



AGENDA

Mustang Board of Education Regular Meeting

Monday, April 8, 2024 at 6:00 PM

Mustang Educational Resource Center, 12400 SW 15th St, Yukon, OK 73099

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District Number I-069 of Canadian County, Oklahoma will hold Mustang Board of Education Regular Meeting on Monday, April 8, 2024 at 6:00 PM. The place and street of the meeting will be Mustang Educational Resource Center, 12400 SW 15th St, Yukon, OK 73099.

The Board of Education may discuss, make motions, and vote upon all matters appearing on this agenda. Such votes may be to approve, reject, table, reaffirm, rescind, or take no action on any agenda matter.

{{Name: Agenda Item Name}}

- A. **Invocation and Flag Salute**
- B. **Call to Order and Roll Call (may be silent)**
- C. **Administer the Oath of Office to New Board Member Seat # 4**
- D. **Reorganization of the Board of Education**
 1. Vote to elect a Board President
 2. Vote to elect a Board Vice President
 3. Vote to elect a Board Clerk
 4. Vote to elect a Board Deputy Clerk
- E. **Superintendent's Report**
 1. Bronco Leadership Code - Student of the Month
 2. National Merit Finalists
 3. Site Teachers of the Year
 4. District Growth
- F. **Business**
 1. Discussion and possible board action to approve BOK Financial Securities, Inc. for Financial Advisory Services in connection with the School District's General Obligation Bonds.
 2. Discussion and possible board action to approve a Resolution authorizing the sale of the District's General Obligation Building Bonds, Series 2024A, and setting forth the following items:
 3. Discussion and possible board action to approve a Resolution authorizing the sale of the District's General Obligation Building Bonds, Federally Taxable Series 2024B, and setting forth the following items:
 4. Discussion and possible board action to approve a Resolution authorizing the sale of the District's General Obligation Building Bonds, Series 2024C, and setting forth the following items:

5. Discussion and possible board action to re-approve the selection of Mr. Terry Hawkins of Phillips Murrah P.C. to act as legal/bond counsel in connection with the proposed General Obligation Bonds.
6. Discussion and possible action to approve the agreement with Bledsoe, Hewett & Gullekson for 2024 financial auditing services and 2025 Estimate of Needs.
7. Discussion and possible board action to approve the agreement with Timberlake Construction for the demolition of the Mustang High School Gym.
8. Discussion and possible board action to approve the recommendation for air quality control during the abatement of asbestos for Mustang High School round gym under the current contract with Air and Earth.
9. Discussion and possible board action to approve the recommendation for the abatement of asbestos for the Mustang High School round gym.

G. Assistant Superintendent's Report

1. Attendance Policy
Stacy Edwards, Assistant Superintendent of Elementary Education
Ryan McKinney, Assistant Superintendent of Secondary Education
2. Construction Update - Dr. Pittenger, Assistant Superintendent of Operations

H. Board Reports

I. Public Participation

J. Consent Agenda

1. Board of Education Minutes
 - a. March 11, 2024 Regular Board Meeting Minutes
2. Out of State or Overnight Travel
 - a. Meadow Brook Intermediate Archery Team and Sponsors - US Eastern National Archery Tournament on May 9-11, 2024 in Louisville, KY.
 - b. Britini Leep and Rylee Holman - Oklahoma Athletic Trainers Association (OATA) on May 31-June 1, 2024 in Tulsa, OK.
 - c. Britini Leep, Jason Cox and Rylee Holman - National Athletic Trainers Association (NATA) on June 25-28, 2024 in New Orleans, LA.
 - d. Mustang High School Girls and Boys Track Teams and Coaches - Kansas Relays Invitational on April 18-20, 2024 at the University of Kansas in Lawrence, KS.
 - e. Audrea Guzic - Oklahoma Coaches Association Clinic on July 21-25, 2024 in Tulsa, OK.
 - f. Mustang High School FFA Members and Advisors - Oklahoma State FFA Convention on May 7-8, 2024 in Tulsa, OK.
 - g. Alecia Symes - Supervised Agricultural Experience (SAE) on May 10-17, 2024 in South Dakota, Nebraska, Iowa, Minnesota, Illinois, Iowa, Missouri and Kansas.

- h. Mustang High School Speech and Debate Students - OSSAA State Speech and Debate Tournament on April 12-13, 2024 at the University of Tulsa in Tulsa, OK.
 - i. Brooke Walley - Oklahoma Deaf Education Conference on June 4-7, 2024 in Sulphur, OK.
 - j. Deanna Baxter and Amy LuRue - 2024 SREB Making Schools Work Conference on July 9-12, 2024 in Nashville, TN.
 - k. Mustang High School Aeronautics students and sponsors - Oklahoma State University Speedfest Aerospace Design Competition on April 26-27, 2024 at Oklahoma State University in Stillwater, OK.
3. Renewal and Ratification of Agreements/Contracts
 - a. Student Services
 1. Board of Regents of the University of Oklahoma Health Sciences Center
 2. Lango Deaf/HoH Services
 3. Westmoreland Therapies, LLC
 - b. Technology
 1. InformaCast
 - c. Operations
 1. EarthSmart Controls
 - d. SeeSaw for Schools
 - e. Explorer Learning
 4. Policy and Procedures
 - a. Policy 2045 - Family Educational Rights and Privacy Act (FERPA) Student Records
 - b. Policy 2235 Curriculum
 - c. Policy 2237 - AIDS Prevention Education
 5. Job Description
 - a. Route Supervisor
 - b. Native American Student Support Coordinator
 - c. Band Assistant - Colorguard
 6. Mustang Education Association (MEA) negotiations Administrative Team
 7. Mustang Education Support Professionals (MESP) negotiations Administrative Team
 8. Mustang Education Support Professionals (MESP) Committee
 9. CADE Construction change order #001 on Elementary #9
 - a. Silt Fence Southwest Corner of Site - \$1,320.00
 10. Timberlake Construction Change Order #001 on Softball Hitting Facility
 - a. PCO 1 - Trane HVAC Unit Escalation - \$1,553.69
 - PCO 2 - Timberlake Construction Superintendent Cost 1 month - \$17,051.07
 - PCO 3 - Fire Chief Parking Changes - \$2,907.90

PCO 4 - Contingency Allocation - (\$21,512.66)

PCO 5 - Project Signage Interior - \$0.00

K. Finance Report - Jeff Landes, Chief Financial Officer

L. Financial Consent Agenda

1. Encumbrance Registers
2. Change Orders Registers
3. Treasurer's Report
4. General Fund Revenue Analysis
5. Activity Fund Revenue and Expenditure Summary
6. Activity Fund Purpose of Accounts
7. Transfer of Funds

M. New Business

N. Executive Session: The Board of Education will consider and may vote to convene in Executive Session.

1. Proposed executive session to conduct on-going evaluation of the superintendent. 25 O.S. Section 307(B)(1).
2. Proposed executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee. 25 O.S. Section 307 (B)(1). As listed on Schedule A, B & C.

O. Acknowledge Return to Open Session

P. Statement of Executive Session minutes by Board Clerk

Q. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "A".

R. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "B".

S. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "C".

T. Adjournment

Posted this 5th day of April 2024, at 4:30 PM, at the entrance to the Mustang Educational Resource Center, 909 South Mustang Rd., Mustang, OK. 73064

Minutes Clerk

ENGAGEMENT LETTER

April 8, 2024

Mustang Public Schools
909 S. Mustang Road
Mustang, OK 73064

RE: Financial Advisory Services Provided to the Mustang School District

The purpose of this Engagement Letter (the “Letter”) is to set forth the role BOK Financial Securities, Inc. (“BOKFS”) proposes to serve and the responsibilities BOKFS proposes to assume as financial advisor to the Mustang School District (the “Issuer”). Upon Issuer’s acceptance, this Letter will serve as our mutual agreement with respect to the terms and conditions of our engagement as Issuer’s financial advisor, effective on the date this Letter is executed by Issuer (the “Effective Date”).

1. Scope of Services. BOKFS will provide, on an on-going basis, professional financial advisory services to the Issuer on any financial matters, including but not limited to the issuance and term of new debt (“Issue” or “Issues”), primarily general obligation bonds. BOKFS will assist the Issuer with each of the following tasks associated with the planning, structuring, marketing, pricing, and closing of the proposed financing(s).

- (a) The Services shall be limited to the services described in **Appendix A** (the “Scope of Services”).
- (b) Except as otherwise provided in the Scope of Services, BOKFS shall not be responsible for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about BOKFS provided by BOKFS for inclusion in such documents.
- (c) The Scope of Services does not (i) include tax, legal, accounting or engineering advice with respect to any Issue, Product or opinion or certificate rendered by counsel or other person at closing, or (ii) include review or advice with respect to any feasibility study, except, in either case, as may be prepared by BOKFS as provided for in the Scope of Services.
- (d) Issuer agrees not to represent, publicly or to any specific person, that BOKFS is Issuer’s independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA exemption”) without BOKFS’s prior written consent.
- (e) When BOKFS is designated by Issuer as its IRMA, BOKFS shall be Issuer’s IRMA solely with respect to the Scope of Services. BOKFS shall not be responsible for verifying that it is independent (within the meaning of the IRMA



exemption as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. Any reference to BOKFS, its personnel and its role as IRMA in Issuer's written representation contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B), shall be subject to prior approval by BOKFS.

2. BOKFS's Regulatory Obligations When Providing Services to Issuer.

- (a) MSRB Rule G-42 requires that BOKFS (i) make a reasonable inquiry as to the facts that are relevant to Issuer's determination whether to proceed with a course of action or that form the basis for any advice provided by BOKFS to Issuer, (ii) undertake a reasonable investigation to determine that BOKFS is not basing any recommendation on materially inaccurate or incomplete information, and (iii) use reasonable diligence to know the essential facts about Issuer and the authority of each person acting on Issuer's behalf.
- (b) Issuer agrees to cooperate, and to cause Issuer's agents to cooperate, with BOKFS in carrying out the foregoing requirements, including providing to BOKFS accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such requirements. In addition, Issuer agrees that, to the extent Issuer requests BOKFS provide advice with regard to any recommendation made by a third party, Issuer will provide to BOKFS written direction to do so and all information Issuer has received from such third party relating to its recommendation.

3. Compensation. For the above services, you agree to pay us the following:

- \$19,000 for the General Obligation Building Bonds, Series 2024A
- \$11,000 for the General Obligation Building Bonds, Federally Taxable Series 2024B
- \$9,000 for the General Obligation Building Bonds, Series 2024C

The above fees are payable only upon a successful election, if applicable, and subsequent receipt of proceeds from the bonds. However, if your election is held and fails, and another election is called for the issuance of bonds within one year from this date, you hereby agree to employ us under the terms of this contract.

In addition to the above fees, you agree to pay or reimburse us for our payment of the following expenses:

1. All Election Board Expenses, if applicable
2. Legal Publication Fees
3. Secretary of State Filing Fees
4. Official Statement Printing & Distribution
5. Credit Rating Agency Fees
6. Overnight courier service charges associated with distribution of bond material

4. Term of this Engagement. This Agreement may be terminated with or without cause by either party upon the giving of at least thirty (30) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. If Issuer exercises its option to terminate this Agreement, Issuer agrees to reimburse BOKFS for any of the expenses described in



paragraph 3 advanced by BOKFS pursuant to paragraph 3 above and to pay BOKFS for its services rendered prior to such termination in a mutually acceptable amount which shall be negotiated in good faith between the parties.

5. Limitation on Liability. In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of the obligations of BOKFS arising under this Letter:

- (a) The liability of BOKFS and its associated persons to Issuer for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, shall be limited to the fees paid or otherwise due and payable under this Agreement; and,
- (b) BOKFS and its associated persons shall have no liability to Issuer for any other loss arising out of any issuance of municipal securities, any municipal financial product or any other investment, or for any financial or other damages resulting from Issuer's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by BOKFS to Issuer; and,
- (c) No recourse shall be had against BOKFS for loss, damage, liability, cost or expense (whether direct, indirect or consequential) arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Issue or Product or otherwise relating to the tax treatment of any Issue or Product, or in connection with any opinion or certificate rendered by counsel or any other party.

6. Required Disclosures. MSRB Rule G-42 requires that BOKFS provide Issuer with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in BOKFS's Disclosure Statement attached hereto as **Appendix B.**

7. Waiver of Jury Trial. EACH PARTY AGREES TO WAIVE ANY RIGHT TO A TRIAL BY JURY WITH RESPECT TO ANY CLAIM, COUNTERCLAIM OR ACTION ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY OR THE RELATIONSHIP BETWEEN THE PARTIES. PARTIES AGREE TO WAIVE CONSEQUENTIAL AND PUNITIVE DAMAGES.

8. Choice of Law. This Agreement shall be construed and given effect in accordance with the laws (excluding conflict of law provisions) of Oklahoma.

9. Litigation Expenses. In any action brought by a party hereto to enforce the obligations of any other party hereto, the prevailing party shall be entitled to collect from the opposing party to such action such party's reasonable litigation costs and attorney's fees and expenses (including court costs, reasonable fees of accountants and experts, and other expenses incidental to the litigation).

10. Binding Effect; Assignment. This Agreement shall be binding upon and inure to the benefit of Issuer and BOKFS, their respective successors and permitted assigns; provided however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.



11. **Entire Agreement.** This instrument, including all appendices hereto, contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. This Agreement may not be amended, supplemented or modified except by means of a written instrument executed by both parties. This Agreement and all of the provisions of this Agreement shall be deemed drafted by all of the parties hereto.

12. **Course of Dealing.** No course of prior dealing involving any of the parties hereto and no usage of trade shall be relevant or advisable to interpret, supplement, explain or vary any of the terms of this Agreement, except as expressly provided herein.

13. **Interpretation.** This Agreement shall not be interpreted strictly for or against any party, but solely in accordance with the fair meaning of the provisions hereof to effectuate the purposes and intent of this Agreement.

14. **No Reliance.** Each party hereto has entered into this Agreement based solely upon the agreements, representations and warranties expressly set forth herein and upon its own knowledge and investigation. No party has relied on any representation or warranty of any other party hereto except any such representations and warranties as are expressly set forth herein.

15. **Authority.** Each of the persons signing below on behalf of a party hereto represents and warrants that he or she has full requisite power and authority to execute and deliver this Agreement on behalf of the party for whom he or she is signing and to bind such party to the terms and conditions of this Agreement.

16. **Severability.** If any provision of this Agreement is, or is held or deemed to be, invalid, inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions because it conflicts with any provisions of any constitution, statute, rule or public policy, or for any other reason, such circumstances shall not make the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or make any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.

17. **No Third Party Beneficiary.** This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

18. **Amendment.** This Agreement may be amended or modified only in a writing that has been signed by the parties hereto and which specifically references this Agreement.

19. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but which taken together, shall constitute one and the same instrument. This Agreement shall become effective only when all of the parties hereto shall have executed the original or counterpart hereof. This Agreement may be executed and delivered by digitized transmission of a counterpart signature page hereof.

[Signatures on Following Page]



IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do hereby warrant and represent that their respective signatories whose signatures appear below have been and are on the date of the Agreement duly authorized by all necessary and appropriate corporate action to execute this Agreement.

Dated this 8th day of April, 2024.

BOK FINANCIAL SECURITIES, INC.

ZACK ROBINSON
SENIOR VICE PRESIDENT

In a session legally assembled on the 8th day of April, 2024, the above offer was duly considered and approved and accepted. Witness our official hands this 8th day of April, 2024.

(SEAL)

President

ATTEST: _____
Clerk



APPENDIX A SCOPE OF SERVICES

1. We shall prepare a written Financial Analysis based upon the capital improvement and other needs of the School District which shall include a survey of the financial resources of the School District. This document shall also contain an analysis of the existing debt and tax structure of all levels of government involved and compare this analysis to the projected debt. On the basis of information thus developed, we shall devise a financing program to fund the proposed maturities, the estimated interest rate and cost on the proposed bonds, the resulting overall amount of projected annual debt service and tax requirements, and the relationship of these items to existing corresponding projected items of the School District and other related levels of government.
2. We shall provide the following services relating to a bond election:
 - A. Provide the School District with information concerning the most advisable dates for holding an election to approve such issuance;
 - B. Provide the necessary Resolution to call for the election;
 - C. Provide for filing the necessary documentation with the County Election Board;
 - D. Assist in providing printed ballots for such election;
 - E. Arrange for proper legal notices to be published at the appropriate times regarding the notice of such election;
 - F. Appear at public meetings informing the public as to the use of bond proceeds and the effect on ad valorem taxes (if desired);
 - G. Assist in the formation of informational brochures discussing the items concerning the election such as taxes and use of proceeds (if desired);
 - H. Provide the County Election Board with the appropriate material to canvass the election returns; and
 - I. Assist in the analysis of and provide the School District with election results.
3. Upon approval by the voters of the School District, we shall undertake the following tasks:
 - A. We shall advise the Board of Education of current bond market conditions, forthcoming bond issues, and other general information and economic data that might normally be expected to influence interest rates or bidding conditions so that the date for the sale of the bonds may be set at a time which, in our opinion, would be favorable to the School District.
 - B. We shall assist the School District, if necessary, in the identification, evaluation, and negotiations with prospective paying agents, registrars and transfer agents.
 - C. We shall prepare an Official Notice of Sale that establishes the specifications for bidding; i.e. bond maturity and interest coupon arrangements, interest rate limitations, and other pertinent details.



- D. We shall also prepare a Preliminary Official Statement that describes the Bonds offered, including complete information as to the security for the Bonds, the School District and other pertinent details.
- E. We shall prepare a uniform Bid Form which would prevent deviation by any bidders when any such deviation would be costly to the issuing body.
- F. We shall submit to the national rating services or credit enhancement providers, an application necessary to obtain a rating or enhancement on the Bonds. If such service(s) are determined to be necessary for the most effective marketing of the bonds, we shall assist the School District with the following:
 - 1. Provide financial, economic and demographic information to such organizations for their review;
 - 2. Coordinate and negotiate with the rating agencies to obtain the highest possible rating for the Bonds.
- G. We shall prepare the necessary Resolution to set the date, time and place for the sale of the Bonds.
- H. We shall be present at the sale of bonds to aid the Board of Education in the tabulation and comparison of bids. We shall also advise the members of the Board of Education as to the bond market conditions at the time of the sale and the advisability of accepting or rejecting the bids submitted.
- I. We shall prepare the necessary Resolution to authorize the issuance of the Bonds.
- J. We shall prepare a final Official Statement that describes the Bonds offered, including complete information as to the security for the Bonds, the School District and other pertinent details for use by the successful bidder of the Bonds.
- K. We shall complete the necessary applications so that the bond issue can be bid electronically (via PARITY's Internet bond bidding system).
- L. Assuming a favorable interest rate is received and accepted by the School District, BOK Financial Securities, Inc., shall then proceed to take all steps necessary to expedite the preparation of all other documentation necessary to achieve delivery of the Bonds, including delivery of the Transcript of Proceedings to the Attorney General's Office.
- M. We shall work with the purchaser and the school district to effectuate the closing of the bond issue and the delivery of bond proceeds to the School District.
- 4. We shall advise the Board of Education and Administration on the investment of bond proceeds that would, in our opinion, allow the School District to benefit the most from the investment of said proceeds (if desired).
- 5. We shall advise the School District officials as to any pending legislation in the Oklahoma Legislature and the United States Congress which may have an effect upon the School District's proposed and existing indebtedness.



APPENDIX B DISCLOSURE STATEMENT

This Disclosure Statement is provided by BOK Financial Securities, Inc. (“BOKFS”) to the Mustang School District (the “Issuer”) in connection with the Engagement Letter (the “Letter”) and is dated as of the same date as the Letter.

Part A - Disclosures of Conflicts of Interest

MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to any actual or potential material conflicts of interests, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable.

Accordingly, BOKFS makes the following disclosures with respect to material conflicts of interest in connection with the Scope of Services, together with explanations of how BOKFS addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, BOKFS mitigates such conflicts through its adherence to its fiduciary duty to Issuer, which includes a duty of loyalty. This duty of loyalty obligates BOKFS to deal honestly and with the utmost good faith with Issuer and to act in Issuer’s best interests without regard to BOKFS’s financial or other interests. Furthermore, because BOKFS is a broker-dealer, its financial advisory supervisory structure provides strong safeguards against individuals at BOKFS potentially departing from their regulatory duties due to personal interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

Affiliate Conflict. Any affiliate of BOKFS (the “Affiliate”) may provide certain advice, services and/or products to Issuer that may be directly related to BOKFS’s activities. The Affiliate’s business with Issuer could create an incentive for BOKFS to recommend to Issuer a course of action designed to increase the level of Issuer’s business activities with the Affiliate or to recommend against a course of action that would reduce or eliminate Issuer’s business activities with the Affiliate. This potential conflict is mitigated by the fact that Affiliate is subject to comprehensive regulatory review.

Compensation-Based Conflicts. If the fees due under the Engagement Letter are in a fixed amount established at the outset of the Engagement Letter. The amount is usually based upon an analysis by Issuer and BOKFS of, among other things, the expected duration and complexity of the transaction and the Scope of Services. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, BOKFS may suffer a loss. Thus, BOKFS may recommend less time-consuming alternatives. This conflict of interest is mitigated by the general mitigations described above.

Other Financial Advisor or Underwriting Relationships. BOKFS serves a wide variety of other clients that may have interests that could have an impact on Issuer’s interests. For example, BOKFS serves as financial advisor to other financial advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to Issuer under this Engagement Letter. These other clients may have competing interests. BOKFS could face a conflict of interest arising from these competing client interests. None of these other engagements or relationships would impair BOKFS’s ability to fulfill its regulatory duties to Issuer.

Municipal Activities with Other Issuer Financing Team Members. In the normal course of business, BOKFS may engage in municipal trading and underwriting activities with other members of the Issuer’s financing team, including but not limited to, bond counsel, underwriter’s counsel and bond underwriters. This may include BOKFS serving as a bond underwriter for a municipal issuer in which the Issuer’s bond counsel is serving as BOKFS’s counsel, an Issuer’s underwriter is serving as a municipal advisor and/or Issuer’s underwriter is serving as an underwriting syndicate member with BOKFS. Such a



situation could present a conflict as BOKFS and members of its financing team jointly participate, from time to time, in other municipal security transactions for compensation. None of these other engagements or relationships would impair BOKFS's ability to fulfill its regulatory duties to the Issuer and the potential conflicts of interest are mitigated as BOKFS relies upon the issuer to select its other financing team members, including bond counsel and bond underwriters.

Broker-Dealer and Investment Advisory Business. BOKFS is a broker-dealer and investment advisory firm that engages in a broad range of securities-related activities, in addition to serving as a financial advisor or underwriter. Such securities-related activities may be undertaken on behalf of, or as counterparty to, Issuer, Issuer's personnel, and current or potential investors in Issuer's securities. These other clients may have interests in conflict with Issuer's interests and the interests of such other clients could create the incentive for BOKFS to make recommendations to Issuer that could result in more advantageous pricing for the other clients. Furthermore, any potential conflict arising from BOKFS effecting or otherwise assisting such other clients in connection with such transactions is mitigated by means of such activities being engaged in on customary terms through units of BOKFS that operate independently from BOKFS's financial advisory business, thereby reducing the likelihood that the interests of such other clients would have an impact on the services provided by BOKFS to Issuer.

Secondary Market Transactions in Issuer's Securities. BOKFS may take a principal position in securities, including Issuer's securities, and therefore BOKFS could have interests in conflict with Issuer with respect to the value of Issuer's securities while held in inventory and the levels of mark-up or mark-down that may be available in connection with purchases and sales thereof. In particular, BOKFS or its affiliates may submit orders for and acquire Issuer's securities issued in an Issue under the Engagement Letter from members of the underwriting syndicate, either for its own account or for the accounts of its customers. This activity may result in a conflict of interest with Issuer in that it could create the incentive for BOKFS to make recommendations to Issuer that could result in more advantageous pricing of Issuer's securities in the marketplace. Any such conflict is mitigated by means of such activities being engaged in on customary terms through units of BOKFS that operate independently from BOKFS's financial advisory business, thereby reducing the likelihood that such investment activities would have an impact on the services provided by BOKFS to Issuer.

Related Disclosure Relevant to Client. While we do not believe that the following creates a conflict of interest on the part of BOKFS, we note that BOKFS has made charitable contributions to support community events. Client may wish to consider any impact such contribution may have on how it conducts its activities with BOKFS.

Payment to or from Third Parties. While we do not believe the following creates a conflict of interest on the part of BOKFS, we note that BOKF NA, an affiliate of BOKFS, has entered into an Independent Contract Agreement ("Agreement") with Dr. Joe Siano to provide consulting services related to bond election planning and community relations for Oklahoma school districts. Dr. Siano is also employed by the Oklahoma State School Boards Association with a focus on state education policy development. The District may wish to consider any impact the Agreement or Dr. Siano's employment may or may not have on the way BOKFS conducts its activities with the District.

Part B - Disclosures of Information Regarding Legal Events and Disciplinary History

MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to the client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

Accordingly, BOKFS sets out below required disclosures and related information in connection with such disclosures.



Material Legal or Disciplinary Event. Other than the disclosures summarized below, which may be material to the Issuer’s evaluation of BOKFS or the integrity of BOKFS’s management or advisory personnel there are no legal or disciplinary events that should be disclosed, on any Form MA or Form MA-I filed with the SEC.

October 21, 2015 – A regulatory action against BOKFS by FINRA was resolved via an Acceptance, Waiver & Consent. The allegations were related to “fair and reasonable” pricing of corporate bond transactions.

June 18, 2015 – An order was issued against BOKFS by the U.S. Securities and Exchange Commission. The allegation was related to the due diligence conducted by the firm to establish a reasonable basis that certain material representations made by issuers in official statements connected with the offerings were accurate. The violations were self-reported by BOKFS pursuant to the SEC’s Municipalities Continuing Disclosure Cooperation (“MCDC”) Initiative.

March 11, 2019 – An order was issued against BOKFS by the U.S. Securities and Exchange Commission. The allegations were related to inadequate disclosure language in the firm’s ADV brochures regarding the selection of mutual fund share classes that contain 12b-1 fees when share classes that did not contain 12b-1 fees were potentially available. The violations were self-reported by BOKFS pursuant to the SEC’s Share Class Selection Disclosure (“SCSD”) Initiative.

Details of the events disclosed above can be found in the firm’s Form MA available through the SEC’s EDGAR Filing System

(<https://www.sec.gov/edgar/searchedgar/companysearch.html>). Search for “BOK Financial Securities, Inc.” to view the firm’s most recent Form MA filing.

Future Supplemental Disclosures. As required by MSRB Rule G-42, this Section may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest, or to provide updated information with regard to any legal or disciplinary events of BOKFS. BOKFS will provide Issuer with any such supplement or amendment as it becomes available throughout the term of the Engagement Letter.

Part C - Disclosures of Information Related to MSRB Rule G-10

MSRB Rule G-10 requires disclosure of the following:

1. BOK Financial Securities, Inc. (“BOKFS”) is registered with the Securities Exchange Commission (“SEC”) and the MSRB.
2. The MSRB’s website address is www.msrb.org.
3. The MSRB’s “Information for Municipal Advisory Clients” brochure describes the protections that may be provided by the MSRB and how to file a complaint with the appropriate regulatory authority. That brochure can be found at the following web address:

<http://www.msrb.org/~media/files/resources/msrb-ma-clients-brochure.ashx?>

A

MINUTES AND RESOLUTION AUTHORIZING SALE OF BONDS

Pursuant to notice given under the Open Meeting Act, the Board of Education of Independent School District Number 69 of Canadian County, State of Oklahoma, met in regular session in the Board Room at the Mustang Educational Resource Center, 909 S. Mustang Road, Mustang, Oklahoma, in said school district on the 8th day of April, 2024, at 6:00 p.m.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2024 was given in writing to the County Clerk of Canadian County, Oklahoma, at _____.m. on the ____ day of _____, 2023, and public notice of this meeting was posted at the entrance to the Mustang Educational Resource Center, in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at _____.m. on the ____ day of April, 2024, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto).

Notice of said meeting and agenda have also been posted on the School District’s website in accordance with Title 74, Oklahoma Statutes, Section 3106.2.

(OTHER PROCEEDINGS)

Thereupon _____ introduced a Resolution by reading the Title, and upon motion by _____ seconded by _____ said Resolution was adopted by the following vote:

Aye:

Nay:

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

RESOLUTION

A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD, AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW.

WHEREAS, the issuance of \$179,400,000 of bonds to provide funds for the purpose of improving or acquiring school sites, constructing, repairing, remodeling and equipping school buildings, and acquiring school furniture, fixtures and equipment (Proposition #1 – Building Bonds) and \$1,400,000 of bonds to provide funds for the purpose of purchasing transportation equipment (Proposition #2 – Transportation Bonds) by Independent School District Number 69,

of Canadian County, Oklahoma, has been duly authorized at an election held for that purpose on February 14, 2017, and certified by the County Election Board of Canadian County, Oklahoma on the 17th day of February, 2017, and

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma has previously determined to sell the approved bonds in separate series, and

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma has previously issued the following bonds from the 2017 authorization:

2017 Authorization		
	Proposition #1 Building Bonds	Proposition #2 Transportation Bonds
Total Bonds Authorized	\$179,400,000	\$1,400,000
Amount Issued in 2017	\$1,520,000	\$1,400,000
Amount Issued in 2018	\$2,000,000	\$0
Amount Issued in 2019	\$7,600,000	\$0
Amount Issued in 2020	\$5,055,000	\$0
Amount Issued in 2021	\$6,095,000	\$0
Amount Issued in 2022	\$5,520,000	\$0
Amount Issued in 2023	\$5,440,000	\$0
<hr/>		
Total Bonds Issued To Date	\$33,230,000	\$1,400,000
Proposed 2024A Building Bonds (current issue)	\$17,535,000	\$0
Proposed 2024B Building Bonds (separate issue)	\$4,825,000	\$0

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma desires to issue at this time \$17,535,000 of the authorized Building Bonds (Proposition #1) and that such Bonds shall be known as the \$17,535,000 General Obligation Building Bonds, Series 2024A.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 69 OF CANADIAN COUNTY, OKLAHOMA:

SECTION 1. That the \$17,535,000 General Obligation Building Bonds, Series 2024A, of Independent School District Number 69 of Canadian County, Oklahoma, voted on the 14th day of February, 2017, shall be offered for sale and that the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, will receive bids by sealed bid, electronic bid (via PARITY) or similar secure electronic bid, at Mustang Public Schools, 12400 SW 15th Street, Yukon, Oklahoma, 73099, Attention: Office of the Superintendent, on the 13th day of May, 2024 until 9:00 A.M., said Bonds to become due:

\$4,380,000 in two years from their date and \$4,380,000 annually each year thereafter until paid except that the last installment shall be \$4,395,000.

Said Bonds shall be awarded by the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, on May 13, 2024, at 6:00 p.m., local time, at a meeting of said Board held in the Board Room at the Mustang Educational Resource Center, 909 S. Mustang Road, Mustang, Oklahoma, and shall be sold to the bidder bidding the lowest rate of interest the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds.

SECTION 2. That the Clerk of the Board of Education is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

Adopted this 8th day of April, 2024.

President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)

State of Oklahoma)
)SS.
County of Canadian)

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the sale of bonds for the purpose therein set out adopted by said Board and transcript of proceedings of said Board at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

WITNESS my hand and seal this 8th day of April, 2024.

Clerk, Board of Education

(SEAL)

MINUTES AND RESOLUTION AUTHORIZING SALE OF BONDS

Pursuant to notice given under the Open Meeting Act, the Board of Education of Independent School District Number 69 of Canadian County, State of Oklahoma, met in regular session in the Board Room at the Mustang Educational Resource Center, 909 S. Mustang Road, Mustang, Oklahoma, in said school district on the 8th day of April, 2024, at 6:00 p.m.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2024 was given in writing to the County Clerk of Canadian County, Oklahoma, at _____.m. on the ____ day of _____, 2023, and public notice of this meeting was posted at the entrance to the Mustang Educational Resource Center, in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at _____.m. on the ____ day of April, 2024, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto).

Notice of said meeting and agenda have also been posted on the School District's website in accordance with Title 74, Oklahoma Statutes, Section 3106.2.

(OTHER PROCEEDINGS)

Thereupon _____ introduced a Resolution by reading the Title, and upon motion by _____ seconded by _____ said Resolution was adopted by the following vote:

Aye:

Nay:

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

RESOLUTION

A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD, AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW.

WHEREAS, the issuance of \$179,400,000 of bonds to provide funds for the purpose of improving or acquiring school sites, constructing, repairing, remodeling and equipping school buildings, and acquiring school furniture, fixtures and equipment (Proposition #1 – Building Bonds) and \$1,400,000 of bonds to provide funds for the purpose of purchasing transportation equipment (Proposition #2 – Transportation Bonds) by Independent School District Number 69,

of Canadian County, Oklahoma, has been duly authorized at an election held for that purpose on February 14, 2017, and certified by the County Election Board of Canadian County, Oklahoma on the 17th day of February, 2017, and

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma has previously determined to sell the approved bonds in separate series, and

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma has previously issued the following bonds from the 2017 authorization:

2017 Authorization		
	Proposition #1 Building Bonds	Proposition #2 Transportation Bonds
Total Bonds Authorized	\$179,400,000	\$1,400,000
Amount Issued in 2017	\$1,520,000	\$1,400,000
Amount Issued in 2018	\$2,000,000	\$0
Amount Issued in 2019	\$7,600,000	\$0
Amount Issued in 2020	\$5,055,000	\$0
Amount Issued in 2021	\$6,095,000	\$0
Amount Issued in 2022	\$5,520,000	\$0
Amount Issued in 2023	\$5,440,000	\$0
<hr/>		
Total Bonds Issued To Date	\$33,230,000	\$1,400,000
Proposed 2024B Building Bonds (current issue)	\$4,825,000	\$0
Proposed 2024A Building Bonds (separate issue)	\$17,535,000	\$0

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma desires to issue at this time \$4,825,000 of the authorized Building Bonds (Proposition #1) and that such Bonds shall be known as the \$4,825,000 General Obligation Building Bonds, Federally Taxable Series 2024B.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 69 OF CANADIAN COUNTY, OKLAHOMA:

SECTION 1. That the \$4,825,000 General Obligation Building Bonds, Federally Taxable Series 2024B, of Independent School District Number 69 of Canadian County, Oklahoma, voted on the 14th day of February, 2017, shall be offered for sale and that the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, will receive bids by sealed bid, electronic bid (via PARITY) or similar secure electronic bid, at Mustang Public Schools, 12400 SW 15th Street, Yukon, Oklahoma, 73099, Attention: Office of the Superintendent, on the 13th day of May, 2024 until 9:30 A.M., said Bonds to become due:

\$1,205,000 in two years from their date and \$1,205,000 annually each year thereafter until paid except that the last installment shall be \$1,210,000.

Said Bonds shall be awarded by the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, on May 13, 2024, at 6:00 p.m., local time, at a meeting of said Board held in the Board Room at the Mustang Educational Resource Center, 909 S. Mustang Road, Mustang, Oklahoma, and shall be sold to the bidder bidding the lowest rate of interest the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds.

SECTION 2. That the Clerk of the Board of Education is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

Adopted this 8th day of April, 2024.

President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)

State of Oklahoma)
)SS.
County of Canadian)

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the sale of bonds for the purpose therein set out adopted by said Board and transcript of proceedings of said Board at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

WITNESS my hand and seal this 8th day of April, 2024.

Clerk, Board of Education

(SEAL)

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MINUTES AND RESOLUTION AUTHORIZING SALE OF BONDS

Pursuant to notice given under the Open Meeting Act, the Board of Education of Independent School District Number 69 of Canadian County, State of Oklahoma, met in regular session in the Board Room at the Mustang Educational Resource Center, 909 S. Mustang Road, Mustang, Oklahoma, in said school district on the 8th day of April, 2024, at 6:00 p.m.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2024 was given in writing to the County Clerk of Canadian County, Oklahoma, at _____.m. on the ____ day of _____, 2023, and public notice of this meeting was posted at the entrance to the Mustang Educational Resource Center, in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at _____.m. on the ____ day of April, 2024, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto).

Notice of said meeting and agenda have also been posted on the School District’s website in accordance with Title 74, Oklahoma Statutes, Section 3106.2.

(OTHER PROCEEDINGS)

Thereupon _____ introduced a Resolution by reading the Title, and upon motion by _____ seconded by _____ said Resolution was adopted by the following vote:

Aye:
Nay:

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

RESOLUTION

A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD, AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW.

WHEREAS, the issuance of \$176,900,000 of bonds to provide funds for the purpose of improving or acquiring school sites, constructing, repairing, remodeling and equipping school buildings, and acquiring school furniture, fixtures and equipment; or in the alternative to acquire all or distinct portion of such property pursuant to a lease purchase arrangement (Proposition #1 – Building Bonds) and \$4,000,000 of bonds to provide funds for the purpose of purchasing

transportation equipment (including auxiliary transportation equipment and safety upgrades to certain existing transportation equipment); or in the alternative to acquire all or a distinct portion of such property pursuant to a lease purchase arrangement (Proposition #2 – Transportation Bonds) by Independent School District Number 69, of Canadian County, Oklahoma, has been duly authorized at an election held for that purpose on February 14, 2023, and certified by the County Election Board of Canadian County, Oklahoma on the 17th day of February, 2023, and

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma has previously determined to sell the approved bonds in separate series, and

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma has previously issued the following bonds from the 2023 authorization:

2023 Authorization		
	Proposition #1 Building Bonds	Proposition #2 Transportation Bonds
Total Bonds Authorized	\$176,900,000	\$4,000,000
Amount Issued in 2023	\$1,265,000	\$1,300,000
Total Bonds Issued To Date	\$1,265,000	\$1,300,000
Proposed 2024C Building Bonds (current issue)	\$2,565,000	\$0

WHEREAS, Independent School District Number 69 of Canadian County, Oklahoma desires to issue at this time \$2,565,000 of the authorized Building Bonds (Proposition #1) and that such Bonds shall be known as the \$2,565,000 General Obligation Building Bonds, Series 2024C.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 69 OF CANADIAN COUNTY, OKLAHOMA:

SECTION 1. That the \$2,565,000 General Obligation Building Bonds, Series 2024C, of Independent School District Number 69 of Canadian County, Oklahoma, voted on the 14th day of February, 2023, shall be offered for sale and that the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, will receive bids by sealed bid, electronic bid (via PARITY) or similar secure electronic bid, at Mustang Public Schools, 12400 SW 15th Street, Yukon, Oklahoma, 73099, Attention: Office of the Superintendent, on the 13th day of May, 2024 until 10:00 A.M., said Bonds to become due:

\$2,565,000 in two years from their date.

Said Bonds shall be awarded by the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, on May 13, 2024, at 6:00 p.m., local time, at a meeting of said Board held in the Board Room at the Mustang Educational Resource Center, 909 S. Mustang Road, Mustang, Oklahoma, and shall be sold to the bidder bidding the lowest rate of interest the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds.

SECTION 2. That the Clerk of the Board of Education is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

Adopted this 8th day of April, 2024.

President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)

State of Oklahoma)
)SS.
County of Canadian)

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 69 of Canadian County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the sale of bonds for the purpose therein set out adopted by said Board and transcript of proceedings of said Board at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

WITNESS my hand and seal this 8th day of April, 2024.

Clerk, Board of Education

(SEAL)

BOND COUNSEL AGREEMENT

THIS BOND COUNSEL AGREEMENT made and entered into this 8th day of April, 2024, by and between Independent School District No. 69 of Canadian County, Oklahoma (Mustang Public Schools) (hereinafter called "School District") and Terry L. Hawkins of Phillips Murrah P.C., Attorneys and Counselors at Law, Oklahoma City, Oklahoma (hereinafter called "Attorneys").

Said Attorneys hereby agree as to the proposed general obligation bond issue in the principal amount of approximately \$17,535,000.00, more or less (the "Bonds"), to be issued in one or more series, to review the transcript prepared by BOK Financial Securities, Inc., the Financial Advisor to the School District, and render a legal market opinion to the purchaser of the Bonds.

For such services, and a full compensation, the School District agrees to pay said Attorneys a sum equal to four-tenths of one percent (0.40%) per \$1,000 bond of the par amount of the financing (subject to a minimum fee of \$250.00), to be paid as the Bonds are delivered, to be paid from the proceeds of the Bonds or, at the option of the School District, from some other available funds of said School District.

It is understood and agreed that in the event the Bonds are not issued for any reason, the School District will not be obligated to the Attorneys for any fee or expenses.

**INDEPENDENT SCHOOL DISTRICT NO. 69
OF CANADIAN COUNTY, OKLAHOMA
(MUSTANG PUBLIC SCHOOLS)**

(SEAL)

ATTEST:

By: _____
President, Board of Education

Clerk, Board of Education

PHILLIPS MURRAH P.C.

By: _____
Terry L. Hawkins, Vice President/Director

At a meeting of the Board of Education of Independent School District No. 69 of Canadian County, Oklahoma (Mustang Public Schools), on the 8th day of April, 2024, the President, Board of Education and Clerk, Board of Education were authorized to execute the aforementioned Agreement.

(SEAL)

Clerk

BOND COUNSEL AGREEMENT

THIS BOND COUNSEL AGREEMENT made and entered into this 8th day of April, 2024, by and between Independent School District No. 69 of Canadian County, Oklahoma (Mustang Public Schools) (hereinafter called "School District") and Terry L. Hawkins of Phillips Murrah P.C., Attorneys and Counselors at Law, Oklahoma City, Oklahoma (hereinafter called "Attorneys").

Said Attorneys hereby agree as to the proposed general obligation bond issue in the principal amount of approximately \$4,825,000.00, more or less (the "Bonds"), to be issued in one or more series, to review the transcript prepared by BOK Financial Securities, Inc., the Financial Advisor to the School District, and render a legal market opinion to the purchaser of the Bonds.

For such services, and a full compensation, the School District agrees to pay said Attorneys a sum equal to four-tenths of one percent (0.40%) per \$1,000 bond of the par amount of the financing (subject to a minimum fee of \$250.00), to be paid as the Bonds are delivered, to be paid from the proceeds of the Bonds or, at the option of the School District, from some other available funds of said School District.

It is understood and agreed that in the event the Bonds are not issued for any reason, the School District will not be obligated to the Attorneys for any fee or expenses.

**INDEPENDENT SCHOOL DISTRICT NO. 69
OF CANADIAN COUNTY, OKLAHOMA
(MUSTANG PUBLIC SCHOOLS)**

(SEAL)

ATTEST:

By: _____
President, Board of Education

Clerk, Board of Education

PHILLIPS MURRAH P.C.

By: _____
Terry L. Hawkins, Vice President/Director

At a meeting of the Board of Education of Independent School District No. 69 of Canadian County, Oklahoma (Mustang Public Schools), on the 8th day of April, 2024, the President, Board of Education and Clerk, Board of Education were authorized to execute the aforementioned Agreement.

(SEAL)

Clerk

BOND COUNSEL AGREEMENT

THIS BOND COUNSEL AGREEMENT made and entered into this 8th day of April, 2024, by and between Independent School District No. 69 of Canadian County, Oklahoma (Mustang Public Schools) (hereinafter called "School District") and Terry L. Hawkins of Phillips Murrah P.C., Attorneys and Counselors at Law, Oklahoma City, Oklahoma (hereinafter called "Attorneys").

Said Attorneys hereby agree as to the proposed general obligation bond issue in the principal amount of approximately \$2,565,000.00, more or less (the "Bonds"), to be issued in one or more series, to review the transcript prepared by BOK Financial Securities, Inc., the Financial Advisor to the School District, and render a legal market opinion to the purchaser of the Bonds.

For such services, and a full compensation, the School District agrees to pay said Attorneys a sum equal to four-tenths of one percent (0.40%) per \$1,000 bond of the par amount of the financing (subject to a minimum fee of \$250.00), to be paid as the Bonds are delivered, to be paid from the proceeds of the Bonds or, at the option of the School District, from some other available funds of said School District.

It is understood and agreed that in the event the Bonds are not issued for any reason, the School District will not be obligated to the Attorneys for any fee or expenses.

**INDEPENDENT SCHOOL DISTRICT NO. 69
OF CANADIAN COUNTY, OKLAHOMA
(MUSTANG PUBLIC SCHOOLS)**

(SEAL)

ATTEST:

By: _____
President, Board of Education

Clerk, Board of Education

PHILLIPS MURRAH P.C.

By: _____
Terry L. Hawkins, Vice President/Director

At a meeting of the Board of Education of Independent School District No. 69 of Canadian County, Oklahoma (Mustang Public Schools), on the 8th day of April, 2024, the President, Board of Education and Clerk, Board of Education were authorized to execute the aforementioned Agreement.

(SEAL)

Clerk

CONTRACT APPROVAL MEMO



To: Mustang Board of Education

CC: Charles Bradley, Superintendent

From: Jeff Landes, CFO

A handwritten signature in blue ink, appearing to read 'J. Landes'.

Date: April 8th, 2024

Contract Vendor: Bledsoe Hewett & Gullekson

Time Frame: FY24 School Year

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Financial auditing services for FY24 and Preparation of Estimate of Needs for FY25

Ryan Walters
State Superintendent of Public Instruction
Oklahoma State Department of Education
2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599

CONTRACT FOR AUDIT OF PUBLIC SCHOOLS
2023-2024 SCHOOL YEAR

The Audit reports are to be made in accordance with Oklahoma Statutes and the Rules and Regulations of the State Board of Education. The contracting auditing firm stipulates that the audit will include a financial and compliance examination in accordance with the standards for financial and compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; when applicable, the provisions of the Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards, also known as 2 C.F.R Part 200. The contracting auditing firm is currently included on the State Board of Education's list of approved public school auditors.

We, the undersigned, do hereby further stipulate that we have entered into an agreement to provide an annual audit of the financial affairs and transactions of all funds and activities of the school district specified below. The audit period shall cover the 2023-2024 fiscal year beginning July 1, 2023 and ending June 30, 2024.

This audit contract was approved by the Board of Education and entered in the minutes of its meeting on the 8th day of April, 2024.

ATTEST:

Clerk	President
<u>MUSTANG Public Schools</u>	<u>CANADIAN</u>
District	County
Approved this <u>8th</u>	Day of <u>April</u> 2024.
	<u>91069</u>
	County/District Number

Bledsoe, Hewett & Gullekson, PLLLP

AUDITING FIRM



SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM

PLEASE EXECUTE THIS FORM IN TRIPLICATE:

- (1) copy for the school file
- (1) copy for the contracting auditing firm
- (1) copy to be submitted to the State Department of Education

EMAIL A SIGNED CONTRACT TO KATHERINE.BLACK@SDE.OK.GOV OR MAIL A

COPY TO: Katherine Black, Executive Director, Financial Accounting
Oklahoma State Department of Education
2500 North Lincoln Boulevard, Suite 420
Oklahoma City, Oklahoma 73105-4599

MUST BE FILED NO LATER THAN JUNE 30, 2024

Contracts dated prior to January 20, 2024, will **not** be accepted.

Contracts which do not contain **all** of the above provisions **will not** be accepted.



BLED SOE, HEWETT & GULLEKSON
CERTIFIED PUBLIC ACCOUNTANTS, PLLLP

Eric M. Bledsoe, CPA
Jeffrey D. Hewett, CPA
Christopher P. Gullekson, CPA

P.O. BOX 1310 • 121 E. COLLEGE ST. • BROKEN ARROW, OK 74013 • (918) 449-9991 • (800) 522-3831 • FAX (918) 449-9779

February 6, 2024

Mr. Charles Bradley, Superintendent
Mustang Independent School District
12400 SW 15Th St.
Yukon, OK 73099

We are pleased to offer our bid and to confirm our understanding of the services we are to provide for Mustang Independent School District (the District) for the year ended June 30, 2024.

Audit Scope and Objectives

We will audit the financial statements – regulatory basis of the governmental activities and disclosures, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2024. We understand the financial statements will be presented in accordance with a financial reporting model, and prepared using a regulatory basis of accounting, as prescribed by the Oklahoma State Department of Education.

We have also been engaged to report on supplementary information, to include, but not limited to the combining financial statements and the schedule of expenditures of federal awards, which accompany the financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in our auditor’s report on the financial statements.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor’s report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with the prescribed regulatory basis and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise

from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the school district or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single

Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the school district's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories (when applicable) and direct confirmation of receivables (when applicable) and certain assets and liabilities by correspondence with selected funding sources, creditors, and financial institutions. We will also request written representations from your attorneys, when applicable, as part of the engagement.

Audit Procedures—Internal Control

We will obtain an understanding of the school district and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the estimate of needs, financial statements, schedule of expenditures of federal awards, and related notes of the District in conformity with the regulatory basis of accounting and the Uniform Guidance based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the estimate of needs, financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the estimate of needs, financial statements, schedule of expenditures of federal awards, and related notes, and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the estimate of needs, financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the estimate of needs, financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

We will also perform the following services which will not be subjected to any auditing procedures applied in our audit, and for which our auditor's report will not provide an opinion or any assurance.

- Preparation of the 24-25 Temporary Appropriations
- Preparation of the 24-25 Estimate of Needs
- State Auditor and Inspector's filing fee for the 23-24 audit
- Presentation of the 23-24 audit report to your Board of Education
- Assist in preparation of supplemental appropriations, if necessary
- Assist in preparation of 23-24 Schedule of Expenditures of Federal Awards
- Unlimited toll-free telephone consultation with District personnel

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the regulatory basis of accounting, and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the estimate of needs; financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the school district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the school district received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the school district complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements

that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the school district; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing

privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Bledsoe, Hewett & Gullekson CPAs PLLLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Oklahoma State Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Bledsoe, Hewett & Gullekson CPAs PLLLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma State Department of Education, U.S. Department of Education and Office of Management and Budget. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed **\$46,500**. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter, and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Governing Board of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of

internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

At this time, we are not able to determine if the District will need a Single Audit performed in accordance with the Uniform Guidance, as described in this letter. When, and if it is determined that the District will not need a Single Audit to be performed, we will issue another engagement letter, if required.

Sincerely,

Bledsoe, Hewett & Gullekson CPAs PLLP

RESPONSE:

This letter correctly sets forth the understanding of Mustang Public Schools.

By: Charles Bradley

Title: Superintendent

Date: 4/8/24



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: Timberlake GMP amendment #1 relating to Demo work for the HS expansion

Discussion and possible board action to approve the A133-2019- Exhibit A Guaranteed Maximum Price Amendment from Timberlake Construction Inc. for the award of bid package #2 relating to Demolition work for the High School Expansion Bond Project with execution of contract contingent upon the receipt of statutorily required bonds, insurance and delegating contract signature authority to the Superintendent

AIA® Document A133® – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the second day of April in the year two thousand twenty four , is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the twenty third day of August in the year two thousand twenty three (the "Agreement") (In words, indicate day, month, and year.)

for the following **PROJECT:**
(Name and address or location)

Mustang High School Addition
Phase 1 - Demo

THE OWNER:
(Name, legal status, and address)

Mustang Public Schools
124000 SW 15th St.
Yukon, OK 73099

THE CONSTRUCTION MANAGER:
(Name, legal status, and address)

Timberlake Construction Co., Inc. Casey Logue
7613 N. Classen, Oklahoma City, OK 73116

TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED
- A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Five Hundred Four Thousand Twenty Eight Dollars and Thirty Eight Cents (\$ 504,028.38), subject to additions and deductions by Change Order as provided in the Contract Documents.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.
(Provide itemized statement below or reference an attachment.)

See Exhibit B - breakout of construction cost summary dated 03-14-2024

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
No Alternates	

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
None		

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Soil – remove / replace with structural fill	CY	\$36.50
Rock Excavation	CY	\$35.10

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of execution of this Amendment.

Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

Timberlake's scope of work starts immediately after Owner's asbestos removal and utilities made safe is complete.

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Init.

[X] Not later than Seventy-Five (75) calendar days from the date of commencement of the Work.

[] By the following date:

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Exhibit C	Demo Narrative	03-14-2024	2

§ A.3.1.2 The following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

Mustang High School Expansion – Phase 1 Demo

Section	Title	Date	Pages
Original		01-31-2024	144
Addendum #1	Phase 1 Demo	02-27-2024	34

§ A.3.1.3 The following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

See attached Exhibit D – 5 pages

Number	Title	Date
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§ A.3.1.4 The Sustainability Plan, if any:
(If the Owner identified a Sustainable Objective in the Owner's Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner's and Construction Manager's roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)

Title	Date	Pages
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Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:
(Identify each allowance.)

Item

Price

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
(Identify each assumption and clarification.)

See Exhibit C

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

See Exhibit B & C

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

(List name, discipline, address, and other information.)

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER (Signature)

Mustang Public School Board President
(Printed name and title)



CONSTRUCTION MANAGER (Signature)

Casey Logue Vice President of Operations
(Printed name and title)

Init.

Additions and Deletions Report for AIA[®] Document A133[®] – 2019 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:27:23 ET on 04/02/2024.

PAGE 1

This Amendment dated the second day of April in the year two thousand twenty four , is incorporated into the accompanying AIA Document A133TM-2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the twenty third day of August in the year two thousand twenty three (the "Agreement")

...

Mustang High School Addition
Phase 1 - Demo

...

Mustang Public Schools
124000 SW 15th St.
Yukon, OK 73099

...

Timberlake Construction Co., Inc. Casey Logue
7613 N. Classen, Oklahoma City, OK 73116

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Five Hundred Four Thousand Twenty Eight Dollars and Thirty Eight Cents (\$ 504,028.38), subject to additions and deductions by Change Order as provided in the Contract Documents.

PAGE 2

See Exhibit B - breakout of construction cost summary dated 03-14-2024

...

No Alternates

...

None

...

<u>Soil – remove / replace with structural fill</u>	<u>CY</u>	<u>\$36.50</u>
<u>Rock Excavation</u>	<u>CY</u>	<u>\$35.10</u>

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 3rd day of April, 2024.



Thomas O. McClellan
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsfclaims@zurichna.com
800-626-4577

**ZURICH AMERICAN INSURANCE COMPANY
 COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
 FIDELITY AND DEPOSIT COMPANY OF MARYLAND
 POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Robert D. Murray, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Debra J. SCARBOROUGH, Kellie A. MEYER, Christy M. BRAILLE, Mary T. FLANIGAN, Tahitia M. FRY, Rebecca S. LEAL, C. STEPHENS GRIGGS, Lauren SCOTT, Veronica LAWVER, Danielle R. CAPPS, Kristin D. THURBER, Patrick T. PRIBYL, Evan D. SIZEMORE, Jeffrey C. CAREY, Charles R. TETER, III, Hillary D. SHEPARD, Erin C. LAVIN, Mariana WALKER, all of Kansas City, Missouri, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York, the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 6th day of December, A.D. 2023.

**ATTEST:
 ZURICH AMERICAN INSURANCE COMPANY
 COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
 FIDELITY AND DEPOSIT COMPANY OF MARYLAND**



By: *Robert D. Murray*
 Vice President

By: *Dawn E. Brown*
 Secretary

State of Maryland
 County of Baltimore

On this 6th day of December, A.D. 2023, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, Robert D. Murray, Vice President and Dawn E. Brown, Secretary of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Maison

**GENEVIEVE M. MAISON
 NOTARY PUBLIC
 BALTIMORE COUNTY, MD
 My Commission Expires JANUARY 27, 2025**



DEFECT BOND

Bond No. 9453419

KNOW ALL MEN BY THESE PRESENTS, that we, Timberlake Construction Co., Inc., hereinafter called the Principal, and Fidelity and Deposit Company of Maryland an Illinois Corporation, hereinafter called the Surety, are firmly bound unto the Mustang Public Schools hereinafter called the Obligee, in the full and just sum of Five Hundred Four Thousand Twenty Eight Dollars and 38/100 (\$504,028.38), Dollars lawful money of the United States of America the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

Sealed with our seals and dated this 3rd day of April 2024.

WHEREAS, THE ABOVE bounden Principal entered into a contract dated the 2nd day of April, 2024 with the Mustang Public Schools for: Mustang High School Addition - Phase 1 - Demo.

NOW THEREFORE, the condition of this obligation is such that if the above bounden Principal shall remedy without cost to the said Mustang Public Schools any defects which may develop during a period of One year(s) from the date of completion and acceptance of the work performed under said contract provided such defects are caused by defective or inferior materials or workmanship, then this obligation shall be void; otherwise it shall be and remain in full force and effect.

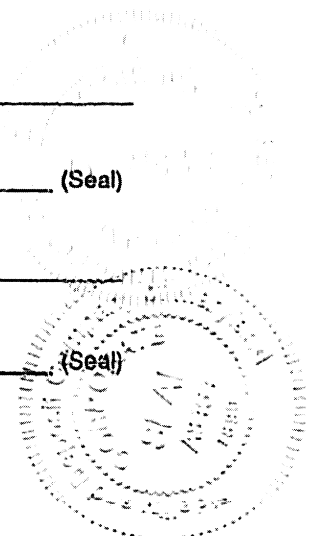
IN WITNESS WHEREOF, the said Principal and Surety have duly executed this bond under seal the day and year above written.

Timberlake Construction Co., Inc.
(Principal)

By: *C. [Signature]* (Seal)

Fidelity and Deposit Company of Maryland
(Surety)

By: *[Signature]* (Seal)
Debra J. Scarborough, Attorney-in-Fact



§ 16.4 Owner Default. Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 16.5 Contract Documents. All the documents that comprise the agreement between the Owner and Contractor.

§ 17 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 18 Modifications to this bond are as follows:

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL

Company: _____
(Corporate Seal)

SURETY

Company: _____
(Corporate Seal)

Signature: _____
Name and Title:
Address

Signature: _____
Name and Title:
Address

§ 10 The Surety shall not be liable to the Owner, Claimants or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to, or give notice on behalf of, Claimants or otherwise have any obligations to Claimants under this Bond.

§ 11 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 12 No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Section 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 13 Notice and Claims to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, shall be sufficient compliance as of the date received.

§ 14 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 15 Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.

§ 16 Definitions

§ 16.1 Claim. A written statement by the Claimant including at a minimum:

- .1 the name of the Claimant;
- .2 the name of the person for whom the labor was done, or materials or equipment furnished;
- .3 a copy of the agreement or purchase order pursuant to which labor, materials or equipment was furnished for use in the performance of the Construction Contract;
- .4 a brief description of the labor, materials or equipment furnished;
- .5 the date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;
- .6 the total amount earned by the Claimant for labor, materials or equipment furnished as of the date of the Claim;
- .7 the total amount of previous payments received by the Claimant; and
- .8 the total amount due and unpaid to the Claimant for labor, materials or equipment furnished as of the date of the Claim.

§ 16.2 Claimant. An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

§ 16.3 Construction Contract. The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.

§ 2 If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity seeking payment for labor, materials or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond shall arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Section 13) of claims, demands, liens or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials or equipment furnished for use in the performance of the Construction Contract and tendered defense of such claims, demands, liens or suits to the Contractor and the Surety.

§ 4 When the Owner has satisfied the conditions in Section 3, the Surety shall promptly and at the Surety's expense defend, indemnify and hold harmless the Owner against a duly tendered claim, demand, lien or suit.

§ 5 The Surety's obligations to a Claimant under this Bond shall arise after the following:

§ 5.1 Claimants, who do not have a direct contract with the Contractor,

- .1 have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and
- .2 have sent a Claim to the Surety (at the address described in Section 13).

§ 5.2 Claimants, who are employed by or have a direct contract with the Contractor, have sent a Claim to the Surety (at the address described in Section 13).

§ 6 If a notice of non-payment required by Section 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Section 5.1.1.

§ 7 When a Claimant has satisfied the conditions of Sections 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:

§ 7.1 Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and

§ 7.2 Pay or arrange for payment of any undisputed amounts.

§ 7.3 The Surety's failure to discharge its obligations under Section 7.1 or Section 7.2 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Section 7.1 or Section 7.2, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.

§ 8 The Surety's total obligation shall not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Section 7.3, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

§ 9 Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

Bond No. 9453419

Document A312™ – 2010

Conforms with The American Institute of Architects AIA Document 312

Payment Bond

CONTRACTOR:

(Name, legal status and address)

Timberlake Construction Co., Inc.
7613 N. Classen Blvd.
Oklahoma City, OK 73116

SURETY:

(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland
1299 Zurich Way, 5th Floor
Schaumburg, IL 60196-1056

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Mustang Public Schools
12400 SW 15th St.
Yukon, OK 73099

CONSTRUCTION CONTRACT

Date: April 2, 2024

Amount: \$ 504,028.38 Five Hundred Four Thousand Twenty Eight Dollars and 38/100

Description:

(Name and location)

Mustang High School Addition - Phase 1 - Demo

BOND

Date: April 3, 2024

(Not earlier than Construction Contract Date)

Amount: \$ 504,028.38 Five Hundred Four Thousand Twenty Eight Dollars and 38/100

Modifications to this Bond: None See Section 18

CONTRACTOR AS PRINCIPAL

Company: *(Corporate Seal)*

Timberlake Construction Co., Inc.

Signature: *Cory Lane*

Name and Title: *Cory Lane
V.P. of Operations*

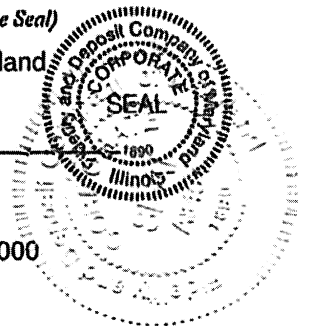
SURETY

Company: *(Corporate Seal)*

Fidelity and Deposit Company of Maryland

Signature: *D. Scarborough*

Name and Title: *Debra J. Scarborough*
Attorney-in-Fact
Surety Phone No. 847-605-6000



(Any additional signatures appear on the last page of this Payment Bond.)

(FOR INFORMATION ONLY — Name, address and telephone)

AGENT or BROKER:

Founders Series of Lockton Companies, LLC
444 W. 47th Street, Suite 900
Kansas City, MO 64112-1906
816-960-9000

OWNER'S REPRESENTATIVE:

(Architect, Engineer or other party:)

§ 16 Modifications to this bond are as follows:

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL

Company: _____
(Corporate Seal)

SURETY

Company: _____
(Corporate Seal)

Signature: _____
Name and Title:
Address

Signature: _____
Name and Title:
Address

§ 7 If the Surety elects to act under Section 5.1, 5.2 or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication, for

- .1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;
- .2 additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Section 5; and
- .3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

§ 8 If the Surety elects to act under Section 5.1, 5.3 or 5.4, the Surety's liability is limited to the amount of this Bond,

§ 9 The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors and assigns.

§ 10 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 11 Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 12 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

§ 13 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 14 Definitions

§ 14.1 Balance of the Contract Price. The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

§ 14.2 Construction Contract. The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

§ 14.3 Contractor Default. Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

§ 14.4 Owner Default. Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 14.5 Contract Documents. All the documents that comprise the agreement between the Owner and Contractor.

§ 15 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

§ 2 If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Section 3.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after

- .1** the Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Section 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;
- .2** the Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and
- .3** the Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

§ 4 Failure on the part of the Owner to comply with the notice requirement in Section 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

§ 5 When the Owner has satisfied the conditions of Section 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

§ 5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

§ 5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

§ 5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Section 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

§ 5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

- .1** After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or
- .2** Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

§ 6 If the Surety does not proceed as provided in Section 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Section 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

Bond No. 9453419

Document A312™ – 2010

Conforms with The American Institute of Architects AIA Document 312

Performance Bond

CONTRACTOR:

(Name, legal status and address)

Timberlake Construction Co., Inc.
7613 N. Classen Blvd.
Oklahoma City, OK 73116

SURETY:

(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland
1299 Zurich Way, 5th Floor
Schaumburg, IL 60196-1056

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Mustang Public Schools
12400 SW 15th St.
Yukon, OK 73099

CONSTRUCTION CONTRACT

Date: April 2, 2024

Amount: \$ 504,028.38

Five Hundred Four Thousand Twenty Eight Dollars and 38/100

Description:

(Name and location)

Mustang High School Addition - Phase 1 - Demo

BOND

Date: April 3, 2024

(Not earlier than Construction Contract Date)

Amount: \$ 504,028.38

Five Hundred Four Thousand Twenty Eight Dollars and 38/100

Modifications to this Bond:

None

See Section 16

CONTRACTOR AS PRINCIPAL

Company:

(Corporate Seal)

Timberlake Construction Co., Inc.

Signature: _____

Cary Logan

Name and Title:

*Cary Logan
V.P. of Operations*

SURETY

Company:

(Corporate Seal)

Fidelity and Deposit Company of Maryland

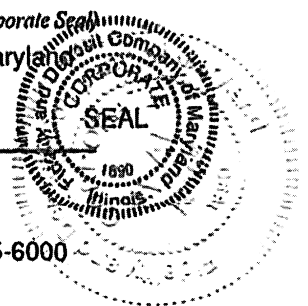
Signature: _____

Debra J. Scarborough

Name and Title:

Debra J. Scarborough
Attorney-in-Fact

Surety Phone No. 847-605-6000



(Any additional signatures appear on the last page of this Performance Bond.)

(FOR INFORMATION ONLY — Name, address and telephone)

AGENT or BROKER:

Founders Series of Lockton Companies, LLC
444 W. 47th Street, Suite 900
Kansas City, MO 64112-1906
816-960-9000

OWNER'S REPRESENTATIVE:

(Architect, Engineer or other party:)



CERTIFICATE OF LIABILITY INSURANCE

8/1/2024

DATE (MM/DD/YYYY)
4/3/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

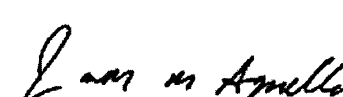
PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Zurich American Insurance Company		16535
INSURER B : Travelers Property Casualty Company of America		25674
INSURER C : Atlantic Specialty Insurance Company		27154
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES * CERTIFICATE NUMBER: 20466072 REVISION NUMBER: XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:	N	N	GLO8084382-00	8/1/2023	8/1/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	BAP8712525-00	8/1/2023	8/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	N	N	CUP-2S65693A-23-NF	8/1/2023	8/1/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC8703016-00	8/1/2023	8/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	MASTER BUILDERS RISK	N	N	790033179-0002	8/1/2023	8/1/2024	SEE BELOW

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: MUSTANG HIGH SCHOOL EXPANSION - PHASE I DEMO - 801 S. SNYDER DRICE, MUSTANG, OK 73064. CV \$504,028; 7/1/24 - 9/13/24

CERTIFICATE HOLDER 20466072 MUSTANG PUBLIC SCHOOLS 124000 SW 15TH ST YUKON OK 73099	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

...

[] Established as follows:

...

Timberlake's scope of work starts immediately after Owner's asbestos removal and utilities made safe is complete.

PAGE 3

[] Not later than Seventy-Five (75) calendar days from the date of commencement of the Work.

...

<u>Exhibit C</u>	<u>Demo Narrative</u>	<u>03-14-2024</u>	<u>2</u>
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Mustang High School Expansion – Phase 1 Demo

...

<u>Original</u>		<u>01-31-2024</u>	<u>144</u>
<u>Addendum #1</u>	<u>Phase 1 Demo</u>	<u>02-27-2024</u>	<u>34</u>

...

See attached Exhibit D – 5 pages

PAGE 4

See Exhibit C

...

See Exhibit B & C

...


Mustang Public School Board President

Casey Logue Vice President of Operations

Certification of Document's Authenticity

AIA® Document D401™ – 2003

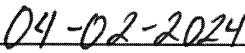
I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:27:23 ET on 04/02/2024 under Order No. 4104245422 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2019 Exhibit A, Guaranteed Maximum Price Amendment, other than those additions and deletions shown in the associated Additions and Deletions Report.



(Signed)



(Title)



(Dated)

Additions and Deletions Report for AIA® Document A133® – 2019 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:27:23 ET on 04/02/2024.

PAGE 1

This Amendment dated the second day of April in the year two thousand twenty four, is incorporated into the accompanying AIA Document A133™-2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the twenty third day of August in the year two thousand twenty three (the "Agreement")

...

Mustang High School Addition
Phase 1 - Demo

...

Mustang Public Schools
124000 SW 15th St.
Yukon, OK 73099

...

Timberlake Construction Co., Inc. Casey Logue
7613 N. Classen, Oklahoma City, OK 73116

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Five Hundred Four Thousand Twenty Eight Dollars and Thirty Eight Cents (\$ 504,028.38), subject to additions and deductions by Change Order as provided in the Contract Documents.

PAGE 2

See Exhibit B - breakout of construction cost summary dated 03-14-2024

...

No Alternates

...

None

...

<u>Soil – remove / replace with structural fill</u>	<u>CY</u>	<u>\$36.50</u>
<u>Rock Excavation</u>	<u>CY</u>	<u>\$35.10</u>

Item

Price

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
(Identify each assumption and clarification.)

See Exhibit C

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

See Exhibit B & C

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:
(List name, discipline, address, and other information.)

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER (Signature)

Mustang Public School Board President
(Printed name and title)



CONSTRUCTION MANAGER (Signature)

Casey Logue Vice President of Operations
(Printed name and title)

Init.

TIMBERLAKE CONSTRUCTION

TIMBERLAKE CONSTRUCTION CO., INC.

Mustang High School Expansion (Early Demo)		03.14.24
Bid Package and Description	100% CD's	
Bid Package #2A - Demolition		\$198,210.00
Bid Package #31A - Earthwork--for Demo package only		\$82,700.00
Electrical--(light pole rework and building make safe) Allowance		\$8,000.00
Private Utilities--water and sewer		By Owner
Public Utilites--OG&E, ONG		By Utilities
Fence Rework (for temp road) Allowance		\$4,500.00
Sod/SWPP maintenance --Allowance		\$5,000.00
Inspection fees, flush meter		\$2,000.00
Third Party Testing Allowance		\$2,500.00
Repair Sidewalk/Road Allowance		\$25,000.00
	Subtotal	\$327,910.00
	General Conditions	\$115,965.00
	General Liability	\$6,658.13
	Builders Risk	\$2,252.67
	Bond	\$3,431.72
	Preconstruction	\$0.00
	5% FEE	\$22,810.88
	Project Contingency	\$25,000.00
	Construction Total	\$504,028.38

March 13th, 2024

MPS HS Expansion (Early Demolition)

Mustang, Oklahoma

Thank you for the opportunity to provide pricing on the MHS HS Expansion (Early Demolition) Package. Following is the scope based on documents dated 01.31.24 and addendum #1 dated 03.01.24.

General Items:

- a) TCI has no Owner Furnished Contractor Installed costs included currently. All Furniture/Fixtures/Equipment is assumed as Owner Furnished Owner Installed.
- b) No costs for Low Voltage are included and is assumed as Owner Furnished Owner Installed.
- c) Water and Sewar costs for termination from building to site lines are by the owner.
- d) There are no building permit costs, per a conversation with The City of Mustang.
- e) Contingency is to be considered a project contingency, available to the contractor for use with Mustang School Board Approval.
- f) Unit prices listed, do not include TCI Fee.
- g) CAD or REVIT files will be requested by TCI for use by our subcontractors in order to facilitate submittals from the trades at not cost. TCI will provide written release.
- h) Sales Tax is not included. Owner will provide tax exempt forms to vendors and trades as requested.
- i) OGE and ONG have been contacted. It is assumed that termination of their services to the building will result in no cost back to the site lines.
- j) Owner is providing asbestos removal prior to Timberlake's work commencing.
- k) There is not detailed direction for rerouting/termination of light pole power on the documents. We have visited with MPS about rewiring/termination of light poles and are carrying this cost as an allowance.
- l) JHA comments are not included in pricing, as building permits have not been issued.

Plan Specific General Items:

2A- Demolition:

- A. Demolition of buildings complete.
- B. Foundations removed below grade beams, so piers can be surveyed.
- C. Salvage Light poles.

31A – Earthwork

- A. 2,000 CY of import of select fill to maintain grades once demolition is completed.
- B. SWPPP including gravel entrance and silt fence throughout the site.
- C. We have included a gravel construction entrance from south road to the construction site of approx. 50' x 330' along the west side of the wellness building.
- D. Unit price for remove and replace with structural fill: \$36.50/CY.
- E. Unit price for rock excavation: \$35.10/CY,

Notes:

Allowances:

- A. Electrical, rewiring for removed light poles. Allowance
- B. Fence rework at temp road. Allowance
- C. Third party testing. Allowance.
- D. Sod and/or SWPP maintenance. Allowance.
- E. Repair sidewalk/road. Allowance.



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: Asbestos Air Quality control during Abatement

We respectfully request consideration and possible approval of the following recommendation for air quality control during the abatement of asbestos for the round gym under the current contract with Air and Earth for the sum listed.

AIR & EARTH, INC.

Environmental Consultants

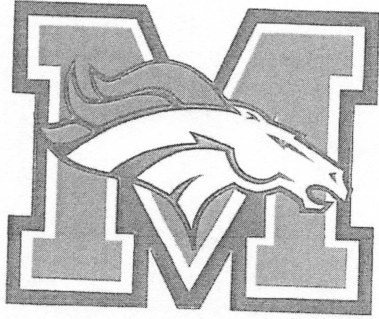
Services Price List

Prices valid from 02/26/2024 to 12/31/2024

Service Tier	Job Descriptions / Titles	Unit Type	Price per Unit	Units Total	Cost
I	[Prime Consultant] Asbestos Management Planner, Asbestos Project Designer, Expert Witness	Per Hour	\$175.00	3.0	\$525.00
II	[Specialized Professional] Primary Investigator/Oversight/Supervisor, CAD Illustrator	Per Hour	\$125.00	3.0	\$375.00
IV	[Administrative] Secretarial / Administrative Work	Per Hour	\$35.00	1.0	\$35.00
A-IV	[Daily Third-Party Air Monitoring] For Asbestos Abatement 8-Hour Work Day	Per Day	\$500.00	30.0	\$15,000.00
TOTAL ESTIMATE					\$15,935.00

The above pricing estimate is subject to change depending on how quickly the abatement contractor can complete the work, if they intend to work longer workshifts than the typical 8-hours per day, and if any addendums or amendments are required to the project design to fit the needs of the project

The project design should include two phases of work and should be about \$900.00, depending on the requests of the abatement contractor, additional time may needed to be included to accommodate their needs. The daily air monitoring and oversight are \$500.00 per day, for an 8-hour workshift, per crew. The above pricing is estimated at thirty (30) days of actual abatement work.



Mustang Public Schools

12400 SW 15th St
Yukon, OK 73099

Memo

To: Charles Bradley, Superintendent *CB*
 From: Alan Green, Chief Operations Officer *AG*
 CC: Jason Pittenger, Asst Superintendent of Operations
 Jeff Landes, Chief Financial Officer *JL*
 Date: May 31, 2023
 Re: Air & Earth AHERA Management Plan Maintenance Contract

Respectfully request that the board discuss, consider, and/or act upon approval of the annual contract for the AHERA Management Plan Maintenance Contract for the SY~~22-23~~²³⁻²⁴. This contract shall provide the district with the AHERA 3-year re-inspections, 6 month periodic surveillances and a licensed asbestos abatement contractor.

AG/jw

Contract Agreement

THIS AGREEMENT made by and between **Air & Earth, Inc.** located at 10025 South Sooner Road, Oklahoma City, Oklahoma 73165 and **Mustang Public Schools**, located at 12400 Southwest 15th Street, Yukon, Oklahoma 73099, witnesses:

WHEREAS, **Air & Earth Inc.**, an Oklahoma Corporation whose personnel consist of Department of Labor licensed inspectors, management planners and project designers, shall provide services to **Mustang Public Schools** for compliance with the 1986 Asbestos Hazard Emergency Response Act (AHERA) regulations. Services include conducting 3-Year Re-Inspections and 6-Month Periodic Surveillances. Support for the LEA to maintain the required "upkeep" (i.e. 2-Hour Awareness and Designated Personnel Trainings) shall be provided at additional fee.

ADDITIONALLY, **Air & Earth Inc.**, when asbestos-related concerns, spills, and/or abatement may be relevant to **Mustang Public Schools**, shall provide correspondence and assistance to properly and safely handle the tasks required (i.e. Q/A air-quality monitoring for asbestos, project designing for asbestos abatement needs, etc.); the costs for these additional services rendered shall be negotiated for approval with **Mustang Public Schools** prior to or at the time of service, depending on needs of the project.

NOW, THEREFORE, it is agreed between both parties that **Mustang Public Schools** shall pay to **Air & Earth, Inc.** for said services, the sum of **Three Thousand Dollars (\$3,000.00)**, for the Fiscal Year July 01, 2023 through June 30, 2024.

This contract shall be governed by the laws of the State of Oklahoma.
In witness whereof, the parties hereto have set their hands this 25th day of May, 2023.

Cole Schweikhart
Air & Earth Inc.

Todd Lovelace
Mustang Public Schools

Cole Schweikhart, V-P Field Operations
Name/Title

Todd Lovelace, President, Board of Education
Name/Title

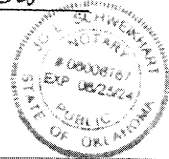
State of Oklahoma)
) SS
County of Cleveland)

Before me, Jo L. Schweikhart, Notary Public in and for the said County and State, on this 25th day of May, 2023, personally appeared Cole Schweikhart, an officer of Air & Earth, Inc.

In witness whereof, I have here unto set my hand and official seal the day and year last written above.

Jo L. Schweikhart
Notary Public

My Commission Expires: 08/25/24



(SEAL)

State of Oklahoma)
) SS
County of Canadian)

Before me, Susan Cavett, Notary Public in and for the said County and State, on this 12th day of June, 2023, personally appeared Todd Lovelace, agent of Mustang Public Schools.

In witness whereof, I have here unto set my hand and official seal the day and year last written above.

Susan Cavett
Notary Public

My Commission Expires: 04/22/2025



This contract shall be governed by the laws of the State of Oklahoma.
In witness whereof, the parties hereto have set their hands this 25th day of May, 2023.

Cole Schweikhart
Air & Earth Inc.

Mustang Public Schools

Cole Schweikhart, V-P Field Operations
Name/Title

Name/Title

State of Oklahoma)
) SS
County of Cleveland)

Before me, **Jo L. Schweikhart**, Notary Public in and for the said County and State, on this 25th day of May, 2023, personally appeared **Cole Schweikhart**, an officer of Air & Earth, Inc.

In witness whereof, I have here unto set my hand and official seal the day and year last written above.

Jo L. Schweikhart
Notary Public

My Commission Expires: 08/25/24



(SEAL)

State of Oklahoma)
) SS
County of _____)

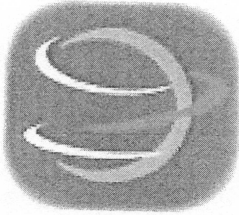
Before me, _____, Notary Public in and for the said County and State, on this ___ day of _____, _____, personally appeared _____, agent of Mustang Public Schools.

In witness whereof, I have here unto set my hand and official seal the day and year last written above.

Notary Public

My Commission Expires: _____

(SEAL)



Air & Earth, Inc.

10025 S. Sooner Rd.
Oklahoma City, OK 73165
Ph.: 405-691-3177 Fax: 405-912-8908
AIHA-NIOSH PAT Number 102171
www.airandearth.com

May 25, 2023

Mustang Public Schools
Ms. Jana West
12400 SW 15th Street
Yukon, OK 73099

Westj@mustangps.org

RE: FY 2023/2024 AHERA Management Plan Maintenance Contract

Dear Ms. West:

Please find enclosed the AHERA Management Plan maintenance contract for the fiscal calendar year 2023/2024. This contract shall provide services for the AHERA 3-year re-inspections, 6-month periodic surveillances and "upkeep" for the purposes of fulfilling 40 CFR Section 763.91 of AHERA.

Please review the enclosed documents and if all meets with your approval, print two copies of the attached contract, sign and keep one copy for your records and return one copy to me via e-mail (schwjl@airandearth.com) or by U.S. Postal Service at the address above.

If you have any questions or need further clarification, please contact me at (405) 691-3177 or email Cole Schweikhart at Airearth@airandearth.com.

Very truly yours,

A handwritten signature in cursive script that reads "Jo Schweikhart".

Jo Schweikhart
President
schwjl@airandearth.com

/jls

Enclosures
cc: Cole Schweikhart
airearth@airandearth.com

Mustang Public Schools
909 S Mustang Rd
Mustang, OK 73064

Agreement No. 1

Date: April 4, 2024

AGREEMENT between AMX Environmental, LP. (AMX) of who shall act as an independent Contractor, (hereinafter called "Contractor") and Mustang Public Schools (hereinafter called "Owner").

LOCATION Mustang HS Gym
921 S Snyder Dr, Mustang, OK 73064

DESCRIPTION OF WORK Contractor shall perform, under the direction of Owner and designated agents, Asbestos Abatement Services (hereinafter called "said work") for Owner:

Work described in the Limited Scope Asbestos Survey conducted by personnel of Air & Earth, Inc., on the survey date of February 12, 2024, with a Report date of February 22, 2024

AGREEMENT PRICE AND TERMS OF PAYMENT Owner shall pay Contractor for said work as follows:
Ninety-Four Thousand Nine Hundred Ninety-Nine dollars & 00/100
\$94,999.00
Terms are Net 30
Progress billing can be submitted by the _____ day of each month for payment within 30 days of submission.
Owner will provide tax exempt certificate to AMX in lieu of tax being billed on above amounts.
Owner will contract and pay direct the required Consultant services for the project, Project Design creation and submission to Oklahoma Department of Labor, and on-site Oversight costs of Consultant during Asbestos Abatement.
Owner also to provide to AMX reasonable access to water and power for AMX's use for the duration of the project.

ARTICLE 1 - SCOPE OF WORK:

(A) Contractor shall furnish all labor, supervision, tools, equipment, materials, records and services, except those items specified as being furnished by the Owner or Owner's Representative (or Others).

(B) Contractor shall do all work and install all equipment in strict accordance with plans and specifications and with written instructions of the Owner or Owner's Representative (or Others in authority), with the knowledge and written consent of Owner or Owner's Representative. Contractor shall comply with all national, state, county and other government codes and regulations applicable to said work, including but not limited to those relating to safety, rates of pay, employment practices and security.

ARTICLE 2 - TIME OF COMPLETION: Contractor shall begin said work on (or about) the 20th day of May, 2024, and fully complete the same on or before the 7th day of June, 2024, unless otherwise agreed to in writing by the parties hereto. Request for extensions must be made in writing within five (5) working days after cause for delay occurs.

ARTICLE 3 - OTHER CONTRACT DOCUMENTS: Attached hereto as Exhibits _____, and fully incorporated herein by reference are:

- Exhibit 1 – The above referenced Air & Earth, Inc. Limited Scope Asbestos Survey
- Exhibit 2 - The AMX Environmental, LP Title 61 Bid Package response to RFP 24-056-01 issued March 7th, 2024

ARTICLE 4: Contractor guarantees its materials and workmanship for a period of one year from completion and acceptance by Owner or Owner's Representative.

ARTICLE 5: Contractor shall fully protect, indemnify and hold Owner or Owner's Representative harmless against any infringement of any patent, copyright, trademark and/or trade secret that may arise in the course of said work.

ARTICLE 6: Contractor shall be responsible for payment of federal, state, county and/or municipal excise, sales and other similar taxes, except as may be otherwise provided.

ARTICLE 7: CONTRACTOR'S INDEMNITY AND INSURANCE - Contractor shall maintain, at his cost, at all times while performing said work, unless otherwise provided, insurance set forth by federal, state and municipal laws including but not limited to Workmen's Compensation laws, unemployment insurance laws, old age assistance or pension laws. Further, Contractor shall maintain such other coverages as required by Owner or Owner's Representative, all of whom shall be additional insureds. Before starting work, Contractor shall

furnish certificates indicating the required insurance, which shall provide that said insurance cannot be modified or canceled without 10 days prior written notice to Owner or Owner's Representative. \$1,000,000 general liability (occurrence) coverage, or \$1,000,000/2,000,000 in occurrence/general and \$1,000,000 automobile coverage required per this contract. Insurers shall have no right of recovery or subrogation against Owner and/or Owner's Representative (or others) it being the intention of the parties that insurance policies so affected shall protect parties and be primary coverage for any and all losses covered by the above described insurance.

ARTICLE 8: Contractor shall abide by safety and security programs established by the Owner or Owner's Representative (or Others).

ARTICLE 9: Contractor shall comply with Executive Order No. 11246, 11701 and 11458 relating to nondiscrimination and equal employment opportunity, as well as with any specific requirements relating to said work, as included in the RFP response by AMX Environmental, LP, regarding employment practices and/or rates of pay, that may be lawfully established by Owner or Owner's Representative.

ARTICLE 10 - CANCELLATIONS - CESSATION OF WORK:

(A) In the event Contractor fails to commence said work as called for in this agreement, or after such commencement abandons said work, or for any reason fails to prosecute the same with diligence and dispatch, or suspends or refuses to continue said work for a period of ten (10) calendar days, then the Owner can take over said work, and materials and supplies furnished by Contractor, and complete said work, applying the funds held by Owner under this contract to the completion hereof.

(B) Owner or Owner's Representative shall have the right to stop said work in whole, or from time to time in part under this agreement at the convenience of the Owner or Owner's Representative. In the event of such stoppage, Contractor shall be entitled to payment equal to the amount of materials and work actually furnished (on "site") and performed.

ARTICLE 11: No work, or part thereof, shall be assigned by the Contractor without the prior written approval of the Owner or Owner's Representative and any such Sub-Contractor shall abide by any and all provisions of this agreement.

ARTICLE 12: Contractor shall possess all current licenses and permits necessary to conduct business within the state, county, or city in which the project is located.

ARTICLE 13 - JOINT OCCUPANCY, PRESERVATION: In the course of performance of said work, other work relating to the overall project of which it is part will be in progress by others, including other Contractors and/or Owner or Owner's Representative (or Others), in the same locations and at the same time as the work of Contractor. It shall be the responsibility of Contractor to coordinate his work with that of others and to

accommodate their needs in all reasonable respects. Additionally, the flow of job and other materials, personnel, and equipment through, to/from, and around the work areas shall be coordinated and reasonably accommodated.

All necessary provisions shall be made to preserve and avoid damage or injury to property or persons or others adjacent to or in the work areas.

ARTICLE 14 - GENERAL INDEMNITY AND HOLD HARMLESS PROVISIONS - Contractor shall indemnify and hold harmless Owner, Owner Representatives and their agents, representatives, successors and assigns, from all cost, loss or delay, including reasonable attorney fees and shall defend and indemnify those parties in the event of claim against them, arising out of any aspect of its operations except in the event that Owner or Owner's Representative (or Others) have been solely, exclusively negligent or remiss in their own acts or omissions in a particular incident.

ARTICLE 15 - AGREEMENT BETWEEN CONTRACTOR AND OWNER - This contract constitutes the agreement between Owner and Contractor.

In the event that any portion of this contract or terms are held by duly constituted authority to be illegal or unenforceable, those particular terms shall become void, or be suitably amended, without, however, affecting the validity of any other terms.

If either party waives, specifically or by omission, its rights under this contract in a particular instance, this shall not constitute a permanent waiver of those rights in subsequent similar situations, nor a waiver of any other rights.

No direct contractual relationship other than between Owner and (this) Contractor shall arise from this contract.

ARTICLE 16 - ACCESS: Contractor shall specifically provide timely and safe access to its facility for inspection by Owner's or Owner's Representative, and advance notification of readiness for inspection.

ARTICLE 17 - EXTRA WORK, EMERGENCIES: Contractor shall incur no commitment or expense, nor make any later claim for additional compensation or extension of completion date(s), for materials, provisions, or work that it deems to be outside the scope of this contract without so notifying Owner or Owner's Representative and promptly establishing mutually agreeable base(s) and amount(s) of compensation and schedule extension(s), beforehand, except in emergency situations. This applies whether information, or directions, are received by Contractor from Owner or Owner's Representative (or Others).

Further, Contractor shall promptly notify Owner or Owner's Representative of any intent, and its basis, to claim compensation or extension for any reason(s) not directly related to scope change.

In the event that agreement cannot immediately be reached, and direction on how to proceed obtained, in the above circumstances, a mechanism for recording and mutually acknowledging and documenting the circumstances and facts of the matter(s) shall be established and implemented to enable equitable resolution later. The work shall proceed meanwhile provided, however, that Owner shall not be liable for any costs, fees, expenses, or other amounts in excess of those set forth on Page 1 of this contract without the prior written consent of Owner.

In emergency situations, such as extreme weather or accident, Contractor shall immediately take all feasible steps to prevent, minimize or alleviate damages or injuries to its property and persons, and those of Owner (or Others). Any compensation for such action shall be determined promptly thereafter by mutual agreement.

The basis of additional compensation shall be (mutually agreed):

1. Fixed, lump sum price;
2. Unit Price(s) with suitable measurement provisions; and/or
3. Time-and-material rates and markups, previously or then-established; as deemed feasible and appropriate under the circumstances.

The basis for extension(s) of completion date(s) (schedule) shall be the actual overall-duration effect on the work, or major parts of the work, that the extra work, or other changes, represent in proportion to the whole of Contractor's work; and all reasonable alternate means to achieve timely completion, without extension or still further increase in cost, shall be exhausted before an extension is authorized.

Owner or Owner's Representative reserves the right to direct, when it deems feasible and necessary, changes in Contractor's sequence of operations, work force, methods, or work (hours/days/shifts) schedule to improve overall-project results, subject to mutually agreeable adjustments as above provided to the extent that such can be justified by Contractor in timely fashion.

ARTICLE 18 - FORCE MAJEURE: Both parties shall enjoy force majeure relief from their obligations to each other under this contract, without incurring further obligations, but shall in any instance faithfully take all feasible steps to minimize the costs and delays resulting from such incidents.

Contractor shall be deemed to have included, in its proposal price and schedule, provisions to cover or eliminate normal delays or interruptions, and costs, due to normally adverse weather conditions at the locale of said work(s), and to conditions (e.g. groundwater, traffic) under which the work is to be done and which are reasonably predictable from experience and information available. No claims for compensation or extension will be considered, on account of such circumstances.

ARTICLE 19 - SKILL AND COOPERATION: Contractor shall only employ on the work personnel skilled in the particular work and who will also cooperate effectively and productively with others involved in the work toward its correct, time, safe and economical overall completion. Changes in job management or supervision at Contractor's discretion shall only be made after notice to and the prior written agreement of Owner or Owner's Representative.

ARTICLE 20 - INTERPRETATION: This contract shall be executed, performed, and interpreted according to the laws of the state of Texas.

ARTICLE 21 - MISCELLANEOUS:

- (A) This agreement and the terms and provisions hereof shall be binding permitted upon and inure to the benefit of the parties hereto and their respective legal representation, successors and assigns.

(B) The provisions of this agreement are severable, and in the event a final court of competent jurisdiction determines that any clause of provision of this agreement is void or unenforceable for any reason, then the remaining portions of this agreement shall be read and construed, to the extent practicable, as if said void or unenforceable clause or provision were not contained herein.

(C) In the event either party is required, in good faith, to commence legal proceedings for enforcement of this agreement, then the prevailing party in said litigation shall be entitled to the recovery of its reasonable attorney fees and cost of court.

(D) The parties each warranty and represent that the persons executing this agreement on behalf of Owner and Contractor are duly authorized and acting officers or representatives of same and are executing this document pursuant to appropriate corporate ratification.

Good faith performance and timely completion of the work and related obligations by the parties is germane to this contract.

Contractor hereby agrees that its signature to this agreement shall be an acknowledgement that it has read and understands all the terms of all the contract documents, including this agreement, and that it understands the plans and specifications, and the extent, nature, and conditions of said work.

Prior to, or with, billing for final payment, Contractor shall present a duly executed release of lien(s) covering executed by Contractor and by all suppliers, contractors, etc., that it has engaged in said work.

PAYMENT TERMS: Standard terms are net 30. Progress payments may be made upon the prior written approval by Owner or Owner's Representative of a Schedule of Values submitted by Contractor.

Owner shall be authorized to deduct and withhold from the payments due Contractor any and all sums or percentages, which Owner at any time is required to withhold for any purpose whatsoever by the Contract or by any law, statute, ordinance or regulation of any Federal, State or local government, department, agency or administration; and to apply such sums to the uses and purposes for which Owner was thus required to withhold same.

In the event that the Owner delays or withholds payments to the Contractor or otherwise disputes the need to make any payment to the Contractor, and the reason for the delay, withholding or dispute arises out of, or is related to, the performance by the Contractor under this agreement, then the Owner shall be under no obligation to make any payment to the Contractor for the services furnished or goods or materials supplied by the Contractor relating to the basis for the Owner's delay or withholding of payments until that dispute has been resolved.

Executed, in multiple counterparts, effective on the date first above written.

BY: _____
Owner's Representative Signature

Witness

Title

Date Signed

(Owner)


BY: _____
Tony C. Ross

Witness

President
Title

Date Signed

AMX Environmental, LP
Contractor

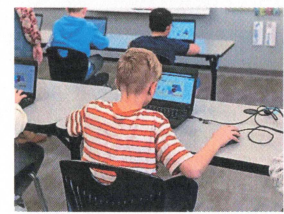



Attendance Update MPS Board Presentation

Stacy Edwards, Assistant Superintendent of Elementary
Ryan McKinney, Assistant Superintendent of Secondary
Kirk Wilson, Executive Director of Communications
April 8, 2024

Attendance Update

- Review
 - Attendance data
 - Our current practices
- Next steps
 - Policy #5020
- Communication

Chronic Absenteeism Indicator

CHRONIC ABSENTEEISM

This indicator shows the percentage of students in good attendance.

Points Earned: 3.42 of 10

View the bottom graph to see how the district performance compares to other Oklahoma schools.


Chronic Absenteeism

District	74.42%
State	79.96%

Mustang's rate of student's in good attendance is below the State average.

Mustang is only outperforming 6% of the 538 districts that had scores for the CA indicator.

Data Source: <https://oklaschools.com/district/091069/chronic-absenteeism>




Chronic Absenteeism Indicator by Grade

Scores reflect the percentage of students in good attendance.

Grade Level	Percentage
Grade KG	69.8%
Grade 01	75.63%
Grade 02	79.72%
Grade 03	83.01%
Grade 04	81.05%
Grade 05	81.46%
Grade 06	75.49%
Grade 07	74.26%
Grade 08	73.21%
Grade 09	68.51%
Grade 10	66.34%
Grade 11	68.85%
Grade 12	67.32%

Data Source: <https://oklaschools.com/district/091069/chronic-absenteeism>



MPS is currently communicating through:

- Automated calls for unverified absences
 - Elementary 9:00 and 1:00
 - Intermediate 10:45 and 4:20
 - Middle School 11:15 and 4:20
 - High School 11:25 and 4:20
- Calls home to parents from office staff
- PowerSchool App - notifications if parent subscribed
- Sites are utilizing the Canadian County Truancy Department.



Letters are mailed out on the 1st and 15th of the month by the sites

Manning High School
801 S. Bayard Dr.
Manning, OK 73044
Phone: 405.734.5000
Fax: 405.734.7437

To: [Parent/Guardian of Student Name]
Street Address:
City: OK 73044

Student Number: 10000
If you have requested this letter, you are requested to give your attention to the letter for **this semester**. Your student's attendance is important to the success of all students. School attendance is a legal requirement and the responsibility of the parent/guardian of the student.

Attendance Policy: For info, see the link located under the guidance of the Oklahoma Training Links.

Attendance Status: 100% Attendance (100% Attendance) (100% Attendance) (100% Attendance)

Attendance Status: 95% Attendance (95% Attendance) (95% Attendance) (95% Attendance)

Attendance Status: 90% Attendance (90% Attendance) (90% Attendance) (90% Attendance)

Attendance Status: 85% Attendance (85% Attendance) (85% Attendance) (85% Attendance)

Attendance Status: 80% Attendance (80% Attendance) (80% Attendance) (80% Attendance)

School	Exp	Course	Number of Absences	Number of Lessons Missed	Total
MHS	100%	English I	0	0	0
MHS	95%	Computer Applications I	2	2	2
MHS	90%	Foreign Languages I	3	3	3
MHS	85%	Constitution	4	4	4
MHS	80%	History I	5	5	5
MHS	75%	Math I	6	6	6
MHS	70%	Physical Education	7	7	7
MHS	65%	Art I	8	8	8
MHS	60%	Music I	9	9	9

In Manning Public Schools, our goal is for every student to be in attendance at least 90% of school days. The table below represents your child's attendance for this school year.

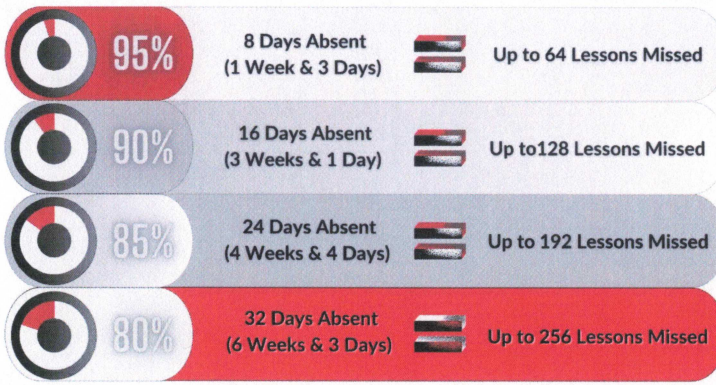
Days Absent	Days Present	Days Membership	Days Excused	Percentage in Attendance	Percentage Absent
1	199	200	0	99.5%	0.5%

Manning Public Schools Student Handbook: A complete list of policies and procedures for a variety of events, fees, and services of Manning Public Schools is available in the Student Handbook. The handbook is available on the district website at www.mpschools.org. A hard copy of the handbook is available in the district office. The handbook is available in Spanish and Chinese. The handbook is available in Braille. The handbook is available in large print. The handbook is available in audio format. The handbook is available in video format. The handbook is available in sign language. The handbook is available in Braille. The handbook is available in large print. The handbook is available in audio format. The handbook is available in video format. The handbook is available in sign language.

Approved by Attendance Record Clerk: [Name] (Signature)

Approved by Attendance Record Clerk: [Name] (Signature)

Dr. Kathy Prineas
Principal



MPS is currently:

Supporting sites in monitoring real-time attendance data to identify students at risk and then working with those students and their families.

- District is providing sites
 - At-Risk Student Report (includes attendance info) - 2x a month
 - Student Chronic Absent Report - 2x a month

Student Chronic Absent Report

ORC Chronic Absent Student	Number	Name	Absent	Grade	Membership	Present	Percent in Attendance	Enrollment Status
Confidential Student ID#	26.9	Confidential Student Name	4	123	91.3	47	91.3%	Active
	27		9	123	88	89.82%	Active	
	28		4	100	77	79.00%	Active	
	28.5		4	123	90.5	78.84%	Active	
	29		4	123	89	79.27%	Active	
	29		4	123	89	80.41%	Active	
	29		4	123	90	80.89%	Active	
	29.5		4	123	89.5	80.89%	Active	
	29.5		4	123	90	81.30%	Active	
	29.5		4	123	90.5	81.71%	Active	
29.5	4	123	91	81.71%	Active			
29.5	4	123	91	82.12%	Active			
29.5	4	123	91.5	82.52%	Active			



Next steps:

- District team is reviewing and evaluating our current policies and practices
- Current guidelines we are working under
 - Policy #5020 - Student Attendance Policy
 - Oklahoma State Statute Section 232. Records and Attendance of Pupil (70 O.S. 10-106)
 - Chronic Absenteeism
- Funding is not tied to student attendance.



What is the Goal?

To Increase Student Attendance



What is the Goal?

To Increase Student Attendance

- **We need students in school**
 - to ensure student success in all areas
 - to close learning gaps
 - to establish consistent instructional routines
 - to prepare them to be workforce ready



Next steps:

Current Policy 5020 language	Proposed Policy 5020 language
10 absences permitted	8 absences permitted
If a student exceeds ten absences, a doctor's statement that confirms the dates of the illness may be turned in to the attendance office upon the student's return to school resulting in the absence(s) being changed to an excused absence(s). Doctors' notes should be submitted to building administrative assistants upon return from absence(s). Original doctor's notes or other documentation should be kept for your own records.	If a student exceeds eight absences, a doctor's statement that confirms the dates of the illness may be turned in to the attendance office upon the student's return to school resulting in the absence(s) being changed to an excused absence(s). Doctors' notes should be submitted to building administrative assistants upon return from absence(s). Original doctor's notes or other documentation should be kept for your own records.



Communication

- Key Messages
 - Emphasize the importance of regular attendance for academic success and future opportunities.
 - Highlight the negative impact of excessive absences on learning and social development.
 - Clarify the change in policy from 10 to 8 allowable absences.
- Family Communication - Focus on the "Why"
 - Email/Text
 - Social Media
 - Website
 - Press Release - Newspapers/Media
 - Timing
- Graphics
- Videos
- Handbook
 - additional language on requirements for medical documentation



MUSTANG

PUBLIC SCHOOLS

Questions?



Mustang Board of Education Regular Meeting
Minutes

Monday, March 11, 2024 6:00 PM

Mustang Educational Resource Center, 909 South Mustang Rd., Mustang, OK 73064

AUTHORITY OF THE BOARD OF EDUCATION

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District Number I-069 of Canadian County, Oklahoma held Mustang Board of Education Regular Meeting on Monday, March 11, 2024 at 6:00 PM. The place and street of the meeting was Mustang Educational Resource Center, 909 South Mustang Rd., Mustang, OK 73064.

Notice of this meeting was given to the County Clerk of Canadian County, Oklahoma at least forty-eight (48) hours prior to such meeting, and public notice of this meeting, with an agenda posted in prominent view at the Mustang Educational Resource Center 909 South Mustang Rd., Mustang, OK at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

A. Invocation and Flag Salute

Invocation - Chad Schroeder

Flag Salute - Todd Lovelace

B. Call to Order and Roll Call (may be silent)

Todd Lovelace, Board President, called the meeting to order at 6:00 PM. Those present were Todd Lovelace, Chad Schroeder, Travis Helling, Dr. Rader and Toby Thompson.

C. Superintendent's Report

1. Bronco Leadership Code - Student of the Month

Centennial Elementary	Sawyer Smith	Canyon Ridge Intermediate	Jacie Grady
Creek Elementary	Aiden Lambert	Horizon Intermediate	Isabelle Tello
Lakehoma Elementary	Jacob Gonzales	Meadow Brook Intermediate	Koda Vershaw
Mustang Elementary	Sawyer Rhodes	Mustang Central Middle School	Casie Taylor
Prairie View Elementary	Brielle Boles	Mustang North Middle School	Darcey Hamilton
Riverwood Elementary	Indie Wood	Mustang Middle School	Landon Orton
Trails Elementary	Rex Elliott	Mustang High School	Luke Brewer
Valley Elementary	Reed Ivins	Mustang Education Center	Olivia Helms

2. Fine Arts All State Recognition - Dr. Michael Raiber, Director of Fine Arts

D. Assistant Superintendent's Report

Assistant Superintendent Report was tabled .

1. Attendance

Stacy Edwards - Assistant Superintendent of Elementary Education

Ryan McKinney - Assistant Superintendent of Secondary Education

E. Board Reports

Chad Schroeder - You know this is my last meeting. So thank you guys for all that. You're allowing me to serve in this position. A lot of these faces in this room I said earlier is very motivational to me to sit here and see the faces of mainly the staff, the principals and everyone else, and just the fact that you guys work so hard you're so passionate about what you do is very motivating for me. So thank you for that. And then last but not least, the leadership here, Mr. Bradley, the administrators, you know, and you guys in this audience, I mean, it's just the passion to educate kids the best way possible and care for them and love on in the best way possible. I saw it so much. And it's a very good thing. And then to my fellow board members, it's been an honor to serve with you guys and the former ones. I rest assured that this district is in great hands, these board members are phenomenal. So with that, just thank you very much for allowing me to serve.

F. Public Participation

The floor shall be open to the public, and any regular meeting shall include an opportunity for the public to address the Board other than personnel matters. Presentations under Public Participation are limited to five (5) minutes and where several people wish to address the same subject, a spokesperson must be selected. Those residents wishing to address the Board of Education must complete a Request for Public Participation form prior to the scheduled starting time of the regular Board meeting. A response may not be provided at this time. Questions or concerns related to employees of the district will not be permitted at this time. Those are to be referred to the Superintendent at another time.

Melissa LaFave - Sunset Amphitheater

G. 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 of these items. The consent agenda consists of discussion, consideration and action on the following items that the Superintendent recommends be approved.

Motion to approve consent agenda. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

1. Board of Education Minutes

a. February 12, 2024 Regular Board Meeting Minutes

2. Out of State or Overnight Travel

a. Wilson Grider - Oklahoma School Plant Management Association (OSPMA) April 16-17, 2024 at Lake Murray State Park.

b. Virginia Reeves - Academic Language Therapy Association National Conference May 2-5, 2024 in Little Rock, AR.

- c. Mustang Special Olympics Team and Sponsors - Special Olympics State Games May 15-17, 2024 in Stillwater, OK.
 - d. Prairie View Elementary Archery Team and Sponsors - 2024 NASP Western Nationals April 25-27, 2024 in Sandy, UT
 - e. Mustang Central Middle School Archery Team and Sponsor - Archery Nationals May 9-11, 2024 in Louisville, KY.
 - f. Mustang High School Key Club - Key Club Texas-Oklahoma District Leadership Convention April 25-28 in Denton, TX.
 - g. Mustang High School FFA Chapter and Sponsors - Competing in the American Royal Spring Livestock Show March 27-30, 2024 in Kansas City, MO.
 - h. Mustang High School Studio Art AP Students and Sponsors - Crystal Bridges Museum of Art April 11, 2024 in Bentonville, AR.
 - i. Margaret Brown and Caroline Murray - Southeast PSUG Event Conference May 6-9, 2024 in Myrtle Beach, SC.
 - j. Katy Patterson - Oklahoma Johnson-O'Malley Conference March 25-28, 2024 in Tulsa, OK.
 - k. Katy Patterson and Bailey Murrah - Native American Student Advocacy Institute June 5-7, 2024 in Minneapolis, MN.
 - l. Chris Tobler - Spring 2024 University of Arkansas Teacher Job Fair April 2, 2024 in Fayetteville, AR.
 - m. Jennifer Newell - 2024 Oklahoma Association of School Resource Officer's Conference June 2-5, 2024 in Tulsa, OK.
 - n. Mustang High School Marching Band and Staff - Bands of America Regional Championships October 10-12, 2024 in Memphis, TN.
 - o. Mustang High School Marching Band and Staff - Bands of America Super Regional Championship October 25-26, 2024 in St. Louis, MO.
 - p. Mustang High School Marching Band and Staff - Bands of America Grand National Championships November 14-16, 2024 in Indianapolis, IN.
 - q. Transportation Employees - Oklahoma Association of Pupil Transportation Conference on June 9-12, 2024 in Durant, OK.
 - r. Heather Wiggins and twelve site Counselors - American School Counselors Association (ASCA) July 13-16, 2024 in Kansas City, MO.
 - s. Kirk Wilson - Oklahoma School Public Relations Association (OkSPRA) Spring Conference April 9-11, 2024 in Sulphur, OK.
3. Renewal and Ratification of Agreements/Contracts
- a. Student Services

- 1. Northcare
 - b. Six Flags Frontier LLC
 - c. University of Oklahoma Department of Intercollegiate Athletics
- 4. Revisions of Policy and Procedures
 - a. Policy 2235 - Curriculum Policy
 - b. Policy 5068 - Selection Policy of Instructional Materials
- 5. Surplus
 - a. Athletic Training Equipment
- 6. 2024-2025 Mustang Education Association (MEA) Negotiation Team
 - Tanya Bernhardt Megan Crews Kirstina Dunn Cheryl Rowe Cathy Sabo
 - Ryan Smith Terri Story Caitlin Walker Mark Webb
- 7. Approval to hire certified and non-certified personnel for the Extended School Year (ESY) to be held June 18 - July 11, 2024.

H. Financial Consent Agenda

Motion to approve Financial Consent Agenda. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

- 1. Encumbrance Registers
- 2. Change Orders Registers
- 3. Treasurer's Report
- 4. General Fund Revenue Analysis
- 5. Activity Fund Revenue and Expenditure Summary
- 6. Activity Fund Purpose of Accounts
- 7. Transfer of Funds

I. Business

- 1. Discussion and possible board action on the Guaranteed Maximum Price Amendment #3 from CADE Construction for the construction of Elementary #9.

Motion to approve the Guaranteed Maximum Price Amendment #3 from CADE Construction for the construction of Elementary #9. This motion, made by Chad Schroeder and seconded by Travis Helling, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

- 2. Discussion and possible board action to accept the proposal for Network System upgrades.

Discussion

GEROMY: First off, I want to apologize for just now receiving these bid documents, but it was due to the fact of timing. I'm required by the regulations to have these out for a certain amount of time and today was just the final day of what that timeframe was. So I'll happily explain these. You have three different sheets there. The first sheet is the first item that Mr. Lovelace just brought up as our network infrastructure and internet network infrastructure bids. We have three proposals that were provided to us, two of them by Chickasaw Telecom, and one by United Systems. The one that's highlighted at the top from Chickasaw Telecom was an optional bid in which they provided more equipment than we were asking for in this, excuse me, in the version/iteration that we provided, but cost is lower because of the larger quantity. So overall, it gives us the availability to actually take care of a couple more schools that we would not be able to if we were to take just the standard bid. In that bid at \$1,240,699.26, 60% of that will be paid by E-RATE the other 40% was covered by the district.

CHARLES: Okay, so just backing up just a little bit when we're talking about network infrastructure. What does that look like feel like in the district as far as what is that going to provide?

GEROMY: For the buildings? Sure. It would basically replace every piece of network switching gear that we have in nine of our, excuse me, 11 of our sites that we have not upgraded up to this point. And some of that equipment being 10, 8, 7 years old. This will give us the flexibility to have better connectivity, greater throughput, and have what's called Power over Ethernet so that we can have more connectivity with newer devices that are coming on board, which would include security, cameras, phones, pretty much anything that's connecting to the network anymore on a wire is requiring Power over Ethernet be added to it. So we're basically upgrading all of that switching across the entire district at this point. So you approved it to do the high school and two of the three middle schools last year. This will get the remainder of those schools taken care of as well.

TODD: So is this a project that will be handled during the summer?

GEROMY: Yes, for the next 365 days, basically, as soon as we get the equipment, so some of it will go till summer. It also depends on when we get the final approval and when that equipment arrives. Last year, you approved it in April, and we did not receive equipment until late November. So we're working on getting those pieces implemented. And that's due to just how long the federal government takes to approve everything. So yes, I would love for it to all happen. This summer, but it may or may not occur. We have a full year to get that accomplished and everything, and we're doing the full implementation ourselves. It's just ordering the equipment itself.

CHAD: What is the typical lifecycle of these kind of products within 10 years or is it?

GEROMY: You want to go the Mustang time frame or do you want to go somebody else? We would love to do it within six to eight years max. Unfortunately, due to funding constraints and the growth that we've been having in this building, we've had to use some of our funds towards the new growth as opposed to being able to replace some of the older equipment. Unfortunately, we've had to go that 10, 11, 12 years on some piece of equipment, and it worked, but the life cycle can last for until it dies, but doesn't give us our full functionality. And that's what we're running from now, is we're having trouble getting some of the functionality we need out of the equipment at this point.

CHAD: So this will get us through. This is the last part of the project, then it sounds like or.

GEROMY: yeah,

CHAD: We've done other things in the past, now we're this is the last part of it.

GEROMY: That's correct for a while anyway, so this is also replacing all of our wireless access points across the district we did half last year with the purchase. That was no we still have to put those implemented those in because we just got them in November. That was around 500 access points. That's the little white things that provide you with your internet while you're in this building. There's another 500 that will be on this job. Roughly that will get us through and that will get everybody replaced out and as well as the new buildings, the recommendation from the board.

TODD: Any other questions?

CHARLES: I do have just one just to make sure, because it's not the lowest bid, but you're saying it's the lowest best bid?

GEROMY: lowest best bid

CHARLES: because of the nature of the option that was afforded all of them. But that came in two with Chickasaw, to be able to get more than what we were expecting.

GEROMY: That's correct. Yeah, the larger quantity allows them to give us a larger discount basically on their proposal. Okay, so and these were sealed bids that came in today.

CHARLES: and all three were afforded the same information?

GEROMY: Correct.

Recommended motion presented by Geromy Schrick, Executive Director of Technology, Chickasaw Telecom bid \$1,240,699.26. Motion to approve business item #2. This motion, made by Chad Schroeder and seconded by Travis Helling, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

3. Discussion and possible board action to accept the sealed bids for Network Wiring of the Mustang New Elementary School #9.

Discussion

GEROMY: a little simpler platform on this one. This will be page two of that handout I just gave you. We received two proposals on the bids. Low bid on this case. Everybody provided was given the same information and this is what was provisioned. So, this would be the bid proposal. We're putting in all that network wiring and as we move forward with that.

Recommended motion by Geromy Schrick, Executive Director of Technology, low bid Smart Technologies. Motion to approve. This motion, made by Chad Schroeder and seconded by Travis Helling, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

4. Discussion and possible board action to accept the sealed bids for Network Wiring of Mustang High School Building L.

Discussion

GEROMY: same premise on this based upon the information given low bid on this with Smart Technologies.

Recommended motion by Geromy Schrick, Executive Director of Technology, low bid Smart Technologies. Motion to approve business item 4. This motion, made by Chad Schroeder and seconded by Todd Lovelace, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

5. Discussion and possible board action to approve the agreement with U.S. Foods, Inc. for the rental of a freezer truck.

Motion to approve the agreement with U.S. Foods, Inc. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

J. New Business This business, in accordance with Oklahoma Statutes, title 25- 311 (A)(9), is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.

No New Business

K. Executive Session: The Board of Education will consider and may vote to convene in Executive Session.

Time 6:48 PM

Motion to convene into executive session. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

1. Proposed executive session to conduct on-going evaluation of the superintendent. 25 O.S. Section 307(B)(1).

2. Proposed executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee. 25 O.S. Section 307 (B)(1). As listed on Schedule A, B & C.

L. Acknowledge Return to Open Session

The board returned to open session at 7:59 PM.

M. Statement of Executive Session minutes by Board Clerk

The board entered into executive session at 6:48 PM. The board discussed only the agenda items authorized by State Law and no action was taken. Those in attendance were:

Todd Lovelace	Dr. Robert Rader	Travis Helling
Chad Schroeder	Toby Thompson	Charles Bradley

N. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "A".

Motion to approve Schedule A. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

O. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "B".

Motion to approve Schedule B. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

P. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "C".

Motion to approve Schedule C. This motion, made by Todd Lovelace and seconded by Chad Schroeder, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

Q. Adjournment

Time 8:00 PM

Motion to adjourn. This motion, made by Chad Schroeder and seconded by Travis Helling, Passed.

Travis Helling: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Chad Schroeder: Aye, Toby Thompson: Aye

Minutes Clerk

Board President



Schedule "A"
March 11, 2024

Resignations				
Last Name	First Name		Site/Assignment	Effective
Bannerman	Alissa		MHS/Teacher	05/17/2024
Bartley	Lonna		MHS/Transition Teacher	05/17/2024
Black	Bailey		VE/Teacher	05/17/2024
Brand	Matthew		MHS/Teacher	05/17/2024
Brooks	Candice		PVE/Teacher	05/17/2024
Clark	Christina		CE/Teacher	05/17/2024
Echalk	Jill		CRI/Teacher	05/17/2024
Goulden	Shelbie		MBI/Sped Teacher	02/22/2024
Hallum	Tammy		CE/Teacher	05/17/2024
Jones	Omar		MHS/Senior Army JROTC Instructor	06/30/2024
Menge	Kyle		MCMS/Teacher	05/17/2024
Northcutt	Jaedan		MCE/Teacher	05/17/2024
OBrien	Kristi		VE/Sped Teacher	05/17/2024
Oliver	Amanda		MCE/Teacher	05/17/2024
Overturf	Rachel		MHS/Teacher	05/17/2024
Peterson	Kristian		PVE/Paraprofessional	02/16/2024
Pipkin	Joshua		MHS/Teacher	05/17/2024
Pribyl	David		MHS/Teacher	02/19/2024
Ralls	MeKayla		CE/Paraprofessional	03/14/2024
Richey	Frances		MHS/Sped Teacher	05/17/2024
Rojas	Kitana		VE/Teacher	05/17/2024
Rolewicz	Ashley		ME/Teacher	05/17/2024
Schlosser	David		Transportation/Bus Driver/Sped	03/25/2024
Stefanick	Connie		MHS/Campus Admin Assistant	05/24/2024
Thompson	Darla		Transportation/Bus Driver	02/26/2024
Waller	Christina		VE/Paraprofessional	05/16/2024
Whitley	Dana		PVE/Teacher	05/17/2024
Terminations				
Last Name	First Name		Site/Assignment	Effective
Dumas	Darrien		Technology/District	02/28/2024
Leave of Absence				
Last Name	First Name		Site/Assignment	Effective
Habluetzel	Meagan		CRI/Teacher	2024/2025
Wildman	Andrea		PVE/Teacher	2024/2025
Retirement				
Last Name	First Name		Site/Assignment	Effective
Dixon	Deanna		ME/Teacher	05/17/2024
Ketch	Richard		MHS/Teacher	05/17/2024
Knapp	Deborah		CE/Teacher	05/17/2024
McMurray	Charles		MHS/Teacher	05/17/2024
Reyes Garcia	Maribel		MHI/Teacher	05/17/2024
Williams	Cecilia		MHS/Sped Teacher	05/17/2024

Employment				
Last Name	First Name	Replacing/New Position	Site/Assignment	Effective
Carrillo	Sarah	Kristian Peterson	PVE/Spe Paraprofessional	02/29/2024
Guinn	Kelli	Registered Nurse/Sub	District	02/07/2024
Beasley	Chaireka	New Position	MCE/Sped Paraprofessional	02/16/2024
Hurst	Aleece	Jill Isham	VE/Health Aide	02/16/2024
Liu	Yuqing	New Position	MEC/Sped Paraprofessional	02/28/2024
Moss	Matthew	Darrien Dumas	Merc/Technology Support Specialist	03/11/2024
Okon	John	James Neel	Transporation/Bus Driver	03/11/2024
Petty	Karla	Monica Witt	MCMS/Sped Paraprofessional	02/23/2024
Poage	Christy	New Position	District/Health Aide Sub	02/19/2024
Poyner	Tosha	Registered Nurse/Sub	District	02/20/2024
Robert	Brittany	David Pribyl	MHS/Teacher	02/28/2024
Santiago	Alberto	Beatriz Acosta Lopez	Operations/Custodian	03/08/2024
Sepulveda	Misty	Megan Brace	PVE/Media Assistant/Crossing Guard	02/23/2024
Stewart	Jackie	Bailey Black	VE/Teacher	08/07/2024
Story	Jessica	Julie Determann	MCE/Sped Paraprofessional	02/14/2024
Stumblingbear	Belinda	Alec Long	Merc/Technology Support Specialist	03/11/2024
Reassignments				
Last Name	First Name	From: Site/Assignment	To: Site/Assignment	Effective
Burns	Kari	CRI/Teacher	PVE/Teacher	08/07/2024
Collins	McKinsey	VE/Student Support Para	VE/Core Sped Paraprofessional	03/05/2024
Cornelius	Catherine	MCE/Teacher	PVE/Teacher	08/07/2024
Cox	Phyllis	PVE/Teacher 2nd grade	PVE/Sped FS Teacher	08/07/2024
Fowler	Billye	MMS/Sped Paraprofessional	MHS/Sped Paraprofessional	03/26/2024
Frank	Kristin	RE/Paraprofessional	RE/Teacher	08/01/2024
Geikaunmah	Ray	Transporation/Bus Driver	Transporation/Bus Aide	02/26/2024
Jin	Xiaomei	MBI/CN	MHS/Sped F/S Paraprofessional	03/04/2024
Acosta Lopez	Beatriz	MNMS/Custodian	MCE/Head Custodian	02/26/2024
Mattingly	Stacy	MHS/Teacher/EL	MHS/Teacher/M/M ELA	08/07/2024
Pruett	Joni	RE/Elem Manger	MHS/Manger	02/26/2024
Resendez	Rhonda	CRI/EL Teacher	District/EL Teacher	2024/2025
Scott	Dallas	RE/CN Assistant	RE/CN Manager	02/28/2024
Additional Duty/Supplemental/Stipend				
Last Name	First Name	Assignment	Site	Effective
Reddish	Rebecca	Stipend Homebound/based instructor	District	2024
Schneider	Reba	Stipend Homebound/based instructor	District	2024
Crocker	Josh	Mentor Teacher	TE	2023-2024
Miller	Eddie	Mentor Teacher	MHS	2023-2024
Ray	Glendia	Mentor Teacher	MHS	2023-2024
Purdy	Ashley	Mentor Teacher	MNMS	2024
Beale	Melissa	High Dosage Tutoring Supervisor (\$50 per hour)	RE	2023-2024
Harding	Taylor	High Dosage Tutoring Supervisor (\$50 per hour)	VE	2023-2024
Summers	Jamie	High Dosage Tutoring Supervisor (\$50 per hour)	TE	2023-2024
Wilson	Amy	High Dosage Tutoring Supervisor (\$50 per hour)	PVE	2023-2024

Employee start date is dependent upon completion of all required on-boarding documents.



Schedule "B"
March 11, 2024

Site Principal Recommended for Re-Hire 2024-2025 SY				
Last Name	First Name	Assignment	Site	Effective
Anderson	Leah	Principal	CE	2024/2025
Bradley	Christy	Principal	MNMS	2024/2025
Carter	Shawna	Principal	LE	2024/2025
Collins	Ramae	Principal	MMS	2024/2025
Ellis	Deana	Principal	MHI	2024/2025
Frederick	Greg	Principal	MEC	2024/2025
Giblet	Jessica	Principal	MBI	2024/2025
Hasty	Jami	Principal	TE	2024/2025
Hill	Jessika	Principal	RE	2024/2025
Hodde	Jennifer	Principal	MCE	2024/2025
Honeman	Jandra	Principal	PVE	2024/2025
Knowles	Dr. Kathy	Principal	MHS	2024/2025
Peterson	Andrea	Principal	ME	2024/2025
Stacey	Lisa	Principal	MCMS	2024/2025
Woodson	Christy	Principal	CRI	2024/2025
Young	Jennifer	Principal	VE	2024/2025
Cordinators Recommended for Re-Hire 2024-2025 SY				
Last Name	First Name	Assignment	Site	Effective
Brewer	Jash	Coordinator of Strength and Conditioning	Dist.	2024/2025
Chastain	Julie	Coordinator of Bronco Club	Dist.	2024/2025
Corn	Margaret	Coordinator of Special Education	Dist.	2024/2025
Matthews	Stephanie	Coordinator of Special Education	Dist.	2024/2025
Naeher	Lori	Coordinator of Special Education	Dist.	2024/2025
Patterson	Katy	Coordinator of Native American Education	Dist.	2024/2025
Rohrer	Lesla	Coordinator of Assessments	Dist.	2024/2025
Program Coordinators Recommended for Re-Hire 2024-2025 SY				
Last Name	First Name	Assignment	Site	Effective
Blankenship	Lee	Program Coordinator of Football	MHS	2024/2025
Edgmon	Ryan	Program Coordinator of Instrumental Music	MHS	2024/2025
Interventionists Recommended for Re-Hire 2024-2025 SY				
Last Name	First Name	Assignment	Site	Effective
Lohman	Lisa	Behavior Interventionist	Dist.	2024/2025
Shade	Pam	Behavior Interventionist	Dist.	2024/2025
Bronco Club 2024 SY				
Last Name	First Name	Assignment	Site	Effective
Carrillo	Sarah	Paraprofessional	PVE	2024
Pence	Janet	Teacher	ME	2024
Story	Carley	Student Assistant	MBI	2024

Employee start date is dependent upon completion of all required on-boarding documents.



Schedule "C"

March 11, 2024

Guest Teacher			
Last Name	First Name	Site/Assignments	Effective
Beams	Rachael	District	2024
Bishop	Taylor	District	2024
Carlisle	Michael	District	2024
Dillier	Ardie	District	2024
Eastwood	Elizabeth	District	2024
Givens	Reginald	District	2024
Guidry	Russ	District	2024
Hutchens	Raquel	District	2024
Karpilo	Joseph	District	2024
Matson	Lexi	District	2024
Malone	Darcie	District	2024
Miller	Ashley	District	2024
Newman	Kendall	District	2024
Smith	Indyarria	District	2024
Taylor	Bethany	District	2024
Onkst	Katelyn	District	2024
Wyckoff	Renee	District	2024

Employee start date is dependent upon completion of all required on-boarding documents.



Memo

To: Charles Bradley, Stacy Edwards, Ryan McKinney

From: Robbyn Glinsmann

Date: April 1, 2024

Re: Out of State or Overnight Travel for the April 8, 2024 Board Agenda

A handwritten signature in blue ink, appearing to be 'RG' followed by a flourish.

Please discuss, consider, and vote on the approval of Deanna Baxter and Amy LaRue to attend the 2024 SREB Making Schools Work Conference July 9-12, 2024, in Nashville, Tennessee. Federal grant funds through SREB will pay for the entirety of the trip.

Mustang Public Schools

Faculty Overnight or Out of State Travel Request Form

2023-2024

Date of Request: April 1, 2024

Staff Member Making Request: Robbyn Glinsmann

Name of Activity: SREB Making Schools Work Conference

Location of Activity: Nashville, TN

Dates of Activities: July 9-12, 2024

Faculty Attending: Deanna Baxter, Amy LaRue

Estimate of Expenses for Trip

Type of Transportation: Air Paid by: SREB Estimated Cost: \$1000

Registration Fee: \$600 Paid by: SREB Estimated Cost: \$1200

Daily Per Diem* \$50 Paid by: SREB Estimated Cost: \$400

Room Rate: \$200

Number of Rooms 2 x Number of nights 4 Paid by: SREB Estimated Cost: \$1600

Substitutes Required 0 x Number of days Paid by: Estimated Cost: \$

(Substitute is \$110.00 per day)

Estimated Total Costs: \$4200

- Per Diem will be paid at the current IRS rate.

Employee Signature: Amy LaRue
Deanna Baxter 4/2/24
(Date) 

Approved by Athletic Director/Fine Arts Director (if applicable) _____

Approved by Site Principal Deana Ellis Ramae Collins

Approved by Assistant Superintendent Sally Edwards
(Date)

*This page must be submitted with a board memo and a Professional Development Request Form



Memo

To: Mr. Charles Bradley and the Mustang Board of Education

Date: 04/02/2024

Re: Overnight Travel for MHS Aeronautics at OSU Speedfest Competition

Superintendent Bradley and Members of the Board,

Mustang Aeronautics requests your permission for travel including an overnight stay for the OSU Speedfest Aerospace Design Competition in Stillwater. This year we have grown to include a second all girls team. I have made arrangements for Jayne Andrews to join as a teacher/parent sponsor. In fact, she will return a few girls early on Saturday to allow for their attendance at the prom. Most costs are covered by NASA's OKSG and OSU. Details are as follows:

Friday 4/26/24

8:00 Depart MHS Science Academy
9:45 Arrive in Stillwater
10:00 Tour Excelsior Lab - OAIRES
11:15 Tour NASA OKSG Office and NASA Artifacts
12:30 Lunch in Stillwater at student's expense
1:45 Arrive Unmanned Field in Glencoe
2:00 Check-in for Certification and Practice Flights
6:30 Dinner from OSU and Networking
8:30 Hotel - Wyndham Garden, Stillwater

Saturday 4/27/24 or (Sunday for inclement weather day)

6:00 Wake up
6:30 Continental Breakfast
6:45 Depart for Unmanned Field, Glencoe
7:15 Check-in for Competition Day
11:00 Snacks and lunch tickets provided by Speedfest from Haliburton
12:00 Jayne Andrews will return 3-4 students for prom
6:30 Awards and Scholarships
8:30 Team Dinner at Eskimo Joe's at student expense
10:00 Depart for MHS Science Academy
11:45 Arrival at MHS

MUSTANG PUBLIC SCHOOLS
OUT OF DISTRICT, OVERNIGHT TRAVEL OR OUT OF STATE TRAVEL
REQUEST FORM

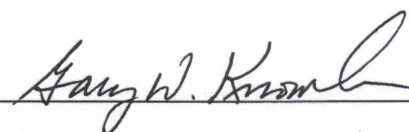
Date of Request: 4/02/2024
 Staff Member Making Request: Gary Knowles
 Name of Activity: OSU Speedfest Competition
 Date/Dates of Activity: 4/26/24 - 4/27/24 (4/28 inclement weather day)
 Location of Activity: OSU Stillwater, Unmanned Field - Glencoe
 Number of Days Students Will Miss School: 1
 Number of Students Attending Activity: 14
 Number and Name(s) of Sponsor(s) Attending Activity: Gary Knowles, Jayne Andrews

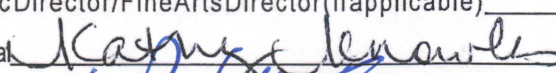
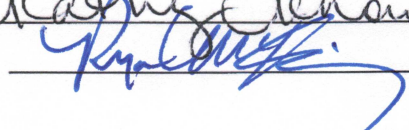
Site: MHS

Estimate of Expenses For Trip

	<u>Fund</u>	<u>Estimated Cost</u>
Type of Transportation <u>People Mover & Suburban</u>	Paid by: <u>State Comp</u>	<u>0</u>
Registration Fee <u>-0-</u>	Paid by: _____	_____
Meal Expense for Students (daily per diem) <u>-0-</u>	Paid by: _____	_____
Meal Expense for Sponsors (daily per diem) <u>-0-</u>	Paid by: _____	_____
Number of Students <u>14</u>		
Room Rate \$ <u>166.00</u>		
# of Rooms <u>5</u> # of Nights <u>1</u>	Paid by: <u>952</u>	<u>830</u>
Number of Male Sponsors <u>1</u> <i>Must have at least one (1) Male Sponsor if Male Students are attending</i>		
Room Rate \$ <u>166.00</u>		
# of Rooms <u>1</u> # of Nights <u>1</u>	Paid by: <u>412</u>	<u>166</u>
Number of Female Sponsors <u>1</u> <i>Must have at least one (1) Female Sponsor if Female Students are attending</i>		
Room Rate \$ <u>166.00</u>		
# of Rooms <u>1</u> # of Nights <u>1</u>	Paid by: <u>412</u>	<u>166</u>
Number of Days Substitute Will be Required: <u>1</u>		
# of days <u>1</u> x \$110.00 = <u>110</u> x # of sponsors <u>2</u> = <u>220</u> .	Paid by: <u>district</u>	<u>220</u>

Estimated Total Cost: 1,382

Sponsor Signature:  Date: 4/2/24

Approved by Athletic Director/Fine Arts Director (if applicable) _____ Date _____
 Approved by Principal  Date 4/2/24
 Assistant Superintendent  Date 4-2-24



Itinerary Summary

1. Sport/Activity: OSU Speedfest Competition
2. Trip Date: 4/26 - 4/27 (4/28 inclement)
3. Trip Destination: OSU Stillwater, Field in Glencoe
4. Travel Date: 4/26/24
5. Departure Time: 8:00am
6. Departure Place: MHS Science Academy
7. Return Date/Time: 4/27 11:45pm (4/28 inclement)
8. Transportation Needed: People Mover & Suburban
9. Total Number Traveling: 16
(Athletes, Managers, Trainers)
10. Cost to Athlete: -0-
11. Hotel Address/Phone #: Wyndham Garden
600 E. McElroy, Stillwater
(405) 377-7010
12. Sponsors: (Name and Phone)
 1. Gary Knowles 3. (405) 410-5723
 2. Jayne Andrews 4. (405) 919-9337

****Attach a Student Roster and Bracket of Tournament Schedule****



Detailed Itinerary

Date: 04/26/2024

Times **Activity Occurring**

8:00a m	8:00 Depart MHS Science Academy 9:45 Arrive in Stillwater 10:00 Tour Excelsior Lab - OAIRE 11:15 Tour NASA OKSG Office and NASA Artifacts 12:30 Lunch in Stillwater at student's expense 1:45 Arrive Unmanned Field in Glencoe 2:00 Check-in for Certification and Practice Flights 6:30 Dinner from OSU and Networking 8:30 Hotel - Wyndham Garden, Stillwater
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Date: 04/27/2024 (4/28 inclement wx)

Times **Activity Occurring**

	6:00 Wake up 6:30 Continental Breakfast 6:45 Depart for Unmanned Field, Glencoe 7:15 Check-in for Competition Day 11:00 Snacks and lunch tickets provided by Speedfest from Haliburton 12:00 Jayne Andrews will return 3-4 students for prom 6:30 Awards and Scholarships 8:30 Team Dinner at Eskimo Joe's at student expense 10:00 Depart for MHS Science Academy 11:45 Arrival at MHS (Please note 4/28 is the inclement weather date to be used only if there is a complete rainout on Saturday. We would plan to drive home and back.)
--	--

Date: _____

Times **Activity Occurring**

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Mustang Aeronautics
2024 Speedfest Rosters

Team#9 Mustang Aero WhataPilots

Levi Spaulding	11
Colten Irion	11
Bryce Burton	11
Alex Coates	10
Arthur Christopher	10
Tucker Eidson	10
Caleb Leuschen	10

Alternates

Jordan Maier	11
Julian Gurram	11

Team#8 Mustang Wildflowers


Katelyn Capp	12
Shelby Elliott	12
Olivia Andrews	11
Macee McNeff	10
Gabby Fuentes	10
Izzy Cloran	9
Tilly Thompson	9


Advisors:

Gary Knowles	
Jayne Andrews	



Memo

To: Charles Bradley, Superintendent
Ryan McKinney, Assistant Superintendent for Secondary Education 

From: Karen Wilson, Executive Director of Student Services 

Date: 3/11/2024

Subject: Continuing Agreement

Please review and consider for Board approval the agreement between Mustang Public Schools and the Board of Regents of the University of Oklahoma Health Sciences Center to arrange and provide for clinical rotations for individuals earning a degree in nursing.

There is no cost to the district and it provides opportunities to employ future nurses with our district.

If you have any questions, please do not hesitate to contact Karen Wilson or Tammy Kain.

EDUCATIONAL AFFILIATION AGREEMENT

BETWEEN

MUSTANG PUBLIC SCHOOLS
MUSTANG, OK

AND

THE BOARD OF REGENTS OF THE
UNIVERSITY OF OKLAHOMA, HEALTH SCIENCES CENTER
ON BEHALF OF THE COLLEGE OF ALLIED HEALTH

THIS AGREEMENT is entered into this 1st day of July 2024, by and between Mustang Public Schools, hereinafter referred to as the Facility, and the BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA, HEALTH SCIENCES CENTER, a constitutionally created entity of the state of Oklahoma on behalf of the COLLEGE OF ALLIED HEALTH, hereinafter referred to as the College. Facility and College collectively to be known as “Parties” and individually as “Party.”

RECITALS

A. WHEREAS, the College has students enrolled in allied health professional programs whose education requires clinical training;

and

B. WHEREAS, the Facility has facilities for the instruction of Allied Health students;

and

C. WHEREAS, the College wishes to send to the Facility students enrolled in the professional degree programs of the College in order to (1) provide clinical education, experience and related instruction in the respective disciplines; (2) improve the overall educational programs of the College by providing learning experiences that will enable the student to progress to advanced levels of clinical performance; (3) increase contacts between academic facilities and clinical facilities for fullest exchange of expertise and use first rank teaching facilities; (4) establish and use first rank teaching facilities; (5) establish and operate a Clinical Education Program of the first rank and (6) establish and maintain a cooperative clinical education setting.

D. NOW THEREFORE, in consideration of the following mutual covenants, the Parties agree as follows:

1. **General Information**

- a. The learning objectives of the Clinical Education Program shall be made clear to all persons involved by the Clinical Education Coordinator, and shall be consistent with prevailing accreditation essentials/guidelines of the respective fields of study.

- b. At least once during a scheduled clinical experience, the College shall contact each Clinical Education Supervisor at Facility about student progress. The Clinical Education Supervisor may contact the College at any time regarding student progress, and must report to the College, at the earliest possible time, the name of any student whose performance is unsatisfactory.
- c. The Facility shall not charge the College for any student training activities and shall not charge the student any educational tuition or fee.
- d. **As applicable, the provisions of Executive Order 11246, as amended by Exec. Order No. 11375, Exec. Order No. 11141, Exec. Order No. 13665 and as supplemented in Department of Labor Regulations (41 CFR Part 60-1.4(a), 60-300.5(a) and 60-741.5(a) et. seq.), are incorporated into this Agreement and must be included in any subcontracts awarded involving this Agreement. The Parties represent that they are in compliance with all applicable federal and state laws and regulations and all services are provided without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, genetic information, age (40 or older), disability, political beliefs, or status as a veteran in any of their respective policies, practices, or procedures; they do not maintain nor provide for their employees any segregated facilities, nor will the parties permit their employees to perform their services at any location where segregated facilities are maintained. In addition, the Parties agree to comply with the applicable provisions of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §701, and the Vietnam Era Veteran's Readjustment Assistance Act of 1974, 38 U.S.C. §4212.**
- e. As applicable, should the College or the College's students provide the Facility confidential information, as defined by applicable law, in paper or electronic form, including "personally identifiable information" from student education records as defined and protected by the Family Educational Rights and Privacy Act (FERPA), 34 CFR §99.3, Facility certifies that it shall maintain the confidential information, as required by applicable state and Federal law and that it shall not redisclose personally identifiable information except as permitted or required by the Agreement, or directed by FERPA or by other applicable laws. Facility shall develop, implement, maintain and use appropriate security measures to preserve the confidential information. Facility shall extend these measures by contract to all subcontractors used by Facility. Failure to abide by legally applicable security measures and disclosure restrictions may result in the interruption, suspension and/or termination of the relationship with Facility for a period of at least five (5) years from the date of the violation. If Facility becomes aware of a security breach relating to this information, Facility shall immediately notify the College and shall fully cooperate with the College. Facility shall, to the maximum extent permitted by law, indemnify College for any breach of confidentiality by it, its employees, agents and/or subcontractors, and the failure to uphold its responsibilities to protect

confidential information.

- f. In accordance with federal law, Facility acknowledges and agrees that College may have legal obligations to investigate and remedy potential harassment or discriminatory actions taken against its students or employees while they are engaged in the clinical rotation at Facility. Facility agrees to cooperate with College in any such investigation and agrees to take remedial actions to ensure such harassment or discrimination ceases. If College determines that the remedial action taken or proposed by Facility is not acceptable, College may terminate this Agreement immediately.
- g. To the extent allowed by law, neither Party hereto assumes any liability for the acts or omissions of the other Party's employees, Students or agents. Each Party agrees to accept and to be responsible for its own acts and/or omissions and those of its employees, Students and agents in the performance of the obligations hereunder. The College is a constitutionally created entity of the state of Oklahoma and the Oklahoma Governmental Tort Claims Act, 51 Okla. St. 2001 §§ 151 et seq. shall govern the College's liability.
- h. In the event of any dispute, claim, question, or disagreement arising out of or relating to this Agreement or the breach thereof, the Parties hereto shall use their best efforts to settle such disputes, claims, questions, or disagreements. To this effect, they shall consult and negotiate with each other, in good faith, and recognize their mutual interests, attempt to reach a just and equitable solution to both Parties.
- i. This Agreement may not be assigned, in whole or in part, without the prior written consent of both parties which cannot be unreasonably withheld or delayed. In the event the Facility is acquired during the fiscal term, or is the surviving party in a merger, or sells all or substantially all of its assets, this Agreement shall not automatically be terminated, and the Facility agrees to use its best efforts to ensure that the transferee or surviving company shall assume and be bound by the provisions of this Agreement. The Facility will give the College at least thirty (30) days' written notice before it consummates, verbally agrees to, or files any merger, acquisition, consolidation, or similar transaction in which the Facility shall not be the surviving corporation.
- j. It is understood and agreed that:
 - 1. The College is completely responsible for, and in control of, the education of the student for practice;
 - 2. The Facility is completely responsible for the care given to patients;
 - 3. Each Party contributes to meeting the goal of the other through joint participation in the quality of care given; and

4. If Facility requires students to be covered by health insurance, the College must verify that insurance coverage prior to the students' arrival, and the students must carry proof of health insurance during their educational time at Facility.
 - k. This Agreement is governed by the laws of the State of Oklahoma, without giving force and effect to its choice of law provisions. Each Party is responsible for complying with applicable laws, rules and regulations that pertain to the performance of this Agreement.
2. Responsibilities of the College
- a. Upon request the College shall send to the Facility evidence of professional liability and general liability insurance coverage for each student enrolled in the program.
 - b. The College as a State entity, is self-insured for liability protection by the State of Oklahoma in accordance with the terms of the Oklahoma Governmental Tort Claims Act (OGTCA), 51 Okla. §151 et seq.
 - c. The College shall supply or shall request the students to supply any additional information reasonably required by the Facility prior to the arrival of the students to the Facility.
 - d. The College shall provide evidence of each student's participation in a blood-borne pathogens inservice, TB, MMR, and evidence of acceptance/refusal of the Hepatitis B vaccination, and if accepted, completion date.
 - e. The College shall assign to the Facility only those students who have completed satisfactorily the prerequisite didactic portion of the curriculum related to the Clinical Education Program.
 - f. The College shall designate a faculty member as Clinical Education Coordinator to coordinate with a designee of the Facility the assignment to be assumed by the student participating in the Clinical Education Program. The primary responsibilities of the Clinical Education Coordinator are to provide liaison between the College and the Facility's Clinical Service and to assist students and the Clinical Service in fulfilling the objectives of the Clinical experience.
 - g. The College shall see that the objectives for the Clinical Education Program are consistent with the accreditation essentials/guidelines of the respective fields of study.
 - h. The College shall provide performance objectives for each clinical course for each clinical rotation and/or experience interval provided by the Facility.

- i. Upon request, the College shall provide the Facility's Clinical Education Supervisor with copies of curriculum material for the courses which are prerequisite to the clinical education courses.
- j. The College shall require students to follow rules and regulations that are mutually agreed on by the Parties to this Agreement, including but not limited to the following:
 1. The student is responsible for conforming to the standards and practices established by the College while training in the Facility.
 2. The student shall follow the applicable administrative policies, standards and practices of the Facility, including its confidentiality requirements, as provided to the student by the Facility.
 3. The student shall provide uniforms, or other professional attire, if required.
 4. The student shall provide his/her own transportation and living arrangements if not provided for by the Facility.
 5. The student shall report to the Facility on time, shall give notice (preferably in advance) of any absence, and shall follow all established standards and practices of the Facility and the College relative to clinical education, clinical performance and patient care.
 6. The student shall obtain prior written review of the Facility and the College before publishing any material relating to the clinical education experience.

3. Responsibilities of the Facility

- a. The Facility shall provide a supervised Clinical Education Program as agreed upon by both Parties.
- b. Should Facility have a policy requiring that each Student have a criminal background check prior to the Student's assignment at Facility, the results of the check will be submitted by the Student to and satisfactory to the Facility. The Facility will not share the contents or results of the criminal background check with the College or any of its employees.
- c. The Facility shall designate a Clinical Education Supervisor to participate as the agent of the Facility in planning the Clinical Education Program at the Facility. The Clinical Education Supervisor must have sufficient experience in providing direct patient care and professional credentials as defined in the current accreditation essentials/guidelines of the respective field of study. The primary responsibilities are to provide overall supervision of students in the Facility, to verify student participation and performance, and to provide students information about the

Facility.

- d. The Facility, by written notice, will inform the College of any proposed change of the Clinical Education Supervisor.
- e. The Facility shall permit, upon reasonable request, the College faculty to visit the Facility to review services and facilities, evaluate students on site, and inspect student records and other such items pertaining to the Clinical Education Program.
- f. Upon request, the Facility will provide (or allow the College to copy) clinical material relevant to the clinical education course.
- g. The Facility shall inform the student of the applicable administrative policies, standards and practices of the Facility.
- h. The Facility shall permit the student to have use of library materials necessary for completion of clinical assignments.
- i. The Facility shall maintain records and reports on each student's performance as required by the College and provide to the College clinical performance reports on a mutually agreeable schedule consistent with the requirements of the Clinical Education Program of the particular department within the College.
- j. The Facility may request the College to withdraw from the Facility any student whose performance evaluation is consistently unsatisfactory, whose personal characteristics prevent professional relationships with the Facility, or whose health status is a deterrent to the student's completion of the Clinical Education Program; however, the Facility will first give notice of student's performance and allow the College the opportunity to cure.
- k. The Facility will enforce rules and regulations governing students which are mutually agreed upon by the Clinical Service of the Facility and the College.
- l. The Facility certifies that it shall maintain, for the duration of this Agreement, insurance, or a program of self-insurance, in an amount that will be adequate to cover its respective obligations and/or risks hereunder, or as otherwise provided by Oklahoma State law the following policies of liability insurance insuring against liability arising from its use, disclosure, and maintenance of the Confidential Information hereunder. Upon request, the Facility will provide the College proof of insurance showing that such insurance is in place. Should any Party have their policy cancelled or terminated, they shall notify the other Party within ten (10) days and pursue reinstatement. Cancellation of an insurance policy or a reduction in insurance limits doesn't eliminate the respective Party's obligation to financially meet the minimum coverage limits required per this agreement. The policies

providing the foregoing coverage shall be written in standard form by insurance companies with a minimum A.M. Best financial strength rating of A-or better. If Insurance policies are underwritten on an “occurrence” basis, Facility shall maintain the coverage in force from the effective date of this Agreement until the Agreement between Facility and College terminates. If policies are underwritten on a “claims made” basis, College shall maintain the coverage for a period of three (3) years after the Agreement between College and Facility terminates. Any combination of primary and excess or umbrella insurance may be used to satisfy the limits of coverage for Commercial General Liability, Auto Liability, and Employers Liability.

Minimum Insurance Coverages and Requirements:

1. Professional Liability (Errors & Omissions/Medical Negligence) insurance with limits of not less than one million dollars (\$1,000,000) per claim/occurrence and three million dollars (\$3,000,000) aggregate;
 2. General Liability insurance with limits of not less than of one million dollars \$1,000,000 per occurrence and two million dollars (\$2,000,000) aggregate;
 3. Cyber Liability Insurance with limits of not less than one million dollars (\$1,000,000) per claim and three million dollars (3,000,000) aggregate; and
 4. Workers’ Compensation Insurance, for their respective employees, per statutory requirements and Employers’ Liability with limits not less than five hundred dollars (\$500,000).
- m. Should the occasion arise, student will be furnished emergency care and treatment by the Facility until the student can be transferred to the care of a personal physician. Emergency care, transportation and treatment provided will be the responsibility of the student.

4. **Confidentiality:**

- a. The attached Trainee Confidentiality Agreement must be signed by each student and faculty member (if any) sent to the Facility.
- b. Unless otherwise required by law, neither Party shall, without first obtaining the written consent of the other Party, disclose information relating to the methods, policies, procedures, techniques, trade secrets, or other knowledge or processes of or developed by the other Party or its affiliates, or any other Confidential

Information to persons other than the following: its legal counsel and accountants subject to professional confidentiality requirements and applicable privileges; state licensing boards, or agencies; federal or state governmental authorities; applicable accreditation agencies; and such third-party reimbursement agencies or parties as may be required pursuant to the terms and conditions of an applicable agreement for reimbursement.

- c. The Facility acknowledges that the College is a state entity covered by the Oklahoma Open Records Act, provisions of which may govern the release of certain information. To the extent the College is required and/or requested to disclose information, the College will provide the Facility reasonable notice to allow sufficient time to take legal or other action to prevent such disclosure.

5. Department Letters of Agreement:

- a. Recognizing that the specific nature of the clinical experience required by the Departments of the College may vary, it is agreed by the College and the Facility that, following execution of this Agreement and within the scope of its provisions, the College may develop letter agreements with the clinical counterparts in the Facility to formalize only operational details of the Clinical Education Programs of the College.
- b. The authority to execute these letter agreements shall remain with the Dean of the College of Allied Health and the chief administrative officer of the Facility, unless it is specifically delegated to others.

6. Term of Agreement:

- a. The period of performance under this Agreement is specified as July 1, 2024 through June 30, 2025, unless sooner terminated. Either party hereto shall have the right to terminate this Agreement upon 30 days' written notice to the other. However, said termination shall occur only at the end of any given academic term unless law or circumstance require otherwise. Either party may terminate the Agreement immediately upon written notice in the event of material breach of the Agreement.
- b. It is understood and agreed that this Agreement shall not be amended, restated, or modified, or supplemented except by mutual agreement of the Parties in writing and signed by each of the Parties.

7. Severability:

The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or forcibility of any other provision.

8. Performance:

Any waiver by either Party of the other Party's failure to perform any provision of this Agreement is not a waiver of a right to subsequently insist on performance or pursue any remedy for that failure.

9. Relationship:

The relationship between the Parties is that of independent contractor not employer/employee, joint venture, agent or business partners and nothing in this Agreement shall be constructed to make either party the legal representative or agent of the other Party, nor shall either Party have the right or authority to assume, create or incur any liability or any obligation of any kind, either expressed or implied in the name of or on behalf of the other Party.

9. No Exclusions:

By executing this Agreement, the Parties, including permitted subAgreements, certify that the Parties are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded in any State or Federal department or agency. Should any of the Parties become debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded, the Party shall notify the other Party within ten (10) days.

10. Force Majeure:

The performance by either Party hereunder shall be excused to the extent of unforeseen circumstances beyond such Party's reasonable control, including, but not limited to: hurricanes, National Weather Service named weather events, tsunami, floods, ice storms, lightning, landslide or similarly cataclysmic occurrence, or other acts of God; extended power outages; epidemics, pandemics, or related outbreaks if declared by the World Health Organization or federal government; county, state, or national declaration(s) of emergency as issued by an authorized government entity; war, acts of terrorism, or acts of public enemies; sabotage, riots or civil disturbances; or material destruction of facilities. In such event, the Parties agree to use their reasonable efforts to resume performance as soon as reasonably possible under the circumstances giving rise to the Party's failure to perform, provided, however, if performance is not restored within thirty (30) days, either Party may terminate this Agreement.

11. Counterparts:

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall be deemed to constitute one and the same instrument. Delivery of an executed signature page, with signature, electronic or otherwise, of this Agreement by facsimile or other electronic transmission shall be as effective as delivery of an original executed

counterpart of this Agreement.

12. Entire Agreement:

This Agreement is binding and inures to the benefit of the Parties, their respective heirs, executors, administrators, successors, and permitted assigns. This Agreement constitutes the complete agreement and supersedes all prior discussions and understandings in respect to the subject of this Agreement, whether written or oral.

IN WITNESS WHEREOF, this Agreement has been executed by the authorized Parties on behalf of the department of the College of Allied Health of the University of Oklahoma Health Sciences Center and the Facility.

APPROVED FOR
MUSTANG PUBLIC SCHOOLS

12400 SW 15th Street

Yukon, OK 73099

*By: _____
Signatory
Title

Date: _____

APPROVED FOR
BOARD OF REGENTS OF
THE UNIVERSITY OF OKLAHOMA,
HEALTH SCIENCES CENTER
1105 N. Stonewall Ave., LIB121
Oklahoma City, OK 73117

By: _____
Valerie N. Williams, PhD, MPA
Vice Provost for Academic Affairs
and Faculty Development

Date: _____

*This should be signed by the individual who, as chief administrative officer of the Facility can legally bind the institution in this Agreement. Please use the correct title (i.e., administrator, president, vice president, etc.), which may vary with each Facility.

OUTGOING TRAINEE CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement (“Agreement”) is effective this ____ day of _____, 20____, by and between the _____ (“Facility”) and _____, (“Affiliate”), a _____ trainee _____ faculty member at the University of Oklahoma Health Sciences Center (“OUHSC”).

Affiliate acknowledges that as a result of the clinical and related educational activities he or she will undertake at or through Facility, Affiliate may have access to confidential information, including patient identities and health information. Affiliate shall hold confidential all identifiable patient and Facility information obtained as a participant in these activities and will not disclose any personal, medical, financial, or related information to third parties, including family members, students, faculty members, or other health care providers without prior written approval of the supervisor or course coordinator. Affiliate is committed to protecting from any disclosure, whether written or oral, any and all confidential information that Affiliate may come into contact with. Affiliate may not view, copy, or remove from the premises patient schedules, procedure schedules, patient medical records, or similar documents, except as permitted under this Agreement and any related affiliation agreements. Affiliate may not use any confidential information in presentations, reports, social media, or publications of any kind without prior written approval of the supervisor or course coordinator.

Affiliate will not bring to Facility the confidential information of OUHSC or store such in or on Facility property without prior written approval of the supervisor or course coordinator.

Affiliate will not use or disclose patient information in a manner that would violate the applicable requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). Affiliate acknowledges that any breach of confidentiality or misuse of confidential information may result in termination of Affiliate's participation hereunder and in other actions deemed necessary by Facility. Unauthorized disclosure may cause irreparable injury to the owner of the information.

I have read these terms and I understand and agree to abide by them. I also understand I may have additional obligations or limitations under the related Affiliation Agreement between OUHSC and Facility.

Affiliate Printed Name

Affiliate Signature

Date

CONTRACT APPROVAL MEMO



To: Mustang Board of Education
CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer *CL*
Ryan McKinney, Assistant Superintendent *RM*

From: Karen Wilson, Executive Director of Student Services *KW*

Date: 3-26-24

Contract Vendor: Lango Deaf/HoH Services Time Frame: April 9 - May 16

Amount: \$ 16,500.00 Fund: 11 Project: Proj 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Mustang Public Schools is looking for a company to provide on-site ASL interpreting for an individual student due to a resignation of an employed ASL interpreter. The funds would come from Proj 621 special education federal funds.

If you have any questions, please do not hesitate to contact Dr. Karen Wilson



CUSTOMER AGREEMENT

This Customer Agreement (“Agreement”) is made by and between **LANGO DEAF/HoH SERVICES**, (“LANGO” or “AGENCY”), whose address is 249 W Thornhill Drive, Fort Worth, Texas 76115, and Mustang Public Schools (“CUSTOMER”), whose address is 12400 SW 15th Street Yukon, OK 73099, each hereinafter referred to individually or collectively as “Party” and “Parties,” respectively.

WHEREAS, CUSTOMER requests LANGO to provide the language interpreting services for it; and

WHEREAS, CUSTOMER and LANGO desire to enter into an agreement which will define respective rights and duties as to all services to be performed; and

WHEREAS, LANGO affirms that the CUSTOMER understands all of the provisions contained in this Agreement, and in the case that the CUSTOMER requires clarification as to one or more of the provisions contained herein, CUSTOMER has requested clarification or otherwise sought legal guidance.

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

1. TERM OF AGREEMENT

This Agreement shall remain in full force and effect from April 9th, 2024, to June 30th, 2024.

2. INTENT, PERFORMANCE DUTIES, AND EXPECTATIONS

LANGO will provide sign language interpreters which hold a current and valid certification by either Registry of Interpreters for the Deaf (RID), Texas Board for Evaluation of Interpreters (BEI), Quality Assurance Screening Test (QAST), or possess another valid national or state certification or assessment conferred upon the completion of a written and performance evaluation as determined acceptable by LANGO.

CUSTOMER understands and agrees LANGO is to provide interpretation services according to the following requirements and guidelines:

- a. LANGO will provide interpretation services for such assignments requested by CUSTOMER

- b. LANGO will be punctual for all onsite or virtual assignments accepted.
- c. LANGO provides services designed to remove communication barriers for both parties involved. These services are also provided for individuals, businesses and organizations covered by Section 504 of the Rehabilitation Act, Americans with Disabilities Act and similar state and federal laws requiring the provision of auxiliary aids and services necessary to ensure effective communication with deaf, hard of hearing or deaf-blind persons.
- d. LANGO agrees to provide communication services upon request to CUSTOMER and CUSTOMER agrees to the following conditions, rates and services listed below. The following conditions, rates, and services apply to communication services provided by LANGO on an as-needed basis.
- e. LANGO shall personally perform the entire assignment and may subcontract all or part thereof to another individual or company.
- f. In performing any services on behalf of CUSTOMER, LANGO shall dress professionally and follow the code of dress appropriate for the assignment and/or location.
- g. LANGO is prohibited from transporting Deaf consumers.
- h. LANGO shall advise CUSTOMER if the language service provider/interpreter is not present for any assignment ten minutes before the scheduled start time. LANGO understands that payment will reflect the actual start and end time of the assignment.
- i. LANGO is required to enter the start and end time of the appointment within 24 hours of completing the assignment.
- j. LANGO understands that LANGO may not attend any interpretation appointments on behalf of CUSTOMER without authorization from CUSTOMER, and that LANGO will not be eligible for payment for any services rendered without proper authorization.
- k. CUSTOMER agrees to contact LANGO by email if there are any errors or discrepancies, including but not limited to either undercharge or overcharge. CUSTOMER understands and agrees that if CUSTOMER does not alert LANGO of payment errors or discrepancies within this period, CUSTOMER will receive the correction in the next billing period after the error is brought to LANGO'S attention.
- l. LANGO understands that any assignment may be cancelled or modified with little or no notice. LANGO agrees to check scheduling portal, text, and/or email daily and will promptly advise CUSTOMER if alerts are not being received or not functioning properly.
- m. LANGO agrees to check the scheduling portal daily before departing to perform any assignment to confirm that the assignment is still in LANGO'S schedule.
- n. LANGO agrees to not hold CUSTOMER responsible if an assignment is cancelled via email or portal, and LANGO has not verified all assignments are still scheduled.
- o. CUSTOMER agrees to ensure all requests in the portal are complete and active and will not hold LANGO responsible for omitted or outdated information to be provided by CUSTOMER.
- p. LANGO agrees and understands LANGO will be paid according to the rates and terms agreed upon between the LANGO and the CUSTOMER.
- q. CUSTOMER agrees to pay LANGO according to the rates and terms agreed upon between CUSTOMER and LANGO as set out in Exhibit A-1.

3. PAYMENT AND TERMS

Payment

CUSTOMER shall pay LANGO the rates negotiated as set out in Exhibit A-1. Payment will be made by ACH bank draft or credit card. Checks are not accepted. Credit card payments will incur a 4% Surcharge added to the total invoice amount.

4. TEAM INTERPETING

LANGO recommends having a team for interpreting appointments which may be complex in nature or have a duration greater than 1.5 hours. Team interpreting is the utilization of two or more interpreters who support each other to meet the needs in a particular communication situation depending on several factors:

- Length and/or complexity of the appointment.
- Unique needs of the persons being served.
- Physical and emotional dynamics of the setting.
- Avoidance of repetitive stress injuries for interpreters.

The decision to use a team rather than an individual interpreter will be made in collaboration between LANGO and CUSTOMER.

5. CERTIFIED DEAF INTERPRETER (CDI)

An hearing interpreter may sometimes team with an deaf interpreter, called a Certified Deaf Interpreter (CDI), who can provide an additional level of language access when interpreting complex situations. The decision to utilize a CDI on appointments will depend on several factors and may be requested by CUSTOMER on behalf of the Deaf Consumer. For assignments in which a CDI had not been requested but LANGO feels one is needed, LANGO will contact CUSTOMER to request one. The determination to send a CDI will then be discussed. The determination to send a CDI will be based upon the decision of CUSTOMER, LANGO, and the availability of a CDI.

6. BILLING

LANGO shall bill CUSTOMER and receive all payments due for services on the 1st and 16th of each month. All invoices are Net 30. Services provided between the 1st and 15th of each month will be invoiced on the 16th and is to be paid within 30 days. Services provided between the 16th and the last day of the month will be invoiced on the 1st of the subsequent month to be paid within 30 days.

7. TRADE SECRET, CONFIDENTIAL INFORMATION AND LANGO'S PROPERTY

LANGO agrees, from time to time and at LANGO'S sole discretion, to provide CUSTOMER access to certain Confidential Information, including but not limited to the information described in this Agreement. CUSTOMER acknowledges that but for CUSTOMER entering into this Agreement, CUSTOMER'S access to Confidential Information would be denied, and LANGO would not be engaged for providing the services of CUSTOMER.

Definitions

“Confidential Information” means any and all material, processes, information, data, financial models, and communications that relate to LANGO and its Business or the business of its past, current, or prospective clients, including without limitation information relating to (i) the marketing and financial activities of LANGO, (ii) the Products or Services of LANGO, (iii) the costs, sources of supply, financial performance, and strategic plans of LANGO, (iv) the identity and special needs of the clients of LANGO, (v) the people and organizations with whom LANGO has business relationships and those relationships, (vi) comparable information that LANGO has received belonging to others or that was received by LANGO with any understanding that it would not be disclosed including all information provided by clients and potential clients of LANGO and all non- public personal information, and (vii) trade secrets of LANGO and LANGO’S past, current, or prospective clients. Confidential Information shall not include: (i) information that has entered the public domain, other than as a result of the a breach of any obligations of confidentiality; (ii) information received from a third party who is under no obligation of confidentiality with respect to such information; or (iii) information that Interpreter is ordered to disclose by a court of competent jurisdiction or a state or federal regulatory authority pursuant to applicable law; provided that prior to such ordered disclosure Interpreter will consult with LANGO so that LANGO may seek an appropriate protective order.

“Business” means providing any type of translation, interpretation or language-based service to any client or potential client of LANGO, and the marketing, advertising or soliciting of such services to potential clients of LANGO.

“Products or Services” means all products and services provided, planned, researched, developed, tested, manufactured, sold, licensed, leased, or otherwise distributed or put into use by LANGO or any of its subsidiaries during the time period CUSTOMER has engaged LANGO.

“Consumer” means the deaf-HOH person(s) for whom interpreting services will be provided. This person is the “consumer” of the client/customer.

Confidentiality Acknowledgements

CUSTOMER acknowledges and agrees that (i) this engagement with LANGO affords CUSTOMER access to Confidential Information regarding LANGO and its Business; (ii) the dissemination or use of Confidential Information in any manner inconsistent with protecting and furthering LANGO, its Business, and its prospects would cause LANGO great loss and irreparable harm; and (iii) one of the duties of Interpreter under this engagement is to prevent the dissemination or use of Confidential Information in any manner inconsistent with protecting and furthering LANGO, its Business, and its prospects.

Confidentiality Covenants

CUSTOMER stipulates and agrees that all Confidential Information:

Shall not be copied, used, distributed, disclosed, disseminated, or communicated in any way or form by CUSTOMER, whether or not for CUSTOMER'S own benefit, to anyone other than LANGO or authorized representatives of LANGO, or for such other purpose which LANGO may authorize in writing. If CUSTOMER is authorized by LANGO to disclose certain Confidential Information, before CUSTOMER discloses copies, uses, distributes, or disseminates any Confidential Information under any of these circumstances, CUSTOMER shall have the disclose execute a nondisclosure agreement approved by LANGO;

Shall not be used by CUSTOMER for any purposes other than in furtherance of the business interests of LANGO, without the express prior written permission of LANGO; and

Shall be held by CUSTOMER in a fiduciary capacity, and in the strictest confidence, and shall be treated by Interpreter with a high degree of care to avoid disclosure to any third party. Interpreter shall be liable for the disclosure of Confidential Information in breach of this Agreement. The burden shall be upon Interpreter to show that such care was used.

8. TERM OF AGREEMENT

This Agreement becomes effective upon signing by both parties. All of the provisions of this agreement shall be binding upon and insure to the benefit of the parties hereto and their respective heirs, successors, and assigns.

9. TERMINATION

- a. This Agreement is binding until the end of the calendar year at which time rates and terms will be readdressed for the next calendar year.
- b. Either party may terminate this Agreement by written notice (email) to the other of intent to terminate without cause.

10. NON-WAIVER

The failure of either party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

11. NO AUTHORITY TO BIND LANGO

CUSTOMER has no authority to enter into contract or agreements on behalf of LANGO. This Agreement does not create a partnership between the parties.

12. HOW NOTICES SHALL BE GIVEN

Any notice given in connection with this Agreement shall be given in writing and shall be delivered either by hand to the party or certified mail, return receipt requested, or by email. Any party may change its address stated herein by giving notice of the change in accordance with this paragraph.

13. ENTIRE AGREEMENT

This agreement and any exhibits or attachments hereto constitute the entire agreement between contracting parties concerning the subject matter hereof. It supersedes all agreements, discussions, representations, warranties, and covenants. There are no warranties, representations, covenants, or agreements, express or implied, between the parties except those expressly set forward in this agreement. By signing this contract, both parties acknowledge that they have read this contract, understood its terms, have had an opportunity to have legal counsel review this agreement, and have voluntarily accepted its provisions. If any provision of this agreement, or portion thereof, is held to be invalid or unenforceable, the remainder of the agreement shall nevertheless remain in full force.

14. AMENDMENTS

This Agreement may be supplemented, amended or revised only in writing by agreement of the parties.

15. SIGNATURE

CUSTOMER Designee signs his/her name to this Agreement acknowledging that CUSTOMER has read this agreement in its entirety, including all the exhibits, and that CUSTOMER agrees to all the terms and conditions stated herein.

Client Signature

Client Printed Name

Blake Hull

Lango Rep. Signature

Blake Hull
Lango Rep. Name Printed

Date
3/27/24

EXHIBIT A-1 Customer Charge Rates and Terms

ONSITE INTERPRETATION

Service Line	Rate per Hour or Minute	Minimum Appointment Time	Travel Time (hours)	After Hours Rate per hour	Emergency/Urgent Request Rate per Hour (request < 24 hrs)	Holiday Rate per hour
<i>On site/ Scheduled VRI ASL Interpreting</i>	<i>\$73 per hour</i>	<i>1 hour</i>	<i>1.5 hours</i>	<i>\$110</i>	<i>\$126</i>	<i>\$166</i>
<i>On site Spoken Spanish Language</i>	<i>\$73 per hour</i>	<i>1 hour</i>	<i>1.5 hours</i>	<i>\$110</i>	<i>\$109</i>	<i>\$138</i>
<i>On site All Other Spoken Languages</i>	<i>\$79 per hour</i>	<i>1 hour</i>	<i>1.5 hours</i>	<i>\$118</i>	<i>\$118</i>	<i>\$158</i>

ON DEMAND VIDEO REMOTE INTERPRETATION (VRI)

Service Line	Rate per Hour or Minute	Minimum Appointment Time	Travel Time (hours)	After Hours Rate per hour	Emergency/Urgent Request Rate per Hour (request < 24 hrs)	Holiday Rate per hour
<i>American Sign Language (ASL)</i>	<i>\$2.15 per minute</i>	<i>No Min,</i>	<i>No Travel</i>	<i>2.93 per min.</i>	<i>\$2.93 Per Min No minimum (On-Demand)</i>	<i>\$2.93 Per Min No Minimum (On-Demand)</i>
<i>Spanish Spoken Language</i>	<i>\$1.79 per minute</i>	<i>No Minimum</i>	<i>No Travel</i>	<i>\$1.99 per minute</i>	<i>\$1.99 per minute</i>	<i>\$1.99 per minute</i>
<i>All Other Spoken Languages</i>	<i>\$1.98 per minute</i>	<i>No Minimum</i>	<i>No Travel</i>	<i>\$2.05 per minute</i>	<i>\$2.05 per minute</i>	<i>\$2.15 per minute</i>

24/7 OVER THE PHONE ON DEMAND INTERPRETATION (OPI)

Service Line	Rate per Hour or Minute	Minimum Appointment Time	Travel Time (hours)	After Hours Rate per hour	Emergency/Urgent Request Rate per Hour (request < 24 hrs)	Holiday Rate per hour
<i>OPI Spanish Spoken Language</i>	<i>\$1.72 per minute</i>	<i>No Minimum</i>	<i>No Travel</i>	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>
<i>OPI Other Spoken Languages</i>	<i>\$1.98 per minute</i>	<i>No Minimum</i>	<i>No Travel</i>	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>
<i>Document Translation</i>	<i>.17 per word</i>	<i>No Minimum</i>	<i>Not Applicable</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>

Additional information below

ADDITIONAL SERVICE LINES

Service Line	Rate per Hour or Minute	Minimum Appointment Time	Travel Time (hours)	After Hours Rate per hour	Emergency/Urgent Request Rate per Hour (request < 24 hrs)	Holiday Rate per hour
<i>Remote Communication Access Realtime Translation (CART)</i>	<i>\$169 per hour</i>	<i>1 hour</i>	<i>No Travel</i>	<i>\$194</i>	<i>\$194</i>	<i>\$203</i>
<i>English to Spanish</i>	<i>\$0.17/Word</i>	<i>No Minimum</i>	<i>Not Applicable</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>
<i>Spanish to English</i>	<i>\$0.19/Word</i>	<i>No Minimum</i>	<i>Not Applicable</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>
<i>All Other (Except Very Rare)</i>	<i>From \$0.24 to \$0.28 per word</i>	<i>No Minimum</i>	<i>Not Applicable</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>
<i>Very Rare Languages (i.e., Tribal Languages)</i>	<i>\$0.28 per word and up</i>	<i>No Minimum</i>	<i>Not Applicable</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>

- All Translation pricing can vary depending on the volume (Word count) of projects.
- Discounted rate for large projects.

- a. Travel is added as indicated below dependent upon the customer’s on-site location.
 - i. Travel Time: 1.5 hours
- b. Holiday Rates are to be paid according to the rate set forth in your contract. Recognized holidays are.
 1. New Years Day
 2. Martin Luther King Day
 3. Easter
 4. Independence Day (4th of July)
 5. Memorial Day
 6. Juneteenth
 7. Labor Day
 8. Thanksgiving
 9. Christmas

DEAF CONSUMER NO SHOW POLICY

The language service provider/Interpreter shall remain on site for 15 minutes for a 1-hour appointment, 20 minutes for a 1.5 hour appointment, and 30 minutes for any appointment greater than 2 hours. Unless requested by CUSTOMER’S point of contact to remain until released.

CANCELLATION POLICY

When CUSTOMER cancels an appointment greater than twenty-four (24) hours in advance of the appointment start time, CUSTOMER will not pay LANGO.

When CUSTOMER cancels an appointment in less than twenty-four (24) hours in advance of the appointment start time, CUSTOMER will pay LANGO the requested scheduled and booked time for full duration plus travel when travel is applicable.

CONTRACT APPROVAL MEMO



To: Mustang Board of Education
CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Exe Director of Student Services *KW*

Date: 4/1/2024

Contract Vendor: Susan Westmoreland, LLC **Time Frame:** June 17 - July 11, 2024

Amount: \$ 4,500.00 **Fund:** 2152/300 **Project:** 043

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Provide educational consultant services of students who present needs in the areas of Speech Language during the 2024 Extended School Year session.

If you have any questions, please do not hesitate to contact Dr. Karen Wilson or Meg Corn.

CONTRACT FOR PROFESSIONAL SERVICES
Certified Speech Language Pathologist (SLP)
ESY Summer 2024

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") **WESTMORELAND Therapies, LLC** (hereinafter referred to as "**WESTMORELAND**") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **June 17, 2024** through **July 11, 2024**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **WESTMORELAND** agrees to provide the following services when and if requested by **MUSTANG**:

1. Carry out speech/language therapy goals as set in the Individualized Education Program (IEP).
2. Consult with teachers in relation to student's educational needs:
3. Schedule students in therapy sessions.
4. Weekly evaluate skills of each student and plans for the next session.
5. Coordinate therapy sessions with classroom teachers.

All contracted services shall be performed by **WESTMORELAND**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing a/or certification documentation from **WESTMORELAND**, which documentation shall be immediately provided by **WESTMORELAND**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **WESTMORELAND**, shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of **\$75.00 per hour** for all services rendered at the request of **MUSTANG**. The hours of coverage will be **approximately five (5) hours a day for a maximum of fifteen (15) hours per week**, without prior consent of **MUSTANG** administration. The billing will specifically identify the student referred by **Mustang**, the **Mustang** representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **WESTMORELAND** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **WESTMORELAND** pertaining to the contracted services except for the compensation herein set forth.

WESTMORELAND and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **WESTMORELAND** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **WESTMORELAND**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **WESTMORELAND**, shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

WESTMORELAND shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **WESTMORELAND**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, to be on the premises of **WESTMORELAND** during the performance of any contracted service, to work with or be around or in the presence of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, MUSTANG shall make available to **WESTMORELAND** only such information as is relevant to the services to be performed. **WESTMORELAND** shall not release or disclose any information regarding any student referred by MUSTANG to third parties without the express written consent of MUSTANG, the express written consent of a custodial parent or legal guardian of the student, or a court order. MUSTANG shall have unrestricted access to student records kept and maintained by **WESTMORELAND** if the custodial parent or legal guardian of the student has given MUSTANG or **WESTMORELAND** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **WESTMORELAND** will refer the student back to MUSTANG and the student will be ineligible to obtain any contracted services reimbursed or paid for by MUSTANG until and unless such releases are executed and the student is again referred to **WESTMORELAND** by MUSTANG.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **WESTMORELAND**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with MUSTANG. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **WESTMORELAND** provided, however, **WESTMORELAND** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **WESTMORELAND** shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **WESTMORELAND**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **WESTMORELAND**.

LIABILITY INSURANCE: **WESTMORELAND** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **WESTMORELAND**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **WESTMORELAND**, for any and all liability, injury and damages, of any kind or nature, to MUSTANG, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **WESTMORELAND**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **WESTMORELAND**. A copy of such policy shall be provided to MUSTANG upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Charles Bradley, Superintendent

PRESIDENT, Mustang Board of Education

Westmoreland Therapies, LLC
PO Box 643
Bethany, OK 73008
Cell (405) 234-7534

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

CONTRACT APPROVAL MEMO



To: Mustang Board of Education
CC: Charles Bradley, Superintendent *CB*
Jeff Landes, Chief Financial Officer *JL*

From: Geromy Schrick *[Signature]*

Date: 3/25/2024

Contract Vendor: InformaCast Time Frame: 4/12/24 - 6/30-25

Amount: \$ 6,687.00 Fund: 33 Project: 025

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Intercom System Licensing Renewal - Riverwood, Meadow Brook, Central Middle School, MERC and Elementary #9

Quote#Q-61847 4/12/24 - 6/30/24 - \$1203.00

Quote#Q-61848 7/1/24 - 6/30/25 - \$5484.00

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Intercom System Licensing Renewal - Riverwood, Meadow Brook, Central Middle School, MERC and Elementary #9

30



QUOTE Q-61848

Created Date: March 25, 2024
Expiration Date: April 11, 2024



Singlewire : Jeff Jones
Phone: (608) 441-1284
Email: jeff.jones@singlewire.com

Account Name: Mustang Public Schools
Primary Contact: Geromy Schrick

Important: Subscription service will end if contract is not renewed by 4/11/2024
TERM: 7/1/24-6/30/25

Please send purchase orders to orders@singlewire.com

PRODUCT NAME	SKU	QTY	CUSTOMER UNIT PRICE	CUSTOMER NET TOTAL
InformaCast Fusion User Base up to 250 Users Term 1 Year(s)	SSF-1YR-USR-TIER 2	250	\$15.45	\$3,862.50
InformaCast Fusion IP Speaker Endpoint Add-On Term 1 Year(s)	SSF-1YR-EPA-TIER 2	150	\$10.81	\$1,621.50

Customer Net Total
\$5,484.00

QUOTE ACCEPTANCE

This quotation is issued in **US Dollars**. All orders must be submitted in US Dollars for acceptance. If your purchasing process does not require issuance of a purchase order, the following acceptance may be signed. Acceptance: customer hereby desires to place the above **checked or circled selection** and order under the terms included on this quote.

Signature: _____ Date: _____
 Name: _____ Title: _____

BY ACCEPTING THIS QUOTE, INCLUDING, WITHOUT LIMITATION, BY SIGNING THIS DOCUMENT, ISSUING A PURCHASE ORDER OR SIMILAR DOCUMENT TO SINGLEWIRE FOR THE PRODUCTS IDENTIFIED IN THIS DOCUMENT, OR ACCESSING, USING, OR ACCEPTING RECEIPT OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT, CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER'S ACCESS TO, USE OF, AND/OR RECEIPT OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT SHALL BE GOVERNED BY, AND SUBJECT IN ALL RESPECTS TO, THE FOLLOWING (COLLECTIVELY, THE "GOVERNING TERMS"):
 SINGLEWIRE MASTER TERMS AND CONDITIONS, AVAILABLE AT WWW.SINGLEWIRE.COM/TERMS;
 SINGLEWIRE INFORMACAST FUSION AND INFORMACAST MOBILE SaaS SERVICE SCHEDULE, AVAILABLE AT [HTTPS://WWW.SINGLEWIRE.COM/SERVICE-SCHEDULE-INFORMACAST-SAAS](https://WWW.SINGLEWIRE.COM/SERVICE-SCHEDULE-INFORMACAST-SAAS)
 THE TERMS ARE INCORPORATED HEREIN BY REFERENCE AS IF FULLY STATED HEREIN AS AN INTEGRAL PART HEREOF. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT CUSTOMER'S ACCESS TO, USE, AND RECEIPT, AND SINGLEWIRE'S DELIVERY AND PROVISION, OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT ARE EXPRESSLY CONDITIONED UPON THE GOVERNING TERMS WITHOUT MODIFICATION UNLESS, AND SOLELY TO THE EXTENT, WAIVED, AMENDED OR MODIFIED BY AN OFFICER OF SINGLEWIRE IN A MANUALLY SIGNED ELECTRONIC OR WRITTEN DOCUMENT. FOR CLARITY, ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS IN ANY FORM DELIVERED BY CUSTOMER OR ON CUSTOMER'S BEHALF ARE HEREBY DEEMED TO BE MATERIAL ALTERATIONS AND NOTICE OF OBJECTION TO THEM AND REJECTION OF THEM IS HEREBY GIVEN BY SINGLEWIRE UNLESS OTHERWISE AGREED BY AN OFFICER OF SINGLEWIRE IN A MANUALLY SIGNED ELECTRONIC OR WRITTEN DOCUMENT.

QUOTE Q-61847

Created Date: March 25, 2024
Expiration Date: April 11, 2024

Singlewire : Jeff Jones
Phone: (608) 441-1284
Email: jeff.jones@singlewire.com

Account Name: Mustang Public Schools
Primary Contact: Geromy Schrick

Important: Subscription service will end if contract is not renewed by 4/11/2024
TERM: 4/12/24-6/30/24

Please send purchase orders to orders@singlewire.com

PRODUCT NAME	SKU	QTY	CUSTOMER UNIT PRICE	CUSTOMER NET TOTAL
InformaCast Fusion User Base up to 250 Users Term 0 Year(s)	SSF-%YR-USR-TIER 2	250	\$3.39	\$847.50
InformaCast Fusion IP Speaker Endpoint Add-On Term 0 Year(s)	SSF-%YR-EPA-TIER 2	150	\$2.37	\$355.50

Customer Net Total
\$1,203.00

QUOTE ACCEPTANCE




This quotation is issued in **US Dollars**. All orders must be submitted in US Dollars for acceptance. If your purchasing process does not require issuance of a purchase order, the following acceptance may be signed. Acceptance: customer hereby desires to place the above **checked or circled selection** and order under the terms included on this quote.

Signature: _____ Date: _____
 Name: _____ Title: _____

BY ACCEPTING THIS QUOTE, INCLUDING, WITHOUT LIMITATION, BY SIGNING THIS DOCUMENT, ISSUING A PURCHASE ORDER OR SIMILAR DOCUMENT TO SINGLEWIRE FOR THE PRODUCTS IDENTIFIED IN THIS DOCUMENT, OR ACCESSING, USING, OR ACCEPTING RECEIPT OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT, CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER'S ACCESS TO, USE OF, AND/OR RECEIPT OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT SHALL BE GOVERNED BY, AND SUBJECT IN ALL RESPECTS TO, THE FOLLOWING (COLLECTIVELY, THE "GOVERNING TERMS"):
 SINGLEWIRE MASTER TERMS AND CONDITIONS, AVAILABLE AT WWW.SINGLEWIRE.COM/TERMS;
 SINGLEWIRE INFORMACAST FUSION AND INFORMACAST MOBILE SaaS SERVICE SCHEDULE, AVAILABLE AT [HTTPS://WWW.SINGLEWIRE.COM/SERVICE-SCHEDULE-INFORMACAST-SAAS](https://WWW.SINGLEWIRE.COM/SERVICE-SCHEDULE-INFORMACAST-SAAS)
 THE TERMS ARE INCORPORATED HEREIN BY REFERENCE AS IF FULLY STATED HEREIN AS AN INTEGRAL PART HEREOF. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT CUSTOMER'S ACCESS TO, USE, AND RECEIPT, AND SINGLEWIRE'S DELIVERY AND PROVISION, OF THE PRODUCTS IDENTIFIED IN THIS DOCUMENT ARE EXPRESSLY CONDITIONED UPON THE GOVERNING TERMS WITHOUT MODIFICATION UNLESS, AND SOLELY TO THE EXTENT, WAIVED, AMENDED OR MODIFIED BY AN OFFICER OF SINGLEWIRE IN A MANUALLY SIGNED ELECTRONIC OR WRITTEN DOCUMENT. FOR CLARITY, ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS IN ANY FORM DELIVERED BY CUSTOMER OR ON CUSTOMER'S BEHALF ARE HEREBY DEEMED TO BE MATERIAL ALTERATIONS AND NOTICE OF OBJECTION TO THEM AND REJECTION OF THEM IS HEREBY GIVEN BY SINGLEWIRE UNLESS OTHERWISE AGREED BY AN OFFICER OF SINGLEWIRE IN A MANUALLY SIGNED ELECTRONIC OR WRITTEN DOCUMENT.

CONTRACT APPROVAL MEMO



To: Mustang Board of Education
CC: Charles Bradley, Superintendent 
Jeff Landes, Chief Financial Officer 
Dr. Jason Pittenger, Asst Superintendent of Operations 

From: Alan Green, Chief Operations Officer 

Date: 3/8/2024

Contract Vendor: Earthsmart Controls _____ **Time Frame:** 40 hours of service _____

Amount: \$ 3,900.00 _____ **Fund:** 21 _____ **Project:** 036 _____

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

District wide control issues.

AG/jw

EARTHSMART CONTROLS

5305 N Santa Fe Avenue
Oklahoma City, OK 73118

www.earthsmartcontrols.com

Phone: (405) 778-8008
Fax: (866) 676-5602

Mustang Public Schools
906 S. Heights Drive
Oklahoma City, OK 73064

January 30, 2024

EarthSmart Controls specializes in building automation. We help our customers operate their facilities in the most cost effective and energy efficient way possible. Through the use of control technology EarthSmart Controls can you save thousands of dollars over the life of your building.

At EarthSmart Controls we recommend yearly service contracts for your current control system. The yearly contract provides a thorough maintenance and operation inspection of your building automation system. EarthSmart will inspect your system one to four times a year (selected in contract) with an onsite visit which includes the following:

- Inspect the system and make up to 8 site visits per year.
- Make adjustments and upgrades to software (service pack upgrades for user interface).
- Diagnose any problems and repair/correct items not requiring replacement of existing hardware.
- Provide list of hardware items needing replaced and provide quote on such items at a discounted price, 25% off normal selling price.
- Make control strategy recommendations and discuss energy saving effects of such strategies. Even on sites without our controls.
- Answer any questions that the user may have.
- Provide you with preferred service response time vs non-contracted customers.
- Discounted service rate \$40/hour less than non-contracted customers.
- 1 Free “nuisance call” per year. this is used when in doubt of a service issue being mechanical or controls. This keeps you from being billed or time being deducted from your purchased service contract hours for us showing up when the issue isn’t due to one of our controllers.

Control systems on average have a life span of 10-15 years. Over time adjustments are made, controllers may lose their programming and natural aging occurs that may result in less efficient control. However, with just a minimal amount of maintenance our service contract can allow your control system to function properly for the life of the system.

This proposal is to provide a service contract for the Automation Systems at Mustang Public Schools.

The following page is a recommendation and summary of our proposed service contract. Please review at your earliest convenience.

EARTHSMART CONTROLS

5305 N Santa Fe Avenue
Oklahoma City, OK 73118

www.earthsmartcontrols.com

Phone: (405) 778-8008
Fax: (866) 676-5602

Exclusions: This quote directly excludes any additional hardware needed to make the system operational. Items will be provided at an additional cost to the owner, but at a discounted price.

The proposed price max six visits (40 hours per year).....\$3,900.00

Please note, the contract expires 1 year from date signed, i.e. if signed on 3/13/24 then it would expire on 3/12/25 or if you use all your hours before then expiration date.

The benefit of the above is the ongoing maintenance allows your automation system to last and operate properly much longer, therefore protecting your investment. Note the cost of the software upgrade is included in these prices.

Number of yearly service visits figured at 8 hours each and can be purchased in any 8-hour increment. These hours can also be used as regular service calls, employee training, etc. in addition to regular maintenance. However, one quarter of the selected hours are to be used for preventative maintenance purposes only.

You will also be afforded additional discounted service hours equal to the amount purchased in your agreement. Example: If you purchase 24 hours and need more, you will receive up to 24 additional hours at the discounted rate, which saves you \$45/hour compared to our standard service rate.

Also, your service hours do **NOT** begin until the technician has arrived onsite. This means travel time will **NOT** be taken out of your purchased hours.

If you have any questions, please feel free to contact us at (405) 778-8008.



Erin Bevill
Controls Manager
EarthSmart Controls, LLC
c/o Stefanie Wilson

Company: _____

Signature: _____

Date: _____

Printed Name: _____

Title: _____

PO #: _____

CONTRACT APPROVAL MEMO



To: Mustang Board of Education
CC: Charles Bradley, Superintendent *CB*
Jeff Landes, Chief Financial Officer *ave*

From: Jeff Landes, Chief Financial Officer *ave*

Date: April 8, 2024

Contract Vendor: Seesaw for School **Time Frame:** FY25 School Year

Amount: \$ 4,107.60 **Fund:** 11 **Project:** 002

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Seesaw for School subscription for the student and parent communication platform at Valley Elementary School - this is a renewal of an existing subscription.



548 Market St.
PMB 98963
San Francisco, California 94104

Thank you for your interest in renewing your Seesaw for Schools subscription. This form will replace the DocuSign that you may have completed for us in the past. Once you've submitted this form, we will send you an invoice - which will be dated with your actual renewal date (see "contract start date" below), and due 30 days from then.

Date	Bill To Name
Mar 12 2024	Valley Elementary
Quote Number	Quote Expiration Date
107359	2024-03-19

School/District Information

School/District Name *
Valley Elementary

Street *
3001 S Morgan Rd

City *
Oklahoma City

State/Province *
Oklahoma

Country *
United States

Zip/Postal Code *
73179

Is this the correct school? *

- Yes
- No

Contract Summary: Seesaw for Schools

Currency	Total Enrollment
USD	▼ 652

Would you like a 1, 2, or 3 year subscription?

As we continue to add features and capabilities, prices will incrementally increase over time. To lock in our current price in the event of a price increase - and cover more of your Seesaw subscription now, to have additional budget flexibility in future years - you can opt into a multi-year subscription.

- Subscriptions will be invoiced annually

Whichever option you choose, your renewed subscription term will officially begin on the date listed below ("Contract Start Date") - this will also be your next invoice date.

Payment is due at the end of the first month of your new subscription.

Renewal Contract Length *

- 1 Year
- 2 Years
- 3 Years
- Different Contract Length

Total Contract Price

\$ 4,107.60

Contract Start Date

07/01/2024

Contract End Date

06/30/2025

Quote Lines

Product Name	Description
Seesaw for Schools	Engaging multimodal learning
Sale Price	
4,107.61	

Contact Details

Please make modifications to the contact fields below as needed.

School Admin Contact (Who is the primary contact for your school?)

First Name *

Elizabeth

Last Name *

Brown

Email Address *

browne@mustangps.org

Title / Position *

Assistant Principal

Phone Number *

405-887-0834

Seesaw Lead (Who is responsible for Seesaw training and adoption?)

First Name *

Elizabeth

Last Name *

Brown

Email Address *

browne@mustangps.org

Title / Position *

Assistant Principal

Phone Number *

405-887-0834

Technical Contact (Who can help set up your school?)

First Name *

Last Name *

Email Address *

Title / Position *

Phone Number *

Billing Contact (Who will pay the invoice?)

First Name *

Jennifer

Last Name *

Young

Email Address *

youngj@mustangps.org

Title / Position *

Principal

Phone Number *

405-324-2541

Purchase Confirmation

Total Enrollment	Total Contract Price
652	\$ 4,107.60

Sales and use tax, if applicable, will be shown on your invoice. Tax exempt customers will be asked to provide proof of exemption.

By initialling here, I confirm my understanding that this contract, including the number of students and amount, is a non-adjustable binding agreement. I also confirm that my school or district agrees to pay the full amount quoted per the payment schedule above, and that I have proper payment authorization (including a PO # if required) to submit this order.

Initial Here *

Master Services Agreement

This purchase is governed by the terms of the Seesaw Learning, Inc. Master Services Agreement ("Agreement").

By checking this box and submitting this form, you acknowledge that you have read and accept this Agreement on behalf of your school or district.

Purchaser Contact Details

First Name *	Last Name *
Email *	Title / Position *
Phone *	PO number (if required)

Confirm Purchase

Seesaw Self-Serve

CONTRACT APPROVAL MEMO



To: Mustang Board of Education
CC: Charles Bradley, Superintendent *CB*
Jeff Landes, Chief Financial Officer *JL*

From: Jeff Landes, Chief Financial Officer *JL*

Date:

Contract Vendor: Explore Learning **Time Frame:** FY25 School Year

Amount: \$ 2,965.50 **Fund:** 11 **Project:** 002

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Explore Learning will provide a site license for Reflex Math for Valley Elementary. This is a renewal of software already in use at Valley.

ExploreLearning®

ExploreLearning Reflex
 For: Mustang Valley Elem School
 Mustang SD I-69
Presented to: Elizabeth Brown, Assistant Principal
By: Debi Auman
Proposal Expires on: August 30, 2024

Quantity	Unit	Product	Months	Total
1	Site	Reflex Site License	12	\$3,295.00
1	Webinar	Included webinar training for up to 40 participants.	12	\$0.00

Subtotal: \$3,295.00
 Discount: (\$329.50)
Total: \$2,965.50

This proposal presented on March 14, 2024 is made on behalf of ExploreLearning, LLC (FEIN 38-3942548).

Prices contained herein do not include applicable state and local sales taxes. Sales tax may be adjusted at the time of invoicing. Pricing information made herein is strictly confidential and is supplied on the understanding that it will be held confidential and not disclosed to third parties without the prior written consent of ExploreLearning.

Acceptance

All ExploreLearning subscriptions and/or services are offered subject to ExploreLearning's standard license and terms of use and privacy policy (the "License Terms"), available on the product log in pages as supplemented by the terms of the applicable proposal - and ExploreLearning's [K-12 processing](https://web.explorelearning.com/k12processing/) (<https://web.explorelearning.com/k12processing/>). By placing an order, customer confirms its acceptance of the License Terms, as well as the fees in the proposal, which together with the awarded proposal and/or any other associated agreement entered into by ExploreLearning and customer regarding the subscriptions, products and services, constitute the entire agreement between customer and ExploreLearning regarding such subscriptions, products, and services (the "Agreement") and provides its authorization to ExploreLearning's K-12 processing as described. Customer and ExploreLearning agree that the terms and conditions of the Agreement supersede any additional or inconsistent terms or provision in any customer drafted purchase order, or any communications, whether written or oral, between customer and ExploreLearning relating to the subject matter hereof, which shall be of no effect. In the event of any conflict, the terms of the Agreement shall govern.

Next Steps

PLEASE NOTE THE QUOTE NUMBER (#Q-313391) MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

If applicable, please include your certificate of tax-exempt status with your purchase order. Purchase Orders may be sent to ExploreLearning Orders via one of the following methods:

Email to: sales@explorelearning.com, please CC debi.aman@explorelearning.com to streamline processing

Fax to: 434-220-1484

Mail to: 110 Avon Street, Suite 300, Charlottesville, VA 22902

You may also contact Debi Auman at 866-882-4141, ext. 330 or debi.aman@explorelearning.com for more information on any aspect of this proposal (#Q-313391).



To ensure the effective implementation of ExploreLearning products in your school or district, please provide us with the following:

CONTACT

Who is the primary contact to coordinate professional development for your school or district? Please provide the following for that contact:

Name: Elizabeth Brown
 Title: Assistant Principal
 Email: browne@mustangps.org
 Phone: 405-324-2541

WORKSHOP DETAILS

Provide us some details for your workshop(s):

of Teachers: 40+
 # of Teachers who are new to the product: Unsure at this time/due to potential for turnover.
 # of Teachers who are experienced with the product: Currently all teachers are experienced.

TECHNOLOGY

Please provide a description of the types of technology your teachers and students will be using to implement ExploreLearning products:

We will be using either Chromebooks for 2-4th grades, and we will use iPads for younger students.

Additional Notes

Your implementation manager will be in touch with your PD contact via email to schedule your professional development workshop(s). We look forward to working with your teachers!

Professional development workshops are only scheduled for dates after the start of your subscription.



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: Policy 2237, 2045 & 2235

We respectfully request consideration and possible approval of the following policy updates to comply with the Parent's Bill of Rights law.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

STUDENT RECORDS POLICY AND PROCEDURES

I. Introduction

A. This policy and the procedures included with it are designed to meet the provisions of the Family Educational Rights and Privacy Act (FERPA), and the Mustang School District is committed to implementing the policy and following the procedures.

B. The Board of Education authorizes the Superintendent of Schools to inform parents, students and the public of the policy and to exercise his or her administrative resources to implement the policy as well as to deal with individuals who violate it.

C. If a parent of a student, an eligible student or a citizen of the Mustang School District believes that the District is violating the FERPA, that person has a right to file a complaint with the Department of Education. The address is:

The Family Educational Rights and Privacy Act Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

II. Definitions

For the purpose of this policy, the Mustang School District has used the following definitions of terms:

1. Student - Any person who attends or has attended a program of instruction sponsored by the Board of Education of the Mustang School District and for whom it maintains education records.

2. Eligible student - A student or former student who has reached age 18 or is attending a postsecondary school.

3. Parent - Either natural parent of a student, unless his or her rights under the FERPA have been removed by a court order, a guardian or an individual acting as a parent or guardian in the absence of the student's parent or guardian.

4. Education records - Any record (in handwriting, print, computer media, video or audio tape, film, microfilm, microfiche or other medium) maintained by the Mustang School District, an employee of the District or an agent of the District, which is directly related to a student and maintained by the Mustang School District or by a party acting for the Mustang School District, except:

a. A personal record kept by a school staff member that meets the following tests:

1. The records are made by instructional, supervisory, or administrative personnel or educational personnel ancillary to those persons.

2. The records are kept in the sole possession of the maker of the record. The records are not accessible or revealed to any other person except temporary substitute for the maker of the record.

b. Records of a law enforcement unit of the Mustang School District, but only if education records maintained by the Mustang School District are not disclosed to the unit, and the law enforcement records are:

1. Maintained separately from education records;

2. Maintained solely for law enforcement purposes; and

3. Disclosed only to law enforcement officials of the same jurisdiction.

c. An employment record that is used only in relation to a student's employment by the Mustang School District. (Employment for this purpose does not include activities for which a student receives a grade or credit in a course.)

d. Records on an eligible student, that are:

1. Made or maintained by a physician, psychiatrist, psychologist or other recognized professional or paraprofessional acting in his or her professional capacity or assisting in a paraprofessional capacity;

2. Made, maintained or used only in connection with treatment of the student (treatment does not include remedial educational activities or activities that are part of the program of school instruction); and

3. Disclosed only to individuals providing the treatment.
- e. Alumni records that relate to the student after he or she no longer attends classes provided by the Mustang School District, and the records do not relate to the person as a student.
5. Personally identifiable information - Any data or information that make the subject of a record known. This includes the student's name, the student's parents' or other family member's name, the student's or family's address, a student number, a list of personal characteristics or any other information that would make the student's identity easily traceable
6. **Parents shall have the right to opt out of any data collection instrument at the district level that would capture data for inclusion in the state longitudinal student data system except what is necessary and essential for establishing a student's public school record.**

III. Annual Notification

A. Within the first three weeks of each school year, the Mustang School District will publish in the local newspaper of general circulation in the area, a notice to parents and eligible students of their rights under the FERPA and this policy. The District will also include this policy in the student handbook that is available online on district website.

B. The notice will include the following:

1. The right to inspect and review the student's educational records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

3. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal (or appropriate official), clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent of eligible students when notified of the right to a hearing.

4. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorized disclosure without consent. Mustang Public Schools has designated the following as directory information and will be available for release and open for public inspection and copying:

- Student name
- Date and place of birth
- Participation of officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- The most recent school attended by the student
- Current grade level

Disclosure to school officials with legitimate education interest will be made without consent. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student service on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School will disclose without consent to officials of another school district in which a student seeks or intends to enroll.

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

C. As an agency of elementary and secondary education the District will effectively notify parents who have a primary or home language other than English or who are disabled. 34 C.F.R. § 99.7(b)(2) and 34 C.F.R. §99.7(b)(1).

D. All rights and protections given parents under the FERPA and this policy transfer to the student when he or she reaches age 18 or enrolls in a postsecondary school. The student then becomes an “eligible student.”

IV. Locations of Education Records

TYPES	LOCATION	CUSTODIAN
Cumulative School Records	School Counselor’s Office:	School Counselor
<input type="checkbox"/> Mustang Education Center		
<input type="checkbox"/> Mustang Elementary		
<input type="checkbox"/> Mustang Valley Elementary		
<input type="checkbox"/> Lakehoma Elementary		
<input type="checkbox"/> Mustang Trails Elementary		
<input type="checkbox"/> Mustang Creek Elementary		
<input type="checkbox"/> Mustang Centennial Elementary School		
<input type="checkbox"/> Prairie View Elementary		
<input type="checkbox"/> Riverwood Elementary		
<input type="checkbox"/> Canyon Ridge Intermediate		
<input type="checkbox"/> Horizon Intermediate		
<input type="checkbox"/> Meadow Brook Intermediate		
<input type="checkbox"/> Central Middle School		
<input type="checkbox"/> Mustang Middle School		
<input type="checkbox"/> Mustang North Middle School		
<input type="checkbox"/> Mustang High School		
Cumulative School Records (Former Students)	School Counselor’s Office	School Counselor
<input type="checkbox"/> Mustang High School		
Health Records	School Nurse’s Office:	School Nurse
<input type="checkbox"/> Mustang Education Center		
<input type="checkbox"/> Mustang Elementary		
<input type="checkbox"/> Mustang Valley Elementary		
<input type="checkbox"/> Lakehoma Elementary		
<input type="checkbox"/> Mustang Trails Elementary		
<input type="checkbox"/> Mustang Creek Elementary		
<input type="checkbox"/> Mustang Centennial Elementary School		
<input type="checkbox"/> Prairie View Elementary		
<input type="checkbox"/> Riverwood Elementary		
<input type="checkbox"/> Canyon Ridge Intermediate		

- Horizon Intermediate
- Meadow Brook Intermediate
- Central Middle School
- Mustang Middle School
- Mustang North Middle School
- Mustang High School

Special Education Records Special Services Director
 Psychological Records Mustang Educational Resource Center
 Special Test Records 909 S Mustang Road
 Mustang, OK 73064

School Transportation	Transportation Dept	Transportation Director Records
Occasional Records (Student Education. Records not identified above, such as in Supt.'s office, in the school attorney's office or in the personal possession of teachers)	Principal will collect and make available at student's school	School Principal

V. Procedure to Inspect Education Records

- A. Parents of students and eligible students may inspect and review the student's education records within 45 days of a request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below.
- B. Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if parents and eligible students wish to inspect records where they are maintained, school principals will make every effort to accommodate their wishes.
- C. Parents or eligible students should submit to the student's school principal a written request that identifies as precisely as possible the record or records he or she wishes to inspect.
- D. The principal (or other custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged (copies, at the exact location, or records brought to a single site).
- E. The principal (or other custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.
- F. If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the Mustang School District will arrange for the parent or eligible student to obtain copies of the record. See below for information regarding fees for copies of records.
- G. When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.
- H. The Mustang School District is not required to give an eligible student access to treatment records (as defined by the term "education records" in the Definitions section of this policy), but the student may have those records reviewed by a physician or other appropriate professional of the student's choice.

VI. Fees for Copies of Records

- A. The Mustang School District will not deny parents or eligible students any rights to copies of records because of the following published fees. When the fee represents an unusual hardship, it may be waived in part or entirely by the record custodian. However, the District reserves the right to make a charge for copies such as transcripts it forwards to potential employers or to colleges and universities for employment or admissions purposes. The School District may deny copies of records (except for those required by the

FERPA) in the following situations:

1. The student has an unpaid financial obligation to the school.
2. There is an unresolved disciplinary action against the student that warrants the denial of copies.
- B. The FERPA requires the School District to provide copies of records:
 1. When the refusal to provide copies effectively denies access to the records by a parent or eligible student.
 2. At the request of the parent or eligible student when the School District has provided the records to third parties by the prior consent of the parent or eligible student.
 3. At the request of the parent or eligible student when the School District has forwarded the records to another school where the student seeks or intends to enroll.
- C. The fee for copies provided under the FERPA may not include the costs for search and retrieval. This fee will be from no cost to twenty-five cents per page.
- D. The fee for all other copies, such as copies of records forwarded to third parties with prior consent or those provided to parents as a convenience will be twenty-five cents per page plus postage, if that is involved.

VII. Directory Information

- A. The Mustang School District proposes to designate the following personally identifiable information contained in a student's record as "directory information," and it will disclose that information without prior written consent:
 1. Student name
 2. Date and place of birth
 3. Participation of officially recognized activities and sports
 4. Weights and height of members of athletic teams
 5. Dates of attendance
 6. Degrees and awards received
 7. The most recent school attended by the student
 8. Current grade level
- B. Within the first three weeks of each school year, the Mustang School District will publish in a newspaper of general circulation in the area the above list or a revised list of the items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be available to the student's parents or the eligible student in the student handbook that can be found online at www.mustangps.org.
- C. After the parents or eligible students have been notified, they will have two weeks to advise the School District in writing (a letter to the Superintendent of School's office) of any or all of the items they refuse to permit the District to designate as directory information about that student.
- D. At the end of the two-week period, each student's records will be appropriately marked by the records custodian to indicate the items the District will designate as directory information about that student. This designation will remain in effect until it is modified by the written direction of the student's parent or the eligible student.

VIII. Use and Disclosure of Student Education Records

- A. To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The Mustang School District will use the following criteria to determine who are school officials. An official is:
 1. A person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel)
 2. A person serving on the School Board
 3. A person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist)
 4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
- B. School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required (a) in the school employee's position description approved the School Board, or (b) by participation in the school service program.
 2. Perform a supervisory or instructional task directly related to the student's education; or
 3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid.
- C. The Mustang School District will only release information from or permit access to a student's education record with a parent or eligible student's prior written consent. Exceptions to this standard are defined un 34 C.F.R. § 99.31 and may be disclosed by the school without prior written consent of the parent.
1. To teachers or other district officials who have a legitimate education interest. 34 C.F.R. § 99.31(a)(1).
 2. To officials of another school system or school where the student seeks to enroll. 34 C.F.R. § 99.31(a)(2).
 3. To authorized representatives of the Comptroller General of the United States, the Secretary of the Department of Education, or state and local education authorities. 34 C.F.R. § 99.31(a)(3).
 4. In the connection with the application for or receipt of financial aid. 34 C.F.R. §99.31(a)(4).
 5. To state and local juvenile justice systems or their officials. 34 C.F.R. 99.31(a)(5).
 6. To organizations conducting educational studies. 34 C.F.R. 99.31(a)(6).
 7. To accrediting organization. 34 C.F.R. 99.31(a)(7).
 8. To parents of an eligible student who is considered a dependent student under the Internal Revenue Code. 34 C.F.R. § 99.31(a)(8).
 9. In compliance with a judicial order or other lawfully issued subpoena. The school will make a reasonable effort to notify the parent or eligible student of the order in advance of compliance, so that the parent or eligible student may seek protective action. 34 C.F.R. § 99.31(a)(9).
 10. In connection with a health or safety emergency if the knowledge of the information is necessary to protect the health or safety of the student or other individuals. 34 C.F.R. § 99.31(a)(10).
 11. If designated as directory information 34 C.F.R. § 99.31(a)(11).
 12. To parents of non-eligible student or to eligible student. 34 C.F.R. § 9.31(a)(12).
 13. To a caseworker or other representative of a State or local child welfare agency or tribal organization authorized to access a student's case plan "when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student"
- D. Mustang School District officials may release information from a student's education record if the student's parent or the eligible student gives his or her prior written consent for the disclosure. The written consent must include at least:
1. A specification of the records to be released;
 2. The reasons for the disclosure;
 3. The person or the organization or the class of persons or organizations to whom the disclosure is to be made;
 4. The parent or student's signature; and
 5. The date of the consent and, if appropriate, a date when the consent is to be terminated.
- E. Access to the name, address, and telephone listing of each secondary school students served by the local education agency shall be provided, upon a request by a military recruiter or an institution of higher education, unless the parent of such student has provided a written request to opt-out of the sharing of information to military recruiters or institutions of higher education.
- F. Communications regarding students via the Internet must adhere to the Mustang Public School's Internet and Local Area Network Policies.
- G. No communication including personally identifiable information shall be transmitted via the Internet without expressed written permission from the parent/guardian or student 18 or older.
- H. The student's parent or the student may obtain a copy of any records disclosed under this provision.
- I. The Mustang School District will not release information contained in a student's education records, except directory information, pursuant to court orders or lawfully issued subpoenas and as otherwise provided by state law concerning releases of information to state and local officials and authorities regarding

the juvenile justice system, to any third parties, except its own officials, unless those parties agree that the information will not be re-disclosed without the parent or eligible student's prior written consent.

IX. Records or Requests for Access and Disclosures Made From Education Records

A. The Mustang School District will maintain an accurate record of all requests for it to disclose information from or to permit access to a student's education records and of information it discloses and access it permits with some exceptions listed below. This record will be kept with, but will not be a part of, each student's cumulative school records. It will be available only to the record custodian, the eligible student, the parent of the student or to federal, state or local officials for the purpose of auditing or enforcing federally supported educational programs.

B. The record will include at least:

1. The name of the person or agency that made the request;
2. The legitimate interest the person or agency had in the information;
3. The date the person or agency made the request; and
4. Whether the request was granted, and if it was, the date access was permitted or the disclosure was made.

C. The District will maintain this record as long as it maintains the student's education record.

D. The record will not include requests for access or access granted to parents of the student or to an eligible student, requests for access or access granted to officials of the Mustang School District who have a legitimate educational interest in the student, requests for or disclosures of information contained in the student's education record if the request is accompanied by the prior written consent of a parent of the student or the eligible student or the disclosure is authorized by such prior consent, for requests for or disclosure of directory information designated for that student, or for access by a party seeking or receiving the records by a Federal grand jury or other law enforcement subpoena, when the issuing court or agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed.

X. Procedures to Seek to Correct Education Records

A. Parents of students and eligible students have a right to seek to change any part of the student's record they believe is inaccurate, misleading or in violation of student rights. (NOTE: Under the FERPA, the District may decline to consider a request to change the grade a teacher assigns for a course.)

B. For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the School District to correct a record.

C. To establish an orderly process to review and correct an education record for a requester, the District may make a decision to comply with the request for a change at several levels in the procedure. Accordingly, a parent should complete a written request, with the assistance of the school to the extent required, advising the following:

- Information that is claimed to be inaccurate, misleading, or in violation of the student's privacy rights;
- Education records in which the parent believes the information is contained;
- Basis for parent's claim (i.e., why the parent believes the information is inaccurate, misleading, etc.); and
- Parent's proposed change.

D. First level decision - When a parent of a student or an eligible student finds an item in the student's education record which he or she believes is inaccurate, misleading or in violation of student rights, he or she should immediately ask the record custodian to correct it. If the record is incorrect because of an obvious error and it is a simple matter to make the record change at this level, the record custodian will make the correction. However, if the record is changed at this level, the method and result must satisfy the requester.

E. If the custodian cannot change the record to the requester's satisfaction or the record does not

appear to be obviously incorrect, he or she will:

1. Provide the requester a copy of the questioned record at no cost;
2. Ask the requester to initiate a written request for the change; and
3. Follow the procedure for a second level decision.

F. *Second level decision* - The written request to correct a student's education record through the procedure at this level should specify the correction the requester wishes the District to make. It should at least identify the item the requester believes is incorrect and state whether he or she believes the item:

1. Is inaccurate and why;
2. Is misleading and why; or
3. Violates student rights and why.

G. The request will be dated and signed by the requester.

H. Within two weeks after the record custodian receives a written request, he or she will: study the request, discuss it with other school officials (the person who made the record or those who may have a professional concern about the District's response to the request), make a decision to comply or decline to comply with the request and complete the appropriate steps to notify the requester or move the request to the next level for a decision.

I. If, as a result of this review and discussion, the record custodian decides the record should be corrected, he or she will effect the change and notify the requester in writing that he or she has made the change. Each such notice will include an invitation for the requester to inspect and review the student's education record to make certain the record is in order and the correction is satisfactory.

J. If the custodian decides the record is correct, he or she will make a written summary of any discussions with other officials and of his or her findings in the matter. He or she will transmit this summary and a copy of the written request to the Superintendent of Schools.

K. *Third level decision* - The Superintendent of Schools will review the material provided by the record custodian and, if necessary, discuss the matter with other officials, such as the school attorney or the Board of Education (in executive session). He or she will then make a decision concerning the request and complete the steps at this decision level. Ordinarily, this level of the procedure should be completed within two weeks. If it will take longer, the Superintendent will notify the requester in writing of the reasons for the delay and a date when the decision will be made.

L. If the Superintendent decides the record is incorrect and should be changed, he or she will advise the record custodian to make the changes. The record custodian will advise the requester of the change as he or she would if the change had been made at the second level.

M. If the Superintendent decides the record is correct, he or she will prepare a letter to the requester, which will include:

1. The School District's decision that the record is correct and the basis for the decision;
2. A notice to the requester that he or she has a right to ask for a hearing to present evidence that the record is incorrect and that the District will grant such a hearing;
3. Instructions for the requester to contact the Superintendent or an officer he or she designates, to discuss acceptable hearing officers, convenient times and a satisfactory site for the hearing. (The District will not be bound by the requester's positions on these items, but will, so far as possible, arrange the hearing as the requester wishes.); and
4. Advise that the requester may be represented or assisted in the hearing by other parties, including an attorney at the requester's expense.

N. *Fourth level decision* - After the requester has submitted (orally or in writing) his or her wishes concerning the hearing officer and the time and place for the hearing, the Superintendent will, within a week, notify the requester when and where the District will hold the hearing and who it has designated as the hearing officer.

O. At the hearing, the hearing officer will provide the requester a full and reasonable opportunity to present material evidence and testimony to demonstrate that the questioned part of the student's education record is incorrect, as shown in the requester's written request for a change in the record (second level).

P. Within one week after the hearing, the hearing officer will submit to the Superintendent of Schools a written summary of the evidence submitted at the hearing. Along with the summary, the hearing officer

will submit his or her recommendation, based solely on the evidence presented at the hearing, that the record should be changed or remain unchanged.

Q. The Superintendent of Schools will prepare the District's decision within two weeks of the hearing. That decision will be based on the summary of the evidence presented at the hearing and the hearing officer's recommendation. However, the District's decision will be based solely on the evidence presented at the hearing. Therefore, the Superintendent may overrule the hearing officer if he or she believes the hearing officer's recommendation is not consistent with the evidence presented. As a result of the District's decision, the Superintendent will take one of the following actions:

1. If the decision is that the District will change the record, the Superintendent will instruct the record custodian to correct the record. The record custodian will correct the record and notify the requester as at the second level decision.

2. If the decision is that the District will not change the record, the Superintendent will prepare a written notice to the requester, which will include:

a. The School District's decision that the record is correct and will not be changed;

b. A copy of a summary of the evidence presented at the hearing and a written statement of the reasons for the District's decision; and

c. Advise the requester that he or she may place in the student's education record an explanatory statement that states the reasons he or she disagrees with the School District's decision and/or the reasons he or she believes the record is incorrect.

R. *Final administrative step in the procedure* - When the Mustang School District receives an explanatory statement from a requester after a hearing, it will maintain that statement as part of the student's education record as long as it maintains the questioned part of the record. The statement will be attached to the questioned part of the record, and whenever the questioned part of the record is disclosed, the explanatory statement will also be disclosed.

XI. Availability of Policy

Copies of this policy will be available for parent and eligible student review in the principal's office of each school building and at the Superintendent's office.

Adopted: 12-98
 Revised: 10-01
 Revised: 05-02
 Revised: 08-14-06
 Revised: 08-08
 Revised: 07-11-11
 Revised: 08-12-13
 Revised: 11-09-15
 Revised: 8-20-18
 Revised: 6-10-19
 Revised: 6-27-19
 Revised: 4/8/24



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: Policy 2237, 2045 & 2235

We respectfully request consideration and possible approval of the following policy updates to comply with the Parent's Bill of Rights law.

Curriculum Policy

Curriculum Philosophy

The curriculum of the district must be appropriate for all levels of learners. The curriculum must maintain the appropriate scope and sequence, align with state and national requirements, provide for various ways in which individuals learn, and to promote and prepare students to become productive citizens. The curriculum is designed to allow for appropriate transitions from grade level to grade level, from building to building, and eventually from school to life.

The curriculum helps focus the district on what is essential, and connects to reinforce complex learning leading to mastery within and across grade levels and schools. Curriculum maps and guides have been developed in core areas to provide the written work plan. The maps are aligned with the Oklahoma Priority Academic Skills and the National Standards. Teams of teachers have worked collaboratively to develop the maps and guides. Teams meet annually to systematically review, and as appropriate, revise the curriculum to ensure the needs of the students are being met.

Instructional strategies within the classrooms put the work plan into action. Assessments are given in the district to monitor and see results of the curriculum work. These test results may be reviewed by parents through a written request to the building principal. Professional development plays a key role in response to the instructional needs based on results.

The primary goal of our district curriculum is to prepare all students to succeed at each grade level and graduate from high school well prepared for a variety of post-secondary pursuits. The Mustang School District is committed to aligning the written, taught, and tested curriculum to ensure that all students engage in rigorous and relevant learning.

District Curriculum Committee

The purpose of the district curriculum committee is to consider all curriculum issues including the addition, deletion, or changes to existing courses and to make recommendations to the curriculum coordinators for such. All recommendations will be presented to the Board of Education for approval. The curriculum committee will meet one time in the fall and one time in the spring. Other meetings will be called as needed. Subcommittees will be formed as needed. The committee is made up of a representative from each site, administrative representatives, and curriculum coordinators.

Each building will also have a curriculum committee. The purpose of the building committee is to advise and assist in the implementation of curriculum, discuss curricular issues, and make recommendations to the district committee. Course change documents are attached.

Procedure for Adding a New Courses

1. A new course may be initiated by a teacher, curriculum coordinator, leadership team or other employee with a vested interest.
2. The initiator of the new course must talk with the building principal regarding the idea for initial consideration and obtain permission to proceed.
3. If given recommendation to proceed, the employee proposing the course must submit a new course proposal form and a draft course outline including:
 - a. General description and purpose of the new course
 - b. Student skills to be learned (objectives) with regard to state standards.
 - c. Text and resources recommended and projected cost to the district
4. The principal and building curriculum committee study the above information considering:
 - a. Personnel
 - b. Cost
 - c. Scheduling

- d. Site and district ramifications
 - e. Other criteria of significance
5. If site approval is given, the course proposal is forwarded to the assistant superintendent for consideration by the district curriculum committee. This may involve study by subcommittee
 6. If the district curriculum committee recommends the addition of the course, the assistant superintendent will draft a memo for approval by the board of education.

Curriculum Teams

Core curriculum teams meet on an ongoing basis according to need. The teams design curriculum, review and revise. Maps and guides have been developed in all core areas and some elective areas. Each school site is represented on the team. Teams review test data related to the subject area, review PASS additions or changes, and make needed revisions to curriculum maps and guides.

Curriculum Guide/Map Revisions

The curriculum guides or map documents for courses offered in Mustang Public Schools are collaborative efforts of the teachers under the guidance of the curriculum coordinators. If changes are made at the state level in PASS Skills, course titles, or content, or if teachers feel that the guide has become outdated, the guides shall be revised.

All subject area or grade level teachers should have the chance to participate in and contribute to the guide revision. Core curriculum representatives at the elementary level will assist in gathering and distributing information. If grade/subject level teams meet and agree to guide revisions, these revisions must be submitted to the curriculum coordinator for review and publication as an official district curriculum document. It may be necessary to meet as a committee to further clarify or discuss the suggested revisions prior to publication.

To ensure that all PASS are addressed in classroom instruction, it could be necessary to have any curriculum map/guide revisions take effect the following school year.

It is imperative that the curriculum maps reflect the consideration of the state testing blueprints for the core areas subject to state CRT exams.

Gifted Programs

1. "Gifted and talented children" means those children identified at the preschool, elementary and secondary level as having demonstrated potential abilities of high performance capability and needing differentiated or accelerated education or services. For the purpose of this definition, "demonstrated abilities of high performance capability" means those identified students who score in the top three percent (3%) on any national standardized test of intellectual ability. Said definition may also include students who excel in one or more of the following areas:

- a. creative thinking ability,
- b. leadership ability,
- c. visual and performing arts ability, and
- d. specific academic ability.

Mustang Public Schools shall identify children in capability areas by means of a multicriteria evaluation. Provided, with first and second grade level children, MPS may utilize other evaluation mechanisms such as, but not limited to, teacher referrals in lieu of standardized testing measures;

2. "Gifted child educational programs" means those special instructional programs, supportive services, unique educational materials, learning settings and other educational services which differentiate, supplement and support the regular educational program in meeting the needs of the gifted and talented child.

3. Parents have the right to participate in MPS gifted programs based upon provisions outlined in Oklahoma state law.

Adopted: 03-08-08
Revised: 11-9-15
Revised: 08-14-17
Revised: 03-11-24
Revised: 4/8/24



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: Policy 2237, 2045 & 2235

We respectfully request consideration and possible approval of the following policy updates to comply with the Parent's Bill of Rights law.

AIDS PREVENTION EDUCATION POLICY

Mustang Public Schools AIDS Education Prevention policy is to comply with Oklahoma State Statute (70 O.S. § 1-11-103.3)

Acquired immune deficiency syndrome (AIDS) prevention education shall be taught in the public schools of this state. AIDS prevention education shall be limited to the discussion of the disease AIDS and its spread and prevention. Students shall receive such education:

1. at the option of the local school district, a minimum of once during the period from grade five through grade six;
2. a minimum of once during the period from grade seven through grade nine; and
3. a minimum of once during the period from grade ten through grade twelve.

B. The State Department of Education shall develop curriculum and materials for AIDS prevention education in conjunction with the State Department of Health. A school district may also develop its own AIDS prevention education curriculum and materials. Any curriculum and materials developed for use in the public schools shall be approved for medical accuracy by the State Department of Health. A school district may use any curriculum and materials which have been developed and approved pursuant to this subsection.

C. School districts shall make the curriculum and materials that will be used to teach AIDS prevention education available for inspection by the parents and guardians of the students that will be involved with the curriculum and materials. These requests for inspection can be made through the building level principal. Furthermore, the curriculum must be limited in time frame to deal only with factual medical information for AIDS prevention. The school districts, at least one (1) month prior to teaching AIDS prevention education in any classroom, shall conduct for the parents and guardians of the students involved during weekend and evening hours at least one presentation concerning the curriculum and materials that will be used for such education. No student shall be required to participate in AIDS prevention education if a parent or guardian of the student objects in writing to such participation. This request can be made through the building principal.

D. AIDS prevention education shall specifically teach students that:

1. engaging in homosexual activity, promiscuous sexual activity, intravenous drug use or contact with contaminated blood products is now known to be primarily responsible for contact with the AIDS virus;
2. avoiding the activities specified in paragraph 1 of this subsection is the only method of preventing the spread of the virus;
3. sexual intercourse, with or without condoms, with any person testing positive for human immunodeficiency virus (HIV) antibodies, or any other person infected with HIV, places that individual in a high risk category for developing AIDS.

E. The program of AIDS prevention education shall teach that abstinence from sexual activity is the only certain means for the prevention of the spread or contraction of the AIDS virus through sexual contact. It shall also teach that artificial means of birth control are not a certain means of preventing the spread of the AIDS virus and reliance on such methods puts a person at risk for exposure to the disease.

F. The State Department of Health and the State Department of Education shall update AIDS education curriculum material as newly discovered medical facts make it necessary.



Memo

To: Charles Bradley
Sue Cavett
From: Chris Tobler *Chris Tobler*
Date: April 1, 2024
Subject: (2) New Job Titles & Descriptions, (1) Revision

Please consider the approval of the following NEW job titles and descriptions, which are listed below with attached documentation:

Route Supervisor	New
Native American Student Support Coordinator	New
Band Assistant - Colorguard	Proposed Revision from 2018

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE: Route Supervisor

QUALIFICATIONS: High School diploma/Bachelor's Degree preferred; Verified experience with school bus routing and special needs transportation.

REPORTS TO: Assistant Director of Transportation

PERFORMANCE RESPONSIBILITIES:

1. Performs all functions associated with routing management software.
2. Design bus routes to ensure safe and timely delivery of students to and from school.
3. Design and assign routes to satisfy Special Needs Student Transportation Requests.
4. Obtain, gather, and organize pertinent data as needed and put it into a usable form.
5. Use various means to ensure route compliance by drivers.
6. Utilize good customer service/people skills to handle callers professionally.
7. Assist in developing proper safety guidelines and policies.
8. Evaluate all bus routes yearly for safety and efficiency.
9. Attend IEP meetings as necessary.
10. Keep current on changes in transportation technology, rules, and regulations related to routes.
11. Receive all complaints and inquiries specifically related to bus routes.
12. Record, evaluate, and respond to all transportation requests.
13. Drive routes as needed in a sub-driver capacity.
14. Performs other duties as assigned by supervisor.

TERMS OF EMPLOYMENT:

The number of days and compensation based on Board approved support personnel salary schedule.

EVALUATION:

Job performance will be evaluated by the Assistant Director of Transportation

PHYSICAL DEMANDS:

- Ability to stand, walk, sit, and squat frequently.
- Ability to lift 0-20 pounds frequently.
- Ability to do outside duties in inclement weather.
- Ability to walk or move long distances from location to location multiple times each day.

Proposed: April 8, 2024



Memo

To: Charles Bradley
Sue Cavett
From: Chris Tobler *Chris Tobler*
Date: April 1, 2024
Subject: (2) New Job Titles & Descriptions, (1) Revision

Please consider the approval of the following NEW job titles and descriptions, which are listed below with attached documentation:

Route Supervisor	New
Native American Student Support Coordinator	New
Band Assistant - Colorguard	Proposed Revision from 2018

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE: Native American Student Support Coordinator

QUALIFICATIONS: Experience in working with school, at-risk and/or native students, program implementation and administration, volunteer training, case management and proven leadership skills. Bachelor's Degree in social work, education, public administration, or related field desired. Master's Degree preferred.

REPORTS TO: Coordinator of Native American Education

PERFORMANCE RESPONSIBILITIES:

1. Conduct school and student needs assessment annually
2. Manage a caseload of Title VI students (e.g. track Title VI student grades, behavior, and attendance)
3. Assists in maintaining Native student records
4. Facilitate, coordinate, and evaluate Tier I site-wide Tribal Communities in Schools (TCIS) programs and activities
5. Promote positive relationships between TCIS school site, administrative office and community partners
6. Facilitates Native American student club
7. Monitor, document and evaluate site-wide student supports and student progress
8. Acts as advocate/liaison between the District, the Native American community, and students
9. Participates in continued Professional Development weekly TCIS team meetings and attends relevant consortium meetings and trainings
10. Exhibits proficiency in Microsoft Products and Google Applications
11. Collaborates with both and Indian Education Staff
12. Completes any other duties or assignments as requested

TERMS OF EMPLOYMENT:

The number of days and compensation will be based on Board approved support salary schedule.

EVALUATION:

Job performance will be evaluated by the Coordinator of Native American Education

PHYSICAL DEMANDS:

- Ability to stand, walk, sit, and squat frequently.
- Ability to lift 0-20 pounds frequently.
- Ability to do outside duties in inclement weather.
- Ability to walk or move long distances from location to location multiple times each day.

Proposed: April 8, 2024



Memo

To: Charles Bradley
Sue Cavett
From: Chris Tobler *Chris Tobler*
Date: April 1, 2024
Subject: (2) New Job Titles & Descriptions, (1) Revision

Please consider the approval of the following NEW job titles and descriptions, which are listed below with attached documentation:

Route Supervisor	New
Native American Student Support Coordinator	New
Band Assistant - Colorguard	Proposed Revision from 2018

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE:	Band Assistant - Colorguard
QUALIFICATIONS:	Proper Experience in Colorguard and Teaching
REPORTS TO:	Director of Bands
COORDINATES:	Colorguard Activities as Assigned

PERFORMANCE RESPONSIBILITIES:

1. Directly facilitating colorguard activities, design and rehearsals as they relate to marching band, winterguard and all training programs.
2. Assists in the development of the vision for the colorguard program, maintaining both short and long term goals.
3. Assists in the creation of the colorguard curriculum and its implementation for each group.
4. Demonstrates stated criteria for effective teaching performance.
5. Assists in organizing the colorguard calendar and making the arrangements for contests and events.
6. Coordinates transportation and facilities for all colorguard activities with the Director of Bands.
7. Submits all requests for expenditures of the colorguard program to the Director of Bands.
8. Assumes responsibility for the coordination of district owned colorguard equipment.
9. Assists in maintaining the colorguard inventory.
10. Manages or assists in fundraising activities as it relates to the colorguard program.
11. Demonstrates fiscal responsibility as it relates to school equipment and supplies.
12. Assists in supervising the cleaning, storage, and care of all colorguard uniforms.
13. Ensures that all colorguard storage facilities are kept in an orderly manner.
14. Builds positive school-community relations by keeping the community informed of colorguard events.
15. Manages standards for student behavior by creating an environment acceptable for representation of the school district and community at-large.
16. Participates in faculty meetings and professional activities, serving on site and district committees as required.
17. Completes reports and other school related paperwork within stated timelines.
18. Accepts responsibility and arrives punctually for activities and duties as assigned.
19. Establishes and maintains cooperative relations with co-workers.
20. Is actively involved in professional growth activities.
21. Maintains appropriate emotional control, physical health, and personal appearance.
22. Assesses the accomplishments of students and provides opportunities for growth on a regular basis.
23. Maintains accurate, complete and correct records as required by law, District policy, and administrative regulations.
24. Performs other duties as assigned by supervisor.

TERMS OF EMPLOYMENT:

Number of calendar days and compensation based on a board approved schedule.

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved: 09-10-18

Proposed Revision: April 8, 2024



Memo

To: Charles Bradley
From: Chris Tobler *Chris Tobler*
Date: March 8, 2024
Subject: Administrative Negotiating Teams - For APRIL AGENDA

J. Consent Agenda

Please provide approval of the following for the 2023-2024 Mustang Education Association (MEA) negotiations Administrative Team:

Lou Barlow, Chris Tobler, Dr. Jason Pittenger, Ryan McKinney, Stacy Edwards

Please provide approval of the following for the 2023-2024 Mustang Education Support Professionals (MESP) negotiations Administrative Team:

Lou Barlow, Chris Tobler, Dr. Jason Pittenger, Alan Green

~Thank you very much.



Memo

To: Mustang Board of Education
Charles Bradley, Superintendent

From: Salinda McCubbins

Date: March 28, 2024

Re: MESP Negotiation Committee

Please discuss, consider, and/or act upon the recommendation for the following people to be on the 2024-2025 MESP Negotiation Committee.

Sharonda Garcia
Tami Cooper
Angela Zwirtz
Carol Burgamy
D'Angela Mangus
Jan Meir
Rickie Geile
Jackie McFarland



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: CADE PCO - Silt fence

We respectfully request consideration and possible approval of the change order for elementary #9. This will NOT impact the original GMP and will use contingency dollars to address necessary changes.

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
Oklahoma City, Oklahoma 73179

Prime Contract Potential Change Order #001: Silt Fence at SW Corner of Site

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	FROM:	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	001 / 0	CONTRACT:	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Allan Turpin (266 & Co)	CREATED BY:	Blake Burden (CADE Construction)
STATUS:	Approved	CREATED DATE:	3/22/2024
REFERENCE:	Attached Quote	PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: Silt Fence at SW Corner of Site

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

PCO #01 - Bear Creek - Added Silt Fence \$ 1,320.00.

Install an additional 200 lf of silt fence not shown on the contract documents along the southwest corner of the property per the city of OKC storm water quality department. This was noted on 3.19.24 during the city's onsite storm water quality inspection. Site inspection report and site plan showing the location of added silt fence attached.

ATTACHMENTS:

[SWL-2023-00722.pdf](#) , [_MPS Change Order 1 - Erosion Control.pdf](#) , [_Erosion Contril Plan Sheet C6.2.pdf](#)

#	Budget Code	Description	Amount
1	01-040-O.O Contingency.Other	Utilize Contingency	\$(1,320.00)
2	33-100-S.O Site Utilities - Bear Creek	Added Silt Fence	\$1,320.00
Grand Total:			\$0.00

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

 3/22/2024
SIGNATURE DATE

SIGNATURE DATE

 3/27/24
SIGNATURE DATE

**STORM WATER QUALITY DIVISION
MAINTENANCE AND INSPECTION REPORT
(405) 297-1774**

SWQ #: SWL-2023-00722

EXPIRATION DATE: 11/16/2024

PROJECT NAME: Mustang Elementary School #9

PROJECT ADDRESS: 4800 S SARA RD

INSPECTOR: Alyssa Lusk

START-UP DATE: 12/18/2023

TODAY'S DATE: 3/19/2024

ATLAS #: 687

Inspection Disposition: Corrections Needed

Yes-No-N/A

Comments

01. Is SWQ file w/ Permit, NOI, SWPPP, site plan & bi-weekly reports available for review.	Yes	Conduct site inspections every 14 days and within 24 hours of the end of a rainfall event 0.5" or greater
02. Are all controls installed prior to soil disturbing activities and are all BMP's specified in the erosion control plan installed properly?	Yes	
03. Are construction entrances and right-of-way access routes installed properly and maintained?	No	
04. Are all practices performing adequately and is the perimeter protected?	No	
05. Do any BMPs require repair or cleanout? (Maintained, repaired, cleaned out)	Yes	Implement dust control measures Maintain construction entrances exits in a manner that prevents flowing/tracking onto roadways. Clean/sweep sediment from roadway (Sara Rd) Install/maintain erosion/sediment controls (install controls on southwest side of project area where grade trends down towards drainage ditch) Stabilize areas of non-disturbance greater than 14 days (north side of project area outside silt fence where vehicles were driven)
06. Is sediment leaving the site or entering streams from construction sites? (entrances/exits, channel outlets, storm drains, or by washing off slopes)?	Yes	
07. Are channels, outlets and storm inlets protected from sediment?	Yes	
08. Is dust control needed?	Yes	
09. Are all bare areas reseeded where construction has been completed or construction has ceased for more than 14 days?	No	
10. Do seeded areas require maintenance, reseeded or mulching	<N/A>	
11. Is sod installed along all flumes and roadways?	No	
12. Has a final audit been called for and Notice of Termination Filed?	<N/A>	
13. Is Re-inspection/Trip Fee required?	<N/A>	
14. Date of Last Rainfall	Passed	Date: 3/7/2024

COMMENTS:

Project: Mustang Elementary #9
Submitted by: 266 & Co, LLC
Item: Change Order #1
Requested by: Cade Construction

Description:

As Directed: Install 200LF of Erosion Control fencing in addition to plan quantity.

Quantities:

Work Area	Site Perimeter		
Days Add To Contract	0 days		
Total export	0 cy		
Total import	0 ton		
<hr/>			
Trencher Rental and Delivery	1 day	400 per day	\$ 400.00
Silt Fence delivered	200 lf	3 per lf	\$ 600.00
Labor	1 each	200 per hour	\$ 200.00
<hr/>			
Subtotal			\$ 1,200.00
Overhead / Profit	10%		\$ 120.00
Bond	5%		\$ -
Total amount add to contract			\$ 1,320.00



Mustang Public Schools

Memo

To: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent, Operations

Date: 04/02/24

Re: TCI PCO

We respectfully request consideration and possible approval of the change order for the Softball Hitting Facility. This will NOT impact the original GMP and will use contingency dollars to address necessary changes.



AIA®

Document G701® – 2017

#1

Change Order

PROJECT: *(Name and address)*
Mustang Softball Batting Facility

CONTRACT INFORMATION:
Contract For: Construction Manager
Date: February 12, 2024

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: March 26, 2024

OWNER: *(Name and address)*
Mustang Public Schools
906 S Heights Drive
Mustang, OK 73064

ARCHITECT: *(Name and address)*
MA+ Architecture
4000 North Classe, Suite 100N
Oklahoma City, OK 73118

CONTRACTOR: *(Name and address)*
Timberlake Construction Co., Inc.
7613 N Classen Blvd
Oklahoma City, OK 73116

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- PCO 1 - Trane HVAC Unit Escalation \$ 1,553.69
- PCO 2 - Superintendent Cost 1 month \$ 17,051.07
- PCO 3 - Fire Chief Parking Changes \$ 2,907.90
- PCO 4 - Contingency Allocation \$ (21,512.66)
- PCO 5 - Project Signage Interiors \$ 0.00

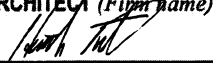
The original Contract Sum was	\$ 1,543,485.91
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,543,485.91
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 1,543,485.91

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be November 28, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

MA+ Architecture


ARCHITECT *(Firm name)*


SIGNATURE
 Heath Tate, Principal Architect

PRINTED NAME AND TITLE
 April 2, 2024

DATE

Timberlake Construction Co., Inc.

CONTRACTOR *(Firm name)*


SIGNATURE
 Casey Logue, VP Operations

PRINTED NAME AND TITLE
 March 26, 2024

DATE

Mustang Public Schools

OWNER *(Firm name)*

SIGNATURE
 School Board President

PRINTED NAME AND TITLE

DATE

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1492 - 5000, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	1492	03/07/2024	14462	Amazon Capital Services Inc.	618 Transition Program Supplies	4,461.00	
				618 Transition Program Supplies	618-1000-617-239-0000-000-705	03/07/2024	281.16
				Kitchen appliances & supplies	618-1000-651-239-0000-000-705	03/07/2024	962.35
				618 Transition Program Supplies	618-1000-653-239-0000-000-705	03/07/2024	2,072.91
				Printer(s)x2 & Heat press machine			
				618 Transition Program Supplies	618-1000-619-239-0000-000-705	03/07/2024	35.01
				General Supplies	618-1000-619-239-0000-000-705	03/07/2024	1,109.57
11	1493	03/07/2024	14462	Amazon Capital Services Inc.	621 OT Orders	300.00	
				621 OT Orders	621-2135-658-239-0000-000-050	03/07/2024	197.17
					621-2135-658-239-0000-000-050	03/07/2024	36.57
					621-2135-658-239-0000-000-050	03/07/2024	66.26
11	1494	03/07/2024	14092	WPS PUBLISHERS DISTRIBUTERS	621 Psych Protocols	100.00	
				621 Psych Protocols	621-2140-614-239-0000-000-050	03/07/2024	83.60
					621-2140-614-239-0000-000-050	03/07/2024	16.40
11	1495	03/07/2024	64696	RIVERSIDE ASSESSMENTS, LLC	621 Psych Testing Protocols	938.36	
				621 Psych Testing Protocols	621-2140-614-239-0000-000-050	03/07/2024	938.36
11	1496	03/07/2024	15117	Pearson Education Inc	621 Psych Protocols and Kits	2,646.80	
				621 Psych Protocols and Kits	621-2140-614-239-0000-000-050	03/07/2024	2,646.80
11	1497	03/07/2024	16705	Multi-Health Systems, Inc.	621 Psych Protocols and Kits	500.00	
				621 Psych Protocols and Kits	621-2140-614-239-0000-000-050	03/07/2024	237.50
					621-2140-614-239-0000-000-050	03/07/2024	262.50
11	1498	03/07/2024	67956	Howard industries Inc	412 - Classroom Curriculum G Sewell-Delany	800.00	
				QUOTE#CH6 1369495.00Gina Sewell-Delany MineCraft: Education Edition-1Y Classroom curriculum licenses (145) MPN: OC2C7C6EEEB1-1Y	412-1000-653-315-8700-000-140	03/07/2024	800.00
11	1499	03/07/2024	68623	Richards Investments, Inc.	618 Pre-Vocational Skills Bundles	16,294.90	
				618 Pre-Vocational Skills Bundles	618-1000-619-239-0000-000-705	03/07/2024	16,294.90
				Super Bundle Sku#: VOC-MSMegaTask Bundle Sku#: VTT-MS			
11	1500	03/07/2024	68604	Dedra A Stafford	541- Nuts and Bolts Dist. PD (6/10-6/14)	50,000.00	
				Nuts and Bolts District Event (6/10-6/14) hosted at MERC	541-2213-860-429-0000-000-000	03/07/2024	34,750.00
					541-2573-860-429-0000-000-000	03/07/2024	15,250.00
11	1501	03/07/2024	14462	Amazon Capital Services Inc.	042-Remarkable Tablet-Mike Barrick	600.00	
				042-Remarkable Tablet-Mike Barrick	042-2230-653-100-0000-000-050	03/07/2024	485.94
					042-2230-653-100-0000-000-050	03/07/2024	114.06
11	1502	03/07/2024	14462	Amazon Capital Services Inc.	002-classroom supplies	130.00	
				Student rolling computer desk	002-1000-651-900-1050-000-125	03/07/2024	105.18
					002-1000-651-900-1050-000-125	03/07/2024	24.82
11	1503	03/07/2024	14462	Amazon Capital Services Inc.	002-student supplies	300.00	
				24 pack black desk dividers	002-1000-619-900-1050-000-125	03/07/2024	54.99
					002-1000-619-900-1050-000-125	03/07/2024	5.01
				SMUG computer desk 32" office gaming study desk	002-1000-651-900-1050-000-125	03/07/2024	216.93
					002-1000-651-900-1050-000-125	03/07/2024	23.07

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1492 - 5000, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1504	03/08/2024	14446	WEST MUSIC	066 Lakehoma Music Items	600.00
			066-1000-655-100-1183-000-115		03/08/2024	450.00
			066-1000-655-100-1183-000-115		03/08/2024	150.00
11	1505	03/08/2024	14462	Amazon Capital Services Inc.	066 MBI Art Items	605.65
			066-1000-619-100-1173-000-160		03/08/2024	26.65
			066-1000-619-100-1173-000-160		03/08/2024	24.98
			066-1000-619-100-1173-000-160		03/08/2024	439.45
			066-1000-619-100-1173-000-160		03/08/2024	22.79
			066-1000-619-100-1173-000-160		03/08/2024	6.84
			066-1000-619-100-1173-000-160		03/08/2024	26.96
			066-1000-619-100-1173-000-160		03/08/2024	57.98
11	1506	03/08/2024	66397	MNJ TECHNOLOGIES DIRECT, INC.	011 - HP 201X High Yield Black	100.15
			011-2321-653-000-0000-000-050		03/08/2024	100.15
11	1507	03/08/2024	61297	JANYA PEGRAM	011 - Board Member Appreciation	133.00
			011-2321-682-000-0000-000-050		03/08/2024	35.00
			011-2321-682-000-0000-000-050		03/08/2024	50.00
			011-2321-682-000-0000-000-050		03/08/2024	23.00
			011-2321-682-000-0000-000-050		03/08/2024	25.00
11	1508	03/08/2024	14462	Amazon Capital Services Inc.	002 - Office Supplies	1,499.00
			002-1000-619-900-0000-000-505		03/08/2024	1,313.56
			002-1000-619-900-0000-000-505		03/08/2024	185.44
11	1509	03/11/2024	68426	Children's Plus Inc.	006-Books for MHS Library	4,948.90
			006-2220-641-100-0000-000-705		03/11/2024	4,948.90
11	1510	03/11/2024	14462	Amazon Capital Services Inc.	412 - J Atha Classroom Supplies	76.97
			412-1000-681-315-8700-000-510		03/11/2024	76.97
11	1511	03/12/2024	17942	Mustang Times, LLC	023 - NEWSPAPER ADS	200.00
			023-3140-540-700-0000-000-050		03/12/2024	200.00
11	1512	03/12/2024	14063	YUKON REVIEW	023-NEWSPAPER ADS	200.00
			023-3140-540-700-0000-000-050		03/12/2024	1780.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1492 - 5000, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	1513	03/12/2024	13911	US FOODS INC.	023 - FREEZER TRUCK RENTAL	1,320.00	
				48' MULTI-TEMP DISTRIBUTION TRAILER	023-3140-442-700-0000-000-050	03/12/2024	500.00
				CLEANING CHARGES	023-3140-442-700-0000-000-050	03/12/2024	60.00
				FUEL CHARGE	023-3140-442-700-0000-000-050	03/12/2024	400.00
				DROP OFF AND PICK UP	023-3140-442-700-0000-000-050	03/12/2024	360.00
11	1514	03/12/2024	14462	Amazon Capital Services Inc.	024 - Safety Vests and Stop Signs	379.08	
				pkg of 10 traffic vests for crossing guards	024-2670-619-000-0000-000-000	03/12/2024	0.69
					024-2670-619-000-0000-000-000	03/12/2024	28.39
				two lighted, handheld stop signs	024-2670-619-000-0000-000-000	03/12/2024	350.00
11	1515	03/12/2024	68629	PSTechGroup, Inc	541 - District Staff Training PS Platform	700.00	
				541 - District Staff Training for the new Power School Platform	541-2573-860-498-0000-000-050	03/12/2024	700.00
11	1516	03/12/2024	63739	JAMES C BIFFLE	003-PD training	1,500.00	
				Five, 1 hour zoom training presentations	003-2213-860-900-1050-000-125	03/12/2024	1,500.00
11	1517	03/12/2024	10583	CDW GOVERNMENT, LLC	002 150 iPad Cases	672.00	
				Quote from Annette Marshall: NutKase Rugged Case - BLACK Quote #NSQT156	002-1000-653-900-0000-000-150	03/12/2024	672.00
11	1518	03/12/2024	10170	Apple, Inc.	002 150 iPads 64GB	8,232.00	
				Proposal # 211154981710.2 inch iPad Wi-Fi 64GB - Space Gray	002-1000-653-900-0000-000-150	03/12/2024	8,232.00
11	1519	03/12/2024	66794	MOSYLE CORPORATION	002 150 MDM Premium Subscriptions	346.64	
				Premium Subscription for ipads: Mosyle Manager MDM	002-1000-653-900-0000-000-150	03/12/2024	346.64
11	1520	03/12/2024	99999	MUSTANG PUBLIC SCHOOLS	023 - UNIFORM REIMBURSEMENTS	18,000.00	
				UNIFORM REIMBURSEMENTS BLANKET ORDER	023-3140-657-700-0000-000-050	03/12/2024	18,000.00
11	1521	03/14/2024	87373	Matthew Austin Moss	025-MILEAGE	500.00	
				MILEAGE REIMBURSEMENT	025-2580-580-000-0000-000-050	03/14/2024	15.21
					025-2580-580-000-0000-000-050	03/14/2024	484.79
11	1522	03/14/2024	87367	Belinda Ann Stumblingbear	025-MILEAGE	500.00	
				MILEAGE REIMBURSEMENT	025-2580-580-000-0000-000-050	03/14/2024	51.52
					025-2580-580-000-0000-000-050	03/14/2024	448.48
11	1523	03/15/2024	14462	Amazon Capital Services Inc.	070 OAC CRI Music Items	46.67	
				070 CRI Avery Removable Color Coding Labels, 0.25 Inches, Assorted, Round, Pack of 768 (5795)	070-1000-619-030-1183-000-145	03/15/2024	4.36
				Constructive Playthings Boomwhackers Tubes, Musical Sound Tube for Kids, Boomwhackers Set of 8	070-1000-619-030-1183-000-145	03/15/2024	42.31

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1492 - 5000, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1524	03/15/2024	14462	Amazon Capital Services Inc.	066 MHS Theatre Items	893.59
			066-1000-619-100-4000-000-705		066 MHS Theatre 100 Pack Permanent Markers Bulk Black Permanent Marker Set Fine Point Marker Pens Work on Wood, Metal, Stone, Glass	19.99
			066-1000-619-100-4000-000-705		Rotating Pegboard Display Stand With 24 Hooks - Metal Spinning Peg Board Displays, Stands for Retail, Vendors, Selling & Shows - 4-Sided Craft Rack Organizer for Products, Accessories, Jewelry	59.47
			066-1000-619-100-4000-000-705		SINGER ProSeries Sewing Scissors Bundle, 8.5" Heavy Duty Fabric Scissors, 4.5" Detail Embroidery Scissors, 5" Thread Snips with Comfort Grip	87.85
			066-1000-619-100-4000-000-705		BAGSMART Hanging Jewelry Organizer Storage Roll with Hanger Metal Hooks Double-Sided Jewelry Holder for Earrings, Necklaces, Rings on Closet, Wall, Door, 1 piece, Large, Black	19.98
			066-1000-619-100-4000-000-705		Rubbermaid Roughneck Clear 66 Qt/16.5 Gal Storage Containers, Pack of 4 with Latching Grey Lids, Visible Base, Sturdy and Stackable, Great for Storage and Organization	314.97
			066-1000-619-100-4000-000-705		Brother Serger, 1034D, Heavy-Duty Metal Frame Overlock Machine, 1,300 Stitches Per Minute, Removeable Trim Trap, 3 Included Accessory Feet, White	279.99
			066-1000-619-100-4000-000-705		Citylife 4 Packs 5.3 QT Storage Bins with Lids Clear Plastic Bins with Grey Handle Stackable Storage Containers for Organizing	27.67
			066-1000-619-100-4000-000-705		Citylife 1.3 QT 10 Pack Small Storage Bins Plastic Storage Container Stackable Box with Lids for Organizing, Clear White	83.67
11	1525	03/15/2024	14462	Amazon Capital Services Inc.	070 PILOT Grant CRI	549.99
			070-1000-651-035-0000-000-145		070 CRI American Educational Plastic Hydro Geology Stream Table with Pump, 66" Length x 26" Width x 6" Depth	549.99
11	1526	03/15/2024	13963	CAPITAL ONE TRADE CREDIT	797 - Blanket PO Homeless Grant Supplies	2,500.00
			797-2199-619-498-0000-000-050		797 - Blanket Homeless Grant Supplies Such as clothing and school supplies	2,500.00
11	1527	03/15/2024	14462	Amazon Capital Services Inc.	054 - S Blair Classroom Supplies	200.00
			054-1000-619-251-0000-000-105		Sarah Blair project supplies for Expo Night	66.66
			054-1000-619-251-0000-000-115			66.67
			054-1000-619-251-0000-000-155			66.67
11	1528	03/15/2024	13963	CAPITAL ONE TRADE CREDIT	054 - S Blair Classroom Supplies	100.00
			054-1000-619-251-0000-000-105		Sarah Blair project supplies for Expo Night	33.33
			054-1000-619-251-0000-000-115			33.33
			054-1000-619-251-0000-000-155			33.34

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1529	03/15/2024	85777	Erin Lindsay Wakefield	412 E Wakefield Per Diem DECA Conf.(4/26-5/1/24)CA	400.00
				Per Diem - Erin Wakefield to attend DECA International Career Development Conference (April 26-May 1, 2024) in Anaheim, CA.	412-2213-580-312-8600-000-705	03/15/2024 400.00
11	1530	03/15/2024	19969	SOLUTION TREE	541 - Solution Tree District PD Deposit (9/18/24)	1,300.00
				On site professional development for instructional staff with speaker Maria Nielsen (20%) deposit	541-2213-321-429-0000-000-140	03/15/2024 185.15
					541-2213-321-429-0000-000-145	03/15/2024 185.15
					541-2213-321-429-0000-000-160	03/15/2024 185.15
					541-2213-321-429-0000-000-505	03/15/2024 185.15
					541-2213-321-429-0000-000-510	03/15/2024 185.15
					541-2213-321-429-0000-000-525	03/15/2024 185.15
					541-2213-321-429-0000-000-705	03/15/2024 189.10
11	1531	03/15/2024	14462	Amazon Capital Services Inc.	412 - C Matlock Classroom Supplies	150.00
				Courtney Matlock Classroom Supplies for "egg baby" unit	412-1000-681-314-8400-000-705	03/15/2024 150.00
11	1532	03/15/2024	12994	PITSCO EDUCATION, LLC	412 - J Atha Classroom Supplies for Drones	700.00
				Jason Atha Classroom Supplies such as remote controllers for (10) drones	412-1000-681-315-8700-000-510	03/15/2024 700.00
11	1533	03/15/2024	66770	THE E GROUP INC	412 - J Holman Uniform Supplies	125.00
				Jessica Holman Uniform Supplies such as Blazer, Tie and Patch	412-1000-657-315-8700-000-705	03/15/2024 125.00
11	1534	03/15/2024	12710	Okla. Assoc.of School Bus.Officials	014-Spring Conf Training 4/24-4/25 Randi/Jen	300.00
				OKASBO 2024 Spring Conf Training Randi Spencer, Jennifer KingApril 24-25	014-2213-860-000-0000-000-050	03/15/2024 300.00
11	1535	03/15/2024	14462	Amazon Capital Services Inc.	024-Handheld Metal Detector	215.00
				Garrett Super Scanner V Hand Held Metal Detector w/9v rechargeable battery kit	024-2670-619-000-0000-000-000	03/15/2024 215.00
11	1536	03/15/2024	62742	Teacher Synergy, LLC	002-classroom resources	107.92
				Classroom resources	002-2410-619-900-1050-000-125	03/15/2024 107.92
11	1537	03/15/2024	14462	Amazon Capital Services Inc.	002-classroom calendar	70.73
				Nekmit Desk Calendar 2024-2025 22x17	002-2410-619-900-1050-000-125	03/15/2024 70.73
11	1538	03/15/2024	67046	COMMERCE BANK	561-Graduation Awards for Title VI Seniors	3,332.00
				561-Graduation Awards for Title VI Seniors	561-2199-682-000-0000-000-705	03/15/2024 3,332.00
11	1539	03/15/2024	68055	Boyd Group US Inc	026- Mirror Replacement	691.86
				Repair/replacement of mirror broken by school bus	026-2740-612-000-0000-000-050	03/15/2024 691.86
11	1540	03/15/2024	18509	CHASE ENTERPRISES, INC.	026-Blanket Pressure washer repair/supplies	750.00
				Service and supplies for pressure washer	026-2740-612-000-0000-000-050	03/15/2024 750.00
11	1541	03/15/2024	15117	Pearson Education Inc	612 BASC3 Online Flex Behavior Monitoring	90.00
				612 BASC3 Online Flex Behavior Monitoring	621-1000-653-239-0000-000-050	03/15/2024 90.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1542	03/15/2024	66783	RACHEL RICHARDSON	043 ESY Parent June 23.24 Mileage	150.00
			043-2720-513-239-0000-000-135		03/15/2024	150.00
11	1543	03/15/2024	20291	ERICA LIZETH HERRERA	043 ESY Parent June 23.24 Mileage	150.00
			043-2720-513-239-0000-000-135		03/15/2024	150.00
11	1544	03/15/2024	13963	CAPITAL ONE TRADE CREDIT	043 ESY June 23.24 Supplies	350.00
			043-1000-681-239-0000-000-135		03/15/2024	350.00
11	1545	03/15/2024	62480	DANNY KING	041 Child Find Brochures	400.00
			041-2530-550-239-0000-000-050		03/15/2024	400.00
11	1546	03/26/2024	14446	WEST MUSIC	066 Elem Music Items	506.00
			066-1000-619-100-1183-000-110		03/26/2024	70.00
			066-1000-619-100-1183-000-110		03/26/2024	87.00
			066-1000-619-100-1183-000-110		03/26/2024	52.00
			066-1000-619-100-1183-000-135		03/26/2024	38.25
			066-1000-619-100-1183-000-135		03/26/2024	42.75
			066-1000-619-100-1183-000-105		03/26/2024	26.00
			066-1000-619-100-1183-000-115		03/26/2024	16.00
			066-1000-619-100-1183-000-115		03/26/2024	35.00
			066-1000-619-100-1183-000-115		03/26/2024	139.00
11	1547	03/26/2024	68063	Ventris Learning LLC	367 Elem Phonics Teacher Manuals	6,760.00
			367-1000-643-427-1110-000-105		03/26/2024	845.00
			367-1000-643-427-1110-000-110		03/26/2024	845.00
			367-1000-643-427-1110-000-115		03/26/2024	845.00
			367-1000-643-427-1110-000-120		03/26/2024	845.00
			367-1000-643-427-1110-000-125		03/26/2024	845.00
			367-1000-643-427-1110-000-135		03/26/2024	845.00
			367-1000-643-427-1110-000-150		03/26/2024	845.00
			367-1000-643-427-1110-000-155		03/26/2024	845.00
11	1548	03/26/2024	68635	Margaret A. Swain	066 Creek Music Items	109.25
			066-1000-619-100-1183-000-125		03/26/2024	56.25
			066-1000-619-100-1183-000-125		03/26/2024	53.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1549	03/26/2024	14462	Amazon Capital Services Inc.	066 MHS Theatre Supplies	223.35
			066-1000-619-100-4000-000-705	Hadulcet Rustic Brown Industrial Computer Desk with Rolling Laptop Desktop on Wheels for Working Basic Rustic Brown Visit the Hadulcet Store	03/26/2024	69.99
			066-1000-619-100-4000-000-705	Heavy Weather: (Platform Play) (Platform Plays) Paperback	03/26/2024	15.62
			066-1000-619-100-4000-000-705	The Light Burns Blue Paperback –	03/26/2024	17.21
			066-1000-619-100-4000-000-705	This Changes Everything Paperback	03/26/2024	20.95
			066-1000-619-100-4000-000-705	Blue Stockings Paperback	03/26/2024	17.21
			066-1000-619-100-4000-000-705	Jessica Swale's Blue Stockings: A guide for studying and staging the play (Page to Stage) Paperback	03/26/2024	24.38
			066-1000-619-100-4000-000-705	Teacher Planner 2024-2025 8.5 x 11 Black Floral	03/26/2024	57.99
11	1550	03/26/2024	14462	Amazon Capital Services Inc.	412 - C Matlock Classroom Supplies	400.00
			412-1000-681-314-8400-000-705	Courtney Matlock Classroom Supplies such as mini terracotta pots for project	03/26/2024	400.00
11	1551	03/27/2024	12881	PAPER THERMOMETER CO., INC.	023 - DISHMACHINE TEMPERATURE TEST STRIPS	721.00
			023-3140-618-700-0000-000-050	160 DEGREE DISHMACHINE TEMPERATURE TEST STRIPS	03/27/2024	696.00
			023-3140-618-700-0000-000-050	SHIPPING	03/28/2024	25.00
11	1552	03/27/2024	84619	Virginia Lee Reeves	621 ALTA Conf Per Diem & Travel Reimbursement	500.00
			621-2573-580-239-0000-000-050	621 Academic Language Therapy Association Conf Per Diem & Travel Reimbursement 5/2/24 - 5/5/24 Little Rock, AR	03/27/2024	500.00
11	1553	03/27/2024	62855	TRAVEL SOURCE, INC	621 ALTA Natl Conference - Virginia Reeves	1,101.98
			621-2573-580-239-0000-000-050	621 Academic Language Therapy Association Natl Conference - Virginia Reeves Flight & Hotel 5/2/24 - 5/5/24 Little Rock, AR	03/27/2024	1,038.33
			621-2573-580-239-0000-000-050	621 Increase PO 11-1553 Hotel & Flight cost increase	03/28/2024	63.65
11	1554	03/27/2024	68618	Academic Language Therapy Assoc	612 ALTA Conference Registration	350.00
			621-2573-860-239-0000-000-050	612 ALTA Conference Registration - Virginia Reeves Academic Language Therapy Association 5/3/24 - 5/4/24	03/27/2024	350.00
11	1555	03/27/2024	23378	Joe Cooper Ford of Yukon	026-Blanket Vehicle repairs	1,000.00
			026-2740-612-000-0000-000-050	026-Blanket - Repairs to transportation vehicles	03/27/2024	1,000.00
11	1556	03/27/2024	68630	DRONEDEPLOY, INC.	412 - G Knowles Class Curriculum	493.50
			412-1000-681-315-8700-000-705	Gary Knowles Classroom Curriculum	03/27/2024	493.50
11	1557	03/27/2024	14462	Amazon Capital Services Inc.	412 - B Carey Classroom Supplies	400.00
			412-1000-681-316-8100-000-705	Bailey Carey Classroom Supplies such as film, bandaids etc.	03/27/2024	400.00
11	1558	03/27/2024	18323	TECHNOLOGY STUDENT ASSOCIATION	412 - J Atha National Registration	17.00
				Jason Atha National Registration Fee	03/27/2024	17.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	1559	03/27/2024	14231	OKLAHOMA TSA	412 -J Atha State Conf. Reg. (4/16-4/19-24)	540.00	
				Jason Atha OK State Conference Registration	412-1000-860-315-8700-000-510	03/27/2024	540.00
11	1560	03/27/2024	14231	OKLAHOMA TSA	412- B Coffman State Conf. Reg. (4/16-4/19-24)	360.00	
				Brett Coffman OK State Conference Registration	412-1000-860-315-8700-000-505	03/27/2024	360.00
11	1561	03/27/2024	14462	Amazon Capital Services Inc.	415 - J Holman Classroom Supplies	275.00	
				Jessica Holman Supplies for Competition	412-1000-681-315-8700-000-705	03/27/2024	275.00
11	1562	03/27/2024	14462	Amazon Capital Services Inc.	024-Handheld metal detector MBI	215.00	
				Handheld metal detector for MBI	024-2670-619-000-0000-000-000	03/27/2024	155.95
					024-2670-619-000-0000-000-000	03/27/2024	59.05
11	1563	03/28/2024	14462	Amazon Capital Services Inc.	002 - Keyboard Covers	400.00	
				Dakota Foster/SouthKeyboard Covers	002-1000-619-900-0000-000-505	03/28/2024	400.00
11	1564	03/28/2024	13724	Teachware of Oklahoma Inc.	025-ADOBE LICENSE	3,000.00	
				QUOTE#240327ADOBE CREATIVE CLOUD LICENSE RENEWAL	025-2580-653-000-0000-000-050	03/28/2024	3,000.00
11	1565	03/28/2024	63521	Varitronic LLC	412 - B Carey Classroom Supplies	850.00	
				Bailey Carey Classroom Supplies such as card stock and label printing kit	412-1000-681-316-8100-000-705	03/28/2024	850.00
11	1566	03/28/2024	64989	OUTBACK LABS, LLC	412 - S Stevens Swine Equipment	1,200.00	
				Scott Stevens Swine Equipment	412-1000-681-311-8000-000-705	03/28/2024	1,200.00
11	1567	03/28/2024	68633	Breathe For Change, Inc	541 - M Maples Virtual PD	1,799.00	
				Maggie Maples "Breath for Change" Professional Development	541-2573-860-000-0000-000-050	03/28/2024	1,799.00
11	1568	03/28/2024	17674	Eric Armin Inc.	002 - Calculators	400.00	
				002 - Calculators	002-2199-619-900-0000-000-140	03/28/2024	400.00
11	1569	03/28/2024	14462	Amazon Capital Services Inc.	002 - Staff Development Books	210.00	
				Staff Development4- First days of school5- The classroom management book	002-2213-641-900-0000-000-140	03/28/2024	210.00
11	1570	04/01/2024	15147	LOWES CREDIT SERVICES	412 - G Knowles Competition Supplies	700.00	
				Gary Knowles Competition Supplies such as spray paints, hard hats etc.	412-1000-681-315-8700-000-705	04/01/2024	700.00
11	1571	04/01/2024	64490	THE PROPHET CORPORATION	412 - G Sewell-Delany Classroom Supplies	4,000.00	
				Gina Sewell-Delany Classroom Supplies such as drone set and snap circuits	412-1000-681-315-8700-000-140	04/01/2024	3,700.00
				Increase to PO#1571 due to change in shipping amount on original quote	412-1000-681-315-8700-000-140	04/02/2024	300.00
11	1572	04/01/2024	14462	Amazon Capital Services Inc.	412 - G Knowles Competition Supplies	1,200.00	
				Gary Knowles Competition Supplies such as filament, gloves, battery fire bag, cables etc.	412-1000-681-315-8700-000-705	04/01/2024	1,200.00
11	1573	04/02/2024	14462	Amazon Capital Services Inc.	621 OT Orders	350.00 350.00	
				621 OT Orders	621-2135-658-239-0000-000-050	04/02/2024	350.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1574	04/02/2024	14462	Amazon Capital Services Inc.	621 Bean Bag Chair - CRI - Alexis Brown	350.00
			621-1000-651-239-0000-000-145		04/02/2024	350.00
11	1575	04/02/2024	14462	Amazon Capital Services Inc.	041 Sit to Stand Desktop Riser - Debra Cady	300.00
			041-2490-651-239-0000-000-050		04/02/2024	300.00
11	1576	04/02/2024	14462	Amazon Capital Services Inc.	412 - E Holder Classroom Supplies	2,750.00
			412-1000-681-315-8700-000-160		04/02/2024	2,750.00
				Erin Holder Classroom Supplies such as science tubes, cotton tipped wood applicators, nitrile gloves etc.		
11	1577	04/02/2024	13963	CAPITAL ONE TRADE CREDIT	412 - C Matlock Classroom Supplies	1,000.00
			412-1000-681-314-8400-000-705		04/02/2024	1,000.00
				Courtney Matlock Classroom Supplies		
11	1578	04/02/2024	13963	CAPITAL ONE TRADE CREDIT	412 - R Kain Classroom Groceries and Supplies	900.00
			412-1000-681-314-8400-000-705		04/02/2024	900.00
				Rachel Kain Classroom Groceries and Supplies		
11	1579	04/02/2024	14462	Amazon Capital Services Inc.	412 - M Cox Classroom Supplies	800.00
			412-1000-681-314-8400-000-705		04/02/2024	800.00
				Marinda Cox Classroom Supplies such as gloves, measuring equipment etc.		
11	1580	04/02/2024	14462	Amazon Capital Services Inc.	412 - J Atha Classroom Supplies	100.00
			412-1000-681-315-8700-000-510		04/02/2024	100.00
				Jason Atha Classroom Supplies such as charger kits for drones		
11	1581	04/02/2024	12598	Nasco Education LLC	412 - M Cox Classroom Supplies	600.00
			412-1000-681-314-8400-000-705		04/02/2024	600.00
				Marinda Cox Classroom Supplies such as tablets, disposable gloves etc.		
11	1582	04/02/2024	14462	Amazon Capital Services Inc.	412 - K Pumford Classroom Supplies	550.00
			412-1000-681-314-8400-000-705		04/02/2024	550.00
				Krissy Pumford Classroom Supplies such as poly-fill, sewing kits, crochet hooks etc.		

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	1583	04/02/2024	10170	Apple, Inc.	412 - B Carey Classroom Tech Equipment	1,765.00	
				Proposal#2111622278 Bailey Carey Classroom Equipment such as: MRYP3LL/A(1) 15-inch MacBook Air: Apple M3 chip with 8-core CPU and 10-core GPU, 8GB, 256GB SSD-SilverSpecifications• Chip (Processor): Apple M3 chip with8-core CPU, 10-core GPU, 16-core NeuralEngine• Memory: 8GB unified memory• Storage: 256GB SSD storagePower Adapter: 35W Dual USB-C PortCompact Power Adapter•1080p FaceTime HD camera: 1080pFaceTime HD camera•Two Thunderbolt / USB 4 ports: TwoThunderbolt / USB 4 ports•MagSafe 3 charging port: MagSafe 3charging port•15.3-inch Liquid Retina display with TrueTone: 15.3-inch Liquid Retina displaywith True Tone•Pro Apps Bundle for Education: NoneKeyboard Language: BacklitMagic Keyboard with Touch ID - USEnglish•Accessory Kit: Accessory KitSGX82LL/A(1) 3-Year AppleCare+ for Schools 15-inchMK2E3AM/A(1) Magic MouseMK2C3LL/A(1) Magic Keyboard with Touch ID and NumericKeypad for Mac computers with Applesilicon - US EnglishMK2D3AM/A(1) Magic Trackpad	412-1000-653-316-8100-000-705	04/02/2024	1,765.00
11	1584	04/02/2024	66794	MOSYLE CORPORATION	412 - B Carey Technology Supplies	17.00	
				Bailey Carey Technology Supplies such as 29-months Premium SubscriptionMosyle Manager MDM and Mosyle Auth Subscription	412-1000-653-316-8100-000-705	04/02/2024	17.00
11	1585	04/02/2024	14462	Amazon Capital Services Inc.	412 - Gina Sewell-Delany Classroom Equipment	750.00	
				Gina Sewell-Delany classroom equipment such as (1) - FLASHFORGE Adventurer 5M Pro 3D Pinter with 1 Click Auto Printing System, 600mm/s High-Speed, Quick Detachable 280°C Nozzle, Core XY All-Metal Structure, Multi-Functional 220x220x220mm 3D Printer	412-1000-653-315-8700-000-140	04/02/2024	750.00
11	1586	04/02/2024	14462	Amazon Capital Services Inc.	002- Office Supplies	586.47	
				Shiella Vardeman/SouthOffice Supplies (markers, post it notes, label maker tape, self adhesive paper, etc)	002-1000-619-900-0000-000-505	04/02/2024	586.47
11	1587	04/02/2024	13012	POSITIVE PROMOTIONS	042-Behavior Supplies	500.00	
				042-Behavior Supplies	042-2199-619-100-0000-000-050	04/02/2024	500.00
11	1588	04/03/2024	63739	JAMES C BIFFLE	002-split pay with 003	68.00	
				PD Zoom Trainingsplit pay the invoice per Judy Kellogg	002-1000-322-900-1050-000-125	04/03/2024	68.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1589	04/03/2024	66437	GLEIM PUBLICATIONS	421 - G Knowles Aviation Supplies	12,785.80
				Gary Knowles Classroom Aviation Curriculum	421-1000-681-390-8700-000-705 04/03/2024	12,785.80
11	1590	04/03/2024	14462	Amazon Capital Services Inc.	002-Classroom Supplies	450.00
				002-Classroom Supplies/Elc.	002-1000-611-900-0000-000-145 04/03/2024	156.00
				Sharpeners, Pencil, paper & notebooks	002-1000-619-900-0000-000-145 04/03/2024	224.00
					002-1000-656-900-0000-000-145 04/03/2024	70.00
11	1591	04/03/2024	14569	Staples, Inc.	002- Classroom Supplies	710.00
				002- Classroom Supplies	002-1000-619-900-0000-000-145 04/03/2024	210.00
					002-1000-651-900-0000-000-145 04/03/2024	455.00
					002-1000-656-900-0000-000-145 04/03/2024	45.00
11	1592	04/03/2024	14462	Amazon Capital Services Inc.	412 - B Carey Classroom Supplies	1,700.00
				Bailey Carey Classroom Supplies such as transparent plastic clips, charger adapters, batteries etc.	412-1000-681-316-8100-000-705 04/03/2024	1,700.00
11	1593	04/03/2024	63521	Varitronic LLC	412 - B Carey Classroom Supplies	1,000.00
				Bailey Carey Classroom Supplies such as such as card stock and label printing kit	412-1000-681-316-8100-000-705 04/03/2024	1,000.00
11	1594	04/03/2024	20112	Fastenal Company	026-Blanket Nuts, bolts, and misc shop supplies	3,000.00
				026-Blanket Nuts, bolts, and misc shop supplies	026-2740-612-000-0000-000-050 04/03/2024	3,000.00
11	1595	04/03/2024	86747	Christopher Daniel Conway	026 - Reimbursement for Emergency purchase	366.84
				026 - Reimbursement for Emergency tire purchase while out of state	026-2740-612-000-0000-000-050 04/03/2024	366.84

Non-Payroll Total:	\$190,287.40
Payroll Total:	\$0.00
Balance Forward:	\$8,602.00
Report Total:	\$198,889.40

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 213 - 500, Fund(s): 21-Building

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	213	03/08/2024	11188	Seed Station LLC	032-Chemicals	1,458.00
				032-Blanket PO for chemicals for the grounds crew	032-2620-618-000-0000-000-000 03/08/2024	1,458.00
21	214	03/08/2024	63366	HODGE PRODUCTS, INC.	032-Laminated Steel Pin Tumblers	739.84
				032-Laminated Steel Pin Tumblers - Requested A297Quote# 0394731	032-2620-651-000-0000-000-000 03/08/2024	700.80
				Freight	032-2620-651-000-0000-000-000 03/08/2024	39.04
21	215	03/08/2024	16092	Air Products Supply Co.	318-2 compressors for Centennial	4,218.46
				318-Purchase 2 compressors for Centennial Elementary, one is for the teachers lounge and the other is for the kitchen managers office.quote#1152075-confirmed prices with Clay on 3/7/2024	318-2620-651-000-0000-000-135 03/08/2024	4,218.46
21	216	03/11/2024	16092	Air Products Supply Co.	318-Unit for LE Rm 301	4,054.00
				318-Unit for Lakehoma Room 301	318-2620-651-000-0000-000-115 03/11/2024	3,694.00
				318-Hose kit for the unit at Lakehoma Rm 301	318-2620-651-000-0000-000-115 03/11/2024	360.00
21	217	03/11/2024	12749	eei Group LLC	318-NBS Series Pump for HS Chiller	5,745.00
				318-Purchase one NBS Series pump for the High School Chiller	318-2620-651-000-0000-000-705 03/11/2024	5,745.00
21	218	03/13/2024	23508	ALLEN CONSULTING, INC	318 - Structural engineering survey	4,000.00
				318 - Structural engineering survey for North MS Gym HVAC - 510	318-2620-453-000-0000-000-510 03/13/2024	2,000.00
				318 - Structural engineering survey for South MS Gym HVAC - 505	318-2620-453-000-0000-000-505 03/13/2024	2,000.00
21	219	03/13/2024	12749	eei Group LLC	318-Parts for Centennial Tower Pump	13,641.16
				318-This purchase order is for Centennial Tower Pump parts and supplies.Quote# QUO004661	318-2620-651-000-0000-000-135 03/13/2024	13,641.16
21	220	03/25/2024	11321	FEDERAL CORPORATION	318-Pump seal kit, motor for LE	1,758.96
				318-Purchase a pump seal kit and replacement motor for the south cooling tower at Lakehoma	318-2620-651-000-0000-000-115 03/25/2024	1,758.96
21	221	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Heat Pump at TE	4,054.00
				318-Labor and materials to change out (1) each customer provided heat pump for room 301-1. Work is to be performed during normal business hours M-F 8:00am-5:00pm. Included: Labor and materials to replace customer provided heat pump.PP#23581	318-2620-433-000-0000-000-120 03/25/2024	4,054.00
21	222	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Evaporator Coil at MEC	3,651.00
				318-Labor and Materials to change out (1) evaporator coil. Work to be performed during normal business hours M-F 8:00am-5:00pm. Included: (1) carrier evaporator coil, labor and materials to replace (any refrigerant needed will be supplied by the customer MPS)PP#23570	318-2620-433-000-0000-000-130 03/25/2024	3,651.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 213 - 500, Fund(s): 21-Building

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	223	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Evaporator Coil at MEC	3,651.00
			318-2620-433-000-0000-000-130		03/25/2024	3,651.00
					318-Labor and materials to change out (1) each evaporator coil. Work to be performed during normal business hour M-F 8:00am-5:00pm. Included: (1) carrier evaporator coil labor and materials to replace (any refrigerant needed will be supplied by the customer MPS) PP#23571	
21	224	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Install heat pump at Lakehoma	3,896.00
			318-2620-433-000-0000-000-115		03/25/2024	3,896.00
					318-Labor and materials to change out (1) customer provided heat pump outside the computer room at LE. Work to be performed during normal business hours M-F 8:00am-5:00pm. Included: Labor and materials to replace customer provided heat pump outside the computer room. PP#23583	
21	225	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Customer Provided heat pump for LE RM 104	5,444.00
			318-2620-433-000-0000-000-115		03/25/2024	5,444.00
					318-Labor and materials to change out (1) each customer provided heat pump for rm 104 at LE. Work is to be performed M-F 8:00am-5:00pm. Included: labor and materials to replace customer provided heat pump for rm 104.PP\$23584	
21	226	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Evaporator coil for MEC	2,464.00
			318-2620-433-000-0000-000-130		03/25/2024	2,464.00
					318-Labor and materials to change out (1) customer provided evaporator coil. Work to be performed during regular hours M_F 8:00am-5:00pm. Included: labor and materials to replace customer provided evaporator coil(any refrigerant needed will be supplied b the customer.PP#23585	
21	227	03/25/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Heat pump for LE Rm 301	4,054.00
			318-2620-433-000-0000-000-115		03/25/2024	4,054.00
					318-labor and materials to change out (1) customer provided heat pump for rm 301 at LE. Included: Labor and material to replace customer provided heat pump.PP24129	
21	228	03/26/2024	61435	EARTHSMART CONTROLS, LLC	036-40 hours service contract	3,900.00
			036-2620-438-000-0000-000-000		03/26/2024	3,900.00
					036-40 hours service contract for district wide controls	
21	229	03/26/2024	14221	VOSS ELECTRIC CO	318-New lamps for baseball batting cages	7,705.00
			318-2620-651-000-0000-000-705		03/26/2024	2,295.00
					318-New lamps for the HS baseball batting cages	
			318-2620-651-000-0000-000-705		03/26/2024	10.00
					freight	
			318-2620-651-000-0000-000-705		03/27/2024	5,400.00
					318-Increase purchase order 2024-21-229 to purchase 40 more lights to be installed in the batting cage at the high school baseball facility	

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 213 - 500, Fund(s): 21-Building

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
21	230	03/26/2024	64132	UNITED MECHANICAL SERVICE, INC	318-Install of Compressors for Centennial	3,832.00	
			318-2620-433-000-0000-000-135		03/26/2024	3,832.00	
			318-Labor and material to change out two customer provided compressors for the Kitchen and lounge at Centennial Elementary. Work to be performed during normal business hours M-F 8:00am - 5:00pm				
21	231	03/26/2024	63606	MEARES MECHANICAL LLC	318-Install 3hp Pump Centennial	4,890.00	
			318-2620-438-000-0000-000-135		03/26/2024	4,890.00	
			318-Replace one 3hp pump with a new pump and motor. Meares will remove old and replace with new and verify operation. Building Loop, Pump 3				
21	232	04/01/2024	14221	VOSS ELECTRIC CO	318-Purchase/Install LED bulbs	8,170.00	
			318-2620-651-000-0000-000-050		04/01/2024	8,170.00	
			318-Purchase and install LED T5 Bulbs				
21	233	04/01/2024	14569	Staples, Inc.	031-Office Supplies	355.25	
			031-2620-619-000-0000-000-000		04/01/2024	259.90	
			031-Packing tape				
			031-2620-619-000-0000-000-000		04/01/2024	35.18	
			031-Scotch Tape				
			031-2620-619-000-0000-000-000		04/01/2024	47.58	
			031-Sharpies-Black, fine point				
			031-2620-619-000-0000-000-000		04/01/2024	12.59	
			031-Pentel RSVP Ballpoint pens, fine point, black ink-12 pk				
21	234	04/02/2024	11258	EMSCO Electric Supply Co Inc	318-Purchase electrical supplies for Softball	850.00	
			318-2620-651-000-0000-000-705		04/02/2024	850.00	
			318-Purchase electrical supplies to install two electric heaters in the dugouts at the High School softball facility.				
21	235	04/03/2024	22481	The Pitney Bowes Bank Inc	035-Blanket for Postage	10,000.00	
			035-2620-530-000-0000-000-050		04/03/2024	10,000.00	
			035-Blanket for District Wide Postage				
21	236	04/03/2024	11480	W.W. Grainger, Inc.	318-Purchase 4 Infrared Outdoor heaters	1,543.72	
			318-2620-651-000-0000-000-705		04/03/2024	1,543.72	
			318-Purchase and install (4) infrared outdoor heaters in the dugout at the high school softball facility				
21	237	04/03/2024	16092	Air Products Supply Co.	318-Purchase unit for Trails Rm206	3,870.00	
			318-2620-651-000-0000-000-120		04/03/2024	3,870.00	
			318-Purchase a new WSHP (water source heat pump) for Trails Elementary Rm 206Lead time is 7 weeks				
21	238	04/03/2024	12242	LOCKE SUPPLY	036-Breakers for HS Softball Heater Install	384.00	
			036-2620-651-000-0000-000-705		04/03/2024	384.00	
			036-Purchase 4 breakers for the installation of the 4 infrared heater in the HS Softball dugout.				

Non-Payroll Total:	\$108,329.39
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$108,329.39

Encumbrance Register

Options: Year: 2023-2024, Date Range: 3/6/2024 - 4/3/2024, PO Range: 207 - 500, Fund(s): 34-2012 Recurring

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
34	207	03/26/2024	62873	Classic Paper Supply, Inc.	087-Teacher chair for Spec Ed SMS	125.00
			087-2620-651-000-0000-000-505		087-Teacher Chair for spec ed at SMS	125.00
34	208	03/26/2024	64687	ALTEC INC	037-service/repairs on the bucket truck	3,671.90
			037-2650-439-000-0000-000-000		037-Service/repairs on the AT35G bucket truck	3,671.90
34	209	03/26/2024	18194	LDS Building Specialties LLC	033 - Lock replacement - 150	3,000.00
			033-2620-651-000-0000-000-150		033 - Lock replacement for storm shelter door at PV - 150	3,000.00
34	210	03/27/2024	62379	Digi Security Sytems, LLC	089-MEC 2 Access Control Doors	8,900.00
			089-2580-653-000-0000-000-130		089-Two (2) Access Control Doors with Installation for MEC, Installation, Programming and Commissioning. Equipment, Cabling and Support Equipment, Project Services 1 year - 2 doors - Brivo Cloud Services.	8,900.00
34	211	04/01/2024	67296	Follett Content Solutions, LLC	006- Books for Media Center	400.00
			006-2220-641-900-1050-000-150		006- Books for Media Center	400.00
34	212	04/01/2024	16859	O'REILLY AUTO PARTS	037-Jasper motor intake/core	8,200.00
			037-2650-736-000-0000-000-000		037-turck jasper motor w/intake and core	8,200.00
34	213	04/01/2024	20722	Fred J. Miller Inc.	061 - Bibbers	18,819.00
			061-1000-657-900-0000-000-705		061 - Marching Band Bibbers	18,819.00
34	214	04/02/2024	21713	PIONEER EQUIPMENT	033 - Storage containers - 705	9,900.00
			033-2620-651-000-0000-000-705		033- 2 Storage containers for HS during demolition - 705	9,900.00
34	215	04/02/2024	14840	BSN SPORTS, INC.	021 705 BKB PRACTICE GEAR-BOYS	1,999.70
			021-1000-657-803-0000-000-705		JORDAN RIO DIGITAL TOP	952.00
			021-1000-657-803-0000-000-705		JORDAN RIO DIGITAL BOTTOM	1,047.70
Non-Payroll Total:						\$55,015.60
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$55,015.60

Encumbrance Register

Options: Year: 2023-2024, Date Range: 2/6/2024 - 4/3/2024, PO Range: 32 - 500, Fund(s): 33-2023 Recurring

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	33	02/14/2024	13803	THOMPSON SCHOOL BK.DEPOSITORY	062 Spanish Textbooks Intermediates	5,601.76
				062 Intermediate Spanish LISTOS LEVEL C STUDENT EDITION, 2021 1E	062-1000-643-100-3100-000-140 02/14/2024	604.76
					062-1000-643-100-3100-000-145 02/14/2024	2,498.50
					062-1000-643-100-3100-000-145 02/14/2024	2,498.50
33	34	02/14/2024	13803	THOMPSON SCHOOL BK.DEPOSITORY	062 Middle School Spanish Textbooks	6,812.96
				062 Middle School Spanish LISTOS LEVEL D STUDENT EDITION, 2021 1E	062-1000-643-100-3100-000-505 02/14/2024	2,270.98
					062-1000-643-100-3100-000-510 02/14/2024	2,270.99
					062-1000-643-100-3100-000-525 02/14/2024	2,270.99
33	35	03/13/2024	14857	PERFECTION LEARNING CORP	062 AP US History for MHS	800.00
				062 Advanced Placement United States History, 4th Edition Student Edition Softcover	062-1000-643-252-5400-000-705 03/13/2024	800.00

Non-Payroll Total:	\$13,214.72
Payroll Total:	\$0.00
Balance Forward:	\$29,962.50
Report Total:	\$43,177.22

Change Order Listing

Options: Fund(s): 11-General, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1 - 1491, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
58	07/01/2023	12835	OSSBA-OK STATE SCH BOARDS	011 - Blanket Training/Webinars	2,000.00
			Increase PO #2024-11-58 Blanket PO for Training/Webinars for Staff and Board Members	011-2321-810-000-000-000-000 03/13/2024	2,000.00
129	07/01/2023	17722	CITY TREASURER	023 - BLANKET OKC FOOD SVC LICENSES	50.00
			INCREASE P.O. 2024- 11-129	023-3190-810-700-0000-000-160 03/12/2024	50.00
143	07/01/2023	11182	Earthgrains Baking Companies, Inc.	023 - BLANKET BREAD	3,000.00
			INCREASE P.O. 2024-11-143	023-3150-634-700-0000-000-705 03/11/2024	3,000.00
149	07/01/2023	13911	US FOODS INC.	023 - BLANKET FOOD AND NON-FOOD ITEMS	337,000.00
			INCREASE P.O. 2024-11-149	023-3150-631-700-0000-000-705 03/11/2024	171,599.92
				023-3150-631-700-0000-000-705 03/11/2024	165,400.08
150	07/01/2023	13949	VINYARD FRUIT & VEGETABLE CO.	023 - BLANKET FRESH PRODUCE	26,000.00
			INCREASE P.O. 2024-11-150	023-3150-633-700-0000-000-705 03/11/2024	26,000.00
154	07/01/2023	19071	Hiland Dairy Foods Company LLC	023 - BLANKET MILK AND JUICE	53,000.00
			INCREASE P.O. 2024-11-154	023-3150-632-700-0000-000-705 03/11/2024	53,000.00
163	07/01/2023	64895	Brady Industries of Kansas, LLC	023 - BLANKET CHEMICALS	6,000.00
			BLANKET FOR CHEMICALS	023-3140-618-700-0000-000-050 07/01/2023 03/07/2024	-2,829.25
				023-3140-618-700-0000-000-050 03/07/2024	2,565.80
				023-3140-618-700-0000-000-050 03/07/2024	263.45
			INCREASE P.O. 2024-11-163	023-3140-618-700-0000-000-050 03/11/2024	6,000.00
190	07/03/2023	23431	OKLAHOMA TEACHER RETIREMENT SYSTEM	Blanket PO for TRS Fixes	6,000.00
			Increase PO to fix a June 2022 issue	014-2511-810-000-0000-000-050 03/29/2024	6,000.00
239	07/06/2023	86275	Kayla Nicole Mangus	025-MILEAGE	500.00
			INCREASE #239MILEAGE	025-2580-580-000-0000-000-050 04/01/2024	500.00
277	07/17/2023	85515	Alecia Sha Symes	412 A Symes Blanket FY24 Travel	1,000.00
			Alecia Symes PO#277 Increase for upcoming Travel Expenses	412-2213-580-311-8000-000-705 03/11/2024	1,000.00
285	07/17/2023	12497	MIDWEST BUS SALES, INC.	026-Blanket - Parts/repairs for bus fleet	3,000.00
			026-Blanket - Parts/repairs for bus fleet	026-2740-612-000-0000-000-050 07/17/2023 03/06/2024	-724.50
				026-2740-612-000-0000-000-050 03/06/2024	637.20
				026-2740-612-000-0000-000-050 03/06/2024	777.60
				026-2740-612-000-0000-000-050 03/06/2024	112.19
				026-2740-612-000-0000-000-050 03/06/2024	197.51
			INCREASE PO 11-285	026-2740-612-000-0000-000-050 02/29/2024 03/06/2024	-1,000.00
			INCREASE PO 11-285	026-2740-612-000-0000-000-050 04/02/2024	3,000.00
287	07/17/2023	21909	Cummins Southern Plains, LLC	026-Blanket Engine diagnostics, parts, and repair	7,000.00
			INCREASE request for PO 11-287	026-2740-653-000-0000-000-050 03/26/2024	7,000.00
400	07/31/2023	13890	UniFirst Corporation	026 Blanket Shop Towels	300.00
			INCREASE PO 11-400	026-2740-425-000-0000-000-050 03/07/2024	300.00
1105	12/08/2023	10007	Randall Five Inc	Blanket-026-Welding gas and supplies	500.00
			INCREASE PO 11-1105	026-2740-612-000-0000-000-050 04/02/2024	500.00
1134	12/15/2023	86035	Michael Lynn Barrick	621 Conference Mileage Reimbursement 2/28	296.53
			621 Increase PO 11-1134 Travel ExpensesKansas City, MO Conference	621-2213-580-239-0000-000-050 03/08/2024	193 296.53

Change Order Listing

Options: Fund(s): 11-General, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1 - 1491, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
1454	02/29/2024	10743	COLLEGE BOARD	561-2024 NASAI Conference Reg.- Minneapolis, MN	550.00
			2024 Native American Advocacy Institute Conference Registration- Minneapolis, MN- attended by Bailey Murrah and Katy Patterson 6/5/24-6/7/24. Conference registration rates have increased since last attending.	561-2213-860-272-0000-000-050 03/12/2024	350.00
			2 2024 Native American Advocacy Institute Conference Registration- Minneapolis, MN- attended by Bailey Murrah and Katy Patterson 6/5/24-6/7/24. Conference registration rates have increased since PO increase before Spring Break.	561-2213-860-272-0000-000-050 03/25/2024	200.00
1484	03/05/2024	12960	Betroltd Enterprises, Inc.	070 CRI Vocal Music Items	4.50
			070 Increase in PO 2024-11-1484 Pender's Music for \$4.50 for shipping	070-1000-619-030-1183-000-145 03/15/2024	4.50

Non-Payroll Total:	\$446,201.03
Payroll Total:	\$0.00
Report Total:	\$446,201.03

Project Totals

011	Superintendents	2,000.00
014	Business Office	6,000.00
023	Child Nutrition	425,050.00
025	Technology	500.00
026	Transportation	10,800.00
070	Grants	4.50
412	VOCATIONAL PRGMS INCENTIVE	1,000.00
561	INDIAN EDUCATION	550.00
621	FLOW THROUGH PL 108-446	296.53

Unit Totals

000	PAYROLL ALLOCATED	2,000.00
050	District Wide	24,146.53
145	Canyon Ridge Int	4.50
160	Meadow Brook Int	50.00
705	Mustang High	420,000.00

Change Order Listing

Options: Fund(s): 21-Building, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1 - 212, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
43	07/11/2023	10064	All Season Building Supply Co Inc	036-Blanket for misc parts and supplies	2,500.00
		036-2620-618-000-0000-000-000		04/02/2024	2,500.00
	036-Increase PO 2024-21-43 for parts, supplies, and other materials				
150	10/10/2023	18862	ATWOOD DISTRIBUTING, LP	034-Open PO for Blowers and Dewalt batteries	1,500.00
		034-2620-618-000-0000-000-050		04/01/2024	1,500.00
	Increase PO 2024-21-150 Dewalt blowers for sites(replacing Kobalt as they go bad.				
206	02/27/2024	62873	Classic Paper Supply, Inc.	034-Bulk spring 2024 order	31,250.12
		034-2620-618-000-0000-000-050		04/01/2024	31,250.12
	See Attached Scan to increase PO 2024-21-206				

Non-Payroll Total:	\$35,250.12
Payroll Total:	\$0.00
Report Total:	\$35,250.12

Project Totals

034	Custodial	32,750.12
036	Licensed Trades	2,500.00

Unit Totals

000	PAYROLL ALLOCATED	2,500.00
050	District Wide	32,750.12

Change Order Listing

Options: Fund(s): 34-2012 Recurring, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 3/6/2024 - 4/3/2024, PO Range: 1 - 206, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
56	07/19/2023	64677	Jones General Contractors, LLC	083-Blanket for Roof Repairs DW	50,000.00
		083-2620-458-000-0000-000-000		03/18/2024	50,000.00
	083-Increase PO 2024-34-56 for district wide roofing issues.				
193	02/14/2024	61493	KENNETH DALE SHOCKLEY	085-GM Parking lot	3,000.00
		085-2620-459-000-0000-000-000		03/18/2024	3,000.00
	085-Increase PO 2024-34-193 for more gravel need to cover the general maintenance parking areas.				

Non-Payroll Total:	\$53,000.00
Payroll Total:	\$0.00
Report Total:	\$53,000.00

Project Totals		
083	Roof Repair/Replacement	50,000.00
085	Paving & Repairs	3,000.00

Unit Totals		
000	PAYROLL ALLOCATED	53,000.00

MUSTANG SCHOOLS - TREASURER'S REPORT
As of March 31, 2024

GOVERNMENTAL FUNDS		
Bank Statements		
Bank of Oklahoma Revenue Account	\$	4,594.98
Bank of Oklahoma Expenditure Account	\$	0.00
BOK Cavanal Hill General Fund Sweep Account	\$	2,802,292.34
4.43 % as of 03/31/2024		
BOK ICS Investments - General Fund	\$	28,060,687.90
5.30 % as of 03/31/2024		
BOK ICS Investments - Sinking Fund	\$	3,231,735.72
5.30 % as of 03/31/2024		
OLAP Investments - Sinking Fund	\$	3,530.10
5.101 % as of 3/31/2024		
OLAP ICS Investments - Sinking Fund	\$	25,141,062.11
5.43% as of 3/31/2024		
Subtotal	\$	59,243,903.15
Computer Cash Balance	\$	59,243,903.15
*** Exception:		

Reconciliation - Should equal \$0.00	\$	0.00
Total - Governmental Funds	\$	59,243,903.15

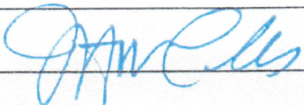
ACTIVITY FUNDS		
Bank Statements		
Bank of Oklahoma Account	\$	21,644.21
BOK Cavanal Hill Activity Sweep Account	\$	417,988.12
4.43 % as of 03/31/2024		
OLAP Investments - Activity Fund	\$	6,102,476.28
5.101 % as of 03/31/2024		
All America Bank Certificates of Deposit	\$	250,000.00
4.25%		
Subtotal	\$	6,792,108.61
Computer Cash Balance	\$	6,730,630.01
Plus Outstanding Warrants	\$	61,478.60
Adjusted Computer Cash Balance	\$	6,792,108.61
*** Exceptions: None	\$	0.00
Reconciliation - Should equal \$0.00	\$	0.00
Total - Activity Fund	\$	6,792,108.61

OTHER FUNDS		
Commerce Bank - Governmental Revenue Share	\$	56,573.33
Commerce Bank - Activity Revenue Share	\$	28,701.17

TOTAL CASH ASSETS	\$	66,121,286.26
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GOVERNMENTAL FUND CASH BALANCES		
Fund 11 - General Fund	\$	19,791,363.91
Fund 21 - Building Fund	\$	4,109,438.40
Fund 33 - 2023 Recurring Bond Funds	\$	796,858.26
Fund 34 - 2012 Recurring Bond Funds	\$	3,654,961.63
Fund 38 - Transportation Bond	\$	0.00
Fund 41 - Sinking Fund	\$	28,378,055.05
Fund 86 - Insurance Recoveries	\$	2,513,225.90

MONTHLY PAYROLL		
Total Payroll	\$	8,891,633.23

Jeff Landes, Treasurer: 

Date: 3-31-2024

Mustang Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/6/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 11-General						
Series - 1000						
Source - 1110 Ad Valorem Current Year	\$25,918,160.95	\$0.00	\$25,918,160.95	\$0.00	0.00%	\$0.00
Source - 1120 Ad Valorem Prior Years	\$0.00	\$605,246.14	\$0.00	\$605,246.14	N/A	\$0.00
Source - 1310 Interest Earnings	\$0.00	\$12,024.02	\$0.00	\$12,024.02	N/A	\$0.00
Source - 1312 Investment Earnings	\$500,000.00	\$424,687.87	\$75,312.13	\$0.00	84.94%	\$0.00
Source - 1352 Unapportioned Interest	\$0.00	\$2,513.95	\$0.00	\$2,513.95	N/A	\$0.00
Source - 1440 Sales of Equipment	\$0.00	\$197,234.75	\$0.00	\$197,234.75	N/A	\$197,234.75
Source - 1550 Workers' Compensation	\$0.00	\$2,244.64	\$0.00	\$2,244.64	N/A	\$0.00
Source - 1590 Misc Reimbursements	\$0.00	\$84,518.93	\$0.00	\$84,518.93	N/A	\$50.00
Source - 1620 Community Service	\$0.00	\$3,910.00	\$0.00	\$3,910.00	N/A	\$0.00
Source - 1680 Refund of PY Expense	\$0.00	\$122,280.29	\$0.00	\$122,280.29	N/A	\$0.00
Source - 1690 Misc Revenue/ District	\$0.00	\$65,000.00	\$0.00	\$65,000.00	N/A	\$0.00
Source - 1710 Lunch/Breakfast	\$2,335,029.11	\$0.00	\$2,335,029.11	\$0.00	0.00%	\$0.00
Source - 1794 Commodity Rebate	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1795 Promotional Rebate	\$0.00	\$1,630.50	\$0.00	\$1,630.50	N/A	\$0.00
Series - 1000 Total	\$28,753,190.06	\$1,521,291.09	\$28,328,502.19	\$1,096,603.22	5.29%	\$197,284.75
Series - 2000						
Source - 2100 County 4 Mill Tax	\$2,997,566.98	\$63,775.25	\$2,933,791.73	\$0.00	2.13%	\$0.00
Source - 2200 County Mortgage Tax	\$719,600.15	\$270,233.69	\$449,366.46	\$0.00	37.55%	\$0.00
Series - 2000 Total	\$3,717,167.13	\$334,008.94	\$3,383,158.19	\$0.00	8.99%	\$0.00
Series - 3000						
Source - 3110 Gross Production	\$6,560,359.35	\$1,998,246.55	\$4,562,112.80	\$0.00	30.46%	\$0.00
Source - 3120 Motor Vehicle	\$5,561,561.43	\$2,082,295.32	\$3,479,266.11	\$0.00	37.44%	\$0.00
Source - 3130 Rural Electric	\$208,712.08	\$88,108.00	\$120,604.08	\$0.00	42.22%	\$0.00
Source - 3140 State School Land	\$1,963,827.98	\$785,762.79	\$1,178,065.19	\$0.00	40.01%	\$0.00
Source - 3150 Vehicle Tax Stamp	\$7,856.21	\$3,244.09	\$4,612.12	\$0.00	41.29%	\$0.00
Source - 3210 State Aid	\$48,204,530.17	\$17,353,630.86	\$30,850,899.31	\$0.00	36.00%	\$0.00
Source - 3250 Flex Benefit Allowance	\$9,428,838.96	\$3,394,382.03	\$6,034,456.93	\$0.00	36.00%	\$0.00
Source - 3310 Alt/High Challenge Ed	\$100,000.00	\$0.00	\$100,000.00	\$0.00	0.00%	\$0.00
Source - 3420 State Textbook	\$859,446.13	\$859,446.13	\$0.00	\$0.00	100.00%	\$0.00
Source - 3436 School Resource Officer	\$92,000.00	\$0.00	\$92,000.00	\$0.00	0.00%	\$0.00
Source - 3811 Career Tech Salary	\$305,957.51	\$5,940.00	\$300,017.51	\$0.00	1.94%	\$0.00
Source - 3812 Career Tech Program	\$0.00	\$73,562.00	\$0.00	\$73,562.00	N/A	\$0.00
Series - 3000 Total	\$73,293,089.82	\$26,644,617.77	\$46,722,034.05	\$73,562.00	36.35%	\$0.00
Series - 4000						
Source - 4140 Title VI Indian Education	\$299,818.00	\$26,868.02	\$272,949.98	\$0.00	8.96%	\$0.00
Source - 4210 Title I/Part A	\$1,107,196.00	\$209,590.78	\$897,605.22	\$0.00	18.93%	\$0.00
Source - 4271 Title II Part A	\$279,231.00	\$32,788.27	\$246,442.73	\$0.00	11.74%	\$0.00
Source - 4281 Title III Part A ELL	\$97,924.00	\$0.00	\$97,924.00	\$0.00	0.00%	\$0.00
Source - 4310 IDEA Part B	\$2,912,038.00	\$682,657.47	\$2,229,380.53	\$0.00	23.44%	\$0.00
Source - 4340 IDEA PART B Preschool	\$45,386.00	\$13,314.33	\$32,071.67	\$0.00	29.34%	\$0.00
Source - 4442 Title IV Student Supp	\$75,097.00	\$6,438.59	\$68,658.41	\$0.00	8.57%	\$0.00
Source - 4689 Other Misc Fed Rev	\$1,364,896.74	\$41,990.89	\$1,322,905.85	\$0.00	3.08%	\$6,389.85
Source - 4705 Supply Chain Assist	\$0.00	\$318,440.27	\$0.00	\$318,440.27	N/A	\$0.00
Source - 4710 Federal Lunch	\$3,230,606.70	\$950,865.65	\$2,279,741.05	\$0.00	29.43%	\$0.00
Source - 4720 Federal Breakfast	\$757,796.63	\$235,773.54	\$522,023.09	\$0.00	31.11%	\$0.00
Source - 4821 Carl Perkins	\$97,551.00	\$2,833.64	\$94,717.36	\$0.00	2.90%	\$0.00
Series - 4000 Total	\$10,267,541.07	\$2,521,561.45	\$8,064,419.89	\$318,440.27	24.56%	\$6,389.85
Series - 5000						
Source - 5160 Activity Fund Reimb	\$1,000,000.00	\$362,042.74	\$637,957.26	\$0.00	36.20%	\$0.00
Source - 5600 Correcting Entry	\$0.00	\$3,644.96	\$0.00	\$3,644.96	N/A	\$863.96
Series - 5000 Total	\$1,000,000.00	\$365,687.70	\$637,957.26	\$3,644.96	36.57%	\$863.96
Fund - 11 11-General Total	\$117,030,988.08	\$31,387,166.95	\$87,136,071.58	\$1,492,250.45	26.82%	\$204,538.56
Report Total	\$117,030,988.08	\$31,387,166.95	\$87,136,071.58	\$1,492,250.45	26.82%	\$204,538.56



MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Prairie View Archery Project#: 930 Program#: 920

Initial Form Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
<u>District Archery Meet</u>	<u>December, January</u>
<u>Open Gym Archery Range</u>	<u>Dec, Jan, Feb</u>
<u>Scratch-off Cards</u>	<u>March</u>
<u>3rd Grade Archery Clinic</u>	<u>March, April</u>
<u>District Archery Meet</u>	<u>April</u>
<u> </u>	<u> </u>

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Archery expenses and maintenance, supplies, rewards, competition fees, travel expenses

Bettilou Stover
Sponsor Name (Please Print)

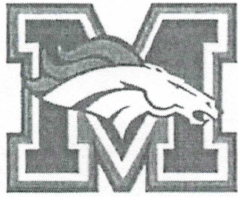
Bettilou Stover
Sponsor Signature

Jandra Honeman
Principal or Director Signature

03/13/2024
Date Submitted

Brian Keith 4/2/24
Activity Fund Custodian or CFO Signature

Date of Board Approval



MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: PE/Archery Project#: 920 Program#: 900

Initial Form Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
<u>Archery Shirts</u>	<u>October</u>
<u>Archery Tourn Gate Fee and Conscession</u>	<u>January</u>
<u>Silent Auction</u>	<u>March</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Archery Supplies, Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

*Teacher Conference fees/sub pay/travel expenses

*Fund Raiser Supplies

** National Archery Tourn Fees and Travel Expenses

Jason Hasty, Sherri Wiewel

Sponsor Name (Please Print)

Sherri Wiewel

Sponsor Signature

Jason Hasty

Principal or Director Signature

12/5/23

Date Submitted

23/24

School Year

Sam Karta 4/2/24

Activity Fund Custodian or CFO Signature

Date of Board Approval



MUSTANG PUBLIC SCHOOLS

Transfer of Funds Request

School Name: Prairie View Site#: 150

Acct#	Activity Fund Name	Amount
From: <u>930</u>	<u>PE</u>	<u>\$2,961⁰⁰</u>
To: <u>920</u>	<u>Archery</u>	<u>\$2,961⁰⁰</u>
_____	_____	\$ _____
_____	_____	\$ _____

Reason for Transfer: Student archery fees need to be separated from archery club.

Bettilou Stover
Activity Fund Sponsor Name (Please Print)

Bettilou Stove
Activity Fund Sponsor Signature

Date: 2-29-24

Brian Kaita
Activity Fund Custodian Signature

Date: 4/2/24

[Signature]
Chief Financial Officer Signature

Date: 4-2-24

Approved by Board of Education

Date: _____

Transfer completed by:

Activity Fund Custodian Signature

Date: _____



Schedule "A"

April 8th, 2024

Resignations				
Last Name	First Name		Site/Assignment	Effective
Anderson-Couch	Bonnie		MBI/Teacher	05/17/2024
Arellano	Teresa		MMS/Teacher	05/17/2024
Bieber	Rebecca		CRI/Teacher	05/17/2024
Boggs	Jennifer		ME/Teacher	05/17/2024
Cantrell-McAfee	Laura		MNMS/Teacher	05/17/2024
Chamberlain	Reagan		MHI/Teacher	05/17/2024
Ciayton	Sara		MHI/Teacher	05/17/2024
Esther	Elizabeth		MBI/Sign Language Interpreter	03/27/2024
Franks	Latasha		PVE/Nurse	05/17/2024
Galvin	Jennifer		MBI/Sped Paraprofessional	05/16/2024
George	Rachel		District/Occupational Therapist	05/17/2024
Gomez	Lori		VE/Teacher	05/17/2024
Jaggie	Erika		VE/Sped Teacher	05/17/2024
Johnson	Kathryn		CRI/Teacher	05/17/2024
Keesee	Haleigh		ME/Teacher	05/17/2024
Keever	Abby		CRI/Teacher	05/17/2024
Kelly	Ashley		TE/Teacher	05/17/2024
McCubbins	Salinda		CE/Media Assistant	05/21/2024
Moore	Sarah		MBI/Teacher	05/17/2024
Pryor	Rebecca		MBI/Sped Paraprofessional	05/16/2024
Pursell	Michelle		MHS/Counselor	05/21/2024
Roper	Charlo		Transportation/Bus Driver	03/28/2024
Stahr	Destini		MNMS/Sped Teacher	05/17/2024
Stasyszen	Nancy		Merc/Human Resources Specialist	03/29/2024
Tafacory	Nicholas		MHS/Teacher	05/17/2024
Tews	Meta		MCMS/Teacher	05/17/2024
Turner	Lynette		MBI/Teacher	05/17/2024
Witthuhn	Rebecca		RE/Teacher	05/17/2024
Wyss	Allyson		MCMS/Teacher	05/17/2024
Retirement				
Last Name	First Name		Site/Assignment	Effective
Cocherell	Gay		MHI/Campus Admin Assistant	05/24/2024
Hammer	Valerie		MHS/Teacher	05/17/2024
Hepner	Lyndon		MHS/Teacher	05/17/2024
McCuller	Ellen		MBI/Sped Paraprofessional	05/16/2024
Walker	Phyllis		MHS/CN	05/16/2024
Wilkes	Dena		MNMS/Admin Assistant	05/24/2024
Yeo	Susan		MNMS/Teacher	05/17/2024
Employment				
Last Name	First Name	Replacing/New Position	Site/Assignment	Effective
Ayala	Viviana	Dallas Scott	RE/CN	04/05/2024
Bates	Thomas	Kyle Menge	MCMS/Teacher	08/07/2024
Bode	Kimberly	Lisa Laredo	MCE/Teacher	08/07/2024
Brandt	Carrie	Kimber Azevedo	PVE/Teacher	08/07/2024
Cantrell	Levi	Bonnie Couch	MBI/Teacher	08/07/2024

Cochran	Cale	Charles McMurray	MHS/Teacher	08/07/2024
Ely	Heather	Lori Gomez	VE/Teacher	08/07/2024
Floyd	Glendon	Joshua Pipkin	MHS/Teacher	08/07/2024
Gartman	Angela	Jennifer Boggs	ME/Teacher	08/07/2024
Hampton	Nichole	Angela Ediger	Merc/Business Office Clerk	04/02/2024
Hardin	Kymerlee	Catherine Cornelius	MCE/Teacher	08/07/2024
Hawthorne	Emilee	Andrea Wildman	PVE/Teacher	08/07/2024
Hayes	Peggy	Darci Johnson	CE/Teacher	08/07/2024
Hunt	Lillian	Haleigh Keesee	ME/Teacher	08/07/2024
Jones	Jeana	Phyllis Cox	PVE/Teacher	08/07/2024
Lacy-Scott	LeeAnne	Valerie Hammer	MHS/Teacher	08/07/2024
Layne	Alicia	Doug Ketch	MHS/Teacher	08/07/2024
McKinley	Alea	Tarilyn Myers	CE/Teacher	08/07/2024
Patkowski	Jenna	Deanna Dixon	ME/Teacher	08/07/2024
Pitts	Karen	Ashley Rolewics	ME/Teacher	08/07/2024
Pool	Ryan	Frances Richey	MHS/Sped M/M Teacher	08/07/2024
Purcell	Kinley	Jennifer Rogers	LE/Teacher	08/07/2024
Saunders	Candise	New Position	District/Nurse/Sub	03/26/2024
Schranz	Hillary	New Position	Merc/Summer central Enrollment	04/02/2024
Smith	Libby	Nicholas Tafacory	MHS/Teacher	08/07/2024
Tallent	Chasity	New Position	MEC/Sped Paraprofessional	03/26/2024
Thompson	Taelor	Amanda Oliver	MCE/Teacher	08/07/2024
Van Aken	Benjiman	Matthew Brand	MHS/Teacher	08/07/2024
Walker	Sheila	Nancy Stasyszen	Merc/Human Resources Specialist	04/08/2024

Reassignments

Last Name	First Name	From: Site/Assignment	To: Site/Assignment	Effective
Baugh	Isabella	VE/Teacher/1ST	VE/Teacher/Kindergarten	08/07/2024
Bunch	Debra	MCMS/MNMS/Media Assistant	MNMS/Campus Admin Assistant	07/29/2024
Coppock	Lana	TE/Paraprofessional	CE/Teacher	08/07/2024
Davis	Ashley	CE/Noon Sup/Crosswalk	CE/Paraprofessional	03/26/2024
Doyle	Lesha	MCE/Teacher	PVE/Teacher	08/07/2024
Dyer	Kari	VE/Teacher/Kindergarten	VE/Teacher/PreK	08/07/2024
Gosnell	Kortney	CE/Teacher/1st	CE/Teacher/ 3rd	08/07/2024
Grace	Cathy	VE/PVE/Sped Teacher	VE/Sped Teacher	08/07/2024
Gray	Rachel	VE/Teacher/Prek	VE/Teacher/1ST	08/07/2024
Hargrove	Amy	CE/Teacher	CE/Sped M/M Teacher	08/07/2024
Head	Chasity	Merc/Receptionist	Merc/Admin. Assistant	06/03/2024
Hogan	Amanda	RE/PreK Paraprofessional	RE/Behavior Support Paraprofessional	08/12/2024
Hood	Samantha	MHI/Teacher	MCE/Media/Technology Director	08/05/2024
Johnson	Darci	CE/PreK Teacher	CE/First Grade Teacher	08/07/2024
Kimmel	Jason	MHS/Teacher/Algebra II	MHS/Teacher/Physics	08/07/2024
Knapp	Sara	ME/Sped Teacher	MBI/M/M Sped Teacher	08/07/2024
Laredo	Lisa	MCE/Teacher/ 2nd	MCE/Teacher/Kindergarten	08/01/2024
Rogers	Jennifer	LE/Teacher 3rd	LE/Teacher 4th	08/07/2024
Sutton	Marcelina	TE/FS Teacher	MBI/FS Teacher	08/07/2024
Thompson	Tyler	MCE/Teacher	MHS/Teacher	08/07/2024
Tucker	William	Transporation/Bus Driver	Transporatation/Sped Bus Driver	04/01/2024
Winn	Anna	MHS/Teacher	MHI/Teacher	08/07/2024

Additional Duty/Supplemental/Stipend

Last Name	First Name	Assignment	Site	Effective
Staats	Will	Assistant Middle School Coach	District	2024 2023



Schedule "B"

April 8th, 2024

Bronco Club 2024-2025 SY				
Last Name	First Name	Assignment	Site	Effective
Elliott	Malinda	Coordinators/Summer Camp	District	2024
Keele	Robyn	Coordinators/Summer Camp	District	2024
Meadows	Rosa	Coordinators/Summer Camp	District	2024
Sewell-Delaney	Gina	Coordinators/Summer Camp	District	2024
Andrews	Jayne	Teacher	District	2024
Balliew	Kayla	Teacher	District	2024
Bass	Danielle	Teacher	District	2024
Beutler	Katherine	Teacher	District	2024
Boyd	Jennifer	Teacher	District	2024
Brixey	Mandy	Teacher	District	2024
Brown	Alexis	Teacher	District	2024
Brown	Tammy	Teacher	District	2024
Brown	Timothy	Teacher	District	2024
Brown	Tori	Teacher	District	2024
Bullock	Billie	Teacher	District	2024
Bumgarner	Felicia	Teacher	District	2024
Burch	Blake	Teacher	District	2024
Calvani	Alexis	Teacher	District	2024
Calvert	Amber	Teacher	District	2024
Castanada	Trinidad	Teacher	District	2024
Clogston	Melissa	Teacher	District	2024
Couch-Anderson	Bonnie	Teacher	District	2024
Fincher	Mark	Teacher	District	2024
Gomez	Lori	Teacher	District	2024
Griffin	Emma	Teacher	District	2024
Grove	Misty	Teacher	District	2024
Hartless	Jamie	Teacher	District	2024
Hesse	Mandy	Teacher	District	2024
Hopson	Melissa	Teacher	District	2024
Johnson	Darci	Teacher	District	2024
Josey	Jane	Teacher	District	2024
Joslin	Stacia	Teacher	District	2024
Keesee	June	Teacher	District	2024
Kelley	Christian	Teacher	District	2024
King	Christine	Teacher	District	2024
Martinez	Calley	Teacher	District	2024
Matthews	Bobbie	Teacher	District	2024
McMurtry	Mackenzie	Teacher	District	2024
Monroe	Desirae	Teacher	District	2024
Mowery	Charlie	Teacher	District	2024
Mulanax	Bethany	Teacher	District	2024
Nguyen	Tresa	Teacher	District	2024
Peebles	Ylene	Teacher	District	2024
Peralta	Brandy	Teacher	District	2024

Peters	Amanda	Teacher	District	2024
Pettigrew	Shana	Teacher	District	2024
Sawyer	Mandy	Teacher	District	2024
Smith	Ryan	Teacher	District	2024
Sutton	Marcelina	Teacher	District	2024
Taylor	Kelsey	Teacher	District	2024
Weaver	Courtney	Teacher	District	2024
Woodward	Cheyenne	Teacher	District	2024
Diaz	Rachel	Paraprofessional	District	2024
Hargis	Ashleigh	Paraprofessional	District	2024
Hayworth	Raven	Paraprofessional	District	2024
Hill	Christy	Paraprofessional	District	2024
Hott	Brianna	Paraprofessional	District	2024
Platero	Nancy	Paraprofessional	District	2024
Balliew	Addie	Teacher Assistant	District	2024
Cristan	Brenda	Teacher Assistant	District	2024
Featherstone	Julie	Teacher Assistant	District	2024
Gossman	Gunner	Teacher Assistant	District	2024
Harris	Paula	Teacher Assistant	District	2024
McIntire	Brianna	Teacher Assistant	District	2024
Andrews	Olivia	Student Assistant	District	2024
Henderson	Hailey	Student Assistant	District	2024
Koehn	Aubrey	Student Assistant	District	2024
McDonald	Miranda	Student Assistant	District	2024
LeMaster	Braeden	Student Assistant	District	2024
Assistant Principals Recommended for Re-Hire 2024-2025 SY				
Armstrong	Amy		RE	2024-2025
Boatman	Renee		MHS	2024-2025
Boucher	Amanda		PVE	2024-2025
Brown	Daniel		MHS	2024-2025
Brown	Elizabeth		VE	2024-2025
Browning	Kayleen		CE	2024-2025
Bush	Karen		LE	2024-2025
Chestnut	Craig		MHS	2024-2025
Coffey	Lindsey		TE	2024-2025
Harper	Chad		MHS	2024-2025
Hensley	Kaitlin		MHS	2024-2025
Hill	Kameron		MNMS	2024-2025
Hunt	Lauren		MCMS	2024-2025
Korstjens	Kathryn		MHS	2024-2025
Kuykendall	Kaylee		ME	2024-2025
Little	Cody		MHS	2024-2025
Mitchell	Matthew		MCMS	2024-2025
Muralt	Ryen		MMS	2024-2025
Owen	Brandi		MNMS	2024-2025
Peterson	Eric		MHI	2024-2025
Sanders	Lauren		MCE	2024-2025
Thomas	Dolly		CRI	2024-2025
Thompson	Taylir		MBI	2024-2025
Wagnon	JC		MMS	2024-2025
Wilkie	Keli		MHS	2024-2025



Schedule "B"

April 8th, 2024

Certified Employees Re-Hire 2024-2025 SY		
Name	Name	Name
Prairie View		
Andrews, Jayne	Hooten, Jennifer	Shoffit, Andrea
Atherton, Alexis	James, Tracy	Southerland, Kati
Barreras, Amy	Johnson, Kyla	Street, Callyn Ann
Barrett, Brooke	Knutson, Kathryn	Stringer, Melessa
Brandon, Kari	Lynes, Lauren	Sweaney, Miranda
Brock, Bethany	Mills, Amanda	Vancleave, Kelsey
Brown, Catherine	Mulanax, Bethany	Velders, Erin
Carrillo, Katie	Nash, Christy	Williams, Bobbie
Castleberry, Racheal	Nichols, Kaci	Willis, Brittany
Cole, Catherine	Osborne, Brittany	Wilson, Amy
Cox, Phyllis	Ransom, Shelia	Yocham, Elisabeth
English, Jennifer	Rhodes, Chandler	Zerm, Rayni
Guthrie, Darcy	Sharp, Paula	Waggoner, Ryan
Hibbard, Dorena	Sheffield, Mackenzie	
Valley		
Bates, Jacy	Harris, Courtney	Pendergraft, Kylee
Baugh, Isabella	Hartless, Jaime	Podoll, Joseph
Baugh, Taylor	Hill, Lindsey	Ralph, Deshante
Caffey, Sarah	Karr, Kara	Rich, Courtney
Cavner, Kristina	Kroeker, Kandi	Robertson, Tricia
Cupples, Megan	Long, Molly	Rumbaugh, Crystal
Dyer, Kari	Marchant, Mary	Schachle, Amy
Eaton, Piper	McRoberts, Dawn	Scott, Carol
Foster, Brionna	Moody, Sarah	Taylor, Lesha
Ghiglieri, Baylee	Mumme, Amanda	Villanueva, Kerry
Grace, Cathy	Muse, Julie	
Gray, Rachel	Nummy, Kaitlin	
Hansing, Rian	Owings, Amanda	
Harding, Taylor	Patton, Kimberly	
Lakehoma		
Adams, Kelsey	Hill, Gwendolyn	Rother, Melissa
Baker, Andra	Hodges, Annalisa	Schneider, Niconia
Bellows, Sarah	Ingham, Robin	Stacy, Faith
Biggs, Tarakay	James, Lisa	Stephens, Laurie
Carr, Miranda	Jones, Amy	Tobiason, Erin
Clark, Karis	Ladd, Austin	Wauters, Brandy
Daniels, Jamie	Leochner, Amy	Willingham, Crystal
Dick, Karis	Lerma, Brandi	Willis, Jennifer
Doran, Tamara	Marion, Sharon	Witt, Ashley
Earls, Amber	Nealy, Shalene	Wittum, Caitlin
Finkenbinder, Laurie	Palmer, Emily	Yarbro, Jayla
Hesse, Mandy	Pinon, Haley	Younkin, Jeremy
Hildebrand, Tiffany	Rogers, Jennifer	
Mustang Elem		

Bernhardt, Tanya	Holliday, Ali	Price, Chelsea
Block, Melissa	Holmes, Emily	Roman, Anahisa
Boling, Tammie	Jones, Jeanne	Serjeant, Glenda
Boyd, Jennifer	Logan, Samantha	Sims, Nicole
Brown, Barbara	Martinez, Calley	Smith, Shanna
Byrd, Rylie	Monden, Hannah	Vanderslice, Madison
Calvert, Amber	Morgan, Diamond	Vandeventer, Alana
Crawford, Tracy	Mowery, Kimberly	Ward, Kayla
Darby, Diane	Pearson, Toni	Wells, Megan
Dewitt, Melissa	Pence, Janet	Whitehead, Sheryl
Harper, Jennifer	Peters, Amanda	Willson, Merisha
Hathaway, Julie	Plautz, Meghan	
Trails		
Barnes, Micah	Gillpatrick, Whitney	Reyes, Allison
Bear, Brooklynn	Gore, Sandy	Reynolds, Jessica
Brown, Tammy	Graham, Rachelle	Sabo, Catherine
Bugarner, Felicia	Hanna, Deanna	Shriver, Sarah
Bullard, Kelly	Hardin, Michele	Smith, Marsha
Campbell, Kylie	Johnson, Cynthia	Stevens, Stacey
Catelli, Sarah	Kissling, Amanda	Summers, Jamie
Crocker, Joshua	Matthews, Emily	Sutton, Marcelina
Denny, Holly	Meadows, Rosa	Torre, Sandra
Dixon, Jesica	Middaugh, Elizabeth	Towne, Jeffrey
Elliott, Malinda	Munson, Tamara	Towne, Jessica
Fields, Rachel	Myers, Malorie	Tucker, Angela
Flores, Aide	Norvelle, Danielle	Wood, Jaybree
Fowler, Amber	Orr, Krystal	
Gaucin, Jessica	Owens, Rachelle	
Gelso, Christin	Quintero, Jessica	
MEC/Pre-K		
Allen, Carie	Heath, Joel	Ervin, Dana
Allen, Craig	Hoehner, Kassie	Reed, Jennifer
Blackwell, Amber	Sandoval, Heather	Rosser, Stephanie
Bruce, Shay	Scott-Grizzle, Kristyl	Shelton, Carissa
Dehne, Kennedy	Bailey, Erin	
Doran, Jason	Bryant, Lori	
Centennial		
Barnes, Cynthia	Gentry, Hannah	McCathern, Kayla
Bates, Shathar	Giles, Jessica	Morris, Trisha
Brown, Megan	Gray, Hannah	Natseway, Amy
Bullock, Billie	Gushing, Kimberly	OBannon, Nicole
Cederquist, Baylee	Harrison, Cassidy	Oliver, Amanda
Clogston, Melissa	Henderson, Ashley	Ray, Robyn
Collins, Breanna	Henderson, Meredith	Schenk, Riley
Danker, Carmen	Howard, Adrienne	Simmons, Janette
Desbien, Nichol	Jackosn, Peyton	Smith, Ryan
Dyche, Lucinda	Johnson, Lea	Tucker, Erika
Fink, Hunter	Kirkwood, Whitney	Votta, Shauna
Frazier, Hillary	Kolar, Linda	Warner, Amanda
Fruehling, Nicki	Laredo, Lisa	Standefer, Jon
Fruit, Tina	Lupton, Trudi	
Riverwood		

Allen, Jenny	Gonzales, Laura	Salemme, Elizabeth
Balliew, Kayla	Gray, Mischa	Sandefur, Christie
Barrett, Jennifer	Grove, Misty	Sims, Jennifer
Beale, Melissa	Haney, Amanda	Sondag, Tracy
Biggs, Sarah	Hopson, Melessia	Stalsworth, Caroline
Blair, Sarah	Johnson, Kayla	Sullivan, Jessica
Brandly, Mary	Kramer, Sheila	Symes, Odessa
Bristow,Carolynn	Kuper, Michelle	Thomas, Amanda
Carrera-Ramos, Jennifer	Lewis, Jennifer	Thompson, Shelia
Cartwright, Sheadrian	Llewellyn, Patricia	Tiger, Kelsey
Castaneda, Jose	Miseldine, Michelle	Waller, Tara
Craghead, Brin	Parker, Natalie	Williams, Jenna
Ejtehadi, Elizabeth	Peralta, Brandy	Wood, Windy
Fixico, Dustin	Reynolds, Lauren	Word, Silvia
Flippin, Brooke	Rick, Amanda	
Fobes, Amanda	Robinson, Mary	
Creek		
Anthony, Tracy	Haines, Allyson	Peck, Kara
Bass, Danielle	Hale, Carrie	Ritchie, Aubrey
Beutler, Katherine	Hargrove, Amy	Rogers, Heather
Boothby, Kaci	Harney, Ruby	Rosser, Allyson
Calvani, Alexis	Head, Bailey	Sparks, Brandy
Carr, Bridget	Hershey, Denise	Steinmann, Victoria
Collett, Danielle	Johnson, Darci	Story, Moriah
Couch, Maeley	Keel, Jennifer	Story, Terri
Crews, Megan	Keele, Robyn	Teddy, Erin
Edwards, Makenzie	Malone, Jana	Trotter, Kelly
Eidson, Rebekah	McMurtry, Makenzie	Watson, Lori
Fouts, Kale	Michael, Elizabeth	Westbrook, Blair
Gatlin, Kelcy	Moss, Carrie	
Gosnell, Kortney	Nguyen, Tresa	
Horizon		
Amendt, Craig	Frederick, Courtney	Reynolds, Debora
Aubrey, Tanner	Fuller, Jordan	Rinehart, Jordan
Baxter, Deanna	Grauberger, Heather	Ross, Rachel
Berglan, Jill	Holt, Aron	Sewell-Delaney, Gina
Buel, Cherish	Hood, Samantha	Tonay, Christina
Cato, Kathryn	Lindsey, Samantha	Trail, Monica
Claborn, Lasha	Manuel, Aaron	Van Aken, Kimberly
Cunningham, Christopher	McElroy, Diana	Wall, Jennifer
Davis, Ginger	Moon, Mary	Williams, Jacklyn
Denison, Sarah	Neal, Anysia	Wilson, Sue
Dye, Brenda	Neal, Joshua	Woodward, Cheyenne
Evans, Mary	Pascoe, Samantha	Wright, Amy
Fair, Bethany	Plant, Joachim	
Fletcher, Max	Pocsik, Colin	
Canyon Ridge		
Austin, Kimberly	Holeman, Amanda	Roush, Stacie
Aynes, Raymond	Holland, Jill	Shackleford, Amber
Brandt, Angela	Jackson, Holly	Snowden, Cheryl
Brown, Alexis	Jones, Ryan	Solomon, Chelsea
Brown, Hope	Kuykendall, Larry	Thatcher, Jana

Brown, Timothy	Laplace, Shadai	Thompson, Kyle
Carlisle, Chelsea	Lindley-Varney, Whitnie	Tobler, Michelle
Chen, Jacob	Lindsey, Patti	Tuttle, Amanda
Cornelison, Mary Ann	Mash, Barret	Vann, Marquita
Daley, Dacey	McCarty, Cynthia	Walling II, Robert
Davis, Kristen	Owen, Krista	Weaver, Courtney
Fincher, Mark	Owens, Angelia	Williams, Kay
George, Breanne	Penner, Ryan	Wolfe, Thomas
Good, Desiree	Pruett, Katie	
Griffin, Emma	Reed, Stephanie	
Hibdon, Kacy	Resendez, Rhonda	
Meadow Brook		
Awbrey, Cody	Hasty, Jason	Pool, Jessica
Baca, Vanessa	Hawkins, Renee	Rowe, Katie
Brock, Karissa	Hinshaw, Stephani	Stokes, Hanna
Brosh, Madge	Holder, Erin	Taylor, Diana
Carter, Carlye	Karn, Heather	Tindall, Angela
Clanahan, Clarissa	Knowles, Lori	Weaver, Stephanie
Cockrum, Kelly	Lang, Brenda	Westmoreland, Stephanie
Coldwell, Sharron	Madrid, Leslie	Wiewel, Sherri
Cox, Sarah	Miller, Jae	Cline, Hannah
Cross, Lindsay	Montgomery, Erin	
Davis, Tyler	Mowery, Charles	
Fleming, Madison	Myers, Anna	
Fruit, Morgan	Myers, Clayton	
Hale, Kelsey	Northcutt, Amber	
Hartzell, Melissa	Owens, Theresa	
Mustang Central		
Almatasem, Abraham	Jones, Chanae	Walters, Christi
Badillo, Daniel	Knight, Angela	Wilhm, Jennifer
Badillo, Deblin	Leep, Lloyd	Wilson, Karmen
Bowles, Jordyn	Lusher, Andrew	Yates, Brandee
Cook, Kyle	Matejcic, Tonya	
Cozens, Amy	McLeckie, Justin	
Crissup, Samantha	Meziere, Sharon	
Deason-Phillips, Jennifer	Miller, Karina	
Dillon, Loren	Mooney, Adam	
Eastland, Ian	Murphey Jr, John	
Elliott, Christy	Pettigrew, Shana	
Emmons, Regina	Pritchard, Holly	
Ford, Jeremy	Rowe, Cheryl	
Graves, Brooklyn	Smith, Kimber	
Hardeman, Tara	Souders, Kaylee	
Harmon, Stephanie	Sullivan, Tyrel	
Holmquist, Shane	Thomas, Karissa	
Holt, Jessica	Tollers, Lauren	
Mustang North		
Atha, Jason	Garrett, Rondalyn	Parker, Jessica
Baldwin, Christopher	Giammario, Jaclyn	Purdy, Ashley
Bland, Kenneth	Herring, Rhonda	Parker, Jessica
Bond, Jay	Hixson, Michael	Purdy, Ashley
Booth, Ryan	Howard, Summer	Renner, Jeffrey

Boulware, Brent	Hurst, Trenton	Roberts, Roberta
Brewster, Morgan	Jones, Elizabeth	Robertson, Ryan
Brothers, Rebecca	Joy, Jennifer	Roby, Christina
Burch, Blake	Kennish, Beatrice	Shropshire, Benjamin
Burch, Nathan	Keyser, Cody	Smith, Tonia
Chaffee, Alexis	Killebrew, Cynthia	Solberg, Lisa
Cleveland, Raegan	Koonce, Mary	Summers, Sarah
Collins, Starla	Kusik, Catherine	Swan, Rhoda
Deister, Megan	Lutts, Rylee	Weston, Kelsy
Dorris, Tiffany	Melvin, Travis	Wyatt, Tonya
Garcia, Steve	Nixon, Kelly	Wyckoff, Kristin
Mustang Middle		
Alvarado, Guadalupe	Hightower, Derrick	Orr, Tammy
Basco, Gina	Hood, Teri	Page, John
Bowen, Blake	Jenkins, Tess	Palmer, Jared
Bridges, Karen	Kincer, Ricky	Parks, Melinda
Bristol, Judy	King, Aubrea	Penney, Amy
Burns, Angela	King, Christine	Penney, Sean
Coffman, Brett	Knopfel, Jonathon	Sawyer, Christopher
Courtney, Hannah	Lane, Alicia	Sawyer, Mandy
Covarrubias, Ivanna	Larson, Angie	Shackleford, Amie
Creach, Jessica	Larue, Amy	Singer, Patrick
Dowell, Deanna	Lux, Savannah	Sosebee, Kelsey
Dunn, Kristina	McClain, J	Stephens, Matthew
Elmore, Shawn	McCormick, Elizabeth	Steward, Nicholas
Fertonani, Angelo	McGavock, Karie	Underwood, Andrew
Foster, Dakota	Moore, Michelle	Wagner, Christine
Green, Sarah	Morris, Jennifer	Williams, Benjamin
Gruenberg, Jordan	Naff, Hannah	
Helton, James	Onan, Jennifer	
Mustang High		
Ahern, Kelsey	Heupel, Natasha	Petitt, Bethany
Atkinson, Shanon	Hixon, Carrie	Pumford, Kristin
Bennett, Olivia	Hodges, Scott	Qualls, Briana
Bennett, William	Hofer, Jacob	Ray, Glendia
Berry, Valorey	Holeman, Justin	Reeves, Virginia
Bowman, Clay	Holman, Jessica	Renyer, Terry
Boydston, Katherine	Hunt, Staci	Richards, Kevin
Boykin, Ashley	Jackson, Latoya	Robertson, Mary
Burton, Amanda	Jones, James	Robinson, Jennifer
Carey, Bailey	Jones, Terra	Rogers, Trena
Carnes, Sarah	Kain, Rachel	Roush, Luke
Casarez, Christopher	Kelley, Christian	Rowe, Don
Castro, Eustolia	Kenedy, Patrick	Sanders, Regena
Chai, Cleon	Kim, Kendra	Sarette, Brent
Chaisson, Leiha	Kimmel, Jason	Schneider, Reba
Chappell, Ralph	Kluge, Steven	Schneider, Teffany
Charvat, Pamela	Knight, Katherine	Scott, Payton
Chavez, Rosario	Knowles, Kathryn	Sears, Karri
Christy, David	Kuczynski, Judith	Sellers, Aubrey
Connors, Kristi	Kuhlman, Robert	Selvey, Lindsey
Conway, Christopher	Lakin, Kyle	Shelton Delk, Willie

Cox, Marinda	Landry, Thomas	Shuck, Kerry
Crockett, Jamie	Laughter, Hayley	Silk, Deana
Damasiewicz, Tammy	Limke, Jason	Simmons, Ashlyn
Darity, Lacy	Lindsay, Justin	Smith, Kathryn
Davis, Geoffrey	Long, William	Staats, William
Day, Alecia	Longley, Jesse	Starr, Kristi
Denham, Lyndsie	Longley, Taylor	Stepanek, Samantha
Dobbs, Jeffrey	Machado, Sierra	Stevens, Scott
Dowell, Karl	Mathes, Brandon	Stout, Sohailah
Dunbar, Kaitlyn	Matlock, Courtney	Strickland, Colton
Easley, Stephanie	Mattingly, Stacy	Swink, Kristina
Evans, Antony	Mauler, Kameron	Symes, Alecia
Farley, Danna	McCorvey, Andre	Taylor, Andrea
Farnham, Emily	McCrackin, Shelby	Taylor, Madelyn
Farnham, Kyle	McDaniel, Christopher	Teague, Thomas
Ferguson, Waleed	McGarry, Michael	Tello, Albert
Flowers, Linda	McIntire, Vanessa	Terrell, Maci
Ford, Mason	Meade, Tyson	Thompson, Gina
Fuentes, Shelley	Meledeo, Michael	Tiller, Steve
Fugate, Stephanie	Miles, Jody	Tilley, Rachel
Funk, Michael	Miller, Anthony	Torres, Lorie
Gaines, Jestine	Miller, Cherie	Viens, Marie-Eve
Garcia, Samantha	Miller, Lance	Wakefield, Erin
Gates, Taylor	Mitchell, Maria	Walker, Caitlin
Glyckherr, Maria	Moore, Joseph	Walker, Casey
Godwin, Macy	Moore, Matt	Walker, David
Gomez, Kobi	Morin, Stanley	Ward, David
Gonzales, Kelly	Morris, Annia	Webb, Mark
Grigsby, James	Morse, Diane	Weeks, Danielle
Guertler, Kelsey	Murrah, Bailey	Weidner, Corey
Gulikers, Shana	Noble, Kelly	West, Rebecca
Hacker, Susan	Odom, Emily	Williams, Danny
Hardin, Brent	Osborne, Gregory	Williams, Kayla
Harris, Donitta	Ozinga, Christopher	Winn, Anna
Harris, Jeremy	Parker, Michael	Witt, Monica
Harrison, Jacqueline	Patterson, Joe	Zaragoza, Brandon
Hauck, Christy	Patterson, Steven	
Hendricks, Nicholas	Penwell, Kiley	
District		
Bernhardt, Kimberly	Lucas, Tamra	Shay, Elizabeth
Buchanan, Kasey	Mathew, Dennis	Smith, Madison
Cain, Tara	Matthews, Stephanie	Standefer, John
Evans, Kristin	McKinney, Stacy	Walley, Brooke
Farrell, Cecile	Reddish, Rebecca	Kain, Tammy
Hood, Desirae	Scott, Tina	
Lohman, Lisa	Shade, Pamela	



Schedule "C"
April 8th, 2024

GUEST TEACHER			
Last Name	First Name	Site/Assignments	Effective
Greene	Anna	District	2024
Hinderer	Elizabeth	District	2024
Murfin	Lauren	District	2024
Rhynes	Raylene	District	2024
Ryan	Katelynn	District	2024
Wood	Emily	District	2024