



Crutcho Public Schools  
Regular Meeting Agenda  
April 12, 2022

Crutcho Public Schools, 2401 N. AIR DEPOT BLVD. , OKLAHOMA CITY, Oklahoma 73141  
1:30 PM

1. CALL TO ORDER
2. STATEMENT OF COMPLIANCE
3. ROLL CALL AND DETERMINATION OF QUORUM
  - 3.A. Flag Salute
  - 3.B. Prayer
4. PUBLIC EXPRESSIONS (Limited to three minutes per subject item)\*
5. OATH OF OFFICE
  - 5.A. Oath of Office for Paul Keeler
6. SUPERINTENDENT'S REPORT
  - 6.A. Introductions of Guests
  - 6.B. Celebrations/ Students of the Month
    - 6.B.1.
      - 2nd Grade: Zayven Mitchell-Johnson
      - 4th Grade: Jaycee Worthy
      - 8th Grade: Pierre Jackson
  - 6.C. Financial
    - 6.C.1. Treasurer's Report

**CRUTCHO PUBLIC SCHOOLS - 2021-22 FISCAL YEAR  
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS - CASH BASIS  
MARCH 31, 2022**

<u>Assets</u>	<u>General</u>	<u>Building</u>	<u>Child Nutr.</u>	<u>31 Bond Fund</u>	<u>Gifts</u>	<u>Sinking</u>	<u>Totals</u>
Cash	\$ 982,761.87	43,209.13	81,457.96	11,148.07	6,806.24	572,919.14	1,698,302.41
Total Assets	<u>982,761.87</u>	<u>43,209.13</u>	<u>81,457.96</u>	<u>11,148.07</u>	<u>6,806.24</u>	<u>572,919.14</u>	<u>1,698,302.41</u>
<u>Liabilities</u>							
O/S Warrants	54,472.97						54,472.97
Reserves							-
Total Liabilities	<u>54,472.97</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>54,472.97</u>
Total Net Assets	<u>928,288.90</u>	<u>43,209.13</u>	<u>81,457.96</u>	<u>11,148.07</u>	<u>6,806.24</u>	<u>572,919.14</u>	<u>1,643,829.44</u>
<u>Net Assets</u>							
June 30, 2021	\$ 779,165.43	24,324.92	72,677.42	667,465.26	449.70	214,896.85	

See Accountant's Compilation Report

6.C.2. Financial Report

GENERAL FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
<b>July</b>	<b>454,622.3</b>	<b>625,177.32</b>	<b>827,458.14</b>	<b>945,114.43</b>		<b>514,155.23</b>	<b>304,862.57</b>	<b>530,581.36</b>
Payroll			38,266.84	37,076.19	47,483.34	57,963.86	82,975.90	86,019.4
Utilities			3,944.88	11,208.43	1,234.55	7,597.00	10,399.02	10,812.57
Copy Mach			1,738.76	1,744.2	2,044.41	661.83	661.83	661.83
Phones			856.96	1,651.85	740.25	1,058.12	1,054.27	1,030.74
<b>August</b>	<b>461,757.09</b>		<b>766,443.97</b>	<b>945,284.17</b>	<b>610,614.79</b>	<b>430,585.38</b>	<b>325,396.87</b>	<b>525,150.66</b>
Payroll			82,995.51	101,465.72	100,527.68	89,763.69	84,717.39	125,297.15
Utilities			12,901.30	6,817.74	13,391.90	10,311.32	523.78	15,420.72
Copy Mach			0.00	1,614.18	661.83	860.83	661.83	1,402.45
Phones			1,622.96	1,438.06	652.88	1,041.30	1059.03	1,849.01
<b>September</b>	<b>474,278.16</b>	<b>473,356.35</b>	<b>726,072.82</b>	<b>896,109.29</b>	<b>519,148.24</b>	<b>379,043.72</b>	<b>232,819.71</b>	<b>459,052.79</b>
Payroll			131,877.89	166,308.44	150,274.05	138,824.72	170,724.73	180,683.89
Utilities			8,303.11	8,391.93	\$9,134.06	8861.25	0.00	12,304.88
Copy Mach			1,818.79	1,942.69	\$1,021.17	1027.82	207.55	661.83
Phones			1,399.04	1,594.02	\$1,505.58	527.65	1,376.88	1,242.20
<b>October</b>	<b>458,557.69</b>	<b>532,147.19</b>	<b>687,980.84</b>	<b>795,029.13</b>	<b>456,654.45</b>	<b>299,872.29</b>	<b>169,299.53</b>	<b>350,185.42</b>
Payroll			134,804.64	168,827.16	145,594.18	138,107.96	164,232.51	182,320.28
Utilities			6,218.18	6,526.53	5,328.61	8,565.99	0.00	11,472.46
Copy Mach			2,005.97	2,046.87	661.83	661.83	1,323.66	728.01
Phones			1,903.55	2,286.86	1,901.49	3,527.17	1,038.90	1,280.80
<b>November</b>	<b>406,154.72</b>	<b>351,591.6</b>	<b>600,312.10</b>	<b>783,656.36</b>	<b>399,652.00</b>	<b>229,043.23</b>	<b>126,346.28</b>	<b>234,002.43</b>
Payroll			158,106.51	183,808.58	158,063.52	147,559.69	137,484.30	211,030.60
Utilities			3,484.54	3,325.38	812.64	5,178.49	0.00	3,815.10
Copy Mach			2,407.99	377.70	661.83	661.83	661.83	0.00
Phones			973.29	1,623.49	1,067.79	1,067.68	1,039.43	1,820.70
<b>December</b>	<b>251,929.98</b>	<b>445,536.36</b>	<b>664,527.24</b>	<b>814,163.78</b>	<b>474,316.71</b>	<b>351,007.07</b>	<b>193,026.60</b>	<b>478,348.64</b>
Payroll			134,406.14	233,192.85	164,592.91	211,647.94	139,034.30	198,991.99
Utilities			0.00	926.13	0.00	5,301.95	2,467.53	9,775.28
Copy Mach			0.00	1,636.28	661.83	1,646.83	728.01	2,607.11
Phones			971.31	1,865.26	1,067.68	1,344.33	2,449.13	2,065.89
<b>January</b>	<b>536,180.62</b>	<b>785,312.36</b>	<b>969,800.74</b>	<b>892,029.67</b>	<b>711,213.85</b>	<b>564,883.60</b>	<b>471,335.8</b>	<b>898,066.31</b>
Payroll			135,036.61	165,975.75	141,799.16	126,552.52	133,133.95	170,600.33
Utilities			6,712.01	8,716.10	0.00	10,920.84	6,119.03	9,649.34
Copy Mach			3,503.90	3,645.93	661.83	0.00	661.83	794.19
Phones			1,290.08	2,548.39	1,089.32	1,036.04	1,019.30	2,046.65
<b>February</b>	<b>537,237.56</b>	<b>757,287.56</b>	<b>905,962.28</b>	<b>819,280.77</b>	<b>673,404.90</b>	<b>520,979.36</b>	<b>438,345.14</b>	<b>954,781.78</b>
Payroll			133,663.13	136,660.05	\$151,584.44	132,052.41	157,606.37	171,675.93
Utilities			5,157.17	3,624.70	0.00	6,070.73	9,188.92	13,064.10
Copy Mach			1,815.03	1,839.48	661.83	338.66	661.83	753.01
Phones			637.40	1,177.97	1,067.93	1,098.33	1,376.59	448.55
<b>March</b>	<b>530,301.46</b>	<b>850,116.51</b>	<b>923,758.57</b>	<b>973,727.95</b>	<b>651,218.50</b>	<b>544,832.12</b>	<b>500,078.42</b>	<b>928,288.90</b>
Payroll			142,986.45	132,396.66	141,796.28	130,520.55	156,591.80	181,206.65
Utilities			5,093.36	6,300.39	5,812.97	6,909.19	8,733.29	12,445.52
Copy Mach			1,898.08	1,926.55	1,289.27	1,197.28	1,391.50	1,325.59
Phones			716.43	1,225.31	1,030.25	1,035.59	1,451.32	2,291.10
<b>April</b>	<b>676,704</b>		<b>1,022,713.04</b>	<b>950,936.04</b>	<b>699,604.31</b>	<b>568,289.98</b>	<b>495,687.64</b>	
Payroll			137,944.95	132,959.68	144,064.81	129,443.00	160,842.69	

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Utilities			3,373.78	3,770.62	5,290.64	0.00	6,987.44	
Copy Mach			1,800.99	1,954.58	661.83	0.00	1,020.21	
Phones			1,878.32	925.39	1,053.17	875.55	1,022.34	
<b>May</b>	<b>818,579</b>		<b>982,710.94</b>	<b>858,447.74</b>	<b>396,996.77</b>	<b>313,099.30</b>	<b>430,962.51</b>	
Payroll			406,349.45	357,101.05	426,888.05	555,322.63	476,244.37	
Utilities			4,580.71	4,123.50	5,003.37	2,392.25	6,488.38	
Copy Mach			2,158.97	1,850.75	661.83	728.01	0.00	
Phones			1,295.04	1,229.90	892.78	320.08	1,023.35	
<b>June</b>	<b>848,409.1</b>	<b>967,926.67</b>	<b>1,137,749.14</b>	<b>770,833.90</b>	<b>629,374.84</b>	<b>463,134.61</b>	<b>703,022.42</b>	
Payroll			22,821.89	26,548.91	39,309.94	0.00	47,371.08	
Utilities			128.16	6,009.15	7,347.50	5,554.05	7,971.78	
Copy Mach			1,614.18	1,870.66	1,385.61	661.83	2,044.43	
Phones			477.36	870.67	1,212.86	1,054.27	1,089.30	

BUILDING FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
July	98,420.69	142,017.22	199,250.98	211,972.78		36,747.64	114,185.34	19,347.91
August	98,586.85		149,359.56	212,202.65	158,664.90	37,117.10	97,642.58	18,838.09
September	98,627.22	138,581.53	149,510.42	198,765.00	126,894.97	36,813.03	69,167.65	14,092.38
October	98,723.23	138,649.63	149,541.52	198,854.08	109,051.96	36,927.56	31,216.26	13,387.74
November	99,874.16	138,690.34	172,316.29	200,776.86	43,924.14	37,440.31	14,991.49	13,137.60
December	115,878.54	139,698.01	176,606.78	217,380.97	38,258.42	62,612.29	5,803.24	43,901.34
January	149,299.88	175,908.49	217,721.91	244,674.39	46,824.82	96,261.99	42,309.13	43,979.85
February	112,523.79	176,586.87	218,701.68	235,185.27	27,502.46	96,579.51	39,843.81	45,861.50
March	113,848.20	182,081.83	222,734.55	211,656.29	29,274.27	108,910.19	43,325.58	43,209.13
April	140,568.09	198,583.44	241,573.74	256,163.66	35,267.40	113,140.39	42,159.10	
May	140,855.71	198,912.27	241,827.10	244,540.62	34,652.52	114,235.50	26,560.87	
June	141,116.34	199,032.28	211,656.29	188,587.43	36,712.79	113,812.18	23,056.83	

CHILD NUTRITION FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
July	141,223.34	75,084.37	95,625.04	100,938.05		42,933.53	24,708.52	82,471.10
August	117,558.88		95,797.11	98,499.25	119,007.98	42,238.15	2,720.06	64,515.10
September	81,700.28	60,452.00	75,604.87	97,899.48	102,509.92	18,327.66	10,306.08	30,965.10
October	35,515.75	59,258.03	55,521.52	117,022.33	74,973.21	-9,726.96	36,875.15	85,245.93
November	60,608.28	74,360.10	60,466.81	102,278.17	98,650.94	3,526.28	15,859.02	46,748.68
December	87,316.27	94,572.20	90,413.67	123,598.17	72,862.07	-30,766.43	49,385.68	31,720.46
January	105,617.71	87,263.07	91,776.11	102,470.26	46,824.82	5,865.73	38,546.88	56,201.30
February	104,294.29	109,777.69	99,644.91	136,464.35	66,371.16	26,272.95	39,573.55	38,105.08
March	95,080.47	105,866.53	105,177.33	98,566.26	107,599.41	27,086.20	53,337.52	81,457.96
April	97,389.20	73,740.32	109,434.13	146,628.51	84,779.91	10,283.80	55,076.00	
May	99,937.89	107,264.89	107,063.31	145,838.80	77,720.87	9,245.43	-1,620.58	
June	80,058.28	100,154.83	105,109.74	126,192.31	47,744.40	24,468.85	-25,466.78	

SINKING FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
<b>July</b>	72,593.01	15,683.50	94,865.24	20,747.43		137,870.02	316,296.70	216,020.37
<b>August</b>	73,225.82	78,687.86	14,456.63	21,616.63	187,219.91	140,228.59	319,558.23	218,877.31
<b>September</b>	73,386.60	16,839.98	15,008.47	51,661.48	187,519.55	141,296.95	320,339.98	220,069.79
<b>October</b>	71,197.34	17,089.26	15,126.81	21,982.60	187,611.39	141,908.12	320,812.53	221,054.76
<b>November</b>	75,403.37	17,235.93	23,592.85	33,147.22	187,744.99	143,356.26	321,526.70	214,670.34
<b>December</b>	133,383.26	56,853.37	35,104.21	129,733.25	286,699.85	268,630.95	418,628.56	364,193.75
<b>January</b>	253,044.97	186,355.84	196,076.65	325,258.04	494,523.10	436,158.22	627,277.39	537,034.81
<b>February</b>	254,397.65	188,797.23	199,903.11	329,333.64	496,104.81	437,857.64	616,108.66	539,872.29
<b>March</b>	259,194.74	208,599.35	215,693.22	357,944.36	525,773.91	499,254.03	672,648.16	572,919.14
<b>April</b>	93,375.44	272,864.05	289,434.84	476,786.01	611,457.45	308,066.92	706,938.21	
<b>May</b>	94,433.34	274,076.36	290,410.10	462,588.68	399,161.50	313,499.10	504,552.03	
<b>June</b>	95,395.93	93,958.29	19,553.06	185,309.30	137,647.55	314,227.09	214,896.85	

GIFT FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
July	33,502.48	44,909.61	49,720.54	47,848.46		37,887.08	20,835.79	384.34
August	33,502.48		49,720.54	47,838.46	49,350.81	36,327.06	20,466.46	8,748.03
September	33,502.48	45,509.61	48,778.46	48,005.06	45,168.71	35,306.90	17,418.93	8,388.08
October	33,502.48	45,077.51	48,298.50	47,938.06	44,260.99	34,006.56	15,719.43	7,776.64
November	33,502.48	50,888.74	47,601.50	47,672.78	43,159.98	37,687.75	14,433.89	7,576.23
December	38,502.48	50,888.74	47,484.07	46,404.55	42,076.96	36,027.08	13,808.86	7,576.23
January	38,502.48	50,888.74	51,249.43	50,373.39	46,420.18	32,496.50	12,078.18	7,356.58
February	48,502.48	50,272.74	50,303.24	50,173.78	45,064.87	29,585.90	11,297.37	6,806.24
March	48,853.45	50,700.74	50,113.60	47,838.46	44,354.37	26,526.49	10,099.32	6,806.24
April	48,057.95	50,700.74	49,982.27	54,505.07	43,153.77	23,549.55	9,737.49	
May	45,407.61	50,728.04	49,151.27	53,361.01	41,756.25	23,607.41	9,245.81	
June	44,909.61	49,720.54	47,917.25	49,584.90	38,663.87	22,104.04	8,813.99	

BOND FUND

MONTH	FY 2015 - Bond 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
<b>July</b>	826,898.21	450,416.06	200,327.50	18,968.83	18,968.83	563,306.06	45,552.12	406,268.61
<b>August</b>	763,715.19		194,387.24	18,968.83	18,968.83	361,940.96	31,630.34	282,383.82
<b>September</b>	744,006.08	356,834.74	124,421.22	18,968.83	18,968.83	317,646.68	15,023.17	201,580.46
<b>October</b>	623,922.30	294,440.29	96,618.90	18,968.83	0.00	314,881.37	4,092.30	118,956.90
<b>November</b>	613,919.68	248,261.57	86,200.72	18,968.83	0.00	301,973.89	(367.18)	65,458.02
<b>December</b>	605,057.28	245,762.57	84,155.47	18,968.83	0.00	266,790.76	(2,308.75)	46,388.09
<b>January</b>	599,832.28	245,762.57	84,155.47	18,968.83	0.00	222,970.20	(2,308.75)	29,355.86
<b>February</b>	570,496.18	245,762.57	84,155.47	18,968.83	0.00	212,848.28	(2,308.75)	12,372.54
<b>March</b>	575,100.24	245,762.57	84,155.47	18,968.83	0.00	176,456.37	(2,308.75)	11,148.07
<b>April</b>	566,877.74	235,787.63	84,155.47	18,968.83	0.00	151,770.96	0.00	
<b>May</b>	544,179.84	235,787.63	84,155.47	18,968.83	0.00	79,210.65	0.00	
<b>June</b>	457,057.06	219,296.33	25,861.47	18,968.83	684,828.45	61,039.06	659,493.49	

6.D. Upcoming Events - See Attachment

7. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE GENERAL BUSINESS ITEMS

7.A. 2022-2023 Jostens School Annual Renewal



# Yearbook Agreement

School Annual by Jostens, Inc. | 304 Curry Drive | Sedalia, MO 65301 | 800-436-6030

(Use Physical 911 Address/No P.O. Boxes)

Customer Name: CRUTCHO SCHOOL  
 Street Address: 2401 N AIR DEPOT BLVD  
 City: OKLAHOMA CITY  
 State: OK Zip/Postal: 73141  
 Customer Phone: (405)427-3771

Contact Name: SHEILA CAVETT  
 Contact Role: Yearbook Adviser  
 Contact Email: scavett@crutchoesd.org  
 Contact Phone: (405) 427-3771  
 Job # 722508 Rep # 6170 N/R R

The Customer has selected School Annual by Jostens, Inc. to be their exclusive yearbook provider for the years identified below (the "Term"). The parties agree as follows:

Jostens and the Customer will work together to establish all yearbook specifications (including things such as size, copies and pages), completion deadlines, price, and delivery schedules for each year during the Term and subject to the terms and conditions found at:

<https://jostens.secure.force.com/terms?lid=SAUS>

After this Agreement is signed, as the Customer's exclusive yearbook provider Jostens will invest in and allocate resources to provide training and assistance to the Customer to help with the creation, production and marketing of the Customer's yearbook, including without limitation the planning, content, theme, layout, and merchandising.

The Term of this Agreement is for the following years: 2023 through 2023

This Agreement is subject to acceptance by Jostens and to Jostens' standard printing terms and conditions.

X \_\_\_\_\_  
 SIGNATURE OF CUSTOMER AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
 PRINTED NAME

\_\_\_\_\_  
 DATE

X Brooke Haines  
 SIGNATURE OF CUSTOMER AUTHORIZED REPRESENTATIVE

Brooke Haines  
 PRINTED NAME

Mar 30, 2022  
 DATE

X \_\_\_\_\_  
 SIGNATURE OF 2<sup>ND</sup> CUSTOMER AUTHORIZED REPRESENTATIVE (IF REQUIRED)

\_\_\_\_\_  
 PRINTED NAME

\_\_\_\_\_  
 DATE

Pages: 24  
 Copies: 50  
 Cover Type: Paper Studio

Estimated Base Price: \$ 649.00  
 Estimated Price Per Book: \$ 12.98

Additional Notes/Specifications Agreed Upon:

7.B. 2022-2023 OneNet Agreement Renewal



Received: \_\_/\_\_/\_\_  
 Entered DB: \_\_/\_\_/\_\_  
 Ticket # \_\_\_\_\_  
 Site ID(s): \_\_\_\_\_

## Service Order Agreement

### About Your Organization

Name of Organization/Agency/Institution/School: Crutcho Public Schools

EIN (Federal Tax ID):

**New Customer** – Welcome to OneNet! We look forward to serving your organization.

**Existing Customer with OneNet internet access circuit or other services**

Billing account number:

Phone (Main/Front Desk/Central Switchboard):

After-Hours Phone:

Mailing Address:

City:

State:

Zip:

Billing Address (if different):

City:

State:

Zip:

We are a (choose one that best describes your organization):

K12

### Customer Contacts

If you are a current customer, your current contact information is listed below. Please provide any updates or missing information. If you are a new customer, please provide all contact information.

**Administrative:** *The Administrative Contact has authority to request modifications to your OneNet circuit or services. This person is the primary contact for administration, the only person who may modify an agreement and signatory of this agreement.*

Name: Melvin Perry

Title: Associate Superintendent

Daytime Phone: (405) 427-3771

Fax: (405) 427-8052

Email: mperry@crutchoesd.org

**On-Site Tech:** *The On-Site Tech Contact is available full-time at the circuit site and coordinates with OneNet for basic connectivity needs and troubleshooting. Technical expertise is helpful but not required. This contact also has authority to request technical changes to OneNet services.*

Name: Owen Robertson

Title: IT Manager

Daytime Phone: (405) 473-9977

Fax: (405) 427-8052

Email: orobertson@cnc-usa.com

**Tech Consultant:** *The Tech Consultant is contracted with the customer.*

Name:

Title:

Daytime Phone:

Fax:

Email:

**Billing:** *The Billing Contact has authority to modify the billing address and frequency and is OneNet's contact for resolving billing discrepancies.*

Name: Sheila Cavett

Title: Administrative Assistant

Daytime Phone: (405) 427-3771 ext 40

Fax: (405) 427-8052

Email: scavett@crutchoesd.org

**E-Rate - K-12 SCHOOLS & LIBRARIES ONLY: The E-Rate Contact is responsible for resolving questions related to E-Rate applications and funding awards.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Website: The Website Contact has authority to modify and update your website and web services, including modification of website-related domain names.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Email: The Email Contact has authority to modify and update your email services, including modification of email-related domain names.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Abuse: The Abuse Contact is your liaison in the event of abuse of OneNet circuits (e.g., illegal file sharing, spamming). IP addresses assigned by OneNet will list this person as primary contact.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Service Request Details, Terms and Conditions**

**Terms and Conditions**

Please initial each box on the left.

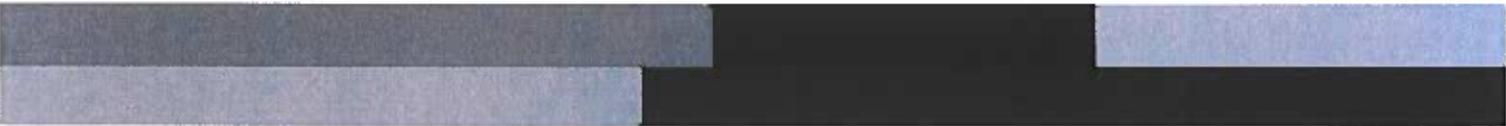
Terms and Conditions
1. I agree to the terms of OneNet’s Client Connection Policy ( <a href="https://onenet.net/new-customers/client-connection-policy">https://onenet.net/new-customers/client-connection-policy</a> ) and Acceptable Use Policy ( <a href="https://onenet.net/new-customers/client-connection-policy">https://onenet.net/new-customers/client-connection-policy</a> ).
2. <b>Billing continues</b> until OneNet receives written notice of cancellation from customer’s authorized administrator.
3. <b>Provisioning Notes</b> (entered by OneNet when applicable): N/A

**Select Your Services**

**Item(s) and Details**

**Above-The-Net Services**

Product Name	Product Description	Unit Price	Quantity	Annual Total
K12 Content Filtering - 500 Students or Less	OpenDNS Umbrella Content Filtering for 500 students or less	\$ 600.00	1	\$ 600.00
<b>Annual Recurring Total:</b>				<b>\$ 600.00</b>



## Ask About Our Above-the-Net Services



Colocation



Content Filtering



Data Storage



Web & Email Hosting



Virtual Machines

OneNet offers a variety of above-the-net services to our internet customers. For details or pricing, call 888-5-ONENET and ask for our systems department.

## Billing Details

### Universal Service Fund Recipients Only:

Our OneNet service will be paid in full or in part by (check all that apply):

- E-Rate  
 OUSF\*  
 Rural Health Care

\*OUSF may not fund the entire amount of Special Universal Services after E-Rate and OUSF credits are applied. The undersigned understands that OUSF funding, if any, may not be sufficient to cover the entire cost of Special Universal Services, after any E-Rate funding is applied to the bill. The undersigned further understands that it shall be the responsibility of the customer to pay any remaining balances.

### Invoice My Organization:

- Annually – (Email archiving and web/email hosting must be billed annually.)  
 Bi-annually  
 Monthly – (Customers receiving E-Rate, OUSF or Rural Health Care funding must be invoiced monthly.)

You have the option of paying at different frequencies for various services. We will gladly customize our invoices to fit your needs. Call 888-5-ONENET to coordinate with our billing department.

### Electronic Invoicing:

Please provide the information below to have your invoice sent electronically as a PDF attachment. The invoice must be sent to a single email address.

Contact Name:  
Contact Phone:  
Contact Email:

Purchase Order # (where applicable)

Customer's notes/special instructions for OneNet regarding this order:

Signature of Authorized Administrative Representative\*

Date

Print Name

\*Signatory must be customer's primary contact for contract administration and the only person who may modify the contract.

### Questions?

Please contact OneNet provisioning department for questions regarding this service order agreement:  
[Provisioning@onenet.net](mailto:Provisioning@onenet.net) • (405) 225-9471 locally • (888) 566-3638 toll-free

Thank you for your order! It is a pleasure to serve you.

7.C. 2022-2023 CRW E-Rate Contract

***CRW Consulting E-rate Services, LLC***  
***Emergency Connectivity Fund (ECF) Contract***  
***Third Window (7/1/2022 - 12/31/2023)***

**CRW E-rate Consulting**, (“Agent” or “CRW”) and **Crutch School District C-074** (“Applicant”) each agree to perform the obligations listed below. This contract authorizes the Agent to file any FCC Form (including, but not limited to: FCC Forms 471, 472, 486 and 500) on behalf of the Applicant for the Third Filing Window (services and equipment delivered from 7/1/2022 – 12/31/2023) for funding authorized by Congress known as the “Emergency Connectivity Fund (ECF). These FCC forms are necessary to receive Universal Service Fund monies, more commonly known as the “E-rate Program.”

This contract also authorizes an agent of CRW to (1) be listed as the contact person on the above referenced FCC forms; (2) sign, on behalf of the Applicant, any and all of said FCC Forms; (3) sign, on behalf of the Applicant, any and all additional FCC Forms which might become necessary to obtain discounts or stay within FCC Program rules, and (4) order services listed on the application on behalf of the Applicant. The Applicant agrees that the Applicant is strictly liable for any and all certifications and representations made on FCC Forms concerning the ECF program regardless of if an agent of CRW submits and signs said Form pursuant to this Contract.

This contract is subject to change based upon program rule changes made by the FCC or the the Universal Service Administrative Company, as well as any changes in applicable federal or state law. Either party’s failure to fulfill the obligations listed below will discharge, at the option of the other party, such other party’s obligations contained herein upon written notice. Applicant agrees to indemnify, defend, and hold harmless Agent for any and all claims arising hereunder or related to this Contract, including matters within the jurisdiction of state or federal administrative agencies, except for such claims based on Agent’s own fraud, willful injury, gross negligence, or violation of the law. Any waiver by either party of any provision of this Contract shall not operate as, nor be construed to be, a waiver of any subsequent breach thereof. Liability for damages on the part of either party is strictly limited to the “Full Payment for ECF funds” amount listed in the “Payment Terms” section of this Contract. This Contract is governed by the laws and regulations of the State of Oklahoma, regardless of the location of the Applicant, and any disputes arising hereunder shall be resolved in the applicable state or federal court for the County of Tulsa, State of Oklahoma. The parties consent to the jurisdiction of such courts and waive any jurisdictional or venue defenses otherwise available.

Signing below indicates acceptance that both parties will perform the responsibilities and accept the obligations listed therein for the applicable program year, and agree to follow the payment terms as described below. Signing below also indicates that both parties agree to every provision of this Contract. Furthermore, both parties acknowledge that they had the opportunity to submit this Contract to counsel for review.

## TWO IMPORTANT NOTES

1. **The document retention period for the ECF program is 10 years from the last day to receive service, or the last day of equipment delivery. Depending on which application cycle you are using, this will mean that you will have to keep all of your ECFs related documents, including copies of the bills, proof of payment/POs, packing slips (for equipment) for a time period ending about 12/31/2033.**
2. **Applicants are required to comply with all State and Local bidding and purchasing rules (such as public notice requirements, bond requirements, etc.). Failure to comply with these State or Local restrictions could result in the loss of funding/mandatory repayment of funding. If you have these types of rules in place, please make sure you inform us and that you follow those rules.**

### Responsibilities and Obligations of the Applicant

1. The Applicant understands that all services or products to be included on FCC Form 471 (The Application) must be purchased according to their state or local procurement rules (which may include board approval, newspaper advertisements, and a school-issued Request for Proposal).
2. The Applicant agrees to provide a list of services or products to be included in the FCC Form 471 application.
3. The Applicant agrees that the purchases of the services or equipment to be included in the 471 application will be purchased during a time period beginning 7/1/2022 and ending December 31<sup>st</sup>, 2023.
4. The Applicant understands that the eligible services and equipment to be included on the 471 application are for “**otherwise unmet**” needs of students, school staff members, or library patrons (whichever applies). Those students, school staff members (or library patrons) with unmet needs for eligible services or devices are hereafter known as “eligible users” for the remainder of the contract.
5. The Applicant understands that no other federal funds (including Emergency Broadband Benefit Program and CARES Act funding) may be used to pay for the same portion of funding requested through the ECF program. However, overages beyond what the ECF will pay may be paid through other Federal Programs if the Applicant desires to do so.
6. The Applicant agrees to provide to CRW its best estimate of the number of eligible users for any service or equipment to be included on the 471 application.
7. The Applicant understands that the ECF Program will not pay more than \$250 per Wi-Fi hotspot and \$400 for any “connected device” (laptops or tablets).

8. The Applicant understands that the ECF program assumes that \$10-\$25 per month for broadband service is reasonable. Costs above that amount may require justification from the Applicant as to why they are cost-effective.
9. The Applicant understands that ECF funding is limited for fixed broadband connections to one per location (for multi-tenant buildings, each individual apartment is a location).
10. The Applicant understands that ECF funding is limited to a maximum of one connected device and one Wi-Fi hotspot for each eligible user.
11. The Applicant understands that they are prohibited from purchasing extra devices to account for loss or breakage.
12. The Applicant agrees to document the eligible user at each location (and other documentation requirements included as a separate PDF (titled "ECF Documentation and Inventory Requirements") which accompanies this contract.
13. The Applicant agrees to restrict access to eligible services/equipment to eligible users with the "appropriate credentials."
14. The Applicant agrees that the eligible equipment will be in use for approximately 3 years.
15. The Applicant agrees not to purchase any equipment that is intended solely for on-campus (or on-library) use.
16. The Applicant understands that network buildout costs (such as wireless towers) are not eligible unless the Applicant can provide "clear evidence" that there are no commercially available Internet access services necessary for remote learning (including satellite service).
17. The Applicant agrees to pay the company providing eligible services/equipment (the Service Provider) for which ECF funding has been awarded within 30 days of receiving that funding (if payment has not already been made to the service provider upon receiving ECF funding).
18. The Applicant agrees to have a legally binding agreement (contract) with the service provider selling eligible ECF goods and services before directing the Agent to submit invoices on behalf of the Applicant.
19. The Applicant agrees to notify the Agent of purchases of eligible services and/or equipment **no later than 30 days after the purchase of such services or equipment.**
20. The Applicant understands that the Children's Internet Protection Act (CIPA) applies to purchases of any school owned computer if the Applicant accepts ECF funding.
21. The Applicant agrees to provide any information necessary to file any FCC form to the Agent upon request, within five working days. This includes, but is not limited to, quotes/contracts for eligible services and/or equipment, monthly bills, and letters that authorize the Agent to obtain account information.
22. **The Applicant agrees to retain any records related to the Application or other relevant FCC Forms for a period of ten years past the last day to receive service. This includes, but is not limited to, compliance with local and state procurement rules, contracts, proof of payment for services, asset tracking info (packing slips, work orders, proof of delivery) and monthly bills that were or will be discounted by the ECF.**
23. The Applicant agrees to forward to the Agent any request for information originating from the SLD or USAC within three (3) working days.
24. The Applicant agrees to provide an authorized signature and date for any necessary FCC

Form that has been prepared by the Agent.

25. The Applicant understands that it is the sole responsibility of the Applicant to follow and adhere to any and all relevant FCC, rules and regulations, as well as any applicable federal, state, or local laws.
26. The Applicant agrees to authorize and grant “full rights” to employees of CRW Consulting in USAC’s EPC filing system.
27. Applicant recognizes and agrees that the Agent does not provide professional legal services nor does the Agent engage in the practice of law.
28. Applicant agrees to review draft copies of FCC Form 471 sent to the Applicant from the Agent for errors and omissions.
29. In addition, the Applicant authorizes Chris Webber, or an employee of CRW Consulting LLC, to sign Form 471 on the Applicant behalf, and make the following certifications for the Applicant:

**§ 54.1710 Emergency Connectivity Fund requests for funding.**

- (a) *Filing of the FCC Form 471. An eligible school, library, or consortium that includes an eligible school or library seeking to receive Emergency Connectivity Fund support for eligible equipment and services under this subpart shall submit a completed FCC Form 471 to the Administrator.*

*(1) The FCC Form 471 shall be signed by the person authorized to order eligible services for the eligible school, library, or consortium and shall include that person's certification under penalty of perjury that:*

- (i) *I am authorized to submit this application on behalf of the above-named applicant and that based on information known to me or provided to me by employees responsible for the data being submitted, I hereby certify that the data set forth in this application has been examined and is true, accurate and complete. I acknowledge that any false statement on this application or on other documents submitted by this applicant can be punished by fine or forfeiture under the Communications Act (47 U.S.C. §§ 502, 503(b)), or fine or imprisonment under Title 18 of the United States Code (18 U.S.C. § 1001), or can lead to liability under the False Claims Act (31 U.S.C. §§ 3729 – 3733).*
- (ii) *In addition to the foregoing, this applicant is in compliance with the rules and orders governing the Emergency Connectivity Fund Program, and I acknowledge that failure to be in compliance and remain in compliance with those rules and orders may result in the denial of funding, cancellation of funding commitments, and/or recoupment of past disbursements. I acknowledge that failure to comply with the rules and orders governing the Emergency Connectivity Fund Program could result in civil or criminal prosecution by law enforcement authorities.*
- (iii) *By signing this application, I certify that the information contained in this application is true, complete, and accurate, and the projected expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the*

*omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, sections 1001, 286-287 and 1341 and Title 31, sections 3729-3730 and 3801-3812).*

- (iv) The school meets the statutory definition of “elementary school” or “secondary school” as defined in § 54.1700 of this subpart, does not operate as for-profit businesses, and does not have endowments exceeding \$50 million;*
- (v) The library or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996, does not operate as for-profit businesses, and whose budgets are completely separate from any school (including, but not limited to, elementary and secondary schools, colleges, and universities);*
- (vi) The school, library, or consortia listed on the FCC Form 471 application has complied with all applicable state, local, or Tribal local laws regarding procurement of services for which support is being sought;*
- (vii) The school or school consortium listed on the FCC Form 471 application is only seeking support for eligible equipment and/or services provided to students and school staff who would otherwise lack connected devices and/or broadband services sufficient to engage in remote learning;*
- (viii) The library or library consortium listed on the FCC Form 471 application is only seeking support for eligible equipment and/or services provided to library patrons who have signed and returned a statement that the library patron would otherwise lack access to equipment or services sufficient to meet the patron’s educational needs if not for the use of the equipment or service being provided by the library.*
- (ix) The school, library, or consortia is not seeking Emergency Connectivity Fund support or reimbursement for eligible equipment or services that have been purchased and reimbursed in full with other federal pandemic-relief funding, targeted state funding, other external sources of targeted funding or targeted gifts, or eligible for discounts from the schools and libraries universal service support mechanism or other universal service support mechanism;*
- (x) The applicant or the relevant student, school staff member, or library patron has received the equipment and services for which funding is sought or will receive the equipment and/or services before the applicant invoices the ECF.*
- (xi) The equipment and services the school, library, or consortium purchases using Emergency Connectivity Fund support will be used primarily for educational purposes*

*and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as allowed by § 54.1713;*

- (xii) The school, library, or consortium will create and maintain an equipment and service inventory as required by § 54.1715;*
- (xiii) The school, library, or consortium has complied with all program rules and acknowledge that failure to do so may result in denial of discount funding and/or recovery of funding;*
- (xiv) The applicant recognizes that it may be audited pursuant to its application, that it will retain for ten years any and all records related to its application, and that, if audited, it shall produce shall records at the request of any representative (including any auditor) appointed by a state education department, the Administrator, the Commission and its Office of Inspector General, or any local, state, or federal agency with jurisdiction over the entity; and*
- (xv) No kickbacks, as defined in 41 U.S.C. § 8701 and/or 42 U.S.C. § 1320a-7b, were paid or received by the applicant to anyone in connection with the Emergency Connectivity Fund.*

*(2) Applicants seeking support for new network construction or end-user equipment for datacasting services through the Emergency Connectivity Fund must also certify under penalty of perjury that: The applicant sought service from existing service providers in the relevant area and that such service providers were unable or unwilling to provide broadband Internet access services sufficient to meet the remote learning needs of their students, school staff, or library patrons.*

***§ 54.1711 Emergency Connectivity Fund requests for reimbursement.***

*(a) Submission of Request for Reimbursement (FCC Form 472 or FCC Form 474). Emergency Connectivity Fund Program reimbursement for the costs associated with eligible equipment and/or services shall be provided directly to an eligible school, library, consortium that includes an eligible school or library, service provider seeking reimbursement from the Emergency Connectivity Fund Program upon submission and approval of a completed FCC Form 472 (Billed Entity Applicant Reimbursement Form) or a completed FCC Form 474 (Service Provider Invoice) to the Administrator.*

*(1) The FCC Form 472 shall be signed by the person authorized to submit requests for reimbursement for the eligible school, library, or consortium and shall include that person's certification under penalty of perjury that:*

*(i) I am authorized to submit this request for reimbursement on behalf of the above-named*

*school, library or consortium and that based on information known to me or provided to me by employees responsible for the data being submitted, I hereby certify that the data set forth in this request for reimbursement has been examined and is true, accurate and complete. I acknowledge that any false statement on this request for reimbursement or on other documents submitted by this school, library or consortium can be punished by fine or forfeiture under the Communications Act (47 U.S.C. §§ 502, 503(b)), or fine or imprisonment under Title 18 of the United States Code (18 U.S.C. § 1001), or can lead to liability under the False Claims Act (31 U.S.C. §§ 3729 – 3733).*

- (ii) In addition to the foregoing, the school, library or consortium is in compliance with the rules and orders governing the Emergency Connectivity Fund Program, and I acknowledge that failure to be in compliance and remain in compliance with those rules and orders may result in the denial of funding, cancellation of funding commitments, and/or recoupment of past disbursements. I acknowledge that failure to comply with the rules and orders governing the Emergency Connectivity Fund Program could result in civil or criminal prosecution by law enforcement authorities.*
- (iii) By signing this request for reimbursement, I certify that the information contained in this request for reimbursement is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, sections 1001, 286-287 and 1341 and Title 31, sections 3729–3730 and 3801–3812).*
- (iv) The funds sought in the request for reimbursement are for eligible equipment and/or services that were purchased or ordered in accordance with the Emergency Connectivity Fund Program rules and requirements and received by either the school, library, or consortium, or the students, school staff, or library patrons as appropriate;*
- (v) The portion of the costs eligible for reimbursement and not already paid for by another source was either paid for in full by the school, library, or consortium, or will be paid to the service provider within 30 days of receipt of funds;*
- (vi) The amount for which the school, library, or consortium is seeking reimbursement from the Emergency Connectivity Fund consistent with the requirements set out in § 54.1707;*
- (vii) The school, library, or consortium is not seeking Emergency Connectivity Fund reimbursement for eligible equipment and/or services that have been purchased and reimbursed in full with other federal pandemic relief funding (e.g., CARES Act, Emergency Broadband Benefit Program or other provisions of the American Rescue*

*Plan), targeted state funding, other external sources of targeted funding, or targeted gifts or eligible for discounts from the schools and libraries universal service support mechanism or other universal service support mechanisms;*

- (viii) The equipment and services the school, library, or consortium purchased using Emergency Connectivity Fund support will be used primarily for educational purposes as defined in § 54.1700 and that the authorized person is not willfully or knowingly requesting reimbursement for equipment or services that are not being used;*
- (ix) The equipment and services the school, library, or consortium purchased will not be sold, resold, or transferred in consideration for money or any other thing of value, except as allowed by § 54.1713;*
- (x) The school, library, or consortium recognizes that it may be subject to an audit, inspection or investigation pursuant to its request for reimbursement, that it will retain for ten years any and all records related to its request for reimbursement, and will make such records and equipment purchased with Emergency Connectivity Fund reimbursement available at the request of any representative (including any auditor) appointed by a state education department, the Administrator, the Commission and its Office of Inspector General, or any local, state or federal agency with jurisdiction over the entity;*
- (xi) No kickbacks, as defined in 41 U.S.C. § 8701 and/or 42 U.S.C. § 1320a-7b, were paid or received by the applicant to anyone in connection with the Emergency Connectivity Fund;*
- (xii) No Federal subsidy made available through a program administered by the Commission that provides funds to be used for the capital expenditures necessary for the provision of advanced communications services has been or will be used to purchase, rent, lease, or otherwise obtain, any covered communications equipment or service, or maintain any covered communications equipment or service, or maintain any covered communications equipment or service previously purchased, rented, leased, or otherwise obtained, as required by 47 CFR § 54.10.*

Responsibilities and Obligations of the Agent

1. Agent agrees to file on behalf of the Applicant any necessary FCC Form, including, but not limited to, FCC Forms, 471, 472, 486, 500, Service Provider Identification Number Change Letters, and Service Substitution Letters. Agent agrees to file on behalf of the Applicant additional FCC Forms not yet identified, but that may be necessary for the Applicant to receive awarded funding.
2. Agent agrees to notify the applicant of relevant program rule changes within a reasonable time period.
3. Agent agrees to review monthly bills, invoices, quotes and/or contracts that are submitted to Agent in a timely manner for funding eligibility under the FCC rules and guidelines.
4. Agent agrees to provide templates and forms intended to help keep the Applicant within program rules, and to help the Applicant comply with the relevant invoicing or documentation requirements. These templates and forms may include: a) surveys necessary to determine which eligible users have “otherwise unmet” needs, and b) templates for inventory/service asset tracking necessary to keep the Applicant within proper documentation requirements.
5. Agent agrees to answer on behalf of the Applicant any question or inquiry regarding the E-Rate Program or the services to be provided by Agent hereunder from the SLD, USAC, or any other such federal or state administrative agency.
6. Agent agrees to provide on-going ECF support to the Applicant, as generally described above, and including providing reminders about upcoming deadlines, for a period starting no earlier than the execution date of this contract and ending no earlier than the end of the applicable program year (this will generally be about 12-14 month time period).
7. Agent agrees to provide support and answer questions from the FCC or its agent(s) during the ECF review process to be conducted by the Universal Service Administrative Company, covering an application filed by the Agent.

**PAYMENT TERMS:** Full payment to the Agent/ CRW for the services described above, including filing FCC Form 471 for ECF funding, is 3% of the total funded amount featured on the Applicant's "Funding Decision Commitment Letter" (or a document with a different title that is issued by USAC identifying the amount of approved ECF funding for the Applicant). The 3% payment is capped at \$20,000, in no event will the Applicant be responsible for a payment over \$20,000 to the Agent for services described on this contract. In instances in which the 3% payment is less than \$2,000, the Applicant agrees to pay the Agent \$2,000 for services rendered (minimum payment). Should no funding be awarded for the application, the Applicant agrees to pay the Agent \$2,000 for services rendered. All payments are due to the Agent within 30 days of receipt of the FCDL, or similar document.

Failure by the Applicant to perform the obligations and responsibilities listed on this form, and the possible loss of funding as a result thereof, does not discharge full payment obligations of the Applicant.

Payment should be mailed to: CRW Consulting, PO Box 701713, Tulsa, OK 74170-1713.

Agreed to this 12 day of April, 2022



Applicant's Authorized Signature



Agent's Authorized Signature

Melvin Perry

Printed Name

Chris Webber

Printed Name

Associate Superintendent

Title or Position

Owner, CRW Consulting

Title or Position

**Crutcho School District C-074**

Name of School District

**FAX THIS SIGNED PAGE TO: (918) 445-0049  
OR EMAIL TO [chris@crwconsulting.com](mailto:chris@crwconsulting.com)**

7.D. 2022-2023 OCAS Contract Renewal



April 8, 2022

Crutcho School District  
Attn: Mr. Melvin Perry  
2401 N. Airport Depot Blvd.  
Oklahoma City, OK 73143

RE: Accounting and consulting services for the Year Ended June 30, 2023

Thank you for allowing Oklahoma Consulting and Accounting Services, LLC (in affiliation with Jenkins & Kemper, CPAs, P.C.) to perform accounting and consulting services for Crutcho School District (the school). We are pleased with the expression of confidence in our firm and our school expertise. I look forward to a long and successful relationship as an integral part of the school's financial management team.

This letter, along with the attached addenda, to be approved in an open board meeting, sets forth our understanding of the nature and scope of my non-attest accounting and consulting services to be provided for the school. As you know Government Auditing Standards (Yellow Book) place significant restrictions on firms that also perform consulting services for audit entities. Although we will maintain integrity and objectivity throughout the performance of all services provided to the school, We are not considered "independent" under the Government Accountability Office (GAO) definition and as such we cannot also perform audit or other attestation services for the school as long as we perform these non-attest services. Under the GAO independence rules, we are considered a part of your management team since we will perform certain functions normally associated with management. That is the reason that the school must contract with another CPA firm to conduct the annual School audit. However, the Yellow Book allows me to continue to assist the school as requested in many other matters. Independence is only required for the external auditor.

### **Scope of Services**

The accounting services we will provide are detailed on the attached exhibits. Also, we will compile a monthly statement of assets, liabilities and net assets-cash basis and the related statement of revenue and expenses-cash basis for each month and year-to-date period. The statements will include as supplemental information certain budgetary information. The financial statements will be prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. The financial statements will omit all the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. We will not audit or review such financial statements. Our report will include a statement that we are not independent with respect to the school.

The objective of a compilation engagement differs significantly from the objective of a review or audit of financial statements. The objective of a review is to provide a reasonable basis for expressing limited assurance that there are no material modifications that should be made to the financial statements. The objective of an audit is to provide a reasonable basis for expressing an opinion regarding the financial statements taken as a whole. A compilation does not provide such a basis because a compilation does not contemplate performing inquiry or analytical procedures and other procedures ordinarily performed in a review or obtaining an understanding of internal control or assessing control risk; or other procedures ordinarily performed in an audit.

### **Management Responsibilities**

The school is, and will continue to be, solely responsible for establishing and maintaining an effective accounting and internal control system, including, without limitation, systems designed to assure compliance with policies, procedures, and applicable laws, regulations, contracts, and agreements and maintaining adequate records. The school is also responsible for the design and implementation of programs and controls to prevent and detect fraud.

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist. However, we will inform you or the appropriate level of management of any material errors and of any evidence or information that comes to my attention during the performance of compilation procedures or other management services performed that fraud or an illegal act may have occurred. We need not report any matters regarding illegal acts that may have occurred that are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

The school's management and those charged with governance will be responsible for establishing the scope of the accounting and consulting services and the resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the accounting and consulting services to be performed by Oklahoma Consulting and Accounting Services, LLC providing overall direction and oversight for each service, and reviewing and accepting the results of the work. The attached addenda (Exhibits A-B) provide management and those charged with governance an understanding of the services to be provided and items Oklahoma Consulting and Accounting Services, LLC will require in order to adequately perform each service.

### **Administration, Fees, and Other**

Our fee for the compilation and other services is stated on each addendum (Exhibits A-B) attached as part of this contract. The ancillary services, defined by the attached addenda, will be billable at the rate of \$90 per hour. Requests for a representative of Oklahoma Consulting and Accounting Services, LLC to attend a board meeting will be billed \$150 for each meeting attended.

These services are for the period July 1, 2022 to June 30, 2023. Please sign each contract addenda whether Crutch School District **accepts** or **does not accept** the services described for each. Fees for these services will be rendered each month as described on the exhibits and will be payable on presentation. This engagement letter will remain in effect until changed by mutual consent.

**Administration, Fees, and Other (Continued)**

In accordance with my firm policies, work may be suspended if your account becomes 90 days or more overdue and will not be resumed until your account is paid in full. You acknowledge and agree that we are not required to continue performing work for you in the event of your failure to pay on a timely basis for services rendered as required by this engagement letter. Further, you acknowledge and agree that in the event we stop work or withdraw from this engagement as a result of your failure to pay on a timely basis my engagement will be deemed to have been completed and we will not be liable to you for any damages that occur as a result of my ceasing to render services, even if we have not completed our services. You will be obligated to compensate us for all time expended and to reimburse us for any out-of-pocket expenditures through the date of termination.

In addition, the school further agrees to indemnify and hold me harmless for any liability and all reasonable costs, including legal fees that we may incur as a result of the services performed under this engagement in the event there are false or misleading representations made to us by any member of the school's management.

Our firm, as well as other accounting firms, participates in the AICPA's peer review program covering our audit and accounting practice. Under this program, my system of quality control is subjected to a peer review by a team of certified public accountants approved by the state administering entity. As part of this peer review, the team will review a sample of my work. It is possible that the work performed for you may be selected for their review. If it is, the team is bound by professional standards to keep all information confidential.

We appreciate the opportunity to be of service to you and look forward to continuing our long and mutually satisfying relationship. We believe this letter accurately summarizes the significant terms of our engagement. Please call us at any time if you have any questions. If this letter and the attached addenda correctly express your understanding, please sign the enclosed copies where indicated and return it for our files.

Sincerely,



Jack H. Jenkins  
President, Oklahoma Consulting and Accounting Services, LLC

**ACKNOWLEDGMENT:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrator

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member

**TREASURER SERVICES**

This agreement begins July 1, 2022 and ends on June 30, 2023, between Crutch School District and Oklahoma Consulting and Accounting Services, LLC (us/our). This agreement shall not become effective until approved and entered into the minutes of an open board meeting.

**Treasurer Services to be Provided:**

1. Reconciliations performed timely every month of reported school funds to bank statements
2. Receipts posted to appropriate accounts using the Oklahoma Cost Accounting codes as required by the Oklahoma State Department of Education
3. Prepare monthly finance report for review by management and governing board
4. Prepare orderly file folders to maintain records of all treasurer services
5. Provide treasurer records and financial report information to independent auditor
6. Submit previous end of the fiscal year data to Oklahoma State Department of Education due during the contract period
7. Preparation of annual 2022-23 Estimate of Needs

**Client Agrees to the Following:**

1. Assign an employee of the school as deputy treasurer for physically depositing funds into your bank
2. Allow us online banking access for the school’s checking/savings accounts
3. Obtain a treasurer’s surety bond in treasurer’s name for a minimum of \$100,000 as required by statute
4. Provide us with an adequate description of deposits made with your bank
5. Prepare detailed receipts in a pre-numbered receipt book for all local collections
6. Notify us of any changes in policy/requirements from the Oklahoma State Department of Education that may be sent to the principal/business manager of your school by email

**ACKNOWLEDGMENT:**

Crutch School District’s management and those charged with governance understand, acknowledge and **ACCEPT** the above described monthly services. The annual contract amount for these services is \$10,200.00 and will be payable in 12 equal monthly installments for the contract period.

Crutch School District’s management and those charged with governance understand, acknowledge and **DO NOT ACCEPT** the above described monthly services. It is understood that in conjunction with other contracts, management may ask for the services described above and Oklahoma Consulting and Accounting Services, LLC will consider these items ancillary services and bill Crutch School District the stated hourly rate.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Administrator

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Member

**PAYROLL SERVICES**

This agreement begins July 1, 2022 and ends on June 30, 2023, between Crutch School District and Oklahoma Consulting and Accounting Services, LLC (us/our). This agreement shall not become effective until approved and entered into the minutes of an open board meeting.

**Payroll Services to be Provided:**

1. Calculate and print checks or create direct deposit for all net pay amounts on a semi-monthly basis and include up to two "special payrolls" per contract period. Additional "special payrolls" will be considered ancillary services and will be billed at an hourly rate (also see item #6 in Client Agreements)
2. Calculate and print checks or directly deposit tax withholding for Federal and State of Oklahoma
3. Calculate and print checks or directly deposit funds for fringe benefits, retirements, garnishments or any deduction or benefit normally processed through payroll
4. Create and file all payroll tax filings for Federal and the State of Oklahoma including Federal (941), State (OW-9) and State Unemployment (OESC) quarterly reports, W2s, and 1095s (if necessary).
5. Provide reports, copies of payroll tax filings and paystubs to assigned administrator for distribution to employees
6. Prepare online financial reporting, during this contract period, for the Oklahoma State Department of Education regarding the Oklahoma cost account coding of payroll items
7. Assist with the preparation of the personnel report submitted on the Single Sign On webpage of the State Department of Education and update throughout the year as necessary

**Client Agrees to the Following:**

1. Approve our employee as the payroll clerk
2. Furnish us with annual/hourly approved rates of pay for each employee at the beginning of the employee's contract period
3. Notify us of any employees to be paid from a federal program or other special program at the beginning of the employee's contract period
4. Report to us all regular deductions such as fringe benefits, retirements, garnishments and any other deductions or benefits normally processed through payroll for each employee at the beginning of the employee's contract period
5. Provide us with updated W-4 forms for the calendar year for each employee authorizing us to withhold the appropriate amount of income taxes from each payroll
6. Furnish us with timesheets or changes in payroll four regular business days previous to scheduled payment date

**ACKNOWLEDGMENT:**

Crutch School District's management and those charged with governance understand, acknowledge and **ACCEPT** the above described monthly services. The annual contract amount for these services is \$21,000.00 and will be payable in 12 equal monthly installments for the contract period.

Crutch School District's management and those charged with governance understand, acknowledge and **DO NOT ACCEPT** the above described monthly services. It is understood that in conjunction with other contracts, management may ask for the services described above and Oklahoma Consulting and Accounting Services, LLC will consider these items ancillary services and bill Crutch School District the stated hourly rate.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrator

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member

7.E. 2022-2023 Temporary Appropriations

8. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE CONSENT DOCKET

8.A. Minutes - March

Crutch Public Schools

Minutes

Friday, March 25, 2022

Crutch Public Schools, 2401 N. AIR DEPOT BLVD. , OKLAHOMA CITY, Oklahoma 73141  
9:00 AM

9:11 AM

1. CALL TO ORDER

2. STATEMENT OF COMPLIANCE

3. ROLL CALL AND DETERMINATION OF QUORUM

4. OSSBA BOARD MEMBER TRAINING

Dr. Anne Caine for Board Member Training by Erika James second by Paul Keeler was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

5. ADJOURNMENT

Motion to adjourn at 12:08 by Erika James second by Paul Keeler was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

12:08 PM

\_\_\_\_\_  
Antonia Jennings, President

\_\_\_\_\_  
Paul Keeler, Vice President

\_\_\_\_\_  
Erika James, Clerk

Crutch Public Schools  
Minutes  
Tuesday, March 8, 2022  
Crutch Public Schools, 2401 N. AIR DEPOT BLVD. , OKLAHOMA CITY, Oklahoma 73141  
1:30 PM

1:34 PM

1. CALL TO ORDER

2. STATEMENT OF COMPLIANCE

3. ROLL CALL AND DETERMINATION OF QUORUM

3.A. Flag Salute

3.B. Prayer

4. PUBLIC EXPRESSIONS (Limited to three minutes per subject item)\*

5. SUPERINTENDENT'S REPORT

5.A. Introductions of Guests

5.B. Celebrations/ Students of the Month

Honoring March Student of the Month.

1st Grade: Brooklynn Davis

3rd Grade: Willie Anderson

5th Grade: Aaliyah Jackson

5.C. Financial

5.C.1. Treasurer's Report

5.C.2. Financial Report

5.D. Student Growth Update - Ms. Burger

5.E. Upcoming Events - See Attachment

6. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE GENERAL BUSINESS ITEMS

Items 6a-6b were approved. by Antonia Jennings second by Erika James was approve

Erika James: Yea

Antonia Jennings: Yea  
Paul Keeler: Yea  
Yea: 3, Nay: 0

6.A. 2022-2023 OKTLE Renewal

6.B. 2022-2023 Municipal Accounting Systems Renewal

## 7. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE CONSENT DOCKET

Items 7a-7c were approved. by Antonia Jennings second by Erika James was approve

Erika James: Yea  
Antonia Jennings: Yea  
Paul Keeler: Yea  
Yea: 3, Nay: 0

7.A. Minutes - February

7.B. Encumbrances and Purchases FY 2021-2022

7.B.1. General Fund (11) P.O. #'s 106-108

7.B.2. Bond Fund (31) P.O. #'s NONE

7.B.3. Building Fund (21) P.O. #'s NONE

7.B.4. Child Nutrition (22) P.O. #'s NONE

7.B.5. Gift Fund (81) P.O. #'s NONE

7.B.6. Purchase Order Increases General Fund (11) and Bond Fund (31) and Child-N Fund (22)

7.C. Activity Fund Revenue and Expenditure Report

## 8. MOTION TO ENTER EXECUTIVE SESSION 25 OS 307 (B)(1), TO DISCUSS ITEMS UNDER PERSONNEL

## 9. ACKNOWLEDGEMENT RETURN TO OPEN SESSION

## 10. MOTION , DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PERSONNEL

## 11. NEW BUSINESS

## 12. ADJOURNMENT

Motion to adjourn at 2:07 pm by Antonia Jennings second by Erika James was approve

Erika James: Yea  
Antonia Jennings: Yea  
Paul Keeler: Yea  
Yea: 3, Nay: 0

2:08 PM

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Antonia Jennings, President

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Paul Keeler, Vice President

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Erika James, Clerk

8.B. Encumbrances and Purchases FY 2021-2022

8.B.1. General Fund (11) P.O. #'s 109-111

## Purchase Order Register

Options: Year: 2021-2022, Fund: GENERAL FUND (FOR OPERATION), Date Range: 3/4/2022 - 4/8/2022

PO No	Date	Vendor No	Vendor	Description	Amount
110	03/25/2022	53431	CAPITAL ELECTRIC CONTRACTORS	BLANKET	10,000.00
111	03/28/2022	51766	JONES SCHOOL SUPPLY COMPANY, INC.	STUDENT AWARDS	500.00
<b>Non-Payroll Total:</b>					<b>\$10,500.00</b>
<b>Payroll Total:</b>					<b>\$3,670.84</b>
<b>Report Total:</b>					<b>\$14,170.84</b>

8.B.2. Bond Fund (31) P.O. #'s NONE



8.B.3. Building Fund (21) P.O. #'s NONE

**Crutch Public School**  
**Purchase Order Register**

**Options:** Year: 2021-2022, Fund: BUILDING FUND, Date Range: 3/4/2022 - 4/8/2022

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
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<b>Non-Payroll Total:</b>	<u>\$0.00</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>                    </u></u>

8.B.4. Child Nutrition (22) P.O. #'s NONE

**Crutch Public School**  
**Purchase Order Register**

**Options:** Year: 2021-2022, Fund: CHILD NUTRITION PROGRAMS FUND, Date Range: 3/4/2022 - 4/8/2022

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
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<b>Non-Payroll Total:</b>	<u>\$0.00</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>                    </u></u>

8.B.5. Gift Fund (81) P.O. #'s NONE

**Crutch Public School**  
**Purchase Order Register**

**Options:** Year: 2021-2022, Fund: GIFT FUND, Date Range: 3/4/2022 - 4/8/2022

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
--------------	-------------	------------------	---------------	--------------------	---------------

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

8.B.6. Purchase Order Increases General Fund (11) and Bond Fund (39) and Child-N Fund (22)

## Change Order Listing

Options: Fund: GENERAL FUND (FOR OPERATION), Year: 2021-2022, ReferenceDate: PO Date, Date Range: 3/4/2022 - 4/8/2022, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
3	07/01/2021	21	CITY OF MIDWEST CITY	BLANKET	5,066.89
4	07/01/2021	9	OG&E	BLANKET	3,973.24
5	07/01/2021	52445	SYMMETRY ENERGY SOLUTIONS	BLANKET	3,146.23
6	07/01/2021	14	OKLAHOMA NATURAL GAS	BLANKET	366.44
7	07/01/2021	53724	COX COMMUNICATIONS	BLANKET	760.97
9	07/01/2021	52303	CONSOLIDATED NETWORKS CORP	BLANKET	3,204.80
12	07/01/2021	22	PITNEY BOWES GLOBAL FINANCIAL SERVI	BLANKET	354.52
16	07/01/2021	50019	OSSBA	BLANKET	600.00
20	07/01/2021	51175	OFFICE DEPOT	BLANKET	236.46
23	07/01/2021	52255	AT&T MOBILITY	BLANKET	898.38
24	07/01/2021	52886	EUREKA WATER COMPANY	BLANKET	91.25
26	07/01/2021	53594	A-TEAM TERMITE & PEST CONTROL	BLANKET	435.00
28	07/01/2021	52991	VERIZON WIRELESS	BLANKET	160.04
30	07/01/2021	53258	PROSPERITY BANK	BLANKET	2,504.45
31	07/01/2021	52642	CHATTERBOX INC	BLANKET	4,143.75
33	07/01/2021	16	XEROX FINANCIAL SERVICES	BLANKET	661.83
39	07/01/2021	52677	LOWES HOME CENTER	BLANKET	76.07
42	07/01/2021	52963	DANYAWN MILES	BLANKET	1,700.00
43	07/01/2021	53569	OKLAHOMA CONSULTING & ACCOUNTING	BLANKET	2,350.00
48	07/01/2021	51387	CCOSA	BLANKET	685.00
49	07/01/2021	51960	HOMER SMITH JR	BLANKET	900.00
52	07/01/2021	53570	JOSE ESPARZA	BLANKET	1,950.00
53	07/01/2021	53429	SUMMIT TRUCK GROUP	BLANKET	4,357.77
58	07/01/2021	53674	OKLAHOMA LUBE ASSOCIATES	BLANKET	123.22
59	07/01/2021	53631	MIDWEST CITY BEACON	BLANKET	132.00
61	07/01/2021	53678	DESIREE JONES	BLANKET	3,600.00
87	08/25/2021	53752	AMAZON	BLANKET	1,045.94
89	09/01/2021	53687	LEE'S FLOORING & CLEANING LLC	BLANKET	19,580.00

**Non-Payroll Total:** \$63,104.25

**Payroll Total:** \$20,950.23

**Report Total:** \$84,054.48

## Change Order Listing

**Options:** Fund: Building Bond Fund(s) FY 2022, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 3/4/2022 - 4/8/2022, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2021	53578	TECH LOCK	BLANKET	181.00
27	07/01/2021	50063	LOCKE SUPPLY CO	BLANKET	80.92
38	07/02/2021	50042	WASTE MANAGEMENT	BLANKET	484.05
<b>Non-Payroll Total:</b>					<b>\$745.97</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$745.97</b>

## Change Order Listing

**Options:** Fund: CHILD NUTRITION PROGRAMS FUND, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 3/4/2022 - 4/8/2022, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
2	07/01/2021	53528	KEYSTONE FOOD SERVICE	BLANKET	85,201.99
11	07/01/2021	51119	HERMAN'S PLUMBING	BLANKET	675.00
13	07/01/2021	53315	TREAT'S SOLUTIOS LLC	BLANKET	401.85
<b>Non-Payroll Total:</b>					<b>\$86,278.84</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$86,278.84</b>

## 8.C. Activity Fund Revenue and Expenditure Report

## Crutcho Public School Revenue/Expenditure Summary

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

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 Superintendent Miscellaneous	\$3,329.58	\$493.00	\$0.00	\$1,894.00	\$1,928.58	\$1,200.00	\$728.58
802 Concession	\$1,610.19	\$74.80	\$0.00	\$0.00	\$1,684.99	\$0.00	\$1,684.99
804 Vocal Music	\$464.33	\$0.00	\$0.00	\$0.00	\$464.33	\$0.00	\$464.33
806 Athletics	\$1,187.38	\$50.00	\$0.00	\$0.00	\$1,237.38	\$1,010.00	\$227.38
807 1st Grade	\$29.43	\$0.00	\$0.00	\$0.00	\$29.43	\$0.00	\$29.43
808 Pep Club/Cheerleaders	\$402.73	\$0.00	\$0.00	\$0.00	\$402.73	\$0.00	\$402.73
809 Student Council	\$964.94	\$0.00	\$0.00	\$0.00	\$964.94	\$0.00	\$964.94
810 Band	\$116.21	\$0.00	\$0.00	\$0.00	\$116.21	\$0.00	\$116.21
811 Library	\$186.83	\$0.00	\$0.00	\$0.00	\$186.83	\$0.00	\$186.83
812 Book Orders	\$0.05	\$0.00	\$0.00	\$0.00	\$0.05	\$0.00	\$0.05
814 Pre-Kindergarten	\$20.97	\$0.00	\$0.00	\$0.00	\$20.97	\$0.00	\$20.97
815 7th Grade	\$65.38	\$0.00	\$0.00	\$0.00	\$65.38	\$0.00	\$65.38
816 Tech. Students / TSA	\$41.38	\$0.00	\$0.00	\$0.00	\$41.38	\$0.00	\$41.38
819 2nd Grade	\$0.05	\$0.00	\$0.00	\$0.00	\$0.05	\$0.00	\$0.05
821 4th Grade	\$435.11	\$0.00	\$0.00	\$0.00	\$435.11	\$116.32	\$318.79
823 3rd Grade	\$15.03	\$0.00	\$0.00	\$0.00	\$15.03	\$0.00	\$15.03
824 6th Grade	\$7.78	\$0.00	\$0.00	\$0.00	\$7.78	\$0.00	\$7.78
825 8th Grade	\$192.48	\$0.00	\$0.00	\$0.00	\$192.48	\$0.00	\$192.48
826 Staff Account	\$39.59	\$0.00	\$0.00	\$0.00	\$39.59	\$0.00	\$39.59
828 Humanities/Art	\$532.01	\$0.00	\$0.00	\$0.00	\$532.01	\$0.00	\$532.01
831 School Uniforms	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00
832 Principal's Miscellaneous	\$1,635.22	\$0.00	\$0.00	\$0.00	\$1,635.22	\$0.00	\$1,635.22
834 HORNETS	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	\$20.00
837 YEAR BOOK	\$820.74	\$186.00	\$0.00	\$0.00	\$1,006.74	\$0.00	\$1,006.74
838 KINDERGARTEN	\$48.90	\$0.00	\$0.00	\$0.00	\$48.90	\$0.00	\$48.90
839 After School Program PK-2nd	\$557.96	\$0.00	\$0.00	\$0.00	\$557.96	\$0.00	\$557.96
840 CRUTCHO PTO	\$371.63	\$0.00	\$0.00	\$0.00	\$371.63	\$0.00	\$371.63
843 Tiger Store	\$190.52	\$0.00	\$0.00	\$0.00	\$190.52	\$0.00	\$190.52
844 Coca Cola Give	\$344.64	\$0.00	\$0.00	\$0.00	\$344.64	\$0.00	\$344.64
845 Box Tops	\$5,628.05	\$0.00	\$0.00	\$0.00	\$5,628.05	\$0.00	\$5,628.05
846 Device Insurance	\$50.00	\$1,894.00	\$0.00	\$0.00	\$1,944.00	\$0.00	\$1,944.00
Total	\$19,359.11	\$2,697.80	\$0.00	\$1,894.00	\$20,162.91	\$2,326.32	\$17,836.59

### CRUTCHO ACTIVITY FUND BANK RECONCILATION MARCH

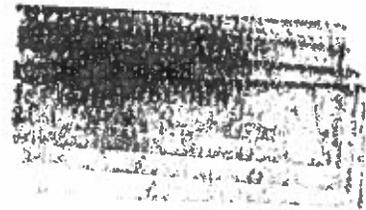
CHASE BANK STATEMENT BALANCE PREVIOUS BALANCE				\$1,364.40		
TOTAL DEPOSITS				\$0.00		
BANK FEES				\$12.00		
CHASE STATEMENT BALANCE				\$1,352.40		
FIRST FIDELITY STATEMENT				\$17,908.71		
DEPOSITS				\$2,697.80		
CHECKS PAID				\$1,894.00		
FIRST FIDELITY STATEMENT BALANCE				\$18,712.51		
UNPAID PURCHASE ORDERS FY22				\$9.00		
				\$20,055.91	\$20,162.91	
RECONCILED BY						
Melvin Perry						



**First Fidelity Bank**  
Member FDIC

[First Fidelity Bank Home](#) [Apply for a Loan](#) [Errors or Questions](#) [Annual Privacy Notice](#)

Date 3/31/22  
Account Number



Crutch Public School Activities  
2401 N Air Depot Blvd  
Oklahoma City OK 73141-1407

Account Title: Crutch Public School Activities

Free Small Business Checking 1		Statement Dates 3/01/22 thru 3/31/22	4
Account Number	[REDACTED]	Days This Statement Period	31
Previous Balance	17,908.71	Average Ledger	18,575.65
3 Deposits/Credits	2,697.80	Average Collected	18,543.85
1 Checks/Debits	1,894.00		
Service Charge	.00		
Interest Paid	.00		
Current Balance	18,712.51		

Date	Description	Deposits and Additions	Amount
3/02	Deposit		559.00
3/09	Deposit		129.80
3/24	Deposit		2,009.00

Date	Check No	Amount	Detail by Check Number
3/24	29	1,894.00	
* Indicates Break in Check Number Sequence			

Daily Balance Information			
Date	Balance	Date	Balance
3/01	17,908.71	3/09	18,597.51
3/02	18,467.71	3/24	18,712.51





JPMorgan Chase Bank, N.A.  
 P O Box 182051  
 Columbus, OH 43218 - 2051

March 01, 2022 through March 31, 2022  
 Account Number: **000000710381268**

00003248 1 AV 00.426



00003248 DRE 662 141 09122 NNNNNNNNNN T 1 000000000 60 0000942 P4832

CRUTCHO SCHOOL ACTIVITY  
 2401 N AIR DEPOT  
 OKLAHOMA CITY OK 73141

**CUSTOMER SERVICE INFORMATION**

Web site: **Chase.com**  
 Service Center: **1-800-935-9935**  
 Deaf and Hard of Hearing: **1-800-242-7383**  
 Para Espanol: **1-877-312-4273**  
 International Calls: **1-713-262-1679**



090600100570002195000100000000

**We're making a change to the Non-Chase ATM Transaction Fee**

On June 12, 2022, we're increasing the Non-Chase ATM Transaction Fee\* from \$2.50 to \$3. This fee applies when you use a Non-Chase ATM for Domestic Withdrawals, Domestic & International Balance Inquiries, or Domestic & International Balance Transfers. The International Withdrawal Fee for ATMs outside the U.S., Puerto Rico and the U.S. Virgin Islands remains \$5 per withdrawal. As a reminder, you won't pay a fee for using Chase ATMs and you may get these fees waived depending on the type of account(s) you have.

- We'll continue to waive this fee on the following types of accounts: Chase Sapphire<sup>SM</sup> Checking, Chase Private Client Checking<sup>SM</sup>, Chase Premier Savings<sup>SM</sup>, Chase Plus Savings<sup>SM</sup>, Chase Private Client Savings<sup>SM</sup> and Chase Premier Plus Checking<sup>SM</sup> with Military Banking Enhanced Benefits.
- We'll continue to waive the first four Non-Chase ATM transaction fees for each statement period for Chase Premier Plus Checking and Chase Premier Checking<sup>SM</sup> accounts.

If you'd like to see the full Fee Schedule on the Additional Banking Services and Fees document, please go to [chase.com/disclosures](https://chase.com/disclosures) or visit a branch.

Please call the number on this statement if you have any questions. We accept operator relay calls.

*\*Fees from the ATM owner/networks may still apply.*

**CHECKING SUMMARY**

Chase Total Checking

	AMOUNT
Beginning Balance	<b>\$1,364.40</b>
Fees	-12.00
Ending Balance	<b>\$1,352.40</b>

**FEES**

DATE	DESCRIPTION	AMOUNT
03/31	Monthly Service Fee	\$12.00
<b>Total Fees</b>		<b>\$12.00</b>

**Crutch Public School**

**Receipt Register**

**Options:** Fund: SCHOOL ACTIVITY FUNDS, Show Detail: Yes, Date Range: 3/1/2022 - 3/31/2022, Account: FIRST FIDELITY, Status: All

Receipt No	Date		Received From			Program	Unit	Amount	Status
	Year	Fund	Acct Type	Acct No	Project				
32	3/2/2022		SUPERINTENDENT					\$493.00	Posted
	2022	60	AR	1950	801	900	105	\$493.00	
						2022	60 Total	\$493.00	
33	3/2/2022		YEARBOOK					\$66.00	Posted
	2022	60	AR	1950	837	900	105	\$66.00	
						2022	60 Total	\$66.00	
34	3/9/2022		YEARBOOK					\$105.00	Posted
	2022	60	AR	1950	837	900	105	\$105.00	
						2022	60 Total	\$105.00	
35	3/9/2022		CONCESSION					\$24.80	Posted
	2022	60	AR	1830	802	800	105	\$24.80	
						2022	60 Total	\$24.80	
36	3/23/2022		YEARBOOK					\$15.00	Posted
	2022	60	AR	1950	837	900	105	\$15.00	
						2022	60 Total	\$15.00	
37	3/24/2022		DEVICE TRANSFER					\$1,894.00	Posted
	2022	60	AR	5190	846	900	105	\$1,894.00	
						2022	60 Total	\$1,894.00	
38	3/24/2022		CONCESSION STARTUP					\$50.00	Posted
	2022	60	AR	5120	802	800	105	\$50.00	
						2022	60 Total	\$50.00	
39	3/24/2022		GATE START UP					\$50.00	Posted
	2022	60	AR	5120	806	800	105	\$50.00	
						2022	60 Total	\$50.00	

**Year and Fund Totals:**

2022 60 \$2,697.80

**Total Receipts Posted = \$2,697.80**

**Total Receipts Not Posted = \$0.00**

**Crutch Public School**

**Payment Clearing Register**

**Options:** Fund: SCHOOL ACTIVITY FUNDS, Show Detail: Yes, Date Range: 3/1/2022 - 3/31/2022, Account: FIRST FIDELITY, Status: All

Clearing No	Date		Account No	Account Type	Amount	Status
	Year	Fund	Payment No	Amount		
7	3/31/2022		108	AC	\$1,894.00	Posted
	2022	60	29	\$1,894.00		
			2022 60 Total	<u>\$1,894.00</u>		

**Year and Fund Totals:**

2022 60 \$1,894.00

**Total Payment Clearing Posted =** \$1,894.00

**Total Payment Clearing Not Posted =** \$0.00

# Crutcho Public School

## Payment Register

**Options:** Year: 2021-2022, Fund: SCHOOL ACTIVITY FUNDS, Date Range: 3/1/2022 - 3/31/2022, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Date Type Voided	Date Registered	Clearing Date	Clearing No	Amount
2022	60	29	03/24/2022	CRUTCHO SCHOOL		3/24/2022	3/31/2022	7	\$1,894.00
<b>Non-Payroll Total:</b>									<b>\$1,894.00</b>
<b>Payroll Total:</b>									<b>\$0.00</b>
<b>Balance Foward:</b>									<b>\$6,890.75</b>
<b>Total:</b>									<b>\$8,784.75</b>

**Crutcho Public School**  
**Outstanding Payments**

**Options:** Fiscal Years: 2022, Funds: 60, As Of Date: 3/31/2022

<b>Year</b>	<b>Fund</b>	<b>No</b>	<b>Date</b>	<b>Reg Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Amount</b>
2022	60	14	12/3/2021	12/3/2021	53558	CUSTOM TEES BOLEYONE	\$9.00
<b>Total: 2022 60</b>							<b>\$9.00</b>
<b>Total Outstanding:</b>							<b>\$9.00</b>

9. MOTION TO ENTER EXECUTIVE SESSION 25 OS 307 (B)(1), TO DISCUSS ITEMS UNDER PERSONNEL
  - 9.A. Melvin Perry, Promotion - Superintendent
  - 9.B. Dr. James Branscum, Consultant
  - 9.C. Harvey Bethany, District Administrator
  - 9.D. Angelica Dancy, Promotion - Director of Operations
  - 9.E. Leota G. Augustine, New Employment - Special Education Teacher 2023 School Year
10. ACKNOWLEDGEMENT RETURN TO OPEN SESSION
11. MOTION , DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PERSONNEL
12. NEW BUSINESS
  - 12.A. REORGANIZATION OF THE BOARD
    - 12.A.1. Reorganization of the Crutcho Board of Education
    - 12.A.2. Vote to approve or not approve the reorganization of the Crutcho Board of Education
13. ADJOURNMENT

Any person wishing to address an issue on the agenda must sign in with the Board President and give subject matter prior to roll call. The Board of Education may vote to convene in executive session to discuss any matter on this agenda deemed appropriate and take action on any agenda matter.

Posted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_.M., in the encased outside bulletin board and by the entrance to the District Administration Offices, Crutcho Public Schools, 2401 N. Air Depot Blvd., Oklahoma City, Oklahoma.

Name of Person Posting: Sheila Cavett Title: Superintendent Secretary

Signature: \_\_\_\_\_