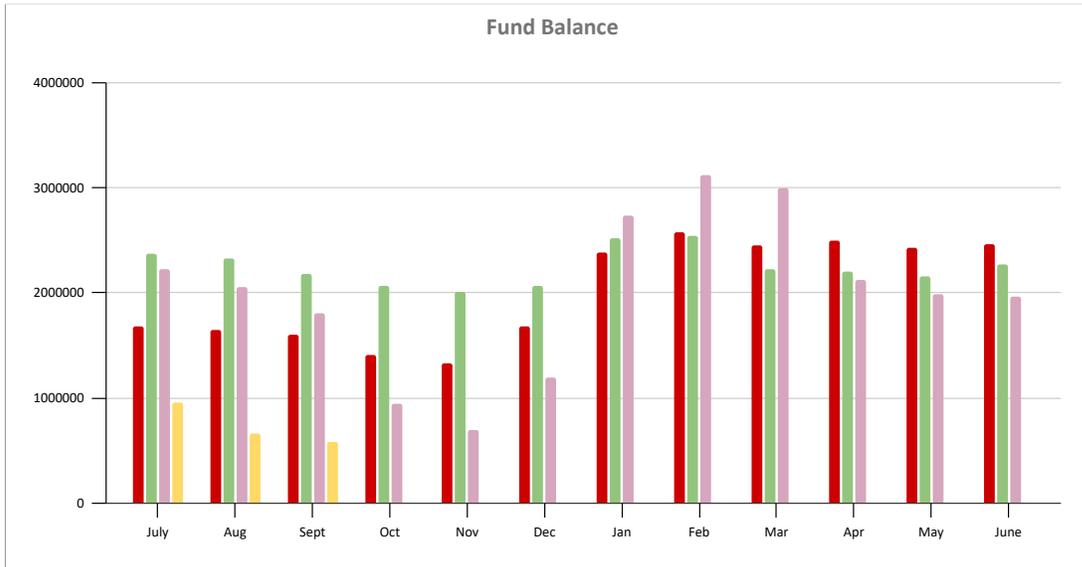
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	2024-25 Total
1110 Ad valorem tax - current													-
1121-1122 Ad valorem tax - prior	28,301.66	23,583.40	121,885.46										173,770.52
1130 In lieu of tax	0.07												0.07
1190 Other taxes													-
1213-1214 Testing fees	1,044.38	608.75	277.50										1,930.63
1230-1290 Tuition													-
1310 Interest on investments	18,742.22	21,414.73	33,875.09										74,032.04
1351													-
1352 Interest on unapport. Tax	139.44	81.05	39.51										260.00
1353													-
1410 Rent													-
1440 Sale of equipment	113.00												113.00
1510 Insurance loss recoveries			2,192.09										2,192.09
1530 Damage recovery		882.00											882.00
1580 Activity trip reimb	8,262.42	4,269.95	400.00										12,932.37
1590 Miscellaneous reimb	1,093.00	8,835.00	17,032.05										26,960.05
1610 Donations	8,200.00	75,250.00	8,928.75										92,378.75
1680 Refunds			263.59										263.59
1690 Miscellaneous			1,034.25										1,034.25
2100 County-wide 4-mill	5,486.53	3,585.67	12,809.74										21,881.94
2200 Mortgage tax	10,379.41	9,794.42	10,722.04										30,895.87
2300 Resale Property		76,796.95											76,796.95
3110 Gross producton tax	3,350.72	3,325.85	3,446.92										10,123.49
3120 Motor vehicle tax	8,859.31	248,719.49	256,547.80										514,126.60
3130 Rural electric tax	4,760.01	5,594.23	6,169.28										16,523.52
3140 State school land earnings	87,471.66	71,516.42	88,297.29										247,285.37
3150 Vehicle tax stamps	616.25	1,169.62	75.99										1,861.86
3160 Farm implement tax stamps	430.67		140.55										571.22
3210 Foundation aid		2,373,395.74	2,373,395.75										4,746,791.49
3250 FBA		419,744.12	430,189.63										849,933.75
3310 Alternative education													-
3412 NBCT Stipend													-
3415 Reading Sufficiency													-
3420 State textbooks		402,520.87											402,520.87
3430 Education matching	2,924.59	356.96											3,281.55
3436		91,829.62											91,829.62
3440 Drivers education			4,607.50										4,607.50
3470													-
3620													-
3690 Other state													-
3811 Vocational programs			5,940.00										5,940.00
3812 Vocational programs			41,750.00										41,750.00
3892 Lottery Fund													-
4140 Title VII		85,473.95											85,473.95
4162 Flood Control			232.09										232.09
4210 Title I - Part A		242,014.97											242,014.97
4271 Title II		13,897.96											13,897.96
4281 Title III													-
4310 IDEA B - Special Education	5,299.26												5,299.26
4340 Preschool													-
4442 Title IV reimb		24,498.51											24,498.51
4470 Title VI		9,430.45											9,430.45
4550 Johnson-O'Malley	40,436.50												40,436.50
4611 Title II - Adult Education	14,953.82	18,082.51											33,036.33
4689 Other federal	220,237.96	342,672.62											562,910.58
4740													-
4821 Carl Perkins													-
5150-5160 Activity trip reimb	1,003.92	2,225.85	86.46										3,316.23
6140 Estopped Warrants													-
	472,106.80	4,581,571.66	3,420,339.33	-	-	-	-	-	-	-	-	-	8,474,017.79

3,978,983.35 PY FB

12,453,001.14

Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis
Fiscal Years 2022-2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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	1,960,216
FY 25	953,273	661,858	581,905									
FY25-FY24	(1,270,910)	(1,390,978)	(1,226,050)									



Bartlesville Public Schools
Building Fund Cash Flow/Fund Balance Analysis

	<u>September</u>	<u>2024-25 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 661,858	\$ 1,960,216	\$ 2,265,535
<u>Revenue:</u>			
Local	21,569	39,311	52,386
State	20	81	126
Other sources	-	-	-
	<u>21,589</u>	<u>39,392</u>	<u>52,512</u>
 Total cash available	 683,447	 1,999,608	 2,318,047
<u>Requirements:</u>			
Professional services	10,000	41,800	43,478
Property services	86,370	244,021	231,903
Other purchased services	-	900,771	-
Supplies & materials	5,172	15,135	35,882
Property	-	215,976	198,829
Other uses	-	-	-
	<u>101,542</u>	<u>1,417,703</u>	<u>510,092</u>
 Ending balance	 <u>581,905</u>	 <u>581,905</u>	 <u>1,807,955</u>

October 21, 2024 Personnel Report

APPOINTMENTS:							
Name	Site	Position	FTE	Hire Date	Temporary Contract		
Blundell, Shayla	High School	Special Education Teacher Assistant Level 3	0.875	10/07/2024	Yes		
Britton, Kendra	Central	Special Education Teacher Assistant Level 1	0.875	10/07/2024	Yes		
Burnside, Tanya	Wayside	Special Education Teacher Assistant Level 2	0.875	10/07/2024	Yes		
Frank, Gary	High School	Assistant Wrestling Coach	N/A	10/07/2024	Yes		
Linnebur, Carly	Hoover	Special Education Teacher Assistant Level 3	0.875	09/04/2024	Yes		
Morgan, Teresa	Wayside/JP	Special Education Teacher Assistant Level 1	0.875	10/07/2024	Yes		
O'Dell, McKayla	Central	Special Education Teacher Assistant Level 3	0.875	10/07/2024	Yes		
Proffitt, John	Transportation	Bus Driver	0.750	10/07/2024	Yes		
CHANGE OF STATUS:							
Name	CHANGE FROM Site	Position	FTE	CHANGE TO Site	Position	FTE	Date
Anderson, Kashia	Jane Phillips	First Grade Teacher	1.000	Jane Phillips	Intermittent FMLA	1.000	9/3/2024
Ballard, Megan	Ranch Heights	Special Education Teacher Assistant Level 1	0.875	Ranch Heights	Special Education Teacher Assistant Level 3	0.875	8/14/2024
Beck, Taylor	Jane Phillips	Third Grade Teacher	1.000	Jane Phillips	Fifth Grade Teacher	1.000	8/12/2024
Blackwell, Dannyelle	Wayside	Special Education Teacher Assistant Level 3	0.875	Wilson	Teacher Assistant	0.875	10/3/2024
Brown, Shelley	High School	FMLA	1.000	High School	Science Teacher	1.000	9/19/2024
Burruss, Mark	Transportation	Bus Driver	0.750	Transportation	FMLA	0.750	9/19/2024
Callahan, Ashleigh	ESC	Technology Integration Specialist	1.000	ESC	FMLA	1.000	10/22/2024
Dale, Cameron	High School/Madison/Central	Agriculture Education Teacher	1.000	High School	Agriculture Education Teacher	1.000	7/1/2024
Dennis, Leah	Madison	Student and Family Support Coordinator	0.700	Madison	Student and Family Support Coordinator	1.000	9/24/2024
Johnson, Teresa	Transportation	Bus Driver	0.750	Transportation	FMLA	0.750	8/19/2024
Langham, Sherry	Jane Phillips	Special Education Teacher	1.000	Jane Phillips	FMLA	1.000	9/12/2024
Langham, Sherry	Jane Phillips	FMLA	1.000	Jane Phillips	Special Education Teacher	1.000	9/23/2024
Lehmer, Shayna	Ranch Heights	Instructional Coach	1.000	Ranch Heights	FMLA	1.000	10/10/2024
Linick, Dalton	Richard Kane	FMLA	1.000	Richard Kane	Fourth Grade Teacher	1.000	10/4/2024
Moses, Jessica	Jane Phillips	Fifth Grade Teacher	1.000	Jane Phillips	Third Grade Teacher	1.000	8/12/2024
Munn, Tiffany	Madison	Language Arts Teacher	1.000	Madison	FMLA	1.000	9/3/2024
Munn, Tiffany	Madison	FMLA	1.000	Madison	Language Arts Teacher	1.000	10/7/2024
Munoz, Jason	High School	Classroom Monitor	1.000	High School	Business Education Teacher	1.000	9/1/2024
Rojas, Caroline	Jane Phillips	Second Grade Teacher	1.000	Jane Phillips	Fourth Grade Teacher	1.000	8/12/2024
Schmidtlein, Tracy	High School	FMLA	1.000	High School	Attendance Secretary - Secondary	1.000	9/6/2024
Secora, Briana	High School	Alternative Education Teacher	1.000	High School	FMLA	1.000	10/7/2024
Thitte, Allison	Wayside	Special Education Teacher Assistant Level 2	0.875	Wayside	AIMS Teacher Assistant	0.875	9/24/2024
Wilson, James	Transportation	Bus Driver	0.750	Transportation	FMLA	0.750	9/16/2024
RESIGNATION:							
Name	Site	Position	FTE	Date			
Archambo, AJ	High School	PASS/Back on Track	1.000	10/4/2024			
Boyle, Emma	Ranch Heights	Special Education Teacher Assistant Level 3	0.875	10/8/2024			
Freyruth, Paige	Transportation	Special Education Teacher Assistant Level 3	0.875	10/11/2024			
Harris, Athea	High School	Certified Registered Nurse	1.000	10/16/2024			
Heck, Rebekah	Hoover	Second Grade Teacher	1.000	10/11/2024			
Janssen, Kasi	Wilson	Teacher Assistant	0.875	9/27/2024			
Kyrourac, Carrie	Jane Phillips	Special Education Teacher Assistant Level 1	0.875	10/11/2024			
McDougal, Aubrey	Transportation	Bus Driver	0.750	9/25/2024			
Nye, Ashley	Central	Special Education Teacher Assistant Level 1	0.875	9/6/2024			
Poston, Christel	Jane Phillips	Library Media Specialist	1.000	10/18/2024			
Stanley, Shaunda	Hoover	Special Education Teacher Assistant Level 3	0.875	9/25/2024			
Stephens, Gina	Jane Phillips	LPN	0.875	10/15/2024			
RETIREMENT:							
Name	Site	Position	FTE	Date			
Dickey, Amy	Wayside	Kindergarten Teacher	1.000	5/23/2025			
Niko, Margaret	Central	Special Education Teacher Assistant Level 1	0.875	9/27/2024			
TERMINATION:							
Name	Site	Position	FTE	Date			
Blankenship, Tyler	Transportation	Bus Driver	0.750	9/12/2024			

October 21, 2024 Personnel Report

NEW PAYROLL ITEMS:							
Name	Amount						
Department of Rehabilitation Services - School Work Study	\$7.25 / hr						

MEMORANDUM

TO: BOARD OF EDUCATION
FROM: PRESTON BIRK
SUBJECT: DONATIONS & INTEREST EARNED
DATE: 10/1/2024

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

1. BDA – Walmart Distribution Center Donation	
Education Service Center	\$ 4,000.00
2. Bartlesville Public Schools Foundation – BOTR Stiped	
Education Service Center	\$ 2,928.75
3. The Lyon Foundation – Construction Curriculum	
Bartlesville High School	\$ <u>2,000.00</u>
Receipt Total	\$ 8,928.75

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

1. BOK – Fund 3	
September	\$ <u>27.28</u>
Fund 3 Total	\$ 27.28
2. BOK – Fund 5	
September	\$ <u>595.51</u>
Fund 5 Total	\$ 595.51
3. BOK – Fund 6	
September	\$ <u>35,637.12</u>
Fund 6 Total	\$ 35,637.12

Bartlesville Public Schools

Investment Ledger

Options: Funds: 11-59,81, Account Nos: , Investment Nos: , Date Range: 9/1/2024 - 9/30/2024, 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	9/30/2024	10/31/2024		\$3,113,154.31	5.130	\$3,113,154.31
Total ICS ACCOUNT							\$3,113,154.31
Total AI 0112 GATEWAY BANK - ICS							\$3,113,154.31
Total Fund 11							\$3,113,154.31

Fund: 21

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$250,000.00	5.130	\$250,000.00
Total ICS ACCOUNT							\$250,000.00
Total AI 0112 GATEWAY BANK - ICS							\$250,000.00
Total Fund 21							\$250,000.00

Fund: 22

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$925,801.17	5.130	\$925,801.17
Total ICS ACCOUNT							\$925,801.17
Total AI 0112 GATEWAY BANK - ICS							\$925,801.17
Total Fund 22							\$925,801.17

Fund: 32

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$341,000.00	5.130	\$341,000.00
Total ICS ACCOUNT							\$341,000.00
Total AI 0112 GATEWAY BANK - ICS							\$341,000.00
Total Fund 32							\$341,000.00

Fund: 33

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$2,500,000.00	5.130	\$2,500,000.00
Total ICS ACCOUNT							\$2,500,000.00
Total AI 0112 GATEWAY BANK - ICS							\$2,500,000.00
Total Fund 33							\$2,500,000.00

Fund: 39

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$416,662.84	5.130	\$416,662.84
Total ICS ACCOUNT							\$416,662.84
Total AI 0112 GATEWAY BANK - ICS							\$416,662.84
Total Fund 39							\$416,662.84

Fund: 41

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$416,662.84	5.130	\$416,662.84

Bartlesville Public Schools

Investment Ledger

Options: Funds: 11-59,81, Account Nos: , Investment Nos: , Date Range: 9/1/2024 - 9/30/2024, Exclude Investments Matured in Date Range: True, Exclude Investments Liquidated in Date Range: True

ICS ACCOUNTGATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$1,246,200.00	5.130	\$1,246,200.00
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Total ICS ACCOUNT	\$1,246,200.00
Total AI 0112 GATEWAY BANK - ICS	\$1,246,200.00

Account: AI 0113 COMMERCE BANK

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
369017276	COMMERCE BANK - TREASURY BILL	9/17/2024	11/12/2024		\$2,014,968.98	4.862	\$2,014,968.98

Total 369017276	\$2,014,968.98
Total AI 0113 COMMERCE BANK	\$2,014,968.98
Total Fund 41	\$3,261,168.98

Fund: 81

Account: AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
	ICS ACCOUNTGATEWAY BANK - ICS TRANSACTION	9/30/2024	10/31/2024		\$277,781.51	5.130	\$277,781.51

Total ICS ACCOUNT	\$277,781.51
Total AI 0112 GATEWAY BANK - ICS	\$277,781.51
Total Fund 81	\$277,781.51

Total All Funds	\$11,085,568.81
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SEPT 2024

	GENERAL FUND	COOPERATIVE FUND	BUILDING FUND	CHILD NUTRITION	BOND FUND 31	BOND FUND 32	BOND FUND 33	BOND INT FUND 39	SINKING FUND	GIFTS & ENDOW.	TOTALS
BEGINNING BALANCE	4,926,673.93	0.00	250,337.68	262,940.54	255,109.35	299,750.11	403,921.91	63,858.87	371.88	6,970.15	6,469,934.42
LOCAL SOURCES OF REVENUE	185,928.29	-	21,569.34	32,147.22	-	-	-	23,335.78	99,836.96	1,206.18	364,023.77
INTERMEDIATE SOURCES OF REVENUE	23,531.78	-	-	-	-	-	-	-	-	-	23,531.78
STATE SOURCES OF REVENUE	3,210,560.71	-	20.07	948.33	-	-	-	-	115.21	-	3,211,644.32
FEDERAL SOURCES OF REVENUE	232.09	-	-	197,948.80	-	-	-	-	-	-	198,180.89
TOTAL NEW RECEIPTS	3,420,252.87	-	21,589.41	231,044.35	-	-	-	23,335.78	99,952.17	1,206.18	3,797,380.76
INTER-FUND TRANSFERS	-	-	-	-	-	-	-	-	-	-	-
NON-REVENUE RECEIPTS	86.46	-	-	-	-	-	-	-	-	-	86.46
AR-6140	-	-	-	-	-	-	-	-	-	-	-
TOTAL COMBINED RECEIPTS	3,420,339.33	-	21,589.41	231,044.35	-	-	-	23,335.78	99,952.17	1,206.18	3,797,467.22
WARRANT PURCHASES (-)	(4,915,779.94)	-	(125,284.85)	(262,600.01)	-	(967,664.28)	(835,689.10)	(59,457.00)	-	-	(7,166,475.18)
INVESTMENTS MATURED (+)	1,198,906.29	-	450,000.00	1,009,457.37	100,000.00	2,141,000.00	3,300,000.00	393,580.39	3,161,836.63	276,591.31	12,031,371.99
C.D./AGENCY INVESTMENTS (-)	(3,113,154.31)	-	(250,000.00)	(925,801.17)	-	(341,000.00)	(2,500,000.00)	(416,662.84)	(3,261,168.98)	(277,781.51)	(11,085,568.81)
INTEREST INVESTMENTS (-)	-	-	-	-	-	-	-	-	-	-	-
MONEY MARKET INVESTMENT (-)	-	-	-	-	-	-	-	-	-	-	-
CORRECTIONS	-	-	-	-	-	-	-	-	-	-	-
ENDING BANK BALANCE	1,516,985.30	0.00	346,642.24	315,041.08	355,109.35	1,132,085.83	368,232.81	4,655.20	991.70	6,986.13	4,046,729.64
OUTSTANDING WARRANTS (-)	(144,106.79)	-	(14,737.36)	(6,853.11)	(85,505.00)	-	(1,216.76)	-	-	-	(252,419.02)
FUND EQUITY	1,372,878.51	0.00	331,904.88	308,187.97	269,604.35	1,132,085.83	367,016.05	4,655.20	991.70	6,986.13	3,794,310.62

Total collateral pledged

25,541,165.06

	BEA LEASE PURCHASE FUND 3	BEA LEASE PURCHASE FUND 5	BEA LEASE PURCHASE FUND 6
BEGINNING BALANCE	4,730.75	24,718.49	8,904,800.23
REBATES/CONTRIBUTIONS	-	-	-
DIVIDENDS/INTEREST	27.28	595.51	35,637.12
TOTAL NEW RECEIPTS	27.28	595.51	35,637.12
WARRANT PURCHASES (-)	(3,220.00)	(17,698.00)	(340,844.68)
ENDING BANK BALANCE	1,538.03	7,616.00	8,599,592.67
Credit in Transit/PD to 2022A GO Bond	-	-	-
FUND EQUITY	1,538.03	7,616.00	8,599,592.67

Sara Vermeire 10/1/2024

Bartlesville Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2024 - 9/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 General Administrative	\$231,136.78	\$15,916.04	\$600.87	\$7,241.51	\$240,412.18	\$33,642.64	\$206,769.54
802 General Administrative Athletics	\$202,447.38	\$37,165.10	\$810.17	\$16,979.14	\$223,443.51	\$38,474.54	\$184,968.97
803 General Refund Account	\$538.63	\$152.18	\$0.00	\$0.00	\$690.81	\$0.00	\$690.81
804 AP Exams	\$19,108.04	\$978.00	\$0.00	\$0.00	\$20,086.04	\$1,800.00	\$18,286.04
805 Alternative High School	\$1,728.09	\$217.00	\$0.00	\$0.00	\$1,945.09	\$650.30	\$1,294.79
806 Tuition Clearing Acct	\$7,820.00	\$0.00	\$0.00	\$230.00	\$7,590.00	\$0.00	\$7,590.00
807 Art Club	\$422.08	\$0.00	\$0.00	\$0.00	\$422.08	\$0.00	\$422.08
808 Adult Fees Clearing Acct	\$50.00	\$25.00	\$0.00	\$0.00	\$75.00	\$0.00	\$75.00
809 Broadcasting	\$3,107.23	\$1,060.00	\$0.00	\$321.00	\$3,846.23	\$985.78	\$2,860.45
810 AVIATION	\$400.09	\$0.00	\$0.00	\$400.09	\$0.00	\$0.00	\$0.00
811 Baseball Fund	\$1,201.01	\$0.00	\$0.00	\$0.00	\$1,201.01	\$0.00	\$1,201.01
813 Basketball Fund	\$1,750.23	\$0.00	\$5,000.00	\$0.00	\$6,750.23	\$0.00	\$6,750.23
821 Choral Club	\$3,095.18	\$100.00	\$0.00	\$129.82	\$3,065.36	\$0.00	\$3,065.36
824 Concessions	\$5,810.17	\$0.00	(\$5,810.17)	\$0.00	\$0.00	\$0.00	\$0.00
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.	\$1,045.60	\$0.00	\$0.00	\$0.00	\$1,045.60	\$0.00	\$1,045.60
832 Community of Caring	\$1,167.21	\$0.00	\$0.00	\$19.98	\$1,147.23	\$80.02	\$1,067.21
833 Drama	\$16,665.24	\$0.00	\$0.00	\$429.39	\$16,235.85	\$1,581.93	\$14,653.92
834 VisionQuest	\$82.00	\$0.00	\$0.00	\$0.00	\$82.00	\$0.00	\$82.00
835 BPS-FOUNDATION GRANTS	\$6,194.04	\$0.00	\$0.00	\$0.00	\$6,194.04	\$0.00	\$6,194.04
836 AGRICULTURAL EDUCATION	\$5,382.00	\$36,066.73	\$0.00	\$1,602.46	\$39,846.27	\$3,297.81	\$36,548.46
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	\$154.00	\$1,977.56
840 Exceptional Education Services	\$13,758.22	\$0.00	\$0.00	\$1,431.90	\$12,326.32	\$0.00	\$12,326.32
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	\$5,107.49	\$0.00	\$0.00	\$0.00	\$5,107.49	\$0.00	\$5,107.49
860 BPA	\$0.00	\$256.00	\$0.00	\$0.00	\$256.00	\$160.00	\$96.00
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	\$2,931.64	\$0.00	\$0.00	\$0.00	\$2,931.64	\$0.00	\$2,931.64
880 Musical Production	\$4,027.21	\$0.00	\$0.00	\$0.00	\$4,027.21	\$0.00	\$4,027.21
881 National Honor Society	\$6,226.61	\$100.00	\$0.00	\$0.00	\$6,326.61	\$0.00	\$6,326.61
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	\$9,798.80	\$0.00	\$0.00	\$0.00	\$9,798.80	\$0.00	\$9,798.80
889 BHS BAND	\$41,520.40	\$57,834.76	\$0.00	\$49,810.38	\$49,544.78	\$7,076.89	\$42,467.89
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	\$0.00	\$2,335.46	\$0.00	\$0.00	\$2,335.46	\$0.00	\$2,335.46
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	\$24,651.17	\$0.00	\$0.00	\$134.00	\$24,517.17	\$1,900.00	\$22,617.17
926 Student Council	\$36,723.70	\$48,015.00	\$0.00	\$2,883.96	\$81,854.74	\$40,628.78	\$41,225.96
939 Science Olympiad	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
960 Technology Student Assoc (TSA)	\$2,742.32	\$1,370.00	\$0.00	\$240.00	\$3,872.32	\$756.28	\$3,116.04
962 Science Trek Club	\$2,234.93	\$100.00	\$0.00	\$0.00	\$2,334.93	\$0.00	\$2,334.93
966 Wrestling	\$385.48	\$0.00	\$0.00	\$0.00	\$385.48	\$0.00	\$385.48
970 TECHNOLOGY SUPPORT TEAM	\$129,331.38	\$2,031.00	\$0.00	\$8,781.54	\$122,580.84	\$407.50	\$122,173.34
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	\$21,423.08	\$700.00	\$0.00	\$0.00	\$22,123.08	\$3,000.00	\$19,123.08
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

Bartlesville Public Schools
Revenue/Expenditure Summary**Options:** Fund: 60, Date Range: 9/1/2024 - 9/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
996 Bruin Logo	\$21,504.05	\$0.00	\$0.00	\$0.00	\$21,504.05	\$1,738.98	\$19,765.07
997 Back To School Rally	\$600.87	\$0.00	(\$600.87)	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$844,307.37	\$204,422.27	\$0.00	\$90,635.17	\$958,094.47	\$136,335.45	\$821,759.02

Surplus List

Groen Double Stack Steamer

Asset #43291

Model SSB-5G

Serial No. SSB40133MSD

Asset #43292

Model SSB-5G

Serial No. SSB40134MSD

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 05

05-2023 BOND - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
3	09/25/2024	HIGHWAY MAN SIGNS LLC	SIGNAGE/018/DIST Blanket po for printed reflective decals for doors across district	1,137.08
4	09/30/2024	MUNICIPAL FINANCE SERVICES INC	DUES&FEES-000/FS/ESC Fee for MFS to assist with bond reporting requirements	3,500.00
5	10/07/2024	HEATWAVE SUPPLY COMPANY	MAINT/018/HS Blanket po for hot water storage tank for P66 gym	1,768.66

Report Total: \$6,405.74

Bartlesville Public Schools

Encumbrance Register

Year 2024-2025 Fund 03

03-2021 BOND - PROJECTS - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
3	09/19/2024	SCHOOL SPECIALTY, LLC	FURN/000/ESC PO for desk chairs for the Pearson Testing Center	1,057.36

Report Total: \$1,057.36

Bartlesville Public Schools Encumbrance Register

Year 2024-2025 Fund 06

06-2024 BEA L/P RANCH HEIGHTS

PO No	Date	Vendor	Description	Amount
4	09/30/2024	RANDY LAWRENCE LAWN CARE, INC.	LANDSCAPING/261/WAY Blanket po for parking landscaping and sprinklering at Wayside Elementary	38,280.00
5	10/02/2024	FIBER PLATFORM LLC	COMM SVCS/262/RH PO for relocation of fiber line for Ranch Heights due to construction	4,974.65

Report Total: \$43,254.65

**ACADEMIC CREDIT
JOINT PROGRAM AGREEMENT**

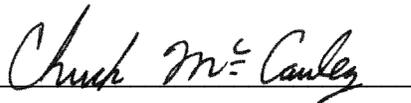
This Joint Program Agreement (Agreement) is entered by and between Tri County Tech District No. 1 (Tri County) and Independent School District OK-74-1030 of Washington County a/k/a Bartlesville Public Schools .

1. Purpose: Tri County and Bartlesville Public Schools desire to enter into a joint program, pursuant to 70 O.S. §5-117(C), in order to provide academic credit for courses to students Bartlesville and Tri County share.
2. Term: This Agreement shall become effective when approved by the Boards of Education of Tri County and Bartlesville. A party may determine to terminate the Agreement at the end of the fiscal year and shall provide written notification of such termination to the other party.
3. Program: It is the parties' intention to participate in programs which will provide an opportunity for sophomores, juniors, and seniors to attend Tri County for the purpose of taking / earning science and computer science credit in the following programs: Computer Repair and Networking, Creative Marketing Communications, Drones & Aviation, Medicine & Biosciences, and Nursing Assistant. Attachment 1 shall designate the courses that may be taught.
4. Students: Students shall be enrolled in Bartlesville and Tri County jointly. Students will be selected to attend the program according to selection criteria as outlined in Attachment 2 to this Agreement. Students who are admitted to the Program will be required to follow Tri County's behavior and conduct policies.
5. Location: The Program shall be located at Tri County Tech, 6101 SE Nowata Rd, Bartlesville, Oklahoma. Tri County shall provide the necessary classroom space and classroom equipment for the Program.
6. Miscellaneous: This Agreement, including Attachments 1 and 2, shall constitute the entire Agreement of the parties. This Agreement may only be modified or amended in writing signed by both parties. This Agreement shall be subject to and interpreted according to Oklahoma law.



Dr. Tammie Strobel, Superintendent and CEO
Tri County Tech
6101 SE Nowata Rd
Bartlesville, OK 74006

Approved by the Bartlesville Public Schools Board of Education on October 21, 2024.
Date



Chuck McCauley, Superintendent
Bartlesville Public Schools
1100 SW Jennings Ave.
Bartlesville, OK 74003

Attachment 1 - ACADEMIC COURSE DESCRIPTIONS

Science credits:

Human Anatomy/Physiology - This course is a complete overview of the human body. The goal is to examine the structures of all twelve body systems. Students start at the cellular level and build their knowledge base to understand the individual structures that make up entire organisms.

Principles of Biomedical Science - In this introductory course to the PLTW Biomedical Science program, students explore concepts of biology and medicine to determine the factors that led to the death of a fictional person. While investigating the case, students examine autopsy reports, investigate medical history, and explore medical treatments that might have prolonged the person's life. The activities and projects introduce students to human physiology, basic biology, medicine, and research processes while allowing them to design their own experiments to solve problems.

Human Body Systems - In this PLTW Biomedical Science course, students examine the interactions of human body systems as they explore identity, power, movement, protection, and homeostasis in the body. Exploring science in action, students build organs and tissues on a skeletal Maniken®; use data acquisition software to monitor body functions such as muscle movement, reflex and voluntary action, and respiration; and take on the roles of biomedical professionals to solve real-world medical cases.

Medical Interventions - PLTW Biomedical Science students follow the life of a fictitious family as they investigate how to prevent, diagnose, and treat disease. Students explore how to detect and fight infection; screen and evaluate the code in human DNA; evaluate cancer treatment options; and prevail when the organs of the body begin to fail. Through real-world cases, students are exposed to a range of interventions related to immunology, surgery, genetics, pharmacology, medical devices, and diagnostics.

Computer Science:

Computer Science / Computer Technology - This credit will be awarded to students completing coursework within a Career Tech program which has been approved by the Oklahoma Department of Education to meet the standards for computer science and/or computer technology credit. (Programs offering this credit include: Computer Repair and Networking, Creative Marketing Communications, and Drones & Aviation).

Additional math and science academic courses not listed above may be added to the course offerings if they are curriculum approved by the Oklahoma Department of Education and the Oklahoma Department of CareerTech as a part of the Plan of Study.

Attachment 2 - APPLICATION AND ENROLLMENT INFORMATION

School Day Structure

Students attend one-half of the school day (either morning or afternoon) at their high school and the other one-half of the day at Tri County Tech. Transportation is provided between Tri County and the student's high school.

Extracurricular Activities

In addition to activities at the home high school, students are given the opportunity to join a national student organization which provides opportunities for students to participate in leadership activities, competitions, and additional learning activities. Participation is encouraged, but is not required.

Enrollment Procedures

1. Candidates complete an application for enrollment and submit the application by the specified deadline.
2. Eligibility is verified and pertinent school records including transcripts and any standardized test scores are attached to the application.
3. Applications are reviewed and scored.
4. Applicants are informed if they are selected for enrollment.
5. Selected candidates begin courses in their program.

OKLAHOMA REAL ESTATE COMMISSION
This is a legally binding Contract; if not understood, seek advice from an attorney.
ACKNOWLEDGMENT AND CONFIRMATION OF DISCLOSURES

Prior to entering into a Contract of Sale of Real Estate for the Property described as: _____
703 Delaware Avenue _____ Bartlesville _____ OK 74003 _____,
the following items (as applicable) have been disclosed and/or delivered and hereby confirmed:

Buyer acknowledges and confirms that the Broker providing brokerage services to the Buyer has described and disclosed their duties and responsibilities to the Buyer prior to the Buyer signing this Contract.

(Applicable for in-house transactions only) Buyer acknowledges and confirms that the broker is providing brokerage services to both Parties to the transaction prior to the Parties signing this Contract.

Buyer acknowledges receipt of Residential Property Condition Disclosure or Disclaimer Form (as applicable to residential real property improved with not less than one nor more than two dwelling units) pursuant to Title 60 O.S., Section 831-839:

- Buyer has received a Residential Property Condition Disclosure Statement Form (completed and signed by the Seller) and dated within 180 days of receipt.
- Buyer has received a Residential Property Condition Disclaimer Statement Form (completed and signed by the Seller) and dated within 180 days of receipt.
- This transaction is exempt from disclosure requirements pursuant to Title 60, O.S., Section 838.
- Disclosure not required under the Residential Property Condition Disclosure Act.

Buyer acknowledges receipt of Lead-Based Paint/Hazards Disclosures with Appropriate Acknowledgment (if property constructed before 1978)

- Buyer has signed the "Disclosure of Information on Lead-Based Paint and Lead-Based Paint Hazards" form, which has been signed and dated by Seller and applicable Licensee(s), and has also received a copy of the Lead-Based Paint Pamphlet titled "Protect Your Family From Lead in Your Home."
- Property was constructed in 1978 or thereafter and is exempt from this disclosure.
- The subject of this transaction is not a residential dwelling and does not require a disclosure on Lead-Based Paint/Hazards.

Buyer acknowledges and confirms the above and further, Buyer acknowledges receipt of Estimate of Costs associated with this transaction and acknowledges that a Contract Guide has been made available to the Buyer in print, or at www.orec.ok.gov.

Buyer Name (Printed): Independent School District #30 Buyer Name (Printed): _____
Buyer Signature: _____ Buyer Signature: _____
Dated: _____ Dated: _____

Seller acknowledges and confirms that the Broker providing brokerage services to the Seller has described and disclosed their duties and responsibilities to the Seller prior to the Seller signing this Contract.

(Applicable for in-house transactions only) Seller acknowledges and confirms that the broker is providing brokerage services to both Parties to the transaction prior to the Parties signing this Contract.

Seller further acknowledges receipt of Estimate of Costs associated with this transaction and that a Contract Guide has been made available to the Seller in print, or at www.orec.ok.gov.

Seller Name (Printed): Heather E. Clayton Seller Name (Printed): _____
Seller Signature: _____ Seller Signature: _____
Dated: _____ Dated: _____

Buyer's Initials _____ **Buyer's Initials** _____ **Seller's Initials** _____ **Seller's Initials** _____

OKLAHOMA REAL ESTATE COMMISSION

This is a legally binding Contract; if not understood, seek advice from an attorney.

OKLAHOMA UNIFORM CONTRACT OF SALE OF REAL ESTATE
RESIDENTIAL SALE

CONTRACT DOCUMENTS. The Contract is defined as this document with the following attachment(s):
(check as applicable)

- Conventional Loan, FHA Loan, VA Loan, USDA, Native American Guaranteed Loan Supplement, Assumption, Seller Financing, Single Family Mandatory Homeowners' Association, Condominium Association & Townhouse Association, Supplement, Sale of Buyer's Property - Presently Under Contract, Sale of Buyer's Property - Not Under Contract, Cooperative Compensation Supplement

PARTIES. THE CONTRACT is entered into between:

Heather E. Clayton "Seller"
and Independent School District #30 "Buyer"

The Parties' signatures at the end of the Contract, which includes any attachments or documents incorporated by reference, with delivery to their respective Brokers, if applicable, will create a valid and binding Contract, which sets forth their complete understanding of the terms of the Contract. This agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, successors and permitted assigns. The Contract shall be executed by original signatures of the Parties or by signatures as reflected on separate identical Contract counterparts (carbon, photo, fax or other electronic copy). The Parties agree that as to all aspects of this transaction involving documents an electronic signature shall have the same force and effect as an original signature pursuant to the provisions of the Uniform Electronic Transactions Act, 12A, Oklahoma Statutes, Section 15-101 et seq. All prior verbal or written negotiations, representations and agreements are superseded by the Contract and may only be modified or assigned by a further written agreement of Buyer and Seller.

The Parties agree that all notices and documents provided for in this contract shall be delivered to the Parties or their respective brokers, if applicable. Seller agrees to sell and convey by General Warranty Deed, and Buyer agrees to accept such deed and buy the Property described herein, on the following terms and conditions:

The Property shall consist of the following described real estate located in Washington County, Oklahoma.

1. LEGAL DESCRIPTION. PART OF LOT 1 BLK 2: BEG AT THE NE COR OF LOT 1:
S 60.1' W 140' N 35.2' EASTERLY 142.2' TO BEG: JOHNSTONE HGTS ADDN

703 Delaware Avenue Bartlesville 74003
Property Address City Zip

Together with all fixtures and improvements, and all appurtenances, subject to existing zoning ordinances, plat or deed restrictions, utility easements serving the Property, including all mineral rights owned by Seller, which may be subject to lease, unless expressly reserved by Seller in the Contract and excluding mineral rights previously reserved or conveyed of record (collectively referred to as "the Property")

2. PURCHASE PRICE, EARNEST MONEY, AND SOURCE OF FUNDS. This is a CASH TRANSACTION unless a Financing Supplement is attached. The Purchase Price is \$ 62,000.00 payable by Buyer as follows: Within three (3) days of the Contract being fully executed by the Parties, Buyer, or Buyer's Broker, if applicable, must deliver \$ 0.00 as Earnest Money to Musselman Abstract, the holder of the trust account in which it will be deposited, as partial payment of the purchase price and/or closing costs. Buyer shall pay the balance of the purchase price and Buyer's Closing costs at Closing. If Buyer fails to deliver the earnest money within the time required, Seller may terminate this contract or exercise Seller's remedies under Paragraph 16, or both, by providing written notice to Buyer or Buyer's Broker before Buyer delivers the Earnest Money. If the last day to deliver the Earnest Money falls on a Saturday, Sunday, or legal holiday, the time to deliver the Earnest Money is extended until the end of the next day that is not a Saturday, Sunday, or legal holiday.

3. CLOSING, FUNDING AND POSSESSION. The Closing process includes execution of documents, delivery of deed and receipt of funds by Seller and shall be completed on or before 11/29/2024, ("Closing Date") or such later date as may be necessary in the Title Evidence Paragraph of the Contract. Possession shall be transferred upon conclusion of Closing process unless otherwise provided below:

In addition to costs and expenses otherwise required to be paid in accordance with terms of the Contract, Buyer shall pay Buyer's Closing fee, Buyer's recording fees, and all other expenses required from Buyer. Seller shall pay documentary stamps

Buyer's Initials Buyer's Initials Seller's Initials Seller's Initials

required, Seller's Closing fee, Seller's recording fees, if any, and all other expenses required from Seller. Funds required from Buyer and Seller at Closing shall be cash, cashier's check, wire transfer, or as determined by the provider of settlement services.

4. **ACCESSORIES, EQUIPMENT AND SYSTEMS.** The following items, if existing on the Property, unless otherwise excluded, shall remain with the Property at no additional cost to Buyer:

- Attic and ceiling fan(s)
- Bathroom mirror(s)
- Other mirrors, if attached
- Central vacuum & attachments
- Floor coverings, if attached
- Key(s) to the property
- Built-in and under cabinet/counter appliance(s)
- Free standing slide-in/drop-in kitchen stove
- Built-in sound system(s)/speaker(s)
- Lighting & light fixtures
- Fire, smoke and security system(s), if owned
- Shelving, if attached
- Fireplace inserts, logs, grates, doors and screens
- Free standing heating unit(s)
- Humidifier(s), if attached
- Water conditioning systems, if owned
- Window treatments & coverings, interior & exterior
- Storm windows, screens & storm doors
- Garage door opener(s) & remote transmitting unit(s)
- Fences (includes sub-surface electric & components)
- Mailboxes/Flag poles
- Outside cooking unit(s), if attached
- Propane tank(s) if owned
- TV antennas/satellite dish system(s) and control(s), if owned
- Sprinkler systems & control(s)
- Swimming Pool/Spa equipment/accessories
- Attached recreational equipment
- Exterior landscaping and lighting
- Entry gate control(s)
- Water meter, sewer/trash membership, if owned
- All remote controls, if applicable
- Transferable Service Agreements and Product Warranties

A. **Additional Inclusions.** The following items shall also remain with the Property at no additional cost to Buyer:

B. **Exclusions.** The following items shall not remain with the Property: _____

5. **TIME PERIODS SPECIFIED IN CONTRACT.** Time periods for Investigations, Inspections and Reviews and Financing Supplement shall commence on October 21, 2024 (**Time Reference Date**), regardless of the date the Contract is signed by Buyer and Seller. The day after the Time Reference Date shall be counted as day one (1). If left blank, the Time Reference Date shall be the third day after the last date of signatures of the Parties.

6. **RESIDENTIAL PROPERTY CONDITION DISCLOSURE.** No representations by Seller regarding the condition of Property or environmental hazards are expressed or implied, other than as specified in the Oklahoma Residential Property Condition Disclosure Statement ("Disclosure Statement") or the Oklahoma Property Condition Disclaimer Statement ("Disclaimer Statement"), if applicable. A real estate licensee has no duty to Seller or Buyer to conduct an independent inspection of the Property and has no duty to independently verify accuracy or completeness of any statement made by Seller in the Disclosure Statement and any amendment or the Disclaimer Statement.

7. **INVESTIGATIONS, INSPECTIONS and REVIEWS.**

A. Buyer shall have _____ days (10 days if left blank) after the Time Reference Date to complete any investigations, inspections, and reviews. Seller shall have water, gas and electricity turned on and serving the Property for Buyer's inspections, and through the date of possession or Closing, whichever occurs first. If required by ordinance, Seller, or Seller's Broker, if applicable, shall deliver to Buyer, in care of Buyer's Broker, if applicable, within five (5) days after the Time Reference Date any written notices affecting the Property.

B. Buyer, together with persons deemed qualified by Buyer and at Buyer's expense, shall have the right to enter upon the Property to conduct any and all investigations, inspections, and reviews of the Property. Buyer's right to enter upon the Property shall extend to Oklahoma-licensed Home Inspectors and licensed architects for purposes of performing a home inspection. Buyer's right to enter upon the Property shall also extend to registered professional engineers, professional craftsman and/or other individuals retained by Buyer to perform a limited or specialized investigation, inspection or review of the Property pursuant to a license or registration from the appropriate State licensing board, commission or department. Finally, Buyer's right to enter upon the Property shall extend to any other person representing Buyer to conduct an investigation, inspection and/or review which is lawful but otherwise unregulated or unlicensed under Oklahoma Law. Buyer's investigations, inspections, and reviews may include, but not be limited to, the following:

- 1) **Disclosure Statement or Disclaimer Statement unless exempt**
- 2) **Flood, Storm Run off Water, Storm Sewer Backup or Water History**
- 3) **Psychologically Impacted Property and Megan's Law**
- 4) **Hazard Insurance** (Property insurability)
- 5) **Environmental Risks**, including, but not limited to soil, air, water, hydrocarbon, chemical, carbon, asbestos, mold, radon gas, lead-based paint
- 6) **Roof**, structural members, roof decking, coverings and related components
- 7) **Home Inspection**

Buyer's Initials _____ Buyer's Initials _____ Seller's Initials _____ Seller's Initials _____

- 8) **Structural Inspection**
- 9) **Fixtures, Equipment and Systems Inspection.** All fixtures, equipment and systems relating to plumbing (including sewer/septic system and water supply), heating, cooling, electrical, built-in appliances, swimming pool, spa, sprinkler systems, and security systems
- 10) **Termites and other Wood Destroying Insects Inspection**
- 11) **Use of Property.** Property use restrictions, building restrictions, easements, restrictive covenants, zoning ordinances and regulations, mandatory Homeowner Associations and dues
- 12) **Square Footage.** Buyer shall not rely on any quoted square footage and shall have the right to measure the Property.
- 13) _____

C. TREATMENTS, REPAIRS AND REPLACEMENTS (TRR).

- 1) **TREATMENT OF TERMITES AND OTHER WOOD DESTROYING INSECTS.** Treatment and repair cost in relation to termites and other wood destroying insects shall be limited to the residential structure, garage(s) and other structures as designated in Paragraph 13 of the Contract and as provided in subparagraph C2b below.
- 2) **TREATMENTS, REPAIRS, AND REPLACEMENTS REVIEW.** Buyer or Buyer's Broker, if applicable, within 24 hours after expiration of the time period referenced in Paragraph 7A of the Contract, shall deliver to Seller, in care of the Seller's Broker, if applicable, a copy of all written reports obtained by Buyer, if any, pertaining to the Property and Buyer shall select one of the following:
 - a. If, in the sole opinion of the Buyer, results of Investigations, Inspections or Reviews are unsatisfactory, the Buyer may cancel the Contract by delivering written notice of cancellation to Seller, in care of Seller's Broker, if applicable, and receive refund of Earnest Money.
 - OR**
 - b. Buyer, upon completion of all Investigations, Inspections and Reviews, waives Buyer's right to cancel as provided in 7C2a above, by delivering to Seller, in care of Seller's Broker, if applicable, a written list on a Notice of Treatments, Repairs, and Replacements form (TRR form) of those items to be treated, repaired or replaced (including repairs caused by termites and other wood destroying insects) that are not in normal working order (defined as the system or component functions without defect for the primary purpose and manner for which it was installed. Defect means a condition, malfunction or problem, which is not decorative, that will have a materially adverse effect on the value of a system or component).
 - i. Buyer and Seller shall have _____ days (7 days if blank) after the Seller's or Seller's Broker, if applicable, receipt of the completed TRR form to negotiate the Treatment, Repair, or Replacement items. If a written agreement is reached, Seller shall complete all agreed Treatments, Repairs, or Replacements prior to the Closing Date at Seller's expense (unless otherwise agreed to in writing). If a written agreement is not reached within the time specified in this provision, the Contract shall terminate and the Earnest Money returned to the Buyer.

D. EXPIRATION OF BUYER'S RIGHT TO CANCEL CONTRACT.

- 1) Failure of Buyer to complete one of the following within the time periods in Investigations, Inspections, or Reviews Paragraph shall constitute acceptance of the Property regardless of its condition:
 - a. Perform any Investigations, Inspections or Reviews;
 - b. Deliver a written list on a TRR form of items to be treated, repaired and replaced; or
 - c. Cancel the Contract
- 2) After expiration of the time periods in Investigations, Inspections and Reviews Paragraph, Buyer's inability to obtain a loan based on unavailability of hazard insurance coverage shall not relieve the Buyer of the obligation to close transaction.
- 3) After expiration of the time periods in Investigations, Inspections and Reviews Paragraph, any square footage calculation of the dwelling, including but not limited to appraisal or survey, indicating more or less than quoted, shall not relieve the Buyer of the obligation to close this transaction.

E. INSPECTION OF TREATMENTS, REPAIRS AND REPLACEMENTS AND FINAL WALK-THROUGH.

- 1) Buyer, or other persons Buyer deems qualified, may perform re-inspections of Property pertaining to Treatments, Repairs and Replacements.
- 2) Buyer may perform a final walk-through inspection, which Seller may attend. Seller shall deliver Property in the same condition as it was on the date upon which Contract was signed by Buyer (ordinary wear and tear excepted) subject to Treatments, Repairs and Replacements.
- 3) All inspections and re-inspections shall be paid by Buyer, unless prohibited by mortgage lender.

Buyer's Initials _____ Buyer's Initials _____ Seller's Initials _____ Seller's Initials _____

8. **RISK OF LOSS.** Until transfer of Title or transfer of possession, risk of loss to the Property, ordinary wear and tear excepted, shall be upon Seller; after transfer of Title or transfer of possession, risk of loss shall be upon Buyer. (Parties are advised to address insurance coverage regarding transfer of possession prior to Closing.)

9. **ACCEPTANCE OF PROPERTY.** Buyer, upon accepting Title or transfer of possession of the Property, shall be deemed to have accepted the Property in its then condition. No warranties, expressed or implied, by Sellers, Brokers and/or their associated licensees, with reference to the condition of the Property, shall be deemed to survive the Closing.

10. **TITLE EVIDENCE.**

A. **SELLER'S EXPENSE.** Seller, at Seller's expense shall complete within thirty (30) days prior to Closing Date, agrees to make available to Buyer the following:

1) A complete and current surface-rights-only Abstract of Title, certified by an Oklahoma-licensed and bonded abstract company;

OR

A copy of Seller's existing owner's title insurance policy issued by a title insurer licensed in the State of Oklahoma together with a supplemental and current surface-rights-only abstract certified by an Oklahoma-licensed and bonded abstract company;

2) A current Uniform Commercial Code Search Certificate.

B. **BUYER'S EXPENSE.** Buyer, at Buyer's expense, shall obtain:

(Check one)

Commitment for issuance of a title insurance policy based on an Attorney's Title Opinion which is rendered for the title insurance purposes for the Owner's or Lender's title insurance policy.

OR

Attorney's Title Opinion, which is not rendered for title insurance purposes.

C. **LAND OR BOUNDARY SURVEY OR REPORT.** Seller agrees that Buyer, at Buyer's expense, may have a licensed surveyor enter upon the Property to perform:

(Check one)

a Land or Boundary (Pin Stake) Survey, or
 a Mortgage Inspection Report

Buyer elects not to receive any Land or Boundary Report/Survey or Mortgage Inspection Report, unless required by Title or law

The (1) Abstract of Title, (2) Commitment for Title Insurance or Attorney's Title Opinion, (3) the Uniform Commercial Code Search Certificate, and (4) the Survey or Mortgage Inspection Report, if selected, collectively constitutes the "Title Evidence"

D. **BUYER TO EXAMINE TITLE EVIDENCE.**

1) Buyer shall have ten (10) days after receipt to examine the Title Evidence and to deliver Buyer's objections to Title to Seller or Seller's Broker, if applicable. In the event the Title Evidence is not made available to Buyer within ten (10) days prior to Closing Date, said Closing Date shall be extended to allow Buyer the ten (10) days from receipt to examine the Title Evidence.

2) Buyer agrees to accept title subject to: (i) utility easements serving the property, (ii) building and use restrictions of record, (iii) set back and building lines, (iv) zoning regulations, and (v) reserved and severed mineral rights, which shall not be considered objections for requirements of Marketable Title.

E. **SELLER TO CORRECT ISSUES WITH TITLE (IF APPLICABLE), POSSIBLE CLOSING DELAY.** Upon receipt by Seller, or in care of Seller's Broker, if applicable, of any title requirements reflected in an Attorney's Title Opinion or Title Insurance Commitment, based upon the standards of marketable title set out in the Title Examination Standards of the Oklahoma Bar Association, the Parties agree to the following:

1) At Seller's option and expense, Seller may cure title requirements identified by Buyer; and

2) Delay Closing Date for _____ days [thirty (30) days if blank], or a longer period as may be agreed upon in writing, to allow Seller to cure Buyer's Title requirements. In the event Seller cures Buyer's objection prior to the delayed Closing Date, Buyer and Seller agree to close within five (5) days of notice of such cure. In the event that Title requirements are not cured within the time specified in this subparagraph, the Buyer may cancel the Contract and Seller and Buyer authorize the holder of the Earnest Money to release the Earnest Money to the Buyer and the Contract shall terminate.

F. Upon Closing, any existing Abstract(s) of Title owned by Seller, shall become the property of Buyer.

11. **TAXES, ASSESSMENTS AND PRORATIONS.**

A. General ad valorem taxes for the current calendar year shall be prorated through the date of closing, if certified.

Buyer's Initials _____ Buyer's Initials _____ Seller's Initials _____ Seller's Initials _____

However, if the amount of such taxes has not been fixed, the proration shall be based upon the rate of levy for the previous calendar year and the most current assessed value available at the time of Closing.

- B. The following items shall be paid by Seller at Closing: (i) Documentary Stamps; (ii) all utility bills, actual or estimated; (iii) all taxes other than general ad valorem taxes which are or may become a lien against the Property; (iv) any labor, materials, or other expenses related to the Property, incurred prior to Closing which is or may become a lien against the Property.
- C. At Closing all leases, if any, shall be assigned to Buyer and security deposits, if any, shall be transferred to Buyer. Prepaid rent and lease payments shall be prorated through the date of Closing.
- D. If applicable, membership and meters in utility districts to include, but not limited to, water, sewer, ambulance, fire, garbage, shall be transferred at no cost to Buyer at Closing.
- E. If the property is subject to a mandatory Homeowner's Association, dues and assessments, if any, based on most recent assessment, shall be prorated through the date of Closing. Any fees or costs associated with a statement of Homeowner's Association proof of current status and/or transfer of Homeowner's Association membership would be at expense of Seller.
- F. All governmental and municipal special assessments against the property (matured or not matured), not to include Homeowner's Association special assessments, whether or not payable in installments, shall be paid in full by Seller at Closing.

12. RESIDENTIAL SERVICE AGREEMENT.

(Check one)

- A. The Property shall not be covered by a Residential Service Agreement.
- B. Seller currently has a Residential Service Agreement in effect on the Property. Seller, at Seller's expense, shall transfer the agreement with one (1) year coverage to the Buyer at Closing.
- C. The Property shall be covered by a Residential Service Agreement selected by the Buyer at an approximate cost of \$_____. Seller agrees to pay \$_____ and Buyer agrees to pay the balance.

The Seller and Buyer acknowledge that the real estate broker(s) may receive a fee for services provided in connection with the Residential Service Agreement.

Buyer acknowledges that a Residential Service Agreement does not replace/substitute Property inspection rights.

13. ADDITIONAL PROVISIONS.

Buyer agrees to purchase the property in "as is, where is" condition.

Buyer agrees to assume responsibility & comply with the City of Bartlesville requirement to remove the garage structure and repair or remove the fence at buyer's expense after closing.

This is a cash purchase

- 14. **MEDIATION.** Any dispute arising with respect to the Contract shall first be submitted to a dispute resolution mediation system servicing the area in which the Property is located. Any settlement agreement shall be binding. In the event an agreement is not reached, the Parties may pursue legal remedies as provided by the Contract.
- 15. **CHOICE OF LAW AND FORUM.** This Contract shall be governed by and construed in accordance with the laws of the State of Oklahoma, without giving effect to any choice of law or conflict of law rules or principles that would cause the application of the laws of any jurisdiction other than the State of Oklahoma. The Parties agree that any legal action brought for any disputes, claims, and causes of action arising out of or related to this Contract shall be decided in a Oklahoma State Court in the County in which the Property is located or a Federal Court having jurisdiction over the County in which the Property is located.
- 16. **BREACH AND FAILURE TO CLOSE.** Seller or Buyer shall be in breach of this Contract if either fails to comply with any material covenant, agreement, or obligation within the time limits required by this Contract. **TIME IS OF THE ESSENCE IN THIS CONTRACT.**
 - A. **UPON BREACH BY SELLER.** If the Buyer performs all of the obligations of Buyer, and Seller fails to convey the Title or fails to perform any other obligations of the Seller under this Contract, then Buyer shall be entitled to: (i) terminate this Contract, return the abstract to Seller and receive a refund of the Earnest Money, or (ii) pursue any other remedy available at law or in equity, including specific performance.
 - B. **UPON BREACH BY BUYER.** If at any time prior to closing the Buyer's Earnest Money should fail for lack of delivery or lack of collection pursuant to Paragraph 2, then Seller may, at Seller's option, elect to do one of the following: (i) terminate this Contract upon delivery of written notice of termination to Buyer, or Buyer's Broker, if applicable, (ii) pursue any other remedy available at law or in equity, or (iii) enter into a written agreement between Buyer and Seller modifying the terms of Paragraph 2 to cure the lack of delivery or lack of collection of the Earnest Money. If, after the Seller has performed Seller's obligation under this Contract, and Buyer fails to provide funding, or fails to perform any other obligations of the Buyer under this Contract, then the Seller may, at Seller's option, cancel and terminate this Contract and retain all sums paid by the Buyer, but not to exceed 5% of the purchase price, as liquidated damages, or pursue any other remedy available at law or in equity, including specific performance.

Buyer's Initials _____ Buyer's Initials _____ Seller's Initials _____ Seller's Initials _____

17. INCURRED EXPENSES AND RELEASE OF EARNEST MONEY.

- A. INCURRED EXPENSES. Buyer and Seller agree that any expenses, incurred on their behalf, shall be paid by the Party incurring such expenses and shall not be paid from Earnest Money.
B. RELEASE OF EARNEST MONEY. Except where the release of Earnest Money is authorized by the Parties under Section 7.C.2)b.i. and Section 10.E.2, in the event a dispute arises prior to the release of Earnest Money held in escrow, the escrow holder shall retain said Earnest Money until one of the following occur:
1) A written release is executed by Buyer and Seller agreeing to its disbursement;
2) Agreement of disbursement is reached through Mediation;
3) Interpleader or legal action is filed, at which time the Earnest Money shall be deposited with the Court Clerk; or
4) The passage of thirty (30) days from the date of final termination of the Contract has occurred and options 1), 2) or 3) above have not been exercised; Broker escrow holder, at Broker's discretion, may disburse Earnest Money. Such disbursement may be made only after fifteen (15) days written notice to Buyer and Seller at their last known address stating the escrow holder's proposed disbursement.
5) In the event Earnest Money is held in escrow at a title company, the Earnest Money may only be released pursuant to paragraph 17(B)(1), (2), or (3).

18. DELIVERY OF ACCEPTANCE OF OFFER OR COUNTEROFFER. The Buyer and Seller authorize their respective Brokers, if applicable, to receive delivery of an accepted offer or counteroffer, and any related addenda and/or documents.

19. NON-FOREIGN SELLER. Seller represents that at the time of acceptance of this contract and at the time of Closing, Seller is not a "foreign person" as such term is defined in the Foreign Investments in Real Property Tax Act of 1980 (26 USC Section 1445(f) et. Sec) ("FIRPTA"). If either the sales price of the property exceeds \$300,000.00 or the buyer does not intend to use the property as a primary residence then, at the Closing, and as a condition thereto, Seller shall furnish to Buyer an affidavit, in a form and substance acceptable to Buyer, signed under penalty of perjury containing Seller's United States Social Security and/or taxpayer identification numbers and a declaration to the effect that Seller is not a foreign person within the meaning of Section "FIRPTA."

20. BUYER AFFIDAVIT COMPLIANCE. Buyer represents that at the time of submission of this purchase offer and at the time of Closing, Buyer is either (a) a U.S. Citizen, Native American, or non-citizen / alien who is or shall become a bona fide resident of the State of Oklahoma, or (b) a business entity or trust in compliance with 60 O.S. § 121—122. Buyer further represents that Buyer is eligible to execute the required Affidavit of Land or Mineral Ownership provided by the Attorney General of the State of Oklahoma as required by 60 O.S. § 121.

21. TERMINATION OF OFFER. The above Offer shall automatically terminate on _____ at _____ a.m. / p.m. (check one), unless withdrawn prior to acceptance or termination.

OFFER REJECTED AND SELLER IS NOT MAKING A COUNTEROFFER _____, 20_____

Seller's Signature _____

Seller's Signature _____

22. EXECUTION BY PARTIES.

AGREED TO BY BUYER:

Independent School District #30
Buyer's Printed Name _____ Date _____

Buyer's Signature _____

Buyer's Printed Name _____ Date _____

Buyer's Signature _____

Buyer's Printed Name _____ Date _____

Buyer's Signature _____

AGREED TO BY SELLER:

Heather E. Clayton
Seller's Printed Name _____ Date _____

Seller's Signature _____

Seller's Printed Name _____ Date _____

Seller's Signature _____

Seller's Printed Name _____ Date _____

Seller's Signature _____

Buyer's Initials _____ Buyer's Initials _____

Seller's Initials _____ Seller's Initials _____

ASSOCIATE INFORMATION

BUYER'S BROKER/ASSOCIATE:

Kari Halferty 141879
Name and **OREC** Associate License Number

Keller Williams Realty Partners
OREC Company Name

155608
OREC Company License Number

1740 Washington Blvd Bartlesville OK 74006
Company Address

918-766-0001
Company Phone Number

karihalferty@kw.com
Associate Email

918-914-0235
Associate Phone Number

SELLER'S BROKER/ASSOCIATE:

Kari Halferty 141879
Name and **OREC** Associate License Number

Keller Williams Realty Partners
OREC Company Name

155608
OREC Company License Number

1740 SE Washington Blvd. Bartlesville, OK 74006
Company Address

918-766-0001
Company Phone Number

karihalferty@kw.com
Associate Email

918-914-0235
Associate Phone Number

Buyer's Initials _____ **Buyer's Initials** _____

Seller's Initials _____ **Seller's Initials** _____

SETTLEMENT AGREEMENT

This Settlement Agreement (the “Agreement”) is made and entered into by and between Independent School District No. 30 of Washington County, Oklahoma, commonly known as Bartlesville Public Schools (“Respondent”) and Selena Colter and Jania Colter (collectively the “Complainants”).

RECITAL:

Respondent and Complainants have agreed to enter into this Settlement Agreement as a means of settling any and all claims, disputes and obligations of whatever nature or kind existing between them. Neither party admits that the other’s position with regard to the matters being settled by this Agreement are in any way incorrect.

TERMS AND CONDITIONS:

WHEREFORE, in consideration of the mutual covenants and conditions contained herein and intending to be legally bound, the parties agree as follows:

1. **Request for Closure.** The parties agree that the submission of this Agreement to the U.S. Department of Education Office for Civil Rights (“OCR”) will constitute a request for closure of its Docket Number: 07161129.
2. **Complete Agreement.** Complainants and Respondent agree and acknowledge that this Agreement comprises the entire agreement and understanding of the parties with respect to the resolution of any and all claims, disputes and obligations existing between them. All prior negotiations concerning the subject matter of this Agreement are merged herein.
3. **Promises by Respondent.** Without admitting liability or wrongdoing and solely to conclude all claims, disputes and obligations between Complainants and Respondent, and to minimize the risks and costs of litigation, the Respondent agrees as follows:

A. **Settlement Payment.** In exchange for the promises made by the Complainants in this Agreement and subject to all other terms and conditions of this Agreement, Respondent agrees to pay to Complainants, jointly, the total sum of **Ten Thousand Dollars (\$10,000.00)** no later than October 24, 2024 (“Settlement Payment”) by certified mail to c/o Ms. Colter at 2014 Georgia Street, Carlsbad, New Mexico 88220. The Complainants understand that Respondent cannot issue the Settlement Payment until Respondents have submitted a completed Form W-9 to Respondent, and the Complainants agree to complete and execute a Form W-9 that will be provided by Respondent.

B. **Policy Review.** The Respondent agrees that it will conduct a review of its nondiscrimination policies in consultation with its legal counsel to ensure that such policies fully comply with all federal and state laws and regulations applicable to Respondent.

C. **Cameras.** The Respondent agrees that it will maintain a practice of examining any video recordings that are relevant to a complaint of discrimination or the investigation of a complaint of discrimination.

4. **Release of Liability.** In exchange for and consideration of the promises made by Respondent in this Agreement, the **COMPLAINANTS AGREE TO RELEASE, AND BY EXECUTING THIS AGREEMENT DO HEREBY RELEASE** the Respondent (Bartlesville Public Schools), and its employees, officers, board members, agents, contractors, insurers, attorneys, volunteers, heirs, executors, administrators, successors, assigns of and from any and all claims, demands, rights, responsibilities, liabilities, assertions, actions, causes of action, damages, liens, demands or debts, known and unknown, which are or may be in existence at any time up to and through the date of this Agreement, including, but not limited to, any and all claims that have been or could have been asserted in the complaint to OCR. Respondents agree to execute any papers required by OCR to dismiss or withdraw the pending OCR complaint (Docket Number:

07161129). It is understood and agreed that claims for enforcement of the obligations created by this Agreement are not released by Complainants.

5. **Execution.** This Agreement has been made and executed in Oklahoma and shall be interpreted, construed, and enforced in accordance with the laws of the State of Oklahoma and before the courts of the State of Oklahoma.

6. **Subject to Board Approval.** In accordance with Oklahoma law, the parties understand and agree that this Agreement is subject to approval by the Board of Education for the Respondent, and it cannot become legally binding on the Respondent unless and until it has been approved by the Board of Education on October 21, 2024, at their regularly scheduled meeting. Should the Board of Education reject or otherwise not approve this Agreement, the Agreement shall be void ab initio and unenforceable by or against either party.

7. **Execution.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument. The execution of this Agreement by signature transmitted by facsimile, email or other electronic means shall be as fully enforceable as an original signature.

IN WITNESS WHEREOF, the parties to this Agreement execute it below with the intent to be legally bound.

COMPLAINANTS:

S. Colter 10/4/2024
Selena Colter Date

Jania Colter 10/4/24
Jania Colter Date

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

By: _____
President, Board of Education

Date: _____

BARTLESVILLE PUBLIC SCHOOLS 2024-2025

APPLICATIONS FOR SANCTIONING

School Board Meeting October 21, 2024

1. Richard Kane Elementary PTO	Page 2
2. Hoover Elementary PTO	Page 9
3. Jane Phillips PTO	Page 16
4. Ranch Heights PTO	Page 26
5. Wayside Parent Support Association	Page 31
6. Woodrow Wilson PTO	Page 36
7. Central Parent Support Group	Page 40
8. Bartlesville High School PSG	Page 45
9. All Sports Booster Club	Page 56
10. Bartlesville High School Choir Boosters	Page 60
11. Operation Eagle Indian Education Association	Page 65
12. Bartlesville Cheer Booster Club	Page 69
13. Bartlesville Bruins Special Athletic Assoc (BBSAA)	Page 75
14. Bartlesville FFA Alumni & Supporters, Inc	Page 79
15. Bartlesville FFA Booster Club, Inc	Page 83
16. Bartlesville Orchestra Booster Club	Page 87
17. Bartlesville High School Wrestling	Page 91

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Richard Kane Elementary PTO

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 33,618.08

Collections:

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

see attached

Total Collections \$ 17,098.86

Expenditures:

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

see attached

Total Expenditures \$ 37,821.43

Ending Cash Balance, June 30, 2024 \$ 12,895.51

*****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.

Jolene Bryant Jolene Bryant 9/3/2024
 Officer/Director Date
Treasurer
 Title

Received and reviewed by Bartlesville Public Schools:
AMC 9-4-24
 Preston Birk Date
 Chief Financial Officer

SAV 9/4/24
 Sara Vermeire, Date
 Activity Fund Custodian

Richard Kane Elementary Parent Teacher Association
Balance Sheet
As of July 1, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
0001 SAVINGS (INGS)	10,054.00
0040 CHECKING (KING)	23,564.08
Total Bank Accounts	33,618.08
Other Current Assets	
Uncategorized Asset	0.00
Total Other Current Assets	0.00
Total Current Assets	33,618.08
TOTAL ASSETS	33,618.08
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
300 Designated Funds	
301 Thomas Fund	1,494.15
302 Library Fund	9,393.94
Total 300 Designated Funds	10,888.09
Total Other Current Liabilities	10,888.09
Total Current Liabilities	10,888.09
Total Liabilities	10,888.09
Equity	
Opening Balance Equity	0.00
Retained Earnings	22,729.99
Net Income	
Total Equity	22,729.99
TOTAL LIABILITIES AND EQUITY	33,618.08

Tuesday, Sep 03, 2024 07:49:05 PM GMT-7 - Cash Basis

Richard Kane Elementary Parent Teacher Association
Balance Sheet
As of June 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
0001 SAVINGS (INGS)	10,219.80
0040 CHECKING (KING)	2,675.71
Total Bank Accounts	12,895.51
Other Current Assets	
Uncategorized Asset	0.00
Total Other Current Assets	0.00
Total Current Assets	12,895.51
TOTAL ASSETS	12,895.51
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
300 Designated Funds	
301 Thomas Fund	3,793.49
302 Library Fund	11,312.04
Total 300 Designated Funds	15,105.53
Total Other Current Liabilities	15,105.53
Total Current Liabilities	15,105.53
Total Liabilities	15,105.53
Equity	
Opening Balance Equity	0.00
Retained Earnings	22,729.99
Net Income	(24,940.01)
Total Equity	(2,210.02)
TOTAL LIABILITIES AND EQUITY	12,895.51

Saturday, Aug 31, 2024 11:51:24 AM GMT-7 - Cash Basis

Richard Kane Elementary Parent Teacher Association
Profit and Loss
July 2023 - June 2024

	Total
Income	
100 Fundraising Income	
103 Restuarant Nights	1,272.03
104 BoxTops/Coke Rewards	47.50
107 Walk-a-Thon	5,269.98
109 Skate Night	306.61
110 Other/Hat Day	594.48
Total 100 Fundraising Income	7,490.60
150 Donations	(550.32)
160 Interest Income	165.80
Total Income	7,106.08
Gross Profit	7,106.08
Expenses	
200 Principal's Discretionary Fund	2,818.73
400 Supplies & Materials	
401 Postage	102.19
402 Teacher Requests	5,055.98
403 PTO Supplies	1,225.00
404 Yearbook	607.00
405 Hospitality	6,050.10
Total 400 Supplies & Materials	13,040.27
500 Student Activities	90.02
502 End of Year/Super Fun Kids Day	6,086.96
503 Field Trips	5,518.96
Total 500 Student Activities	11,695.94
700 Equipment (Building)	165.93
◆ 800 Walk-a-thon Expenses	4,325.22
Total Expenses	32,046.09
Net Operating Income	(24,940.01)
Net Income	(24,940.01)

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: 9/4/2024

Select One: Initial Application _____ Renewal

Name of Sanctioned Organization

Richard Kane Elementary PTO

Organization's Official Email

richardkanep@gmail.com

Organization's Taxpayer ID #

45-4196100

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Jolene Bryant - President/Co-Treasurer

918-440-5070

Jamie Beckloff - Vice President/Co-Treasurer

405-747-1842

Megan Wolfe-Secretary

918-332-6413

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

Our parents and teachers collaborate to enrich the education of Richard Kane students. Our goal is to provide a positive learning environment where students can thrive and teachers have the resources to do their best work.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Richard Kane PTO provides meeting and other information on their Facebook page, the Kane monthly calendar sent in Remind and through the official PTO email.

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357

Richard Kane Elementary PTO

Applicant (Organization Name)

By: Jolene Bryant

Date: 8/29/2024

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: Jolene Bryant Date: 8/29/2024

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Hoover Elementary PTO

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 16,033.71 +

Collections:

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

See Attached

Total Collections \$ 34,592.83 0

Expenditures:

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

See Attached

Total Expenditures \$ 30,878.70 X

Ending Cash Balance, June 30, 2024 \$ 19,747.84 Δ

*****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.

Shauna Parham dep 7/25/24
 Officer/Director Date
Treasurer
 Title

Received and reviewed by Bartlesville Public Schools:

Preston Birk 7-29-24
 Chief Financial Officer Date

Sara Vermeire 7/29/24
 Activity Fund Custodian Date

Summary Hoover PTO Budget versus Actuals
as of June 30, 2024

2023-2024 School Year

	Budget	YTD Actuals	Variance to Budget
Income:			
Fundraising Income other than Bingo	\$ 5,375.00	\$ 14,585.28	\$ (9,210.28)
Popcorn	\$ 2,000.00	\$ 4,550.00	\$ 2,550.00
Reading for Education	\$ 200.00	\$ 902.08	\$ 702.08
T Shirt Sales	\$ 800.00	\$ 3,420.00	\$ 2,620.00
Restaurant Nights	\$ 200.00	\$ -	\$ (200.00)
Sooner Jr Night	\$ 275.00	\$ -	\$ (275.00)
Skate Night / Glow Night	\$ 150.00	\$ -	\$ (150.00)
Glow Night / Skate Night	\$ 150.00	\$ -	\$ (150.00)
Parking Spot Auction - Teachers (3)	\$ 600.00	\$ 830.00	\$ 230.00
Drop Off/Pick Up Pass Auction (3)	\$ 600.00	\$ 1,115.00	\$ 515.00
Front Row Seat Auction	\$ 200.00	\$ -	\$ (200.00)
EPI School Supplies	\$ 200.00	\$ 68.20	\$ (131.80)
Scentsy	\$ -	\$ 3,700.00	\$ 3,700.00
Bingo Income	\$ 11,000.00	\$ 12,075.00	\$ (1,075.00)
Bingo Sponsorships	\$ 5,000.00	\$ 3,650.00	\$ (1,350.00)
Bingo Night Income	\$ 5,000.00	\$ 5,869.00	\$ 869.00
Silent Auction	\$ -	\$ 1,150.00	\$ 1,150.00
Teacher Dates	\$ 1,000.00	\$ 1,406.00	\$ 406.00
Field Trips	\$ 3,400.00	\$ 2,594.00	\$ 806.00
Fields Trips	\$ 3,400.00	\$ 2,594.00	\$ (806.00)
Other Income	\$ 1,725.00	\$ 5,338.55	\$ (3,613.55)
Other: Casey's, Hat Day, etc.	\$ -	\$ 400.87	\$ 400.87
Mr. Rick Thomas Grant	\$ -	\$ 2,500.00	\$ 2,500.00
Matching Gift & Volunteer Grants	\$ 1,725.00	\$ 2,437.68	\$ 712.68
Play for Burke Foundation - For TIFFANY ONLY			
Total Income	\$ 21,500.00	\$ 34,592.83	\$ (13,092.83)

Expenses:

Fixed Expenses	\$ 4,180.00	\$ 3,588.63	\$ 591.37
Teacher Grants (\$50 each at the beginning of year)	\$ 2,000.00	\$ 1,850.00	\$ (150.00)
State of the Schools Luncheon	\$ 245.00	\$ 175.00	\$ (70.00)
Bank Expenses	\$ 40.00	\$ 110.00	\$ 70.00
Teacher of the Year Grant	\$ 500.00	\$ 500.00	\$ -
Rising Star Grant	\$ 250.00	\$ 250.00	\$ -
Classified Teacher Grant	\$ 100.00	\$ 100.00	\$ -
Color Ink	\$ 870.00	\$ 448.63	\$ (421.37)
Form 990-N (Due in January)	\$ 20.00	\$ -	\$ (20.00)
Insurance (Due in June)	\$ 155.00	\$ 155.00	\$ -
Teacher & People Expenses	\$ 7,250.00	\$ 7,311.79	\$ (61.79)
Teacher Requests	\$ 2,950.00	\$ 1,656.80	\$ (1,293.20)

Summary Hoover PTO Budget versus Actuals
as of June 30, 2024

2023-2024 School Year

Income:

	Budget	YTD Actuals	Variance to Budget
Class Creator - annual expense	\$ -	\$ 720.00	\$ 720.00
Subscription - a-z.com subscription	\$ 450.00	\$ 504.16	\$ 54.16
Subscription - Scholastic - 2nd Grade	\$ 550.00	\$ 552.82	\$ 2.82
Teacher Back to School Breakfast	\$ 400.00	\$ 355.23	\$ (44.77)
Teacher Appreciation Luncheons (2)	\$ 1,600.00	\$ 1,289.61	\$ (310.39)
Parent/Teacher Conf - Snacks for Teachers (2)	\$ 400.00	\$ 700.05	\$ 300.05
Teacher Pick Me Ups (2) Including other activities	\$ 200.00	\$ 842.05	\$ 642.05
Principal's Day	\$ 100.00	\$ 100.00	\$ -
Secretaries Day (2)	\$ 150.00	\$ 150.00	\$ -
Nurse's Day	\$ 50.00	\$ 50.00	\$ -
Counselors/Behavior Specialist Day	\$ 50.00	\$ -	\$ (50.00)
Custodian Day (5)	\$ 100.00	\$ 72.37	\$ (27.63)
TOY Breakfast	\$ 100.00	\$ 77.11	\$ (22.89)
Teacher of the Year Gift	\$ 50.00	\$ -	\$ (50.00)
Rising Star Gift	\$ 50.00	\$ -	\$ (50.00)
Classified Teacher Gift	\$ 50.00	\$ -	\$ (50.00)
Misc People Expenses-"Flower Fund"	\$ -	\$ 241.59	\$ 241.59
Fundraising Expenses	\$ 5,275.00	\$ 12,683.07	\$ (7,408.07)
Super Kids Day	\$ 1,000.00	\$ 2,069.96	\$ 1,069.96
Sooner Jr Night (including snack shack)	\$ 275.00	\$ -	\$ (275.00)
Popcorn Supplies	\$ 400.00	\$ 4,150.11	\$ 3,750.11
Bingo (including snack shack)	\$ 1,500.00	\$ 1,537.00	\$ 37.00
Skate / Glow Night & Snack Shack	\$ 300.00	\$ -	\$ (300.00)
T Shirt Sales	\$ 1,800.00	\$ 2,151.00	\$ 351.00
Scentsy	\$ -	\$ 2,775.00	\$ 2,775.00
Fall Festival	\$ -	\$ -	\$ -
Field Trips	\$ 3,400.00	\$ 3,421.77	\$ (21.77)
PreK - Steven Fite Tickets	\$ 1,000.00	\$ 542.15	\$ (457.85)
Kinder - Trip Gathering Place	\$ 300.00	\$ 219.22	\$ (80.78)
1st Grade - Zoo	\$ 400.00	\$ 1,038.72	\$ 638.72
2nd Grade - Swim / Aquarium	\$ 450.00	\$ 263.28	\$ (186.72)
3rd Grade - Will Rogers Museum	\$ 400.00	\$ 434.54	\$ 34.54
4th Grade - Zoo/Other	\$ 450.00	\$ 923.86	\$ 473.86
5th Grade - Biztown / ROCK	\$ 400.00	\$ -	\$ (400.00)
Miscellaneous Expenses	\$ 1,305.00	\$ 3,873.44	\$ (2,568.44)
5th Grade Promotion, including The Rock	\$ 250.00	\$ 699.48	\$ 449.48
Track Meet	\$ 40.00	\$ 285.72	\$ 245.72
Bruin Mile Water	\$ 25.00	\$ -	\$ (25.00)
Bruins on the Run	\$ 20.00	\$ 50.00	\$ 30.00
Senior Visit	\$ 100.00	\$ -	\$ (100.00)

Summary Hoover PTO Budget versus Actuals
as of June 30, 2024

2023-2024 School Year

	Budget	YTD Actuals	Variance to Budget
Income:			
BYG Signs (5)	\$ 370.00	\$ -	\$ (370.00)
Christmas Families	\$ -	\$ 311.59	\$ 311.59
Mr. Rick Thomas Grant (\$2500)	\$ -	\$ 2,405.00	\$ 2,405.00
Misc	\$ 500.00	\$ 121.65	\$ (378.35)
Play for Burke Foundation - For TIFFANY ONLY			
Total Expenses	\$ 21,410.00	\$ 30,878.70	\$ (9,468.70)
		\$ 3,714.13	\$ (3,624.13)
Income Less Expenses	\$ 90.00	\$ 3,714.13	\$ (3,624.13)

BOK Bank Balance from Prior Year (2022-2023) \$ 16,033.71 +

2023-2024 Net Income / (Loss) PTO \$ 3,714.13

Current BOK Bank Balance \$ 19,747.84 Δ

\$ - Difference

\$ -
\$ - s/b -0-



Manage Form 990-N (e-Postcard)

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: 7/25/24 Select One: Initial Application _____ Renewal

Name of Sanctioned Organization Hoover PTO

Organization's Official Email hooverbruinspto@gmail.com

Organization's Taxpayer ID # 73-1307215

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

189149114	<u>Ashley Welcher (Pres)</u>	Casey <u>Shelby Boggs (Par)</u>
189143918	<u>Shauna Parham (Treas)</u>	<u>Casey Martinez</u>
	<u>Brecca Croskey - NWaukwa (Sec)</u>	

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

- a. To develop between educators and the general public such united efforts so as to secure _____
or every child the highest advantages in education. _____
- b. To bring into closer relation the home and the school, that parents and teachers may cooperate with intelligence in the training of children. _____
- c. To promote the welfare of children by promoting adequate laws for care and protection of children. _____

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

- Hoover Elementary Parent Teacher Organization - Facebook
- Google Drive: Hoover PTO
- Various handouts throughout the school year
- Principal's newsletters

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357

Hoover PTO

Applicant (Organization Name)

By: Shauna Parham
Treasurer

Date: 7/25/24

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: HOOPER PTO

See Attached

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

Completed by: Shauna Parkham Date: 7/25/24
Shauna Parkham

**BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED**

Name of Organization/Association: Jane Phillips PTO

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 71,770.82

Collections:

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

Total Collections \$ 45,244.93

Expenditures:

see attached

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

Total Expenditures \$ 55,340.48

Ending Cash Balance, 6/30/24, 2024 \$ 61,675.27

*****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.

Cindy Uray Cindy Uray 8/20/24
 Officer/Director Date
Treasurer
 Title

Received and reviewed by Bartlesville Public Schools: 8-23-24
 _____ Date

Preston Birks
 Chief Financial Officer

Sara Vermeire 8/23/24
 Activity Fund Custodian Date

JANE PHILLIPS PTO
BUDGET VS ACTUAL
6/30/2024

	BUDGET	GENERAL FUND	FAMILY CARE	WRIGHT AND SHELLY	JP HOUSES	JP CLASSROOM PARTNERS	PLAYGROUND	MUSIC	SANTA SHOP ACCOUNT	LIBRARY ACCOUNT	TOTAL YTD ACTUALS	VARIANCE TO BUDGET
BEGINNING PROGRAM/FUND BALANCES		18,718.97	1,384.96	0.00	853.68	4,388.02	7,178.00	1,321.52	32,054.61	5,871.06	71,770.82	
UNRESTRICTED DONATIONS	1,000.00	1,269.71									1,269.71	
RESTRICTED DONATIONS	39,700.00	3,017.40		800.00		12,277.60		1,100.00	16,521.50	7,067.95	40,784.45	
BINGO NIGHT SALES	4,000.00	2,657.02									2,657.02	
FALL FESTIVAL SALES	0.00	533.75									533.75	
TOTAL INCOME	44,700.00	7,477.88	0.00	800.00	0.00	12,277.60	0.00	1,100.00	16,521.50	7,067.95	45,244.93	
PROGRAM EXPENSES	39,500.00	2,494.70	292.50	789.93	336.48	7,747.86	3,573.43	1,104.85	20,249.16	7,349.42	43,938.33	
PRINCIPAL'S DISCRETION	2,000.00	1,519.76									1,519.76	
STUDENT INCENTIVES	2,000.00	1,314.55									1,314.55	
ST MATH PARTY	200.00	155.83									155.83	
ATTENDANCE PARTIES	300.00	231.84									231.84	
BACK TO SCHOOL NIGHT	100.00										0.00	
CIRICULUM NIGHT	100.00	152.64									152.64	
FAMILY LITERACY NIGHT (TITLE 1)	480.00	76.25									76.25	
FAMILY MATH NIGHT	300.00	37.00									37.00	
MAJOR PURCHASE FOR SCHOOL	500.00										0.00	
SUPPLIES FOR OFFICE/NURSE	250.00	166.80									166.80	
COURTYARD "RE DO"	150.00										0.00	
MISC EXPENSE/UNKNOWN	200.00	50.00									50.00	
TAX PREP FEE	650.00	650.00									650.00	
SCHOOL LUNCHES	0.00										0.00	
TUTORING SNACKS	200.00	78.87									78.87	
SATURDAY SCHOLARS	0.00	68.57									68.57	
TESTING SNACKS	300.00										0.00	
FALL FESTIVAL	750.00	731.72									731.72	
FAMILY MOVIE NIGHT	100.00	15.96									15.96	
BINGO NIGHT EXPENSES	1,200.00	714.48									714.48	
SUPER KIDS DAY	1,100.00	790.94									790.94	
TOY AND RISING STAR	300.00	78.91									78.91	
CLASSIFIED APPRECIATION	2,750.00	3,018.57									3,018.57	
TEACHER APPRECIATION	750.00	569.07									569.07	
TEACHER DINNER CONFERENCES	400.00	642.38									642.38	
BHS SENIORS FROM JPE	100.00	100.25									100.25	
5TH GRADE GRADUATION	100.00	237.76									237.76	
TOTAL EXPENSES	54,780.00	13,896.85	292.50	789.93	336.48	7,747.86	3,573.43	1,104.85	20,249.16	7,349.42	55,340.48	
NET INCOME/LOSS	(10,080.00)	(6,418.97)	(292.50)	10.07	(336.48)	4,529.74	(3,573.43)	(4.85)	(3,727.66)	(281.47)	(10,095.55)	
ENDING PROGRAM/FUND BALANCES		12,300.00	1,092.46	10.07	517.20	8,917.76	3,604.57	1,316.67	28,326.95	5,589.59	61,675.27	

GENERAL FUND BANK ACCOUNT BALANCE 33,348.32

SANTA SHOP ACCOUNT BALANCE 28,326.95

SHOULD BE ZERO -> 0.00

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: 8-21-24

Select One: Initial Application _____ Renewal

Name of Sanctioned Organization Jane Phillips PTO

Organization's Official Email jpptotreas@gmail.com

Organization's Taxpayer ID # 46-3437100

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

<u>Kashia Anderson</u>	<u>918/440-3276</u>
<u>Cindy Wray</u>	<u>918/333-6085</u>
<u>Anna Thom</u>	<u>918/313-5510</u>

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

To foster an environment where children grow, learn + flourish in a fun, positive environment where parents, teachers + the community are active partners.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Jane Phillips Elementary School PTO
Face book page

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Jane Phillips PTO
Applicant (Organization Name)

By: Cindy Wray Date: 8/20/24
Cindy Wray, Treasurer

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: Cindy Wang
Cindy Wang Date: 8/20/24

Jane Phillips Elementary PTO Bylaws

Proposed September 2024

Article I – Name

The name of the organization shall be the Jane Phillips Elementary PTO. The organization is a 501(c)(3) tax exempt entity.

Article II – Purpose

To foster an environment where children grow, learn and flourish in a fun, positive environment where Parents, Teachers and the Community are active partners.

Article III – Members

Section 1. Any parent, guardian, or other adult standing in loco parentis for a student at the school may be a member and shall have voting rights. The principal and any teacher employed at the school may be a member and have voting rights. Interested community members, approved by the executive board, may also be members and have voting rights.

Section 2. Dues, if any, will be established by the executive board.

Article IV – Officers and Elections

Section 1. Officers. The officers shall be president, vice president, vice president/Santa Shop, secretary and treasurer.

- a. **President.** The president shall preside over meetings of the organization and executive board, serve as the primary contact for the principal, represent the organization at meetings outside the organization, serve as an ex officio member of all committees, and coordinate the work of all the officers and committees so that the purpose of the organization is served. The President shall approve all expenditures prior to the Treasurer disbursing the funds from the General Fund Checking Account by using the “Jane Phillips Elementary PTO Disbursement Request and Approval Form”. The President shall have signature authority over the PTO General Fund Checking Account in addition to the Treasurer. The office of president shall be held by a member of the Jane Phillips Elementary Staff.
- b. **Vice President.** The vice president shall assist the president and carry out the president’s duties in his or her absence or inability to serve. The office of vice president may be held by any member in good standing.
- c. **Vice President/Santa Shop.** The vice president/Santa Shop shall be the main contact for the Santa Shop Program. The vice president/Santa Shop shall work with the Santa Shop Committee to plan and execute the Santa Shop Program. The Vice President/Santa Shop shall approve all expenditures prior to the Treasurer disbursing the funds from the Santa Shop Checking Account by using the “Jane Phillips Elementary PTO Disbursement Request and Approval Form”. The Vice President/Santa Shop shall have signature authority over the Santa Shop Checking Account in addition to the Treasurer.

- d. Secretary. The secretary shall keep all records of the organization, take and record minutes, prepare the agenda, handle correspondence, and send notices of meetings to the membership. The secretary also keeps a copy of the minutes book, bylaws, rules, membership list, and any other necessary supplies, and brings them to meetings. The office of secretary may be held by any member in good standing.
- e. Treasurer. The treasurer shall receive all funds for the organization and make all approved expenditures. The treasurer shall keep an accurate record of receipts and expenditures. He or she will present a financial statement at every meeting and at other times of the year when requested by the executive board, and make a full report at the end of the year. The treasurer shall be responsible for the preparation of the data provided to the Accounting Firm preparing the 990 Return. The office of treasurer shall be held by a parent or community member approved by the executive board.

Section 2. Nominations and Elections. Elections will be held at the second to last meeting of the school year. At that meeting, self-appointed or floor nominations will be presented. If only one candidate is running a voice vote will be made. If more than one person is running for an office, a ballot vote shall be taken.

Section 3. Terms of Office. Officers are elected for one year and may serve no more than two (2) consecutive terms in the same office. Each person elected shall hold only one office at a time. If no member steps forward to serve in an officer role the incumbent may continue if approved by the membership present.

Section 4. Vacancies. If there is a vacancy in the office of president, the vice president will become the president. At the next regularly scheduled meeting, a new vice president shall be elected. If there is a vacancy in any other office, members will fill the vacancy through an election at the next regular meeting.

Section 5. Removal from Office. Officers can be removed from office with or without cause by a 50% + 1 vote of those present at a regular meeting where previous notice has been given.

Article V Meetings

Section 1. Regular Meetings. The regular meetings of the organization shall be held monthly. The schedule will be set by the president and communicated to all members by the secretary.

Section 2. Special Meetings. Special meetings may be called by the president and two members of the executive board. Notification will be sent to all members.

Section 3. Quorum. A quorum shall be defined as 4 people (counting officers and members) are present at the meeting.

Article VI – Executive Board

Section 1. Membership. The executive board shall consist of the officers, principal, and standing committee chairs.

Section 2. – Duties. The duties of the executive board shall be to transact business between meetings in preparation for the general meeting, create standing and temporary committees, prepare and submit a budget to the membership, approve routine bills, and prepare reports and recommendations to the membership.

Article VII – Committees

Section 1. Membership. Committees may consist of members and board members with the president acting as an ex officio member of all committees.

Section 2. Standing Committees. The standing committees may be formed at the beginning of each school year based on the planned activities and budget for the year. Examples: Santa Shop, Box Tops, Teacher Appreciation, Classified Appreciation and Super Kids Day.

Section 3. Additional Committees. The board may appoint additional committees as needed.

Article VIII – Finances

Section 1. A tentative budget shall be drafted in July by the President and Treasurer for the following school year and approved by a 50% + 1 vote of the members present at the September meeting.

Section 2. The treasurer shall keep accurate records of all funds received, expenditures, bank account information, on-line accounts, sales tax and regulatory documents.

Section 3. Approval of all expenses will follow these rules:

- a. Each expenditure must be approved by two officers via the “Disbursement Request and Approval Form”
- b. Expenditures for a specific budget category may exceed the approved budget amount up to \$100 per budget category with the approval of the President and Treasurer
- c. Expenditures for a specific budget category may not be exceed over the approved budget by more than \$100 without a 50% +1 vote of the officers and members present to approve (and amend the budget)

Section 4. Upon the dissolution of the organization, any remaining funds should be used to pay any outstanding bills and, with the memberships’ approval, spent for the benefit of the school.

Section 5. The fiscal year shall begin July 1st and end June 30th.

Section 6. The organization has obtained state and federal tax exemption status. Federal tax exempt EIN 46-3437100. Oklahoma tax exempt Permit Number EXM-14373286-02.

Article IX – Parliamentary Authority

Robert's Rules of Order shall govern meetings when they are not in conflict with the organization's bylaws.

Article X – Standing Rules

Standing rules may be approved by the executive board, and the secretary shall keep a record of the standing rules for future reference.

Article XI – Dissolution

The organization may be dissolved with previous notice (14 calendar days) and a two-thirds vote of those present at the meeting.

Article XII – Amendments

These bylaws may be amended at any regular or special meeting, providing that previous notice was given at the prior meeting. Amendments will be approved by 50% +1 vote of those present.

JANE PHILLIPS ELEMENTARY PTO DISBURSEMENT REQUEST AND APPROVAL FORM

DATE: ____/____/____

REQUESTOR NAME: _____

PURPOSE:

DESCRIPTION OF GOODS OR SERVICES:

ESTIMATED AMOUNT \$ _____
(not to exceed this amount)

CHECK ONE:

- PTO PAYMENT TO VENDOR
 REIMBURSE REQUESTOR

REQUESTOR SIGNATURE AND DATE: _____, ____/____/____

APPROVER SIGNATURE AND DATE: : _____, ____/____/____

APPROVER TITLE: _____

TO BE FILLED OUT BY TREASURER

Payee: _____ Amount \$ _____

Check Date: ____/____/____ Check # _____ () Gen Acct () Santa Shop

Debit Card: ____/____/____ () Gen Acct Debit Card () Santa Shop Debit Card

TREASURER SIGNATURE AND DATE: : _____, ____/____/____

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Ranch Heights PTO

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

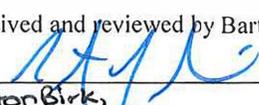
Beginning Cash Balance, July 1, 2023 see attached detail		<u>\$ 59,081</u>
Collections:		
Merchandise Sales, Etc.	\$ 661	
Donations	\$ 7,410	
Dues/Fees	\$ 0	
Fundraisers (list all – use add'l pgs if needed)	\$ 35,295 (total)	
Jog-athon \$20,714	\$	
Ranch Discount Card \$5,055	\$	
Mr. & Little Miss Dance \$4,355	\$	
Others Combined - \$5,171	\$	
Library/Book Fair Rev	\$ 9,909	
Total Collections		<u>\$ 53,276</u>
Expenditures:		
Reimbursements	\$ 0	
Supplies/Materials/Curriculum	\$ 1,868	
Advertising	\$ 0	
Equipment/Meeting Approved Expenses	\$ 38,835	
Donations/Contributions	\$ 14,037	
Fundraisers (list all – use add'l pgs if needed)	\$ 8,047 (total)	
Jog-athon \$2,965	\$	
Mr. & Little Miss Dance \$1,861	\$	
Others Combined \$3,221	\$	
Library/Book Fair Expenses	\$ 12,230	
Field Trips	\$ 6,452	
School Events/Staff Hospitality	\$ 6,799	
Total Expenditures		<u>\$ 88,268</u>
Ending Cash Balance, June 30, 2024		<u>\$ 24,089</u>

***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.

Sara Jones  _____ 9/15/2024
 Officer/Director Date
 Vice President
 Title

Received and reviewed by Bartlesville Public Schools:

 _____ 9-17-24
 Preston Birk, Date
 Chief Financial Officer
 _____ 9/17/24
 Sara Vermeire, Date
 Activity Fund Custodian

JUL 3 2023	PAYPAL SMALL BUSINESS CLUB CHECKING (*8964)	TRANSFER RANCH HEIGHTS PTO Transfer Between Accounts	\$5.16	\$59,085.84 Balance
JUN 29 2023	PAYPAL SMALL BUSINESS CLUB CHECKING (*8964)	INST XFER RANCH HEIGHTS PTO Miscellaneous	-\$4.14	\$59,080.68 Balance

RANCH HEIGHTS PTO 2023-2024 FINANCIAL SUMMARY

Beginning Cash Balance 7/1/2023: **59,081**

Collections:

Merch Sales, Etc.	661	
Donations	7,410	
Dues/Fees	-	
Fundraisers		
Popcorn Popup	1,648	
Bruin Discount Cards	5,055	
Little Miss Dance	4,355	
Mom/Son Night	1,342	
Jog-athon	20,714	
Restaurant Nights	248	
Skate Night	1,934	
Library/Book Fair	9,909	
Total Collections		53,276

Expenditures:

Reimbursements	-	
Supplies/Materials/Curriculum	1,868	
Advertising	-	
Equipment	-	
Donations/Contributions/Classroom Reimbursements	14,037	
Fundraisers		
Popcorn Pop-Up	559	
Bruin Discount Cards	404	
Little Miss Dance	1,861	
Mom/Son Night	546	
Jog-athon	2,965	
Restaurant Nights	-	
Skate Night	1,712	
School Events/Staff Hospitality	6,799	
Field Trips	6,452	
Meeting Approved Expenses (includes new playground track)	38,835	
Library/Book Fair	12,230	
Total Expenses:		88,268

Net Income: **(34,992)**

Ending Cash Balance 6/30/2024: **24,089**

JUL 1	AMER ONLINE GIVI EDI PAYMNT REF*TN*DG77' SMALL BUSINESS CLUB CHECKING (*8964)	Contributions	\$1,577.87	\$25,666.65 Balance
JUN 13	INTUIT *QBooks Online SMALL BUSINESS CLUB CHECKING (*8964)	Meeting Approved	-\$30.00	\$24,088.78 Balance

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: 9/15/2024

Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization

Ranch Heights Parent Teacher Organization (PTO)

Organization's Official Email

ranchheightspto@gmail.com

Organization's Taxpayer ID #

73-1327882

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Danielle Macy (Co-President) 620-205-7087

Emily Gibson (Treasurer) 918-533-3236

Cori Long (Co-President) 417-464-5678

Sara Jones (Vice President) 918-841-6600

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

To promote the welfare of children in the school, home, and community.

To promote close communication, understanding, and cooperation among the students, faculty, and parents.

To support and improve the school environment.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Information including dates, times, and places for meetings can be found on the Ranch Heights PTO Facebook page and is also shared via both the PTO remind group and the overall school remind group. Meeting agendas and minutes are saved in the PTO google drive and available to view on on the Ranch Heights PTO Facebook page.

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.

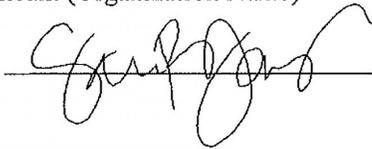
INSTRUCTIONS FOR COMPLETING APPLICATION:

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357

Ranch Heights PTO

Applicant (Organization Name)

By:



Date:

9/15/2024

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: _____

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Wayside Parent Support Association

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 112,242.13

Collections:

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

Total Collections \$ 79,356.77

Expenditures:

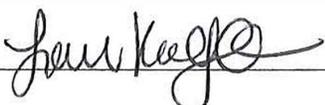
Reimbursements	\$ _____	
Supplies/Materials	\$ _____	
Advertising	\$ _____	
Equipment	\$ _____	
Donations/Contributions	\$ _____	
Fundraisers (list all – use add'l pgs if needed)	\$ _____	See Attached
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	

Total Expenditures \$ 109,165.09

Ending Cash Balance, June 30, 2024 \$ 82,519.90 (86.09 in outstanding checks)

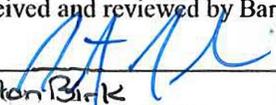
*****Beginning Cash Balance, plus Collections, minus Expenses should equal Ending Cash Balance.**

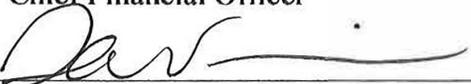
I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 2023-2024 school year, to the best of my knowledge and belief. I further certify that, in accordance with policy of 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.

Lauren Rodgers  August 30, 2024
 Officer/Director Date
 Treasurer

 Title

Received and reviewed by Bartlesville Public Schools:

 9-4-24
 Preston Birk Date
 Chief Financial Officer

 9/4/2024
 Sara Vermeire, Date
 Activity Fund Custodian

Wayside Parent Support Association Yearly Spending Report 23-24

Category	7/1/2023- 7/31/2023	8/1/2023- 8/31/2023	9/1/2023- 9/30/2023	10/1/2023- 10/31/2023	11/1/2023- 11/30/2023	12/1/2023- 12/31/2023	1/1/2024- 1/31/2024	2/1/2024- 2/29/2024	3/1/2024- 3/31/2024	4/1/2024- 4/30/2024	5/1/2024- 5/31/2024	6/1/2024- 6/30/2024	OVERALL TOTAL
INCOME													
Bingo Night - Concession Sales	0.00	0.00	0.00	0.00	1,172.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,172.00
Bingo Night - Income	0.00	0.00	0.00	200.00	5,095.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,295.00
Box Tops - Income	0.00	0.00	0.00	0.00	0.00	0.00	63.30	0.00	0.00	55.30	0.00	5.00	123.60
Corporate Contributions	0.00	0.00	0.00	988.55	0.00	9.71	194.20	0.00	643.18	37.38	0.00	4,571.81	6,444.83
Daddy Daughter Dance - Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67.00	0.00	0.00	0.00	67.00
Dining Income	0.00	0.00	656.73	0.00	0.00	169.27	0.00	60.00	0.00	0.00	168.50	0.00	1,054.50
Donations - Income	0.00	0.00	0.00	0.00	0.00	373.62	0.00	0.00	0.00	0.00	0.00	0.00	373.62
Field Trip - Income - Donations, Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	306.00	0.00	0.00	306.00
Fundraiser - Income	0.00	0.00	0.00	3,736.50	0.00	5,168.50	0.00	0.00	0.00	0.00	0.00	0.00	8,905.00
Interest - Income	44.64	44.72	43.35	44.87	43.50	45.02	45.10	42.26	45.25	43.86	45.40	44.01	531.98
Library - Income	0.00	0.00	0.00	3,948.12	0.00	51.47	0.00	(220.00)	4,985.00	0.00	0.00	0.00	8,764.59
Online Store	0.00	0.00	0.00	690.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	690.00
Student of the Month - Income	0.00	0.00	0.00	420.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.00
Thomas Charitable Fund - Income	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
Walk-a-Thon - Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,429.40	39,914.25	0.00	42,343.65
Yearbook - Income	0.00	125.00	170.00	70.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	365.00
TOTAL INCOME	44.64	169.72	3,370.08	10,098.04	6,310.50	5,817.59	302.60	(117.74)	5,740.43	2,871.94	40,128.15	4,620.82	79,356.77
EXPENSES													
5th Grade Promotion	0.00	0.00	0.00	0.00	0.00	0.00	0.00	525.34	0.00	0.00	1,596.88	0.00	2,122.22
Bingo Night - Expense	0.00	0.00	0.00	299.00	672.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	971.39
Charity*Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	850.00	0.00	0.00	0.00	850.00
Class Rewards	0.00	0.00	0.00	0.00	0.00	0.00	1,142.86	0.00	134.00	0.00	0.00	0.00	1,276.86
Daddy Daughter Dance - Expense	0.00	0.00	0.00	0.00	0.00	0.00	14.07	818.60	31.22	0.00	0.00	0.00	863.89
Field Day - Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,447.52	0.00	2,447.52
Field Trip - Expense	0.00	0.00	0.00	1,719.00	648.99	1,658.86	400.11	1,003.42	1,255.49	4,354.78	2,782.14	0.00	13,822.79
Hospitality - Expense	0.00	662.23	528.22	0.00	114.23	238.33	0.00	58.51	374.69	255.66	41.62	0.00	2,273.49
Library - Expense	0.00	453.06	0.00	0.00	0.00	0.00	0.00	0.00	2,872.07	1,434.01	1,260.12	0.00	6,019.26
Mother Son Night - Expense	0.00	0.00	0.00	0.00	350.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00	430.00
Operations - Expense	0.00	100.00	0.00	38.68	550.00	100.00	80.12	0.00	0.00	0.00	0.00	0.00	868.80
Playground Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48,207.34	0.00	48,207.34
School Improvements	0.00	161.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	161.17
School Supplies - Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112.00	0.00	0.00	0.00	112.00
Student of the Month - Expense	0.00	0.00	0.00	70.00	0.00	0.00	195.00	195.00	195.00	195.00	195.00	0.00	850.00
Teacher & Principal Recurring - Expense	0.00	0.00	3,228.04	0.00	0.00	0.00	50.00	0.00	407.50	0.00	0.00	0.00	3,685.54
Teacher & Principal Request - Expense	0.00	0.00	290.88	1,348.55	0.00	60.93	105.99	1,233.25	138.85	0.00	0.00	0.00	3,178.45
Teacher Appreciation Week	0.00	0.00	0.00	0.00	0.00	0.00	2,126.71	0.00	0.00	0.00	0.00	0.00	2,126.71
Teacher Stipends - Expense	0.00	10,200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00	10,600.00
Thomas Charitable Fund - Expense	0.00	0.00	4,059.44	0.00	0.00	0.00	0.00	0.00	0.00	92.26	0.00	0.00	4,151.70
Walk-a-Thon - Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.97	982.04	968.92	1,902.11	0.00	3,934.04
Workroom	7.69	157.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	165.38
Yearbook - Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.54	0.00	46.54
TOTAL EXPENSES	7.69	11,734.15	8,106.58	3,475.23	2,335.61	2,138.12	4,114.86	3,915.09	7,552.86	7,500.63	58,284.27	0.00	109,165.09
OVERALL TOTAL	36.95	(11,564.43)	(4,736.50)	6,622.81	3,974.89	3,679.47	(3,812.26)	(4,032.83)	(1,812.43)	(4,628.69)	(18,156.12)	4,620.82	(29,808.32)

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: Aug 30, 2024

Select One: Initial Application _____ Renewal

Name of Sanctioned Organization

Wayside Parent Support Association (WPSA)

Organization's Official Email

myWPSA@gmail.com

Organization's Taxpayer ID #

31-1728971

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Brooke Waller, President (918-812-0658)

Lauren Rodgers, Treasurer (720-284-9507)

Samantha Sloan, Secretary (806-275-0779)

Cathy Riner, Communications (816-806-5037)

Amanda Bowman, Vice President (918-440-3077)

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

WPSA supports teachers and students by providing funds for class room needs, paying for field trips, and hosting fundraisers and free events throughout the school year.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Facebook (Bartlesville Wayside Parent Support Association)

Website (www.wpsa.weebly.com)

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.

INSTRUCTIONS FOR COMPLETING APPLICATION:

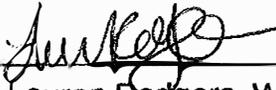
1. Complete this application, the Insurance Coverage Form, and the attached financial statement.
Please print or type. If necessary, use additional sheets of paper.
2. Attach Bank Statements (July & June) and Copies of 1099's for most recent tax year.
3. Sign and date this application.
4. Deliver this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

**Sara Vermeire
Bartlesville Public Schools
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Wayside Parent Support Assosiation

Applicant (Organization Name)

By:



Lauren Rodgers, WPSA Treasurer

Date: August 30, 2024

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: Wayside Parent Support Association

Type of Insurance	Insurer	Broker/ Agent	Coverage Limits	Deductibles/ Coinsurance
Dishonesty Bond	CNA/ Western Surety		\$ 5,000	

Completed by:  Date: August 30, 2024
 Lauren Rodgers, Treasurer

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Woodrow Wilson

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 10,431.90

Collections:

Merchandise Sales, Etc.	\$ <u>4501.42</u>
Donations	\$ _____
Dues/Fees	\$ _____
Fundraisers (list all - use add'l pgs if needed)	\$ _____
<u>Carnival</u>	\$ <u>23,754.81</u>
<u>Hat + Treat</u>	\$ <u>9153.02</u>
<u>Walk a thon</u>	\$ <u>4846.15</u>
Total Collections	\$ <u>42,276</u>

Expenditures:

Reimbursements	\$ _____
Supplies/Materials	\$ <u>838.48</u>
Advertising	\$ _____
Equipment	\$ _____
Donations/Contributions	\$ <u>5,575.07</u>
Fundraisers (list all - use add'l pgs if needed)	\$ _____
<u>Field Trips</u>	\$ <u>4,216.76</u>
<u>Carnival</u>	\$ <u>6,928.36</u>
<u>Walk a thon</u>	\$ <u>442.81</u>
<u>Treat + Hat</u>	\$ <u>2,379.45</u>
Total Expenditures	\$ <u>20,329.53</u>

Ending Cash Balance, June 30, 2024 \$ 32,378.37

***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.

Amber Oden 10/15/24
 Treasurer Date

Received and reviewed by Bartlesville Public Schools: 10-16-24

Preston Birk Date
 Chief Financial Officer

Sara Vermeire 10/16/24
 Activity Fund Custodian Date

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

Woodrow Wilson Ele. PTO

Organization's Official Email

Wilsonbruinspto@gmail.com

Organization's Taxpayer ID #

55-0905096

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Jessica Davis Presi. 918-332-8653 Kelsey Richards Sec. 918-766-2052
Tosha VanVorst VP 918-766-4110
Amber Odell Treasure 918-695-0051

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

To provide sufficient funds in order to maintain a safe, fun school atmosphere for all students and staff. Our activities provide will improve each child's school experience. We exist for the betterment of our school.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

2nd tuesday of each month, social media via Facebook and remind messages

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Woodcraft Wilson Elm.
Applicant (Organization Name)

By: Amber Odell

Date: 10/15/24

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: Woodrow Wilson PTO

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

Completed by Amber Orrell Date: 10/15/24

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Central Parent Support Group

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 38,176.23

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

Total Collections \$ 29,575.58

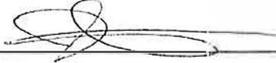
Expenditures:		
Reimbursements	\$ _____	
Supplies/Materials	\$ _____	
Advertising	\$ _____	
Equipment	\$ _____	
Donations/Contributions	\$ _____	See Attached
Fundraisers (list all – use add'l pgs if needed)	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	

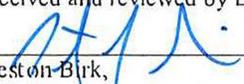
Total Expenditures \$ 23,355.29

Ending Cash Balance, June 30, 2024, 2024 \$ 44,396.52

*****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.

John Saltsman		8/10/2024
Officer/Director		Date
Treasurer		
Title		

Received and reviewed by Bartlesville Public Schools:	
	8-12-24
Preston Birk,	Date
Chief Financial Officer	

	8/12/24
Sara Vermeire,	Date
Activity Fund Custodian	

Central Parent Support Group Financials - July 1, 2023 - June 30, 2024

Income	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Sales income													
Cub Café	\$ -	\$ -	\$ -	\$ 822.85	\$ 418.40	\$ 1,979.00	\$ -	\$ 1,055.95	\$ 435.25	\$ 1,744.71	\$ -	\$ -	\$ 6,456.16
Cub Café at Parties	\$ -	\$ -	\$ -	\$ 999.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 999.65
Central T-Shirts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Sales Income	\$ -	\$ -	\$ -	\$ 1,822.50	\$ 418.40	\$ 1,979.00	\$ -	\$ 1,055.95	\$ 435.25	\$ 1,744.71	\$ -	\$ -	\$ 7,455.81
Other income													
Library	\$ -	\$ -	\$ -	\$ -	\$ 1,649.06	\$ -	\$ -	\$ -	\$ -	\$ 1,923.21	\$ -	\$ -	\$ 3,572.27
5K Run	\$ -	\$ -	\$ -	\$ 130.00	\$ 50.00	\$ -	\$ 2,953.30	\$ 1,609.53	\$ 4,781.00	\$ -	\$ -	\$ 765.00	\$ 10,288.83
Christmas Bags Donations	\$ -	\$ -	\$ -	\$ 1,250.00	\$ 350.00	\$ 1,708.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,308.01
ConocoPhillips/P66 Volunteer Grant	\$ -	\$ 485.50	\$ -	\$ 350.54	\$ -	\$ 315.58	\$ -	\$ 946.72	\$ 1,990.56	\$ 643.29	\$ -	\$ 218.47	\$ 4,950.66
Total Other Income	\$ -	\$ 485.50	\$ -	\$ 1,730.54	\$ 2,049.06	\$ 2,023.59	\$ 2,953.30	\$ 2,556.25	\$ 6,771.56	\$ 2,566.50	\$ -	\$ 983.47	\$ 22,119.77
Total Income	\$ -	\$ 485.50	\$ -	\$ 3,553.04	\$ 2,467.46	\$ 4,002.59	\$ 2,953.30	\$ 3,612.20	\$ 7,206.81	\$ 4,311.21	\$ -	\$ 983.47	\$ 29,575.58
Expenses													
Library	\$ -	\$ -	\$ -	\$ -	\$ 1,650.00	\$ -	\$ -	\$ -	\$ 1,923.21	\$ -	\$ -	\$ -	\$ 3,573.21
5K Run	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,008.50	\$ 2,060.39	\$ -	\$ -	\$ -	\$ 6,068.89
Academic Awards Lunch/Reception	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Battle of the Books (Sequoyah books)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bruin Bash Expenses (8th Grade)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,417.98	\$ -	\$ 1,417.98
Central Madness Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Central T-Shirts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Christmas Bags	\$ -	\$ -	\$ -	\$ -	\$ 1,899.38	\$ 1,445.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,344.66
Classified Personnel Door Prizes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
Clothes Closet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cub Café	\$ -	\$ -	\$ 1,205.83	\$ 1,883.74	\$ 67.04	\$ 737.54	\$ -	\$ -	\$ 60.00	\$ -	\$ -	\$ -	\$ 3,954.15
Math Counts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140.00	\$ -	\$ -	\$ 140.00
Park Day- last day of school party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Principal's Discretionary Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sam's Membership	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spelling Bee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Preparation Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247.50
Teacher Appreciation Gifts, Door Signs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,342.66	\$ 322.20	\$ 30.00	\$ -	\$ -	\$ -	\$ 1,694.86
Teacher Luncheons/Hospitality	\$ -	\$ -	\$ -	\$ -	\$ 211.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00	\$ -	\$ 961.50
Teacher Requests/Teaching Supplements	\$ -	\$ -	\$ 132.67	\$ -	\$ 203.64	\$ 86.98	\$ -	\$ 65.00	\$ 85.56	\$ 49.86	\$ 90.83	\$ -	\$ 714.34
Testing snacks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Writing Contest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Teacher's 5k fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,138.20	\$ -	\$ -	\$ -	\$ -	\$ 1,138.20
Total Expenses	\$ -	\$ -	\$ 1,338.50	\$ 1,883.74	\$ 4,031.56	\$ 2,517.30	\$ 1,342.66	\$ 5,533.90	\$ 4,259.16	\$ 189.86	\$ 2,258.61	\$ -	\$ 23,355.29
Net Income	\$ -	\$ 485.50	\$ (1,338.50)	\$ 1,669.30	\$ (1,564.10)	\$ 1,485.29	\$ 1,610.64	\$ (1,921.70)	\$ 2,947.65	\$ 4,121.35	\$ (2,258.61)	\$ 983.47	\$ 6,220.29

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: 8/10/2024 Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization Central Parent Support Group (CPSG)

Organization's Official Email centralCPSG@gmail.com

Organization's Taxpayer ID # 73-1333467

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

President - Megan Proctor - 918-914-3111 Secretary - Alicia Kane - 918-331-6848

Vice President - Michal Lindblom - 918-766-5091 Cub Cafe Director - Cathy Riner - 816-806-5037

Treasurer - John Saltsman - 918-939-8015

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

Our mission is to build strong relationships among parents, teachers, and schools to support all students. We strive to enhance student learning and enrich the lives of students within the school.

We do this by raising funds for teachers and students to support educational needs and hospitality events not covered by school funds, and providing a communication link between the parent body and the school.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Information about CPSG, including meeting dates and times, can be found on the Central Parent Support Group Facebook page.

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357

Central Parent Support Group

Applicant (Organization Name)

By: John Saltsman



Date: 8/10/2024

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: Central Parent Support Group

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

Completed by: John Saltsman  Date: 8/10/2024

**BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED**

Name of Organization/Association: Bartlesville High School PSG

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, ^{Aug} July 1, 2023 \$ 18,711.08

Collections:

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

Total Collections \$ 37,097.34

Expenditures:

(see attached)

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

Total Expenditures \$ 32,462.61

Ending Cash Balance, July 31, 2024 \$ 23,345.81

*****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.

Cindy Wray 8/22/24
 Officer/Director Date
Cindy Wray, Treasurer
 Title

Received and reviewed by Bartlesville Public Schools: 8-23-24

Preston Birk
 Chief Financial Officer Date

Sara Vermeire
 Activity Fund Custodian 8/23/24
 Date

BHS PSG
Budget vs Actuals
 As of July 31, 2024

Arvest Bank Balance as of 7/31/2023 18,711.08 ✓

	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	YTD	BUDGET	VARIANCE	NOTES
Income																
PawMart Sales		122.00	172.00	229.25	81.80	518.52	386.00	247.84	595.76	315.90			2,669.07	3,000.00	(330.93)	General Fund
Other Fundraisers		20.00	129.94		315.00		1,793.10	350.00					2,608.04	2,000.00	608.04	General Fund
Matching Funds and Grants			200.00										200.00	1,000.00	(800.00)	General Fund
Unrestricted Donations		21.00	620.77			22.00			20.00				683.77	-	683.77	General Fund
Restricted Donations			50.00				166.80						216.80	-	216.80	Various
Art Fund Donations/Income			1,110.00					3,164.50	569.00	63.00			4,906.50	2,500.00	2,406.50	Art Kits
Senior Parking Lot Painting Fees	3,200.00	160.00									1,800.00	1,600.00	6,760.00	3,300.00	3,460.00	Proj Grad
Senior T-Shirt Sales													-	2,000.00	(2,000.00)	Proj Grad
Senior Breakfast Donations										500.00			500.00	2,750.00	(2,250.00)	Senior Bkfst
Project Grad Donations							300.00	6,016.58	2,900.00	500.00	50.00		9,766.58	11,400.00	(1,633.42)	Proj Grad
After Prom Donations							550.00	6,016.58	1,920.00		300.00		8,786.58	11,400.00	(2,613.42)	After Prom
Total Income	3,200.00	1,483.00	1,122.71	229.25	396.80	540.52	3,195.90	15,795.50	6,004.76	1,378.90	2,150.00	1,600.00	37,097.34	39,350.00	(2,252.66)	
Expenses																
PawMart COGS		674.70	36.76	123.54		176.30	256.95	241.60	102.90				1,612.75	1,500.00	(112.75)	General Fund
Change		760.00	(210.00)			(30.00)				(520.00)			-	-	-	General Fund
Other Fundraisers						400.00	342.00						742.00	-	(742.00)	General Fund
Student Fun Days													-	750.00	750.00	General Fund
Teacher Requests		70.00	314.93		100.00	250.00			295.04				1,029.97	2,000.00	970.03	General Fund
Teacher Lunches					92.52					338.13			430.65	500.00	69.35	General Fund
Teacher Treats					150.00					245.23			395.23	250.00	(145.23)	General Fund
ACT Snacks									150.00				150.00	-	(150.00)	General Fund
Office Expenses		10.89		176.00									186.89	300.00	113.11	General Fund
Credit Card/Bank Fees	19.12	9.46					9.44	7.32	26.14		44.64	39.19	155.31	200.00	44.69	General Fund
Tax Prep Fees					495.00	(247.50)							247.50	500.00	252.50	General Fund
Art Fund Expenses			827.90			271.89	389.20	1,939.11	1,106.40				4,534.50	2,500.00	(2,034.50)	Art Kits
Senior Parking Lot Painting Costs	920.30											1,013.20	1,933.50	900.00	(1,033.50)	Proj Grad
Senior T-shirts COGS													-	1,300.00	1,300.00	Proj Grad
Senior Breakfast Costs										887.49			887.49	2,750.00	1,862.51	Senior Bkfst
Project Graduation Costs						1,385.41			1,152.91	8,675.57			11,213.89	12,500.00	1,286.11	Proj Grad
After Prom Costs						2,047.80	1,130.30	5,764.83					8,942.93	12,500.00	3,557.07	After Prom
Total Expenses	939.42	1,525.05	969.59	299.54	837.52	820.69	4,430.80	3,318.33	8,598.22	9,626.42	44.64	1,052.39	32,462.61	38,450.00	(5,987.39)	
Net Income/(Loss)	2,260.58	(42.05)	153.12	(70.29)	(440.72)	(280.17)	(1,234.90)	12,477.17	(2,593.46)	(8,247.52)	2,105.36	547.61	4,634.73	900.00		

7/31/24 23,345.81 ✓

Input Reconciled Bank Bal 23,345.81
 Variance - <-- s/b Zero

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: 8/22/24 Select One: Initial Application _____ Renewal

Name of Sanctioned Organization Bartlesville High School P5G

Organization's Official Email bhsp5gtreasurer@gmail.com

Organization's Taxpayer ID # 73-1333467

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Lori Eads 918.815.3005 Cindy Wray 918.332.6085

Donna Keffer 918.336.1000

Stacey Parsley 918.832.216.2597 Carey Auschwitz 918.397.3779

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

To support BHS in the development of
foundational skills that enable students
to become life-long learners and
seekers of excellence.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

BHS Parent Support Group Facebook
Page

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville High School PSG

Applicant (Organization Name)

By: Cindy Wray Date: 8/22/24
Cindy Wray, Treasurer

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: Bartlesville High School PSG

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

Completed by: Cindy Way Date: 8/22/24
Cindy Way, Treasurer

**BY-LAWS
OF
BARTLESVILLE HIGH SCHOOL PARENTS SUPPORT GROUP**

ARTICLE I – NAME

The name of the organization is the Bartlesville High School Parents Support Group hereafter referred to as “BHSPSG”. Its principle place of business shall be Bartlesville High School located at 1700 Hillcrest Drive in Bartlesville, Oklahoma 74003.

ARTICLE II – MISSION

The mission of the BHSPSG is to support Bartlesville High School in the development of foundational skills that enable students to become life-long learners and seekers of excellence.

ARTICLE III – GOALS

In order to accomplish this mission, the BHSPSG has the following goals:

- a. To actively promote the educational mission and extra-curricular experiences and activities which help identify and enhance student talents.
- b. To promote a spirit of cooperation between parents, students, faculty, administration, other BHS organizations and the community at large.
- c. To foster our young people to help them develop pride in themselves, in BHS and their community
- d. To be an advocacy group for quality education.
- e. To enlist financial and volunteer support throughout the community for programs and materials that support the students, faculty and staff of BHS.

ARTICLE IV – BASIC POLICIES

The following are the basic policies of the BHSPSG:

- a. BHSPSG shall be non-commercial, non-sectarian and Non-partisan.
- b. The name of the organization or the names of any member in their official capacity shall not be used in connection with a commercial concern or with any partisan interest.
- c. BHSPSG may cooperate with other organizations and agencies concerned with child welfare.
- d. In the event of dissolution of the BHSPSG, a committee shall immediately be appointed by the BHSPSG to disburse all funds on hand within thirty (30) days of the dissolution date. Such disbursement shall be for the benefit of the school.
- e. The BHSPSG may engage in any and all other lawful activities with are exclusively for charitable, educational and scientific purposes, including but not limited to, making distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the IRS Code, or as the same may from time to time be amended.
- f. At no time or under any circumstance shall any of the activities of the BHSPSG be directed toward or in furtherance of any activity or function which would disqualify the

BHSPSG from exemption under Section 501(c)(3) of the IRS Code or the provisions relating to Not for Profit Corporations of the Oklahoma Code Annotate.

ARTICLE V – MEMBERSHIP

- a. Those Bartlesville residents who are parents, step-parents, guardians, grandparents or family members of students enrolled at Bartlesville High School shall be eligible for membership for a period continuing through July 31st of the year of the year in which they no longer have a child so enrolled.
- b. Membership in BHSPSG shall be available without regard to race, color, creed or national origin.
- c. Members of the BHSPSG are automatically members of the Bartlesville Secondary Schools Parent Support Group, Inc. with all the rights and privileges thereof.
- d. Each member shall have one vote.
- e. BHSPSG does not have annual membership dues.

ARTICLE VI – MEETINGS/QUORUM

- a. Meetings are to be held once a month on a date and time determined by the Board from September through May unless otherwise ordered by the BHSPSG or its Executive Committee. The general membership shall be notified of the date, time and place of each general meeting by email, or other electronic means, in advance of the meeting.
- b. The Annual Meeting for BHSPSG shall be held in May of each year. At the annual meeting all officer elections shall be held with the newly elected officers taking their position on June 1st. With the exception of the incoming Treasurer who will take position on August 1st (which is the beginning of the next Fiscal Year). The outgoing Treasurer will continue to serve through the end of the Fiscal Year – July 31st.
- c. Special meetings may be called by the President or by a majority of the Executive Committee. The general membership shall be notified of the date, time and place of each special meeting by email, or other electronic means, in advance of the meeting.
- d. Those members attending a regular monthly meeting, special meeting or a meeting held via electronic means (electronic mail or video) shall constitute a quorum. The quorum is not affected by the departure of members before the meeting is adjourned.
- e. Voting shall take place at the general meetings or may take place via electronic mail. A simple majority shall carry the vote. All votes secured electronically shall use the “reply all” format when returning their vote so that the Secretary and President may tally all votes presented.
- f. The following shall be the suggested order of business at the monthly meetings:
 - a. Presentation and adoption of the minutes from the prior meeting
 - b. Principal’s report
 - c. Treasurer’s report
 - d. Committee reports
 - e. Old business
 - f. New business
 - g. Installation of new offices (May Meeting only)
 - h. Adjournment

- g. The privilege of holding office, making motions, debating and voting shall be given to any member.

ARTICLE VII – OFFICERS

- a. The officers of the BHSPSG shall be President, Vice President, Treasurer and Secretary.
- b. The election of the President, Vice President, Treasurer and Secretary shall take place at the May meeting. The term of office runs from June 1 to May 31 with the exception of the incoming Treasurer as stated above.
- c. The President presides at all meetings of the BHSPSG and the Executive Committee and serves as a liaison between the BHSPSG and the Bartlesville High School and School District Administration. The President shall appoint (or accept volunteers) all committee chairmen who serve during his/her term of office, fills committee chairman vacancies and is an ex-officio member of all committees. The President may appoint special committees. The President shall approve all expenditures prior to the Treasurer disbursing the funds by using the “Bartlesville High School PSG Disbursement Request and Approval Form”. The President shall have signature authority over the PSG Checking Account in addition to the Treasurer.
- d. The Vice President presides at meetings in the absence of the President.
- e. The Treasurer shall have responsibility for accounts covering all activities of the BHSPSG. This includes paying bills, reconciling accounts and making monthly financial reports. The Treasurer (in addition to the President) shall have signature authority over the PSG Checking Account. The Treasurer will complete the “Bartlesville High School PSG Disbursement Request and Approval Form” for each disbursement. The Treasurer shall prepare a “Draft” annual budget to be reviewed by the Executive Committee and presented and vote on at the September meeting. The Treasurer shall be the Treasurer of the Corporation representing all of the Bartlesville Secondary Schools, Bartlesville Secondary Parent Support Group, Inc.. The Treasurer shall make the semi-annual filing of the OK Sales Tax Return and prepare annual reports to be given to the CPA Firm responsible for preparing the IRS 990 Form. The outgoing Treasurer will prepare the annual reports for the IRS 990 Form. The Fiscal year is August 1st to July 31st.
- f. The Secretary shall prepare minutes of meetings of the BHSPSG and the Executive Committee and shall maintain a correct copy of the By Laws of the BHSPSG. The Secretary will also ensure that all necessary emails are sent to the membership as well as posts on social media.

ARTICLE IX – EXECUTIVE COMMITTEE

- a. The Executive Committee is composed of the elected officers of the BHSPSG.
- b. The Executive Committee is authorized to act for the BHSPSG between its regular monthly meetings and fill officer vacancies that occur during the year. The Executive Committee is authorized to spend up to \$500 without membership approval.
- c. The Executive Committee shall meet before the September meeting to finalize the budget. Otherwise it meets at the discretion of the President or shall meet on the call of three or more of its members.

- d. A majority of the Executive Committee shall constitute a quorum. The quorum is not affected by the departure of members before the meeting is adjourned.

ARTICLE X – FUNDS

- a. The operating fund shall consist of all net receipts and shall be used to defray the operating expenses and promote the program and goals of the BHSPSG. No commitment shall be made which places the fund in a deficit position. At no time shall the BHSPSG account fall below \$1,000.

ARTICLE XI – STANDARD OF CONDUCT

- a. An officer of the BHSPSG shall perform his/her duties as an officer, including duties as a member of a committee:
 - a. In good faith
 - b. With the care of an ordinarily prudent person in a like position would exercise under similar circumstances
 - c. In a manner he/she reasonably believes to be in the best interest of BHSPSG
- b. An officer is not acting in good faith if he/she had knowledge concerning a matter in question that makes reliance unwarranted.
- c. No officer shall be deemed to be a fiduciary with respect to the BHSPSG or with respect to any property held or administered by BHSPSG, including, without limitation, property that may be subject to restrictions imposed by the donor or transferor of such property.

ARTICLE XII – CONFLICTS OF INTEREST

- a. A conflict of interest transaction is a transaction with a BHSPSG in which an officer of BHSPSG has a direct or indirect interest. An officer of BHSPSG has an indirect interest in a transaction if, by not only if, a party to the transaction is another entity in which the officer has a material interest or of which the officer is a general partner, officer of employee.
- b. A transaction in which an officer of BHSPSG has a conflict of interest may be approved if the material facts of the transaction and the interest of the officer were disclosed to a committee consisting entirely of members of the Executive Committee and such committee authorized, approved or ratified the transaction.
- c. A conflict transaction is authorized, approved or ratified if it receives the affirmative vote of a majority of the Executive Committee.

ARTICLE XIII – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order shall govern the BHSPSG in cases where they apply and when not inconsistent with these By Laws and any special rules adopted by the BHSPSG.

ARTICLE XIV – AMENDMENT OF BY LAWS

These by laws may be amended at any regular meeting of the BHSPSG by a two-thirds vote.

ARTICLE XV – EXEMPT STATUS

The BHSPSG has been organized and will be operated exclusively for exempt purposes within the meaning of Section 501(c)(3) of the IRS Code, as such, will be exempt from taxation under Section 501(c)(3) of the IRS Code, upon obtaining notice from the IRS granting BHSPSG tax exempt status. This status was received in September 1990 and remains in good standing.

Amended and approved on this date, September XX, 2024 by the membership.

BHSPSG President 2023/2024

BHSPSG Secretary 2023/2024

BARTLESVILLE HIGH SCHOOL PSG DISBURSEMENT REQUEST AND APPROVAL FORM

DATE: ___/___/___

REQUESTOR NAME: _____

PURPOSE:

DESCRIPTION OF GOODS OR SERVICES:

ESTIMATED AMOUNT \$ _____

(not to exceed this amount)

CHECK ONE:

PSG PAYMENT TO VENDOR

REIMBURSE REQUESTOR

REQUESTOR SIGNATURE AND DATE: _____, ___/___/___

APPROVER SIGNATURE AND DATE: : _____, ___/___/___

APPROVER TITLE: _____

TO BE FILLED OUT BY TREASURER

Payee: _____ Amount \$ _____

Check Date: ___/___/___ Check # _____ or

Debit Card: ___/___/___

TREASURER SIGNATURE AND DATE: : _____, ___/___/___

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: All Sports Booster Club

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 204,998.54

Collections:

Merchandise Sales, Etc.	<u>\$ 4,367.39</u>
Donations	<u>\$ 92,737.17</u>
Dues/Fees	<u>\$ 41,978.51</u>
Fundraisers (list all – use add'l pgs if needed)	<u>\$ 169,750.90</u>
Interest	<u>\$ 2,998.09</u>
_____	<u>\$</u>
_____	<u>\$</u>

Total Collections \$ 315,225.31

Expenditures:

Reimbursements	<u>\$</u>
Supplies/Materials	<u>\$ 3,784.85</u>
Advertising	<u>\$</u>
Equipment	<u>\$ 253,114.14</u>
Donations/Contributions	<u>\$ 750.00</u>
Fundraisers (list all – use add'l pgs if needed)	<u>\$ 57,182.23</u>
_____	<u>\$</u>
Scholarships	<u>\$ 3,150.00</u>
Banquet	<u>\$ 27,767.56</u>
Insurance	<u>\$ 1,255.00</u>

Total Expenditures \$ 347,038.78

Ending Cash Balance, July, 2024 \$ 173,185.07

*****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.

TJ Thomas 10/14/2024

Officer/Director Date

Co-Treasurer

Title

Received and reviewed by Bartlesville Public Schools:

AAK 10-15-24

Preston Girk Date

Sara Vermeire

Sara Vermeire, 10/15/24

Activity Fund Custodian Date

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 X _____

Name of Sanctioned Organization

All Sports Booster Club

Organization's Official Email

tj.thomas@conocophillips.com

Organization's Taxpayer ID #

73-1198617

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

President: Robert Winters - (918-581-5523)

Co-Treasurer: Chris Jones (918-397-7193)

Secretary: Shauna Cornelius

Co-Treasurer: TJ Thomas (918-914-9446)

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

To provide support to BHS athletic programs in form of equipment, entry fees and meals

To annually select and award selected graduates scholarships

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

ASBC uses an email distribution list to notify members and send out minutes after meetings

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

All Sports Booster Club

Applicant (Organization Name)

By: TJ Thomas

Date: 10/9/24

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: Al Sports Booster Club

Type of Insurance	Insurer	Broker/ Agent	Coverage Limits	Deductibles/ Coinsurance
D & O	Philadelphia	Wasemiller		
Dishonesty Bond	Overman	Wasemiller		

Completed by: TJ Thomas Date: 10/14/2024

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville High School Choir Boosters

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 65,113.88 *

Collections:

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

Total Collections \$ 104,809.90

Expenditures:

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

Total Expenditures \$ 118,893.91

Ending Cash Balance, June 30, 2024 \$ 51,029.87

*****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.

/s/ L. S. Ortiz Suzanne Ortiz 09/13/2024
 Officer/Director Date

Treasurer _____
 Title _____

Received and reviewed by Bartlesville Public Schools:

[Signature] 9-16-24
 Preston Birk, Date
 Chief Financial Officer

[Signature] 9/16/24
 Sara Vermeire, Date
 Activity Fund Custodian

*Difference in beginning balance due to check voided in previous period and inclusion of Money Market account funds.

**BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED**

**Name of Organization: Bartlesville High School Choir Boosters
(with Madison and Central)**

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023	\$	65,113.88 *
Collections:		
Banquet	\$	1,591.00
Donations	\$	2,606.40
Dues/Fees	\$	8,688.00
Fundraiser		
Believe Kids	\$	9,444.50
Country Meats	\$	8,718.90
FanPledge	\$	4,676.00
Sheets4Kids	\$	5,843.00
World's Finest Chocolate	\$	24,467.71
Heartland Festival	\$	2,560.00
Honor Choir Pymt/Reimbursements	\$	1,602.56
Interest earned	\$	534.83
Musical (ticket sales/t-shirts/etc.)	\$	15,814.85
Reimbursements/Refunds	\$	1,206.39
San Antonio Trip payments	\$	17,055.76
Total Collections	\$	104,809.90
Expenditures:		
Prior year scholarship	\$	2,000.00
Prior year musical	\$	7,450.44
Accompaniment	\$	275.00
Advertising	\$	56.51
Bank Fees, etc.	\$	86.32
Banquet	\$	2,759.81
Donations/Scholarships	\$	2,000.00
Fundraisers		
Believe Kids	\$	3,030.49
Country Meats	\$	6,136.20
FanPledge	\$	678.90
Sheets4Kids	\$	4,301.00
World's Finest Chocolate	\$	14,494.80
Heartland Festival	\$	12,888.00
Honor Choir	\$	7,591.35
IT/Software	\$	894.48
Meals/Parties	\$	3,164.13
Misc.	\$	207.87
Musical	\$	12,227.47
PO Box/Postage	\$	205.22
Professional expense	\$	595.00
Supplies/Materials	\$	4,751.84
Trips		
Italy 2024 (paid from student fundrais	\$	656.00
San Antonio	\$	23,699.26
Uniforms	\$	8,743.82
Total Expenditures	\$	118,893.91
Ending Cash Balance, June 30, 2024	\$	51,029.87

*Balance differs from prior year ending due to prior period voided check and inclusion of Money Market account

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: 09/13/2024 Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization Bartlesville High School Choir Boosters
(with Madison and Central Middle School Choir)

Organization's Official Email bhschoirtreasurer19@gmail.com

Organization's Taxpayer ID # 73-7228149

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Tamara Walker, Staff 918-914-1310 Suzanne Ortiz, Treasurer 918-607-7949

Chelsea Pendergraft, President 918-397-3012 Rachel Miller, Secretary 620-515-3939

Suzanne Prevost, Vice President 918-327-2437

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

We provide organizational, financial and volunteer support for the vocal music program of
Bartlesville Public Schools. The choir boosters handle such tasks as uniform distribution, escrow
accounts, chaperoning, fundraisers, trip planning, special programs and other tasks to support
vocal music students and staff.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Meeting info is on district calendar as well as BHS Choir and Vocal Music Facebook pages. Newly
acquired website will also list meeting information and have minutes publicly available (copies currently
maintained by booster secretary.

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville High School Choir Boosters
Applicant (Organization Name)

By: 16 / L. S. Ortiz
Suzanne Ortiz, Treasurer

Date: 09/13/2024

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: Bartlesville High School Choir Boosters

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

Completed by: Suzanne Ortiz, Treasurer Date: 09/13/2024

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Operation Eagle Indian Education Association

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 7,468.34

Collections:

Merchandise Sales, Etc.	<u>\$ 11,468.00</u>
Donations	<u>\$ 3,000.00</u>
Dues/Fees	<u>\$</u>
Fundraisers (list all - use add'l pgs if needed)	<u>\$</u>
	<u>\$</u>
	<u>\$</u>
	<u>\$</u>

Total Collections \$ 14,468.00

Expenditures:

Reimbursements	<u>\$ 1,729.20</u>
Supplies/Materials	<u>\$ 4,784.77</u>
Advertising	<u>\$</u>
Equipment	<u>\$</u>
Donations/Contributions	<u>\$</u>
Fundraisers (list all - use add'l pgs if needed)	<u>\$</u>
	<u>\$</u>
Sunfest-Tacos	<u>\$ 5,900.00</u>
	<u>\$</u>
	<u>\$</u>

Total Expenditures \$ 12,413.97

Ending Cash Balance, June 30, 2024 \$ 9,522.37

*****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.

Steve Howe 10-3-24
 Officer/Director Date
 President _____
 Title _____

Received and reviewed by Bartlesville Public Schools:

Preston Birk 10-3-24
 Chief Financial Officer Date

Sara Vermeire 10/3/24
 Activity Fund Custodian Date

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: 10/3/24

Select One: Initial Application _____ Renewal

Name of Sanctioned Organization

Operation Eagle Indian Education Association

Organization's Official Email

donnellj@cps-ok.org

Organization's Taxpayer ID #

20-1449072

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Steva House, 918-534-6152, President

Melinda Trowbridge, 918-977-1159, vice-president

Sarah Daniels, 918-931-0306, Secretary

Sarah Winlock, 918-914-0727, Treasurer

Brandon Daniels, 918-530-2875, member

Terry Trowbridge, 918-214-3738, member

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

The Indian Education Association is a component of the Title VI Indian Education grant. The association aids in the development of the grant by seeing that the cultural and academic needs are met. The association keeps a bank account for money that can be used for specific cultural events not involved with the school program.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Monthly newsletters are sent to parents of Native American students enrolled at Bartlesville Public school. Operation Eagle also has a facebook page.

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357

Operation Eagle Indian Education Association

Applicant (Organization Name)

By:

Sara Vermeire

Date:

10/3/24

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: Operation Eagle Indian Education Association

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

Completed by:

Steve House

Date:

10-3-24

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville Cheer Booster Club

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 33,847.98

Collections:

Merchandise Sales, Etc.	\$	
Donations	\$	<u>3508.51</u>
Dues/Fees	\$	<u>20,973.30</u>
Fundraisers (list all - use add'l pgs if needed)	\$	<u>33762.00</u>
<u>see attached list</u>	\$	
	\$	
	\$	

* waiting on over \$6000 in payments from parents

Total Collections \$ 58,243.81

Expenditures:

Reimbursements	\$	<u>1825.37</u>
Supplies/Materials	\$	<u>60,130.88</u>
Advertising	\$	
Equipment	\$	<u>4114.83</u>
Donations/Contributions	\$	
Fundraisers (list all - use add'l pgs if needed)	\$	<u>5219.17</u>
<u>see attached list</u>	\$	<u>60.54</u>
	\$	
	\$	

Total Expenditures \$ 71,350.79

Ending Cash Balance, June 30, 2024 \$ 20741.00

***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.

Melina Grant 9/15/24
 Officer/Director Date
Treasurer
 Title

Received and reviewed by Bartlesville Public Schools:

Preston Birk 9-27-24
 Chief Financial Officer Date

Sara Vermeire 9/27/24
 Activity Fund Custodian Date

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: 9/15/2024 Select One: Initial Application _____ Renewal

Name of Sanctioned Organization Bartlesville Cheer Booster Club

Organization's Official Email brincheertreasurer@gmail.com

Organization's Taxpayer ID # 20-1761789

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Danica Johnson (P) 918-914-0201 Meghan Franks (T) 918-331-8953
Lauren Murray (VP) 405-245-9446 Kristin McGill (Coach) 918-440-2204
Justine Dyer (T) 918-8810-1419 Kassia Barnett (S) 918-841-0177

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

we will develop, encourage and maintain an enthusiastic
interest and cooperation among parents, cheerleaders, BHS
students and members of the community.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

First Tuesdays of the month beginning at or around 5:30
minutes can be found on hand or located with any member
of the board and can be emailed immediately upon request.

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville Cheer Booster Club

Applicant (Organization Name)

By: Miguel Franco

Date: 9/15/2024

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: Bartlesville Area Booster Club

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

Completed by: Myah Harris Date: 9/15/24

VARSITY				
	BBALL GATES 23-24		EGG MY YARD	
	WORKED	CREDIT	SOLD	AMT
ABI SCAMAHORN	-	-	20	\$100.00
ASPLYNN MOSS	-	-	17	\$85.00
BLYTHE MURRAY	7	\$150.80	-	-
KAITLYN HALL	-	-	4	\$20.00
KAMRYN DYER	12	\$268.80	20	\$100.00
KAYLEE STARK	-	-	20	\$100.00
KENA MEADE	-	-	53	\$265.00
LEAH GRAY	-	-	24	\$120.00
REMI HAGEN	-	-	4	\$20.00
VERONICA MCGILL	-	-	20	\$100.00
ALYZABETH FAGLIE	-	-	15	\$75.00
MEKAYLA FRANKS	19	\$425.60	50	\$250.00
TAYLOR WILSON	10	\$224.00	-	-
AUBREY SNIDER	2	\$44.80	16	\$80.00
CHLOE VILLARRUEL	-	-	40	\$200.00
MIKAYLYNN AGNEW	2	\$44.80	-	-
TYA MAYHEW	-	-	20	\$100.00
VIVIAN SYMES	3	\$66.20	2	\$10.00
SQUAD TOTALS:	55	\$1,231.00	325	\$1,625.00
EGG MY YARD				
	50/\$40	100/\$65	DONATION	AMT
ABI SCAMAHORN			\$55.00	\$55.00
BLYTHE MURRAY	\$160	\$65		\$225.00
KAMRYN DYER	\$80			\$80.00
KENA MEADE	\$280	\$260	\$30.00	\$570.00
KENZIE WATSON		\$130		\$130.00
MEKAYLA FRANKS	\$80	\$260	\$40.00	\$380.00
REMI HAGEN	\$40			\$40.00
TAYLOR WILSON		\$65		\$65.00
VERONICA MCGILL			\$15.00	\$15.00
VAR DONATIONS	\$120	\$130		\$250.00
SQUAD TOTALS:	\$760.00	\$910.00	\$140.00	\$1,810.00
TOTAL DEPOSIT: \$4,666.00				

JV				
	BBALL GATES 23-24		EGG MY YARD	
	WORKED	CREDIT	SOLD	AMT
ADISON FENNER	4	\$89.60	-	-
K ROGOZINSKI	1	\$22.40	-	-
TORI COLLINS	-	-	27	\$135.00
EMILY YATES	1	\$22.40	2	\$10.00
SQUAD TOTALS:	6	\$134.40	29	\$145.00
EGG MY YARD				
	50/\$40	100/\$65	DONATION	AMT
K ROGOZINSKI	\$40.00	\$65.00		\$105.00
JV DONATIONS	\$40.00			\$40.00
SQUAD TOTALS:	\$80.00	\$65.00	0	\$145.00
TOTAL DEPOSIT: \$424.40				

GENERAL ACCOUNT				
EGG MY YARD				
	50/\$40	100/\$65	DONATION	AMT
GEN DONATIONS	2	2	\$30	\$240.00
TOTAL DEPOSIT: \$240.00				

MS				
	BBALL GATES 23-24		EGG MY YARD	
	WORKED	CREDIT	SOLD	AMT
AVERY VINCENT	-	-	10	\$50.00
MACI HAWN	-	-	34	\$170.00
BRAEY EIDE	5	\$112.00	-	-
CHARLE MCCABE	2	\$44.80	-	-
EMILY HARRIS	2	\$44.80	-	-
TORI COLLINS	5	\$112.00	-	-
SQUAD TOTALS:	14	\$313.60	44	\$220.00
EGG MY YARD				
	50/\$40	100/\$65	DONATION	AMT
M ARTHERTON			\$65.00	\$65.00
MACI HAWN	\$40.00			\$40.00
MS DONATIONS	\$120.00	\$65.00		\$185.00
SQUAD TOTALS:	\$160.00	\$130.00	\$0.00	\$290.00
TOTAL DEPOSIT: \$823.60				

SANCTIONS-FUNDRAISING**BARTLESVILLE CHEER**

PERIOD 7/1/23-6/30/24

2023 FUNDRAISING

FLEX	8/3/2023	\$4,198
CAR WASH	9/2/2023	\$3,200
YOUTH CLINIC-FB	9/8/2023	\$4,369
YOUTH CAPTAIN-FB	10/27/2023	9140
BLANKET RAFFLE	11/30/2023	\$900
BBALL GATES	11/28/23-2/22/24	\$1,680
2023 TOTAL:		\$14,347

2024 FUNDRAISING

YOUTH CLINIC-BBALL	2/19/2024	\$3050
VDAY RAFFLE	2/13/2024	\$1,990
EMY	4/30/2024	\$2,245
MOTHER'S DAY RAFFLE	5/10/2024	\$6,540
FATHER'S DAY RAFFLE	6/14/2024	\$4,850
2024 TOTAL:		\$15,625

DONATIONS RCVD 7/1.23-6/30/24

GRAND TOTAL: ~~\$29,972.00~~ \$33,762

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville Bruins Special Athletic Assoc. (BBSAA)

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 10,958.51

Collections:

Merchandise Sales, Etc.	\$
Donations	\$
Dues/Fees	\$
Fundraisers (list all – use add'l pgs if needed)	\$ 1,671.00
_____	\$
_____	\$
_____	\$

Total Collections \$ 1,671.00

Expenditures:

Reimbursements	\$ 0
Supplies/Materials	\$ 974.07
Advertising	\$ 0
Equipment	\$ 0
Donations/Contributions	\$ 0
Fundraisers (list all – use add'l pgs if needed)	\$
_____	\$
travel/lodging	\$ 455.80
team meals	\$ 2,521.05
misc/fees	\$ 613.59

Total Expenditures \$ 4,564.51

Ending Cash Balance, 6.30.24, 2024 \$ 8,065.01

*****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.

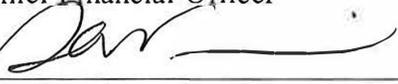
Susan Droz 10.14.24

 Officer/Director Date
 President

 Title

Received and reviewed by Bartlesville Public Schools:


 Preston Birk, 10-15-24
 Chief Financial Officer Date



 Sara Vermeire, 10/15/24
 Activity Fund Custodian Date

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: 10/14/24

Select One: Initial Application _____ Renewal XX

Name of Sanctioned Organization

Bartlesville Bruins Special Athletics Assoc

Organization's Official Email

Susan.droz@att.net

Organization's Taxpayer ID #

81-4360624

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Susan Droz, President

Susan Droz, Treasurer

Nadia Jackson, Head Coach

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

Our purpose is to be the support arm for the BPS Special Olympics team, by providing fundraising efforts for the team to travel to and compete at events. These events are local and out of town, so funding is critical to the success of the program. Unfortunately, there is minimal parent involvement/support financially or otherwise.

Now that a couple of the schools are unified, the expenses are greater with the unified partners (students).

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

on the BPS Special Olympics site

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357

Bartlesville Bruins Special Athletic Assoc.

Applicant (Organization Name)

By: Susan Droz Date: 10.14.24

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: Bartlesville Bruins Special Athletic Assoc.

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

Completed by: Susan Droz Date: 10.14.24

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville FFA Alumni & Supporters, Inc.

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 1,225.76

Collections:

Merchandise Sales, Etc.	\$ 0
Donations	\$ 0
Dues/Fees	\$ 0
Fundraisers (list all – use add'l pgs if needed)	\$ 0
_____	\$
_____	\$
_____	\$

Total Collections \$ 0.00

Expenditures:

Reimbursements	\$ 0
Supplies/Materials	\$ 0
Advertising	\$ 0
Equipment	\$ 0
Donations/Contributions	\$ 0
Fundraisers (list all – use add'l pgs if needed)	\$
_____	\$
_____	\$
_____	\$

Total Expenditures \$ 0.00

Ending Cash Balance, June 30, 2024 \$ 1,225.76

*****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.

Marty Jones 09/13/24

 Officer/Director Date

 Title

Received and reviewed by Bartlesville Public Schools:

PB 9/16/24

 Preston Birk, Date
 Chief Financial Officer

Sara Vermeire 9/16/24

 Sara Vermeire, Date
 Activity Fund Custodian

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: 09/13/24

Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization Bartlesville FFA Alumni & Supporters, Inc.

Organization's Official Email bartlesvilleffaalumni@gmail.com

Organization's Taxpayer ID # 86-1354118

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Sara Erwin - President - 918-440-1874

Marty Jones - Advisor - 918-798-7752

Josh Heuertz - VP - 918-332-6070

Cameron Dale - Advisor - 405-919-7842

Kimmy Hough - Secretary/Treasurer - 918-332-0874

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

The purpose of this society shall be to support and promote the FFA, FFA activities, and agricultural education on local, state and national levels;

to provide engagement opportunities to former FFA members and supporters of FFA and agricultural education; to promote greater knowledge

of the agricultural industry and support education in agriculture; to cooperate with the local FFA chapter, and FFA at the state and national level;

to promote and maintain an appreciation of the American free enterprise system; and to promote the personal development aspect of FFA.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Facebook and Bartlesville Agricultural Center

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville FFA Alumni & Supporters, Inc.

Applicant (Organization Name)

By: Marty Jones Date: 09/13/24

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: Marty Jones Date: 09/13/24

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville FFA Booster Club, Inc.

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 27,574.00

Collections:

Merchandise Sales, Etc.	\$ 51,168.99
Donations	\$ 1,295.00
Dues/Fees	\$ 0
Fundraisers (list all – use add'l pgs if needed)	\$ 0
FFA Jackets	\$ 75.00
Adjustment	\$ 55.30
	\$

Total Collections \$ 52,594.29

Expenditures:

Reimbursements	\$ 7,134.51
Supplies/Materials	\$ 2,314.54
Advertising	\$ 0
Equipment	\$ 0
Donations/Contributions	\$ 30,550.00
Fundraisers (list all – use add'l pgs if needed)	\$
	\$
Student Contests/Meals/Conf.	\$ 8,122.58
Business Expenses	\$ 375.30
Professional Development	\$ 412.00

Total Expenditures \$ 48,908.93

Ending Cash Balance, June 30, 2024 \$ 31,259.36

*****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.

Marty Jones 09/13/24

 Officer/Director Date

 Title

Received and reviewed by Bartlesville Public Schools:

Preston Birk 9-16-24

 Preston Birk, Date
 Chief Financial Officer

Sara Vermeire 9/16/24

 Sara Vermeire, Date
 Activity Fund Custodian

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: 09/13/24

Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization

Bartlesville FFA Booster Club, Inc.

Organization's Official Email

bartlesvilleffaboosterclub@gmail.com

Organization's Taxpayer ID #

87-2580751

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

Marty Jones - President - 918-798-7752

Cameron Dale - Secretary/Treasurer - 405-919-7842

Adysen Grindle - VP - 918-214-7151

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

The purpose of this society shall be to support and promote the FFA, FFA activities, and agricultural education on local, state and national levels;

to provide engagement opportunities to former FFA members and supporters of FFA and agricultural education; to promote greater knowledge

of the agricultural industry and support education in agriculture; to cooperate with the local FFA chapter, and FFA at the state and national level;

to promote and maintain an appreciation of the American free enterprise system; and to promote the personal development aspect of FFA.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Facebook and Bartlesville Agricultural Center

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville FFA Booster Club, Inc.

Applicant (Organization Name)

By:

Marty Jones

Date:

09/13/24

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: Marty Jones Date: 09/13/24

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville Orchestra Booster Club

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024

Beginning Cash Balance, July 1, 2023 \$ 0 New club.

Collections:

Merchandise Sales, Etc.	\$ _____
Donations	\$ 250.00
Dues/Fees	\$ _____
Fundraisers (list all – use add'l pgs if needed)	\$ 13516.00 cheesecakes
_____	\$ 13187.78 butterbraids
_____	\$ 10176.00 pies
_____	\$ 1432.00 fan pledge

Total Collections \$ 38561.78

Expenditures:

Reimbursements	\$ 0
Supplies/Materials	\$ 0 1878.00 NORADO OSU SHIRTS
Advertising	\$ 0
Equipment	\$ 0
Donations/Contributions	\$ _____
Fundraisers (list all – use add'l pgs if needed)	\$ 16052.27 EAGLE FUNDRAISING
_____	\$ 8508.00 DIAMOND FUNDRAISING
Frontier City 6-8 grade	\$ 2770.56
_____	\$ _____
_____	\$ _____

Total Expenditures \$ 29208.83

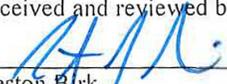
Ending Cash Balance, 07/30, 2024 \$ 9352.95

*****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.

Lori Johnson - President 918-332-0116	09/06/2024
Officer/Director	Date
Rhonda Carr, Staff member 918-327-3740	
Title	

Received and reviewed by Bartlesville Public Schools:

 Preston Brk, Chief Financial Officer	9-13-24 Date
 Sara Vermeire, Activity Fund Custodian	9/13/24 Date

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: 9/6/2024 Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization Bartlesville Orchestra Booster Club

Organization's Official Email Carrri@bps-ok.org

Organization's Taxpayer ID # 93-4901064

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

<u>Lori Johnson - President 918-332-0116</u>	<u>Rhonda Carr, Staff member 918-327-3740</u>
<u>Kim Cauthen VP/Treas 918-841-0268</u>	<u>Ashton Barnes, staff member 405-830-5845</u>
<u>Amanda Caughern asst. treas. 918-843-1135</u>	_____

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

The Orchestra Booster Club works to benefit ALL of the orchestra students in the school district with fundraiser opportunities for them to earn the funds to attend educational field trips nationally or internationally. The club will help organize honors banquets, provide accompanists for contest, Honors orchestra clinicians and music and other materials.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

Meeting information is emailed to parents and can be found on the Bartlesville Orchestra FB page and website.

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville Orchestra Booster Club

Applicant (Organization Name)

By: Lori Johnson - President 918-332-0116

Date: 09/06/2024

Rhonda Carr, Staff member 918-327-3740

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: Rhonda J. Carr Date: 9/14/24

BARTLESVILLE PUBLIC SCHOOLS
ORGANIZATION/ASSOCIATION FINANCIAL STATEMENT
UNAUDITED

Name of Organization/Association: Bartlesville Youth Club - (Not Sanctioned)

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024 Bartlesville High School Wrestling (Sanctioned)

Beginning Cash Balance, July 1, 2023 \$ 0

Collections:

Merchandise Sales, Etc.	\$ <u>0</u>
Donations	\$ <u>0</u>
Dues/Fees	\$ <u>0</u>
Fundraisers (list all – use add'l pgs if needed)	\$ <u>0</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Collections \$ 0

Expenditures:

Reimbursements	\$ <u>0</u>
Supplies/Materials	\$ <u>0</u>
Advertising	\$ <u>0</u>
Equipment	\$ <u>0</u>
Donations/Contributions	\$ <u>0</u>
Fundraisers (list all – use add'l pgs if needed)	\$ <u>0</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenditures \$ 0

Ending Cash Balance, October 10, 2024 \$ 0

*****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.

Nicole Evans 10-10-24
 Officer/Director Date
Treasurer
 Title

Received and reviewed by Bartlesville Public Schools:

AFM 10-16-24
 Preston Birk, Date
 Chief Financial Officer

Sara Vermeire 10/16/24
 Sara Vermeire, Date
 Activity Fund Custodian

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: 10/10/2024

Select One: Initial Application Renewal

Name of Sanctioned Organization

Bartlesville Wrestling Club, Inc.

Organization's Official Email

bvillewrestling@yahoo.com

Organization's Taxpayer ID #

27-0577916

Please list all Board Members' Name & Phone # below (include President, Treasurer, Staff Member at a minimum).

President - Casey Evans (405) 496-0491 Vice President of Varsity & Junior High Operations - Kimmy Hough (918) 332-0819

Treasurer - Nicole Evans (918) 914-0402

Secretary - Dustin Wright (405) 612-9422 Youth Operations Representative Shane Luxton (608) 343-4115

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

See Appendix A, attached to Sanctioning Application.

It will provide information for sanctioning and the handling of the sanctioned portion of the BWC's finances as required for sanction approval.

Please list where information for organization (such as dates, times and places for meetings/meeting minutes, etc) can be found (social media sites, websites, school location, etc).

www.facebook.com/BartlesvilleWrestlingClub

bvillewrestlingclub.org

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.

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
1100 S. Jennings
P.O. Box 1357
Bartlesville, OK 74005-1357**

Bartlesville Wrestling Club, Inc.
Applicant (Organization Name)

By: Ray D. Em Date: 10/10/2024

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: Bartlesville Wrestling Club, Inc.

Type of Insurance	Insurer	Broker/Agent	Coverage Limits	Deductibles/Coinsurance
Please Refer to Appendix B				
Please Refer to Appendix C				

Completed by: Cory D. Egan Date: 10/10/2024

BYLAWS OF BARTLESVILLE WRESTLING CLUB

- 1) Purpose and Objective: The Bartlesville Wrestling Club (dba: BWC) shall operate as a 501 (c) (3) under the Internal Revenue Service code approved for the Bartlesville Wrestling Club (EIN# 27-0577916). The booster club will operate in support of Bartlesville Wrestling Youth (ages 3-15), and Bartlesville Varsity Wrestling (grades 7-12) programs.
- 2) The organization will be led by an Executive Board, made up of elected members from the Youth program and members of the Bartlesville High School program and strive to:
 - A. Develop, encourage, and maintain an enthusiastic interest and cooperation among parents, wrestlers, BHS students, and members of the community;
 - B. Lend all possible support, financial and nonfinancial, to the activities of the teams supported within the laws of the State of Oklahoma;
 - C. Participate, in cooperation with the athletic coaching staff in activities designed and conducted to support and promote the Bartlesville wrestling programs.
- 3) Membership:

Three classifications of membership will exist in the BWC:

 - A. Regular - Parents or Legal Guardians of youth, junior high, and high school wrestlers, currently or previously enrolled in a Bartlesville Youth or High School Wrestling program that can attend open meetings called by the Executive Board of Directors. Specific regular members can be requested to attend closed meetings as deemed necessary by the President. These shall be non-voting members, unless elected to office.
 - B. Coaching Staff – Coaching staff is defined as all individuals employed as part of the Bartlesville High School Wrestling program and those selected by the President as coaching staff for the BWC Youth Wrestling Program. Bartlesville High School Wrestling coaching staff shall be non-voting members and shall not hold office or chair committees. BWC Youth Coaches may hold chair committees or offices if elected by the Executive Board, allowing them to vote. Coaching staff can attend all open meetings called by the Executive Board of Directors. Individuals on the coaching staff for youth and BHS varsity wrestling, such as the High School Head Coach and the Junior High Head Coach, can be invited to attend closed meetings as deemed necessary by the President.
 - C. Associate - Individuals who are interested in promoting and supporting the objectives of the BWC but who do not qualify as Regular Members. These shall be non-voting members and shall not hold office or chair committees, unless deemed necessary by President and approved by a vote of the Executive Board. Associates can attend open meetings. Specific associates can be requested to attend closed meetings as deemed necessary by the President.
 - D. Senior Advisor - Previous Board of Director Officers who were dedicated to the BWC and held a Board of Director position for a period of 5 years or longer.

Any previous office holder, who meets these requirements, must be notified by the President of the BWC of all Board Meetings via electronic verifiable communication of all regular scheduled meetings (date, time, and location), as well as unscheduled meeting, with a minimum of 24 hours notice. Each individual member of the senior advisor group, if in attendance at a board meeting in where a matter is called to a vote, shall act as a voting member, carrying a single vote. Senior Advisors are not required to attend meetings, but must receive a copy of all meeting minutes electronically.

4) Officers – Summary and Eligibility:

This organization shall be governed by an Executive Board of Directors composed of elected officers. To serve on the Executive Board, a candidate must be an individual Regular Member, previously held an office on the Executive Board. The elected officers of this organization are as follows:

- A. President of the Bartlesville Wrestling Club & Executive Director for Youth and Varsity Operations (listed as President w/in this document)
- B. Youth Operations Representative (listed as Youth Rep w/in this document)
- C. Treasurer
- D. Secretary
- E. Vice President of Varsity Operations Manager (listed as VP Varsity w/in this document)

The President, VP Youth, Treasurer, and Secretary must all be current or previous members of the BWC Youth Program.

The VP Varsity Operations Manager must be a parent of a Bartlesville Public School student between grades 7-12 currently wrestling in the Bartlesville Varsity Wrestling program.

Individuals serving on the current coaching staff for the High School and Junior High programs and their spouses are not eligible to serve as a member of the Executive Board.

All board members must be a current or previous BWC member in good standing.

Each office shall be held for a maximum of four consecutive sessions (years), at which point, if there has been no voluntary change in that office or motion for removal by the Executive Board, the nominating committee members can choose to nominate another candidate by bringing it to the Executive Board.

The Executive Board of Directors can make additional nominations, and must vote on all candidates from both nominating committee and the Executive Board nominations in a closed meeting. The nomination committee and/or the Board of Directors acting as the nominating committee must give a minimum of 10 business days notice of officer positions change, allowing all members from either the nomination committee or the Executive Board acting as the nominating committee to explore potential nominees.

After the minimum time period of 10 business days and no later than the next scheduled board meeting, nominees must be presented to the Executive Council. After nominees are known to all members of the Executive Council, the council must vote within no more than 10 business days.

If no suitable candidates can be found, the position can remain unseated for no more than a year, at which time it must be filled or stricken from Bylaws and Constitution if the office is no longer necessary.

The removal of an officer of the Executive Board requires a majority vote from the Board of Directors. Motion must be made at a regular scheduled board meeting or an emergency meeting, but a minimum of 10 days after motion is made and confirmed must be given prior to a vote on the removal of any officer of the Executive Board. All Senior Council members must be notified and given the ability to attend with notice no less than the 10 day minimum already mentioned, and if a Senior Council member chooses to attend via video call, the ability to do so from the location of the board meeting must be provided for the vote for removal an Officer from the Executive Board to be removed. All Senior Council members, physically in attendance or by video call are allowed one vote if they choose to do so.

A board meeting must be held on an annual basis to meet State of Oklahoma nonprofit requirements and in order to assess whether Executive Board Positions would benefit from a change in officer positions, but quarterly or monthly regular meetings are highly suggested if Board of Directors does not choose to utilize an executive committee in the future for day to day operations. The President will announce meeting time, dates, and locations and whether the meeting is defined as open or closed. Open meetings are suggested as much as possible with an understanding of the necessity to be effective and efficient when operating throughout the wrestling seasons, but also understanding our commitment is to the growth of the sport, increasing community involvement and interest in wrestling, but first and foremost, providing the opportunity to youth within Bartlesville to learn, understand, love, and compete in the sport of wrestling.

5) Board of Directors

The Board of Directors shall consist of the Executive Council and all appointed officers.

1. Method of Selection of Officers

- a. Nominating Committee: A slate of officers will be determined by a nominating committee. The initial nominating committee will consist of the current BWC board members. This section not consistent with Constitution, so assume original nominating committee is NOW the BOARD of DIRECTORS OR EXECUTIVE COUNCIL (Current BWC Board Members). The nominating committee can take nominations from

its member group in an open meeting to all members if the nomination committee has no internal nomination considerations, at which point a closed meeting will be held for a vote on the nominations selected from the member group.

2. Officer Duties

- a. President of the BWC & Executive Director for Youth\Varsity Operations
The President shall serve as presiding officer at open meetings and closed meetings; Chairman of the Board of Directors; and will seek to accomplish the goals identified by the Board of Directors. The President will oversee the setting of goals for the BWC budget, identify opportunities and make the public media aware of BWC accomplishments, facilitate the communication between the BWC and the community, and designate and evaluate opportunities to grow and strengthen the BWC through financial opportunities, gifts, and increased membership.
- b. Youth Operations Representative: Assist the President in setting goals for the youth BWC budget, identifying opportunities to make the public media aware of youth BWC accomplishments, work to facilitate communication between the youth BWC and the community, and evaluate opportunities to grow and strengthen the youth BWC through financial opportunities, gifts, and increased membership. Offer any and all support to the youth program as deemed necessary by the President in regards to coaching, tournaments, travel, and all other areas required by the President and Committee Chairs in regards to the BWC Youth Wrestlers.
- c. Treasurer: The Treasurer shall supervise receipt and disposition of all monies generated by the BWC, prepare reports of source and disposition of funds and financial status reports at regular scheduled meetings. This does not include unscheduled or emergency meetings. Scheduled meetings must be set at least 10 business days in advance, giving the Treasurer plenty of time for financial record and reporting preparation.
- d. Secretary: The Secretary shall keep minutes at all general meetings and Board of Directors' meetings, provide a copy of Board and Member minutes to the President and the Board of Directors.
- e. Vice President of Varsity Operations: The VP of Varsity shall assist the Board in setting goals for the High School Wrestling budget, identifying opportunities to make the public media aware of BWC Varsity accomplishments, work to facilitate communication between the BWC Varsity and the community, and evaluate opportunities to grow and strengthen the BWC Varsity through financial opportunities, gifts, and increased membership. The VP of Varsity will advise the Board of the interests of the Varsity wrestling programs. They will work with the Varsity coaching staff to identify methods and means to develop Varsity Wrestlers and will serve to communicate with the parents of Bartlesville Varsity Wrestlers (grades 7-12).

- *Non-voting positions that serve to inform and advise the board of directors are: HS Wrestling Coach, Jr. High Wrestling Coach, and the Youth Head or Assistant Coach. The President and VP Varsity should convey interests of coaches to Executive Council and vice versa.*

5) Financial Oversight

- Responsibility and Accountability**
The Treasurer and the President shall insure that the financial records are maintained consistent with the ideals set forth in the BWC Constitution.
- Checking Account**
The Treasurer and President shall be responsible for the BWC checking account and for all receipts and disbursements. The Treasurer shall oversee the BWC checking account consistent with the BWC Constitution.
- Tax Status and Reporting**
A 501(c)3 non-profit tax status should be applied for and maintained. The Treasurer will be responsible for filing any tax forms required. If there are any financial obligations upon tax filings, all of the Executive Council need to ensure that the President and Treasurer can meet those financial obligations.
- Post Office Box**
A post office box will be maintained at the main Bartlesville post office. The Treasurer and President have keys to the box.
- Allocation of Funds**
The President and Treasurer shall have limited approval of discretionary expenditures up to \$350 as identified in the BWC Constitution for the BWC youth non-sanctioned portion of the BWC, but in regards to the sanctioned Varsity, the VP Varsity, and either the Treasurer or President can approve expenditures up to \$350, but a majority vote from the Board of Directors shall be required to approve all expenditures in excess of \$500 with approval from both President and Treasurer despite a quorum being reached without one or the other in attendance.

IV. Meetings

Regular meetings shall be held no less than once a year as required by the State of Oklahoma to maintain 501(c)3 status. It is highly suggested that the BWC meets on a quarterly basis at the least and as often as deemed necessary by the Executive Council to sufficiently perform all operations regarding the BWC organization successfully and appropriately on a year to

year basis. The Board of Directors will meet as often as necessary to conduct BWC business and shall adhere to the voting requirements identified in the BWC Constitution.

For clarification of Constitution: the Board of Directors is also the Executive Council (the original nominating committee nominated original members, we are now operating under the BWC By-Laws. The Nominating Committee is now the Board of Directors)

Quorum = 51% of Board of Directors (aka Executive Council). For voting it 3 out of 5 Board Members required to reach quorum. Change: The President is now a voting member, shall a tie in voting (2 votes to 2 votes), the Presidents vote will constitute as the deciding vote. I.e. in a tie vote of 2 to 2 (and only in a tie vote), the Presidents vote will count as 1.1 of a vote to meet the 51% requirement for quorum.

V. Amendments to the Bylaws

a. Source

Any officer of the Executive Council may present changes to these Bylaws

b. Approval

Any change to these Bylaws must be approved as required by the BWC Constitution.

VI. Dissolution

In the event that this organization is dissolved, all remaining assets will be turned over to another tax-exempt organization to be determined by the Board of Directors.

More Specific Duties of the Board of Directors (aka Executive Council)

President of the BWC & Executive Director for Youth and Varsity Operations:

- The President shall serve as presiding officer at general meetings; chairman of the Board of Directors; and will seek to accomplish the goals identified by the Board of Directors.
- During any absence of the President of BWC, the President will designate a member of the Executive Council to perform the duties of the President. Should the President not designate a member, the Executive Council may designate a member to perform the duties of the president.
- Hardship Cases: The President, or a committee appointed by the President, shall have the authority to review and approve these cases.
- The President shall have the authority to approve expenditures up to \$350 on behalf of BWC.
- Hold Post office Box Key
- Main communication person between wrestling associations (i.e. OKWA, USA Wrestling, and/or other wrestling associations), may appoint Board member to assist. Must be made aware of all communication with OKWA or other wrestling associations done regarding to BWC wrestling.
- Merchandise Ordering in conjunction with Treasurer and with approval of Board Members or sub-committee
- Maintain youth Facebook, newspaper, media relations
- Choose youth wrestling club Head and Assistant Coaches, set youth tournament schedule, set practice schedule
- May step in to coach in absence of Head or Assistant coach if not already filling those positions
- Coordinates all objectives, members, and assets of the BWC to further its mission and progress

Youth Representative:

- The Youth Representatives shall assist the Board in setting goals for the BWC youth budget, identifying opportunities to make the public media aware of BWC youth accomplishments, work to facilitate communication between the BWC youth and the community, and evaluate opportunities to grow and strengthen the BWC through financial opportunities, gifts, and increased membership.
- Assist President with all aspects involving the Youth Wrestling Club
- Must be present at most youth wrestling events, especially in the absence of the President, Head Coach, and/or Assistant Coach if not already filling a coaching position
- May step in to coach in absence of President, Head, or Assistant Coach if not already filling those positions
- A Youth Representative can be selected by the President in extreme circumstances, such as severe health condition, or as President designates to

board members due to their absence. In event that President cannot designate one of the Youth Representative to fulfill his duties during his absence, the Board of Directors and choose one of the Youth Representatives with a majority vote

- Offer help and assistance when deemed necessary to all subcommittees and board members

Treasurer:

- The Treasurer shall supervise receipt and disposition of all monies generated by the BWC, prepare reports of source and disposition of funds and financial status reports at regular meetings. The Treasurer shall be responsible for the accounting of BWC's financial information.
- The Treasurer will manage the finances of BWC on a day-to-day basis and keep a current record of the overall standing of BWC
- Within one month after fall registration deadline, the Treasurer shall submit to the Board of Directors a budget for the coming membership year. This budget will be developed in consultation with the Board of Directors to reflect BWC's goals for the coming membership year. Each Board of Directors member is encouraged to submit a budget for their respective area to assist the treasurer in the preparation of the organization-wide budget.
- Provide accurate accounting financial reports at every regularly scheduled Board of Directors meeting.
- The Treasurer will be responsible for filing any tax forms required. A 501(c)3 non-profit tax status should be applied for and maintained. The Board of Directors shall assist the Treasurer to fulfill all tax obligations.
- Hold Post office box key.
- Assist with entries

VP Secretary:

- The Secretary shall keep minute's at all general meetings and Board of Directors' meetings, provide a copy of Board and Member minutes to the President and the Board of Directors.
- Responsible for Tournament Entries
- Assist with communication

High School Representative

- The Operations Officer shall assist the Board in setting goals for the High School budget, identifying opportunities to make the public media aware of High School accomplishments, work to facilitate communication between the the High School, BWC, and the community, and evaluate opportunities to grow and strengthen the Bartlesville Wrestling Club through financial opportunities, gifts, and increased membership.

- Communicate with HS Coach regarding Facebook, newspaper, media relations
- Communication to BWC from High School
- Assist Treasurer with High School allotted fund disbursement.
- The High School Representative will advise the Board of the interests of the wrestlers in the High School work with the coaching staff to identify methods and means to develop High School wrestlers and will serve to communicate with the parents of High School Wrestlers.

BWC Youth Head and Assistant Coach:

- The coaches will advise the Board of their thoughts, ideas, and observations about the success of the BWC, the means and methods to improve the BWC and will provide information about opportunities to better the BWC.
- Tournament and practice schedules if not already designated by President
- Nominating assistant coaches to be listed as BWC coaches (typically 8 in total including Head and Assistant as determined by OKWA).
- Control of who is allowed in the room, including un-official coaches, parents, un-registered children, etc.

Sub-Committees:

- Should a sub-committee be formed for specific matters (i.e. Banquet, shirt / gear orders, fundraisers, goal assignments, etc.), the board will nominate a chairperson to coordinate those specific matters. The chairperson will coordinate all communication and decisions with some oversight from the President and Vice President, regarding youth matters, Junior High Representative, regarding Junior High matters, and High School Representative, regarding High School matters. The nominated person is accountable for the budget, and all duties, unless they assign those duties to other sub-committee members. The assigned chairperson is responsible for all aspects of the sub-committee.

Appendix A

Purpose and Objective: The Bartlesville Wrestling Club (dba: BWC) shall operate as a 501(c)(3) under the Internal Revenue Service code approved for the Bartlesville Wrestling Club (EIN# 27-0577916). The booster club will operate in support of Bartlesville Wrestling Youth (ages 3-15) and High School (grades 7-12) programs. The organization will be led by an Executive Board, made up of elected members from the Youth program and members of the Bartlesville High School program and strive to:

- A. Develop, encourage, and maintain an enthusiastic interest and cooperation among parents, wrestlers, BHS students, and members of the community;
- B. Lend all possible support, financial and nonfinancial, to the activities of the teams supported within the laws of the State of Oklahoma;
- C. Participate, in cooperation with the athletic coaching staff in activities designed and conducted to support and promote the Bartlesville wrestling programs.

The BWC Youth Program will be unsanctioned and will operate independently, but will assist in supporting the Bartlesville Varsity Wrestling Program, which is seeking sanctioning.

The finances of the BWC Youth program and the BWC Varsity program will never comingle. The organization's funds for youth and varsity programs will flow through separate accounts via payment systems and depositing into completely separate bank accounts where they will be held and only moved when approved expenses are necessary and those expenses will be paid directly to those programs needs from their particular accounts. This will allow for complete transparency within the BWC for the sanctioning of the Varsity Wrestling Program to where the flow of those proceeds can be seen from receiving to disbursement. The accounts for the BWC Varsity program will follow the strict guidelines set for its acceptance as a sanctioned organization. The youth program will support the varsity program as its wrestlers mature, increasing the growth of the sport and our Bartlesville Wrestlers' success in the future when they move on to compete at the varsity level.

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STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS

Teachers are charged with the education of the youth of this state. In order to perform effectively, teachers must demonstrate a belief in the worth and dignity of each human being, recognizing the supreme importance of the pursuit of truth, devotion to excellence, and the nurturing of democratic principles.

In recognition of the magnitude of the responsibility inherent in the teaching process and by virtue of the desire for the respect and confidence of their colleagues, students, parents, and the community; teachers are to be guided in their conduct by commitment to students and the profession.

The standards of performance and conduct for teachers in this district have been prepared in cooperation with the Bartlesville Education Association and will be a part of the negotiated agreement.

PRINCIPLE I COMMITMENT TO THE STUDENTS

The teacher must strive to help each student realize his or her potential as a worthy and effective member of society. The teacher must work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the teacher:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning.
2. Shall not unreasonably deny the student access to varying points of view.
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress.
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety.
5. Shall not intentionally expose the student to embarrassment or disparagement.
6. Shall not on the basis of race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly.
 - a. Exclude any student from participation in any program,
 - b. Deny benefits to any student,
 - c. Grant any advantage to any student.
7. Shall not use professional relationships with students for private advantage.
8. Shall not disclose information about students obtained in the course of professional service, unless disclosure serves a compelling professional purpose and is permitted or required by law.

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PRINCIPLE II COMMITMENT TO THE PROFESSION

The teaching profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In order to assure that the quality of the services of the teaching profession meets the expectations of the state and its citizens, the teacher shall exert every effort to raise professional standards, fulfill professional responsibilities with honor and integrity, promote a climate that encourages the exercise of professional judgment, achieve conditions which attract persons worthy of the trust to careers in education, and assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation to the profession, the educator:

1. Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. Shall not misrepresent his/her professional qualifications.
3. Shall not assist entry into the teaching profession of any person known to be unqualified in respect to character, education, or other relevant attribute.
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. Shall not assist an unqualified person in the unauthorized practice of the teaching profession.
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
7. Shall not knowingly make false or malicious statements about a colleague.
8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decision or actions.

PRINCIPLE III

1. Pursuant to the Teacher Due Process Act of 1990, a career teacher may be dismissed or not reemployed for:
 - A. Willful neglect of duty.
 - B. Repeated negligence in performance of duty.

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- C. Mental or physical abuse to a child.
- D. Incompetency.
- E. Instructional ineffectiveness.
- F. Unsatisfactory teaching performance.
- G. Commission of an act of moral turpitude.
- H. Abandonment of contract,
- I. Conviction of a felony,
- J. After a finding that such person has engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties, or
- K. Failure to earn required staff development points.

2. A career teacher shall not be subject to dismissal or non-reemployment for items A, B, D, E, and F, above unless and until a written admonishment has been issued in accordance with relevant law.

3. A probationary teacher shall not be subject to dismissal or non-reemployment for inadequate teaching performance unless or until a written admonishment has been issued in accordance with relevant law.

3. Temporary teachers, substitute teachers, adult education teachers, and teachers employed in positions fully funded by private or federal grants shall not be protected by the provisions of the Teacher Due Process Act.

4. A teacher convicted of a felony shall be dismissed or not reemployed unless a presidential or gubernatorial pardon has been issued.

6. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties:

- A. "Criminal sexual activity" means the commission of an act defined in Section 886 of Title 21 of the Oklahoma Statutes, which is the act of sodomy; and
- B. "Sexual misconduct" means the soliciting or imposing of criminal sexual activity (70 O.S. §6-101.22).

7. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person has, either in the presence of a minor or in a manner that such person has participated in making available to a minor online, engaged in sexual acts, acts that appeal to the prurient interest in sex as found by the average person applying contemporary community standards, or acts that excessively promote sexuality in light of the educational value of the material and in light of the youngest age of any student with access to said material.

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REFERENCE: 70 O.S. §6-101.21, et seq. Board Minutes dated March 5, 1992 (replaced former policy DGB)
 Negotiated Agreement

NOTE: In accordance with the referenced statutes, a copy of the standards of performance and conduct will be provided to each teacher

This policy is required by Law.

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5. Shall not intentionally expose the student to embarrassment or disparagement.
6. Shall not on the basis of race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly.
 - a. Exclude any student from participation in any program,
 - b. Deny benefits to any student,
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8. Shall not disclose information about students obtained in the course of professional service, unless disclosure serves a compelling professional purpose and is permitted or required by law.

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In fulfillment of the obligation to the profession, the educator:

1. Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. Shall not misrepresent his/her professional qualifications.
3. Shall not assist entry into the teaching profession of any person known to be unqualified in respect to character, education, or other relevant attribute.
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. Shall not assist an unqualified person in the unauthorized practice of the teaching profession.
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
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- C. Mental or physical abuse to a child.
- D. Incompetency.
- E. Instructional ineffectiveness.
- F. Unsatisfactory teaching performance.
- G. Commission of an act of moral turpitude.
- H. Abandonment of contract,
- I. Conviction of a felony,
- J. After a finding that such person has engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties, or
- K. Failure to earn required staff development points.

2. A career teacher shall not be subject to dismissal or non-reemployment for items A, B, D, E, and F, above unless and until a written admonishment has been issued in accordance with relevant law.

3. A probationary teacher shall not be subject to dismissal or non-reemployment for inadequate teaching performance unless or until a written admonishment has been issued in accordance with relevant law.

3. Temporary teachers, substitute teachers, adult education teachers, and teachers employed in positions fully funded by private or federal grants shall not be protected by the provisions of the Teacher Due Process Act.

4. A teacher convicted of a felony shall be dismissed or not reemployed unless a presidential or gubernatorial pardon has been issued.

6. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties:

- A. "Criminal sexual activity" means the commission of an act defined in Section 886 of Title 21 of the Oklahoma Statutes, which is the act of sodomy; and
- B. "Sexual misconduct" means the soliciting or imposing of criminal sexual activity (70 O.S. §6-101.22).

7. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person has, either in the presence of a minor or in a manner that such person has participated in making available to a minor online, engaged in sexual acts, acts that appeal to the prurient interest in sex as found by the average person applying contemporary community standards, or acts that excessively promote sexuality in light of the educational value of the material and in light of the youngest age of any student with access to said material.

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Suspension, Dismissal and Nonreemployment of Teachers

Definitions and Scope

- A. "Teacher" means a duly certified or licensed person who is employed to serve as a counselor, librarian, school nurse, or any instructional capacity. An administrator shall be considered a "teacher" only with regard to service in an instructional, nonadministrative capacity.
- B. "Dismissal" means the discontinuance of the teaching service of a teacher during the term of a written contract.
- C. "Nonreemployment" means the nonrenewal of a teacher's contract upon expiration of the contract.
- D. "Suspension" means the temporary discontinuance of a teacher's services during the term of a contract pending dismissal or nonreemployment.
- E. "Career teacher" means a teacher who has completed three (3) or more consecutive complete school years in such capacity in the School District under a written teaching contract.
- F. "Probationary teacher" means a teacher who has completed fewer than three (3) consecutive complete school years in such capacity in the School District under a written teaching contract.
- G. This policy does not apply to:
 - a. substitute teachers,
 - b. adult education teachers or instructors,
 - c. teachers employed on temporary contracts, and
 - d. administrators, except with regard to service in an instructional, non-administrative position.
- H. This policy does apply to teachers employed in positions *fully funded* by federal or private categorical grants in regard to dismissals or suspensions during the term of employment under the grant, but not in regard to "nonreemployment" at the expiration of the grant.

Grounds for Dismissal or Nonreemployment

- A. A career teacher may be dismissed or not reemployed for:
 - a. willful neglect of duty,
 - b. repeated negligence in performance of duty,
 - c. incompetency,
 - d. unsatisfactory teaching performance,
 - e. instructional ineffectiveness,
 - f. mental or physical abuse to a child,

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- g. commission of an act of moral turpitude,
- h. abandonment of contract,
- i. criminal sexual activity or sexual misconduct (as those terms are defined by law) which has impeded the effectiveness of the teacher's performance of school duties,
- j. conviction of any sex offense subject to Oklahoma's Sex Offenders Registration Act or another state's or the Federal Sex Offender Registration Provisions,
- k. failure to meet local school board staff development requirements (non-reemployment only), and
- l. any other grounds hereafter allowed by law.

Mental or physical abuse to a child would also include, but is not limited to a finding that a teacher has, either in the presence of a minor or in a manner that such person has participated in making available to a minor online, engaged in sexual acts, acts that appeal to the prurient interest in sex as found by the average person applying contemporary community standards, or acts that excessively promote sexuality in light of the educational value of the material and in light of the youngest age of any student with access to said material.

- B. *Abandonment of contract* means the failure of a teacher to report at the beginning of the contract term or otherwise perform the duties of a contract of employment when the teacher has accepted other employment or is performing work for another employer that prevents the teacher from fulfilling the obligations of the contract of employment.
- C. A career or probationary teacher shall be dismissed or not reemployed for conviction of a felony.
- D. A probationary teacher may be dismissed or not reemployed for cause.
- E. A cause listed in 2A(i) - (v) for a career teacher, or any cause related to inadequate teaching performance for a probationary teacher, shall not be a basis for a recommendation to dismiss or not reemploy a teacher unless corrective action procedures involving admonishment / plan for improvement have been followed.
Dismissal or nonreemployment for any cause not listed in 2A(i) - (v) for a career teacher, Or not related to inadequate teaching performance for a probationary teacher, shall not require corrective action procedures (i.e. admonishment) to be followed.
- F. Corrective Action – Admonishment / Plan for Improvement
 - a. When the administrator who has evaluated a teacher pursuant to School District policy identifies poor performance or conduct that the administrator believes may lead to a recommendation for the teacher's dismissal or nonreemployment, the administrator shall:
 - i. admonish the teacher, in writing, and make a reasonable effort to assist the teacher in correcting the poor performance or conduct; and
 - ii. establish a reasonable time for improvement, not to exceed two (2) months, taking into consideration the nature and gravity of the teacher's performance or conduct.

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- b. If the teacher does not correct the poor performance or conduct cited in the admonition within the time specified, the administrator (or other admonishing official) shall make a recommendation to the superintendent for the dismissal or nonreemployment of the teacher. The superintendent shall furnish a copy of the recommendation to the board of education.

Procedures for Dismissal or Nonreemployment

A. Commencement of Action

- a. Whenever the superintendent determines that cause exists for the dismissal or nonreemployment of a teacher employed within the School District, the superintendent shall submit a recommendation in writing to the board of education. The recommendation shall state the one or more specific grounds (statutory grounds, in the case of a career teacher) and specify the underlying facts on which the recommended dismissal or nonreemployment is based.
- b. In the absence of a recommendation from the superintendent pursuant to this section, or when the board of education chooses not to accept the superintendent's recommendation as to reemployment of a teacher, the board may initiate dismissal or nonreemployment action without a recommendation provided that it adheres to the other provisions of this policy and that the corrective action procedures, if applicable, have been followed.

Suspension

If a district has received notice under Oklahoma Accreditation Standard 210:35-3-86, section (g) that an investigation or certification review of a certified employee has been commenced by the State Department of Education, the employee may be placed on administrative leave. The determination as to whether the employee will be placed on leave is a decision of local control. If the district does not place such certified employee on administrative leave during the time that such employee is under investigation for certificate revocation, and that employee's certificate is revoked at the conclusion of that investigation, the district shall be given a health and safety deficiency

Whenever the superintendent has reason to believe that cause exists for the dismissal of a teacher and is of the opinion that the immediate suspension of the teacher would be in the best interests of the children in the district, the superintendent, or the board of education on the recommendation of the superintendent, may suspend the teacher without notice or hearing. The suspension shall not deprive the teacher of any teaching compensation or other benefits to which he/she would otherwise be entitled under the teaching contract or pursuant to law. Within ten (10) days after the suspension becomes effective, the board of education shall initiate a hearing for dismissal pursuant to this policy. However, in a case involving a criminal charge or indictment, such suspension may extend to such time as the teacher's case is finally adjudicated, except such extension shall not include any appeal process.

Notice and Hearing

- A. Prior to the time that the board of education takes any action to dismiss or nonreemploy a teacher, whether the board is acting on its own volition or on a recommendation of the superintendent, the clerk of the board or other individual designated by the board shall deliver to the teacher a copy of the

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recommendation (or a comparable statement of grounds and underlying facts, if the board is acting on its own volition), and a notice that the teacher has a right to a hearing before the board stating the date, time and place set by the board for the teacher hearing. Delivery of the recommendation shall be by any of the following: (1) certified mail, restricted delivery, return receipt requested; (2) personal delivery to the teacher with a signed acknowledgment of receipt; or (3) process server. In the same manner the board or individual designated by the board shall notify the teacher of the right to a hearing before the board and the date, time and place for the hearing. The hearing shall be held no fewer than 20 days and no more than 60 days after the receipt of the notice by the teacher, or after the date on the personal receipt by hand-delivery to the teacher, or after the date of delivery by process server. Notice of a recommendation of nonreemployment or possible nonreemployment action by the board acting on its own volition shall be given to the teacher prior to the first Monday in June.

- B. The teacher hearing before the board of education shall be conducted pursuant to procedures established by the State Department of Education. In the absence of or to the extent not inconsistent with those procedures, the hearing shall be conducted as prescribed in the paragraphs below.
- C. The hearing shall commence with a statement to the teacher of the teacher's rights at the hearing. Following this statement, the school administration shall present facts showing the cause for the teacher's dismissal or nonreemployment. The teacher shall then have the right to present the teacher's side of the matter. After both the school administration and the teacher have fully presented their respective positions, the board of education shall deliberate on the evidence regarding the teacher's dismissal or nonreemployment in executive session.
- D. At the hearing, the teacher shall be entitled to be represented by counsel, to cross-examine witnesses presented by the school administration, to present witnesses on the teacher's behalf and to present any relevant evidence or statement which the teacher desires to offer. The burden of proof for any dismissal or nonreemployment shall be on the superintendent (or designee), and the standard of proof shall be a preponderance of the evidence.
- E. After due and impartial consideration of the evidence and testimony presented at the teacher's hearing, the board shall vote, in open session, on the following: (1) findings of fact based on the evidence submitted and (2) whether to dismiss or nonreemploy the teacher. The decision shall be made by a majority of the board of education members present at the meeting and shall be final and nonappealable.

The motion to dismiss or nonreemploy the teacher should state the specific cause for dismissal or nonreemployment, although such cause need not be a statutory cause for a probationary teacher.
- F. The teacher shall be sent notice of the board's decision by certified mail, restricted delivery, return receipt requested, or substitute process. The notice shall state the basis for the board's decision.
- G. The teacher shall receive any compensation or benefits to which the teacher is entitled until such time as the board's decision is final. If the teacher's hearing is for nonreemployment, and not for dismissal, the teacher's compensation and benefits may continue only until the end of the teacher's current contract.

Termination Based on Reduction in Force

Career teachers and probationary teachers nonreemployed due to a reduction in force shall not be entitled to any other post-decision review or appeal. The decision of the board of education in terminations based on reduction

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in force is final and nonappealable. Terminations resulting from a reduction in force are not included within the procedures provided by this policy and are not within the Teacher Due Process Act of 1990.

- Reference:
- 70 O.S. Section 6-101.14
 - 70 O.S. Section 6-101.29
 - 70 O.S. §6-101, §6-101.20, et seq.
 - 70 O.S. §18-123
 - Accreditation Standard 210:20-29-5
 - Accreditation Standard 210:35-3-86

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- G. This policy does not apply to:
 - a. substitute teachers,
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 - f. mental or physical abuse to a child,

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- g. commission of an act of moral turpitude,
- h. abandonment of contract,
- i. criminal sexual activity or sexual misconduct (as those terms are defined by law) which has impeded the effectiveness of the teacher's performance of school duties,
- j. conviction of any sex offense subject to Oklahoma's Sex Offenders Registration Act or another state's or the Federal Sex Offender Registration Provisions,
- k. failure to meet local school board staff development requirements (non-reemployment only), and
- l. any other grounds hereafter allowed by law.

Mental or physical abuse to a child would also include, but is not limited to a finding that a teacher has, either in the presence of a minor or in a manner that such person has participated in making available to a minor online, engaged in sexual acts, acts that appeal to the prurient interest in sex as found by the average person applying contemporary community standards, or acts that excessively promote sexuality in light of the educational value of the material and in light of the youngest age of any student with access to said material.

- B. *Abandonment of contract* means the failure of a teacher to report at the beginning of the contract term or otherwise perform the duties of a contract of employment when the teacher has accepted other employment or is performing work for another employer that prevents the teacher from fulfilling the obligations of the contract of employment.
- C. A career or probationary teacher shall be dismissed or not reemployed for conviction of a felony.
- D. A probationary teacher may be dismissed or not reemployed for cause.
- E. A cause listed in 2A(i) - (v) for a career teacher, or any cause related to inadequate teaching performance for a probationary teacher, shall not be a basis for a recommendation to dismiss or not reemploy a teacher unless corrective action procedures involving admonishment / plan for improvement have been followed.
Dismissal or nonreemployment for any cause not listed in 2A(i) - (v) for a career teacher, Or not related to inadequate teaching performance for a probationary teacher, shall not require corrective action procedures (i.e. admonishment) to be followed.
- F. Corrective Action – Admonishment / Plan for Improvement
 - a. When the administrator who has evaluated a teacher pursuant to School District policy identifies poor performance or conduct that the administrator believes may lead to a recommendation for the teacher's dismissal or nonreemployment, the administrator shall:
 - i. admonish the teacher, in writing, and make a reasonable effort to assist the teacher in correcting the poor performance or conduct; and
 - ii. establish a reasonable time for improvement, not to exceed two (2) months, taking into consideration the nature and gravity of the teacher's performance or conduct.

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- b. If the teacher does not correct the poor performance or conduct cited in the admonition within the time specified, the administrator (or other admonishing official) shall make a recommendation to the superintendent for the dismissal or nonreemployment of the teacher. The superintendent shall furnish a copy of the recommendation to the board of education.

Procedures for Dismissal or Nonreemployment

A. Commencement of Action

- a. Whenever the superintendent determines that cause exists for the dismissal or nonreemployment of a teacher employed within the School District, the superintendent shall submit a recommendation in writing to the board of education. The recommendation shall state the one or more specific grounds (statutory grounds, in the case of a career teacher) and specify the underlying facts on which the recommended dismissal or nonreemployment is based.
- b. In the absence of a recommendation from the superintendent pursuant to this section, or when the board of education chooses not to accept the superintendent's recommendation as to reemployment of a teacher, the board may initiate dismissal or nonreemployment action without a recommendation provided that it adheres to the other provisions of this policy and that the corrective action procedures, if applicable, have been followed.

Suspension

If a district has received notice under Oklahoma Accreditation Standard 210:35-3-86, section (g) that an investigation or certification review of a certified employee has been commenced by the State Department of Education, the employee may be placed on administrative leave. The determination as to whether the employee will be placed on leave is a decision of local control. If the district does not place such certified employee on administrative leave during the time that such employee is under investigation for certificate revocation, and that employee's certificate is revoked at the conclusion of that investigation, the district shall be given a health and safety deficiency

Whenever the superintendent has reason to believe that cause exists for the dismissal of a teacher and is of the opinion that the immediate suspension of the teacher would be in the best interests of the children in the district, the superintendent, or the board of education on the recommendation of the superintendent, may suspend the teacher without notice or hearing. The suspension shall not deprive the teacher of any teaching compensation or other benefits to which he/she would otherwise be entitled under the teaching contract or pursuant to law. Within ten (10) days after the suspension becomes effective, the board of education shall initiate a hearing for dismissal pursuant to this policy. However, in a case involving a criminal charge or indictment, such suspension may extend to such time as the teacher's case is finally adjudicated, except such extension shall not include any appeal process.

Notice and Hearing

- A. Prior to the time that the board of education takes any action to dismiss or nonreemploy a teacher, whether the board is acting on its own volition or on a recommendation of the superintendent, the clerk of the board or other individual designated by the board shall deliver to the teacher a copy of the

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recommendation (or a comparable statement of grounds and underlying facts, if the board is acting on its own volition), and a notice that the teacher has a right to a hearing before the board stating the date, time and place set by the board for the teacher hearing. Delivery of the recommendation shall be by any of the following: (1) certified mail, restricted delivery, return receipt requested; (2) personal delivery to the teacher with a signed acknowledgment of receipt; or (3) process server. In the same manner the board or individual designated by the board shall notify the teacher of the right to a hearing before the board and the date, time and place for the hearing. The hearing shall be held no fewer than 20 days and no more than 60 days after the receipt of the notice by the teacher, or after the date on the personal receipt by hand-delivery to the teacher, or after the date of delivery by process server. Notice of a recommendation of nonreemployment or possible nonreemployment action by the board acting on its own volition shall be given to the teacher prior to the first Monday in June.

- B. The teacher hearing before the board of education shall be conducted pursuant to procedures established by the State Department of Education. In the absence of or to the extent not inconsistent with those procedures, the hearing shall be conducted as prescribed in the paragraphs below.
- C. The hearing shall commence with a statement to the teacher of the teacher's rights at the hearing. Following this statement, the school administration shall present facts showing the cause for the teacher's dismissal or nonreemployment. The teacher shall then have the right to present the teacher's side of the matter. After both the school administration and the teacher have fully presented their respective positions, the board of education shall deliberate on the evidence regarding the teacher's dismissal or nonreemployment in executive session.
- D. At the hearing, the teacher shall be entitled to be represented by counsel, to cross-examine witnesses presented by the school administration, to present witnesses on the teacher's behalf and to present any relevant evidence or statement which the teacher desires to offer. The burden of proof for any dismissal or nonreemployment shall be on the superintendent (or designee), and the standard of proof shall be a preponderance of the evidence.
- E. After due and impartial consideration of the evidence and testimony presented at the teacher's hearing, the board shall vote, in open session, on the following: (1) findings of fact based on the evidence submitted and (2) whether to dismiss or nonreemploy the teacher. The decision shall be made by a majority of the board of education members present at the meeting and shall be final and nonappealable.

The motion to dismiss or nonreemploy the teacher should state the specific cause for dismissal or nonreemployment, although such cause need not be a statutory cause for a probationary teacher.
- F. The teacher shall be sent notice of the board's decision by certified mail, restricted delivery, return receipt requested, or substitute process. The notice shall state the basis for the board's decision.
- G. The teacher shall receive any compensation or benefits to which the teacher is entitled until such time as the board's decision is final. If the teacher's hearing is for nonreemployment, and not for dismissal, the teacher's compensation and benefits may continue only until the end of the teacher's current contract.

Termination Based on Reduction in Force

Career teachers and probationary teachers nonreemployed due to a reduction in force shall not be entitled to any other post-decision review or appeal. The decision of the board of education in terminations based on reduction

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in force is final and nonappealable. Terminations resulting from a reduction in force are not included within the procedures provided by this policy and are not within the Teacher Due Process Act of 1990.

- Reference:**
- 70 O.S. Section 6-101.14
 - 70 O.S. Section 6-101.29
 - 70 O.S. §6-101. §6-101.20. et seq.
 - 70 O.S. §18-123
 - Accreditation Standard 210:20-29-5
 - Accreditation Standard 210:35-3-86

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CLASSIFIED PERSONNEL SUSPENSION, DEMOTION, TERMINATION OR NONREEMPLOYMENT

Definitions

- "Classified Employee" shall mean an employee of the district who provides those services, not performed by professional educators or licensed teachers, which are necessary for the efficient and satisfactory functioning of the district.
- "Full-time Classified Employee" shall mean a classified employee who regularly works the standard period of labor which is generally understood to constitute full-time employment for the type of services performed by the employee and who is employed by the district for a minimum of 172 days per year.
- "Suspension without pay" shall mean the temporary denial of a classified employee's right to work and receive any pay and other benefits during the term of the suspension. "Suspension without pay" may be as a disciplinary measure as provided in paragraph 4.B(1), below or as a suspension pending investigation as provided in paragraph 4.B(2), below. If a final decision is made under the procedures stated below that a suspension without pay was improper, the classified employee shall receive full pay and other benefits for the period of suspension.
- "Suspension with pay" may occur in those situations in which the superintendent or his or her designee, or a supervisor of the classified employee perceives a significant hazard in keeping the classified employee on the job, in which event the classified employee may be asked to immediately leave the district's premises and the classified employee is temporarily relieved of his or her duties pending a hearing under paragraph 4, below.
- "Demotion" shall mean a reduction in pay during the term of the classified employee's contract. "Demotion" shall not mean a change in job description or work assignment or duties.
- "Termination" shall mean the discharge of the classified employee from his/her employment with the district during the term of his/her contract and does not include the cessation of employment upon expiration of the classified employee's contract.
- "Non-reemployment" shall mean the failure to offer a classified employee a new contract for the next successive school year after the contract under which the classified employee is presently employed has expired.

Suspension, Demotion, Termination Or Non-Reemployment Of Full-Time Classified Employees

A full time classified employee who has been employed by the district for more than one year shall be suspended, demoted, terminated or non-reemployed during the term of his/her contract only for cause as provided in this policy. In addition to the definition of cause stated in section 3 of this policy, "cause" shall also specifically include lack of funds or lack of work. Any classified employee who has been employed by the district for less than one year (12 months) is not entitled to invoke the procedures of this policy and such employee's contract can be terminated at any time without cause.

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If the district has received notice of felony investigation into a support employee by a law enforcement agency, the employee shall be placed on administrative leave. If the district does not place a non-certified employee on administrative leave during the time such employee is under investigation by law enforcement for a felony; and that employee is convicted of a felony, pleads guilty to a felony, or pleads nolo contendere to a felony at the conclusion of that investigation; the district shall be given a health and safety deficiency by the State Department of Education.

Cause For Suspension, Demotion, Termination Or Nonreemployment

A classified employee may be suspended, demoted, terminated or non-reemployed during the term of his/her contract for any of the following:

- A. Violation of any rule, regulation or requirement issued by the office of the superintendent or board of education of the district; or
- B. Conduct not otherwise specified in the above rules, regulations or requirements which constitutes insubordination, neglect of duty, incompetency in job performance, dishonesty, or causing or allowing damage, destruction or theft of school property.
- C. The rules, regulations and requirements referred to above and the Rules for Conduct shall be furnished to each classified employee at the time of his/her initial employment. In the event these rules are updated, a copy shall be timely distributed to classified employees.

Procedures For Suspensions Without Pay, Terminations And Demotions

- A. Any full-time classified employee is subject to disciplinary action in the form of a suspension without pay, demotion or termination. Prior to instituting any such disciplinary action the full-time classified employee shall receive the following hearing rights:
 - a. The superintendent of schools or his or her designee shall orally advise the classified employee of the cause or basis for the proposed disciplinary action;
 - b. The superintendent of the district or his or her designee shall explain to the classified employee the evidence against the classified employee;
 - c. The superintendent of the district or his or her designee shall allow the classified employee an opportunity to present his or her side of the matter.
- B. After the classified employee is afforded the above hearing rights the superintendent of the district or his or her designee may take any of the following actions:
 - a. Suspension without pay for ten (10) working days or less as a disciplinary measure;
 - b. Suspension without pay pending investigation as to whether cause exists for the termination of the classified employee;
 - c. Demotion of the classified employee;

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- d. Termination of the classified employee;
 - e. Conclude that no disciplinary action is appropriate.
- C. The classified employee shall have the right to appeal to the board of education a suspension without pay as a disciplinary measure, a demotion or a termination as set forth in the Procedures for Appeal to the board of education in section 6 below.

Procedures For Non-Reemployment

Prior to being non-reemployed, a full-time classified employee who has been employed by the district for more than one (1) year shall be entitled to the following hearing rights:

- A. The board of education or the superintendent of the district or his or her designee shall advise the classified employee, in writing, of the board's intention to consider and act on the non-reemployment of the classified employee for the subsequent fiscal year;
- B. The written notification shall set out the cause(s) for such action;
- C. The classified employee shall have the right to contest his or her non-reemployment before the board of education as set forth in the Procedures for Appeal to the board of education in section 6 below.

Procedures For Appeal To The Board Of Education

- A. After any suspension without pay as a disciplinary measure, or prior to the effective date of any demotion, termination during the term of his/her contract or non-reemployment, the classified employee shall receive notice of his/her right to a hearing before the board of education as herein provided.
- B. All notices shall be sent to the classified employee by certified mail at the address of the classified employee shown on the school records. If the classified employee refuses to accept the notice or fails or refuses to pick up the notice after being notified by the post office to do so, then the classified employee shall be deemed to have received the notice on the date that the notice was postmarked. The postmark shall be used to determine the timeliness of the notice.
- C. A classified employee who has been notified in writing of his/her suspension without pay as a disciplinary measure, demotion or termination during the term of his/her contract or non-reemployment may notify the clerk of the board of education of the district within ten (10) working days of the postmark on the notice if the classified employee desires a hearing before the board of education. If the classified employee fails to notify the clerk of the board of education of the district in writing within ten (10) working days of the postmark on the notice that the classified employee requests a hearing, the classified employee shall be deemed to have waived the right to a hearing and the suspension without pay as a disciplinary measure, demotion or termination action shall be final and, in the case of a non-reemployment, the board may take final action to non-reemploy the employee without further notice or hearing rights.
- D. Hearing before board of education:

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- a. Upon timely notice as set forth above, the classified employee shall be entitled to a hearing before the board of education. The hearing shall be conducted at the next, or next succeeding, regularly scheduled meeting of the board of education if the request for the hearing was received at least ten (10) days prior to the next, or next succeeding, regularly scheduled board of education meeting. At the request of the classified employee or at the discretion of the board of education, the board of education shall call a special meeting to conduct the requested hearing, which special meeting shall be held no earlier than ten (10) days nor later than thirty (30) days after receipt of the classified employee's request.
- b. At the hearing before the board of education, the classified employee shall be entitled to be represented by counsel, to cross-examine witnesses presented by the district, to present witnesses on his/her behalf and to present any relevant evidence or statement which the classified employee desires to offer. The hearing shall be conducted in "open" session. The hearing shall commence with a statement to the classified employee of his or her rights at the hearing. Following this statement, the district administration shall present facts showing the cause for the classified employee's suspension without pay as a disciplinary measure, demotion, termination or non-reemployment. The burden of proof shall be upon the district administration. The classified employee shall then have the right to present his/her side of the matter. After both the district administration and the classified employee have fully presented their respective positions, the board of education shall deliberate on the evidence in executive session. The board of education shall announce its findings and decision immediately in open session by individual voice vote. The decision shall be made by a majority of the board of education members present at the meeting.
- c. As to suspension as a disciplinary measure, demotion or termination, the board of education may affirm, modify or reverse the action taken against the classified employee, including increasing or decreasing the severity of the original action. As to non-reemployment, the board may reemploy or non-reemploy the employee for the subsequent fiscal year.
- d. The decision of the board of education at the hearing shall be final and non-appealable.

Miscellaneous

This policy shall be effective immediately upon adoption by the board of education and shall supersede all previous policies regarding the subject matter contained herein. The board of education reserves the right to modify or amend this policy from time to time in any manner consistent with applicable law.

Nothing contained in this policy shall prevent the board of education from acting on its own volition in matters pertaining to suspension, demotion, dismissal or non-renewal of classified employees.

A classified employee may be suspended, demoted, terminated or nonreemployed for violation of any of the following Rules for Conduct, as well as other standards of conduct included in school district policies:

1. Falsification of personnel or other records.
2. Unexcused failure to be at work station at starting time.
3. Leaving work station without authorization prior to lunch periods, or end of work day.
4. Abandonment of job (3 or more consecutive or non-consecutive absences in a rolling 6 month period without following the proper reporting procedures).

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5. Excessive unexcused absenteeism.
6. Chronic absenteeism for any reason.
7. Chronic tardiness.
8. Wasting time or loitering during working hours.
9. Leaving work area during work hours, without permission, for any reason.
10. Possession of weapons on school premises or in school district vehicles or while on duty.
11. Removing school district property or records from school district premises without proper authority.
12. Willful abuse, misuse, defacing, or destruction of school district property, including tools, equipment, or property of other employees.
13. Theft or misappropriation of property of employees, students or of the school district.
14. Sabotage.
15. Distracting the attention of others.
16. Refusal to follow instructions of supervisor.
17. Refusal or failure to do work assignment.
18. Unauthorized operation of machines, tools, or equipment.
19. Threatening, intimidating, coercing or interfering with employees or supervisors.
20. Threatening, intimidating, coercing or exploiting students.
21. The making or publishing of false, vicious, or malicious statements concerning any employee or supervisor.
22. Creating a disturbance on school premises including but not limited to engaging in quarrelsome behavior and fighting.
23. Creating or contributing to unsanitary conditions.
24. Practical jokes injurious to other employees, students or school district property.
25. Possession, consumption, or reporting to work under the influence of beer, alcoholic beverages (including wine), non-prescribed drugs, or controlled dangerous substances.
26. Disregard of known safety rules or common safety practices.
27. Unsafe operation of motor driven vehicles or equipment.
28. Operating machines or equipment without using the safety devices provided.
29. Gambling, lottery, or any other game of chance on school district property.
30. Unauthorized distribution of literature, written or printed matter of any description on school district property.
31. Posting or removing notices, signs, or writing in any form on bulletin boards of school district property at any time without specific authority of the administration.
32. Poor workmanship.
33. Immoral conduct or indecency including abusive and/or foul language.
34. Excessive personal calls during working hours, except for emergencies. This includes in-coming and out-going calls.
35. Walking off the job.
36. Clocking in or out on another employee's time card or time sheet.
37. Smoking in an unauthorized area.
38. Refusal of job transfer, if the transfer does not result in a demotion.
39. Abuse of "breaks" (rest periods) or meal period policies.
40. Insubordination of any kind.
41. Dishonesty of any kind, including withholding pertinent information from a supervisor.
42. Sexual harassment of an employee, a student or a third party such as a patron or vendor.
43. Misuse or abuse of any school district leave policy or guidelines.
44. When it is in the best interest of the school district, any classified personnel may be suspended, demoted, terminated or nonreemployed.

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45. Because of the difficulty of retaining competent classified employees on a temporary basis over an extended period of time, a classified employee shall be subject to termination or nonreemployment for inability to perform the essential job requirements if the employee is unable due to illness or accidental injury to return to work for his or her regularly scheduled hours and to perform all of the essential duties of the position (with or without reasonable accommodation) within 12 work weeks or the number of work days equal to the employee's total accumulated sick leave days, whichever is longer, measured from the date of the first absence due to the condition resulting in the extended absence.

REFERENCE: 70 O.S. §6-101.40, et seq.

 Accreditation Standard 210:35-3-86

THIS POLICY REQUIRED BY LAW.

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Definitions

- "Classified Employee" shall mean an employee of the district who provides those services, not performed by professional educators or licensed teachers, which are necessary for the efficient and satisfactory functioning of the district.
- "Full-time Classified Employee" shall mean a classified employee who regularly works the standard period of labor which is generally understood to constitute full-time employment for the type of services performed by the employee and who is employed by the district for a minimum of 172 days per year.
- "Suspension without pay" shall mean the temporary denial of a classified employee's right to work and receive any pay and other benefits during the term of the suspension. "Suspension without pay" may be as a disciplinary measure as provided in paragraph 4.B(1), below or as a suspension pending investigation as provided in paragraph 4.B(2), below. If a final decision is made under the procedures stated below that a suspension without pay was improper, the classified employee shall receive full pay and other benefits for the period of suspension.
- "Suspension with pay" may occur in those situations in which the superintendent or his or her designee, or a supervisor of the classified employee perceives a significant hazard in keeping the classified employee on the job, in which event the classified employee may be asked to immediately leave the district's premises and the classified employee is temporarily relieved of his or her duties pending a hearing under paragraph 4, below.
- "Demotion" shall mean a reduction in pay during the term of the classified employee's contract. "Demotion" shall not mean a change in job description or work assignment or duties.
- "Termination" shall mean the discharge of the classified employee from his/her employment with the district during the term of his/her contract and does not include the cessation of employment upon expiration of the classified employee's contract.
- "Non-reemployment" shall mean the failure to offer a classified employee a new contract for the next successive school year after the contract under which the classified employee is presently employed has expired.

Suspension, Demotion, Termination Or Non-Reemployment Of Full-Time Classified Employees

A full time classified employee who has been employed by the district for more than one year shall be suspended, demoted, terminated or non-reemployed during the term of his/her contract only for cause as provided in this policy. In addition to the definition of cause stated in section 3 of this policy, "cause" shall also specifically include lack of funds or lack of work. Any classified employee who has been employed by the district for less than one year (12 months) is not entitled to invoke the procedures of this policy and such employee's contract can be terminated at any time without cause.

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If the district has received notice of felony investigation into a support employee by a law enforcement agency, the employee shall be placed on administrative leave. If the district does not place a non-certified employee on administrative leave during the time such employee is under investigation by law enforcement for a felony; and that employee is convicted of a felony, pleads guilty to a felony, or pleads nolo contendere to a felony at the conclusion of that investigation; the district shall be given a health and safety deficiency by the State Department of Education.

Cause For Suspension, Demotion, Termination Or Nonreemployment

A classified employee may be suspended, demoted, terminated or non-reemployed during the term of his/her contract for any of the following:

- A. Violation of any rule, regulation or requirement issued by the office of the superintendent or board of education of the district; or
- B. Conduct not otherwise specified in the above rules, regulations or requirements which constitutes insubordination, neglect of duty, incompetency in job performance, dishonesty, or causing or allowing damage, destruction or theft of school property.
- C. The rules, regulations and requirements referred to above and the Rules for Conduct shall be furnished to each classified employee at the time of his/her initial employment. In the event these rules are updated, a copy shall be timely distributed to classified employees.

Procedures For Suspensions Without Pay, Terminations And Demotions

- A. Any full-time classified employee is subject to disciplinary action in the form of a suspension without pay, demotion or termination. Prior to instituting any such disciplinary action the full-time classified employee shall receive the following hearing rights:
 - a. The superintendent of schools or his or her designee shall orally advise the classified employee of the cause or basis for the proposed disciplinary action;
 - b. The superintendent of the district or his or her designee shall explain to the classified employee the evidence against the classified employee;
 - c. The superintendent of the district or his or her designee shall allow the classified employee an opportunity to present his or her side of the matter.
- B. After the classified employee is afforded the above hearing rights the superintendent of the district or his or her designee may take any of the following actions:
 - a. Suspension without pay for ten (10) working days or less as a disciplinary measure;
 - b. Suspension without pay pending investigation as to whether cause exists for the termination of the classified employee;
 - c. Demotion of the classified employee;

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- d. Termination of the classified employee;
 - e. Conclude that no disciplinary action is appropriate.
- C. The classified employee shall have the right to appeal to the board of education a suspension without pay as a disciplinary measure, a demotion or a termination as set forth in the Procedures for Appeal to the board of education in section 6 below.

Procedures For Non-Reemployment

Prior to being non-reemployed, a full-time classified employee who has been employed by the district for more than one (1) year shall be entitled to the following hearing rights:

- A. The board of education or the superintendent of the district or his or her designee shall advise the classified employee, in writing, of the board's intention to consider and act on the non-reemployment of the classified employee for the subsequent fiscal year;
- B. The written notification shall set out the cause(s) for such action;
- C. The classified employee shall have the right to contest his or her non-reemployment before the board of education as set forth in the Procedures for Appeal to the board of education in section 6 below.

Procedures For Appeal To The Board Of Education

- A. After any suspension without pay as a disciplinary measure, or prior to the effective date of any demotion, termination during the term of his/her contract or non-reemployment, the classified employee shall receive notice of his/her right to a hearing before the board of education as herein provided.
- B. All notices shall be sent to the classified employee by certified mail at the address of the classified employee shown on the school records. If the classified employee refuses to accept the notice or fails or refuses to pick up the notice after being notified by the post office to do so, then the classified employee shall be deemed to have received the notice on the date that the notice was postmarked. The postmark shall be used to determine the timeliness of the notice.
- C. A classified employee who has been notified in writing of his/her suspension without pay as a disciplinary measure, demotion or termination during the term of his/her contract or non-reemployment may notify the clerk of the board of education of the district within ten (10) working days of the postmark on the notice if the classified employee desires a hearing before the board of education. If the classified employee fails to notify the clerk of the board of education of the district in writing within ten (10) working days of the postmark on the notice that the classified employee requests a hearing, the classified employee shall be deemed to have waived the right to a hearing and the suspension without pay as a disciplinary measure, demotion or termination action shall be final and, in the case of a non-reemployment, the board may take final action to non-reemploy the employee without further notice or hearing rights.
- D. Hearing before board of education:

	BARTLESVILLE BOARD OF EDUCATION	Classified Personnel Suspension, Demotion, Termination or Nonreemployment	DHA
	Adopted: August 21, 1989 Revision Date(s): 4/16/90, 8/19/02, 11/17/03, 5/17/04, 12/19/2011, <u>10/21/24</u>		Page 4 of 6

- a. Upon timely notice as set forth above, the classified employee shall be entitled to a hearing before the board of education. The hearing shall be conducted at the next, or next succeeding, regularly scheduled meeting of the board of education if the request for the hearing was received at least ten (10) days prior to the next, or next succeeding, regularly scheduled board of education meeting. At the request of the classified employee or at the discretion of the board of education, the board of education shall call a special meeting to conduct the requested hearing, which special meeting shall be held no earlier than ten (10) days nor later than thirty (30) days after receipt of the classified employee's request.
- b. At the hearing before the board of education, the classified employee shall be entitled to be represented by counsel, to cross-examine witnesses presented by the district, to present witnesses on his/her behalf and to present any relevant evidence or statement which the classified employee desires to offer. The hearing shall be conducted in "open" session. The hearing shall commence with a statement to the classified employee of his or her rights at the hearing. Following this statement, the district administration shall present facts showing the cause for the classified employee's suspension without pay as a disciplinary measure, demotion, termination or non-reemployment. The burden of proof shall be upon the district administration. The classified employee shall then have the right to present his/her side of the matter. After both the district administration and the classified employee have fully presented their respective positions, the board of education shall deliberate on the evidence in executive session. The board of education shall announce its findings and decision immediately in open session by individual voice vote. The decision shall be made by a majority of the board of education members present at the meeting.
- c. As to suspension as a disciplinary measure, demotion or termination, the board of education may affirm, modify or reverse the action taken against the classified employee, including increasing or decreasing the severity of the original action. As to non-reemployment, the board may reemploy or non-reemploy the employee for the subsequent fiscal year.
- d. The decision of the board of education at the hearing shall be final and non-appealable.

Miscellaneous

This policy shall be effective immediately upon adoption by the board of education and shall supersede all previous policies regarding the subject matter contained herein. The board of education reserves the right to modify or amend this policy from time to time in any manner consistent with applicable law.

Nothing contained in this policy shall prevent the board of education from acting on its own volition in matters pertaining to suspension, demotion, dismissal or non-renewal of classified employees.

A classified employee may be suspended, demoted, terminated or nonreemployed for violation of any of the following Rules for Conduct, as well as other standards of conduct included in school district policies:

1. Falsification of personnel or other records.
2. Unexcused failure to be at work station at starting time.
3. Leaving work station without authorization prior to lunch periods, or end of work day.
4. Abandonment of job (3 or more consecutive or non-consecutive absences in a rolling 6 month period without following the proper reporting procedures).

	BARTLESVILLE BOARD OF EDUCATION	Classified Personnel Suspension, Demotion, Termination or Nonreemployment	DHA
Adopted: August 21, 1989 Revision Date(s): 4/16/90, 8/19/02, 11/17/03, 5/17/04, 12/19/2011, <u>10/21/24</u>			Page 5 of 6

5. Excessive unexcused absenteeism.
6. Chronic absenteeism for any reason.
7. Chronic tardiness.
8. Wasting time or loitering during working hours.
9. Leaving work area during work hours, without permission, for any reason.
10. Possession of weapons on school premises or in school district vehicles or while on duty.
11. Removing school district property or records from school district premises without proper authority.
12. Willful abuse, misuse, defacing, or destruction of school district property, including tools, equipment, or property of other employees.
13. Theft or misappropriation of property of employees, students or of the school district.
14. Sabotage.
15. Distracting the attention of others.
16. Refusal to follow instructions of supervisor.
17. Refusal or failure to do work assignment.
18. Unauthorized operation of machines, tools, or equipment.
19. Threatening, intimidating, coercing or interfering with employees or supervisors.
20. Threatening, intimidating, coercing or exploiting students.
21. The making or publishing of false, vicious, or malicious statements concerning any employee or supervisor.
22. Creating a disturbance on school premises including but not limited to engaging in quarrelsome behavior and fighting.
23. Creating or contributing to unsanitary conditions.
24. Practical jokes injurious to other employees, students or school district property.
25. Possession, consumption, or reporting to work under the influence of beer, alcoholic beverages (including wine), non-prescribed drugs, or controlled dangerous substances.
26. Disregard of known safety rules or common safety practices.
27. Unsafe operation of motor driven vehicles or equipment.
28. Operating machines or equipment without using the safety devices provided.
29. Gambling, lottery, or any other game of chance on school district property.
30. Unauthorized distribution of literature, written or printed matter of any description on school district property.
31. Posting or removing notices, signs, or writing in any form on bulletin boards of school district property at any time without specific authority of the administration.
32. Poor workmanship.
33. Immoral conduct or indecency including abusive and/or foul language.
34. Excessive personal calls during working hours, except for emergencies. This includes in-coming and out-going calls.
35. Walking off the job.
36. Clocking in or out on another employee's time card or time sheet.
37. Smoking in an unauthorized area.
38. Refusal of job transfer, if the transfer does not result in a demotion.
39. Abuse of "breaks" (rest periods) or meal period policies.
40. Insubordination of any kind.
41. Dishonesty of any kind, including withholding pertinent information from a supervisor.
42. Sexual harassment of an employee, a student or a third party such as a patron or vendor.
43. Misuse or abuse of any school district leave policy or guidelines.
44. When it is in the best interest of the school district, any classified personnel may be suspended, demoted, terminated or nonreemployed.

	BARTLESVILLE BOARD OF EDUCATION	Classified Personnel Suspension, Demotion, Termination or Nonreemployment	DHA
	Adopted: August 21, 1989 Revision Date(s): 4/16/90, 8/19/02, 11/17/03, 5/17/04, 12/19/2011, <u>10/21/24</u>		Page 6 of 6

45. Because of the difficulty of retaining competent classified employees on a temporary basis over an extended period of time, a classified employee shall be subject to termination or nonreemployment for inability to perform the essential job requirements if the employee is unable due to illness or accidental injury to return to work for his or her regularly scheduled hours and to perform all of the essential duties of the position (with or without reasonable accommodation) within 12 work weeks or the number of work days equal to the employee's total accumulated sick leave days, whichever is longer, measured from the date of the first absence due to the condition resulting in the extended absence.

REFERENCE: 70 O.S. §6-101.40, et seq.

Accreditation Standard 210:35-3-86

THIS POLICY REQUIRED BY LAW.



OKLAHOMA Education

Audit Acknowledgement

Audit Year: 2023-2024

District Name Bartlesville Public School

District Number I-30

County Name Washington

County Code 74

The annual independent audit was presented to the Board of Education in a meeting conducted in accordance with the Open Meeting Act 25 O.S. Section 301-314 on _____ .
Date of Meeting

The audit was presented by Jenkins & Kemper, CPAs P.C. _____
(Independent Auditor) (Independent Auditor's Signature)

The School Board acknowledges that as the governing body of the district, responsible for the district's financial and compliance operations, the audit findings and exceptions have been presented to them.

A copy of the audit, including this acknowledgement form, will be sent to the State Board of Education and the State Auditor and Inspector within 30 days from its presentation, as stated in 70 O.S. § 22-108:

"The district board of education shall forward a copy of the auditor's opinions and related financial statements to the State Board of Education and the State Auditor and Inspector within thirty (30) days after receipt of the audit."

Signature of the Board of Education:

Superintendent

Board of Education Vice President

Board of Education President

Board of Education Member

Subscribed and sworn before me on _____

My Commission expires _____

(Notary Public)

**AUDITED FINANCIAL STATEMENTS - REGULATORY BASIS
AND REPORTS OF INDEPENDENT AUDITOR**

**BARTLESVILLE SCHOOL DISTRICT NO. I-30,
WASHINGTON COUNTY, OKLAHOMA**

JUNE 30, 2024



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

**INDEPENDENT SCHOOL DISTRICT NO. I-30
WASHINGTON COUNTY, OKLAHOMA
JUNE 30, 2024**

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**INDEPENDENT SCHOOL DISTRICT NO. I-30
WASHINGTON COUNTY, OKLAHOMA
JUNE 30, 2024**

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**INDEPENDENT SCHOOL DISTRICT NO. I-30
WASHINGTON COUNTY, OKLAHOMA
SCHOOL DISTRICT OFFICIALS
JUNE 30, 2024**

BOARD OF EDUCATION

President	Scott Bilger
Vice-President	Rick Boswell
Clerk	Andrea Nightingale
Member	Suzy Keirse
Member	Randy Herren
Member	Kinder Shamhart
Member	Jason Sauer

SUPERINTENDENT OF SCHOOLS

Chuck McCauley

DIRECTOR OF FINANCIAL SERVICES

Preston Birk

SCHOOL DISTRICT TREASURER

Sara Vermeire



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Education
Bartlesville School District No. I-030
Bartlesville, Oklahoma 74005

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying combined fund type and account group financial statements-regulatory basis of Bartlesville School District No. I-030, Bartlesville, Oklahoma (the "School District") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Qualified Opinion on Regulatory Basis of Accounting

In our opinion, except for the effects of the matter described in the following paragraph, the financial statements referred to in the first paragraph present fairly, in all material respects, the assets, liabilities and fund balances arising from regulatory basis transactions of each fund type and account group of the District as of June 30, 2024, and the revenues collected and expenditures paid and encumbered, of each fund type, for the year then ended, on the regulatory basis of accounting described in Note 1.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because the significance of the matter discussed in the previous paragraph, the basic financial statements referred to in the first paragraph do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Bartlesville School District No. I-030, Washington County, Oklahoma as of June 30, 2024, or the revenues, expenses, and changes in net position and, where applicable, its cash flows for the year then ended.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Bartlesville School District No. I-030, Bartlesville, Oklahoma and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Qualified Opinion on Regulatory Basis of Accounting

The financial statements referred to above do not include the general fixed assets account group, which is a departure from the regulatory basis of accounting prescribed by the Oklahoma State Department of Education. The amount that should be recorded in the general fixed asset account group is not known.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As discussed in Note 1, the financial statements are prepared by the Bartlesville School District No. I-030, on the basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to comply with the requirements of the Oklahoma State Department of Education. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with financial reporting provisions of the Oklahoma State Department of Education as described in Note 1, to meet the financial reporting requirements of the State of Oklahoma. This includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District's basic financial statements. The combining fund statements, regulatory basis, listed in the accompanying table of contents are presented for purpose of additional analysis, and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The combining statements-regulatory basis and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements-regulatory basis and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole on the regulatory basis of accounting described in Note 1.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated October 16, 2024, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

October 16, 2024

COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS

**INDEPENDENT SCHOOL DISTRICT NO. 1-30, WASHINGTON COUNTY
 COMBINED STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES -
 REGULATORY BASIS - ALL FUND TYPES AND ACCOUNT GROUPS
 JUNE 30, 2024**

<u>ASSETS</u>	<u>GOVERNMENTAL FUND TYPES</u>			CAPITAL PROJECTS	<u>FIDUCIARY FUND TYPES</u>	<u>ACCOUNT GROUP</u>	TOTALS (MEMO ONLY)
	GENERAL	SPECIAL REVENUE	DEBT SERVICE		EXPENDABLE TRUST AND AGENCY FUND	GENERAL LONG-TERM DEBT	
Cash	\$ 3,717,731	1,499,468	3,119,308	941,707	889,877		10,168,091
Investments	1,767,468	1,856,327		8,995,961	271,444		12,891,200
Amounts available in debt service						659,097	659,097
Amounts to be provided for retirement of general long-term debt						69,527,535	69,527,535
Total Assets	<u>5,485,199</u>	<u>3,355,795</u>	<u>3,119,308</u>	<u>9,937,668</u>	<u>1,161,321</u>	<u>70,186,632</u>	<u>93,245,923</u>
 <u>LIABILITIES AND FUND BALANCES</u> 							
Liabilities							
Warrants payable	1,472,856	45,111		12,388	4,189		1,534,544
Encumbrances	33,360	124,472		59,406			217,238
Funds held for school organizations					876,183		876,183
Unmatured obligations			2,460,211				2,460,211
Long-term debt:							
Bonds payable						37,125,000	37,125,000
Capital leases						33,061,632	33,061,632
Total liabilities	<u>1,506,216</u>	<u>169,583</u>	<u>2,460,211</u>	<u>71,794</u>	<u>880,372</u>	<u>70,186,632</u>	<u>75,274,808</u>
Fund balances							
Restricted for:							
Expendable trust					280,949		280,949
Capital projects				9,865,874			9,865,874
Debt service			659,097				659,097
Co-op		(12,992)					(12,992)
Child nutrition		1,275,137					1,275,137
Building		1,924,067					1,924,067
Unassigned	3,978,983						3,978,983
Total fund balances	<u>3,978,983</u>	<u>3,186,212</u>	<u>659,097</u>	<u>9,865,874</u>	<u>280,949</u>		<u>17,971,115</u>
Total liabilities and fund balances	<u>\$ 5,485,199</u>	<u>3,355,795</u>	<u>3,119,308</u>	<u>9,937,668</u>	<u>1,161,321</u>	<u>70,186,632</u>	<u>93,245,923</u>

The notes to the combined financial statements are an integral part of this statement

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN CASH
 FUND BALANCES REGULATORY BASIS - ALL GOVERNMENTAL FUND TYPES
 JUNE 30, 2024**

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	TOTALS (MEMO ONLY)
	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	EXPENDABLE TRUST	
Revenues						
Local sources	\$ 13,716,518	3,038,326	14,990,994	429,432	32,319	32,207,589
Intermediate sources	1,590,242					1,590,242
State sources	36,086,498	1,472,070	1,888			37,560,456
Federal sources	6,965,364	2,794,888				9,760,252
Non-revenue receipts	127,627	5,004	189,097			321,728
Total revenues	<u>58,486,249</u>	<u>7,310,288</u>	<u>15,181,979</u>	<u>429,432</u>	<u>32,319</u>	<u>81,440,267</u>
Expenditures						
Instruction	36,109,480	57,477		1,375,936		37,542,893
Support services	22,250,443	1,890,621		2,414,085	21,739	26,576,888
Operation of non-instructional services	1,680	3,078,457				3,080,137
Facilities, acquisition and const. services		2,397,640		648,087		3,045,727
Other outlays	55,633	96,679		296,800		449,112
Other uses	300					300
Debt service			15,046,761			15,046,761
Total expenditures	<u>58,417,536</u>	<u>7,520,874</u>	<u>15,046,761</u>	<u>4,734,908</u>	<u>21,739</u>	<u>85,741,818</u>
Revenues over (under) expenditures	68,713	(210,586)	135,218	(4,305,476)	10,580	(4,301,551)
Other financing sources (uses)						
Lapsed appropriations	35,601	91,279		14,410		141,290
Estopped warrants	6,944					6,944
Bond proceeds				4,944,470		4,944,470
Total other financing sources (uses)	<u>42,545</u>	<u>91,279</u>		<u>4,958,880</u>		<u>5,092,704</u>
Revenue and other sources over (under) expenditures and other uses	111,258	(119,307)	135,218	653,404	10,580	791,153
Cash fund balance, beginning of year	<u>3,867,725</u>	<u>3,305,519</u>	<u>523,879</u>	<u>9,212,470</u>	<u>270,369</u>	<u>17,179,962</u>
Cash fund balance, end of year	<u>\$ 3,978,983</u>	<u>3,186,212</u>	<u>659,097</u>	<u>9,865,874</u>	<u>280,949</u>	<u>17,971,115</u>

The notes to the combined financial statements are an integral part of this statement

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINED STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -
 REGULATORY BASIS - BUDGETED GENERAL FUND
 JUNE 30, 2024**

	GENERAL FUND		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
Revenues			
Local sources	\$ 12,004,619	12,004,619	13,716,518
Intermediate sources	1,497,495	1,497,495	1,590,242
State sources	34,521,040	34,521,040	36,086,498
Federal sources	7,270,741	7,270,741	6,965,364
Non-revenue receipts			127,627
Total revenues	<u>55,293,895</u>	<u>55,293,895</u>	<u>58,486,249</u>
Expenditures			
Instruction	36,523,150	36,523,150	36,109,480
Support services	22,501,663	22,501,663	22,250,443
Operation of non-instructional services			1,680
Other outlays	136,807	136,807	55,633
Non-categorical			300
Total expenditures	<u>59,161,620</u>	<u>59,161,620</u>	<u>58,417,536</u>
Revenues over (under) expenditures	(3,867,725)	(3,867,725)	68,713
Other financing sources (uses)			
Lapsed appropriations			35,601
Estopped warrants			6,944
Total other financing sources (uses)			<u>42,545</u>
Revenue and other sources over (under) expenditures and other uses	(3,867,725)	(3,867,725)	111,258
Cash fund balance, beginning of year	<u>3,867,725</u>	<u>3,867,725</u>	<u>3,867,725</u>
Cash fund balance, end of year	<u>\$ -</u>	<u>-</u>	<u>3,978,983</u>

The notes to the combined financial statements are an integral part of this statement

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINED STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -
 REGULATORY BASIS - ALL BUDGETED SPECIAL REVENUE FUNDS
 JUNE 30, 2024**

	SPECIAL REVENUE FUNDS		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
Revenues			
Local sources	\$ 2,128,920	2,628,920	3,038,326
State sources	45,662	760,946	1,472,070
Federal sources	2,453,012	2,493,665	2,794,888
Non-revenue receipts			5,004
Total revenues	4,627,594	5,883,531	7,310,288
Expenditures			
Instruction	111,050	151,703	57,477
Support services	1,620,842	2,836,126	1,890,621
Operation of non-instructional services			3,078,457
Facilities, acquisition and const. services	1,777,399	1,777,399	2,397,640
Other outlays			96,679
Non-categorical	4,423,822	4,423,822	
Total expenditures	7,933,113	9,189,050	7,520,874
Revenues over (under) expenditures	(3,305,519)	(3,305,519)	(210,586)
Other financing sources (uses)			
Lapsed appropriations			91,279
Revenue and other sources over (under) expenditures and other uses	(3,305,519)	(3,305,519)	(119,307)
Cash fund balance, beginning of year	3,305,519	3,305,519	3,305,519
Cash fund balance, end of year	\$ -	-	3,186,212

The notes to the combined financial statements are an integral part of this statement

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINED STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -
 REGULATORY BASIS - DEBT SERVICE FUNDS
 JUNE 30, 2024**

	DEBT SERVICE FUND		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
Revenues			
Local sources	\$ 14,522,882	14,522,882	14,990,994
State sources			1,888
Non-revenue receipts			189,097
Total revenues	14,522,882	14,522,882	15,181,979
Expenditures			
Other outlays			
Debt service	15,046,761	15,046,761	15,046,761
Revenues over (under) expenditures	(523,879)	(523,879)	135,218
Cash fund balance, beginning of year	523,879	523,879	523,879
Cash fund balance, end of year	\$ -	-	659,097

The notes to the combined financial statements are an integral part of this statement

**NOTES TO COMBINED FINANCIAL STATEMENTS -
REGULATORY BASIS**

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. Summary of Significant Accounting Policies

The basic financial statements of the Bartlesville Public Schools Independent District No. I-30 (the "District") have been prepared in conformity with another comprehensive basis of accounting as prescribed by the Oklahoma State Department of Education. The more significant of the District's accounting policies are described below.

A. Reporting Entity

The District is a corporate body for public purposes created under Title 70 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes.

The District is part of the public-school system of Oklahoma under the general direction and control of the State Board of Education and is financially dependent on state of Oklahoma support. The general operating authority for the public-school system is the Oklahoma School Code contained in Title 70, Oklahoma Statutes.

The governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District.

In evaluating how to define the District, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria established by the Governmental Accounting Standards Board (GASB). The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the District and/or its citizens, or whether the activity is conducted within the geographic boundaries of the District and is generally available to its patrons. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the District is able to exercise oversight responsibilities. Based upon the application of these criteria, there are no potential component units included in the District's reporting entity. The Parent Teacher Association (PTA) is not included in the reporting entity. The District does not appoint any of the board members or exercise any oversight authority over the PTA.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

B. Fund Accounting

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain district functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental Fund Types

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds).

General Fund - The general fund is used to account for all financial transactions except those required to be accounted for in another fund. Major revenue sources include state and local property taxes and state funding under the Foundation and Incentive Aid Program. Expenditures include all costs associated with the daily operations of the schools except for programs funded for building repairs and maintenance, school construction and debt service on bonds and other long-term debt. The general fund includes federal and state restricted monies that must be expended for specific programs.

Special Revenue Fund - The special revenue funds are the District's building, co-op and child nutrition funds.

Building Fund - The building fund consists of monies derived property taxes levied for the purpose of erecting, remodeling, repairing, or maintaining school buildings and for purchasing furniture, equipment and computer software to be used on or for the school district property, for paying energy and utility costs, for purchasing telecommunications services, for paying fire and casualty insurance premiums for school facilities, for purchasing security systems, and for paying salaries of security personnel.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

B. Fund Accounting - contd.

Co-op Fund - The co-op fund is established when the boards of education of two or more school districts enter into cooperative agreements and maintain joint programs. The revenues necessary to operate a cooperative program can come from federal, state, or local sources, including the individual contributions of participating school districts. The expenditures for this fund would consist of those necessary to operate and maintain the joint programs.

Child Nutrition Fund - The child nutrition fund consists of monies derived from federal and state financial assistance and food sales. This fund is used to account for the various nutrition programs provided to students.

Debt Service Fund - The debt service fund is the District's sinking fund and is used to account for the accumulation of financial resources for the payment of general long-term (including judgments) debt principal, interest and related costs. The primary revenue sources are local property taxes levied specifically for debt service and interest earnings from temporary investments.

Capital Projects Funds - The capital projects fund is the District's bond fund and is used to account for the proceeds of bond sales to be used exclusively for acquiring school sites, constructing and equipping new school facilities, renovating existing facilities, and acquiring transportation equipment.

Proprietary Fund Types

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the District (internal service funds). The District has no proprietary fund types.

Fiduciary Fund Types

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District. When these assets are held under a trust agreement, either a nonexpendable trust fund or an expendable trust fund is used depending on whether there is an obligation to maintain trust principal. Agency

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

B. Fund Accounting - contd.

funds are used to account for assets that the District holds on behalf of others as their agent and do not involve measurement of results of operations.

Expendable Trust Funds - Expendable trust funds include the gifts fund, medical insurance fund, workers compensation fund and the insurance recovery fund.

Gifts Fund - The gifts fund receives its assets by way of philanthropic foundations, individuals, or private organizations for which no repayment or special service to the contributor is expected. This fund is used to promote the general welfare of the District.

Medical Insurance Fund - The medical insurance fund accounts for revenues and expenditures for all types of self-funded medical insurance coverage.

Workers Compensation Fund - The workers compensation fund accounts for revenues and expenditures for workers compensation claims.

Insurance Recovery Fund - The insurance recovery fund accounts for all types of insurance recoveries, major reimbursements and reserves for property repairs and replacements.

Agency Fund - The agency fund is the school activities fund which is used to account for monies collected principally through fundraising efforts of the student and District-sponsored groups. The administration is responsible, under the authority of the Board, in collecting, disbursing and accounting for these activity funds.

Account Group

Account groups are not funds and consist of a self-balancing set of accounts used only to establish accounting control over long-term debt and fixed assets.

General Long-Term Debt Account Group - This account group was established to account for all long-term debt of the District, which is offset by the amount available in the debt service fund and the amount to be provided in future years to complete retirement of the debt principal. It is also used to account for other liabilities (judgments and lease purchases), which are to be paid from funds provided in future years.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

B. *Fund Accounting* - contd.

General Fixed Assets Account Group - This account group is used by governments to account for the property, plant and equipment of the school district. The District does not have the information necessary to include this group in its financial statements.

Memorandum Only - Total Column

The total column on the combined financial statements - regulatory basis is captioned "memorandum only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Inter-fund eliminations have not been made in the aggregation of this data.

C. *Basis of Accounting and Presentation*

The District prepares its financial statements in a presentation format that is prescribed by the Oklahoma State Department of Education. This format is essentially the generally accepted form of presentation used by state and local governments prior to the effective date of GASB Statement No. 34, *Basic Financial Statements-Management's Discussion and Analysis-for State and Local Governments*. This format significantly differs from that required by GASB 34.

The basic financial statements are essentially prepared on a basis of cash receipts and disbursements modified as required by the regulations of the Oklahoma State Department of Education (OSDE) as follows:

- Encumbrances represented by purchase orders, contracts, and other commitments for the expenditure of monies and are recorded as expenditures when approved.
- Investments and inventories are recorded as assets when purchased.
- Warrants payable are recorded as liabilities when issued.
- Long-term debt is recorded when incurred.
- Accrued compensated absences are recorded as an expenditure and liability when the obligation is incurred.

This regulatory basis of accounting differs from accounting principles generally accepted in the United States of America, which requires revenues to be recognized when they become

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

C. Basis of Accounting and Presentation – contd.

available and measurable, or when they are earned, and expenditures or expenses to be recognized when the related liabilities are incurred for governmental fund types; and, when revenues are earned and liabilities are incurred for proprietary fund types and trust funds.

D. Budgets and Budgetary Accounting

The District is required by state law to prepare an annual budget. A preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. If the preliminary budget requires an additional levy, the District must hold an election on the first Tuesday in February to approve the levy. If the preliminary budget does not require an additional levy, it becomes the legal budget. If an election is held and the taxes are approved, then the preliminary budget becomes the legal budget. If voters reject the additional taxes, the District must adopt a budget within the approved tax rate.

The District may upon approval by a majority of the electors of the District voting on the question make the ad valorem levy for emergency levy and local support levy permanent.

Under current Oklahoma Statutes, a formal budget is required for all funds except for trust and agency funds. Budgets are presented for all funds that include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories.

E. Assets, Liabilities and Fund Balances

Cash - Cash consists of cash on hand, demand deposit accounts, and interest-bearing checking accounts.

Investments - Investments consist of direct obligations of the United States Government and agencies; certificates of deposit of savings and loan associations, bank and trust companies; savings accounts or savings certificates of savings and loan associations, and trust companies; and warrants, bonds or judgments of the district. All investments are recorded at cost, which approximates market value.

Inventories - The value of consumable inventories at June 30, 2024 is not material to the combined financial statements-regulatory basis.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. Summary of Significant Accounting Policies- contd.

E. Assets, Liabilities and Fund Balances – contd.

Fixed Assets and Property, Plant and Equipment - The General Fixed Asset Account Group is not presented.

Warrants Payable - Warrants are issued to meet the obligations for goods and services provided to the District. The District recognizes a liability for the amount of outstanding warrants that have yet to be redeemed by the District's treasurer.

Encumbrances - Encumbrances represent commitments related to purchase orders, contracts, other commitments for expenditures or resources, and goods or services received by the District for which a warrant has not been issued. An expenditure is recorded and a liability is recognized for outstanding encumbrances at year end in accordance with the regulatory basis of accounting.

Unmatured Obligations - The unmatured obligations represent the total of all annual accruals for both principal and interest, based on the lengths of the bonds and/or judgments, less all principal and interest payments through the balance sheet date in accordance with the regulatory basis of accounting.

Funds Held for School Organizations - Funds held for school organizations represent the funds received or collected from students or other co-curricular and extracurricular activities conducted in the district, control over which is exercised by the board of education. These funds are credited to the account maintained for the benefit of each particular activity within the school activity fund.

Long-Term Debt - Long-term debt is recognized as a liability of a governmental fund when due, or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

Fund Balance – Cash fund balance represents the funds not encumbered by purchase order, legal contracts, outstanding warrants and unmatured obligations.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

In the fund financial statements, governmental funds report the hierarchy of fund balances. The hierarchy is based primarily on the degree of spending constraints placed upon use of resources for special purposes versus availability of appropriations. An important distinction that is made in reporting fund balance is between amounts that are considered *nonspendable* (i.e., fund balance associated with assets that are not in *spendable form*, such as inventories or prepaid items, long-term portions of loans and notes receivable, or items that are legally required to be maintained intact) and those that are *spendable* (such as fund balance associated with cash, investments or receivables).

Amounts in the spendable fund balance category are further classified as *restricted*, *committed*, *assigned* or *unassigned*, as appropriate.

- **Restricted** fund balance represents amounts that are constrained either externally by creditors, grantors, contributors or laws or regulations of other governments; or by law, through constitutional provisions or enabling legislation.
- **Committed** fund balance represents amounts that are useable only for specific purposes by formal action of the government's highest level of decision-making authority. Such amounts are not subject to legal enforceability but cannot be used for any other purpose unless the government removes or changes the limitation by taking action similar to that which imposed the commitment. The School Board is the highest level of decision-making authority of the School District.
- **Assigned** fund balance represents amounts that are *intended* to be used for specific purposes but are neither restricted nor committed. Intent is expressed by the governing body itself, or a subordinated high-level body or official who the governing body has delegated the authority to assign amounts to be used for specific purposes. Assigned fund balances includes all remaining spendable amounts (except negative balances) that are reported in governmental funds *other than the general fund* that are neither restricted nor committed, and amounts in the general fund that are intended to be used for specific purpose in accordance with the provisions of the standard.
- **Unassigned** fund balance is the residual classification for the general fund. It represents the amounts that have not been assigned to other funds, and that have not been restricted, committed, or assigned to specific purposes within the general fund.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. Summary of Significant Accounting Policies- contd.

F. Revenue and Expenditures

Local Revenues - Revenue from local sources is the money generated from within the boundaries of the District and available to the District for its use. The District is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the District. These property taxes are distributed to the District's general, building and sinking funds based on the levies approved for each fund. The County Assessor, upon receipt of the certification of tax levies from the county excise board, extends the tax levies on the tax roll for submission to the county treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes are due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 2. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid by the following October 1, the property is offered for sale for the amount of taxes due. The owner has two years to redeem the property by paying the taxes and penalty owed. If at the end of two years the owner has not done so, the purchaser is issued a deed to the property.

Other local sources of revenues include interest earnings, tuition, fees, rentals, disposals, commissions and reimbursements.

Intermediate Revenues - Revenue from intermediate sources is the amount of money from funds collected by an intermediate administrative unit, or a political subdivision between the district and the state and distributed to districts in amounts that differ in proportion to those which were collected within such systems.

State Revenues - Revenues from state sources for current operations are primarily governed by the state aid formula under the provisions of Article XVIII, Title 70, Oklahoma Statutes. The State Board of Education administers the allocation of state aid funds to school districts based on information accumulated from the Districts.

After review and verification of reports and supporting documentation, the State Department of Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

F. Revenue and Expenditures- contd.

The District receives revenue from the state to administer certain categorical educational programs. State Board of Education rules require that revenue earmarked for these programs be expended only for the program for which the money is provided and require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The State Department of Education requires categorical educational program revenues be accounted for in the general fund.

The aforementioned state revenues are apportioned to the District's general fund.

Federal Revenues - Federal revenues consist of revenues from the federal government in the form of operating grants or entitlements. An operating grant is a contribution to be used for a specific purpose, activity or facility. A grant may be received either directly from the federal government or indirectly as a pass-through from another government, such as the state.

An entitlement is the amount of payment to which the District is entitled pursuant to an allocation formula contained in applicable statutes.

The majority of the federal revenues received by the District are apportioned to the general fund. The District maintains a separate child nutrition fund and the federal revenues received for the child nutrition programs are apportioned there.

Non-Revenue Receipts - Non-revenue receipts represent receipts deposited into a fund that are not new revenues to the District, but the return of assets.

Instruction Expenditures - Instruction expenditures include the activities dealing directly with the interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location, such as a home or hospital, and in other learning situations, such as those involving co-curricular activities. It may also be provided through some other approved medium, such as television, radio, telephone and correspondence.

Included here are the activities of teacher assistants of any type (clerks, graders, teaching machines, etc.), which assist in the instructional process. The activities of tutors, translators and interpreters would be recorded here. Department chairpersons who teach for any portion of time are included here. Tuition/transfer fees paid to other LEAs would be included here.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

1. **Summary of Significant Accounting Policies-** contd.

F. Revenue and Expenditures - contd.

Support Services Expenditures - Support services expenditures provide administrative, technical (such as guidance and health) and logistical support to facilitate and enhance instruction. These services exist as adjuncts for fulfilling the objectives of instruction, community services and enterprise programs, rather than as entities within themselves.

Operation of Non-Instructional Services Expenditures - Activities concerned with providing non-instructional services to students, staff or the community.

Facilities Acquisition and Construction Services Expenditures - Consists of activities involved with the acquisition of land and buildings; remodeling buildings; the construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; and improvement to sites.

Other Outlays/Uses Expenditures - A number of outlays of governmental funds are not properly classified as expenditures, but still require budgetary or accounting control. These are classified as Other Outlays. These include debt service payments (principal and interest) when applicable. Other uses include scholarships provided by private gifts and endowments; student aid and staff awards supported by outside revenue sources (i.e., foundations). Also, expenditure for self-funded employee benefit programs administered either by the District or a third-party administrator.

Repayment Expenditures - Repayment expenditures represent checks/warrants issued to outside agencies for refund or restricted revenue previously received for overpayment, non-qualified expenditures and other refunds to be repaid from District funds.

Inter-fund Transactions - Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund or expenditure/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the fund that is reimbursed.

All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other inter-fund transfers are reported as operating transfers. There were no operating transfers between funds during the 2023-24 fiscal year.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

2. Deposits and Investments

Custodial Credit Risk

At June 30, 2024, the District held deposits of approximately \$23,059,291 at financial institutions. The District's cash deposits, including interest-bearing certificates of deposit, are entirely covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. government insured or collateralized with securities held by the District or by its agent in the District's name.

Investment Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Investment Credit Risk

The District has no policy that limits its investment choices other than the limitation of state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposits or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers' acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipations notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

2. Deposits and Investments – contd.

The investments held at June 30, 2024 are as follows:

Type	Weighted Average Maturity (Months)	Market Value	Cost
<i>Investments</i>			
Money Market		\$ 0	\$ 0
Municipal tax-supported money judgments		0	0
Certificate of Deposit	6	<u>12,891,200</u>	<u>12,891,200</u>
Total investments		<u>\$ 12,891,200</u>	<u>\$ 12,891,200</u>

Concentration of Investment Credit Risk

The District places no limit on the amount it may invest in any one issuer. The District has the following of credit risk: 0% in Money Market funds, 0% in Municipal tax-supported money judgments and 100% in CDs (\$12,891,200).

3. General Long-term Debt

State statutes prohibit the District from becoming indebted in an amount exceeding the revenue to be received for any fiscal year without approval by the District’s voters. Bond issues can be approved by the voters and issued by the District for various capital improvements. These bonds are required to be fully paid serially within 25 years of the date of issue.

General long-term debt of the District consists of bonds payable and six (6) capital leases. Debt service requirements for bonds are payable solely from the fund balance and the future revenues of the debt service fund.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

3. **General Long-term Debt** – contd.

The following is a summary of the long-term debt transactions of the District for the year ended June 30, 2024:

	Bonds <u>Payable</u>	Capital <u>Leases</u>	<u>Totals</u>
Balance, July 1, 2023	\$ 33,515,000	19,495,000	53,010,000
Additions	14,840,000	13,661,632	28,501,632
Retirements	<u>11,230,000</u>	<u>95,000</u>	<u>11,325,000</u>
Balance, June 30, 2024	<u>\$ 37,125,000</u>	<u>33,061,632</u>	<u>70,186,632</u>

A brief description of the outstanding long-term debt at June 30, 2024 is set forth below:

	<u>Amount outstanding</u>
<u>General Obligation Bonds</u>	
Building Bonds, Series 2015, original issue \$6,525,000, average interest rate of 2.00-3.00%, due in annual installments of \$465,000 beginning 6-1-17, final payment of \$480,000 due 6-1-30	\$ 2,805,000
Building Bonds, Series 2018, original issue \$15,500,000, interest rate of 2.25-3.00%, due in annual installments of \$2,210,000 beginning 6-1-20, final payment due 6-1-26;	4,450,000
Comb. Purpose Bonds, Series 2020B, original issue \$2,660,000, interest rate of 1.0-1.2%, due in annual installments of \$665,000 beginning 6-1-22, final payment due 6-1-25;	665,000
Building Bonds, Series 2022A, original issue \$6,470,000, interest rate of 3.00-3.20%, due in annual installments of \$805,000 beginning 6-1-24, final payment of \$835,000 due 6-1-31	5,665,000
Building Bonds, Series 2023, original issue \$8,700,000, interest rate of 0.50-4.0%, due in annual installments of \$965,000 beginning 6-1-25, final payment of \$980,000 due 6-1-33	8,700,000
Comb. Purpose Bonds, Series 2024A, original issue \$10,140,000, interest rate of 4.00%, due in annual installments of \$5,070,000 beginning 5-1-26, final payment of \$5,070,000 due 5-1-27	\$ 10,140,000

**INDEPENDENT SCHOOL DISTRICT NO. 1-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

3. **General Long-term Debt – contd.**

	<u>Amount outstanding</u>
Building Bonds, Series 2024B, original issue 4,700,000, interest rate of 4.00%, due in annual installments of \$2,350,000 beginning 5-1-26, final payment of \$2,350,000 due 5-1-27	\$ 4,700,000
<u>Capital Leases</u>	
Lease agreement for equipment and buildings, dated 3-23-23 totaling \$9,600,000, interest rate of 3.43%, due in various acquisition payments beginning 7-1-25 final payment on 7-1-28;	9,600,000
Lease agreement for equipment and buildings, dated 6-24-21 totaling \$4,240,000, interest rate of 0.62%, due in one acquisition payment on 7-1-24;	4,240,000
Lease agreement for equipment and buildings, dated 8-9-19 totaling \$8,700,000, interest rate of 1.57%, due in various acquisition payments beginning 7-1-22 final payment on 7-1-24;	5,560,000
Lease agreement for energy savings performance, dated 5-22-23 totaling \$1,325,260, interest rate of 4.75%, due in various acquisition payments beginning 12-1-23 final payment on 12-1-30;	1,250,309
Lease agreement for energy efficiency project, dated 6-17-24 totaling \$1,911,323, due in various acquisitions payments beginning 1-6-25 final payment on 10-6-32;	1,911,323
Lease agreement for equipment and buildings, dated 3-28-24 totaling \$10,500,000, interest rate of 4.445% due in various acquisition payments beginning 7-1-26 final payment on 7-1-30;	<u>10,500,000</u>
Totals	<u>\$ 70,186,632</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

3. General Long-term Debt – contd.

The annual debt service requirements for the retirement of bond principal, and payment of interest are as follows:

Year ending June 30	Principal	Interest	Total
2025	\$ 5,110,000	1,246,795	6,356,795
2026	11,895,000	1,136,258	13,031,258
2027	9,655,000	736,000	10,391,000
2028	2,235,000	374,475	2,609,475
2029	2,235,000	297,775	2,532,775
2030-2034	5,995,000	481,195	6,476,195
Totals	<u>\$ 37,125,000</u>	<u>4,272,498</u>	<u>41,397,498</u>

There was \$836,785 in interest paid on long-term debt incurred during the current year.

The annual debt service requirements for capital lease principal, and interest are as follows:

Year ending June 30	Principal	Interest	Total
2025	\$ 10,076,068	176,241	10,252,309
2026	432,965	514,780	947,745
2027	470,757	506,802	977,559
2028	5,218,919	497,112	5,716,031
2029	6,967,470	452,799	7,420,269
2030-2034	9,895,453	464,630	10,360,083
Totals	<u>\$ 33,061,632</u>	<u>2,612,364</u>	<u>35,673,996</u>

4. Employee Retirement System

Plan Description

The District participates in the state-administered Oklahoma Teachers' Retirement Plan, a cost-sharing, multiple-employer defined benefit public employee retirement system (PERS), which is administered by the board of trustees of the Oklahoma Teachers' Retirement System (the "System"). The System provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Title 70 Section 17 of the Oklahoma Statutes establishes benefit provisions and may be amended only through legislative action. The Oklahoma Teachers' Retirement System issues a publicly available

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

4. Employee Retirement System – contd.

financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to Teachers' Retirement System of Oklahoma, P.O. Box 53524, Oklahoma City, OK 73152 or by calling (405) 521-2387.

Basis of Accounting

The System's financial statements are prepared using the cash basis of accounting, except for accruals of interest income. Plan member contributions are recognized in the period in which the contributions are made. Benefits and refunds are recognized when paid. The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. There are no actuarial valuations performed on individual school districts. The System has an under-funded pension benefit obligation as determined as part of the latest actuarial valuation.

GASB Statement 68 became effective for fiscal years beginning after June 15, 2014, and significantly changes pension accounting and financial reporting for governmental employees who participate in a pension plan, such as the System, and who prepare published financial statements on an accrual basis using Generally Accepted Accounting Principles. Since the District does not prepare and present their financial statements on an accrual basis, the net pension liability amount is not required to be presented on the financial statements.

Funding Policy

The District, the State of Oklahoma, and the participating employee make contributions. The contribution rates for the District and its employees are established by and may be amended by Oklahoma Statutes. The rates are not actuarially determined. The rates are applied to the employee's earnings plus employer-paid fringe benefits. The required contribution for the participating members is 7.0% of compensation. Beginning, July 1, 2010, the District and State were required to contribute 14.5% of applicable compensation. Contributions received by the System are from a percentage of its revenues from sales taxes, use taxes, corporate income taxes and individual income taxes. The District contributed 9.5% beginning January 1, 2010 and the State of Oklahoma contributed the remaining 5.0% during the year. The District is allowed by the Oklahoma Teacher's Retirement System to make the required contributions on behalf of the participating members. In addition, the District is required to match the retirement paid on salaries that are funded with federal funds.

Annual Pension Cost

The District's portion of the total contributions for 2024, 2023 and 2022 were \$3,236,852, \$3,118,661, and \$2,859,426 respectively.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

5. Contingencies

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the District expects such amounts, if any, to be immaterial.

6. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District continues to carry commercial insurance for these risks, including general and auto liability, property damage, and public officials' liability. Settled claims resulting from these risks have not exceeded the commercial insurance coverage in any of the past three fiscal years.

7. Subsequent Events

Management has evaluated subsequent events through the date of the audit report, which is the date the financial statements were available to be issued and have determined that no additional information needs to be added to the financial statements.

**OTHER SUPPLEMENTARY INFORMATION – REGULATORY
BASIS - COMBINING FINANCIAL STATEMENTS**

**INDEPENDENT SCHOOL DISTRICT NO. 1-30, WASHINGTON COUNTY
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND
 BALANCES - REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS
 JUNE 30, 2024**

<u>ASSETS</u>	<u>CO-OP FUND</u>	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>TOTALS (MEMO ONLY)</u>
Cash	\$ (11,318)	1,150,805	359,981	1,499,468
Investments		850,000	1,006,327	1,856,327
Total assets	<u>(11,318)</u>	<u>2,000,805</u>	<u>1,366,308</u>	<u>3,355,795</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities				
Warrants payable	1,674	40,590	2,847	45,111
Encumbrances		36,148	88,324	124,472
Total liabilities	<u>1,674</u>	<u>76,738</u>	<u>91,171</u>	<u>169,583</u>
Fund balances				
Restricted	<u>(12,992)</u>	<u>1,924,067</u>	<u>1,275,137</u>	<u>3,186,212</u>
Total liabilities and fund balances	<u>\$ (11,318)</u>	<u>2,000,805</u>	<u>1,366,308</u>	<u>3,355,795</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
CASH FUND BALANCES - REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS
JUNE 30, 2024**

	CO-OP FUND	BUILDING FUND	CHILD NUTRITION FUND	TOTALS (MEMO ONLY)
Revenues				
Local sources	\$ -	2,431,043	607,283	3,038,326
State sources	6,857	1,426,953	38,260	1,472,070
Federal sources	137,213		2,657,675	2,794,888
Non-revenue receipts		3,804	1,200	5,004
Total revenues	<u>144,070</u>	<u>3,861,800</u>	<u>3,304,418</u>	<u>7,310,288</u>
Expenditures				
Instruction	57,477			57,477
Support services	84,992	1,805,629		1,890,621
Operation of non-instructional services			3,078,457	3,078,457
Facilities, acquisition and const. services		2,397,640		2,397,640
Other outlays			96,679	96,679
Total expenditures	<u>142,469</u>	<u>4,203,269</u>	<u>3,175,136</u>	<u>7,520,874</u>
Revenues over (under) expenditures	1,601	(341,469)	129,282	(210,586)
Other financing sources (uses)				
Lapsed appropriations		90,780	499	91,279
Revenue and other sources over (under) expenditures and other uses	1,601	(250,689)	129,781	(119,307)
Cash fund balance, beginning of year	<u>(14,593)</u>	<u>2,174,756</u>	<u>1,145,356</u>	<u>3,305,519</u>
Cash fund balance, end of year	<u>\$ (12,992)</u>	<u>1,924,067</u>	<u>1,275,137</u>	<u>3,186,212</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -
 - REGULATORY BASIS - ALL BUDGETED SPECIAL REVENUE FUNDS
 JUNE 30, 2024**

	CO-OP FUND			BUILDING FUND			CHILD NUTRITION FUND		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
Revenues									
Local sources	\$ -			1,656,886	2,156,886	2,431,043	472,034	472,034	607,283
State sources	7,500	7,500	6,857		715,284	1,426,953	38,162	38,162	38,260
Federal sources	139,593	180,246	137,213				2,313,419	2,313,419	2,657,675
Non-revenue receipts						3,804			1,200
Total revenues	<u>147,093</u>	<u>187,746</u>	<u>144,070</u>	<u>1,656,886</u>	<u>2,872,170</u>	<u>3,861,800</u>	<u>2,823,615</u>	<u>2,823,615</u>	<u>3,304,418</u>
Expenditures									
Instruction	111,050	151,703	57,477						
Support services	21,450	21,450	84,992	1,599,392	2,814,676	1,805,629			
Operation of non-instructional services									3,078,457
Facilities, acquisition and const. services				1,777,399	1,777,399	2,397,640			
Other outlays									96,679
Non-categorical				454,851	454,851		3,968,971	3,968,971	
Total expenditures	<u>132,500</u>	<u>173,153</u>	<u>142,469</u>	<u>3,831,642</u>	<u>5,046,926</u>	<u>4,203,269</u>	<u>3,968,971</u>	<u>3,968,971</u>	<u>3,175,136</u>
Revenues over (under) expenditures	14,593	14,593	1,601	(2,174,756)	(2,174,756)	(341,469)	(1,145,356)	(1,145,356)	129,282
Other financing sources (uses)									
Lapsed appropriations						90,780			499
Revenue and other sources over (under) expenditures and other uses	14,593	14,593	1,601	(2,174,756)	(2,174,756)	(250,689)	(1,145,356)	(1,145,356)	129,781
Cash fund balance, beginning of year	<u>(14,593)</u>	<u>(14,593)</u>	<u>(14,593)</u>	<u>2,174,756</u>	<u>2,174,756</u>	<u>2,174,756</u>	<u>1,145,356</u>	<u>1,145,356</u>	<u>1,145,356</u>
Cash fund balance, end of year	<u>\$ -</u>	<u>-</u>	<u>(12,992)</u>	<u>-</u>	<u>-</u>	<u>1,924,067</u>	<u>-</u>	<u>-</u>	<u>1,275,137</u>

**INDEPENDENT SCHOOL DISTRICT NO. 1-30, WASHINGTON COUNTY
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND
 BALANCES - REGULATORY BASIS - ALL CAPITAL PROJECTS FUNDS
 JUNE 30, 2024**

	<u>31</u>	<u>32</u>	<u>33</u>	<u>39</u>	<u>TOTALS</u>
	<u>BUILDING</u>	<u>BUILDING</u>	<u>BUILDING</u>	<u>BUILDING</u>	<u>(MEMO ONLY)</u>
	<u>BOND FUND</u>	<u>BOND FUND</u>	<u>BOND FUND</u>	<u>BOND FUND</u>	
<u>ASSETS</u>					
Cash	399,396	304,623	\$ 235,845	1,843	941,707
Investment		4,224,221	4,400,000	371,740	8,995,961
Total assets	<u>399,396</u>	<u>4,528,844</u>	<u>4,635,845</u>	<u>373,583</u>	<u>9,937,668</u>
 <u>LIABILITIES AND FUND BALANCES</u>					
Liabilities					
Warrants payable	6,990	5,398			12,388
Encumbrances		59,406			59,406
Total liabilities	<u>6,990</u>	<u>64,804</u>			<u>71,794</u>
Fund balances					
Restricted	<u>392,406</u>	<u>4,464,040</u>	<u>4,635,845</u>	<u>373,583</u>	<u>9,865,874</u>
Total liabilities and fund balances	<u>399,396</u>	<u>4,528,844</u>	<u>\$ 4,635,845</u>	<u>373,583</u>	<u>9,937,668</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
 IN CASH FUND BALANCES - REGULATORY BASIS - ALL CAPITAL PROJECTS FUNDS
 JUNE 30, 2024**

	31 BUILDING BOND FUND	32 BUILDING BOND FUND	33 BUILDING BOND FUND	37 BUILDING BOND FUND	39 BUILDING BOND FUND	TOTALS (MEMO ONLY)
Revenues						
Local sources	\$ -		94,000		335,432	429,432
Total revenues			<u>94,000</u>		<u>335,432</u>	<u>429,432</u>
Expenditures						
Instruction	87,848	1,288,088				1,375,936
Support services	165,537	2,248,548				2,414,085
Facilities, acquisition and const. services	59,437	571,755		16,895		648,087
Other outlays			296,800			296,800
Total expenditures	<u>312,822</u>	<u>4,108,391</u>	<u>296,800</u>	<u>16,895</u>		<u>4,734,908</u>
Revenues over (under) expenditures	(312,822)	(4,108,391)	(202,800)	(16,895)	335,432	(4,305,476)
Other financing sources (uses)						
Lapsed appropriations	14,410					14,410
Bond sales proceeds	105,825		4,838,645			4,944,470
Total other financing sources (uses)	<u>120,235</u>		<u>4,838,645</u>			<u>4,958,880</u>
Revenue and other sources over (under) expenditures and other uses	(192,587)	(4,108,391)	4,635,845	(16,895)	335,432	653,404
Cash fund balance, beginning of year	<u>584,993</u>	<u>8,572,431</u>	<u>-</u>	<u>16,895</u>	<u>38,151</u>	<u>9,212,470</u>
Cash fund balance, end of year	<u>\$ 392,406</u>	<u>4,464,040</u>	<u>4,635,845</u>	<u>-</u>	<u>373,583</u>	<u>9,865,874</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND
 EQUITY - REGULATORY BASIS - ALL FIDUCIARY FUND TYPES
 JUNE 30, 2024**

	EXPENDABLE TRUST FUND	AGENCY FUNDS		TOTAL
<u>ASSETS</u>	GIFTS FUND	ACTIVITY FUNDS	(MEMO ONLY)	(MEMO ONLY)
Cash	\$ 876,183	13,694		889,877
Investments		271,444		271,444
Total assets	876,183	285,138		1,161,321
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities				
Warrants payable		4,189		4,189
Funds held for school organizations	876,183			876,183
Total liabilities	876,183	4,189		880,372
Fund Balances				
Cash fund balances	-	280,949		280,949
Total Liabilities and Fund Balances	\$ 876,183	285,138		1,161,321

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
REGULATORY BASIS - ALL AGENCY FUNDS
FOR THE YEAR ENDED JUNE 30, 2024**

	Balance July 1, 2023	Additions	Net Transfers	Deletions	Balance June 30, 2024
Assets					
Cash	\$ 938,289	999,962	-	1,062,068	876,183
Liabilities					
Funds held for student organizations					
General Administrative	220,264	129,818	444	116,273	234,253
General Administrative Athletics	257,908	270,978	(950)	283,833	244,103
General Refund Account	-	3,856	-	3,856	-
AP Exams	17,730	1,807	-	897	18,640
Alternative High School	3,147	2,857	-	4,031	1,973
Tuition Clearing Acct	-	12,660	-	12,660	-
Art Club	422	-	-	-	422
Adult Fees Clearing Acct	-	730	-	730	-
Sports Broadcasting	2,236	1,397	-	727	2,906
Aviation	348	1,303	-	1,251	400
Baseball Fund	1,200	-	-	-	1,200
Basketball Fund	1,750	-	-	-	1,750
Choral Club	3,409	5,860	-	7,174	2,095
Concessions	5,810	-	-	-	5,810
Bville Women's Network Library Dor	2,078	-	-	1,532	546
S.A.D.F.	3,095	-	-	2,050	1,045
Community of Caring	1,167	-	-	-	1,167
Drama	21,755	7,058	-	10,536	18,277
VisionQuest	142	-	-	60	82
BPS-Foundation Grants	2,414	39,422	-	40,142	1,694
Agricultural Education	2,074	78,441	56	77,298	3,273
Environmental Club	282	-	-	-	282
BHS SPED	2,484	-	-	352	2,132
Exceptional Education Service	17,186	12,124	-	15,552	13,758
Business Prof of America	448	-	-	-	448
ATLAS	98	-	-	-	98
STEAM Program	24,632	5,000	-	22,979	6,653
Lady Bruins	334	-	-	-	334
Football	67	-	-	-	67
Music	3,274	101	-	436	2,939
Musical Production	6,611	7,450	-	10,034	4,027
National Honor Society	7,554	3,160	(2,000)	1,753	6,961
Newspaper	224	-	-	-	224
National Junior Honor Society	1,048	360	-	289	1,119
Orchestra	24,311	1,000	-	15,512	9,799
BHS Band	37,237	226,746	-	233,419	30,564
Pictures	1,674	-	500	-	2,174
Service Club	430	-	-	-	430
World Language Club	465	-	-	-	465
Speech Program	2,703	5,667	-	8,370	-
Staff Development-In-Service	1,492	-	-	-	1,492
Bville Education Promise	15,514	30,975	(300)	22,233	23,956
Student Council	\$ 29,732	31,014	4,017	34,715	30,048

**INDEPENDENT SCHOOL DISTRICT NO. 1-30, WASHINGTON COUNTY
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 REGULATORY BASIS - ALL AGENCY FUNDS
 FOR THE YEAR ENDED JUNE 30, 2024**

	Balance <u>July 1, 2023</u>	<u>Additions</u>	Net <u>Transfers</u>	<u>Deletions</u>	Balance <u>June 30, 2024</u>
Science Olympiad	\$ 500	-	-	-	500
Technology Student Assoc (TSA)	3,660	12,356	250	13,999	2,267
Science Trek Club	10,317	8,594	-	16,556	2,355
Wrestling	385	-	-	-	385
Technology Support Team	149,393	83,015	-	85,937	146,471
Golf	1	-	-	-	1
Cross Country	123	-	-	-	123
Soccer	51	-	-	-	51
Counselors' Special Fund	140	-	-	-	140
Yearbook	20,588	14,929	-	15,385	20,132
Leadership	2,017	-	(2,017)	-	-
Academic Team	140	-	-	-	140
Archery Club	349	-	-	-	349
Homeless Student Assistance	1,075	-	-	-	1,075
Bruin Logo	24,200	1,284	-	1,497	23,987
Back to School Rally	601	-	-	-	601
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Liabilities	<u>\$ 938,289</u>	<u>999,962</u>	<u>-</u>	<u>1,062,068</u>	<u>876,183</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2024**

Federal Grantor/Pass Through Grantor/Program Title	Federal Award Listing Number	Pass-through Grantor's Project Number	Program or Award Amount	Beginning Balance 7/1/2023	Revenue Collected	Total Expenditures	Ending Balance 6/30/2024
<u>U. S. Department of Education</u>							
<u>Direct Programs:</u>							
Title VI-Part A, Indian Education	84.060	561	\$ 285,443		199,969	285,443	(85,474)
Title VI-Part A, Indian Education 2022-23	84.060	799		(75,665)	75,665		
Subtotal - Direct Programs			<u>285,443</u>	<u>(75,665)</u>	<u>275,634</u>	<u>285,443</u>	<u>(85,474)</u>
<u>Passed Through State Department of Education:</u>							
* <i>Title I Cluster:</i>							
Title I-Part A, Improving Basic Programs	84.010	511	1,787,417		1,363,215	1,605,230	(242,015)
Title I-Part A, Improving Basic Programs 2022-23	84.010	799		(308,008)	308,008		
Title I-School Improvement	84.010	515	381		381	381	
Title I-School Improvement 2022-23	84.010	799		(58,239)	58,239		
Subtotal - Title I Cluster			<u>1,787,798</u>	<u>(366,247)</u>	<u>1,729,843</u>	<u>1,605,611</u>	<u>(242,015)</u>
Title II-Part A, Teacher & Principal Training	84.367	541	437,357		221,514	235,412	(13,898)
Title II-Part A 2022-23	84.367	799		(38,987)	38,987		
Title III-Part A English Lang. Acq. Adult Education and Literacy	84.365	572	44,430		19,839	19,839	
Adult Education and Literacy 2022-23	84.002	731	154,997		58,571	91,607	(33,036)
Title IV-SSAE Grant	84.424A	552	183,254		84,184	108,683	(24,499)
Title IV-SSAE Grant 2022-23	84.424A	799		(7,387)	7,387		
Title V-Part B, Subpart 2 RLIS	84.358B	587	172,735		104,261	113,691	(9,430)
Title V-Part B, Subpart 2 RLIS 2022-23	84.358B	799		(4,497)	4,497		
* <i>Education Stabilization Funds (Covid19)</i>							
ARP/ESSER School Counselor Grant (Covid19)	84.425U	722	117,173		117,173	117,173	
ARP/ESSER School Counselor Grant (Covid19) 2022-23	84.425U	799		(31,980)	31,980		
ARP/ESSER III Student Teacher Stipends (Covid19)	84.425U	725	6,996		6,996	6,996	
ARP/ESSER Science of Reading (Covid19)	84.425U	726	25,194	646	25,840	25,194	1,292
ARP/ESSER III (Covid19)	84.425U	795	3,224,505		1,930,988	2,489,120	(558,132)
ARP/ESSER III (Covid19) 2022-23	84.425U	799		(372,481)	372,481		
ARP/ESSER III Homeless II (Covid19)	84.425U	797	42,354		21,128	24,158	(3,030)
ARP/ESSER III Homeless II (Covid19) 2022-23	84.425U	799		(313)	313		
Subtotal - Education Stabilization Funds (Covid19)			<u>3,416,222</u>	<u>(404,128)</u>	<u>2,506,899</u>	<u>2,662,641</u>	<u>(559,870)</u>
<i>Special Education Cluster:</i>							
IDEA-B Professional Development	84.027	613	1,700		296	1,421	(1,125)
IDEA-B Professional Development 2022-23	84.027	799		(800)	800		
IDEA-B Certification Reimbursements	84.027	616	127		127	127	
IDEA-B Transition Development	84.027	618	7,155			4,174	(4,174)
IDEA-B Flowthrough	84.027	621	1,414,335		1,375,675	1,375,675	
IDEA-B Flowthrough 2022-23	84.027	799		(370,773)	370,773		
ARP/IDEA-B Flowthrough	84.027X	628	68,803		68,803	68,803	
ARP/IDEA-B Flowthrough 2022-23	84.027X	799		(2,248)	2,248		
IDEA-B Preschool	84.173	641	25,632		25,632	25,632	
ARP/IDEA-B Preschool	84.027X	643	14,647		5,500	5,500	
Subtotal - Special Education Program (Cluster)			<u>1,532,399</u>	<u>(373,821)</u>	<u>1,849,854</u>	<u>1,481,332</u>	<u>(5,299)</u>
Subtotal - Passed Through State Dept of Education			<u>\$ 7,729,192</u>	<u>(1,224,118)</u>	<u>6,654,887</u>	<u>6,318,816</u>	<u>(888,047)</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2024**

Federal Grantor/Pass Through Grantor/Program Title	Federal Award Listing Number	Pass-through Grantor's Project Number	Program or Award Amount	Beginning Balance 7/1/2023	Revenue Collected	Total Expenditures	Ending Balance 6/30/2024
<u>Passed Through State Department of Career and Technology Education:</u>							
Carl Perkins Grant	84.048	423	\$ 165,653		122,620	135,612	(12,992)
Carl Perkins Grant 2022-23	84.048	799		(14,593)	14,593		-
Subtotal - Passed Through State Dept of Career Tech Ed			<u>165,653</u>	<u>(14,593)</u>	<u>137,213</u>	<u>135,612</u>	<u>(12,992)</u>
<u>U.S. Department of Agriculture: Passed Through State Department of Education:</u>							
P-EBT Program	10.649	760		3,063		3,063	-
<u>Child Nutrition Cluster:</u>							
<u>Cash Assistance:</u>							
Supply Chain Assistance	10.555	759		33,566	148,596	148,596	33,566
National School Lunch Program	10.555	763		424,337	1,750,829	2,108,184	66,982
School Breakfast Program	10.553	764			667,519	667,519	
Summer Food Program	10.559	766		483,243	90,731	86,568	487,406
<u>Cash Assistance Subtotal</u>				<u>941,146</u>	<u>2,657,675</u>	<u>3,010,867</u>	<u>587,954</u>
<u>Passed Through State Department of Human Services:</u>							
Non-cash Assistance (Commodities)	10.555	N/A			179,972	179,972	
Subtotal - Child Nutrition Program (Cluster)				<u>941,146</u>	<u>2,837,647</u>	<u>3,190,839</u>	<u>587,954</u>
<u>Other Federal Assistance:</u>							
Johnson O'Malley	15.130	563	40,520			40,437	(40,437)
Johnson O'Malley 2022-23	15.130	799		(34,715)	34,715		
Flood Control	12.112	770	128	608	128		736
Subtotal - Other Federal Assistance			<u>40,648</u>	<u>(34,107)</u>	<u>34,843</u>	<u>40,437</u>	<u>(39,701)</u>
Total Federal Assistance			<u>\$ 8,220,936</u>	<u>(404,274)</u>	<u>9,940,224</u>	<u>9,974,210</u>	<u>(438,260)</u>

* Major federal programs

Note 1 - Commodities received by the District in the amount of \$179,972 were of a non-monetary nature and therefore the total revenue does not agree with the financial statements by this amount. These commodities are reported at fair market value.

Note 2 - There were no amounts passed to subrecipients.

Note 3 - Grantor provides adequate insurance coverage against loss on assets purchased with Federal Awards.

Note 4 - The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Expenditures are reported on the regulatory basis of accounting consistent with the preparation of the combined financial statements. These expenditures are recognized following the cost principles contained in the Uniform Guidance. The District has also elected to not use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
 SCHEDULE OF SURETY BONDS
 FOR THE YEAR ENDED JUNE 30, 2024**

<u>BONDING COMPANY</u>	<u>POSITION COVERED</u>	<u>BOND NUMBER</u>	<u>COVERAGE AMOUNT</u>	<u>EFFECTIVE DATES</u>
Old Republic Surety	Superintendent	LPO2114248	\$100,000	8/1/23-8/1/24
	Treasurer	LPO2114248	\$100,000	8/1/23-8/1/24
	Encumbrance Clerk	LPO2114248	\$10,000	8/1/23-8/1/24
	Activity Fund Custodian	LPO2114248	\$100,000	8/1/23-8/1/24
	Minutes Clerk	LPO2114248	\$1,000	8/1/23-8/1/24
	Payroll Clerk	LPO2114248	\$100,000	8/1/23-8/1/24
	Director of Finance Services	LPO2114248	\$100,000	8/1/23-8/1/24



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Honorable Board of Education
Bartlesville School District No. I-030
Bartlesville, Oklahoma 74005

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the accompanying fund type and account group financial statements-regulatory basis as listed in the Table of Contents, of Bartlesville School District No. I-030, Bartlesville, Oklahoma, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated October 16, 2024. This report was adverse with respect to the presentation of the financial statements in conformity with accounting principles generally accepted in the United States because the presentation followed the regulatory basis of accounting for Oklahoma school districts and did not conform to the presentation requirements of the Governmental Accounting Standards Board. However, our report was qualified for the omission of the general fixed asset account group with respect to the presentation of financial statements on the regulatory basis of accounting authorized by the Oklahoma State Board of Education.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the School District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

October 16, 2024



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

The Honorable Board of Education
Bartlesville School District No. I-030
Bartlesville, Oklahoma 74005

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Bartlesville School District No. I-030, Bartlesville, Oklahoma's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Bartlesville School District No. I-030, Bartlesville, Oklahoma complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (The Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Bartlesville School District No. I-030, Bartlesville, Oklahoma and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the District's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the District's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment

made by a reasonable user of the report on compliance about the District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

October 16, 2024

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JULY 1, 2023 TO JUNE 30, 2024**

Summary of Auditor's Results

1. The auditor's report expresses an adverse opinion on the combined financial statements in conformity with generally accepted accounting principles and a qualified opinion for the omission of the general fixed asset account group on the combined financial statements in conformity with a regulatory basis of accounting prescribed by the Oklahoma State Department of Education.
2. No significant deficiencies relating to the audit of the financial statements are reported in the Schedule of Findings and Questioned Costs.
3. No instances of noncompliance material to the financial statements of the District were reported during the audit.
4. No significant deficiencies relating to the audit of the major federal award programs are reported in the "Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with OMB Uniform Guidance"
5. An unqualified opinion report was issued on the compliance of major federal award programs.
6. The audit disclosed no audit findings and questioned costs, which are required to be reported under OMB Uniform Guidance.
7. Identification of Major Programs: Education Stabilization Fund (84.425U) and Title I (84.010) programs, which were each clustered in the determination.
8. The dollar threshold used to determine between Type A and Type B programs was \$750,000.
9. The District did not qualify to be a low-risk auditee.

Findings – Financial Statement Audit

None

Findings and Questioned Costs – Major Federal Award Programs Audit

None

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
DISPOSITION OF PRIOR YEAR'S SCHEDULE OF FINDINGS
JULY 1, 2023 TO JUNE 30, 2024**

There were no prior year findings.

**INDEPENDENT SCHOOL DISTRICT NO. I-30, WASHINGTON COUNTY
SCHEDULE OF ACCOUNTANT'S PROFESSIONAL
LIABILITY INSURANCE AFFIDAVIT
JULY 1, 2023 TO JUNE 30, 2024**

State of Oklahoma)
County of Tulsa)

The undersigned auditing firm representative of lawful age, being first duly sworn on oath, says that said firm had in full force and effect Accountant's Professional Liability Insurance in accordance with the "Oklahoma Public School Audit Law" at the time of audit contract and during the entire audit engagement with Bartlesville School District for the audit year 2023-24.

Jenkins & Kemper, CPAs, P.C.
AUDITING FIRM

BY 
AUTHORIZED AGENT

Subscribed and sworn to before me on this
16th day of, October, 2024

NOTARY PUBLIC



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

October 16, 2024

To the Board of Education
Bartlesville Public Schools

We have audited the combined financial statements of Bartlesville Public Schools for the year ended June 30, 2024 and have issued our report thereon dated October 16, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and *OMB's Uniform Guidance (2 CFR part 200, subpart E)*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated February 21, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2024. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no significant estimates affecting the financial statements. The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements of the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 16, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We were engaged to report on supplementary information, including combining statements and the schedule of expenditures of federal awards, which accompanies the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Additional Services Provided

During the 2023-24 fiscal year, the only additional services that we provided were assisting in the preparation of the financial statements, the notes to the financial statements, and the schedule of expenditures of federal awards.

Restriction on Use

This information is intended solely for the use of the board of education and administrative employees of the District and is not intended to be and should not be used by anyone other than these specific parties.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.



ANNUAL BUDGET

Fiscal Year 2024-25

Bartlesville Public Schools
Independent School District #30 – Washington County
Bartlesville, OK



BARTLESVILLE PUBLIC SCHOOLS SCHOOL DISTRICT OFFICIALS

BOARD OF EDUCATION

President	District 2	Scott Bilger
Vice President	District 7	Rick Boswell
Clerk	District 6	Andrea Nightingale
Member	District 1	Randy Herren
Member	District 3	Suzy Keirse
Member	District 5	Kinder Shamhart
Member	District 4	Jason Sauer

SUPERINTENDENT

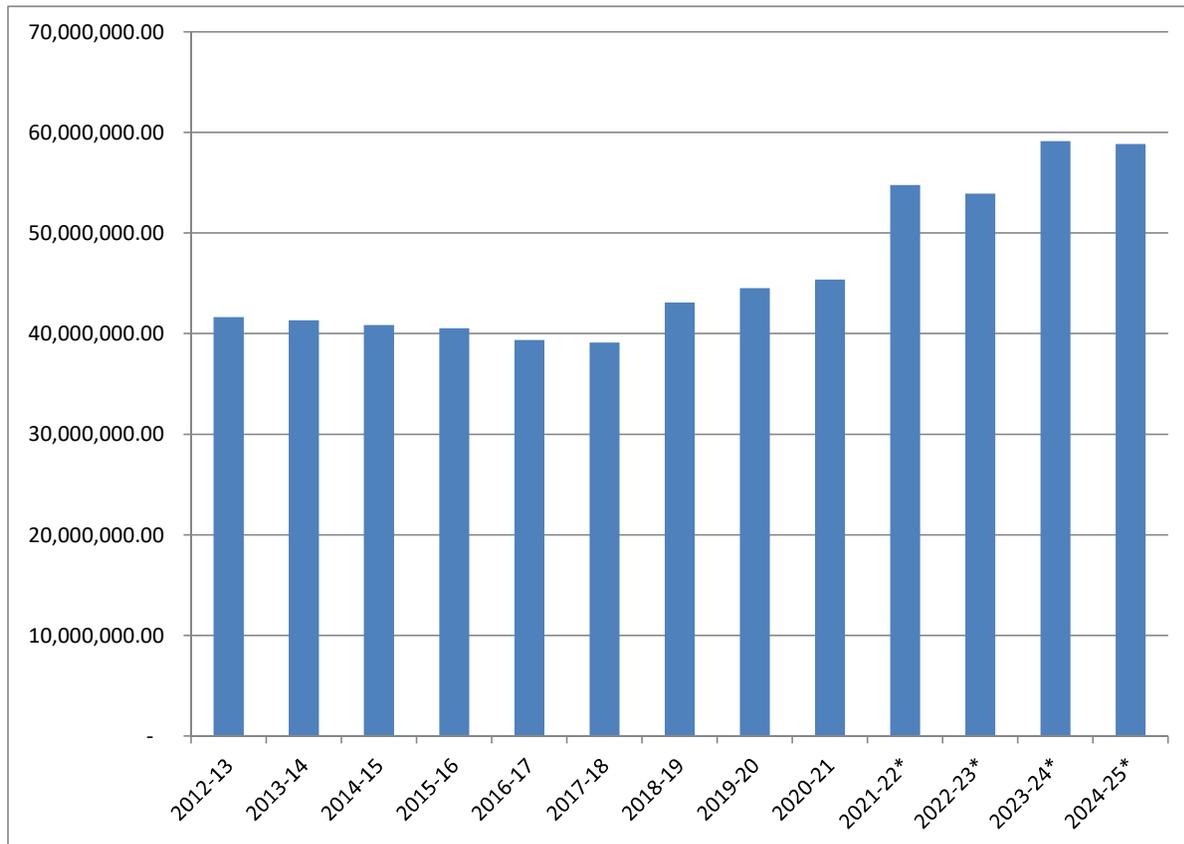
Chuck McCauley

EXECUTIVE DIRECTORS

LaDonna Chancellor – Teaching and Learning
Jason Langham – Special Services and School Operations
Dr. Stephanie Curtis – Personnel and School Support
Granger Meador – Technology and Communications
Preston Birk – Finance

**GENERAL FUND
TOTAL BUDGET**

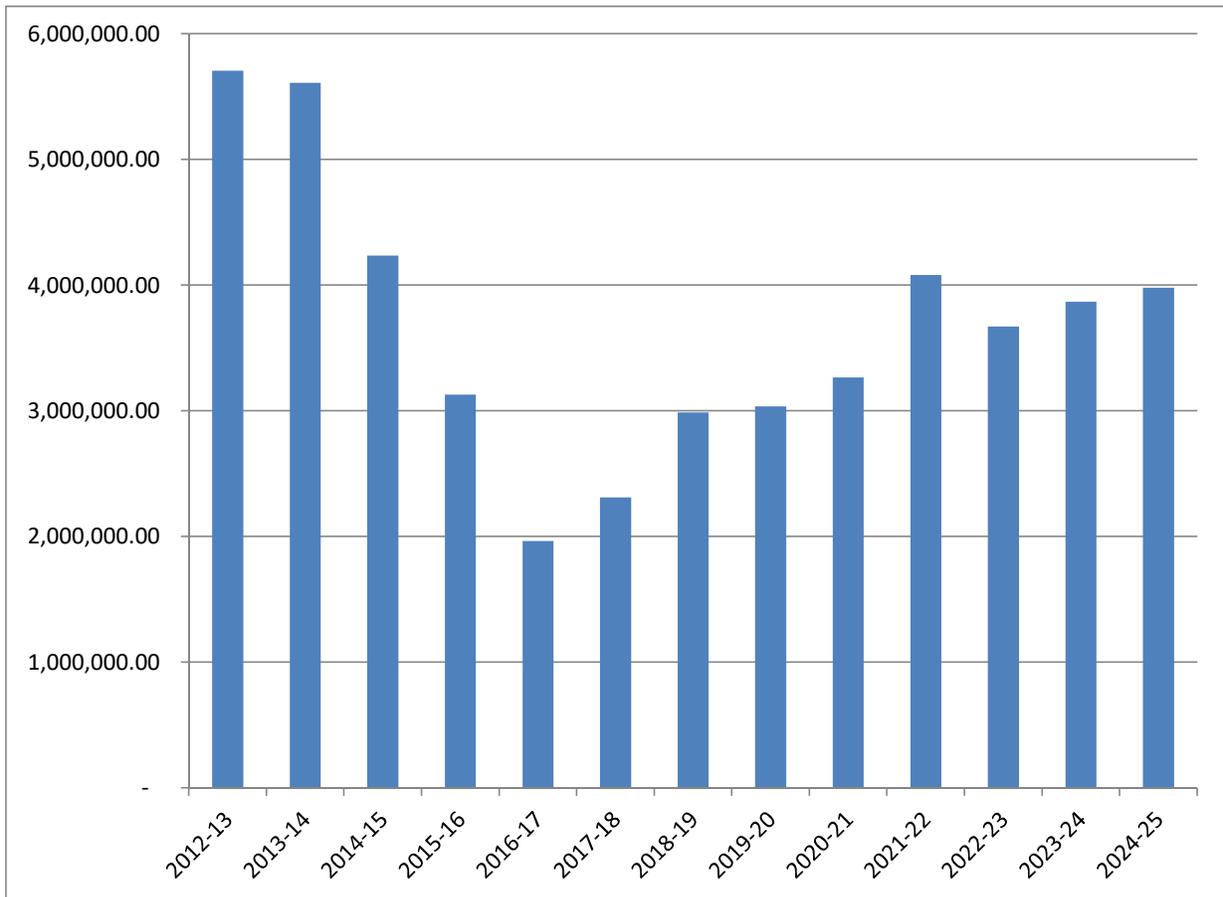
Fiscal Year	Total Budget	Change From Previous Year	Percent Change
2012-13	41,642,628.73		
2013-14	41,357,351.48	(285,277.25)	-0.7%
2014-15	40,862,498.50	(494,852.98)	-1.2%
2015-16	40,566,712.41	(295,786.09)	-0.7%
2016-17	39,387,063.51	(1,179,648.90)	-2.9%
2017-18	39,131,867.80	(255,195.71)	-0.6%
2018-19	43,119,462.02	3,987,594.22	10.2%
2019-20	44,545,602.52	1,426,140.50	3.3%
2020-21	45,401,549.85	855,947.33	1.9%
2021-22*	54,788,026.44	9,386,476.59	20.7%
2022-23*	53,930,380.37	(857,646.07)	-1.6%
2023-24*	59,161,620.51	5,231,240.14	9.7%
2024-25*	58,852,800.66	(308,819.85)	-0.5%



* Includes federal stimulus funds.

**GENERAL FUND
CARRYOVER TREND**

Fiscal Year	Beginning Carryover	Carryover Percentage*
2012-13	5,704,419.09	15.0%
2013-14	5,609,958.13	15.0%
2014-15	4,234,786.72	11.1%
2015-16	3,128,866.33	8.1%
2016-17	1,962,899.66	5.1%
2017-18	2,309,446.73	6.1%
2018-19	2,985,958.06	7.8%
2019-20	3,035,477.29	7.2%
2020-21	3,265,240.79	7.5%
2021-22	4,081,297.93	9.1%
2022-23	3,669,808.00	7.5%
2023-24	3,867,724.87	6.5%
2024-25	3,978,983.35	6.8%



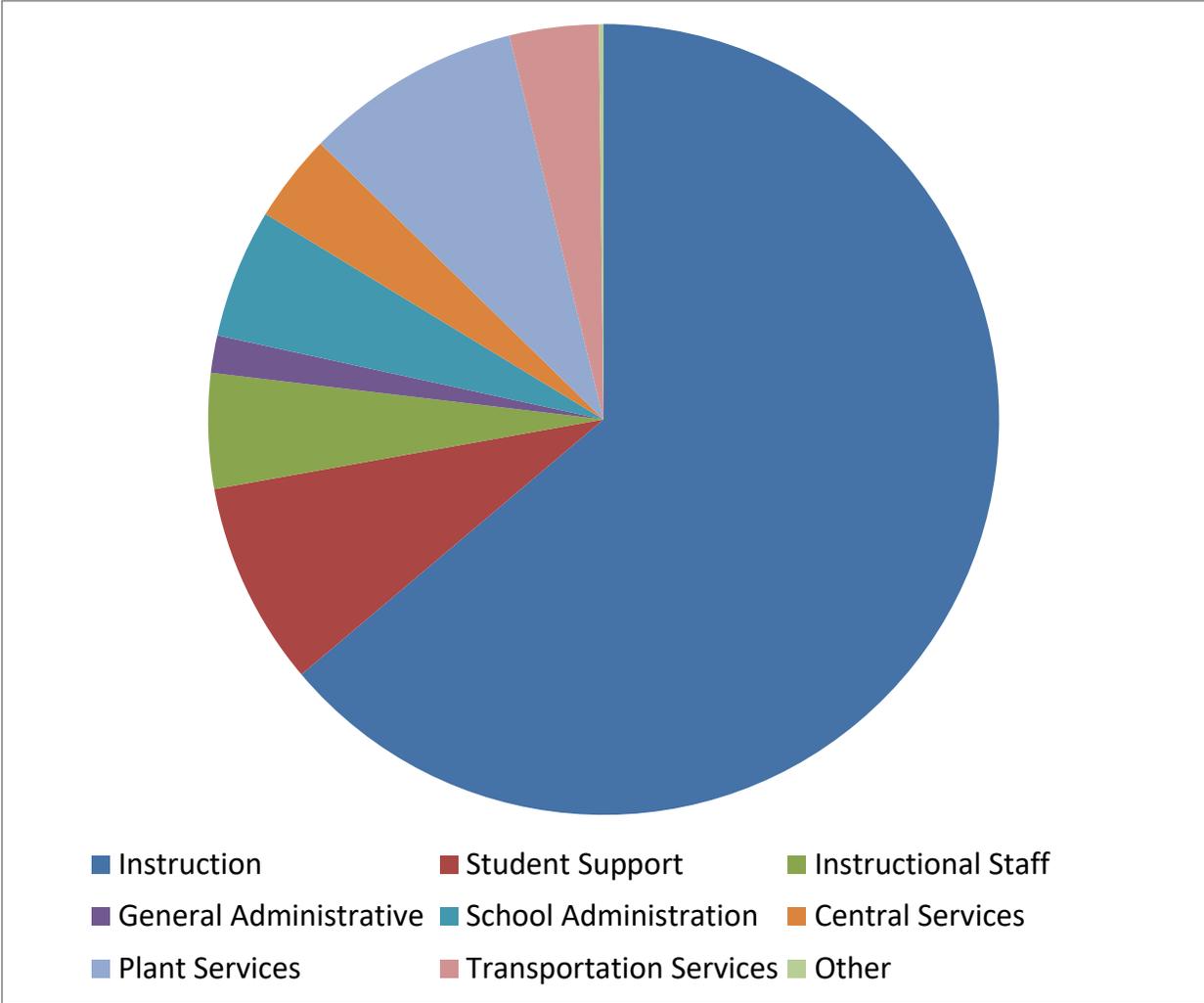
* Carryover balance as a percentage of total revenues.

**GENERAL FUND
REVENUE BY SOURCE**

	2023-24 Actual	2024-25 Budget
Local sources:		
Ad valorem tax - current	\$ 11,778,052.66	\$ 12,078,179.23
Ad valorem tax - prior years	355,936.73	
Tuition and fees	51,596.26	
Interest earnings	725,132.83	500,000.00
Rentals and commissions	17,298.62	
Reimbursements	196,164.04	
Other local	592,336.89	
	<u>13,716,518.03</u>	<u>12,578,179.23</u>
Intermediate sources:		
County 4-mill levy	1,356,201.26	1,356,201.26
Mortgage tax	149,419.35	149,419.35
Resale property distribution	84,621.00	
	<u>1,590,241.61</u>	<u>1,505,620.61</u>
State sources:		
Gross production tax	39,773.21	39,773.21
Motor vehicle tax stamps	2,593,899.73	2,593,899.73
Rural electric tax	56,924.76	56,924.76
State school land earnings	1,027,421.04	1,027,421.04
Vehicle tax stamps	14,556.98	14,556.98
Farm implement tax stamps	2,270.15	2,270.15
State incentive aid	26,755,983.16	26,371,063.82
Flexible benefit allowance	4,605,569.27	4,723,831.48
Alternative education	118,806.03	118,806.03
State Categorical	604,769.24	494,520.87
Reading Sufficiency Act	92,364.80	
Vo-Ag Program	174,160.00	174,160.00
	<u>36,086,498.37</u>	<u>35,617,228.07</u>
Federal sources:		
Title VII - Indian Education	275,634.14	190,000.00
Title I - Part A	1,729,842.89	1,833,199.24
Title II - Training	260,501.37	465,413.35
Title III - English Language Transition Development	19,839.47	45,737.13 16,384.26
Special Education - IDEA	1,849,853.30	1,398,464.06
Title IV	91,571.65	189,989.49
Title VI	108,757.57	59,043.57
Johnson O'Malley Program	34,715.38	
Carl Perkins		122,000.00
ESSER	2,594,520.40	852,558.30
Other federal revenues	128.15	
	<u>6,965,364.32</u>	<u>5,172,789.40</u>
Other transfers	127,626.65	
Total revenues	58,486,248.98	54,873,817.31
Fund balance carryover	<u>3,910,270.56</u>	<u>3,978,983.35</u>
Totals	<u>\$ 62,396,519.54</u>	<u>\$ 58,852,800.66</u>

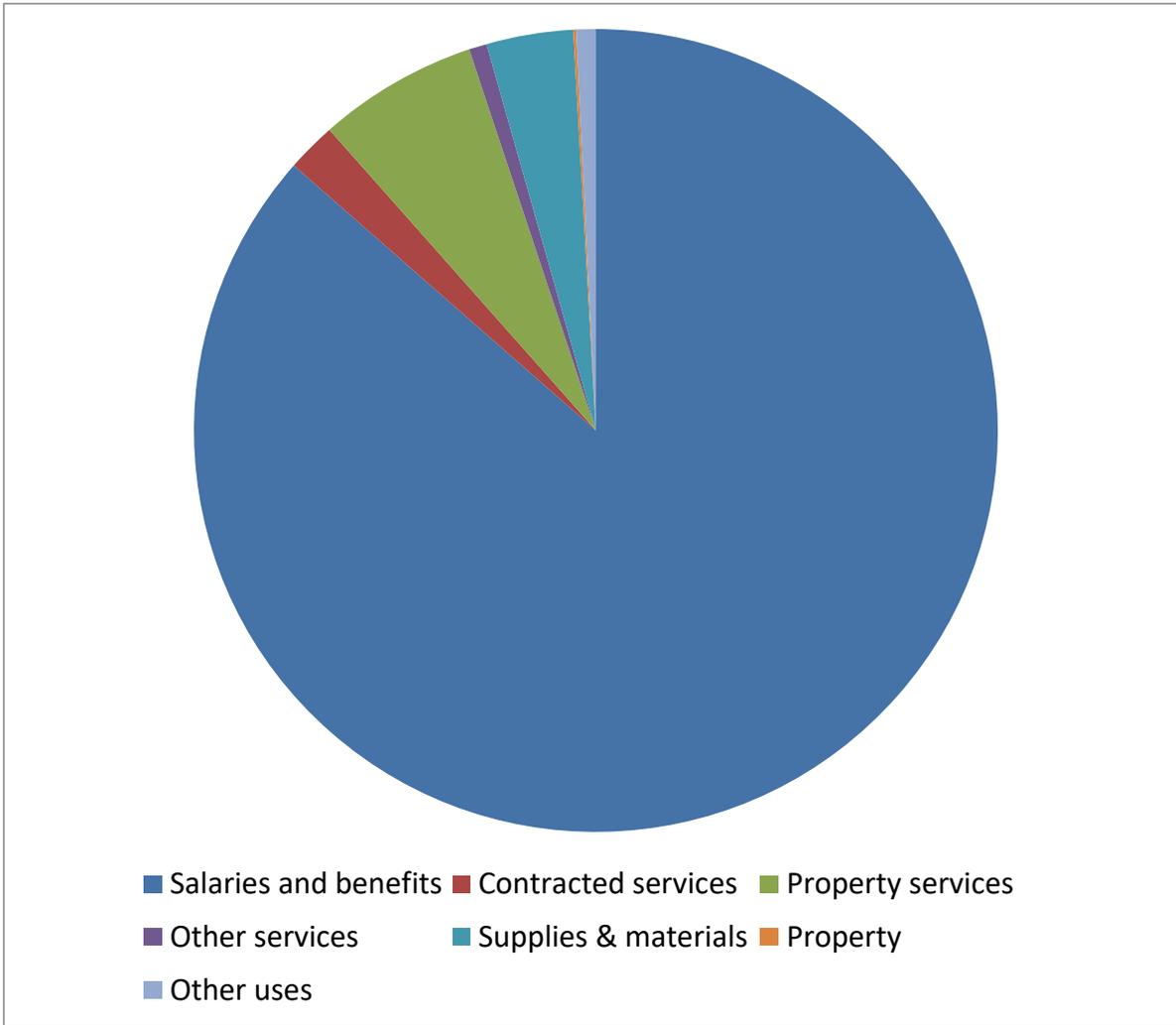
**GENERAL FUND
EXPENDITURES BY FUNCTION**

	Actual 2023-24		Budget 2024-25	
Instruction	\$ 36,109,480.49	61.8%	\$ 37,609,480.49	63.8%
Student Support	4,777,943.66	8.2%	4,907,943.66	8.3%
Instructional Staff	2,776,447.06	4.8%	2,776,447.06	4.7%
General Administrative	709,458.37	1.2%	899,458.37	1.5%
School Administration	3,077,561.67	5.3%	3,109,186.80	5.3%
Central Services	2,019,622.69	3.5%	2,119,622.69	3.6%
Plant Services	6,315,000.98	10.8%	5,225,000.98	8.9%
Transportation Services	2,541,348.31	4.4%	2,141,348.31	3.6%
Other	57,012.91	0.1%	117,012.91	0.2%
	<u>\$ 58,383,876.14</u>		<u>\$ 58,905,501.27</u>	



**GENERAL FUND
EXPENDITURES BY OBJECT**

	Actual 2023-24		Budget 2024-25	
Salaries and benefits	\$ 48,921,124.42	83.8%	\$ 50,932,749.55	86.5%
Contracted services	1,075,598.68	1.8%	1,175,598.68	2.0%
Property services	3,580,009.03	6.1%	3,790,009.03	6.4%
Other services	1,223,422.85	2.1%	423,422.85	0.7%
Supplies & materials	3,051,930.35	5.2%	2,051,930.35	3.5%
Property	70,147.00	0.1%	70,147.00	0.1%
Other uses	461,643.81	0.8%	461,643.81	0.8%
	<u>\$ 58,383,876.14</u>		<u>\$ 58,905,501.27</u>	



**BUILDING FUND
EXPENDITURES BY FUNCTION**

	Actual 2023-24		Budget 2024-25	
Support Services	1,805,629.00	43.0%	3,450,794.00	78.5%
Facilities Acquisition	2,397,639.00	57.0%	947,774.00	21.5%
	<u>\$ 4,203,268.00</u>		<u>\$ 4,398,568.00</u>	

**CHILD NUTRITION FUND
EXPENDITURES BY OBJECT**

	Actual 2023-24		Budget 2024-25	
Salaries & benefits	\$ 144,814.00	4.6%	\$ 150,000.00	4.2%
Property services	57,452.00	1.8%	100,000.00	2.8%
Other services	2,704,677.00	85.2%	3,100,000.00	86.1%
Supplies & maintenance	80,769.00	2.5%	100,000.00	2.8%
Other uses	187,425.00	5.9%	150,000.00	4.2%
	<u>\$ 3,175,137.00</u>		<u>\$ 3,600,000.00</u>	

NET ASSESSED VALUATION

	Washington County	Osage County	Total	Percent Change	Sinking Fund Mills
2008-09	224,966,684	3,876,377	228,843,061		20.44
2009-10	233,460,902	3,732,005	237,192,907	3.6%	24.35
2010-11	232,873,675	3,804,182	236,677,857	-0.2%	27.11
2011-12	230,445,640	4,053,829	234,499,469	-0.9%	25.83
2012-13	240,221,404	4,158,161	244,379,565	4.2%	25.76
2013-14	243,404,439	4,362,394	247,766,833	1.4%	27.33
2014-15	252,358,891	4,672,993	257,031,884	3.7%	26.72
2015-16	258,588,595	4,760,646	263,349,241	2.5%	26.89
2016-17	263,490,521	4,935,995	268,426,516	1.9%	25.72
2017-18	271,553,107	4,816,610	276,369,717	3.0%	32.01
2018-19	275,097,716	4,967,908	280,065,624	1.3%	30.39
2019-20	283,950,532	4,827,686	288,778,218	3.1%	30.34
2020-21	291,075,905	5,034,064	296,109,969	2.5%	30.43
2021-22	298,875,029	5,120,254	303,995,283	2.7%	27.95
2022-23	313,109,195	5,301,561	318,410,756	4.7%	30.37
2023-24	328,248,202	5,662,381	333,910,583	4.9%	29.91
2024-25	341,770,704	5,766,344	347,537,048	4.1%	30.57

