

## **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, November 18, 2024 at 5:30 PM

- I. Call Meeting to Order
- II. Flag Salute
- III. Spotlight
  - III.A. Bartlesville Public Schools Foundation
  - III.B. Bartlesville High School Softball
- IV. Public Comment

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

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

- V. Superintendent's Report
  - V.A. Teaching & Learning Update
  - 2024 11 18 Teaching & Learning Update
    - V.B. Construction Update
    - V.C. Financial Update
    - V.D. Upcoming Board of Education Meetings
- Regular Meeting - Monday, December 16, 2024; 5:30 p.m.
- VI. Consent Agenda

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

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

- October 21, 2024 (Regular Meeting)
- October 30, 2024 (Special Meeting)
- November 6, 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 October 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 Activity Fund Fundraising Expenditures as set out on Attachment "J"

VI.K. Approval of Sanctioning Applications as set out on Attachment "K"

VI.L. Approval of Revised Policy EED - Graduation Requirements, 11.18.24 as set out on Attachment "L"

VI.M. Approval of Revised Policy EEF: Strong Readers Act, 11.18.24 as set out on Attachment "M"

VI.N. Approval of Revised Policy EE: Student Promotion and Retention, 11.18.24 as set out on Attachment "N"

VI.O. Approval of New Policy ECD: Prohibition of Race & Sex  
Discrimination in Curriculum and Complaint Process, 11.18.24 as set  
out on Attachment "O"

VII. Discussion Topics

VII.A. The Anxious Generation

2024 11 18 Board Meeting

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

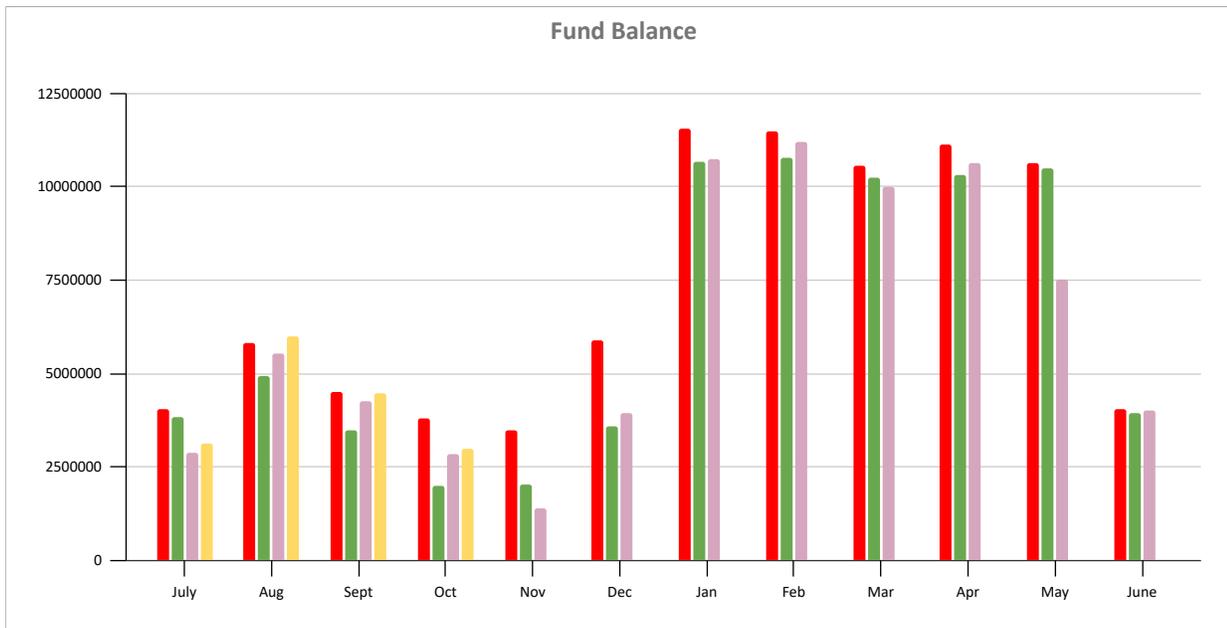
Under this item, the Board can consider and vote on any business that could not have been foreseen or known about at the time the agenda was posted.

X. Adjournment

Posted at the front door of the Education Service Center, 1100 South Jennings Avenue, Bartlesville, Oklahoma, at 5:30 p.m., November 15, 2024, by Laci Harris, Minutes Clerk of the Board.

**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	2,993,607								
FY25-FY24	244,768	452,064	209,424	155,580								



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

	October	2024-25 Year to Date Total	2023-24 Year to Date Total	2022-23 Year to Date Total
Beginning balance	\$ 4,486,033	\$ 4,012,343	\$ 3,931,988	\$4,065,794
Local	92,959	479,708	675,512	231,719
County	14,194	143,769	163,926	119,039
State	3,205,407	10,142,554	9,723,459	7,706,568
Federal	195,987	1,213,218	1,473,302	1,606,325
Other sources	658	3,974	5,957	4,675
	<u>3,509,205</u>	<u>11,983,223</u>	<u>12,042,156</u>	<u>9,668,326</u>
Total cash available	7,995,238	15,995,566	15,974,144	13,734,120
<u>Requirements:</u>				
Salaries	3,164,765	7,480,499	7,192,447	6,282,937
Benefits	1,062,358	2,574,284	2,426,632	2,177,398
Professional services	140,960	445,207	161,661	121,997
Property services	311,323	1,226,223	1,165,549	1,173,546
Other purchased services	62,595	151,743	924,306	787,838
Supplies & materials	218,753	992,075	1,159,555	848,599
Property	10,026	50,606	30,737	274,937
Other uses	30,851	81,322	75,230	57,326
	<u>5,001,631</u>	<u>13,001,959</u>	<u>13,136,117</u>	<u>11,724,578</u>
Ending balance	<u>2,993,607</u>	<u>2,993,607</u>	<u>2,838,027</u>	<u>2,009,542</u>

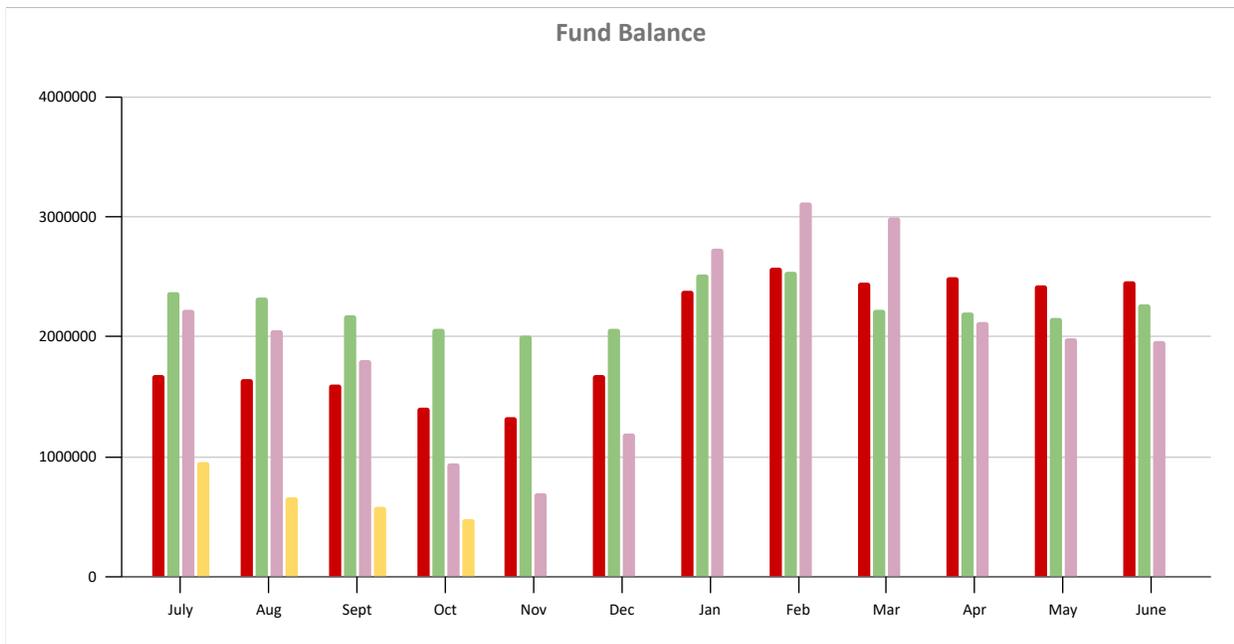
**Bartlesville Public Schools  
General Fund Revenue Detail**

	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	18,842.98									192,613.50
1130 In lieu of tax	0.07												0.07
1190 Other taxes													-
1213-1214 Testing fees	1,044.38	608.75	277.50	75.00									2,005.63
1230-1290 Tuition													-
1310 Interest on investments	18,742.22	21,414.73	33,875.09	15,025.12									89,057.16
1351													-
1352 Interest on unapport. Tax	139.44	81.05	39.51	32.39									292.39
1353													-
1410 Rent													-
1440 Sale of equipment	113.00			239.00									352.00
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	1,256.40									14,188.77
1590 Miscellaneous reimb	1,093.00	8,835.00	17,032.05	57,392.34									84,352.39
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	96.00									1,130.25
2100 County-wide 4-mill	5,486.53	3,585.67	12,809.74	2,676.83									24,558.77
2200 Mortgage tax	10,379.41	9,794.42	10,722.04	11,516.87									42,412.74
2300 Resale Property		76,796.95											76,796.95
3110 Gross production tax	3,350.72	3,325.85	3,446.92	3,000.68									13,124.17
3120 Motor vehicle tax	8,859.31	248,719.49	256,547.80	243,450.34									757,576.94
3130 Rural electric tax	4,760.01	5,594.23	6,169.28	5,659.98									22,183.50
3140 State school land earnings	87,471.66	71,516.42	88,297.29	83,409.66									330,695.03
3150 Vehicle tax stamps	616.25	1,169.62	75.99	2,268.28									4,130.14
3160 Farm implement tax stamps	430.67		140.55										571.22
3210 Foundation aid		2,373,395.74	2,373,395.75	2,373,395.74									7,120,187.23
3250 FBA		419,744.12	430,189.63	424,966.88									1,274,900.63
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
3437				69,255.46									69,255.46
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			107,159.71									112,458.97
4340 Preschool				6,100.78									6,100.78
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		16,035.69									578,946.27
4740													-
4821 Carl Perkins				66,690.94									66,690.94
5150-5160 Activity trip reimb	1,003.92	2,225.85	86.46	657.66									3,973.89
6140 Estopped Warrants													-
	472,106.80	4,581,571.66	3,420,339.33	3,509,204.73	-	-	-	-	-	-	-	-	11,983,222.52
													3,978,983.35
													15,962,205.87

PY FB

**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	484,299								
FY25-FY24	(1,270,910)	(1,390,978)	(1,226,050)	(463,233)								



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

	<u>October</u>	<u>2024-25 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 581,905	\$ 1,960,216	\$ 2,265,535
 <u>Revenue:</u>			
Local	6,857	46,168	64,504
State		81	187
Other sources		-	
	<u>6,857</u>	<u>46,249</u>	<u>64,691</u>
 Total cash available	 588,762	 2,006,465	 2,330,226
 <u>Requirements:</u>			
Professional services	10,550	52,350	55,279
Property services	87,144	331,165	320,314
Other purchased services		900,771	
Supplies & materials	4,477	19,612	41,267
Property	2,292	218,268	965,834
Other uses		-	
	<u>104,463</u>	<u>1,522,166</u>	<u>1,382,694</u>
 Ending balance	 <u>484,299</u>	 <u>484,299</u>	 <u>947,532</u>

## MINUTES OF THE BOARD OF EDUCATION REGULAR MEETING -

The Board of Education of Independent School District No. 30 of Washington County, Bartlesville, Oklahoma met at the Education Service Center - Board of Education Meeting Room, 1100 South Jennings Ave., Bartlesville, OK 74003 on Monday, October 21, 2024 at 5:42 PM.

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

### I. Call Meeting to Order

### II. Flag Salute

### III. Public Comment

Anna Thom, BEA President, thanked the administrative staff for helping in their recent transition from payroll deductions.

### IV. Superintendent's Report

#### **IV.A. Teaching & Learning Update**

Executive Director of Teaching & Learning LaDonna Chancellor reviewed the recent unplugged DL day, GATE program, and AP recognition.

#### **IV.B. Construction Update**

- [Construction/Facilities Update](#)

Updates regarding Wayside playground completion and Ranch Heights project progress.

#### **IV.C. Financial Update**

- [Finance Slides](#)

#### **IV.D. Upcoming Board of Education Meetings Mr. Chuck McCauley**

- 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

#### **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"**

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

**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"**

District Auditor reviewed the audit.

**Order #2 Motion:** to approve the 2023-2024 District Audit Report. This motion, made by Randy Herren and seconded by Andrea Nightingale, Passed. Jason Sauer: Yea, Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Scott Bilger: Yea. Yea: 6, Nay: 0

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

**Order #3 Motion:** to approve Budget for Fiscal Year 2025. This motion, made by Andrea Nightingale and seconded by Randy Herren, Passed. Jason Sauer: Yea, Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea, Scott Bilger: Yea. Yea: 6, Nay: 0

**VII. Discussion Topics**

**VII.A. Discussion of *The Anxious Generation***

Superintendent McCauley summarized his recent conversations with OK House Reps regarding phone-free schools and implementing Yondr pouches similar to how the state of Arkansas has done. Conversations around these topics continue among administration, parent groups, and student groups.

**VIII. Public Comment**

There were no public comments.

**IX. New Business**

There was no new business.

**X. Adjournment**

There being no further business, the meeting adjourned at 6:23 p.m.

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

I, the undersigned Minutes Clerk of the Board of Education of Independent School District No. 30 of Washington County, Oklahoma, certify that notice of the time, date, and place of this regular meeting was given to the County Clerk of Washington prior to December 15, 2023, and was mailed or delivered to all of those who have made written requests and paid the request fee for notice of regular meetings.

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

  
Minutes Clerk of the Board

## MINUTES OF THE BOARD OF EDUCATION SPECIAL MEETING - October 30, 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 Wednesday, October 30, 2024 at 4:00 p.m.

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

### I. Call Meeting to Order

### II. Site Update Presentations and Discussions

#### II.A. Madison Middle School

- [Presentation](#)

Principal Joey Eidson reviewed New Teacher Training, Cellphone-Free School, Test Scores, Student Engagement, and Professional Development.

#### II.B. Central Middle School

- [Presentation](#)

Principal Matt Hancock discussed Test Scores, CHAMPS Mindset among students and staff, Flex Fridays, Improvements in Discipline Issues, Cellphone-Free School, and Student Activities.

#### II.C. Hoover Elementary School

- [Presentation](#)

Principal Tiffany Holmes reviewed Goals for the Year, Addressing Student Behavior, and Test Scores.

#### II.D. Wayside Elementary School

- [Presentation](#)

Principal Eliot Smith reviewed School Events, Test Scores, New School Equipment, and Areas of Focus in Curriculum.

#### II.E. Jane Phillips Elementary School

- [Presentation](#)

Principal Kevin Brown outlined Test Scores, After-School Tutoring, the All-School House program, School Culture, and Community Support.

### III. Adjournment

There being no further business, the meeting adjourned at 5:38 p.m.

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

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

  
Minutes Clerk of the Board

**MINUTES OF THE BOARD OF EDUCATION SPECIAL MEETING - November 6, 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 Wednesday, November 6, 2024 at 4:00 p.m.

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

**I. Call Meeting to Order**

**II. Discussion and possible board action on the 2025 Board of Education Election Resolution as set out on Attachment "A"**

**Order #1 Motion:** to approve the 2025 Board of Education Election Resolution. This motion, made by Randy Herren and seconded by Jason Sauer, Passed. Jason Sauer: Yea, Kinder Shamhart: Yea, Suzy Keirse: Yea, Randy Herren: Yea, Andrea Nightingale: Yea. Yea: 5, Nay: 0

Scott Bilger present at 4:07 p.m. **Absent:** Rick Boswell. **Present:** Scott Bilger, Andrea Nightingale, Randy Herren, Suzy Keirse, Kinder Shamhart, Jason Sauer. Present: 6, Absent: 1.

**III. Site Update Presentations and Discussions**

**III.A. Bartlesville High School**

- [Presentation](#)

Principal Michael Harp reviewed the presentation regarding OASC State Convention, Community/Student Outreach, BHS Intern Program, Graduation Rate, State Test Scores, ACT Scores, And College Remediation Reports.

**III.B. Richard Kane Elementary School**

- [Presentation](#)

Principal Tammie Krause presented on One Book One School, Title Parent Involvement, Test Scores, Structured Literacy, Special Education Plans, Friday PLCs, and Kevin Dill training.

**III.C. Wilson Elementary School**

- [Presentation](#)

Principal Staci Bankston reviewed Student Life, A+ Demonstration School Status, Staff PD Opportunities, Test Scores, Title Programs, Community Connections, and School Culture.

**III.D. Ranch Heights Elementary School**

- [Presentation](#)

Principal Chanda Myers discussed Test Scores, School-Wide Book Club, Literacy Fair, Construction Progress, School Culture, ATLAS Program, and Student Behavior.

**IV. Adjournment**

There being no further business, the meeting adjourned at 5:21 p.m.

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

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

  
Minutes Clerk of the Board

**Bartlesville Public Schools**  
**Encumbrance Register**  
**22-Child Nutrition Programs Fund**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
53	10/21/2024	HD SUPPLY, INC FKA HOME DEPOT PRO	CLEANING, MAINTENANCE AND GROUNDSKEEPING SUPPLIES	2,499.99
54	10/22/2024	NICOLE LEE BENSON	REIMBURSEMENT-385/CND	102.60
55	10/22/2024	ACE MART RESTAURANT SUPPLY CO	APPLIANCES/FURNITURE/FIXTURES	10,000.00
56	11/08/2024	BROOKS GREASE SERVICE, INC.	PLUMBING SERVICES	2,499.99
			<b>Report Total:</b>	<b><u><u>\$15,102.58</u></u></b>

**Bartlesville Public Schools**  
**Encumbrance Register**  
**33-2021 BOND - 2024 PROJECTS**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
145	10/23/2024	THOMPSON SCHOOL BOOK DEPOSITORY	STATE-ADOPTED-TEXTBOOKS-028/CURR/ESC	2,171.51
146	10/29/2024	COMPUTER TECHNOLOGY LINK CORP	TECH-RLTD-SPLYS-019/TECH/ESC	279.00
147	10/29/2024	COMPUTER TECHNOLOGY LINK CORP	TECH-RLTD-SPLYS-019/TECH/ESC	294.50
148	11/05/2024	VARSITY BRANDS HOLDING CO., INC.	001/ATHLETICS/UNIFORMS	1,529.75
149	11/05/2024	VARSITY BRANDS HOLDING CO., INC.	001/ATHLETICS/COCURRICULAR SUPPLIES	420.95
150	11/05/2024	VARSITY BRANDS HOLDING CO., INC.	001/ATHLETICS/COCURRICULAR SUPPLIES	92.84
151	11/05/2024	ASSOCIATED THEATRICAL CONTRACTORS	MAINT/018/HS	20,705.85
152	11/08/2024	CAROLINA BIOLOGICAL SUPPLY	CO-CURR-SPLYS-056/SCIENCE/BHS	306.81
153	11/11/2024	RADIX TECH INC	TECH-RLTD-SPLYS-019/TECH/ESC	1,511.25
154	11/12/2024	ALL AMERICAN SPORTS CORP	001/ATHLETICS/EQUIPMENT	5,722.35
155	11/12/2024	ALL AMERICAN SPORTS CORP	001/ATHLETICS/EQUIPMENT	14,872.45
156	11/12/2024	ALL AMERICAN SPORTS CORP	001/ATHLETICS/EQUIPMENT	16,067.93
157	11/14/2024	FIBER PLATFORM LLC	TECH-RLTD-SPLYS-019/TECH/ESC	8,303.00
158	11/14/2024	BUILDERS SUPPLY	MAINT/018/CENTRAL	12,942.00
			<b>Report Total:</b>	<b><u><u>\$85,220.19</u></u></b>

**2024-2025 Fiscal Year**  
**Encumbrance Orders for Approval**  
**November 18, 2024**

The following list of Encumbrance Orders (Purchase Orders), totaling \$262,525.10 is submitted for consideration by the Bartlesville Board of Education for the dates of October 16, 2024 to November 14, 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 \$262,525.10.

Submitted to the Board of Education  
November 18, 2024

**2024-2025 Fiscal Year**

	FUND	P.O. #'s	AMOUNT
11	General	849 - 976	\$ 136,214.57
12	Coop		
21	Building		
22	Child Nutrition Fund	53 - 56	\$ 15,102.58
31	2019 Bond - Projects		
32	2021 Bond - 2023 Projects	16 - 18	\$ 25,987.76
33	2021 bond - 2024 Projects	145 - 158	\$ 85,220.19
37	Combined Purpose Series 2013A		
39	Bond Interest		
81	Gifts Fund		
	<b>TOTAL</b>		<b>\$ 262,525.10</b>

**GRAND TOTAL: \$ 262,525.10**



**Change Order Listing**

**Options:** Fund(s): 11-General Fund (For Operation), Year: 2024-2025, ReferenceDate: Prior To Begin Date, Date Range: 10/16/2024 - 11/14/2024, PO Range: 1 - 848, Minimum Percentage Change: 25.01%, Include Negative Changes: False

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
93	07/01/2024	56970	OSSBA, INC.	REGISTRATION-006/CURR/ESC	150.00
765	09/25/2024	5247	OKLAHOMA SCHOOLS INSURANCE GROUP	Deductible on Vehicle Insurance	3,000.00

<b>Non-Payroll Total:</b>	<u><b>\$3,150.00</b></u>
<b>Payroll Total:</b>	<u><b>\$0.00</b></u>
<b>Report Total:</b>	<u><u><b>\$3,150.00</b></u></u>

**Bartlesville Public Schools**  
**Encumbrance Register**  
**11-General Fund (For Operation)**

PO No	Date	Vendor	Description	Amount
849	10/21/2024	CDW LLC	TECHNOLOGY SUPPLIES - 511/CENTRAL	6,200.00
850	10/21/2024	AMAZON CAPTIAL SERVICES INC	GENL, TECH, & CO CURR SPLYS - 412/BHS	191.87
851	10/21/2024	MICHAEL D HARP	TRAVEL-029/CURR/ESC	970.00
852	10/22/2024	J.W. PEPPER & SONS, INC.	681 COCURR-SPLYS-027/VM/CENTRAL	112.50
853	10/22/2024	PATHS TO INDEPENDENCE INC	tuition-041/SS/ESC	30,000.00
854	10/22/2024	J.W. PEPPER & SONS, INC.	681 COCURR-SPLYS-027/VM/MADISON	517.69
855	10/22/2024	ARVEST BANK CORPORATE VISA	supplies-412/Fed Prog/AG	800.00
856	10/22/2024	GROTH MUSIC COMPANY	GENL-INSTR.-008/WAYSIDE	355.64
857	10/22/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/CENTRAL	134.57
858	10/22/2024	AMAZON CAPTIAL SERVICES INC	PRINTER SUPPLIES - 015/CENTRAL	34.99
859	10/22/2024	LAURA L WILLIAMS	MEAL REIMBURSEMENT - 412/CENTRAL	88.50
860	10/22/2024	RENATE MARIE SALERNO	MEAL REIMBURSEMENT - 412/CENTRAL	88.50
861	10/22/2024	AMAZON CAPTIAL SERVICES INC	COPY-GENRL-AUDIO/VISUAL SPLYS - 412 BHS/BMITE	448.93
862	10/22/2024	AMAZON CAPTIAL SERVICES INC	CLASSROOM SUPPLIES-058/CENTRAL	1,297.30
863	10/23/2024	AMAZON CAPTIAL SERVICES INC	BOOKS FOR TITLE - 511/HOOVER	60.00
864	10/23/2024	WHALING CONSTRUCTION, INC.	OTHER RENTAL/LEASE SERVICES-015/BHS	620.00
865	10/23/2024	HEATHER J DAVIS	REIMBURSEMENT FOR TRAVEL-006/CURR	71.40
866	10/23/2024	WATTS DISTRIBUTING	supplies-035/GATE/ESC	100.00
867	10/23/2024	AMAZON CAPTIAL SERVICES INC	FURN/FIXTURES/APPLIANCES 412/BHS-BMITE	359.98
868	10/23/2024	BARTLESVILLE COMMUNITY CENTER TRUST	rental-016/Fed Prog/ESC	971.40
869	10/23/2024	CCOSA, INC	registration-541/Fed Prog/ESC	2,250.00
870	10/23/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 051/CENTRAL	18.99
871	10/23/2024	FOLLETT CONTENT SOLUTIONS, LLC	LIBRARY BOOKS - 015/CENTRAL	298.34
872	10/23/2024	BREAKOUT, INC	license-035/GATE/ESC	99.00
873	10/23/2024	J.W. PEPPER & SONS, INC.	681 COCURR-SPLYS-027/VM/CENTRAL	67.99
874	10/23/2024	LAKESHORE EQUIPMENT COMPANY DBA	FLUENCY CARDS-015/RANCH HEIGHTS	80.49
875	10/23/2024	SCHOLASTIC NEWS	MAGAZINES-015/RANCH HEIGHTS	72.50
876	10/24/2024	SCHOOL SPECIALTY, LLC	GENL-SPLYS-015/RANCH HEIGHTS	239.30
877	10/24/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/BHS	70.12
878	10/24/2024	REALLY GREAT READING COMPANY, LLC	WORKBOOK-RLTD-SPLYS-511/FED PROGRAM/RANCH HEIGHTS	1,683.00
879	10/24/2024	ZLABS INC	SUBSCRIPTION-DOCUMENTION-015/RANCH HEIGHTS	187.50
880	10/25/2024	REALLY GREAT READING COMPANY, LLC	TECH-RLDT-SPLYS-LICENSE-511/RANCH HEIGHTS	297.00
881	10/28/2024	AMAZON CAPTIAL SERVICES INC	supplies-421/AG/High School	1,249.00
882	10/28/2024	AMAZON CAPTIAL SERVICES INC	GENL-SPLYS-BOOKS-511/RANCH HEIGHTS	341.50
883	10/28/2024	CTBOOK HOLDINGS LLC	GENL-SPLYS-BOOKS-511/RANCH HEIGHTS	465.75
884	10/28/2024	SCHOLASTIC EDUCATION	GENL-SPLYS-BOOKS-511/RANCH HEIGHTS	1,297.27
885	10/28/2024	SPEARS WORLD TRAVEL SERVICE, INC	TRAVEL - 511/CENTRAL	1,577.88

**Bartlesville Public Schools**  
**Encumbrance Register**  
**11-General Fund (For Operation)**

PO No	Date	Vendor	Description	Amount
886	10/28/2024	ISD#30/TRANSPORTATION	TRAVEL - 015/CENTRAL	253.24
887	10/28/2024	COVE PRODUCTS	supplies-412/Fed Prog/AG	7,838.75
888	10/28/2024	OSPA-OK SCHOOL PSYCHOLOGICAL ASSOC	registration-054/SS/ESC	480.00
889	10/28/2024	LS&S LLC	supplies-054/SS/ESC	18.48
890	10/28/2024	ARVEST BANK CORPORATE VISA	hotel-054/SS/ESC	600.00
891	10/29/2024	INT'L GREENHOUSE CONTRACTORS LLC	supplies-412/Fed Prog/AG	1,486.00
892	10/29/2024	AMAZON CAPTIAL SERVICES INC	PRINTER SUPPLIES - 015/CENTRAL	41.89
893	10/29/2024	AMAZON CAPTIAL SERVICES INC	GENL-SPYLS-015/Jane Phillips	59.89
894	10/29/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/CENTRAL	44.83
895	10/29/2024	DIGITAL EDGE INC.	TECHNOLOGY HARDWARE/SOFTWARE-050 AVIATION BHS	3,497.76
896	10/29/2024	AMAZON CAPTIAL SERVICES INC	GEN/SPLY-511/Title 1 Family Night	925.03
897	10/29/2024	OTC BRANDS, INC	GEN SPLY/-511/MADISON/510/TITLE 1	1,553.38
898	10/30/2024	ACCUTRAIN CORPORATION	REGISTRATION - 511/CENTRAL	2,085.00
899	10/30/2024	ARVEST BANK CORPORATE VISA	TRAVEL/LODGING - 511/CENTRAL	3,000.00
900	10/30/2024	LILLY C TYNER	REIMBURSEMENT FOR TRAVEL	600.00
901	10/30/2024	DENNIS LITTLEAXE	REIMBURSEMENT FOR MEALS, PARKING AND MILEAGE	340.00
902	10/30/2024	QUANNAH LITTLEAXE	REIMBURSEMENT FOR OUT-OF DISTRICT TRAVEL	206.50
903	10/30/2024	SPENCER A. DONNELL	REIMBURSEMENT FOR OUT OF DISTRICT TRAVEL	206.50
904	10/30/2024	DOUGLAS ALLEN DONNELL	REIMBURSEMENT FOR OUT OF DISTRICT TRAVEL	206.50
905	10/30/2024	AMAZON CAPTIAL SERVICES INC	supplies-035/GATE/ESC	325.00
906	10/30/2024	SHAYLEE KAY WILLIAMS	REIMBURSEMENT FOR OUT OF DISTRICT TRAVEL	206.50
907	10/30/2024	OPERATION EAGLE INDIAN	REIMBURSEMENT FOR LUGGAGE	560.00
908	10/30/2024	AMANDA R WASHINGTON	Travel-054/SS/ESC	400.00
909	10/30/2024	TIFFANY R FITZSIMMONS	travel-054/SS/ESC	200.00
910	10/30/2024	JON A GRAY	travel-054/SS/ESC	200.00
911	10/30/2024	ARVEST BANK CORPORATE VISA	travel-054/SS/ESC	650.00
912	10/30/2024	REALLY GREAT READING COMPANY, LLC	Subscription-Word Bundle FOR TITLE - 511/HOOVER	982.00
913	10/30/2024	NOTABLE INC	TECH RLDT SPLY- 015 BHS	99.00
914	10/30/2024	LOWE'S COMPANIES, INC.	GENERAL SUPPLIES - 412 CENTRAL	500.00
915	10/30/2024	SARA J ERWIN	travel-054/SS/ESC	300.00
916	10/30/2024	ARVEST BANK CORPORATE VISA	travel-054/SS/ESC	125.00
917	10/30/2024	AMAZON CAPTIAL SERVICES INC	BOOKS-GENLSPYLS-511/FED PROG/WILSON	1,507.17
918	11/01/2024	AMAZON CAPTIAL SERVICES INC	books-511/Fed Prog/St. John Catholic School	125.94
919	11/01/2024	SCHOOL SPECIALTY, LLC	GENL-SYPLYS-015/Jane Phillips	66.08
920	11/01/2024	AMAZON CAPTIAL SERVICES INC	GENL/SPLY/BOOKS/Jane Phillips/015	170.63

**Bartlesville Public Schools**  
**Encumbrance Register**  
**11-General Fund (For Operation)**

PO No	Date	Vendor	Description	Amount
921	11/01/2024	WAL-MART COMMUNITY	GENL-KITCHEN-COCURR SPLYS-015/BHS	250.00
922	11/01/2024	THE READING WAREHOUSE INC	BOOKS/TITLE 1-511/MADISON	232.99
923	11/01/2024	AMAZON CAPTIAL SERVICES INC	GEN SPLYS -511/MADISON	397.76
924	11/04/2024	PERMA-BOUND BOOKS	BOOKS/015/RANCH HEIGHTS	2,875.73
925	11/04/2024	CERAMIC COTTAGE	GEN SPLY-015/MADISON	200.00
926	11/04/2024	AMAZON CAPTIAL SERVICES INC	GEN SPLYS - 511/MADISON/TITLE 1	199.98
927	11/04/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/CENTRAL	14.19
928	11/05/2024	AMAZON CAPTIAL SERVICES INC	Genl-Supplies-511/federal funds/JP	286.94
929	11/05/2024	SUSAN GAIL MUELLER	322 INSTRUCT-SRVCS-027/VM/BHS	200.00
930	11/05/2024	JARRETT L BASTOW	322 INSTRUCT-SRVCS-026/IM/BHS	200.00
931	11/05/2024	OK MUSIC EDUCATORS ASSOC	811 DUES & FEES-027/VM/BHS	650.00
932	11/06/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 412/CENTRAL	28.99
933	11/06/2024	AMAZON CAPTIAL SERVICES INC	FURN/FIXTURES/APPLIANCES 015/BHS	150.00
934	11/06/2024	NOVEL ELECTRONC DESIGNS, INC	supplies-412/Fed Prog/AG	439.95
935	11/06/2024	VENTRIS LEARNING LLC	GENL-BOOKS-015/WAYSIDE	451.50
936	11/07/2024	KARL FRANKS	431 NON-TECH-SERVCS-026/IM/BHS	305.00
937	11/07/2024	KARL FRANKS	431 NON-TECH-SERVCS-026/IM/BHS	95.00
938	11/07/2024	ISD#30/TRANSPORTATION	TRAVEL-412/AVIATION/BHS	123.14
939	11/07/2024	WAL-MART COMMUNITY	GENL-COPY-SUPLY-015/WAYSIDE	100.00
940	11/08/2024	GENERATION GENIUS, INC	ONLINE SUBSCRIPTION - 015/511/CENTRAL	225.00
941	11/08/2024	AMAZON CAPTIAL SERVICES INC	AUDIO/VISUAL, TECH SPLYS-412/BHS/BMITE	209.98
942	11/08/2024	JAMES GREGORY BILBY	PRESENTER FOR CULTURAL DAY	600.00
943	11/08/2024	GERAMEY K CABLE	PRESENTER FOR OPERATION EAGLE	1,200.00
944	11/08/2024	LESLIE J DONNELL	REIMBURSEMENT FOR OUT-OF-DISTRICT TRAVEL	900.00
945	11/08/2024	AMAZON CAPTIAL SERVICES INC	SUPPLIES FOR JOM CULTURAL CLASSES	1,200.00
946	11/08/2024	AMAZON CAPTIAL SERVICES INC	SUPPLIES FOR OE CULTURAL CLASSES	1,000.00
947	11/08/2024	SHIPWRECK BEADS, INC	SUPPLIES FOR CULTURAL CLASSES	1,500.00
948	11/08/2024	TEAM NATIVERAMS BOOSTER CLUB	PRESENTER FOR CULTURAL DAY	600.00
949	11/08/2024	MARGARET HICKS	PRESENTER FOR JOHNSON O'MALLEY	1,200.00
950	11/11/2024	LAURA L WILLIAMS	MILEAGE REIMBURSEMENT	85.76
951	11/11/2024	RENATE MARIE SALERNO	MILEAGE REIMBURSEMENT	131.32
952	11/11/2024	ADAPTIVEMALL.COM, LLC	supplies-054/SS/ESC	902.90
953	11/12/2024	SCOTT W VERMEIRE	OUT OF DISTRICT TRAVEL BHS/412-BMITE	134.62
954	11/12/2024	JUSTIN L OLINGHOUSE	OUT OF DISTRICT TRAVEL BHS/412-BMITE	131.32
955	11/12/2024	ROBOSOURCE LLC	COCURRICULAR SUPPLIES-412/Central	239.47
956	11/12/2024	AMAZON CAPTIAL SERVICES INC	supplies-412/Fed Prog/AG	675.00
957	11/12/2024	ARVEST BANK CORPORATE VISA	TRAVEL-006/CURR/ESC	2,000.00
958	11/12/2024	CCOSA, INC	REGISTRATION-006/CURR/ESC	2,000.00
959	11/12/2024	J.W. PEPPER & SONS, INC.	681 COCURR-SPLYS-026/IM/BHS	1,000.00

**Bartlesville Public Schools**  
**Encumbrance Register**  
**11-General Fund (For Operation)**

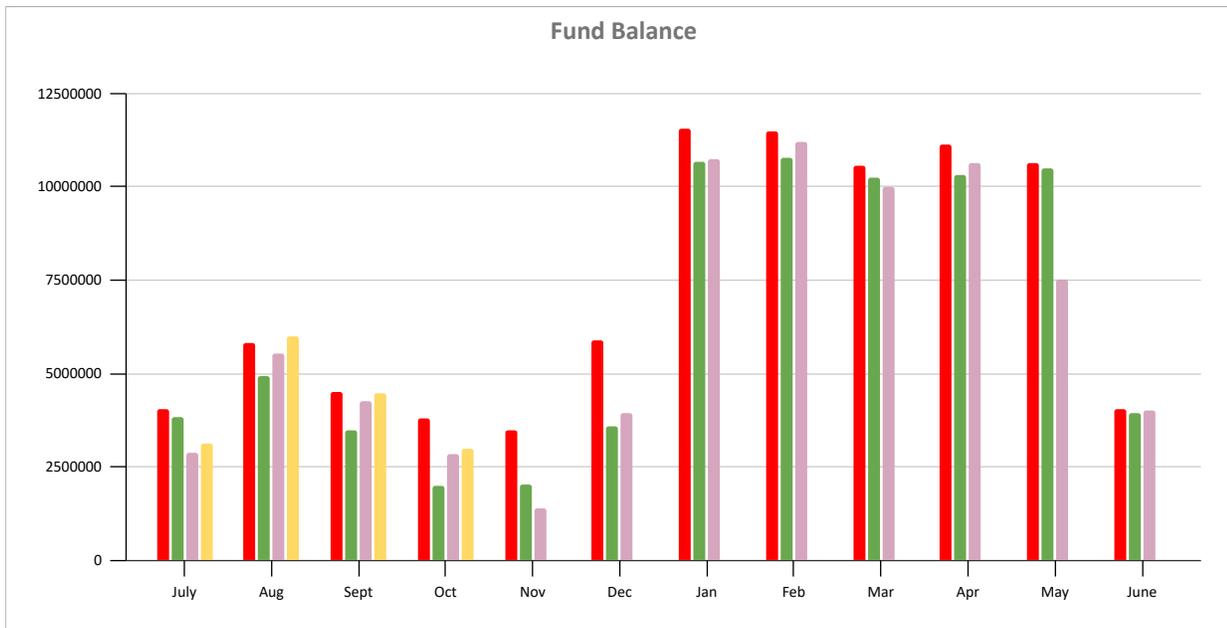
<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
960	11/12/2024	VEX ROBOTICS, INC	COCURRICULAR SUPPLIES-412/Central	1,758.29
961	11/12/2024	CAROLINA BIOLOGICAL SUPPLY	COCURRICULAR SUPPLIES	269.27
962	11/12/2024	AMAZON CAPTIAL SERVICES INC	GENERAL SUPPLIES - 015/BHS	85.55
963	11/12/2024	JON PERRAULT	UNIFORMS/BPA-412/MADISON	1,005.60
964	11/13/2024	ARVEST BANK CORPORATE VISA	TRAVEL/HOTEL - 412/CENTRAL	218.60
965	11/13/2024	NEW HOPE INDIAN UNITED METHODIST	RENTAL OF BUILDING	600.00
966	11/13/2024	OPERATION EAGLE INDIAN	REIMBURSEMENT FOR PRESENTERS	1,000.00
967	11/13/2024	AMAZON CAPTIAL SERVICES INC	CLASSROOM SUPPLIES - 412/CENTRAL	155.55
968	11/13/2024	DEMCO, INC.	GENL SPYLS-015/WILSON	106.68
969	11/13/2024	ARVEST BANK CORPORATE VISA	CO-CURRICULAR SUPPLIES-412/STEM/BHS	1,729.08
970	11/13/2024	DELL MARKETING LP	2 LAPTOPS	1,979.62
971	11/13/2024	KAYLA GOLDSCHMIDT	TECH RLDT SPLYS - 015 BHS	198.00
972	11/13/2024	SCOTT R KOHNLE	TRAVEL REIMBURSEMENT - 412/CENTRAL	131.32
974	11/14/2024	POWER SCHOOL HOLDING LLC	REGISTRATION-010/CURR/ESC	14,764.50
975	11/14/2024	SOLUTION TREE, LLC	registration-511/Fed Prog/ESC	3,196.00
976	11/14/2024	AMAZON CAPTIAL SERVICES INC	FURN/FIX-GENL-SPLYS-015/HOOVER	2,300.00
			<b>Report Total:</b>	<b><u><u>\$136,214.57</u></u></b>

**Bartlesville Public Schools**  
Encumbrance Register  
32-2021 BOND - 2023 PROJECTS

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
16	11/04/2024	DEREK SCHMIDT	MAINT/018/HS	13,506.94
17	11/04/2024	WEATHERPROOFING TECHNOLOGIES, INC	ROOFING/018/HS	7,162.82
18	11/05/2024	WEATHERPROOFING TECHNOLOGIES, INC	MAINT/018/HS	5,318.00
<b>Report Total:</b>				<b>\$25,987.76</b>

**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	2,993,607								
FY25-FY24	244,768	452,064	209,424	155,580								



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

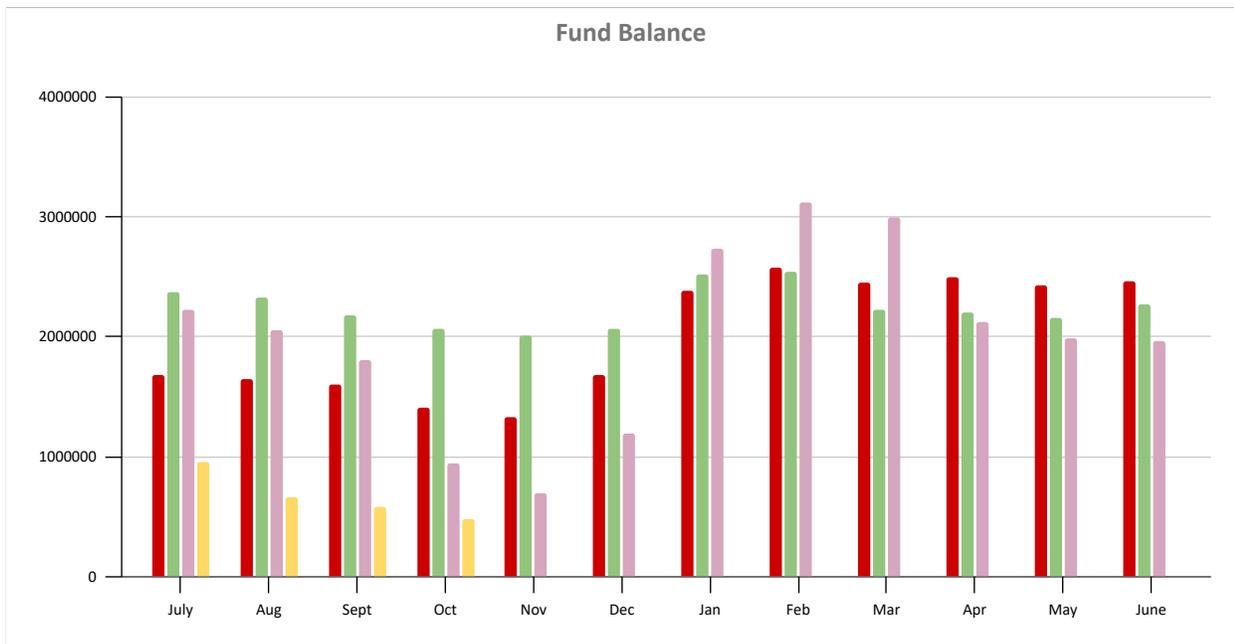
	October	2024-25 Year to Date Total	2023-24 Year to Date Total	2022-23 Year to Date Total
Beginning balance	\$ 4,486,033	\$ 4,012,343	\$ 3,931,988	\$4,065,794
Local	92,959	479,708	675,512	231,719
County	14,194	143,769	163,926	119,039
State	3,205,407	10,142,554	9,723,459	7,706,568
Federal	195,987	1,213,218	1,473,302	1,606,325
Other sources	658	3,974	5,957	4,675
	<u>3,509,205</u>	<u>11,983,223</u>	<u>12,042,156</u>	<u>9,668,326</u>
Total cash available	7,995,238	15,995,566	15,974,144	13,734,120
<u>Requirements:</u>				
Salaries	3,164,765	7,480,499	7,192,447	6,282,937
Benefits	1,062,358	2,574,284	2,426,632	2,177,398
Professional services	140,960	445,207	161,661	121,997
Property services	311,323	1,226,223	1,165,549	1,173,546
Other purchased services	62,595	151,743	924,306	787,838
Supplies & materials	218,753	992,075	1,159,555	848,599
Property	10,026	50,606	30,737	274,937
Other uses	30,851	81,322	75,230	57,326
	<u>5,001,631</u>	<u>13,001,959</u>	<u>13,136,117</u>	<u>11,724,578</u>
Ending balance	<u>2,993,607</u>	<u>2,993,607</u>	<u>2,838,027</u>	<u>2,009,542</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	18,842.98									192,613.50
1130 In lieu of tax	0.07												0.07
1190 Other taxes													-
1213-1214 Testing fees	1,044.38	608.75	277.50	75.00									2,005.63
1230-1290 Tuition													-
1310 Interest on investments	18,742.22	21,414.73	33,875.09	15,025.12									89,057.16
1351													-
1352 Interest on unapport. Tax	139.44	81.05	39.51	32.39									292.39
1353													-
1410 Rent													-
1440 Sale of equipment	113.00			239.00									352.00
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	1,256.40									14,188.77
1590 Miscellaneous reimb	1,093.00	8,835.00	17,032.05	57,392.34									84,352.39
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	96.00									1,130.25
2100 County-wide 4-mill	5,486.53	3,585.67	12,809.74	2,676.83									24,558.77
2200 Mortgage tax	10,379.41	9,794.42	10,722.04	11,516.87									42,412.74
2300 Resale Property		76,796.95											76,796.95
3110 Gross production tax	3,350.72	3,325.85	3,446.92	3,000.68									13,124.17
3120 Motor vehicle tax	8,859.31	248,719.49	256,547.80	243,450.34									757,576.94
3130 Rural electric tax	4,760.01	5,594.23	6,169.28	5,659.98									22,183.50
3140 State school land earnings	87,471.66	71,516.42	88,297.29	83,409.66									330,695.03
3150 Vehicle tax stamps	616.25	1,169.62	75.99	2,268.28									4,130.14
3160 Farm implement tax stamps	430.67		140.55										571.22
3210 Foundation aid		2,373,395.74	2,373,395.75	2,373,395.74									7,120,187.23
3250 FBA		419,744.12	430,189.63	424,966.88									1,274,900.63
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
3437				69,255.46									69,255.46
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			107,159.71									112,458.97
4340 Preschool				6,100.78									6,100.78
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		16,035.69									578,946.27
4740													-
4821 Carl Perkins				66,690.94									66,690.94
5150-5160 Activity trip reimb	1,003.92	2,225.85	86.46	657.66									3,973.89
6140 Estopped Warrants													-
	472,106.80	4,581,571.66	3,420,339.33	3,509,204.73	-	-	-	-	-	-	-	-	11,983,222.52
													3,978,983.35
													15,962,205.87

**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	484,299								
FY25-FY24	(1,270,910)	(1,390,978)	(1,226,050)	(463,233)								



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

	<u>October</u>	<u>2024-25 Year to Date Total</u>	<u>Prior Year Year to Date Total</u>
Beginning balance	\$ 581,905	\$ 1,960,216	\$ 2,265,535
 <u>Revenue:</u>			
Local	6,857	46,168	64,504
State		81	187
Other sources		-	
	<u>6,857</u>	<u>46,249</u>	<u>64,691</u>
 Total cash available	 588,762	 2,006,465	 2,330,226
 <u>Requirements:</u>			
Professional services	10,550	52,350	55,279
Property services	87,144	331,165	320,314
Other purchased services		900,771	
Supplies & materials	4,477	19,612	41,267
Property	2,292	218,268	965,834
Other uses		-	
	<u>104,463</u>	<u>1,522,166</u>	<u>1,382,694</u>
 Ending balance	 <u>484,299</u>	 <u>484,299</u>	 <u>947,532</u>

November 18, 2024 Personnel Report

APPOINTMENTS:						
Name	Site	Position	FTE	Hire Date	Temporary Contract	
Grishchenko, Aleksandr	Ranch Heights	Special Education Teacher Assistant Level 3	0.875	10/07/2024	Yes	
McCambridge, Jeff	Bus Driver	Bus Driver	0.750	11/06/2024	Yes	
Morgan, Teresa	Wayside/Jane Phillips	Special Education Teacher Assistant Level 1	0.875	10/07/2024	Yes	
Norris, Phillip	Transportation	Bus Driver	0.875	10/07/2024	Yes	
O'Mary, Elisa	Central	Special Education Teacher Assistant Level 1	0.875	10/07/2024	Yes	
Silva, Bethany	Madison	Special Education Teacher Assistant Level 3	0.875	10/07/2024	Yes	
Wheeler, Ruth	Jane Phillips	Library Media Specialist	1.000	10/21/2024	Yes	
Young, Madison	Wayside	Special Education Teacher Assistant Level 2	0.875	10/07/2024	Yes	
CHANGE OF STATUS:						
Name	CHANGE FROM Site	Position	FTE	CHANGE TO Site	Position	FTE Date
Anderson, Kashia	Jane Phillips	Intermittent FMLA	1.000	Jane Phillips	First Grade Teacher	1.000 10/21/2024
Blain, Patricia	Wayside	Kindergarten Teacher	1.000	Wayside	FMLA	1.000 11/20/2024
Burruss, Mark	Transportation	FMLA	0.750	Transportation	Bus Driver	0.750 10/22/2024
Hale, Larissa	Wilson	FMLA	1.000	Wilson	Fifth Grade Teacher	1.000 10/14/2024
Jewett, Sarah	Wayside	Health/Physical Education Teacher	1.000	Wayside	FMLA	1.000 11/12/2024
Johnson, Teresa	Transportation	FMLA	0.750	Transportation	Bus Driver	0.750 10/8/2024
Reeve, Destiny	Ranch Heights	LPN	0.875	Ranch Heights	Certified Registered Nurse	1.000 11/1/2024
Vincent, Bradley	High School	Health/Physical Education Teacher	1.000	High School	FMLA	1.000 10/28/2024
Wilson, James	Transportation	FMLA	0.750	Transportation	Bus Driver	0.750 10/30/2024
Wilson, Taylor	Child Nutrition	CN Compliance & Financial Manager	1.000	Child Nutrition	FMLA	1.000 11/11/2024
RESIGNATION:						
Name	Site	Position	FTE	Date		
Dodson, Kaleigh	Wayside	LPN	0.875	11/22/2024		
Harbour-Secondine, Hannah	Transportation	Bus Driver	0.750	11/5/2024		
McGill, Kristin	High School	Lay Coach - Cheer	N/A	11/11/2024		
Moore, Felicia	Madison	Special Education Teacher Assistant Level 3	0.875	10/15/2024		
Ridinger, Patricia	Hoover	Special Education Teacher Assistant Level 2	0.875	10/10/2024		
Schultz, Brandice	Wayside	Special Education Teacher Assistant Level 3	0.875	10/15/2024		
Scott, Katrina	Wayside	Special Education Teacher Assistant Level 2	0.875	10/11/2024		
SPECIAL SALARY PROVISIONS:						
Name	Site	Position	Amount	Date		
Reeve, Destiny	District-Wide	Registered Nurse	\$70,000.00 prorated	11/1/2024		

---

---

**MEMORANDUM**

---

---

**TO:** BOARD OF EDUCATION  
**FROM:** PRESTON BIRK  
**SUBJECT:** DONATIONS & INTEREST EARNED  
**DATE:** 11/1/2024

---

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

**1. BOK – Fund 3**

October \$ 11.98

**Fund 3 Total** **\$ 11.98**

**2. BOK – Fund 5**

October \$ 67.23

**Fund 5 Total** **\$ 67.23**

**3. BOK – Fund 6**

October \$ 31,734.72

**Fund 6 Total** **\$ 31,734.72**

# Bartlesville Public Schools

## Investment Ledger

**Options:** Funds: , Account Nos: , Investment Nos: , Date Range: 10/1/2024 - 10/31/2024, Exclude Investments Matured in Date Range: True, Exclude Investments Liquidated in Date Range: True

**Fund: 11**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$1,073,994.89	4.780	\$1,073,994.89
<b>Total ICS ACCOUNT</b>							<b>\$1,073,994.89</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>							<b>\$1,073,994.89</b>
<b>Total Fund 11</b>							<b>\$1,073,994.89</b>

**Fund: 21**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$250,000.00	4.780	\$250,000.00
<b>Total ICS ACCOUNT</b>							<b>\$250,000.00</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>							<b>\$250,000.00</b>
<b>Total Fund 21</b>							<b>\$250,000.00</b>

**Fund: 22**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$830,029.88	4.780	\$830,029.88
<b>Total ICS ACCOUNT</b>							<b>\$830,029.88</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>							<b>\$830,029.88</b>
<b>Total Fund 22</b>							<b>\$830,029.88</b>

**Fund: 32**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$166,000.00	4.780	\$166,000.00
<b>Total ICS ACCOUNT</b>							<b>\$166,000.00</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>							<b>\$166,000.00</b>
<b>Total Fund 32</b>							<b>\$166,000.00</b>

**Fund: 33**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$2,325,000.00	4.780	\$2,325,000.00
<b>Total ICS ACCOUNT</b>							<b>\$2,325,000.00</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>							<b>\$2,325,000.00</b>
<b>Total Fund 33</b>							<b>\$2,325,000.00</b>

**Fund: 39**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$416,336.75	4.780	\$416,336.75
<b>Total ICS ACCOUNT</b>							<b>\$416,336.75</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>							<b>\$416,336.75</b>
<b>Total Fund 39</b>							<b>\$416,336.75</b>

**Fund: 41**

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
ICS ACCOUNT	GATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$416,336.75	4.780	\$416,336.75

# Bartlesville Public Schools

## Investment Ledger

**Options:** Funds: , Account Nos: , Investment Nos: , Date Range: 10/1/2024 - 10/31/2024, Exclude Investments Matured in Date Range: True, Exclude Investments Liquidated in Date Range: True

ICS ACCOUNTGATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024			\$1,260,200.00	4.780	\$1,260,200.00
---	------------	------------	--	--	----------------	-------	----------------

<b>Total ICS ACCOUNT</b>	<b>\$1,260,200.00</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>	<b>\$1,260,200.00</b>

**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

<b>Total 369017276</b>	<b>\$2,014,968.98</b>
<b>Total AI 0113 COMMERCE BANK</b>	<b>\$2,014,968.98</b>
<b>Total Fund 41</b>	<b>\$3,275,168.98</b>

**Fund:** 81

**Account:** AI 0112 GATEWAY BANK - ICS

Inv No	Description	Purchased	Maturity	Liquidated	Purchase Amount	Rate	Balance
	ICS ACCOUNTGATEWAY BANK - ICS TRANSACTION	10/31/2024	11/29/2024		\$279,050.31	4.780	\$279,050.31

<b>Total ICS ACCOUNT</b>	<b>\$279,050.31</b>
<b>Total AI 0112 GATEWAY BANK - ICS</b>	<b>\$279,050.31</b>
<b>Total Fund 81</b>	<b>\$279,050.31</b>

---

<b>Total All Funds</b>	<b>\$8,615,580.81</b>
------------------------	-----------------------

**OCT 2024**

	<b>GENERAL FUND</b>	<b>COOPERATIVE FUND</b>	<b>BUILDING FUND</b>	<b>CHILD NUTRITION</b>	<b>BOND FUND 31</b>	<b>BOND FUND 32</b>	<b>BOND FUND 33</b>	<b>BOND INT FUND 39</b>	<b>SINKING FUND</b>	<b>GIFTS &amp; ENDOW.</b>	<b>TOTALS</b>
<b>BEGINNING BALANCE</b>	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
LOCAL SOURCES OF REVENUE	92,959.23	-	6,857.05	26,302.47	-	-	-	15,536.21	15,377.70	1,281.33	158,313.99
INTERMEDIATE SOURCES OF REVENUE	14,193.70	-	-	-	-	-	-	-	-	-	14,193.70
STATE SOURCES OF REVENUE	3,205,407.02	-	-	948.33	-	-	-	-	-	-	3,206,355.35
FEDERAL SOURCES OF REVENUE	195,987.12	-	-	378,057.96	-	-	-	-	-	-	574,045.08
<b>TOTAL NEW RECEIPTS</b>	<b>3,508,547.07</b>	<b>-</b>	<b>6,857.05</b>	<b>405,308.76</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,536.21</b>	<b>15,377.70</b>	<b>1,281.33</b>	<b>3,952,908.12</b>
INTER-FUND TRANSFERS	-	-	-	-	-	-	-	-	-	-	-
NON-REVENUE RECEIPTS	657.66	-	-	-	-	-	-	-	-	-	657.66
AR-6140	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COMBINED RECEIPTS</b>	<b>3,509,204.73</b>	<b>-</b>	<b>6,857.05</b>	<b>405,308.76</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,536.21</b>	<b>15,377.70</b>	<b>1,281.33</b>	<b>3,953,565.78</b>
WARRANT PURCHASES (-)	(5,015,467.65)	-	(69,783.50)	(455,680.12)	(120,505.00)	(891,390.05)	(157,481.49)	(18,593.00)	-	-	(6,728,900.81)
INVESTMENTS MATURED (+)	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
C.D./AGENCY INVESTMENTS (-)	(1,073,994.89)	-	(250,000.00)	(830,029.88)	-	(166,000.00)	(2,325,000.00)	(416,336.75)	(3,275,168.98)	(279,050.31)	(8,615,580.81)
INTEREST INVESTMENTS (-)	-	-	-	-	-	-	-	-	-	-	-
MONEY MARKET INVESTMENT (-)	-	-	-	-	-	-	-	-	-	-	-
CORRECTIONS	-	-	-	-	-	-	-	-	-	-	-
<b>ENDING BANK BALANCE</b>	<b>2,049,881.80</b>	<b>0.00</b>	<b>283,715.79</b>	<b>360,441.01</b>	<b>234,604.35</b>	<b>415,695.78</b>	<b>385,751.32</b>	<b>1,924.50</b>	<b>2,369.40</b>	<b>6,998.66</b>	<b>3,741,382.61</b>
OUTSTANDING WARRANTS (-)	(130,269.56)	-	(49,417.05)	(6,103.16)	-	(64,985.00)	(38,287.85)	-	-	-	(289,062.62)
<b>FUND EQUITY</b>	<b>1,919,612.24</b>	<b>0.00</b>	<b>234,298.74</b>	<b>354,337.85</b>	<b>234,604.35</b>	<b>350,710.78</b>	<b>347,463.47</b>	<b>1,924.50</b>	<b>2,369.40</b>	<b>6,998.66</b>	<b>3,452,319.99</b>

Total collateral pledged

25,507,869.34

	<b>BEA LEASE PURCHASE FUND 3</b>	<b>BEA LEASE PURCHASE FUND 5</b>	<b>BEA LEASE PURCHASE FUND 6</b>
<b>BEGINNING BALANCE</b>	<b>1,538.03</b>	<b>7,616.00</b>	<b>8,599,592.67</b>
REBATES/CONTRIBUTIONS	-	-	-
DIVIDENDS/INTEREST	11.98	67.23	31,734.72
<b>TOTAL NEW RECEIPTS</b>	<b>11.98</b>	<b>67.23</b>	<b>31,734.72</b>
WARRANT PURCHASES (-)	(1,057.36)	-	(752,786.43)
<b>ENDING BANK BALANCE</b>	<b>492.65</b>	<b>7,683.23</b>	<b>7,878,540.96</b>
Credit in Transit/PD to 2022A GO Bond	-	-	-
<b>FUND EQUITY</b>	<b>492.65</b>	<b>7,683.23</b>	<b>7,878,540.96</b>

*Sara Vermeire 11/1/2024*

## Bartlesville Public Schools Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 10/1/2024 - 10/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 General Administrative	\$240,412.18	\$13,377.79	\$0.00	\$11,060.03	\$242,729.94	\$33,956.25	\$208,773.69
802 General Administrative Athletics	\$223,443.51	\$42,223.07	\$0.00	\$26,060.30	\$239,606.28	\$27,014.61	\$212,591.67
803 General Refund Account	\$690.81	\$524.27	\$0.00	\$0.00	\$1,215.08	\$0.00	\$1,215.08
804 AP Exams	\$20,086.04	\$318.00	\$0.00	\$18.00	\$20,386.04	\$1,800.00	\$18,586.04
805 Alternative High School	\$1,945.09	\$397.00	\$0.00	\$371.56	\$1,970.53	\$1,478.74	\$491.79
806 Tuition Clearing Acct	\$7,590.00	\$0.00	\$0.00	\$0.00	\$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	\$75.00	\$61.00	\$0.00	\$75.00	\$61.00	\$0.00	\$61.00
809 Broadcasting	\$3,846.23	\$280.00	\$0.00	\$1,052.17	\$3,074.06	\$0.00	\$3,074.06
810 AVIATION	\$0.00	\$25.09	\$0.00	\$0.00	\$25.09	\$0.00	\$25.09
811 Baseball Fund	\$1,201.01	\$450.00	\$0.00	\$0.00	\$1,651.01	\$0.00	\$1,651.01
813 Basketball Fund	\$6,750.23	\$8,428.82	\$0.00	\$0.00	\$15,179.05	\$0.00	\$15,179.05
821 Choral Club	\$3,065.36	\$100.00	\$0.00	\$0.00	\$3,165.36	\$0.00	\$3,165.36
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	\$1,147.23	\$0.00	\$0.00	\$0.00	\$1,147.23	\$80.02	\$1,067.21
833 Drama	\$16,235.85	\$5,501.00	\$0.00	\$1,545.71	\$20,191.14	\$4,833.02	\$15,358.12
834 VisionQuest	\$82.00	\$0.00	\$0.00	\$0.00	\$82.00	\$0.00	\$82.00
835 BPS-FOUNDATION GRANTS	\$6,194.04	\$8,711.99	\$0.00	\$0.00	\$14,906.03	\$8,711.99	\$6,194.04
836 AGRICULTURAL EDUCATION	\$39,846.27	\$18,981.00	\$0.00	\$34,928.89	\$23,898.38	\$23,504.57	\$393.81
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	\$295.59	\$1,835.97	\$0.00	\$1,835.97
840 Exceptional Education Services	\$12,326.32	\$1,200.00	\$0.00	\$877.20	\$12,649.12	\$3,165.00	\$9,484.12
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	\$500.00	\$4,607.49
860 BPA	\$256.00	\$80.00	\$0.00	\$160.00	\$176.00	\$160.00	\$16.00
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	\$425.00	\$2,506.64
880 Musical Production	\$4,027.21	\$0.00	\$0.00	\$0.00	\$4,027.21	\$0.00	\$4,027.21
881 National Honor Society	\$6,326.61	\$5,740.00	\$0.00	\$0.00	\$12,066.61	\$0.00	\$12,066.61
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	\$4,589.00	\$5,209.80	\$0.00	\$5,209.80
889 BHS BAND	\$49,544.78	\$27,190.50	\$0.00	\$15,397.68	\$61,337.60	\$12,010.17	\$49,327.43
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	\$2,335.46	\$2,381.00	\$0.00	\$3,990.00	\$726.46	\$231.00	\$495.46
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	\$24,517.17	\$2,000.00	\$0.00	\$2,004.81	\$24,512.36	\$1,092.03	\$23,420.33
926 Student Council	\$81,854.74	\$90,966.25	\$0.00	\$35,121.16	\$137,699.83	\$91,038.25	\$46,661.58
939 Science Olympiad	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
960 Technology Student Assoc (TSA)	\$3,872.32	\$1,635.00	\$0.00	\$197.81	\$5,309.51	\$2,096.88	\$3,212.63
962 Science Trek Club	\$2,334.93	\$0.00	\$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	\$122,580.84	\$2,665.00	\$0.00	\$104.25	\$125,141.59	\$0.00	\$125,141.59
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	\$22,123.08	\$858.00	\$0.00	\$76.59	\$22,904.49	\$6,658.98	\$16,245.51
993 Academic Team	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$140.00
994 Archery Club	\$349.32	\$0.00	\$0.00	\$0.00	\$349.32	\$0.00	\$349.32
995 Homeless Student Assistance	\$1,074.58	\$0.00	\$0.00	\$0.00	\$1,074.58	\$0.00	\$1,074.58
996 Bruin Logo	\$21,504.05	\$0.00	\$0.00	\$0.00	\$21,504.05	\$1,738.98	\$19,765.07

# Bartlesville Public Schools

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 10/1/2024 - 10/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Total	\$958,094.47	\$234,094.78	\$0.00	\$137,925.75	\$1,054,263.50	\$220,495.49	\$833,768.01

## **Surplus List**

**Wayside Laminator (Broken)**

**Transportation 55 gal barrel of transmission fluid for outdated vehicles**

Optiplex 5040	Precision 3420	Optiplex 7010	Optiplex 5050		Dell Laptops	Chromebook 5190		HP Printers
9CZDDH2	2JCHDH2	93HZCX1	B4PYSM2	J5BQBB2	H69J0M1	cllx8l2	f5lh8l2	
9CSYCH2	2L3QDH2	92HZCX1	J4X3Z72	J592M82	6C7SZN1	3fgh8l2	d6ch8l2	CNCC4DZ011
FGBJGB2		9280DX1	J4XK8C2	J4VXY72		fslx8l2	3zgh8l2	USBB314422
650JJB2		D2DFK02	J5HNNWK2	J503M82		c5lh8l2	jfgh8l2	USBNJ18041
5YPHJB2			J50RWNK2	J4XXP52		gfg8l2	28lh8l2	CNDX101652
643KJB2			J5JLZC2	J4Z41M2		dqkh8l2	5xbh8l2	CNRXK35967
D50JGB2			J50XSM2	J4Y5Z72		dvgh8l2	g6mx8l2	
9CWCDDH2			9JJFXM2	J5CLQG2		5jgh8l2	6zbh8l2	
9D6XCH2			J5CSQG2	J5161M2		90ch8l2	5xkh8l2	
9D6CDH2			J58HZC2	J5BGZC2		25ch8l2	2tlx8l2	
9CXBDH2			J5DQJK2	J4XQBB2		1rbh8l2	dwkh8l2	
9D0XCH2			J5K99M2	J515Z72		c0lh8l2	3tkh8l2	
9CR0DH2			J5B87J2	J593V62		dtbh8l2	76lh8l2	
9CKCDH2			J5D1C62	J50JGL2		fwlx8l2	20mx8l2	
9D9XCH2			J57B7J2	J5K5M82		61mx8l2	gcgh8l2	
65RGJB2			J5KWB62	J58XSM2		8mkh8l2	8tgh8l2	
9DB0DH2			J4W0C62	J57BYJ2		5rlx8l2	74lh8l2	
FFXDGB2			J5KBMF2	J58FXH2		7qlx8l2	d2ch8l2	
8Y4FKB2			J5HNBB2	j4w21m2		9plx8l2	3mlx8l2	
631HJB2			J5KKJK2	J5J3V62		6sbh8l2	bmgh8l2	
GXLKMF2			J5D27J2	J58LMF2		61hh8l2	ddb8l2	
9CSCDH2			J4XPQG2	J519V62		2gbh8l2	81ch8l2	
FG8KGB2			B46WSSM2	B3XTSM2		6tkh8l2	3llx8l2	
5YPJJB2			J51TSM2	J59KBB2		hvlx8l2	4jkh8l2	
9CRDDH2			J5C1TM2	J59RGL2		jxkh8l2	31hh8l2	
63JJJB2			J5JQJK2	J4VHWK2		9bgh8l2	crlx8l2	
9CQBDH2			J5HRWK2	9JFFXM2		8ygh8l2	gpgh8l2	
9VW1DH2			J5KLMF2	J5CWSM2		17ch8l2	3cmx8l2	
D57GGB2			B4WSSM2	J5C4PD2		4ykh8l2	67lh8l2	
			J505Z72	J4Y4ZG2		hrxj2p2	39bh8l2	
			9J9GXM2	B37TSM2		5zyj2p2	2cgh8l2	
			J5JMGL2	J512Z72		47mx8l2		
			J5JMBB2	J4Y3C62		1vxj2p2		
			J5KTP52	J5HLGL2		fkbh8l2		
			J5D71M2	J4X6XH2		76XY1D2		
			J5J79M2	J596YJ2		gylx8l2		
			J509ZG2	B4RWSSM2		dw82mw2		
			J4X11M2	J5BL8C2				
			B4BTSM2	B4LWSSM2				
			J5DJ8C2	J4XFZC2				
			J58PGL2	J4WGX2D				
			J5BCXH2	J5JZ0M2				
			J58YSM2	J4XLGL2				
			J5JDXH2	J5B89M2				
			J58PBB2	9KPKXM2				
			J4ZB9M2	J4VMJK2				
			J4ZNGM2	J58SP52				
				J5DD8C2				
				B3CZSM2				

**BARTLESVILLE PUBLIC SCHOOLS  
ACTIVITY FUND TRANSFER**

Site Name High School Site # 705 Date 11-6-24

Explanation for Transfer:

For banners made by the AG department  
for the fall play.

Transfer Coding Information:

PRJ	FUNCT	OBJ	PRG	SUBJ	JOB	SITE	INCREASE \$ +	DECREASE \$ -
836			900			705	\$80	
833			900			705		\$80

Transfer Requested By Alex Roddy / Michael (W)

Date Approved by Board of Education \_\_\_\_\_

Date Transfer Entered \_\_\_\_\_

**BARTLESVILLE PUBLIC SCHOOLS  
ACTIVITY FUND TRANSFER**

Site Name Bartlesville High School Site # 705 Date 11-01-24

Explanation for Transfer:

To purchase 2 banners for Aviation from FFA.

---



---



---

Transfer Coding Information:

PRJ	FUNCT	OBJ	PRG	SUBJ	JOB	SITE	INCREASE \$ +	DECREASE \$ -
810			900			705		\$25.00
836			900			705	\$25.00	

Transfer Requested By Ashlee Hightower/Carol Stephens

Date Approved by Board of Education \_\_\_\_\_

Date Transfer Entered \_\_\_\_\_

# Invoice

Date: 8/30/2024

Customer: Bartlesville HS Aviation Program



Item	Total Price	Notes
1 - 18"x36" Matte Banner taped w/ 4 grommets	\$8.00	
1 - 4'x6' Banner taped w/ 4 grommets	\$17.00	

Total \$25.00

Please remit payment to Bartlesville FFA

## BARTLESVILLE PUBLIC SCHOOLS ACTIVITY FUND TRANSFER

Site Name Bartlesville High School Site # 705 Date 11-01-24

Explanation for Transfer:

To purchase 6 banners for Student Council for the OASC Convention from FFA.

---



---



---



---

Transfer Coding Information:

PRJ	FUNCT	OBJ	PRG	SUBJ	JOB	SITE	INCREASE \$ +	DECREASE \$ -
926			940			705		\$90.00
836			900			705	\$90.00	

Transfer Requested By Heidi Lischefski/Carol Stephens

Date Approved by Board of Education \_\_\_\_\_

Date Transfer Entered \_\_\_\_\_

# Invoice

Date: 10/28/2024

Customer: Bartlesville HS Student Council



Item	Total Price	Notes
2 - 2'x4' Banner taped w/ 4 grommets	\$30.00	\$15 each
2 - 2'x2' Banner taped w/ 4 grommets	\$20.00	\$10 each
1 - 4'x6' Banner taped w/ 4 grommets (RSU)	\$20.00	
1 - 4'x6' Banner taped w/ 4 grommets (ConocoPhillips)	\$20.00	

**Total** **\$90.00**

**Please remit payment to Bartlesville FFA**

**BARTLESVILLE PUBLIC SCHOOLS  
ACTIVITY FUND TRANSFER**

Site Name Bartlesville High School Site # 705 Date 11-01-24

Explanation for Transfer:

To pay for dance class services provided for Student Council for the OASC Convention  
from BHS POM girls.

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

Transfer Coding Information:

PRJ	FUNCT	OBJ	PRG	SUBJ	JOB	SITE	INCREASE \$ +	DECREASE \$ -
926			940			705		\$2000.00
802			900			705	\$2000.00	

Transfer Requested By Heidi Lischefski/Carol Stephens

Date Approved by Board of Education \_\_\_\_\_

Date Transfer Entered \_\_\_\_\_



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

Site Name: BHS

School Year: 2024-25

Account Name/Number BHS Construction

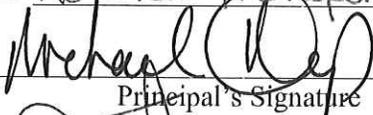
Sponsor(s): Doug Boudreaux

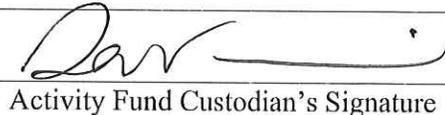
**FUNDRAISERS** to be Approved: Or Additional Revenue for Existing Funds:

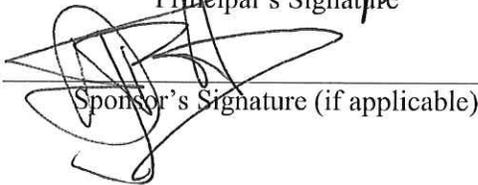
Fundraiser	Start/End Date	On/Off Campus	Est. Income
1. Custom wood projects for school art projects	Ongoing	On	\$ 1,500 <sup>00</sup>
2. Student built birdhouses/bathhouses	Ongoing	On	\$ 800 <sup>00</sup>
3. Furniture auction	Ongoing	On	\$ 3000 <sup>00</sup>
4. Class Built raised bed gardens	Ongoing	On	\$ 2,500 <sup>00</sup>
5. Custom cutting boards	Ongoing	On	\$ 1,000 <sup>00</sup>
6. Raffle for handmade furniture	Ongoing	On	\$ 2,500 <sup>00</sup>
7. Tool engraving services	Ongoing	On	\$ 600 <sup>00</sup>
8. Custom class T-shirt sales	Ongoing	On	\$ 1,000 <sup>00</sup>
9. Reclaimed wood art sale	Ongoing	On	\$ 1,200 <sup>00</sup>
10. Local business "Sponsor-a-project" donations	Ongoing	On	\$ 5,000 <sup>00</sup>
11. Restaurant Nights	Ongoing	Off	\$ 500 <sup>00</sup>

**EXPENDITURES** to be Approved:

1. Wood
2. Finish (paint, stain, sealant)
3. Fasteners (nails, screws)
4. Hardware (hinges, brackets)
5. Marketing materials (tickets, raffling materials, promotional mat'ls)
6. Landscape fabric
7. T-shirts
8. Engraving tools
9. Club dues / Registration Fees
10. Related transportation

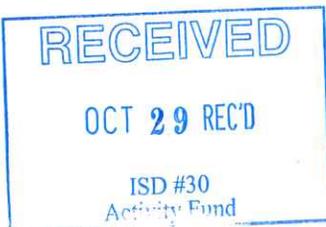
  
Principal's Signature

  
Activity Fund Custodian's Signature

  
Sponsor's Signature (if applicable)

10-24-24  
Date of Request

Board Approval Date



- Expenditures (continued)
11. Classroom Supplies (req'd for Club purposes)
  12. Meals (refreshments, food, etc.)

BARTLESVILLE PUBLIC SCHOOLS 2024-2025

APPLICATIONS FOR SANCTIONING

School Board Meeting November 18, 2024

- |                                  |        |
|----------------------------------|--------|
| 1. Madison Middle School PSA     | Page 2 |
| 2. Bartlesville Quarterback Club | Page 7 |

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

Name of Organization/Association: Madison Middle School PSA

**FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024**

Beginning Cash Balance, July 1, 2023 \$ 8369.79

Collections:

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

*see attached*

Total Collections \$ 91,840.19

Expenditures:

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

*see attached*

Total Expenditures \$ 79,080.43

Ending Cash Balance, 6/30, 2024 \$ 21,149.55

\*\*\*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.

Blaine  
 Officer/Director  
 Treasurer  
 \_\_\_\_\_  
 Title

11/12/2024  
 Date

Received and reviewed by Bartlesville Public Schools:

AAK  
 Preston Bitik  
 Chief Financial Officer  
 \_\_\_\_\_

11-12-24  
 Date

Sara  
 Sara Vermeire,  
 Activity Fund Custodian  
 \_\_\_\_\_

11/12/24  
 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: 11/5/2024

Select One: Initial Application \_\_\_\_\_ Renewal

Name of Sanctioned Organization

Madison PSA

Organization's Official Email

bartlesvillemmspsa@gmail.com

Organization's Taxpayer ID #

02-2468315

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

Andrea Nightingale, President 918.346.7094

Kinder Shamhart, Secretary 918.716.3797

Blair Link, Treasurer 918.716.2998

Leah Dennis, Staff liason 918.397.3203

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

to sponsor, organize, and/or support school events, fundraising efforts, and school activities that enhance and enrich our students' educational, social and developmental experiences at MMS.

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 - Madison Middle School PSA

Instagram - madisonmmspsa

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

Madison Middle School PEA  
Applicant (Organization Name)

By: Blair L P Date: 11.12.2024

**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: Madison Middle School PSA

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

Completed by: Blanche Date: 11/2/2024

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

Name of Organization/Association: Bartlesville Quarterback Club

**FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023-2024**

Beginning Cash Balance, July 1, 2023 \$ 32,781.30

Collections:

Merchandise Sales, Etc.	\$ <u>6,398.78</u>
Donations	\$ <u>13,985.71</u>
Dues/Fees	\$ _____
Fundraisers (list all - use add'l pgs if needed)	\$ <u>181,648.93</u>
<u>Grants</u>	\$ <u>316.65</u>
_____	\$ _____
_____	\$ _____

Total Collections \$ 205,150.07

Expenditures:

<del>Reimbursements</del> Admin	\$ <u>11,728.22</u>
Supplies/Materials	\$ <u>15,913.50</u>
<del>Administrative</del> Coach Development	\$ <u>22,535.40</u>
Equipment	\$ <u>40,348.91</u>
Donations/Contributions	\$ _____
Fundraisers (list all - use add'l pgs if needed)	\$ <u>34,717.35</u>
<u>Summer Pride</u>	\$ <u>18,025.00</u>
<u>Meals</u>	\$ <u>25,945.87</u>
<u>Banquet / seniors</u>	\$ <u>7,128.73</u>
<u>Registration Fees</u>	\$ <u>15,436.48</u>

Total Expenditures \$ 191,779.46

Ending Cash Balance, June 30, 2024 \$ 46,151.91

\*\*\*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.

[Signature] 11/13/24  
 Officer/Director Date  
Treasurer  
 Title

Received and reviewed by Bartlesville Public Schools:

[Signature] 11-13-24  
 Preston Bink, Date  
 Chief Financial Officer

[Signature] 11/13/24  
 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: 11-12-24 Select One: Initial Application \_\_\_\_\_ Renewal X

Name of Sanctioned Organization Bartlesville Athletic Alumni Association

Organization's Official Email BRUINABC@gmail.com

Organization's Taxpayer ID # 20-3808730

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

- Chad COX - President - 918-327-3277
- Ty Kent - Parliamentarian - 918-519-5727
- Damian Huff - VP - 304-520-2450
- Christine Beldner - 936-206-1325
- Nathan Berdan - Treasurer - 918-440-2221
- Henry Wright - <sup>HEAD</sup> Coach - 918-650-3118

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

Provide support to BHS Football with additional funding for meals, equipment, & support for players & coaches.

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.BartlesvilleFootball.com
- Facebook - @BartlesvilleBruinFootball

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**

Bearss Quarterback Club  
Applicant (Organization Name)

By:

[Signature]

Date:

11-12-24

**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: Natasha Date: 11-13-24

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EBED</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, <u>11/18/24</u>		Page 1 of 6

## GRADUATION REQUIREMENTS

All courses taken for high school credit will be included on the student transcript and used when calculating the grade point average (GPA). Students must also meet all graduation testing requirements as defined by Oklahoma State Law and the Oklahoma State Department of Education.

### **Class of 2030: High School Graduation Requirements (HB 3278)**

Students entering the eighth grade in the 2025- 2026 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, shall complete a minimum of the following 23 curriculum units or sets of competencies at the secondary level:

Subject	Credits Required	Required Courses	Additional Courses to Fulfill Requirements
English Language Arts	4	<ul style="list-style-type: none"> <li>Courses including grammar, composition, literature</li> </ul>	<ul style="list-style-type: none"> <li>Any English course</li> </ul>
Math	4	<ul style="list-style-type: none"> <li>Algebra I</li> <li>Geometry or Algebra II</li> </ul>	<ul style="list-style-type: none"> <li>Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, <b>Math of Finance, Computer Science</b></li> <li>Math courses with rigor equal or above Algebra I</li> <li><b>College course approved for dual credit</b></li> <li><b>Approved post-secondary career tech full-time program</b></li> <li><b>Local board-approved math-based application course</b></li> <li><b>HS coursework taken in 8th grade</b></li> </ul>
Science	3	<ul style="list-style-type: none"> <li>Biology I or life science competencies meeting Biology I standards</li> <li>Physical Science, Chemistry, or Physics</li> </ul>	<ul style="list-style-type: none"> <li>Lab science approved for college admission</li> <li>Physical, life, or earth-space science course</li> <li><b>Approved post-secondary career tech full-time program</b></li> <li><b>Local board-approved science-based application course</b></li> <li><b>Course with rigor equal.above Biology I or physical science</b></li> </ul>
History	3	<ul style="list-style-type: none"> <li>American History</li> <li>Oklahoma History (1/2)</li> <li>U.S. Government (1/2)</li> </ul>	<ul style="list-style-type: none"> <li>History, government, geography, economics, civics, non-Western culture</li> </ul>
*Pathways	9	<ul style="list-style-type: none"> <li>6 aligned with ICAP*</li> <li>3 electives</li> </ul>	<ul style="list-style-type: none"> <li><b>Core courses</b></li> <li><b>World/non-English language</b></li> </ul>

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EED</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, <u>11/18/24</u>		Page 2 of 6

*Pathway unit means a course taken by a highschool student aligned to the student's Individualized Career and Academic Plan (ICAP)			<ul style="list-style-type: none"> <li>• Computer technology</li> <li>• JROTC</li> <li>• Internship/apprenticeship</li> <li>• Career and technology education courses</li> <li>• Concurrent courses</li> <li>• AP/IB courses</li> <li>• Fine arts (music, art, drama, speech, dance, media arts)</li> <li>• Local board-approved electives</li> </ul>
	<b>Total</b>	23	

## Parent Permission for Graduation Track Modification

Beginning with the 2024-2025 school year, a student whose parent or legal guardian approves modification of the student's existing graduation track, subject to school approval, may complete a minimum of 23 curriculum units or sets of competencies at the secondary level as listed above. All other students graduating prior to 2030, in order to graduate from an Oklahoma public school, will be required to complete the "college preparatory/work ready curriculum units or sets of competencies" at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student.

## College Preparatory/ Work Ready Graduation Curriculum Requirements

Students must complete the College-Preparatory Graduation Curriculum Requirements or the State Graduation Requirements to fulfill the academic requirements necessary to graduate from Bartlesville High School. Students and parents should refer to the *Bartlesville High School Course Offerings Bluebook* for more detailed information.

College-Preparatory/Work Ready Graduation Curriculum Requirements Oklahoma's Promise Scholarship Curriculum			
4 credits of Language Arts: Grammar, Composition, Literature, or any English course approved for college admissions.			
3 credits of Science:	1 unit of Biology and 2 additional units of Science. 1 unit must be selected from the Physical Sciences (Chemistry, Honors Chemistry, Physics Inquiry, AP Physics I, or Physical Science.)		
3 credits of Mathematics:	3 units limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics, or any math course with content and/or rigor above Algebra I and approved for college admission requirements. *Three math credits must be earned 9-12 <sup>th</sup> .		
3 credits of Social Studies:	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">           ½ unit Oklahoma History            1 unit United States History         </td> <td style="width: 50%;">           1 unit World History or AP World History            ½ unit United States Government         </td> </tr> </table>	½ unit Oklahoma History 1 unit United States History	1 unit World History or AP World History ½ unit United States Government
½ unit Oklahoma History 1 unit United States History	1 unit World History or AP World History ½ unit United States Government		
2 Credits of World Language: 2 units of the same World Language or non-English language –OR–			
2 Credits of Computer Tech.: 2 units of Computer Technology, excluding keyboarding or typing courses			
1 Additional Credit: 1 additional unit selected from the courses listed above, Intro. Psychology, Psych. AP, or Sociology.			

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EBD</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, <u>11/18/24</u>		Page 3 of 6

<p>1 unit of Fine Arts/Speech: One unit/set of competencies of fine arts, such as music, art, or drama, OR one unit of speech.</p> <p>6-8 Electives</p> <p>Individual Career Academic Plan: Students shall fulfill the requirements for ICAP, including the State Science, State US History and ACT State Tests. Beginning with the class of 2025, this also includes passing the U.S. Naturalization Test.</p> <p>Financial Literacy Competencies: Students shall fulfill the requirements for a Personal Financial Literacy Passport.</p> <p>CPR Instruction/AED Awareness: All students shall receive instruction in CPR and AED awareness.</p> <p><b>Total: 23 Units of Credit</b></p>
--

## State Graduation Core Curriculum Requirements for Standard Diploma

<b>State Graduation Core Curriculum Requirements (Parent Approval Required)</b>					
4 Language Arts:	Grammar, Composition, Literature, or any English course approved for college admission requirements				
3 Mathematics:	1 unit Algebra I and 2 units selected from Algebra II, Geometry, Trigonometry, Math Analysis, AP Pre-Calculus, Calculus, Statistics, Computer Science, or other mathematics courses with content and/or rigor equal to or above Algebra I. *Three math credits must be earned in grades 9-12 <sup>th</sup> .				
3 Science:	1 unit of Biology and 2 additional Laboratory Sciences				
3 Social Studies:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">½ unit Oklahoma History</td> <td style="width: 50%;">1 unit of World History or AP World History</td> </tr> <tr> <td>1 unit United States History</td> <td>½ unit United States Government</td> </tr> </table>	½ unit Oklahoma History	1 unit of World History or AP World History	1 unit United States History	½ unit United States Government
½ unit Oklahoma History	1 unit of World History or AP World History				
1 unit United States History	½ unit United States Government				
1 unit of Fine Arts/Speech:	One unit/set of competencies of fine arts, such as music, art, or drama, OR one unit of speech.				
9 Elective Credits					
Individual Career Academic Plan: Students shall fulfill the requirements for ICAP, including the State Science, State US History, and ACT State Tests. Beginning with the Class of 2025, this also includes passing the US Naturalization Test.					
Financial Literacy Competencies: Students shall fulfill the requirements for a Personal Financial Literacy Passport.					
CPR Instruction/AED Awareness: All students shall receive instruction in CPR and AED awareness.					
<b>Total: 23 Units of Credit</b>					

Below is the Core Coursework Required for Oklahoma Public University Admissions Requirements recommended coursework. Students and parents should view private and out-of-state college admission websites for their specific requirements.

<b>CORE COURSEWORK REQUIRED FOR OKLAHOMA PUBLIC 4-YEAR UNIVERSITY ADMISSION</b>		
<b>English</b>	4 units	Grammar, Composition and Literature
<b>Mathematics</b>	3 units	Algebra I, Geometry, Algebra II and above (does not include Math of Finance)
<b>Laboratory Science</b>	3 units	Biology, Chemistry, Physical Sciences, Physics or any lab science certified by school district
<b>Other</b>	2 units	From any of the subjects above or Computer Science or World Language

## Additional Graduation Requirements

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EED</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, 11/18/24		Page 4 of 6

## **Personal Financial Literacy Passport**

In order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act of 2007.

## **Cardiopulmonary Resuscitation (CPR) /Automated External Defibrillator (AED) Training**

Beginning with the 2015-2016 school year, all students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.

## **State Assessments/ American College Testing (ACT) State Tests**

Students are required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.

## **United States Naturalization Test**

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

## **Free Application for Federal Student Aid (FAFSA)**

Beginning with the 2024-2025 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall complete and submit a Free Application for Federal Student Aid (FAFSA). A student shall be exempt from this requirement if:

- the student's parent or legal guardian submits a signed form authorizing the student to opt out of the requirement;
- the student, age eighteen (18) or older, submits a signed form authorizing him or her to opt out of the requirement or
- A school counselor authorizes a student to opt out of the requirement.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EED</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, <u>11/18/24</u>		Page 5 of 6

Students shall be allowed to earn released time elective credit in accordance with state law and the Oklahoma Accreditation Standards.

- REFERENCE: 70 O.S. § 11-101.3  
70 O.S. § 11-103.2c  
70 O.S. § 11-103.6  
70 O.S. § 1210.199  
70 O.S. § 1210.508  
70 O.S. § 1210.508-6

## **~~Minimum Graduation Coursework Requirements~~**

### **~~Gore Coursework: 14 Units~~**

- ~~**Language Arts/English:** 4 units or sets of competencies which include Grammar, Composition, and Literature or their equivalent.~~
- ~~**Math:** 3 units or sets of competencies including Algebra I (three units in mathematics must be completed in the ninth through twelfth grades).~~
- ~~**Science:** 3 units or sets of competencies including: One unit must be a life science meeting the standards for Biology I. One unit must be a physical science meeting the standards for physical science, chemistry or physics.~~
- ~~**History:** 3 units or sets of competencies including: ½ (unit or set of competencies) Oklahoma History, ½ Government, 1 U.S. History, and 1 selected from the subjects of History, Government, Geography, Economics, Civics, or Non Western Culture and approved to meet college admission requirements.~~
- ~~**One unit or set of competencies:** One additional unit selected from above or Career and Technology Education courses, concurrently enrolled courses, advanced placement courses approved for college admission can meet the requirements of one additional unit or set of competencies from the area of English, math, science, history, or computer technology.~~

### **~~Elective Coursework: 9 Units~~**

To include:

- ~~**Fine Arts:** 1 unit or set of competencies~~
- ~~**Foreign Language or Computer Technology:** 2 units or sets of competencies~~
- ~~**Elective Courses:** 6 units to be selected by student~~

### **~~Total Coursework Units: 23 Units~~**

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EED</b>
Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, <u>11/18/24</u>			Page 6 of 6

**Other Legislative Mandates Required for Graduation**

- Personal Financial Literacy
- CPR/AED

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EED</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, 11/18/24		Page 1 of 5

## GRADUATION REQUIREMENTS

All courses taken for high school credit will be included on the student transcript and used when calculating the grade point average (GPA). Students must also meet all graduation testing requirements as defined by Oklahoma State Law and the Oklahoma State Department of Education.

### Class of 2030: High School Graduation Requirements (HB 3278)

Students entering the eighth grade in the 2025- 2026 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, shall complete a minimum of the following 23 curriculum units or sets of competencies at the secondary level:

Subject	Credits Required	Required Courses	Additional Courses to Fulfill Requirements
<b>English Language Arts</b>	4	<ul style="list-style-type: none"> <li>Courses including grammar, composition, literature</li> </ul>	<ul style="list-style-type: none"> <li>Any English course</li> </ul>
<b>Math</b>	4	<ul style="list-style-type: none"> <li>Algebra I</li> <li>Geometry or Algebra II</li> </ul>	<ul style="list-style-type: none"> <li>Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, <b>Math of Finance, Computer Science</b></li> <li>Math courses with rigor equal or above Algebra I</li> <li><b>College course approved for dual credit</b></li> <li><b>Approved post-secondary career tech full-time program</b></li> <li><b>Local board-approved math-based application course</b></li> <li><b>HS coursework taken in 8th grade</b></li> </ul>
<b>Science</b>	3	<ul style="list-style-type: none"> <li>Biology I or life science competencies meeting Biology I standards</li> <li>Physical Science, Chemistry, or Physics</li> </ul>	<ul style="list-style-type: none"> <li>Lab science approved for college admission</li> <li>Physical, life, or earth-space science course</li> <li><b>Approved post-secondary career tech full-time program</b></li> <li><b>Local board-approved science-based application course</b></li> <li><b>Course with rigor equal.above Biology I or physical science</b></li> </ul>
<b>History</b>	3	<ul style="list-style-type: none"> <li>American History</li> <li>Oklahoma History (1/2)</li> <li>U.S. Government (1/2)</li> </ul>	<ul style="list-style-type: none"> <li>History, government, geography, economics, civics, non-Western culture</li> </ul>
<b>*Pathways</b>	9	<ul style="list-style-type: none"> <li>6 aligned with ICAP*</li> </ul>	<ul style="list-style-type: none"> <li><b>Core courses</b></li> </ul>

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EBD</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, 11/18/24		Page 2 of 5

*Pathway unit means a course taken by a highschool student aligned to the student's Individualized Career and Academic Plan (ICAP)		<ul style="list-style-type: none"> <li>• 3 electives</li> </ul>	<ul style="list-style-type: none"> <li>• <b>World/non-English language</b></li> <li>• <b>Computer technology</b></li> <li>• <b>JROTC</b></li> <li>• <b>Internship/apprenticeship</b></li> <li>• <b>Career and technology education courses</b></li> <li>• <b>Concurrent courses</b></li> <li>• <b>AP/IB courses</b></li> <li>• <b>Fine arts (music, art, drama, speech, dance, media arts)</b></li> <li>• <b>Local board-approved electives</b></li> </ul>
	<b>Total</b>	23	

## Parent Permission for Graduation Track Modification

Beginning with the 2024-2025 school year, a student whose parent or legal guardian approves modification of the student's existing graduation track, subject to school approval, may complete a minimum of 23 curriculum units or sets of competencies at the secondary level as listed above. All other students graduating prior to 2030, in order to graduate from an Oklahoma public school, will be required to complete the "college preparatory/work ready curriculum units or sets of competencies" at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student.

## College Preparatory/ Work Ready Graduation Curriculum Requirements

Students must complete the College-Preparatory Graduation Curriculum Requirements or the State Graduation Requirements to fulfill the academic requirements necessary to graduate from Bartlesville High School. Students and parents should refer to the *Bartlesville High School Course Offerings Bluebook* for more detailed information.

College-Preparatory/Work Ready Graduation Curriculum Requirements			
Oklahoma's Promise Scholarship Curriculum			
4 credits of Language Arts: Grammar, Composition, Literature, or any English course approved for college admissions.			
3 credits of Science:	1 unit of Biology and 2 additional units of Science. 1 unit must be selected from the Physical Sciences (Chemistry, Honors Chemistry, Physics Inquiry, AP Physics I, or Physical Science.)		
3 credits of Mathematics:	3 units limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics, or any math course with content and/or rigor above Algebra I and approved for college admission requirements. *Three math credits must be earned 9-12 <sup>th</sup> .		
3 credits of Social Studies:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">           ½ unit Oklahoma History            1 unit United States History         </td> <td style="width: 50%; text-align: center;">           1 unit World History or AP World History            ½ unit United States Government         </td> </tr> </table>	½ unit Oklahoma History 1 unit United States History	1 unit World History or AP World History ½ unit United States Government
½ unit Oklahoma History 1 unit United States History	1 unit World History or AP World History ½ unit United States Government		
2 Credits of World Language: 2 units of the same World Language or non-English language -OR-			
2 Credits of Computer Tech.: 2 units of Computer Technology, excluding keyboarding or typing courses			

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EBD</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, 11/18/24		Page 3 of 5

<p>1 Additional Credit: 1 additional unit selected from the courses listed above, Intro. Psychology, Psych. AP, or Sociology.</p> <p>1 unit of Fine Arts/Speech: One unit/set of competencies of fine arts, such as music, art, or drama, OR one unit of speech.</p> <p>6-8 Electives</p> <p>Individual Career Academic Plan: Students shall fulfill the requirements for ICAP, including the State Science, State US History and ACT State Tests. Beginning with the class of 2025, this also includes passing the U.S. Naturalization Test.</p> <p>Financial Literacy Competencies: Students shall fulfill the requirements for a Personal Financial Literacy Passport.</p> <p>CPR Instruction/AED Awareness: All students shall receive instruction in CPR and AED awareness.</p> <p><b>Total: 23 Units of Credit</b></p>
--

## State Graduation Core Curriculum Requirements for Standard Diploma

State Graduation Core Curriculum Requirements (Parent Approval Required)					
4 Language Arts:	Grammar, Composition, Literature, or any English course approved for college admission requirements				
3 Mathematics:	1 unit Algebra I and 2 units selected from Algebra II, Geometry, Trigonometry, Math Analysis, AP Pre-Calculus, Calculus, Statistics, Computer Science, or other mathematics courses with content and/or rigor equal to or above Algebra I. *Three math credits must be earned in grades 9-12 <sup>th</sup> .				
3 Science:	1 unit of Biology and 2 additional Laboratory Sciences				
3 Social Studies:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">½ unit Oklahoma History</td> <td style="width: 50%;">1 unit of World History or AP World History</td> </tr> <tr> <td>1 unit United States History</td> <td>½ unit United States Government</td> </tr> </table>	½ unit Oklahoma History	1 unit of World History or AP World History	1 unit United States History	½ unit United States Government
½ unit Oklahoma History	1 unit of World History or AP World History				
1 unit United States History	½ unit United States Government				
1 unit of Fine Arts/Speech:	One unit/set of competencies of fine arts, such as music, art, or drama, OR one unit of speech.				
9 Elective Credits					
Individual Career Academic Plan: Students shall fulfill the requirements for ICAP, including the State Science, State US History, and ACT State Tests. Beginning with the Class of 2025, this also includes passing the US Naturalization Test.					
Financial Literacy Competencies: Students shall fulfill the requirements for a Personal Financial Literacy Passport.					
CPR Instruction/AED Awareness: All students shall receive instruction in CPR and AED awareness.					
<b>Total: 23 Units of Credit</b>					

Below is the Core Coursework Required for Oklahoma Public University Admissions Requirements recommended coursework. Students and parents should view private and out-of-state college admission websites for their specific requirements.

CORE COURSEWORK REQUIRED FOR OKLAHOMA PUBLIC 4-YEAR UNIVERSITY ADMISSION		
<b>English</b>	4 units	Grammar, Composition and Literature
<b>Mathematics</b>	3 units	Algebra I, Geometry, Algebra II and above (does not include Math of Finance)
<b>Laboratory Science</b>	3 units	Biology, Chemistry, Physical Sciences, Physics or any lab science certified by school district
<b>Other</b>	2 units	From any of the subjects above or Computer Science or World Language

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EBD</b>
	Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, 11/18/24		Page 4 of 5

## **Additional Graduation Requirements**

### **Personal Financial Literacy Passport**

In order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act of 2007.

### **Cardiopulmonary Resuscitation (CPR) /Automated External Defibrillator (AED) Training**

Beginning with the 2015-2016 school year, all students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.

### **State Assessments/ American College Testing (ACT) State Tests**

Students are required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.

### **United States Naturalization Test**

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

### **Free Application for Federal Student Aid (FAFSA)**

Beginning with the 2024-2025 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall complete and submit a Free Application for Federal Student Aid (FAFSA). A student shall be exempt from this requirement if:

- the student's parent or legal guardian submits a signed form authorizing the student to opt out of the requirement;
- the student, age eighteen (18) or older, submits a signed form authorizing him or her to opt out of the requirement or

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Graduation Requirements</b>	<b>EED</b>
Adopted: July 24, 1989 Revision Date(s): 2/21/94, 6/12/97, 12/14/98, 8/19/032, 5/19/03, 9/18/06,10/16/06, 6/17/19, 8/19/19, 11/18/24			Page 5 of 5

- A school counselor authorizes a student to opt out of the requirement.

Students shall be allowed to earn released time elective credit in accordance with state law and the Oklahoma Accreditation Standards.

REFERENCE: 70 O.S. § 11-101.3  
 70 O.S. § 11-103.2c  
 70 O.S. § 11-103.6  
 70 O.S. § 1210.199  
 70 O.S. § 1210.508

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Strong Readers Act Reading Sufficiency Testing</b>	<b>EEF</b>
	Adopted: October 17, 2011 Revision Date(s): 3/9/2015, 10/21/2019, <u>11/18/24</u>		Page 1 of 3

## Reading Sufficiency Testing Strong Readers Act

Reading sufficiency testing will be conducted in this school district to ensure that each student has attained the necessary reading skills upon completion of the third grade.

To identify students who have a reading deficiency including students with characteristics of dyslexia, every student enrolled in kindergarten, first, second, and third grades shall be assessed at the beginning of each school year using a screening instrument approved by the State Board of Education for the acquisition of reading skills including, but not limited, to phonological awareness, ~~phonics~~ decoding, ~~spelling~~, reading fluency, vocabulary, and comprehension. Any student who is assessed and found not to be meeting reading at the appropriate grade level targets before the close of each school year shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade level of reading skills. The program of reading instruction required shall be based on scientific reading research and shall align with the State subject matter standards adopted by the State Board of Education and shall include provisions of the Reading Enhancement and Acceleration Development (READ) Initiative adopted by the school district. ~~A program of reading instruction shall also include The plan may include, but is not~~ be limited to:

1. Sufficient additional in-school instructional time for the acquisition of phonological awareness, ~~phonics~~, ~~spelling~~ decoding, ~~reading~~ fluency, vocabulary and comprehension.
2. If necessary, and if funding is available, tutorial instruction after regular school hours, on Saturdays, and during the summer; however, such instruction may not be counted toward the 180 days or 1080 hour school year required by law.
3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to, ~~phonemic~~ phonological awareness, ~~phonics~~, decoding, ~~reading~~ fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction.
4. High quality instructional materials grounded in scientifically based reading research, and
5. A means of providing every family of a student in prekindergarten, kindergarten, first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten, first, second, or third grade who exhibits a deficiency in reading at any time based upon the screening instrument shall receive an individual reading intervention plan no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students. The reading intervention plan shall:

	BARTLESVILLE BOARD OF EDUCATION	<b>Strong Readers Act Reading Sufficiency Testing</b>	<b>EEF</b>
	Adopted: October 17, 2011 Revision Date(s): 3/9/2015, 10/21/2019, <u>11/18/24</u>		Page 2 of 3

1. Describe the research-based reading intervention services the student will receive to remedy the deficiency in reading.
2. Provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension as applicable.
3. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessments.

The program will be continued until the student is determined by the results of approved reading assessments to be reading on grade level. The program of reading instruction for each student shall be developed by a Student Reading Proficiency Team and shall include individualized remediation. Each team for a first or second grade student shall be composed of:

- a. The parent(s) or guardian of the student,
- b. The teacher assigned to the student who had responsibility for reading instruction in that academic year,
- c. A teacher who is responsible for reading instruction and is assigned to teach in the next grade level of the student, and
- d. A certified reading specialist, if one is available.

Teams for third grade students shall be comprised of:

- a. The parent(s) or guardian of the student.
- b. The teacher assigned to the student who had responsibility for reading instruction in that academic year.
- c. A teacher in reading who teaches in the subsequent grade level, and
- d. A certified reading specialist.

The district strong readers reading sufficiency plan shall be adopted and annually updated, with input from school administrators, teachers, and parents, and legal guardians, and if possible a reading specialist, and which shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site that includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized which outlines how each school site shall comply with the provision of the Strong Readers Reading Sufficiency Act.

Beginning with the 2022-2023 school year, any student enrolled in first, second, or third grade who is assessed through the Strong Readers Act and is not meeting grade level targets in reading after the

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Strong Readers Act <del>Reading Sufficiency</del> Testing</b>	<b>EEF</b>
Adopted: October 17, 2011 Revision Date(s): 3/9/2015, 10/21/2019, <u>11/18/24</u>		Page 3 of 3	

beginning of the year assessment shall be screened for dyslexia. Screening may also be requested for a student by his or her parent or guardian, teacher, counselor, speech-language pathologist or school psychologist.

Reference: 70 OKLA. STAT. §1210-508A, et seq.

NOTE: Referenced statute requires each school district to adopt and annually update a district plan that includes a plan for each site and which outlines how each school site will comply with the provision of the ~~Reading Sufficiency Act~~ Strong Readers Act.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Strong Readers Act</b>	<b>EEF</b>
	Adopted: October 17, 2011 Revision Date(s): 3/9/2015, 10/21/2019, 11/18/24		Page 1 of 2

## **Strong Readers Act**

To identify students who have a reading deficiency including students with characteristics of dyslexia, every student enrolled in kindergarten, first, second, and third grades shall be assessed at the beginning of each school year using a screening instrument approved by the State Board of Education for the reading skills including, but not limited, to phonological awareness decoding, fluency, vocabulary, and comprehension. Any student who is assessed and found not to be meeting grade level targets shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade level of reading skills. The program of reading instruction required shall be based on scientific reading research and shall align with the subject matter standards adopted by the State Board of Education. A program of reading instruction shall also include, but not be limited to:

1. Sufficient additional in-school instructional time for the acquisition of phonological awareness, decoding, fluency, vocabulary and comprehension.
2. If necessary, and if funding is available, tutorial instruction after regular school hours, on Saturdays, and during the summer; however, such instruction may not be counted toward the 180 days or 1080 hour school year required by law.
3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction.
4. High quality instructional materials grounded in scientifically based reading research, and
5. A means of providing every family of a student in prekindergarten, kindergarten, first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten, first, second, or third grade who exhibits a deficiency in reading at any time based upon the screening instrument shall receive an individual reading intervention plan no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students. The reading intervention plan shall:

1. Describe the research-based reading intervention services the student will receive to remedy the deficiency in reading,
2. Provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension as applicable,
3. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs; and

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Strong Readers Act</b>	<b>EEF</b>
	Adopted: October 17, 2011 Revision Date(s): 3/9/2015, 10/21/2019, 11/18/24		Page 2 of 2

4. Continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessments.

The district strong readers plan shall be adopted and annually updated, with input from school administrators, teachers, and parents, and legal guardians, and if possible a reading specialist, and which shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site that includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized which outlines how each school site shall comply with the provision of the Strong Readers Act.

Beginning with the 2022-2023 school year, any student enrolled in first, second, or third grade who is assessed through the Strong Readers Act and is not meeting grade level targets in reading after the beginning of the year assessment shall be screened for dyslexia. Screening may also be requested for a student by his or her parent or guardian, teacher, counselor, speech-language pathologist or school psychologist.

Reference: 70 OKLA. STAT. §1210-508A, et seq.

NOTE: Referenced statute requires each school district to adopt and annually update a district plan that includes a plan for each site and which outlines how each school site will comply with the provision of the Strong Readers Act.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Promotion and Retention</b>	<b>EE</b>
	Adopted: July 24, 1989 Revision Date(s): 8/19/02 ,09/05/02, 5/19/03, 12/19/05, 9/18/06, 10/16/06, 10/17/2011, 10/21/2019, 7/17/2023, <u>11/18/24</u>		Page 1 of 3

## Student Promotion and Retention

Each child develops physically, mentally, emotionally, and socially at an individual rate. Not all children will complete twelve grade levels of work at the same rate. Therefore, for some children, more than twelve years of public education is necessary to achieve the minimal standards of an appropriate education. This policy establishes general guidelines for the promotion and retention of students. Students in special education are excluded from this policy and will be advanced or retained in accordance with their Individual Educational Program as created by their IEP team.

This policy also establishes an appeals process for grades PK-8 as required by Oklahoma law by which parents may challenge the decision to retain a student at his or her present grade level or to not pass a student in a course.

As used in this policy, "promote" or "promotion" means to place a student who has successfully completed the requirements of a particular grade level to the next higher grade level following the end of the school year, ~~or before November 1 of the academic year if the student is being promoted at mid-year in accordance with the Reading Sufficiency Act,~~ and to record on the student's permanent cumulative record that he or she has successfully completed his or her current grade level.

As used in this policy, "retain" or "retention" means a decision to decline to advance a student into the next higher grade level following the end of the school year and to indicate on the student's permanent cumulative record that he or she has not successfully completed the requirements of his or her current grade level.

As used in this policy, "not passed in a course" or similar wording, means the student is assigned a failing semester grade in a course of study and the failing grade will be recorded on the student's permanent cumulative record.

### Promotion/Retention and Failing Courses

Each school in this District will form a committee to review and make decisions regarding retention and promotion. The committee will be composed of a classroom teacher, a counselor when available, the principal and additional personnel who may be assigned by the principal or superintendent when appropriate. No committee will be formed regarding a failing grade in a course, but such failing grade shall be shown on the student's report card.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Promotion and Retention</b>	<b>EE</b>  Page 2 of 3
Adopted: July 24, 1989 Revision Date(s): 8/19/02 ,09/05/02, 5/19/03, 12/19/05, 9/18/06, 10/16/06, 10/17/2011, 10/21/2019, 7/17/2023, <u>11/18/24</u>			

Supportive evidence must be presented to the student and parent/ guardian regarding a retention decision. This evidence must be based on:

1. Testing which actually covers the subject matter presented to the student.
2. Assignments directly related to the subject matter being taught.
3. Consideration will also be given to the student's attendance record, although this matter will not bear the same weight as items 1 and 2.
4. Consideration will also be given to the student's level of maturity (physical, mental, emotional, and social), although this matter will not bear the same weight as items 1, 2 and 3 and cannot be the sole reason for a decision to retain or promote a student.

The student and the parent must be made aware of the possibility of the student's impending retention or failing grade in a course. Any student in danger of being retained or failing a course shall be notified prior to the end of the school year that the student's performance is insufficient, and the student's parents will be mailed a written notice. The school staff will make every effort to help the student improve the student's academic standing.

Promotion will be determined by successfully completed units of instruction to be established by the board of education, the superintendent and the relevant principal.

### **~~Retention Based on the Reading Sufficiency Act~~**

~~As provided for in the school district's Reading Sufficiency Testing Policy, reading sufficiency testing will be conducted in the school district to ensure that each student has attained the necessary reading skills upon completion of the third grade. See Board Regulation EE-R1, Student Promotion and Retention Procedures, for specific procedures pertaining to 3rd grade retention due to the Reading Sufficiency Act.~~

### **Ninth through Twelfth Grade Promotion:**

In order to earn course credit towards graduation a student must achieve at least a passing grade (60%) for each course.

Advancement to the next grade level is based upon the following minimum achievement:

- A freshman must earn at least 4 units of credit to advance from 9<sup>th</sup> to 10<sup>th</sup> grade.
- A Sophomore must have earned at least 9 units of credit to advance from 10<sup>th</sup> to 11<sup>th</sup> grade.
- A Junior must have earned at least 15 units of credit to advance from 11<sup>th</sup> to 12<sup>th</sup> grade.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Promotion and Retention</b>	<b>EE</b>  Page 3 of 3
Adopted: July 24, 1989 Revision Date(s): 8/19/02 ,09/05/02, 5/19/03, 12/19/05, 9/18/06, 10/16/06, 10/17/2011, 10/21/2019, 7/17/2023, <u>11/18/24</u>			

Parents will be informed of their child’s academic progress no fewer than four (4) times yearly through progress reports. Grade placement for students served by an IEP will be decided by each student’s IEP committee.

**Appeal Process for Grades PreK-8**

After receiving a decision to retain a student or upon receipt of the student’s report card showing a failing grade in a course, any parent/guardian may request reconsideration of a retention decision or a decision to not pass a student in a course by taking the following steps:

**First Level of Appeal:**

The parent may request a review of the initial decision by letter to the building principal. If no request is received within five (5) days of the parent’s receipt of written notification of the committee’s initial decision to retain or in the case of failing a course, within five (5) days of the student or parent’s receipt of the report card, the decision will be final and unappealable.

**Second Level of Appeal:**

The parent may request a review of the principal’s decision by letter to the superintendent or superintendent’s designee. If no request is received within five (5) days of the parent’s receipt of the principal’s written notification of his or her decision, the principal’s decision will be final and unappealable.

**Final Level of Appeal:**

The parent may request a review of the superintendent’s decision by letter to the superintendent or the Clerk of the Board of Education. If no request is received within five (5) days of the parent’s receipt of the superintendent’s written notification of his or her decision, the superintendent’s decision will be final. The parent will be notified in writing of the date, time and place of the Board meeting at which the decision will be reviewed. The Board’s decision will be final and unappealable.

If a parent disagrees with the Board’s decision, he or she may prepare a written statement stating the reason(s) for disagreement, which will be placed in and become a part of the student’s permanent cumulative record.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Promotion and Retention</b>	<b>EE</b>  Page 1 of 3
Adopted: July 24, 1989 Revision Date(s): 8/19/02 ,09/05/02, 5/19/03, 12/19/05, 9/18/06, 10/16/06, 10/17/2011, 10/21/2019, 7/17/2023, 11/18/24			

## **Student Promotion and Retention**

Each child develops physically, mentally, emotionally, and socially at an individual rate. Not all children will complete twelve grade levels of work at the same rate. Therefore, for some children, more than twelve years of public education is necessary to achieve the minimal standards of an appropriate education. This policy establishes general guidelines for the promotion and retention of students. Students in special education are excluded from this policy and will be advanced or retained in accordance with their Individual Educational Program as created by their IEP team.

This policy also establishes an appeals process for grades PK-8 as required by Oklahoma law by which parents may challenge the decision to retain a student at his or her present grade level or to not pass a student in a course.

As used in this policy, "promote" or "promotion" means to place a student who has successfully completed the requirements of a particular grade level to the next higher grade level following the end of the school year and to record on the student's permanent cumulative record that he or she has successfully completed his or her current grade level.

As used in this policy, "retain" or "retention" means a decision to decline to advance a student into the next higher grade level following the end of the school year and to indicate on the student's permanent cumulative record that he or she has not successfully completed the requirements of his or her current grade level.

As used in this policy, "not passed in a course" or similar wording, means the student is assigned a failing semester grade in a course of study and the failing grade will be recorded on the student's permanent cumulative record.

### **Promotion/Retention and Failing Courses**

Each school in this District will form a committee to review and make decisions regarding retention and promotion. The committee will be composed of a classroom teacher, a counselor when available, the principal and additional personnel who may be assigned by the principal or superintendent when appropriate. No committee will be formed regarding a failing grade in a course, but such failing grade shall be shown on the student's report card.

Supportive evidence must be presented to the student and parent/ guardian regarding a retention decision. This evidence must be based on:

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Promotion and Retention</b>	<b>EE</b>  Page 2 of 3
Adopted: July 24, 1989 Revision Date(s): 8/19/02 ,09/05/02, 5/19/03, 12/19/05, 9/18/06, 10/16/06, 10/17/2011, 10/21/2019, 7/17/2023, 11/18/24			

1. Testing which actually covers the subject matter presented to the student.
2. Assignments directly related to the subject matter being taught.
3. Consideration will also be given to the student's attendance record, although this matter will not bear the same weight as items 1 and 2.
4. Consideration will also be given to the student's level of maturity (physical, mental, emotional, and social), although this matter will not bear the same weight as items 1, 2 and 3 and cannot be the sole reason for a decision to retain or promote a student.

The student and the parent must be made aware of the possibility of the student's impending retention or failing grade in a course. Any student in danger of being retained or failing a course shall be notified prior to the end of the school year that the student's performance is insufficient, and the student's parents will be mailed a written notice. The school staff will make every effort to help the student improve the student's academic standing.

Promotion will be determined by successfully completed units of instruction to be established by the board of education, the superintendent and the relevant principal.

### **Ninth through Twelfth Grade Promotion:**

In order to earn course credit towards graduation a student must achieve at least a passing grade (60%) for each course.

Advancement to the next grade level is based upon the following minimum achievement:

- A freshman must earn at least 4 units of credit to advance from 9<sup>th</sup> to 10<sup>th</sup> grade.
- A Sophomore must have earned at least 9 units of credit to advance from 10<sup>th</sup> to 11<sup>th</sup> grade.
- A Junior must have earned at least 15 units of credit to advance from 11<sup>th</sup> to 12<sup>th</sup> grade.

Parents will be informed of their child's academic progress no fewer than four (4) times yearly through progress reports. Grade placement for students served by an IEP will be decided by each student's IEP committee.

### **Appeal Process for Grades PreK-8**

After receiving a decision to retain a student or upon receipt of the student's report card showing a failing grade in a course, any parent/guardian may request reconsideration of a retention decision or a decision to not pass a student in a course by taking the following steps:

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Student Promotion and Retention</b>	<b>EE</b>
Adopted: July 24, 1989 Revision Date(s): 8/19/02 ,09/05/02, 5/19/03, 12/19/05, 9/18/06, 10/16/06, 10/17/2011, 10/21/2019, 7/17/2023, 11/18/24			Page 3 of 3

**First Level of Appeal:**

The parent may request a review of the initial decision by letter to the building principal. If no request is received within five (5) days of the parent's receipt of written notification of the committee's initial decision to retain or in the case of failing a course, within five (5) days of the student or parent's receipt of the report card, the decision will be final and unappealable.

**Second Level of Appeal:**

The parent may request a review of the principal's decision by letter to the superintendent or superintendent's designee. If no request is received within five (5) days of the parent's receipt of the principal's written notification of his or her decision, the principal's decision will be final and unappealable.

**Final Level of Appeal:**

The parent may request a review of the superintendent's decision by letter to the superintendent or the Clerk of the Board of Education. If no request is received within five (5) days of the parent's receipt of the superintendent's written notification of his or her decision, the superintendent's decision will be final. The parent will be notified in writing of the date, time and place of the Board meeting at which the decision will be reviewed. The Board's decision will be final and unappealable.

If a parent disagrees with the Board's decision, he or she may prepare a written statement stating the reason(s) for disagreement, which will be placed in and become a part of the student's permanent cumulative record.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process</b>	<b>ECD</b>
	Adopted: November 18, 2024 Revision Date(s):		Page 1 of 2

## **Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process**

The board of education hereby directs that neither the district, any employee, nor an independent contractor of the district shall teach or include in a course for students or employees the following discriminatory principles:

- (1) One race or sex is inherently superior to another race or sex.
- (2) An individual, by virtue of his or her race or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously.
- (3) An individual should be discriminated against or receive adverse treatment solely or partly because of his or her race or sex.
- (4) Members of one race or sex cannot and should not attempt to treat others without respect to race or sex.
- (5) An individual's moral character is necessarily determined by his or her race or sex.
- (6) An individual, by virtue of his or her race or sex, bears responsibility for actions committed in the past by other members of the same race or sex.
- (7) Any individual should feel discomfort, guilt, anguish or any other form of psychological distress on account of his or her race or sex, or
- (8) Meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race to oppress members of another race.

A "course" shall include any program or activity where instruction or activities tied to the instruction are provided by or within a public school, including courses, programs, instructional activities, lessons, training sessions, seminars, professional development, lectures, coaching, tutoring, or any other classes.

Any individual may file a complaint alleging that a violation has occurred of enumerated items 1-8 above. In order for a complaint to be accepted for investigation, it must:

- (A) Be submitted in writing, signed and dated by the complainant, including complaints submitted through electronic mail that include electronic signatures;
- (B) Identify the dates the alleged discriminatory act occurred;
- (C) Explain the alleged violation and/or discriminatory conduct and how enumerated items 1-8 above have been violated;
- (D) Include relevant information that would enable a public school to investigate the alleged violation; and
- (E) Identify witnesses the school may interview. The school will not dismiss a complaint for failure to identify witnesses.

The district hereby designates the Executive Director of Teaching and Learning as the employee responsible for receiving complaints. The district will ensure that the employee is unbiased and free of any conflicts of interest. Complaints may be provided via telephone at 918-336-8600 and via email to [ChancellorLM@bps-ok.org](mailto:ChancellorLM@bps-ok.org). This contact information shall also be accessible on the school district's website.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process</b>	<b>ECD</b>
Adopted: November 18, 2024 Revision Date(s):			Page 2 of 2

Upon receipt of a complaint, the complainant shall receive notification from the designated employee that the complaint has been received and whether it will be investigated within ten (10) days of receipt.

The school district shall investigate all legally sufficient complaints and decide as to whether a violation occurred. The school district shall receive, process and investigate complaints in the same manner as all other complaints of discrimination. The investigation process shall be completed within forty-five (45) days of receipt of a claim. Within ten (10) days of resolution of the complaint, the designated employee shall report the resolution to the State Department of Education.

No individual shall be retaliated against for (1) filing a complaint; (2) exercising any right or privilege conferred by or referenced within 210:10-1-23 of the Accreditation Standards; (3) exercising any right or privilege secured by a law referenced in 210:10-1-23 of the Accreditation Standards. Any school employee who retaliates against a complainant may be subject to disciplinary action by the school district or by the State Board of Education.

Any teacher who files a complaint or otherwise discloses information that the teacher reasonably believes is a violation of the prohibited concepts listed above shall be entitled to Whistleblower Protections.

Any teacher or other school employee who, willfully, knowingly, and without probable cause makes a false report may be subject to disciplinary action by the school district or by the State Board of Education.

LEGAL REFERENCE: 70 O.S. § 24-158  
State Accreditation Standard 210:10-1-23

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process</b>	<b>ECD</b>
	Adopted: November 18, 2024 Revision Date(s):		Page 1 of 2

## Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process

The board of education hereby directs that neither the district, any employee, nor an independent contractor of the district shall teach or include in a course for students or employees the following discriminatory principles:

- (1) One race or sex is inherently superior to another race or sex,
- (2) An individual, by virtue of his or her race or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously,
- (3) An individual should be discriminated against or receive adverse treatment solely or partly because of his or her race or sex,
- (4) Members of one race or sex cannot and should not attempt to treat others without respect to race or sex,
- (5) An individual's moral character is necessarily determined by his or her race or sex,
- (6) An individual, by virtue of his or her race or sex, bears responsibility for actions committed in the past by other members of the same race or sex,
- (7) Any individual should feel discomfort, guilt, anguish or any other form of psychological distress on account of his or her race or sex, or
- (8) Meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race to oppress members of another race.

A "course" shall include any program or activity where instruction or activities tied to the instruction are provided by or within a public school, including courses, programs, instructional activities, lessons, training sessions, seminars, professional development, lectures, coaching, tutoring, or any other classes.

Any individual may file a complaint alleging that a violation has occurred of enumerated items 1-8 above. In order for a complaint to be accepted for investigation, it must:

- (A) Be submitted in writing, signed and dated by the complainant, including complaints submitted through electronic mail that include electronic signatures;
- (B) Identify the dates the alleged discriminatory act occurred;
- (C) Explain the alleged violation and/or discriminatory conduct and how enumerated items 1-8 above have been violated;
- (D) Include relevant information that would enable a public school to investigate the alleged violation; and
- (E) Identify witnesses the school may interview. The school will not dismiss a complaint for failure to identify witnesses.

The district hereby designates the Executive Director of Teaching and Learning as the employee responsible for receiving complaints. The district will ensure that the employee is unbiased and free of any conflicts of interest. Complaints may be provided via telephone at 918-336-8600 and via email to [ChancellorLM@bps-ok.org](mailto:ChancellorLM@bps-ok.org). This contact information shall also be accessible on the school district's website.

	<b>BARTLESVILLE BOARD OF EDUCATION</b>	<b>Prohibition of Race and Sex Discrimination in Curriculum and Complaint Process</b>	<b>ECD</b>
Adopted: November 18, 2024 Revision Date(s):			Page 2 of 2

Upon receipt of a complaint, the complainant shall receive notification from the designated employee that the complaint has been received and whether it will be investigated within ten (10) days of receipt.

The school district shall investigate all legally sufficient complaints and decide as to whether a violation occurred. The school district shall receive, process and investigate complaints in the same manner as all other complaints of discrimination. The investigation process shall be completed within forty-five (45) days of receipt of a claim. Within ten (10) days of resolution of the complaint, the designated employee shall report the resolution to the State Department of Education.

No individual shall be retaliated against for (1) filing a complaint; (2) exercising any right or privilege conferred by or referenced within 210:10-1-23 of the Accreditation Standards; (3) exercising any right or privilege secured by a law referenced in 210:10-1-23 of the Accreditation Standards. Any school employee who retaliates against a complainant may be subject to disciplinary action by the school district or by the State Board of Education.

Any teacher who files a complaint or otherwise discloses information that the teacher reasonably believes is a violation of the prohibited concepts listed above shall be entitled to Whistleblower Protections.

Any teacher or other school employee who, willfully, knowingly, and without probable cause makes a false report may be subject to disciplinary action by the school district or by the State Board of Education.

LEGAL REFERENCE:           70 O.S. § 24-158  
   State Accreditation Standard 210:10-1-23