

Newcastle Board of Education Regular Meeting
May 14, 2024 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

1. Flag Salute
2. Call to Order and Roll Call of Members
3. Outstanding Service or Achievement Awards
4. Discussion and possible action on the Consent Agenda:
 - A. Agenda of Regular Meeting of May 14, 2024
 - B. Minutes of Regular Meeting of April, 9, 2024
 - C. Transportation Surplus Item
 - D. N09
 - E. 4-43341
 - F. OK
 - G. 2008
 - H. BLUEBIRD
BUS
 - K. ECC Surplus Textbooks
 - L. Maintenance/Custodial Surplus Items
 - M. Kevin Sheets, Asst. Wrestling Coach, requests permission to travel to Ardmore, OK for the Purler Wrestling Camp at Ardmore High School June 4th through the 8th with an overnight stay on the 7th.
 - N. Kevin Sheets, Asst Wrestling Coach requests permission to travel to Leo Adams Middle School in Haslet, Texas for an overnight trip to the 12th annual Mat Bash Wrestling Camp from July 25th through 27th.
5. Public Input
6. Superintendent and Staff Updates:
 - A. Dr. Cathy Walker, Superintendent
7. Possible consideration and vote to approve Financial Advisory Services contract with BOK Financial Securities, Inc.
8. Discuss, consider, and act or disapprove a Resolution authorizing the sale of the District's General Obligation Combined Purpose Bonds, Series 2024, and setting forth the following items:
 - A. Fixing the time and place the bonds are to be sold;
 - B. Fixing the amount of bonds to mature each year;
 - C. Authorizing the Clerk to give notice of said sale as required by law.
9. Discuss, consider, and act or disapprove a Resolution authorizing the sale of the District's General Obligation Building Bonds, Federally Taxable Series 2024, and setting forth the following items:
 - A. Fixing the time and place the bonds are to be sold;
 - B. Fixing the amount of bonds to mature each year;
 - C. Authorizing the Clerk to give notice of said sale as required by law.

10. Possible consideration and vote to approve the selection of The Public Finance Law Group PLLC to act as legal/bond counsel in connection with the proposed General Obligation Bonds.
11. Discussion and possible action regarding Concussion Protocol: 1) Concussion Management Form; 2) Return to Learn; 3) Concussion Fact Sheet; 4) NPS Concussion Discipline Action Sheet.
12. Discussion and possible action on the Policy Consent Agenda
 - A. Newcastle District Policy CHA - Purchasing and Distribution
 - B. Newcastle District Policy CHA-P1 - Purchasing Procedures
 - C. Newcastle District Policy CHC - Bids and Quotations
 - D. Newcastle District Policy CKAJ - School Security Surveillance Cameras
 - E. Newcastle District Policy CKC - Safety Drills
 - F. Newcastle District Policy CKC-R1 - Fire Drills Rules and Procedures
 - G. Newcastle District Policy CKC-R2 Tornado Drills Rules and Procedures
 - H. Newcastle District Policy DBCA - Standards of Performance
 - I. Newcastle District Policy EFEA - Artificial Intelligence Systems and Tools Use in the School System
13. Discussion and possible action on the Contract Consent Agenda
 - A. FY24 ESY Contract Kristi Standifer, Speech Language Pathologist
 - B. FY25 Kristi Standifer, Speech Pathologist Contract
 - C. FY 25 CCOSA's District Level Services Program Agreement
 - D. Chickasaw Nation Worksite MOU
 - E. FY25 RTI Scheduler - Gammon Applications, LLC / NHS
 - F. FY25 Tyler Garling, Occupational Therapist
 - G. FY25 Carla Garling, Physical Therapist
 - H. FY25 EDUSKILLS
 - I. FY25 Hiland Dairy Foods
 - J. FY25 US Foods
 - K. FY25 Visual Senses, Nikki Keck
 - L. FY25 Sylogist ED
 - M. FY25 Clearwater Enterprises
 - N. FY25 Angel, Johnston, Blasingame, P.C. Contract for Audit of Newcastle Public Schools 2023-2024 School Year
 - O. FY25 Quality Choice Testing, LLC, Drug and Alcohol Testing Service Agreement
 - P. FY25 Frontline Family Solutions
 - Q. FY25 OSSBA Comprehensive Employment Service Agreement
 - R. FY25 OKTLE/McRel Evaluation Tools
14. Discussion and possible action regarding Financial Consent Agenda
 - A. General Fund 11 Encumbrances and Change Orders
 - B. Building Fund 21 Encumbrances and Change Orders
 - C. Bond Fund 32 Encumbrances and Change Orders
 - D. Bond Fund 39 Encumbrances and Change Orders
 - E. Monthly payroll and extra duty disbursement
 - F. Purpose of Activity Fund Accounts
 - G. Revenue Analysis-General Fund
 - H. Revenue Expenditure Summary-Athletic

- I. Revenue-Expenditure Summary-Non Athletic
- J. Treasurer's Report
- K. FY25 Temporary Appropriations
- L. Software printed signature for checks
- 15. New Business
- 16. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A, and Schedule B pursuant to 25 O.S. Section 307 (B)(1)
- 17. Vote to convene or not to convene in executive session
- 18. Return to Open Session
- 19. Discussion and possible action regarding employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A
- 20. Discussion and possible action regarding employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule B
- 21. Adjournment

This agenda was posted at 5:00pm on the front door of the administration building on May 13, 2024 by Darla Allen

Newcastle Board of Education Regular Meeting
April 9, 2024 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

Attendance Taken at 6:00 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Mr. Jeff Dingee: Absent, Ms. Tiffany Elczyn: Present, Mr. Jeremy Gilbertson: Present.

1. Flag Salute
2. Call to Order and Roll Call of Members
3. Oath of Office for Jeff Dingee

Not needed as a returning board member

4. Discussion and possible action to reorganize the Board Positions, as well as the Legislative Liaison

A. Board President

Motion to nominate Tiffany Elczyn as Board President passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

B. Board Vice President

Motion to nominate Darrin Abel as Board Vice President passed with a motion by Ms. Valory Dalton and a second by Mr. Jeremy Gilbertson.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

C. Board Clerk

Motion to nominate Jeff Dingee as Board Clerk passed with a motion by Mr. Jeremy Gilbertson and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

D. Board Deputy Clerk

Motion to nominate Jeremy Gilbertson as Board Deputy Clerk passed with a motion by Ms. Valory Dalton and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

E. Legislatiave Liaison

Motion to nominate Tiffany Elczyn as Legislative Liaison passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

5. Discussion and possible action on the Consent Agenda:

Motion to approve consent agenda items A through F passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

A. Agenda of Regular Meeting of April 9, 2024

B. Minutes of Special Meeting of March 28, 2024

C. Minutes of Regular Meeting of March 12, 2024

D. Title IV Book Surplus

E. Technology Surplus

F. Lacy England, FCCLA Instructor, is requesting permission to travel to Tulsa for an overnight stay for the FCCLA State Convention. She will be taking 7 students on April 10 and 11th

6. Public Input

No public input.

7. Superintendent and Staff Updates:

A. Ms. Kristi Ferguson, Assistant Superintendent

I. Transportation Update

Ms. Kristi Ferguson reported on the progress they have been making in transportation, technology, and child nutrition.

B. Dr. Cathy Walker, Superintendent

I. Bond Update

Dr. Walker reported they are having a beam signing and working on bid day for the High School. Also, the walls are going up at the Middle School.

II. Acknowledgements

The Oklahoma Athletic Administrators Association recognizes community businesses, community members as well as Newcomer Athletic Director of the Year. This year, Pioneer is a finalist for the Distinguished Community Partner of the Year, Gene Reid is a finalist for the community service award and Brent Hodges is a finalist for the Newcomer Athletic Director of the Year.

8. Discussion and possible action regarding the resolution authorizing the filing of FCC 471 form for E-rate services for the 2024-2025 school year and authorizing payment of applicant's share subject to E-rate approval of discounted portion of the service provider and receipt of services during the 2024-2025 school year.

Motion to approve the Resolution as presented passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

9. Discussion and possible action on the Contract Consent Agenda

Motion to approve the Contract Consent Agenda items A through C passed with a motion by Ms. Valory Dalton and a second by Mr. Jeremy Gilbertson.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

A. Total Wellness Corporate Health Services Agreement

B. Interlocal Cooperative Agreement with City of Newcastle regarding walking/biking paths

C. Hudl Contract

10. Discussion and possible action regarding Financial Consent Agenda

Motion to approve the Financial Consent Agenda Items A through K as presented passed with a motion by Mr. Darrin Abel and a second by Mr. Jeremy Gilbertson.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

- A. General Fund 11 Encumbrances and Change Orders
- B. Building Fund 21 Encumbrances and Change Orders
- C. Bond Fund 32 Encumbrances and Change Orders
- D. Bond Fund 39 Encumbrances and Change Orders
- E. Monthly payroll and extra duty disbursement
- F. Purpose of Activity Fund Accounts
- G. Revenue Analysis-General Fund
- H. Revenue Expenditure Summary-Athletic
- I. Revenue-Expenditure Summary-Non Athletic
- J. Treasurer's Report
- K. Newcastle Golf Booster Club, Inc. sanctioning application

11. New Business

No new business

12. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A and Schedule B pursuant to 25 O.S. Section 307 (B)(1)

Proposed executive session to discuss Special Education Director's Addendum to Contract pursuant to 25 O.S. Section 307 (B)(1)

Proposed executive session to discuss modification to Superintendent's Contract pursuant to 25 O.S. Section 307 (B)(1)

13. Vote to convene or not to convene in executive session

Motion to convene in Executive Session at 6:46 passed with a motion by Ms. Valory Dalton and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea

Yea: 4, Nay: 0, Absent: 1

14. Return to Open Session

Returned to Open Session at 8:20. Dr. Walker, Mr. Gilbertson, Ms. Dalton, Mr. Abel and Ms. Elczyn were in Executive Session and no votes were taken.

15. Discussion and possible action regarding employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A

Motion to approve Schedule A as attached passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

16. Discussion and possible action regarding employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule B

Motion to approve Schedule B as attached passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

17. Discussion and possible action regarding the Special Education Director's Contract Addendum

Motion to approve the Special Education Director's Contract Addendum passed with a motion by Ms. Valory Dalton and a second by Mr. Jeremy Gilbertson.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

18. Discussion and possible action regarding modification of Superintendent's Contract

Motion to approve the modifications of the Superintendent's Contract passed with a motion by Ms. Valory Dalton and a second by Mr. Jeremy Gilbertson.

Mr. Jeff Dingee: Absent, Mr. Jeremy Gilbertson: Yea, Ms. Valory Dalton: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea
Yea: 4, Nay: 0, Absent: 1

19. Adjournment

Meeting adjourned at 8:23PM by Ms. Tiffany Elczyn.

President

Vice President

Clerk

Deputy Clerk

Member

ECC Surplus Textbooks

Publisher	Title	ISBN	Quantity
Student Materials			
1st grade			
Savvas	Envision Oklahoma Student Companion, grade 1	ISBN-13: 978-1-4182-6778-0 ISBN-10: 1-4182-6778-3	76
Savvas	Envision Math 2.0 Volume 1 1st grade	ISBN-13 978-0-328-88708-8 ISBN-10 0-328-88708-0	121
Savvas	Envision Math 2.0 Volume 2 1st Grade	ISBN-13 978-0-328-88714-9 ISBN-10 0-328-88714-5	166
Kindergarten			
Savvas	Grade K	ISBN-13: 978--328-88707-1	317
Savvas	Envision Math 2.0 Volume 2, Grade K	ISBN-13: 978-0-328-88713-2 ISBN-10: 0-328-88713-7	478
Savvas	Envision Oklahoma Student Companion, grade K	ISBN-13: 978-1-4182-6777-3 ISBN-10: 1-4182-6777-5	562
Savvas	Problem Solving Reading Mats	ISBN-13: 978-0-328-89665-3 ISBN-10: 0-328-89665-9	17 sets-1 open
Teacher Materials			
1st Grade			
Savvas	Envision Math 2.0 Teacher's Edition Volume 1 1st grade	ISBN-13 978-0-328-88720-0 ISBN-10 0-32888720-X	8
Savvas	Envision Math 2.0 Volume 2 1st grade	ISBN-13-978-0-328-88726-2 ISBN-10 0-328-88726-9	7
Savvas	Envision Teacher's Edition Program Overview	ISBN-13 978-0328-88958-7 ISBN-10 0-328-88958-X	6
Savvas	Teacher's Resource Masters Vol 1, grade 1	ISBN-13 978-0-328-89318-8 ISBN-10 0-328-89318-8	1
Savvas	Assessment Sourcebook, grade 1	ISBN-13 978-0-328-89329-4 ISBN-10 0-328-89329-3	1
Savvas	Teacher's Resource Masters Vol 2, grade 2	ISBN-13: 978-0-328-89319-5	1
Savvas	Problem Solving Reading Activity Guide, grade 1	ISBN-13: 978-0-328-89672-1 ISBN-10: 0-328-89672-1	1
Savvas	Enrichment Resource Master, grade 1	ISBN-13: 978-0-328-94972-4 ISBN-10: 0-328-94972-8	1
Savvas	Today's Challenge Teacher's Guide, grade 1	ISBN-13: 978-0-328-83706-9 ISBN-10: 0-328-83706-7	1
Savvas	Oklahoma Standard Topic Tabs	ISBN-13: 978-0-13-490056-8 ISBN-10: 0-13-490056-1	4
Savvas	Teacher Digital Resources cd	ISBN-13: 978-0-328-84951-2 ISBN-10: 0-328-84951-0	2
Savvas	Pearson etext Teacher's edition grade 1	ISBN-13 978-0-328-90611-6 ISBN-10: 0-328-90611-5	2
Savvas	Math Practices Posters	ISBN-13: 978-0-328-83376-4 ISBN-10: 0-328-83376-2	2 sets-some loose posters, not sure if full sets
Teacher Materials Kindergarten			
Savvas	Enrichment Resource Masters, grade K	ISBN-13:978-0-328-94971-7 ISBN-10: 0-328-94971-X	4

Savvas	Assessment Sourcebook, grade K	ISBN-13:978-0-328-89328-7 ISBN-10: 0-328-89328-5	8
Savvas	Problem Solving Reading Activity Guide	ISBN-13: 978-0-328-89671-4 ISBN-10: 0-328-89671-3	8
Savvas	Teacher's Resouce Masters Volume 1	ISBN-13: 978-0-328-89316-4 ISBN-10: 0-328-89316-1	9
Savvas	Today's Challenge Teacher's Guide	ISBN-13: 978-0-328-83705-2 ISBN-10: 0-328-83705-9	4
Savvas	Teacher's Resource Masters Volume 2	ISBN-13: 978-0-328-89317-1 ISBN-10: 0-328-89317-X	8
Savvas	Teacher's Edition Volume 1	ISBN-13: 978-0-328-88719-4 ISBN-10: 0-328-88719-6	7
Savvas	Teacher's Edition Volume 2	ISBN-13-978-0-328-88725-5 ISBN-10: 0-328-88725-0	6
Savvas	Teacher's Edition Program Overview	ISBN-13: 978-0-328-88957-0 ISBN-10: 0-328-88957-1	8
Savvas	Center Game labels	ISBN 10: 0328787531 ISBN 13: 9780328787531	1
Savvas	Exam View Assessment suite cd	ISBN-13: 978-0-328-90604-8 ISBN-10: 0-328-90604-2	2
Savvas	Pearson etext teacher's edition cd	ISBN-13: 978-0-328-90610-9 ISBN-10: 0-328-90610-7	2
Savvas	Pearson etext student's edition cd	ISBN-13: 978-0-328-90616-1 ISBN-10: 0-328-90616-6	3
Savvas	Teacher's Digital Resources cd	ISBN-13: 978-0-328-84950-5 ISBN-10: 0-328-84950-2	3
Savvas	Oklahoma Standard Topic Tabs	ISBN-13:978-0-13-490055-1 ISBN-10: 0-13-490055-3	4
Savvas	Math Practices Posters	ISBN-13: 978-0-328-83375-7 ISBN-10: 0-328-83375-4	2 sets-Some loose posters, not sure if full set
Savvas	ELL Toolkit	ISBN-13: 978-0-328-84817-1 ISBN-10: 0-328-84817-4	5
	Math Diagnosis and Intervention System		
Savvas	Booklet A	ISBN-13: 978-0-328-86280-1 ISBN-10: 0-328-86280-0	11
Savvas	Booklet B	ISBN-13 978-0-328-86281-8 ISBN-10: 0-328-86281-9	9
Savvas	Booklet C	ISBN-13: 978-0-328-86282-5 ISBN-10: 0-328-86282-7	9
Savvas	Booklet D	ISBN-13: 978-0-328-86283-2 ISBN-10: 0-328-86283-5	9
Savvas	Booklet E	ISBN-13:978-0-328-84895-9 ISBN-10: 0-328-84895-6	9
Savvas	Diagnostic Tests	ISBN-13: 978-0-328-86288-7 ISBN-10: 0-328-86288-6	9
Savvas	Teacher's Guide	ISBN-13: 978-0-328-89663-9 ISBN-10: 0-328-89663-2	10

Macmillian McGraw Hill	Hands On Activity Tools and Resources	ISBN: 978-0-02-107316-0 MHID: 0-02-107316-3	1
Macmillian McGraw Hill	Real World Problems Solving Readers Teachers Guide	ISBN: 978-0-02-107151-7 MHID: 0-02-107151-9	1
Macmillian McGraw Hill	Blending Math Connects and Impact Mathematics	ISBN:978-0-02-112823-5 MHID: 0-02-112823-5	1
Macmillian McGraw Hill	Dinah Zike's Teaching with Foldables Mathematics and Science	ISBN: 978-0-02-108322-0 MHID: 0-02-108322-3	1
Macmillian McGraw Hill	Diagnostic and Placement Tests	ISBN: 978-0-07-888709-3 MHID: 0-07-888709-7	1
Macmillian McGraw Hill	Chapter 1 Resource Masters	ISBN: 978-0-02-107192-0 MHID: 0-02-107192-6	2
Macmillian McGraw Hill	Chapter 3 Resource Masters	ISBN: 978-0-02-107194-4 MHID: 0-02-107194-2	1
Macmillian McGraw Hill	Chapter 4 Resource Masters	ISBN: 978-0-02-107195-1 MHID: 0-02-107195-0	1
Macmillian McGraw Hill	Chapter 5 Resource Masters	ISBN: 978-0-02-107196-8 MHID: 0-02-107196-9	1
Macmillian McGraw Hill	Chapter 6 Resource Masters	ISBN: 978-0-02-107197-5 MHID: 0-02-107197-7	1
Macmillian McGraw Hill	Chapter 7 Resource Masters	ISBN: 978-0-02-107198-2 MHID: 0-02-107198-5	1
Macmillian McGraw Hill	Chapter 8 Resource Masters	ISBN: 978-0-02-107199-9 MHID: 0-02-107199-3	1
Macmillian McGraw Hill	Chapter 9 Resrouce Masters	ISBN: 978-0-02-107201-9-0 MHID: 0-02-107201-9	1
Macmillian McGraw Hill	Chapter 10 Resource Masters	ISBN: 978-0-02-107202-6 MHID: 0-02-107202-7	1
Macmillian McGraw Hill	Chapter 11 Resource Masters	ISBN: 978-0-02-107203-3 MHID: 0-02-107203-5	1
Macmillian McGraw Hill	Chapter 12 Resource Masters	ISBN: 978-0-02-107204-0 MHID: 0-02-107204-3	1
Macmillian McGraw Hill	Student works cd	ISBN: 978-0-02-101611-2 MHID: 0-02-101611-9	1



NEWCASTLE PUBLIC SCHOOLS

Board of Education Trip Request Form

Name: Kevin Sheets

Site: High School

Grade/Class/Organization: Wrestling

No. of Students: TBD

No. of Adults: 2 Sheets & Hale

No. of Buses or Transportation: Completed transportation form

Date(s) of Trip: June 4-8 ^{only staying overnight} ~~the night of the~~ 7/4

Destination: Ardmore, OK Ardmore HS
Durbin Wrestling Camp

Purpose of Trip:

[Signature]
Signature

5/1/24
Date

[Signature]
Principal or Supervisor Signature

5/1/24
Date

Superintendent

Date

Trip Request must be submitted prior to 12:00 pm the Thursday before Board Meeting
Submit to Darla Allen



NEWCASTLE PUBLIC SCHOOLS

Board of Education Trip Request Form

Name: Kevin Sheets

Site: High School

Grade/Class/Organization: Wrestling

No. of Students: TBD

No. of Adults: 2

No. of Buses or Transportation: Completed transportation form

Date(s) of Trip: 7/25-7/27

Destination: Leo Adams Middle School - 1619 Eagle Blvd, Haslet Texas 76052

Purpose of Trip: 12th annual Mat Bash Camp in Haslet Texas


Signature

5/13/24
Date


Principal or Supervisor Signature

5/13/24
Date

Superintendent

Date

Trip Request must be submitted prior to 12:00 pm the Thursday before Board Meeting
Submit to Darla Allen

ENGAGEMENT LETTER

May 14, 2024

Newcastle Public Schools
101 N. Main Street
Newcastle, OK 73065

RE: Financial Advisory Services Provided to the Newcastle 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 Newcastle 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 BOKFS the following:

- \$25,000 per General Obligation bond issue completed

Note: If an additional series of General Obligation bonds is sold on the same day, a discounted fee of \$12,000 would apply to the additional series. If the additional series of General Obligation bonds is not sold on the same day, then the standard fee of \$25,000 would apply.

The above fees are payable only upon a successful election 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, if applicable
6. CUSIP bond identification registration
7. 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 Pages]



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 14th day of May, 2024.

BOK FINANCIAL SECURITIES, INC.

ZACK ROBINSON
SENIOR VICE PRESIDENT

In a session legally assembled on the 14th day of May, 2024, the above offer was duly considered and approved and accepted. Witness our official hands this 14th day of May, 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 Newcastle 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?>



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

AGREEMENT FOR BOND COUNSEL SERVICES

GENERAL OBLIGATION COMBINED PURPOSE BONDS, SERIES 2024 INDEPENDENT SCHOOL DISTRICT NO. 1, MCCLAIN COUNTY, OKLAHOMA (NEWCASTLE PUBLIC SCHOOLS)

THIS AGREEMENT is entered as of May 14, 2024, by and among THE PUBLIC FINANCE LAW GROUP PLLC (“PFLG”) and INDEPENDENT SCHOOL DISTRICT NO. 1, MCCLAIN COUNTY, OKLAHOMA (the “Issuer”), as follows:

RECITALS

WHEREAS, the Issuer desires to engage PFLG as bond counsel in connection with the approval of a transcript of proceedings relating to the approximate amount of \$4,735,000 General Obligation Combined Purpose Bonds, Series 2024 (the “Bonds”) of the Issuer; and

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

AGREEMENTS

1. Scope of Services.

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

- (1) Consultation with representatives of the District, including the Superintendent, the legal, financing and accounting staff, financial advisors, and others, with respect to the timing, terms and legal structure of the proposed Financing Plan.
- (2) Review of the bond transcript and other authorizing documents (the “Financing Documents”).
- (3) Attendance at such meetings or hearings of the Issuer and working group meetings or conference calls as the Issuer may request, and assistance to the District staff in preparation of such explanations or presentations to the governing body of the Issuer as they may request.
- (4) Review of final closing papers to be executed by the Issuer required to effect delivery of the Bonds and coordination of the Bond closing.

- (5) Rendering of bond counsel's customary final legal opinion on the validity of the securities and, with respect to tax-exempt securities, the exemption from gross income for federal income tax purposes and from Oklahoma personal income tax of interest thereon.

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

PFLG and the District further acknowledge that the District shall be represented by BOK Financial Securities, Inc., a municipal advisor pursuant to the terms of SEC Rule 15Ba1-1 (referred to herein as an "Independent Registered Municipal Advisor" or "IRMA"). PFLG is a firm of attorneys who provide legal advice or services of a traditional legal nature to a client, and PFLG and its attorneys do not represent themselves to be a financial advisor or financial expert. Therefore, PFLG is excluded from the definition of Municipal Advisor, and PFLG does not intend to provide any advice with respect to municipal financial products or the issuance of municipal securities outside of the scope of traditional legal services and advice customarily rendered by bond counsel in public finance transactions. Notwithstanding the foregoing, in the event certain advice may be construed as beyond the scope of traditional legal services, the District specifically acknowledges that PFLG may avail itself of the IRMA exemption under SEC Rule 15Ba1-1 on the basis that (i) the District is represented by an Independent Registered Municipal Advisor not associated with PFLG, (ii) the District hereby advises PFLG that the District is represented by and will rely on the advice of its duly retained Independent Registered Municipal Advisor, and (iii) the District has been advised that PFLG is not a municipal advisor and PFLG owes no federal statutory fiduciary duty to the District.

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

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

2. Compensation and Reimbursements.

A. *Compensation for Bond Counsel Services.* For services as bond counsel to the District, PFLG shall be paid at the time of issuance a fixed fee of \$5,000.00.

B. *Expenses.* [Left Blank Intentionally]

C. *Payment.* Fees and expenses shall be payable by District at the time of issuance of the Bonds. Payment of all fees and expenses hereunder shall be made at closing by District and shall be entirely contingent upon issuance of the Bonds.

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

3. Nature of Engagement; Relationships With Other Parties.

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

In performing its services in connection with the Bonds, PFLG will act as special counsel to the District with respect to issuance of the Bonds. District acknowledges that District shall be represented by in-house legal counsel for the purpose of rendering day-to-day and ongoing general counsel legal services. PFLG shall provide an opinion with respect to validity of the Bonds and the Financing Documents, and the tax status of interest on the Bonds, in a manner not inconsistent with the role of bond counsel described above.

District acknowledges that PFLG regularly performs legal services for many private and public entities in connection with a wide variety of matters. For example, PFLG has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, contractors, suppliers, financial and other consultants/advisors, accountants, investment providers/brokers, providers/brokers of derivative products and others who may have a role or interest in the Financing Plan or the Project

or that may be involved with or adverse to the District in this or some other matter. PFLG agrees not to represent any such entity in connection with the Financing Plan, during the term of this Agreement, without the consent of the District. Given the special, limited role of bond counsel described above, the District acknowledges that no conflict of interest exists or would exist, and waives any conflict of interest that might appear actually or potentially to exist, now or in the future, by virtue of this Agreement or any such other attorney-client relationship that PFLG may have had, have or enter into, and the District specifically consents to any and all such relationships.

Limitation of Rights to Parties; Successor and Assigns.

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

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

4. Counterparts.

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

5. Notices.

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

PFLG:

The Public Finance Law Group PLLC
5657 N. Classen Boulevard, Suite 100
Oklahoma City, OK 73118
Attention: Jered T. Davidson

DISTRICT:

Independent School District No. 1 of McClain County, Oklahoma
(Newcastle Public Schools)
101 N. Main Street
Newcastle, OK 73065

Attention: Superintendent

[Remainder of Page Left Blank Intentionally]

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

THE PUBLIC FINANCE LAW GROUP PLLC

By: 

Jerred T. Davidson

**INDEPENDENT SCHOOL DISTRICT NO. 1,
MCCLAIN COUNTY, OKLAHOMA**

By: _____
Title: Chairperson, Board of Education

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 1 of McClain County, State of Oklahoma, met in regular session in the Administrative Office Board Room, 101 North Main, Newcastle, Oklahoma in said school district on the 14th day of May, 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 McClain County, Oklahoma, at _____.m. on the ____ day of _____, 2023, and public notice of this meeting was posted on the front of the Administrative Building 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 May, 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 \$77,025,000 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 a distinct portion of such property pursuant to a lease purchase arrangement (Proposition #1) by Independent School District Number 1 of McClain County, Oklahoma, has been duly

authorized at an election held for that purpose on the 23rd day of August, 2022 and certified by the County Election Board of McClain County, Oklahoma on the 26th day of August, 2022; and

WHEREAS, the issuance of \$2,725,000 of bonds to provide funds for the purpose of acquiring transportation equipment (including auxiliary transportation equipment and safety upgrades to certain transportation equipment); or in the alternative to acquire all or a distinct portion of such property pursuant to a lease purchase arrangement (Proposition #2) by Independent School District Number 1 of McClain County, Oklahoma, has been duly authorized at an election held for that purpose on the 23rd day of August, 2022 and certified by the County Election Board of McClain County, Oklahoma on the 26th day of August, 2022; and

WHEREAS, Independent School District Number 1 of McClain County, Oklahoma, has previously determined to sell the approved Bonds in multiple series; and

WHEREAS, Independent School District Number 1 of McClain County, Oklahoma has previously issued the following bonds from the 2022 authorization:

2022 Authorization		
	Proposition #1 Building Bonds	Proposition #2 Transportation Bonds
Total Bonds Authorized	\$77,025,000	\$2,725,000
Amount Issued in 2022	\$465,000	\$345,000
Amount Issued in 2023	\$4,840,000	\$610,000
Total Bonds Issued To Date	\$5,305,000	\$955,000
Proposed 2024 Building Bonds (current issue)	\$2,000,000	
Proposed 2024 Combined Purpose Bonds (separate issue)	\$4,385,000	\$350,000

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 1 OF MCCLAIN COUNTY, OKLAHOMA:

SECTION 1. That the \$2,000,000 General Obligation Building Bonds, Federally Taxable Series 2024, of Independent School District Number 1 of McClain County, Oklahoma, authorized on the 23rd day of August, 2022, shall be offered for sale and that the Board of Education of Independent School District Number 1 of McClain County, Oklahoma, will receive bids by sealed bid, electronic bid (via PARITY) or similar secure electronic bid, at the Newcastle Public Schools Administrative Office, Office of the Superintendent, 101 N. Main, Newcastle, Oklahoma, on the 11th day of June, 2024, until 9:30 A.M., said Bonds to become due:

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

Said Bonds shall be awarded by the Board of Education of Independent School District Number 1 of McClain County, Oklahoma, on June 11, 2024, at 6:00 P.M., local time, at a meeting of said Board held at the Administrative Office, 101 N. Main, Newcastle, 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 14th day of May, 2024.

President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)

State of Oklahoma)
)SS.
County of McClain)

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 1 of McClain 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 official seal this 14th day of May, 2024.

Clerk, Board of Education

(SEAL)



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

AGREEMENT FOR BOND COUNSEL SERVICES

GENERAL OBLIGATION BUILDING BONDS, FEDERALLY TAXABLE SERIES 2024 INDEPENDENT SCHOOL DISTRICT NO. 1, MCCLAIN COUNTY, OKLAHOMA (NEWCASTLE PUBLIC SCHOOLS)

THIS AGREEMENT is entered as of May 14, 2024, by and among THE PUBLIC FINANCE LAW GROUP PLLC (“PFLG”) and INDEPENDENT SCHOOL DISTRICT NO. 1, MCCLAIN COUNTY, OKLAHOMA (the “Issuer”), as follows:

RECITALS

WHEREAS, the Issuer desires to engage PFLG as bond counsel in connection with the approval of a transcript of proceedings relating to the approximate amount of \$2,000,000 General Obligation Building Bonds, Federally Taxable Series 2024 (the “Bonds”) of the Issuer; and

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

AGREEMENTS

1. Scope of Services.

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

- (1) Consultation with representatives of the District, including the Superintendent, the legal, financing and accounting staff, financial advisors, and others, with respect to the timing, terms and legal structure of the proposed Financing Plan.
- (2) Review of the bond transcript and other authorizing documents (the “Financing Documents”).
- (3) Attendance at such meetings or hearings of the Issuer and working group meetings or conference calls as the Issuer may request, and assistance to the District staff in preparation of such explanations or presentations to the governing body of the Issuer as they may request.
- (4) Review of final closing papers to be executed by the Issuer required to effect delivery of the Bonds and coordination of the Bond closing.

- (5) Rendering of bond counsel's customary final legal opinion on the validity of the securities and, with respect to tax-exempt securities, the exemption from gross income for federal income tax purposes and from Oklahoma personal income tax of interest thereon.

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

PFLG and the District further acknowledge that the District shall be represented by BOK Financial Securities, Inc., a municipal advisor pursuant to the terms of SEC Rule 15Ba1-1 (referred to herein as an "Independent Registered Municipal Advisor" or "IRMA"). PFLG is a firm of attorneys who provide legal advice or services of a traditional legal nature to a client, and PFLG and its attorneys do not represent themselves to be a financial advisor or financial expert. Therefore, PFLG is excluded from the definition of Municipal Advisor, and PFLG does not intend to provide any advice with respect to municipal financial products or the issuance of municipal securities outside of the scope of traditional legal services and advice customarily rendered by bond counsel in public finance transactions. Notwithstanding the foregoing, in the event certain advice may be construed as beyond the scope of traditional legal services, the District specifically acknowledges that PFLG may avail itself of the IRMA exemption under SEC Rule 15Ba1-1 on the basis that (i) the District is represented by an Independent Registered Municipal Advisor not associated with PFLG, (ii) the District hereby advises PFLG that the District is represented by and will rely on the advice of its duly retained Independent Registered Municipal Advisor, and (iii) the District has been advised that PFLG is not a municipal advisor and PFLG owes no federal statutory fiduciary duty to the District.

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

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

2. Compensation and Reimbursements.

A. *Compensation for Bond Counsel Services.* For services as bond counsel to the District, PFLG shall be paid at the time of issuance a fixed fee of \$2,500.00.

B. *Expenses.* [Left Blank Intentionally]

C. *Payment.* Fees and expenses shall be payable by District at the time of issuance of the Bonds. Payment of all fees and expenses hereunder shall be made at closing by District and shall be entirely contingent upon issuance of the Bonds.

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

3. Nature of Engagement; Relationships With Other Parties.

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

In performing its services in connection with the Bonds, PFLG will act as special counsel to the District with respect to issuance of the Bonds. District acknowledges that District shall be represented by in-house legal counsel for the purpose of rendering day-to-day and ongoing general counsel legal services. PFLG shall provide an opinion with respect to validity of the Bonds and the Financing Documents, and the tax status of interest on the Bonds, in a manner not inconsistent with the role of bond counsel described above.

District acknowledges that PFLG regularly performs legal services for many private and public entities in connection with a wide variety of matters. For example, PFLG has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, contractors, suppliers, financial and other consultants/advisors, accountants, investment providers/brokers, providers/brokers of derivative products and others who may have a role or interest in the Financing Plan or the Project

or that may be involved with or adverse to the District in this or some other matter. PFLG agrees not to represent any such entity in connection with the Financing Plan, during the term of this Agreement, without the consent of the District. Given the special, limited role of bond counsel described above, the District acknowledges that no conflict of interest exists or would exist, and waives any conflict of interest that might appear actually or potentially to exist, now or in the future, by virtue of this Agreement or any such other attorney-client relationship that PFLG may have had, have or enter into, and the District specifically consents to any and all such relationships.

Limitation of Rights to Parties; Successor and Assigns.

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

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

4. Counterparts.

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

5. Notices.

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

PFLG:

The Public Finance Law Group PLLC
5657 N. Classen Boulevard, Suite 100
Oklahoma City, OK 73118
Attention: Jered T. Davidson

DISTRICT:

Independent School District No. 1 of McClain County, Oklahoma
(Newcastle Public Schools)
101 N. Main Street
Newcastle, OK 73065

Attention: Superintendent

[Remainder of Page Left Blank Intentionally]

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

THE PUBLIC FINANCE LAW GROUP PLLC

By: 

Jerred T. Davidson

**INDEPENDENT SCHOOL DISTRICT NO. 1,
MCCLAIN COUNTY, OKLAHOMA**

By: _____
Title: Chairperson, Board of Education



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

AGREEMENT FOR BOND COUNSEL SERVICES

GENERAL OBLIGATION COMBINED PURPOSE BONDS, SERIES 2024 INDEPENDENT SCHOOL DISTRICT NO. 1, MCCLAIN COUNTY, OKLAHOMA (NEWCASTLE PUBLIC SCHOOLS)

THIS AGREEMENT is entered as of May 14, 2024, by and among THE PUBLIC FINANCE LAW GROUP PLLC (“PFLG”) and INDEPENDENT SCHOOL DISTRICT NO. 1, MCCLAIN COUNTY, OKLAHOMA (the “Issuer”), as follows:

RECITALS

WHEREAS, the Issuer desires to engage PFLG as bond counsel in connection with the approval of a transcript of proceedings relating to the approximate amount of \$4,735,000 General Obligation Combined Purpose Bonds, Series 2024 (the “Bonds”) of the Issuer; and

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

AGREEMENTS

1. Scope of Services.

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

- (1) Consultation with representatives of the District, including the Superintendent, the legal, financing and accounting staff, financial advisors, and others, with respect to the timing, terms and legal structure of the proposed Financing Plan.
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- (3) Attendance at such meetings or hearings of the Issuer and working group meetings or conference calls as the Issuer may request, and assistance to the District staff in preparation of such explanations or presentations to the governing body of the Issuer as they may request.
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PFLG and the District acknowledge that the District shall be represented by the District's attorney (also referred to as "Legal Counsel") for the purpose of rendering day-to-day and ongoing general counsel legal services. PFLG shall circulate documents to and coordinate its services with Legal Counsel to the extent requested by the District or its Legal Counsel.

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or that may be involved with or adverse to the District in this or some other matter. PFLG agrees not to represent any such entity in connection with the Financing Plan, during the term of this Agreement, without the consent of the District. Given the special, limited role of bond counsel described above, the District acknowledges that no conflict of interest exists or would exist, and waives any conflict of interest that might appear actually or potentially to exist, now or in the future, by virtue of this Agreement or any such other attorney-client relationship that PFLG may have had, have or enter into, and the District specifically consents to any and all such relationships.

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

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

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The Public Finance Law Group PLLC
5657 N. Classen Boulevard, Suite 100
Oklahoma City, OK 73118
Attention: Jered T. Davidson

DISTRICT:

Independent School District No. 1 of McClain County, Oklahoma
(Newcastle Public Schools)
101 N. Main Street
Newcastle, OK 73065

Attention: Superintendent

[Remainder of Page Left Blank Intentionally]

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

THE PUBLIC FINANCE LAW GROUP PLLC

By: 

Jerred T. Davidson

**INDEPENDENT SCHOOL DISTRICT NO. 1,
MCCLAIN COUNTY, OKLAHOMA**

By: _____
Title: Chairperson, Board of Education



Newcastle Sports Medicine Concussion Management

- Dalayna Newberry, MS, LAT, ATC – Athletic Trainer Cell: 580-478-3027

This is to inform you that _____ has been placed on the Return To Learn protocol, by a certified athletic trainer or physician.

This is a Newcastle Public Schools board approved protocol, pursuant to Oklahoma state law. Accommodations are in accordance with NATA best practices, recognized nationwide for the care/management of concussions in youth sports.

Please refer to the NPS Return to Learn protocol or ask the certified athletic trainer listed above, if you have any questions.

Date of Injury: _____

Recommendations:

- _____ Stage 1: no work
- _____ Stage 2: limited work, no quizzes/tests
- _____ Stage 3: normal work, as able, with limited quizzes/tests
- _____ Stage 4: normal work, as able, with quizzes/tests

Notes:

Dalayna Newberry

Athletic Trainer Signature

Date: _____



A student's best chance of full recovery from a concussion involves two critical components: *cognitive and physical rest*. Continued research has focused on the fact that cognitive rest is essential to the quick resolution of concussion symptoms.

Cognitive stimulation can include: driving, playing video games, using computers and other electronic devices, text messaging, cell phone use, loud and/or bright environments, watching television, reading and studying. All these activities must be limited, and in most cases, completely avoided.

Physical activity such as physical education, sports activities, and strength and/or cardiovascular conditioning must be regulated and/or avoided while recovering from a concussion.

Each student's journey through the Return to Academics (RTA) and Return to Play (RTP) protocols is individualized. Not all diagnosed concussions require academic accommodations. RTA and RTP may run in collaboration with each other, but each should be considered independent of each other and designed specifically for the injured party.

Points of Emphasis:

It is important to note that recovery from a concussion is a very individualized process. Caution must be taken not to compare students with concussions as they progress through the recovery process. The information below is provided to teachers, parents, and students as a guide to assist with concussion recovery.

- For the academic protocol to be initiated, the student must be evaluated by a qualified medical professional (MD, DO, ATC) and documentation must be provided to the school.
- It is important that once the student has returned to school, they report to the athletic trainer daily, in order to monitor symptoms as well as to determine progression to the next stage with the return to academic guidelines.
- For every day the student is within stages 1-3 (see stages below), it is recommended that they be granted the same number of days to complete missed academic work.
- The student should be granted adequate time to complete missed academic work based upon the amount of time needed for complete recovery.
- As the student's recovery progresses through stages 1-3, teachers should be prepared to apply "mastery learning" criteria with their subject matter. By identifying essential academic work, the student's recovery will be aided by reducing workloads, which in



turn will help to reduce anxiety levels related to the perceived volume of work that will be required once they are medically cleared to resume a full academic load.

- In reference to eligibility, a student athlete will keep the same status as before the concussive event until protocol is complete.
- If the student cannot complete all, or an agreed upon portion of missed assignments (homework, quizzes, tests, or projects), the teacher has the right to assign the student a grade of incomplete (I) for the nine weeks, semester, or final grade.

If the student is evaluated by a personal physician, please share this information with the physician during the initial visit.

Stage 1: No school attendance, emphasize cognitive and physical rest

Characteristics

- Severe symptoms at rest
- Abnormal diagnostic test results
- Symptoms may include but are not limited to:
 - Headache, dizziness, nausea, trouble remembering, feeling like they're in a fog
- Students may be sensitive to light and noise
- Students may complain of intense and continuous/frequent headaches
- Students may not be able to read for more than 10 minutes without an increase in symptoms
- Provide students with copies of class notes (teacher or student generated)
- No tests, quizzes, or homework
- Grades will be frozen; all assignments missed will be entered as EXEMPT (X) while on Stage 1
- Parents reporting athlete's symptoms to site Certified Athletic Trainer (ATC) daily, via email

Progress to stage 2 when:

- Student has returned to school
- Decreased sensitivity to light or noise
- Decreased intensity and frequency of headaches



***If the student remains in Stage 1 longer than 1 week, it may be necessary to schedule a conference with all teachers, the counselor, and the student's parents in order to discuss impact on school performance. The student will need to be referred to an MD or DO specializing in concussion management if not already under the care of one.**

*It is important that once the student has returned to school that they report to the athletic trainer daily in order to monitor symptoms, as well as to determine progression to the next stage within the return to academics guidelines.

Stage 2: Option for modified daily class schedule

Characteristics

- Mild symptoms at rest, possibly increasing with physical and mental activity
- Abnormal diagnostic testing scores
- Athlete reporting to the site Certified Athletic Trainer daily for evaluations

Example 1: First day might be afternoon class attendance, with the next day being morning class attendance, repeat as symptoms warrant.

Example 2: First half of each class, with the final half of each class period spent in the counselor's office, so that the athlete may relax and recover before their next class.

- Option: Reduce weight of backpack or provide second set of textbooks (arranged by counselor)
- Option: Obtain a "five-minute pass" in order to avoid noisy, crowded hallways between class periods
- Wear sunglasses when viewing Smart Boards (as needed) or in classrooms that are brightly lit.
- No tests, quizzes, daily work, or homework; very limited in-class work, with assistance from the teacher or a classmate, may be assigned so long as it doesn't cause symptoms to increase.
- Provide student with copies of class notes (teacher or student generated)
- Grades will be entered as EXEMPT (X) while on Stage 2, unless able to complete very limited in-class work with the assistance from the teacher or a classmate; grades entered



during this stage should not negatively affect the athlete's overall grade in the class.

- Excused from physical education classes and sports activities; this includes but isn't limited to non- school related sports activities
- Report daily to athletic trainer

Progress to stage 3 when:

- Each of the student's classes have been attended at least once
- School activity does not increase symptoms
- Overall symptoms continue to decrease

*If the student is not able to progress to stage 3 after an extended period of time, where it is unlikely the student will be able to makeup required work, the principal and counselor will discuss with the student and their parent(s)/guardian(s), possible class withdrawal, homebound, class load modification, and/or a 504 plan.

Stage 3: Full day of school

Characteristics:

- Symptom free at rest; mild-to-moderate symptoms with mental and physical activity
- Student athlete should be taking notes on their own at this point and may participate in group projects (with accommodations if needed)
- Normal levels of classwork permitted with limited assistance from teachers or classmates. Athlete may begin to use class time to make up any missed work from previous stages with assistance from teachers or classmates if needed.
- Limited to normal levels of homework may be assigned with open-ended due dates; teacher/classmate assistance if needed
- Limited quizzes may be taken over the course of several class periods with no time limit for completion; quizzes may also be sent home to be completed over the course of several days, and/or a weekend at the discretion of the teacher, counselor, and principal.
- Very limited tests may be taken over the course of several class periods with no time limit for completion; athletes may also be given time to take those very limited tests in



the testing center, or Counselor's Office, over the course of several class periods, with the tests broken into small portions.

- Assignments may be graded at this point, but they should not negatively affect the athlete's grade; if the graded assignment does have a negative impact, the athlete will be permitted to make up the assignment(s) in question.
- Sporting activity monitored by athletic trainer
- Report daily to athletic trainer

Progress to stage 4 when:

- Symptom free with mental and physical activity
- Student should report any return of symptoms with mental or physical activity
- Diagnostic test scores have normalized and/or symptoms have resolved completely

*If the student is not able to progress to stage 3 after an extended period of time, where it is unlikely the student will be able to makeup required work, the principal and counselor will discuss with the student and their parent(s)/guardian(s), possible class withdrawal, homebound, class load modification, and/or a 504 plan.

Stage 4: Full academic load

- Resumption of current academic responsibilities once diagnostic testing scores have normalized and/or symptoms have resolved completely as determined by the appropriate health care professional
- In cooperation with counselors and teachers, create a plan for possible modification and the gradual completion of any missed tests, quizzes, and homework that the athlete was unable to make up during stage 3.
- The teacher has the discretion to apply "mastery learning" criteria for their subject matter; meaning that they may choose the most important portions of an assignment then allow the athlete to make up only that portion of the assignment and receive full credit.
- Students are not required to make up missed physical education classes due to a concussion
- Students are not required to make up missed practices or workouts due to a concussion



***Students who are unable to complete stage 4 after an extended period of time and are unable to make up required work (either all or an agreed upon portion of missed assignments) may be assigned a grade of INCOMPLETE (I) by their teacher.

***In the event of an INCOMPLETE grade, the teacher will communicate with the student, their parent(s)/ guardian(s), the student's counselor, **and** principal, regarding the incomplete grade for the nine weeks, semester, or final grade.

If you have questions, please contact the student's counselor, principal, or the athletic trainer.



Concussion/Head Injury Fact Sheet for Student Athletes & Parents

WHAT IS A CONCUSSION?

- A concussion is a brain injury
- It can be caused by either a direct or indirect blow to the head, or via a whiplash effect to the head
- It can change the way your brain normally works
- It can occur during practice or games in any sport
- It can happen even if you have not been knocked out
- It is a serious medical condition, not a “ding”

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

- Headache or “pressure” in the head
- Nausea or vomiting
- Balance problems or dizziness
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy or groggy
- Concentration or memory problems
- Confusion
- Feeling “not right”

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

- Tell your Athletic Trainer, coaches, or parents. Never ignore a bump or blow to the head even if you feel fine. Tell your coach, also, if one of your teammates may have a concussion.
- Get a medical checkup. An Athletic Trainer or doctor (MD or DO) can tell you if you have a concussion and when you are OK to return to play.
- Give yourself time to get better. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to suffer a second concussion. Additional concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

HOW CAN I PREVENT A CONCUSSION?

- Follow the district’s rules for safety and the rules of the sport



- Practice good sportsmanship.
- Use the proper equipment, including personal protective equipment, such as helmets, padding, shin guards and eye and mouth guards. IN ORDER FOR EQUIPMENT TO PROTECT YOU, it must be the right equipment for the game, position, and activity. It must be worn correctly and used every time you play.

FOR MORE INFORMATION VISIT:

- www.cdc.gov/TraumaticBraininjury/
- <https://www.oata.net/resources>
- <https://www.ossaa.com/OSSAA>
- www.nfhslearn.com

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON!



The Newcastle Public School Board of Education recognizes that concussions and head injuries are commonly reported injuries in contact sports, while sudden cardiac arrest (SCA) is the #1 cause of death for student athletes.

Concussions are serious injuries with negative outcomes that can affect an individual physically, emotionally, behaviorally, and/or cognitively, with the potential for long-term impacts on brain development. While concussions have many causes, these brain injuries are commonly sustained by youth participating in athletics or other recreational activities. The purpose of this policy is to maximize safety with respect to sports and recreation-related concussions by educating staff, team and game officials, athletes, and parents/guardians about concussions; providing guidance on how to prevent and manage concussions; and supporting youth returning to activities after a concussion, in accordance with Oklahoma state law (70 O.S. § 24-155). This policy will be reviewed on an annual basis. The athletic director and school nurse will be responsible for reviewing requirements of state law against this concussion policy and for seeking any technical assistance needed for policy review and revision. The athletic trainers, coaches, and school nurse will be responsible for implementation of this policy.

On an annual basis, a concussion/ head injury and a sudden cardiac information sheet will be completed and returned to the school district by the youth athlete and the youth athlete's parent or guardian prior to the youth athlete's participation in practice or competition. In addition, on an annual basis, each coach must complete a concussion and a sudden cardiac arrest (SCA) training course by a provider approved by the Oklahoma State Department of Health. The athletic director shall provide written instructions to all coaches to ensure that no youth athletes participate in practice or competition prior to the receipt of a concussion/ head injury and sudden cardiac arrest information sheet. Any coach or staff allowing a youth athlete to participate in practice or competition prior to the receipt of a signed concussion/ head injury and sudden cardiac arrest information sheet shall be disciplined and could possibly result in removal of all coaching responsibilities.

- A youth athlete/student who is suspected of sustaining a concussion or head injury during a practice or game or school activity shall be removed from participation at that time. Any youth athlete/student removed from participation shall not be allowed to participate until the athlete/student is evaluated by a licensed health care provider trained in the evaluation and management of concussion and receives written clearance to return to participation from that health care provider.
- Any student who collapses or faints without a concurrent head injury while participating in an athletic activity or other school activity shall be removed by the coach or teacher

from participation at that time. Any student who is removed or prevented from participating in an athletic activity or other school activity shall not return to participation until the student is evaluated and cleared for return to participation in writing by a healthcare provider.

- Health care provider is defined as a physician (MD or DO), physician assistant (PA-C), advanced practice nurse (APRN) , or athletic trainer (ATC) who is licensed, certified, or otherwise authorized by the laws of the state to practice healthcare.
- The athletic trainer or school nurse (if non-athletic) will be responsible for initial and follow-up communication with district staff and the athlete's/student's parent/guardian, documenting injury circumstances and follow-up, and, when appropriate, enacting the Emergency Action Plan.

All paperwork related to head injuries, concussion injuries, or sudden cardiac arrest will be kept on file within the following offices:

- Athletic Director and/or Athletic Trainer
- School Nurse (if non-athletic)

Failure to remove an athlete from the field of play who is suspected of having a possible concussion will result in disciplinary action as required by Oklahoma Statute 70 O.S. 2011, Section 24-155.

- **1st Violation** – Required completion of additional concussion recognition and management of concussion education up to the removal of all coaching responsibilities. The Governing Board will make a recommendation of action/penalty to the District Administration.
- **2nd Violation** – Suspension of the sport or activity until appearance in front of the Governing Board. The Governing Board will make a recommendation of action/penalty to the District Administration that could possibly result in the removal of all coaching responsibilities.
- The Governing Board will consist of the Athletic Director, Head Principal, and the Head Athletic Trainer.

All school personnel must follow all return to school and return to play instructions given by the health provider. An athlete or student participant (if non-athletic) parent/guardian is not eligible to give consent for the athlete/student to return to activities. Verbal clearance is not acceptable. The athletic trainer or school nurse (if non-athletic) will be responsible for collecting records of written clearance, maintaining records, and involving necessary personnel to coordinate appropriate support(s) for an athlete/student (if non-athletic) to return to activities.

REFERENCE: 70 O.S. §24-155, SB 239; Developing Concussion Policies: A Guide for School Districts, Oklahoma State Department of Health.

PURCHASING AND DISTRIBUTION

It is the policy of the Newcastle Board of Education that purchasing, and distribution shall be under the supervision of the superintendent but may be delegated in writing by the superintendent to a principal or teacher. Written delegations of authority should contain specific limitations imposed by the board or superintendent upon the designee or may provide a complete delegation of purchasing and distribution duties. No person except the superintendent or the superintendent's designee shall make purchases without written authorization.

Purchasing shall be made with consideration given to the following criteria:

1. best possible quality;
2. lowest possible cost which meets the specifications required;
3. availability of goods or services;
4. least possible expenditure of time for person requesting; and
5. suppliers' and vendors' compliance with Board policies and past performance.

Requisitions for supplies shall follow the appropriate chain of command originating from teachers, through the principal, to the superintendent. Purchases shall be made from local firms when economically wise to do so.

No expenditure shall be made except in accordance with a written contract or purchase order.

Prohibited Purchasing Practices

1. Acceptance of Gratuities – District employees are expressly forbidden from accepting gratuities from any vendor or supplier. Gratuities as specified under this policy include cash or assets easily convertible to cash, travel, lodging, tickets to sporting events, appliances, automobiles or their use, or any other form of special treatment which might influence the employees' selection of a vendor or supplier. Promotional and advertising novelties with a value of \$75.00 or less and are specifically used for advertising purposes are not considered gratuities under this policy.
2. Violations of Purchasing Policy – District employees violating this policy, exceeding their purchasing authority, or incurring an expense without a purchase order may be held personally and financially liable and subject to disciplinary action including, but not limited to, suspension, demotion, termination and legal action.
3. Collusion in buying, kickbacks, or other agreements or arrangements with vendors to obtain price reductions in return for concessions or advantage to the seller or personal advantage to school personnel is strictly prohibited by law and Board policy. This policy in no way restricts clearly stated price discounts to schools.

REFERENCE: 21 O.S. §355
57 O.S. §549.1
62 O.S. §371
70 O.S. §5-123
70 O.S. §5-124
70 O.S. §5-129
70 O.S. §5-135

PURCHASING PROCEDURES

Encumbrances, represented by purchase orders, are submitted by fund to the Board of Education in order of their issuance on a monthly basis at the Board's regularly scheduled meeting. The Board's approval of the purchase orders are documented in the minutes by the board clerk. This applies to all appropriated funds of Newcastle Public Schools.

The dollar amount of a purchase order as presented to the board of education is an estimate of the cost of the goods or services. Actual costs may differ from this amount. Overages on purchase orders will be allowed without board reapproval up to a maximum of 20% of the approved amount or \$1,000, whichever is less. Any overages above these thresholds will require board approval of the increased amounts. No board reapproval will be required for decreases from approved encumbered amounts.

When an expenditure, which under normal conditions would require prior board approval, has to be made in an emergency situation, an exception is permitted with the following guidelines:

An emergency is defined as a condition in which failure to act immediately will cause appreciable damage to physical facilities, or the educational program, or endanger the life or health of members of the community or impede the educational mission of the school system.

In emergency situations, the Superintendent or designee may issue a purchase order and complete the purchasing process prior to Board approval.

The Board, at the next regular meeting, will make retroactive approval of the noted "emergency purchase" and document that approval in the minutes by purchase order number.

Under no circumstances will a purchase in excess of \$25,000 be made under emergency procedures. All purchases above this amount will require prior board approval.

Blanket Purchase Orders

Blanket purchase orders may be issued for recurring purchases of utilities, good, or services pursuant to Title 62 O.S. 20018310.8. Annual blanket purchase orders greater than \$5000.00 must be approved by the Board prior to the issuance of the blanket purchase order except for utilities, gasoline, child nutrition food procurement, and textbooks. Funds must exist within the current year's approved budget and project.

Debarment and Suspension

A contract award must not be made to parties listed on the government-wide exclusion in the System for Award Management (SAM), in accordance with the OMB guidelines at 2CFR 180 that implement Executive Orders 1259 (3 CFR part 1986 Comp., p. 189) and 112689 (3 CFR part 1989 Comp., p. 235) "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

District employees who violate this policy, exceeding their purchasing authority or incurring an expense without a purchase order may be held personally and financially liable and subject to disciplinary actions including, but not limited to, suspension, termination, and legal action.

BIDS AND QUOTATIONS

No expenditure involving an amount greater than \$500.00 shall be made except in accordance with the provisions of a written contract or purchase order, and no contract involving an expenditure of more than \$100,000 for the purpose of erecting a building or making any improvements on school buildings or construction trade contracts or subcontracts exceeding \$50,000 shall be made except upon sealed proposals and to the lowest or best responsible bidder. This does not prohibit the district from erecting a building or making improvements on a force account basis.

Public construction contracts equal to \$50,000 but less than \$100,000 shall be let and awarded to the lowest responsible bidder by receipt of written bids or awarded on the basis of competitive quotes to the lowest responsible qualified contractor. Public construction contracts for less than \$25,000 may be negotiated with a qualified contractor. Public construction contracts are any contract for the purpose of making any public improvements or constructing any public building or making repairs to or performing maintenance on any school-owned building.

If a public construction contract for minor maintenance or minor repair work to district property is less than \$25,000, a contract may be negotiated with a qualified contractor. No work shall be commenced until a written contract is executed and proof of insurance has been provided by the contractor to the school district's business office.

The school board may provide for a local bid preference of not more than five percent of the bid price if the board determines that there is an economic benefit to the local area or economy. The determination as to whether there is an economic benefit to the local area or economy will be based upon whether the local bidder employs residents of the school district as employees or independent contractors and whether such employment will benefit the school district.

The local bidder must be the second lowest qualified bid on the contract and must agree to perform the contract for the same price and terms as the bid proposed by the nonlocal bidder or contractor. Within the bid specifications the district must clearly state that the bid is subject to a local bidder preference law.

“Local bidder” means the bidding person is authorized to transact business in Oklahoma and maintains a bone fide establishment for transacting business within the state.

The term "force account" means the purchase of necessary materials, and the employment of necessary workmen, by the school district itself, rather than entering into a contract with a building or other contractor to construct the building or other improvement. No contract involving sums in excess of \$100,000 shall be split into partial contracts involving sums below \$100,000 for the purpose of avoiding the requirements of the Public Competitive Bidding Act.

For the purposes of this policy, the term “improvements on school buildings” shall not include any of the following:

- 1. Portable, or otherwise moveable, buildings and structures;
- 2. Prefabricated metal buildings and structures, along with necessary utility services for such buildings or structures;
- 3. Roofs placed over existing roof structures; and
- 4. Other structures that can be disassembled after installation and removed without permanent damage to existing property.

For the purposes of the Public Competitive Bidding Act, where total payments of principal and interest are anticipated to exceed 100,000 the lease purchase of items pursuant to paragraphs numbered 2 and 3 above must be competitively bid.

Quotation Requirements

- 1. The solicitation for quotes and proposals shall be conducted in accordance with the provision of the policy, regulation and procedures.
- 2. Unless, otherwise exempted herein, the following quotation limits shall be followed for the purchase of all goods and services procured with all funds:
 - a. \$5000 and above Three written/fax/phone/mail or electronic mail quotations are required
 - b. 0-\$4,999.99 Quotes are recommended and can be asked for upon request

BIDS AND QUOTATIONS (Cont.)

Exemption from Quotation Requirements

Due to the unique nature of some good and services, the items listed below shall be exempted from the quotation requirements:

- a. Professional services
 - Legal Services
 - Insurance Services
 - Professional Consultation Services
 - Services of Independent Contractors
- b. Utilities (gas, electricity, etc.)
- c. Textbooks, library/media books, educational videos
- d. Software upgrades and specialized source software (excludes off the shelf software)
- e. Internet services
- f. Leased cable lines
- g. Unique custom artwork
- h. Travel Services (airfare, hotel accommodations)
- i. Goods purchased for School Activity fundraisers
- j. Repairs to damaged vehicles, buses or tractors, and lawn equipment
- k. Replacement repair parts purchased from original manufacturer

REFERENCE: 61 O.S. §102, §103, §107, §131
62 O.S. §430.1
70 O.S. §5-123

SCHOOL SECURITY SURVEILLANCE CAMERAS

The School District seeks to promote and foster school safety and a safe and effective educational and work environment. After having carefully considered and balanced the individual's right to be free from invasion of privacy with the School District's interest and duty to promote the health, welfare and safety of students and staff as well as the health, safety and welfare of members of the general public who have occasion to use school facilities and enhance the protection of school property, the School District supports and reserves the right to place and use surveillance cameras, when necessary and appropriate, in its schools, school facilities, school buses and/or on its school grounds.

The primary uses of surveillance cameras are as follows: (i) to promote a safe environment by deterring conduct that violates the law or district policy; and (ii) to record images for future identification of individuals in the event of violations of law, district policy and/or school-based rules; (iii) to aid in search of lost or missing children, and (iv) to assist emergency services personnel. Surveillance camera use is limited to uses that do not violate federal or state constitutional protections against unreasonable search and seizure, reasonable expectation of privacy and other applicable laws prohibiting wiretapping and electronic surveillance of aural communications.

Surveillance cameras may be utilized in public areas of schools, school facilities, school buses and school grounds and in areas of schools, school facilities, school buses and school grounds deemed to be at risk for either vandalism or student misconduct. Surveillance cameras will not be used in the private areas of restrooms, showers, locker rooms and dressing rooms and any other area in which there is a reasonable expectation of privacy. Surveillance cameras also will not be used in private offices and classrooms.

Surveillance cameras will not monitor or record sound and will not make audio recordings unless by Court Order and in compliance with wiretap statutes. With the exception of audio surveillance on the buses. The use of surveillance cameras and the monitoring of any resultant recordings will be conducted in a professional, ethical, and legal manner and in a manner consistent with all existing policies and state and federal laws and will not be based on a subject's personal characteristics, including race, gender, ethnicity, sexual orientation, disability, or other protected characteristics. Surveillance cameras are not a guarantee of safety but are a tool that helps deter crime and assist in promoting the safety and security of individuals and property.

Surveillance cameras are implemented as a passive system; no school staff will be designated to view live events in real time on a minute by minute basis. Only authorized school personnel, as determined by the Superintendent of Schools or designee, shall be involved with and/or have access to surveillance cameras and any resultant recordings. Additionally, surveillance cameras will be installed and configured to prevent tampering with or unauthorized duplication of recorded information. Furthermore, no surveillance cameras will be installed unless said installation has been approved in advance by the Superintendent of Schools or designee in accordance with the review process set forth below.

Surveillance camera recordings are not considered Directory Information and may be subject to confidentiality restrictions, including but not limited to requirements under the Federal Family Educational Rights Privacy Act. In no instance will surveillance cameras be used to observe and/or evaluate the performance of school district staff or to monitor employees during nonworking time. However, cameras may be used to monitor areas in which an employee works, even if there is only one employee in that area. This policy also does not apply to legitimate academic use of video cameras for educational purposes that have been approved by a school principal.

Implementation, Installation of Surveillance Cameras

To further school safety objectives, the School District's Safe Schools Committee shall meet as necessary to develop, implement and review both school district and building level safety practices. The Safe Schools Committee will also make recommendations to the building principal regarding the implementation, installation, and use of surveillance

SCHOOL SECURITY SURVEILLANCE CAMERAS (CON'T)

cameras. The Superintendent of Schools or designee shall retain final decision-making authority regarding the recommendations. In determining the most appropriate use and implementation of surveillance cameras in the schools, school facilities, school buses and/or on school grounds, the Safe School Committee's recommendation will be guided by, at a minimum, the following considerations: a) Demonstrated need for the device at designated location(s); b) Appropriateness and effectiveness of proposed protocol(s); c) The use of additional, less intrusive means to further address the issue of school safety (e.g., restricted access to buildings, use of pass cards or identification badges, increased lighting, alarms); d) Right to reasonable expectation of privacy and other legal considerations; and e) Expense involved to install and to maintain the use of surveillance cameras at designated location(s), including without limitation, schools, school facilities, school buses and/or on school grounds. Additionally, on an annual basis an audit on the location, use and effectiveness of all authorized surveillance cameras and the results shall be provided to the Superintendent of Schools or designee. The Superintendent of Schools or designee shall maintain a current up-to-date record of locations of installed surveillance cameras.

Monitoring employees involved in video monitoring of public areas will perform their duties in accordance with the practices outlined in this policy. Video surveillance monitors shall be located in areas to which access is controlled and shall not be viewable by unauthorized persons. Video recording may only be monitored by staff as authorized by the Superintendent of Schools. No unapproved employees may monitor or view video or camera images for any reason except as necessary in the course of an investigation or adjudication. Any employee violating this policy may be disciplined, up to and including termination. All staff approved to monitor video or camera images shall receive a copy of this policy and provide written acknowledgment that they have read and understand this policy. A log will be maintained by the School District's safety office that will record the name and date anytime a staff member other than a safety officer views a recording.

Storage

Any video recording used for surveillance purposes in schools, school facilities, school buses and/or on school grounds shall be the sole property of the School District and stored for no more than one month after which such recordings will be promptly erased unless retained as part of a criminal investigation, court proceeding (criminal or civil), or other bona fide use, as approved by the Superintendent of Schools or designee; and the Superintendent of Schools or designee will be the custodian of such recordings and all such recordings shall be properly protected from unauthorized viewing. A record log will be kept of all instances of access to and use of recorded material.

Release of Information

Requests for viewing a recording must be made in writing to the Superintendent of Schools or designee and all public records requests for recordings that are received will be processed on a case-by-case basis. A determination will need to be made as to whether the information requested is an open record. The request shall identify the individual for whom access is sought, the date(s) and/or time period(s) for which access is sought, and the rationale why access should be granted. If the request is granted, such viewing must occur in the presence of the Superintendent of Schools or designee. Under no circumstances will the School District's video recording be duplicated and/or removed from the School District premises without the express written authorization of the Superintendent of Schools or designee.

Signage and Notification Regarding Use of Surveillance Cameras

Appropriate and conspicuous signage will be posted at entrances to schools, school facilities, and school grounds and/or at major entrances into schools and school facilities, school buses and school grounds notifying students, staff, and members of the general public of the School District's use of surveillance cameras. For exterior cameras, signage will be posted in a conspicuous place in close proximity to the surveillance camera; and for interior cameras, signage will be posted in a conspicuous place at or near the entrance to each place being monitored. Students and staff will receive additional notification, as appropriate, regarding the use of surveillance cameras in the schools, school

SCHOOL SECURITY SURVEILLANCE CAMERAS (CON'T)

facilities, school buses and/or on school grounds. Such notification does not preclude, as deemed appropriate by school administration, the discussion of the use of surveillance cameras with staff and students to heighten awareness and help foster a sense of security.

Destruction and/or Tampering with Surveillance Cameras

Any individual who tampers with or destroys a video surveillance camera or any part of the video surveillance system will be subject to appropriate disciplinary action as well as possible criminal charges.

SAFETY DRILLS

The School District will conduct ten (10) safety drills each school year. The Superintendent shall be responsible for ensuring that all ten (10) drills have been appropriately conducted at each school site within the school district. It shall be the duty of the site principal, under the direction of the superintendent, to conform to the written plans and procedures adopted by the school district. All students and teachers shall participate in the safety drills. The extent of student involvement in intruder drills shall be determined by the superintendent in consultation with the building principal. The ten (10) drills shall consist of the following:

1. Security drills. A minimum of four (4) security lockdown drills shall be conducted at each site within the school district each school year. No security drill can be conducted at the same time of day as a previous security drill in the same school year, and no more than two drills shall be conducted in the same semester. One security drill shall be conducted within the first fifteen (15) days of each semester. Security drills shall be conducted for the purpose of securing school buildings to prevent or mitigate injuries or deaths that may result from a threat around or in the school.
2. Fire drills. Each site school shall conduct a minimum of two (2) fire drills per school year. Each fire drill shall be conducted within the first fifteen (15) days of each semester. The fire drills shall include the sounding of a distinctive audible signal designated as the fire alarm signal.
3. Tornado drills. Each school site shall conduct a minimum of two (2) tornado drills per school year. Tornado drills are required to be conducted in the months of September and March.
4. Safety drills. Each school site shall conduct a minimum of two (2) safety drills per year that can consist of any of the aforementioned drills.

Documentation of completion of the drills shall be maintained. Records for each fire drill shall be preserved in writing for at least three years and made available to the State Fire Marshal or the marshal's agent upon request. The school district shall document all other safety drills in writing and by school site with a copy of the report remaining at the school, a copy filed with the district administrative office, and a copy with the Oklahoma School Security Institute.

REFERENCE: 70 O.S. § 5-148
70 O.S. § 5-149

*Evacuation of the building to various safe locations in a random order is preferred so that anyone threatening harm will not have prior knowledge of the evacuation route and safe areas.

FIRE DRILLS RULES AND PROCEDURES

In accordance with the policy of the board of education and Oklahoma law, fire drills will be scheduled by the principal at least twice each ~~semester-school year~~. ~~The first fire drills shall be conducted within the first fifteen days of each semester. The second fire drill must occur after the first 30 days of each semester.~~ The purpose of a fire drill is to train students, under staff direction, to move safely, quickly, and quietly from any location within the building to an assigned evacuation area outside.

The following rules and procedures will be complied with in all schools:

1. Rules for fire evacuation will be posted in each room. These rules will indicate the primary and alternate exits and the evacuation area to which the student should proceed upon leaving the building. The posted rules will be discussed with each class using the room during the first day(s) of the school year.
2. A district fire alarm signal will be used for fire drills only; another signal will be established by the principal for return to class.
3. No person is to remain in the building during fire drills.
4. Evacuation areas will be at least 50 feet (100 feet if possible) away from buildings and driveways at the north and south ends of the school.
5. It is each student's responsibility to move quickly, quietly, and in an orderly manner through the assigned exit to the assigned evacuation area.
6. Provided safety considerations allow, the teacher or other fire evacuation leader will be responsible for:
 - A. Seeing that windows are closed.
 - B. Assuring that electrical circuits and gas jets are turned off.
 - C. Maintaining order during the evacuation.
 - D. Assigning students to hold doors open, if their group is the first to evacuate from such doors, and instructing students holding doors to rejoin the class after the last person has passed through the doors.
 - E. Taking the roll book and checking roll when the class is in the assigned evacuation area. The name of any student not accounted for will be reported immediately to the principal or the principal's designee.
7. The exercise will be observed by the vice-principals and a report made to the principal as to the time required to complete the evacuation.
8. The principal will provide the superintendent, or the superintendent's designee, with a report on all fire drills, including the time required for evacuation. The superintendent shall preserve such reports for at least three years and make them available to the State Fire Marshal, or his agent, upon request.

REFERENCE: 70 O.S. §5-149

TORNADO DRILLS RULES AND PROCEDURES

In accordance with the policy of the board of education, tornado drills will be scheduled by the principal at least two times per school year in order to ensure the best possible plan has been established and to ensure all students and personnel know what they are to do when a signal for a tornado drill is given. Tornado drills must be conducted in September and March of each school year. The principal or designated staff member shall submit a copy of the drill plan for the building to the superintendent's office during the first month of school. Tornado drills are to be held on different days of the week at different hours of the day.

Definition of Terms

A **tornado watch** indicates that, within a period of several hours, a tornado may strike in a designated area.

A **tornado warning** indicates a tornado has been spotted or indicated on radar and that the tornado is likely to strike in a designated area immediately or within the next hour.

Procedures

When a tornado warning has been received, the superintendent or designated administrator shall notify all schools in the area. Upon being notified of a tornado warning, the principal or designated staff member must check weather conditions in the area to determine if it is necessary for students to be moved into the refuge areas. A designated staff member will monitor commercial radio or TV for tornado warnings, even if the school has a NOAA weather radio tone-alert system.

It is not necessary for schools to wait for the "weather alert" before moving students into the refuge areas. If the principal or designated staff member deems it advisable to move students into the refuge areas, this should be done immediately. Designated staff members will be assigned to bring in children from playgrounds or other outdoor areas during a tornado warning.

Each principal or staff representative will need to use individual best judgment as to when students should leave the refuge areas and return to the classrooms.

Refuge Areas

Students housed in single story buildings should be moved into a safe room, basement or the interior corridors that are not parallel to the tornado's path (usually from the southwest).

Students housed in single story buildings that do not have a safe room or corridors should seek refuge under tables, desks, etc. preferably away from areas containing glass.

TORNADO DRILLS, RULES AND PROCEDURES (Cont.)

In situations where some of the students are housed in annexes adjacent to the main building, students should be moved from the annex into the main building when space is available.

Avoid the use of large enclosed areas not designated as safe rooms, such as auditoriums, gymnasiums, cafeterias, or other rooms with wide, free-span roofs as places of refuge.

If a school bus is caught in the open when a tornado is approaching, the children will be escorted to a nearby ditch or ravine and made to lie face down, hands over their heads. They should be far enough away from the bus so that the bus cannot topple onto them.

Planning Security Drills

When developing a tornado security drill, selecting refuge areas to be used should be the first consideration. After refuge areas are determined, the following should be accomplished:

1. Assign and fit the students into the refuge areas. Adjustment may be necessary.
2. Conduct drills with one or two rooms at a time.
3. Determine the position(s) to be taken in the refuge areas and explain them to the students. The following positions are recommended:
 - A. Down on knees, lean forward, cover as much of exposed body as possible by crossing arms and burying the face in the arms.
 - B. Cross legs, sit on the floor, and cover face with folded arms. (Students should turn their backs to natural light.)
4. Determine the signal to be used for the security drill and ensure all school personnel and students know how to distinguish it from other signals. Establish a backup alarm to be used in the event of a power failure, e.g. a battery-operated bullhorn, hand-cranked siren, or hand bell.
5. Conduct a building drill and make any changes necessary to improve the plan.

Teacher Responsibility

The classroom teacher has the responsibility of preparing the students for the drills as well as the real emergency. Information given by the teacher will do much to protect the emotional health of the child. Statements by uninformed or poorly informed individuals can cause students to become emotionally upset. It would seem psychologically sound to teach all students the usable facts that can be understood at their intelligence level. There cannot be a quick course of instruction once a tornado has struck.

TORNADO DRILLS, RULES AND PROCEDURES (Cont.)Variety

It is recommended that tornado drills be held under all kinds of conditions and circumstances and from all parts of the building in order to prepare students for any emergency that would make it necessary for them to be moved into the refuge areas. Among these would be the following situations:

- From regular classrooms
- From regular classrooms with a blocked exit
- From assemblies
- When some of the students are in the classrooms and others are on the school grounds or in the cafeteria
- When students are in the process of changing classes
- Any other situation in which students might be found
- From the cafeteria
- From a bus

Dismissal from School

School will not be dismissed because of a tornado warning.

Children will not be permitted to leave school during a tornado warning alert in the immediate area. Once students have entered the safe room, students will not be permitted to leave until an all clear is given.

If, at dismissal time, a storm is approaching and it is believed the children will not have time to reach home before it strikes, children should be kept in the building until it is deemed safe to dismiss them. School buses will not be used during tornado warnings.

STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS

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

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

PRINCIPLE I COMMITMENT TO THE STUDENTS

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

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

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

PRINCIPLE II COMMITMENT TO THE PROFESSION

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

STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS (Cont.)

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

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

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

PRINCIPLE III

1. Pursuant to the Teacher Due Process Act of 1990, a career teacher may be dismissed or not reemployed for:
 - A. Willful neglect of duty.
 - B. Repeated negligence in performance of duty.
 - C. Mental or physical abuse to a child.
 - D. Incompetency.
 - E. Instructional ineffectiveness.
 - F. Unsatisfactory teaching performance.

STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS (Cont.)

- G. Commission of an act of moral turpitude.
 - H. Abandonment of contract,
 - I. Conviction of a felony,
 - J. After a finding that such person has engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties, or
 - K. Failure to earn required staff development points.
2. A career teacher shall not be subject to dismissal or non-reemployment for items A, B, D, E, and F, above unless and until a written admonishment has been issued in accordance with relevant law.
 3. A probationary teacher shall not be subject to dismissal or non-reemployment for inadequate teaching performance unless or until a written admonishment has been issued in accordance with relevant law.
 4. Temporary teachers, substitute teachers, adult education teachers, and teachers employed in positions fully funded by private or federal grants shall not be protected by the provisions of the Teacher Due Process Act.
 5. A teacher convicted of a felony shall be dismissed or not reemployed unless a presidential or gubernatorial pardon has been issued.
 6. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties:
 - A. "Criminal sexual activity" means the commission of an act defined in Section 886 of Title 21 of the Oklahoma Statutes, which is the act of sodomy; and
 - B. "Sexual misconduct" means the soliciting or imposing of criminal sexual activity (70 O.S. §6-101.22).

REFERENCE: 70 O.S. §6-101.21, et seq.

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

THIS POLICY REQUIRED BY LAW.

ARTIFICIAL INTELLIGENCE SYSTEMS AND TOOLS USE IN THE SCHOOL DISTRICT

The introduction of AI offers unprecedented opportunities for enhancing teaching methods, expanding learning resources, and fostering innovative educational experiences. However, Artificial Intelligence (“AI”) also presents unique risks, challenges, and responsibilities, particularly in terms of ethical use, data privacy and security, and the accuracy and integrity of academic work.

This Policy serves to responsibly harness the potential of these AI technologies while also safeguarding the interests and well-being of our students, teachers, and professional staff. Through this Policy, the District endeavors to (i) prepare our students, teachers, and professional staff for the future and (ii) equip them with the knowledge and skills to use these systems and tools wisely and ethically. The District will continue to support our teachers in incorporating AI into their teaching practices in ways that enrich the teaching and learning experience while upholding the District’s educational standards and values.

1. AI systems and tools must comply with data privacy and security laws and policies..
2. AI systems and tools will serve to enhance the District’s commitment to high-quality learning.
3. Safeguards are essential to the use of AI systems and tools to minimize bias, promote fairness, and preserve the rigor and integrity of learning,
4. The use of AI systems and tools by students, teachers and professional staff must account for the context of teaching and learning and should be adopted, implemented and utilized in ways that maximize equity of access, use and benefit.

Student Use Guidelines:

Certain assignments may permit, encourage or require the use of AI systems and tools. In each case, it will be clearly stated in the assignment or specified by the teacher. Use beyond the specified guidelines of the teacher or assignment should be understood as prohibited. It is each student’s responsibility to assess the validity and applicability of any AI output that is submitted with an assignment.

1. Students are allowed to use AI for explanations of concepts, exploration of new topics of interest, and seeking guidance on research directions. However, students should be mindful that some AI is prone to “hallucinations”, false answers/information, or outdated information. Accordingly, AI can generate erroneous, misleading, and/or biased information. Thus, students must always verify the information provided by AI using reliable sources such as textbooks, scientific papers, and reputable educational websites. Students must verify that any response from an AI tool that they intend to rely on, or use is appropriate, accurate, not a violation of any other individual or entity’s property or privacy rights, and consistent with the District’s academic policies.
2. Students should not upload or input any personal, confidential, proprietary, or sensitive information into any AI tool. Examples include passwords and other personal information such as names, likenesses, social security numbers, credit card or bank account numbers.
3. Offenses or violations of this Policy will be addressed by the teacher and professional staff. Procedures should be clearly established in the student discipline code or academic integrity policies.

ARTIFICIAL INTELLIGENCE (CON'T)**Staff Use Guidelines:**

1. Teachers and professional staff may consult AI for ideas, outlines and to enhance the educational experience, such as supplementing lesson plans, providing differentiated instruction, and aiding in curriculum development.
2. Teachers and professional staff must ensure that their use of any AI tool complies with applicable laws such as those governing data and student privacy and District policies, including, without limitation, those regarding student information. All tools are compliant if no protected information is entered into the tool.
3. Teachers and professional staff should not upload or input any confidential, proprietary, or sensitive information, including any such District or student information into any AI tool. Examples include passwords, personal information such as names, likeness, social security numbers, credit card or bank account numbers and other credentials, personnel material, information from non-public District documents, including those identified as or understood to be confidential or sensitive (based on their nature or context) or any other non-public District information that might be harmful to the District if disclosed.
4. Teachers and district/site professional staff should guide students in using AI.
5. Teachers and professional staff should carefully evaluate the appropriateness of AI for educational purposes on a case by case basis, considering their appropriateness for each educational context, accuracy, reliability, and alignment with curriculum standards.
6. Teachers and professional staff must supervise student use of AI to ensure it is being used appropriately and constructively in the learning process.
7. Teachers who suspect plagiarism or use of AI that violates district policy should first have a conversation with a student to ensure that they understand expectations for acceptable use. Teachers should consult with administration to determine appropriate steps to investigate any possible violation of policy. AI detection tools will not be the basis of information relied upon in an investigation when it is believed that policy has been violated with regard to the use of AI by students.

District Level Guidelines:

Approved tools and their uses should be determined by the appropriate school district personnel after consideration of security, privacy, data usage, and academic integrity and quality standards, regulations, and values.

SPEECH THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as the 8th day of May, 2024 by and between **Newcastle Public Schools** and **Kristi Standifer, Speech Language Pathologist**.

WHEREAS, THE Newcastle Public Schools and Kristi Standifer, MS CCC-SLP desire to enter into a written agreement setting forth the terms of the contract relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Duties of Speech Language Pathologist: The Speech Language Pathologist shall perform speech therapy duties for the children identified through evaluation, upon referral, who reside in or are eligible to attend the Newcastle Public Schools. Frequency of service and amount of time for each shall be determined through the I.E.P. team of which the Speech Language Pathologist is a member. The Speech Language Pathologist shall provide and maintain written documentation regarding evaluations, individual treatment sessions, and progress reports in accordance with all federal and state governing agencies, Newcastle Public School's policies, and third party reimbursement sources, and shall devote such skill and experience towards the performance of these duties as may be required. The Newcastle Public Schools agree to provide both space and equipment for the service.
2. Contract Relationship Between Parties: Newcastle Public Schools and the Speech Language Pathologist agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. The Newcastle Public Schools acknowledges that it has no right to control the means and methods

by which the Speech Language Pathologist performs her duties, so long as those means and methods constitute sound, prudent, and professional speech therapy practices. The Speech Language Pathologist has the duty to report any income received pursuant to this Agreement for local, state, and federal income tax purposes and for all other tax purposes, and to report any withholding, Social Security, federal unemployment, or any other taxes which may be payable arising out of her relationship with the Newcastle Public Schools. Newcastle Public Schools will be responsible for alerting the Speech Language Pathologist to any and all federal, state, and local regulations pertaining to the confidentiality of student records. The Speech Language Pathologist agrees to abide by such regulations. The Agreement and Contract shall be governed by the laws of the State of Oklahoma and is subject to the provisions of the Oklahoma Constitution.

3. Compensation: As compensation for the Speech Language Pathologist's services hereunder, the Newcastle Public Schools shall pay **Kristi Standifer, MS CCC-SLP** the sum of **\$70.00 per hour** for duties performed by the Speech Language Pathologist. Duties performed include: direct student care, evaluations, and documentation of evaluations and treatments provided. The Speech Language Pathologist will submit an invoice for reimbursement of duties performed each month. Payment will follow the monthly board meeting.
4. Term: The term of this Agreement shall be for **extended school year 2024 commencing on May, 28 2024 and ending on June 30, 2024**. This Agreement may be terminated by either party for any reason with a two-week written notification by

certified mail with the two-week notification beginning upon receipt by the receiving party.

5. Insurance: During the term of this Agreement, Newcastle Public Schools will not provide accident or health insurance to the Speech Language Pathologist nor any other fringe benefits. The Speech Language Pathologist will provide her own professional liability or malpractice insurance in such amounts as are satisfactory to the Newcastle Public Schools.

This Agreement is executed, in duplicate, with each acting as an original on the day and year first written above.

Superintendent of Schools

Date

Director of Special Services

Date

Kristi Standifer, MS CCC-SLP

Kristi Standifer, MS CCC-SLP
License #2399

5/8/2024

Date

SPEECH THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as the 3 day of May, 2024 by and between **Newcastle Public Schools** and **Kristi Standifer, Speech Language Pathologist**. WHEREAS, THE Newcastle Public Schools and Kristi Standifer, MS CCC-SLP desire to enter into a written agreement setting forth the terms of the contract relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Duties of Speech Language Pathologist: The Speech Language Pathologist shall perform speech therapy duties for the children identified through evaluation, upon referral, who reside in or are eligible to attend the Newcastle Public Schools. Frequency of service and amount of time for each shall be determined through the I.E.P. team of which the Speech Language Pathologist is a member. The Speech Language Pathologist shall provide and maintain written documentation regarding evaluations, individual treatment sessions, and progress reports in accordance with all federal and state governing agencies, Newcastle Public School's policies, and third party reimbursement sources, and shall devote such skill and experience towards the performance of these duties as may be required. The Newcastle Public Schools agree to provide both space and equipment for the service.
2. Contract Relationship Between Parties: Newcastle Public Schools and the Speech Language Pathologist agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. The Newcastle Public Schools acknowledges that it has no right to control the means

and methods by which the Speech Language Pathologist performs her duties, so long as those means and methods constitute sound, prudent, and professional speech therapy practices. The Speech Language Pathologist has the duty to report any income received pursuant to this Agreement for local, state, and federal income tax purposes and for all other tax purposes, and to report any withholding, Social Security, federal unemployment, or any other taxes which may be payable arising out of her relationship with the Newcastle Public Schools. Newcastle Public Schools will be responsible for alerting the Speech Language Pathologist to any and all federal, state, and local regulations pertaining to the confidentiality of student records. The Speech Language Pathologist agrees to abide by such regulations. The Agreement and Contract shall be governed by the laws of the State of Oklahoma and is subject to the provisions of the Oklahoma Constitution.

3. Compensation: As compensation for the Speech Language Pathologist's services hereunder, the Newcastle Public Schools shall pay **Kristi Standifer, MS CCC-SLP** the sum of **\$70.00 per hour, 8 hours per day, 165 days total**, for duties performed. **Any additional time needed to perform duties must be approved by the Special Education Director.** Duties performed include: direct student care, evaluations, and documentation of evaluations and treatments provided. The Speech Language Pathologist will submit an invoice for reimbursement of duties performed each month. Payment will follow the monthly board meeting.
4. Term: The term of this Agreement shall be for the school year 2024-2025 commencing on July 1, 2024 and ending on June 30, 2025. This Agreement may be

terminated by either party for any reason with a two-week written notification by certified mail with the two-week notification beginning upon receipt by the receiving party.

5. Insurance: During the term of this Agreement, Newcastle Public Schools will not provide accident or health insurance to the Speech Language Pathologist nor any other fringe benefits. The Speech Language Pathologist will provide her own professional liability or malpractice insurance in such amounts as are satisfactory to the Newcastle Public Schools.

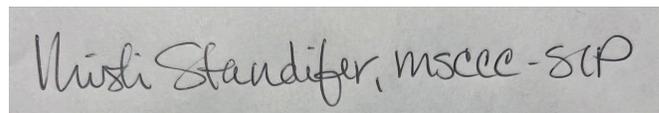
This Agreement is executed, in duplicate, with each acting as an original on the day and year first written above.

Superintendent of Schools

Date

Director of Special Services

Date



Kristi Standifer, MS CCC-SLP
License #2399

5/3/2024
Date



CCOSA's District Level Services (DLS) Program
(Agreement 2024-2025)

This letter sets out the Agreement between the Cooperative Council for Oklahoma School Administration (CCOSA) and Newcastle School District No. 1 of McClain County, Oklahoma (District) concerning the District's participation in **CCOSA's District Level Services Program** (Program) for the fiscal year ending June 30, 2025.

For participating Oklahoma cooperatives, interlocals, and technology centers, the cost of participation will be determined based upon the total 2022-23 ADM for your district.

P.O. CALCULATION GRID

County Name: McClain County Number: 47
District Name: Newcastle District Number: 1001

P.O. CALCULATION GRID

<u>ADM</u>	<u>COST</u>
25,000 plus	\$ 4,000
10,000 to 24,999	\$ 3,000
5,000 to 9,999	\$ 2,500
1,500 to 4,999	\$ 2,000
500 to 1,499	\$ 1,800
499 or less	\$ 1,500

<u>ADM</u> <u>(2022-23)</u>	<u>TOTAL COST</u>
<u>2529</u>	<u>\$2,000.00</u>

Purchase Order Number: _____

Purchase Order Amount: _____

Please attach a copy of the purchase order when submitting completed forms



the
**Chickasaw
Nation**

Chickasaw Employment Access Division

Bill Anoatubby
Governor

Worksite Memorandum of Understanding

The purpose of this memorandum of understanding (MOU) is to establish a mutually beneficial partnership between the Chickasaw Nation Employment Access Division, hereinafter "CEA," and Newcastle Public Schools, hereinafter "business."

Both parties will work together to identify opportunities for Chickasaw citizens, hereinafter "participants," including, but not limited to, apprenticeships, training opportunities, skill development and workforce integration.

The CEA shall provide basic liability insurance for the participant during the CEA program.

This MOU indicates that the above named business has an interest in offering:

Apprenticeships

Training opportunities

If the business accepts a participant, it shall designate a worksite supervisor for each participant accepted. The worksite supervisor shall:

- Provide participant(s) with duties that are relevant to the agreed upon position(s);
- Supervise participant(s) at all times while at the worksite; and
- Immediately contact a designated career counselor at CEA with any issues or concerns pertaining to the actions of any participant(s) at the worksite.
- Should a participant be injured while on the job, the program manager should be notified and the participant may go to the Chickasaw Nation Medical Center for medical services.

"Business acknowledges that the Chickasaw Nation has a coronavirus (COVID-19) Plan of Action, which is attached hereto and incorporated by reference, and agrees to ensure that participants comply with such plan at all times."

Note: A participant can choose to take an interview and/or job with any entity at any time during their participation in the CEA program.

Business:

Authorized signatory

Date

Chickasaw Nation Employment Access Division:

Tim Heath

Authorized signatory

04-10-2024

Date

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the “**Agreement**”), is dated as of this 1st day of July, 2024 (the “**Effective Date**”), by and between Gammon Applications, LLC, an Arkansas limited liability company (“**Licensor**”), and Newcastle High School, Newcastle Public Schools, an Oklahoma public school (“**Licensee**”). Licensor and Licensee are referred to collectively in this Agreement as the “**Parties**.”

RECITALS:

WHEREAS, Licensor is principally situated at 111 Woodcliff Lane, Rogers, Arkansas 72756 (the “**Licensor’s Place of Business**”);

WHEREAS, Licensee is principally situated at 101 North Main, Newcastle, Oklahoma 73065;

WHEREAS, Licensor has developed and owns certain educational scheduling software named RTI Scheduler (“**Software**”);

WHEREAS, Licensor holds intellectual property rights in the Software;

WHEREAS, Licensee now desires a license from Licensor for use of the Software for educational purposes; and

WHEREAS, Licensor now desires to grant Licensee a license for use of the Software for educational purposes only, subject to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and obligations undertaken herein, Licensor and Licensee agree as follows:

ARTICLE I GRANT OF LICENSE

1.01 **License.** Subject to the other terms and conditions of this Agreement, Licensor hereby grants to Licensee, as of the Effective Date, the right and license to use the Software for educational purposes. The license granted herein is non-transferable and non-assignable.

ARTICLE II TERM, PAYMENT, AND SERVICE

2.01 **Term.** The term of the Agreement will expire at the end of Licensee’s fiscal year, which is June 30, 2025. Based upon this date, Licensee shall indicate the initial term of the Agreement (the “**Initial Term**”) by marking one of the following boxes:

- “**Full Year Term**” — Any period of time not longer than twelve (12) calendar months from the Effective Date, but equal to or greater than six (6) calendar months from the Effective Date.
- “**Half Year Term**” — Any period of time not longer than six (6) calendar months from the Effective Date.

2.02. Renewal. Licensee may, at its option, renew this Agreement for a twelve (12) calendar month term ("**Subsequent Term**") if Licensee provides to Licensor written notice not less than thirty (30) days prior to the end of the Initial Term or any Subsequent Terms and if Licensee is not in breach of the Agreement.

2.03 License Fee. In consideration of the rights and the license being granted to it hereunder, at the time this Agreement is executed, Licensee shall pay to Licensor a fee for use of the Software during the Initial Term ("**License Fee**"). The per-student License Fee is based on Licensee's expected enrollment number, as measured by the number of students enrolled on or about the Effective Date. The expected enrollment number shall be disclosed to Licensor prior to execution of this Agreement, or prior to renewal of the Agreement for any Subsequent Term.

During the Initial Term, the License Fee will be based on the type of term selected by Licensee in Section 2.01, as reflected in this chart.

Term	License Fee
Full Year Term	\$2.00 per student
Half Year Term	\$1.00 per student

Upon Licensee's renewal of this Agreement, Licensee must pay to Licensor a new License Fee on the day any Subsequent Term begins. For all Subsequent Terms, the License Fee is subject to review and revision by Licensor.

2.04 Excess Student Enrollment Fee. Licensee is permitted to enroll students at a five percent (5%) rate over the expected student enrollment number disclosed to Licensor, as discussed in section 2.03 above. Licensee may make a written request to Licensor for additional student licenses if the enrollment number exceeds the five percent (5%) rate; however, any additional student licenses over the five percent (5%) permitted rate will cost \$2.00 per student ("**Excess License Fee**"), irrespective of the term in effect at the time Licensee makes the request.

2.05 Management Fee and Training. In consideration of the rights and licenses being granted to it hereunder, Licensee shall pay to Licensor a management fee of \$2000.00 ("**Management Fee**"). The Parties acknowledge that the Management Fee fairly compensates Licensor for setting up the Software and providing necessary maintenance. In exchange for this Management Fee, Licensor shall provide three (3) hours of virtual training and consulting by individuals authorized by Licensee ("**Schedulers**") regarding the use of the Software.

2.06 Use of Software. Licensee must utilize an electronic mail account through Google or Microsoft to access the service. Upon the Effective Date, Licensee is permitted to use the Software for the following purposes:

- (a) Maintaining a list of current students;
- (b) Maintaining a list of current instructors;
- (c) Maintaining a list of current student advisory instructors;
- (d) Maintaining a list of offered courses;

- (e) Maintaining an imported list (in a format specified by the scheduling tool) of student course enrollments containing information related to a student's classroom schedule and instructors;
- (f) Granting scheduling tool access to school administrators;
- (g) Creating sessions within each schedule;
- (h) Enrolling students to sessions within a schedule;
- (i) Identifying instructors that have not created a session;
- (j) Identifying students that have not been enrolled for each schedule;
- (k) Sending email notifications and links asking instructors to create a session for a schedule;
- (l) Sending email notifications and links to students asking them to self-enroll for certain sessions within a schedule; and
- (m) Sending email notifications to students with their session for a schedule.

2.07 Consulting Services. Upon written request by Licensee to Licensor, Licensor may send Schedulers to provide additional on-premises consulting regarding the Software outside of the initial training and consulting periods described in section 2.05 above. These additional consulting services will be charged at a rate of \$100.00 per hour.

2.08 Maintenance Periods for Licensor Services. Licensor shall perform scheduled maintenance between the hours of 12AM and 3AM CST on any day. Services provided to Licensee will continue during the maintenance period unless the Licensor requires use of the Software to be suspended during the maintenance period.

2.09 Maintenance of School Data. Licensee shall be responsible for providing and maintaining all data and information necessary and related to the use of the Software.

2.10 Updating Software. Licensor's Software is a cloud offering. It may be updated or changed at any point in time. If the Software is upgraded or changed, Licensee shall continue to access the features of Licensor's services.

ARTICLE III INTELLECTUAL PROPERTY

3.01 Intellectual Property. Each Party acknowledges and agrees that, as between the Parties, Licensor shall remain the sole and exclusive owner of all right, title and interest in and to the Software and that this Agreement does not affect such ownership. Each Party further acknowledges and agrees that, as between the Parties, Licensee shall acquire no rights under this Agreement in or to the Software other than the limited rights specifically granted in this Agreement.

3.02 Restrictions. Licensee shall not (a) modify, translate, reverse engineer, decompile or disassemble any of the Software; (b) infect or expose any of the Software to any virus or other contaminant or disabling device, including any code, command, "time-bomb" or other harmful or malicious device; (c) access or use any of the Software in any manner that infringes, misappropriates or otherwise violates the intellectual property or other proprietary rights of any third party, or that violates any applicable law, rule, regulation, ordinance or other decree imposed or promulgated by any governmental or regulatory authority; or (d) damage, destroy, disrupt, disable, impair, interfere with or otherwise impede or harm any of the Software. Licensee shall be responsible and liable for all activities of its employees and any other person to whom Licensee has granted or otherwise allowed access to any of the Software (including any customer, subscriber or sub-licensee of Licensee), and shall be responsible for ensuring that such employees and other Persons (including any customer, subscriber or sub-licensee of Licensee) abide by the foregoing restrictions and the other terms and conditions set forth herein.

ARTICLE IV CONFIDENTIAL INFORMATION

4.01 Definition of Confidential Information. The term "Confidential Information" means all information not generally known to the public, and not readily ascertainable through proper means by the public.

4.02 Use and Disclosure. Neither Party shall (a) use the other Party's Confidential Information other than for purposes of facilitating the authorized uses of the Software; or (b) disclose the other Party's Confidential Information to any third party, without the prior written authorization of the Party to whom the Confidential Information belongs. Each Party agrees that it will at all times protect the other Party's Confidential Information with the same degree of care, but no less than a reasonable degree of care, as it treats or protects its own Confidential Information.

4.03 Equitable Remedies. Each Party acknowledges and agrees that the other Party's remedies at law for breach or threatened breach of any of the provisions of this Article IV would be inadequate and, in recognition of that fact, in the event of any such breach or threatened breach, it is agreed that, in addition to other remedies to which it may be entitled, the other Party will be entitled to equitable relief in the form of specific performance, temporary restraining order, temporary or permanent injunction without the necessity of posting bond, or any other equitable relief which may then be available; *provided, however;* that the nothing contained herein shall be construed as prohibiting the non-breaching Party from pursuing any other remedies available to it for such breach or threatened breach, including recovery of damages from such breaching Party.

ARTICLE V REPRESENTATIONS AND WARRANTIES

5.01 Representations and Warranties of Licensee. Licensee represents and warrants to Licensors as of the Effective Date that:

(a) Licensee is a school district of the State of Oklahoma. Licensee has all requisite power and authority to carry on its business.

(b) Licensee has all requisite power and authority to execute and deliver this Agreement and to perform its obligations hereunder. The execution and delivery of this Agreement by Licensee and the performance by Licensee of its obligations hereunder have been duly and validly authorized by all necessary action on the part of Licensee. This Agreement has been duly and validly

executed and delivered by Licensee and, assuming the due authorization, execution and delivery by Licensor, constitutes a valid and binding obligation of Licensee enforceable against Licensee in accordance with its terms.

(c) Licensee is not subject to any claims, encumbrances, liens, licenses, judgments and/or security interests that could reasonably be expected to have an adverse effect on the right to use the Software.

(d) There is no action, suit, proceeding, claim or investigation pending or threatened against Licensee in any court or by or before any governmental authority, or before any arbitrator, of any kind, which, if adversely determined, would restrict the ability of Licensee to perform its obligations hereunder. Licensee knows of no basis for any such action, suit, proceeding, claim or investigation.

5.02 Representations and Warranties of Licensor. Licensor represents and warrants to Licensee as of the Effective Date that:

(a) Licensor is a limited liability company validly existing and in good standing under the laws of the State of Arkansas. Licensor has all requisite power and authority to carry on its business.

(b) Licensor has all requisite power and authority to execute and deliver this Agreement and to perform its obligations hereunder. Licensor warrants and represents that it owns or controls all intellectual property rights necessary to the performance of this Agreement. The execution and delivery of this Agreement by Licensor and the performance by Licensor of its obligations hereunder have been duly and validly authorized by all necessary action on the part of Licensor. This Agreement has been duly and validly executed and delivered by Licensor and, assuming the due authorization, execution and delivery by Licensee, constitutes a valid and binding obligation of Licensor enforceable against Licensor in accordance with its terms.

(c) There is no action, suit, proceeding, or material claim or investigation pending or threatened against Licensor, in any court or by or before any governmental authority, or before any arbitrator of any kind, which, if adversely determined, would restrict Licensor's ability to perform its obligations hereunder. Licensor knows of no basis for any such action, suit, proceeding, claim or investigation.

(d) The Software is not subject to any claims, encumbrances, liens, licenses, judgments and/or security interests that could reasonably be expected to have an adverse effect on the right to use the Software.

ARTICLE VI INDEMNIFICATION

6.01 Indemnification by Licensee. Licensee shall indemnify, defend, and hold harmless Licensor from and against any and all damages, losses, liabilities, judgments, awards, costs and expenses of any nature whatsoever, including reasonable attorneys' fees and court costs (collectively, "Damages"), incurred by any of them as a result of any Third Party claims, actions, suits or proceedings arising from any breach of any representation, warranty, covenant or agreement of Licensee herein. Where Licensee enjoys immunity, the above indemnification applies only to the extent that Licensee maintains coverage by liability insurance. Licensee shall name Licensor as an additional insured under all applicable insurance policies insuring Licensee. Upon Licensor's request, Licensee shall within seven days have delivered to Licensor certificates of insurance and copies of insurance policies showing that coverage and limits satisfactory to Licensor are in full force and effect.

6.02 Indemnification by Licensor. Licensor shall indemnify, defend, and hold harmless Licensee from and against any and all Damages incurred by any of them as a result of any Third Party claims, actions, suits or proceedings arising from any breach of any representation, warranty, covenant or agreement of Licensor herein.

6.03 Remedies. No remedy set forth in this Agreement is intended to be exclusive of any other remedy. Each remedy shall be in addition to every other remedy provided hereunder, or now or hereafter existing at law, in equity, by statute, or otherwise.

ARTICLE VII TERMINATION

7.01 Termination by the Parties. This Agreement may be terminated:

- (a) By mutual written consent of Licensor and Licensee;
- (b) By Licensee in the event Licensor has breached in any material respect any representation, warranty, covenant or agreement of Licensor contained in this Agreement, Licensee has notified Licensor of the breach and the breach has continued without cure for a period of thirty (30) days after the notice of breach; or
- (c) By Licensor in the event Licensee has breached in any material respect any representation, warranty, covenant or agreement of Licensee contained in this Agreement, Licensor has notified Licensee of the breach and the breach has continued without cure for a period of thirty (30) days after the notice of breach.

Any termination of this Agreement pursuant to this Section 7.01 shall be effective upon the delivery of written notice by the terminating Party to the other Party.

7.02 Effect of Termination. Upon termination of this Agreement pursuant to this Article VII, all rights and obligations of the Parties under this Agreement shall terminate, except as provided in this Section 7.02. Termination of this Agreement shall not relieve or release either Party of any right or obligation which, at the time of such termination, has already accrued to such Party or which is attributable to a period prior to such termination, nor will any expiration or termination of this Agreement preclude either Party from pursuing all rights and remedies it may have under this Agreement, at law or in equity, with respect to breach of this Agreement. For the avoidance of doubt, it is understood that termination of this Agreement by Licensor due to Licensee's failure to make payments due under Article II hereof shall not relieve Licensee from the obligation to make such payments owed prior to such termination, but will terminate the license granted hereby.

ARTICLE VIII MISCELLANEOUS

8.01 Notices. Except as expressly set forth to the contrary in this Agreement, all notices, requests, or consents provided for or permitted to be given under this Agreement must be in writing and must be given either by depositing that writing in the United States mail, addressed to the recipient, postage paid, and registered or certified with return receipt requested or by delivering that writing to the recipient in person, by courier, or by facsimile transmission; and a notice, request, or consent given under this License is effective on receipt by the person to receive it. All notices, requests, and consents to be

sent to a Party must be sent to or made at the following addresses (or such other address as that a Party may specify by notice to the other Party):

If to Licensor:

Gammon Applications, LLC
Attn: Darice Gammon
111 Woodcliff Lane
Rogers, Arkansas 72756;

with a copy to:
Quattlebaum, Grooms & Tull PLLC
Attn: Andrew S. Dixon
4100 Corporate Center Drive, Ste. 310
Springdale, Arkansas 72762; and

If to Licensee:

Newcastle High School
Newcastle Public Schools
Attn: Adam Hull
101 North Main
Newcastle, Oklahoma 73065;

Whenever any notice is required to be given by law or this Agreement, a written waiver thereof, signed by the person entitled to notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

8.02 Binding Effect. This Agreement is binding on and inures to the benefit of the Parties and their respective heirs, legal representatives, successors and assigns.

8.03 Attorneys' Fees. If any legal action or other legal proceeding relating to any of the transactions contemplated by this Agreement or the enforcement of any provision of any of the documents, including this Agreement, relating to such transactions brought against either Party, the prevailing Party shall be entitled to recover reasonable attorneys' fees and costs (in addition to any other relief to which the prevailing Party may be entitled).

8.04 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Arkansas.

8.05 Venue and Jurisdiction. If any legal proceeding or other legal action relating to this Agreement is brought or otherwise initiated, the venue shall be in either the state or federal court embracing the Licensor's Place of Business, and either shall be deemed a convenient forum.

8.06 Severability. If any provision of this Agreement or the application thereof to any Person or circumstance is held invalid or unenforceable to any extent, the remainder of this Agreement and the application of that provision to other Persons or circumstances shall not be affected thereby and that provision shall be enforced to the greatest extent permitted by Law.

8.07 Counterparts. This Agreement may be executed in one or more counterparts, each of which is an original, but all of which together will constitute the same Agreement. Any signature page of a counterpart, or any electronic facsimile of it, may be attached or appended to any other counterpart to complete a fully executed counterpart of this Agreement. The telecopy or other facsimile transmission of any signature will be deemed to be an original and will bind each Party.

8.08 Headings and Recitals. The underlined headings contained in this Agreement are for convenience of reference only, shall not be deemed to be a part of this Agreement and shall not be referred to in connection with the construction or interpretation of this Agreement. Each of the recitals set forth herein are true and correct and are incorporated herein by this reference.

8.09 Legal Representation of the Parties. This Agreement was negotiated by the Parties, each having the opportunity to seek the advice of counsel. Any rule of construction or interpretation otherwise requiring this Agreement to be construed or interpreted against any Party shall not apply to any construction or interpretation hereof.

8.10 Entire Agreement and Modification. This Agreement constitutes the entire understanding of the parties as to its subject matter, and revokes and supersedes all prior agreements between the parties and is intended as a final expression of their agreement. This Agreement will not be modified or amended except in writing signed by the parties and specifically referring to this Agreement. This Agreement will take precedence over any other documents between the parties which may conflict with this Agreement.

IN WITNESS WHEREOF, the Parties caused this Agreement to be executed by their duly authorized and empowered representatives as of the Effective Date.

LICENSOR:

Gammon Applications, LLC,
an Arkansas limited liability company

By:

Darice Gammon, Owner

[LICENSEE SIGNATURE PAGE FOLLOWS]

LICENSEE:

Newcastle High School,
Newcastle Public Schools,
an Oklahoma Public School

By:

Adam Hull, Principal



RTI Scheduler

Gammon Applications, LLC
111 Woodcliff Lane
Rogers, AR 72756

(479) 633-3849
support@rtischeduler.com
www.rtischeduler.com

QUOTE TO:

Newcastle High School
Newcastle Public Schools
101 North Main
Newcastle, OK 73065
(405) 387-4304

Issue Date: 4/18/2024

This quote is valid for 60 days after the issue date

Description	Unit	Quantity	Cost	Duration	Line Total
RTI Scheduler - www.rtischeduler.com - software license	student	810	\$2.00	Full Year Term	\$1,620.00
RTI Scheduler - yearly management and support	each	1	\$2,000.00		\$2,000.00
RTI Scheduler - virtual training and consulting	hour	3	\$0.00		-
QUOTE TOTAL					\$3,620.00

NOTES

Quote for RTI Scheduler software licenses for a full year term. For questions, please contact Darice Gammon: (479) 633-3849 | darice@rtischeduler.com.

Requested by: Adam Hull

Title: Principal

Email: ahull@newcastle.k12.ok.us

Term Start: 7/1/2024

Term End: 6/30/2025

OCCUPATIONAL THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as the 10th day of May 2024 by and between **Newcastle Public Schools** and **Tyler Garling, Registered and Licensed Occupational Therapist**. WHEREAS, THE Newcastle Public Schools and Tyler Garling, M.O.T.R/L desire to enter into a written agreement setting forth the terms of the contract relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Duties of Occupational Therapist: The Occupational Therapist shall perform occupational therapy duties for the children identified through evaluation, upon referral, who reside in or are eligible to attend the Newcastle Public Schools. Frequency of service and amount of time for each shall be determined through the I.E.P. team of which the Occupational Therapist is a member. The Occupational Therapist shall provide and maintain written documentation regarding evaluations, individual treatment sessions, and progress reports in accordance with all federal and state governing agencies, Newcastle Public School's policies, and third party reimbursement sources, and shall devote such skill and experience towards the performance of these duties as may be required. The Newcastle Public Schools agree to provide both space and equipment for the service.
2. Contract Relationship Between Parties: Newcastle Public Schools and the Occupational Therapist agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. The Newcastle Public Schools acknowledges that it has no right to control the means and methods by which the Occupational Therapist performs his duties, so long as those means and methods constitute sound, prudent, and professional occupational therapy practices. The Occupational Therapist has the duty to

report any income received pursuant to this Agreement for local, state, and federal income tax purposes, for all other tax purposes, and to report any withholding, Social Security, federal unemployment, or any other taxes which may be payable arising out of its relationship with the Newcastle Public Schools. Newcastle Public Schools will be responsible for alerting the Occupational Therapist to any and all federal, state, and local regulations pertaining to the confidentiality of student records. The Occupational Therapist agrees to abide by such regulations. The Agreement and Contract shall be governed by the laws of the State of Oklahoma and is subject to the provisions of the Oklahoma Constitution.

3. Compensation: As compensation for the Occupational Therapist's services hereunder, the Newcastle Public Schools shall pay **Tyler Garling, M.O.T.R./L** the sum of **\$55.00 per hour** for duties performed by the Occupational Therapist. Duties performed include: direct student care, evaluations, and documentation of evaluations and treatments provided, as well as attendance at MEEGS/IEP/504 meetings as may be required by the district. The Occupational Therapist will submit an invoice for reimbursement of duties the last working day of each month. Payment will follow the monthly board meeting.
4. Term: The term of this Agreement shall be for the school year 2024-2025 commencing on July 1, 2024 and ending on June 30, 2025. This Agreement may be terminated by either party for any reason with a two-week written notification by certified mail with the two-week notification beginning upon receipt by the receiving party.
5. Insurance: During the term of this Agreement, Newcastle Public Schools will not provide accident or health insurance to the Occupational Therapist nor any other fringe benefits. The Occupational Therapist will provide his own professional liability or malpractice insurance in such amounts as are satisfactory to the Newcastle Public School.

This Agreement is executed, in duplicate, with each acting as an original on the day and year first written above.

Superintendent of Schools

Date

Director of Special Services

Date

Tyler Garling, M.O.T.R/L
O.T. # 2073

Date

PHYSICAL THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as the 14th day of May 2024 by and between **Newcastle Public Schools** and **Carla Gill-Garling, Registered Physical Therapist**.

WHEREAS, THE Newcastle Public Schools and Carla Gill-Garling, R.P.T. desire to enter into a written agreement setting forth the terms of the contract relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Duties of Physical Therapist: The Physical Therapist shall perform physical therapy duties for the children identified through evaluation, upon referral, who reside in or are eligible to attend the Newcastle Public Schools. Frequency of service and amount of time for each shall be determined through the I.E.P. team of which the Physical Therapist is a member. The Physical Therapist shall provide and maintain written documentation regarding evaluations, individual treatment sessions, and progress reports in accordance with all federal and state governing agencies, Newcastle Public School's policies, and third party reimbursement sources, and shall devote such skill and experience towards the performance of these duties as may be required. The Newcastle Public Schools agree to provide both space and equipment for the service.
2. Contract Relationship Between Parties: Newcastle Public Schools and the Physical Therapist agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. The Newcastle Public Schools acknowledges that it has no right to control the means and methods by which the Physical Therapist performs her duties, so long as those means and methods constitute sound,

prudent, and professional physical therapy practices. The Physical Therapist has the duty to report any income received pursuant to this Agreement for local, state, and federal income tax purposes, for all other tax purposes, and to report any withholding, Social Security, federal unemployment, or any other taxes which may be payable arising out of its relationship with the Newcastle Public Schools. Newcastle Public Schools will be responsible for alerting the Physical Therapist to any and all federal, state, and local regulations pertaining to the confidentiality of student records. The Physical Therapist agrees to abide by such regulations. The Agreement and Contract shall be governed by the laws of the State of Oklahoma and is subject to the provisions of the Oklahoma Constitution.

3. Compensation: As compensation for the Physical Therapist's services hereunder, the Newcastle Public Schools shall pay **Carla Gill-Garling, R.P.T.** the sum of **\$55.00 per hour** for duties performed by the physical therapist or licensed physical therapy assistant, whom is subcontracted through the Physical Therapist. The Physical Therapist will be responsible for overseeing the duties performed by one physical therapy assistant. Duties performed include: direct student care, evaluations, and documentation of evaluations and treatments provided. The Physical Therapist will submit an invoice for reimbursement of duties performed by the twentieth of each month. Payment will follow the monthly board meeting.
4. Term: The term of this Agreement shall be for the school year 2024-2025 commencing on July 1, 2024 and ending on June 30, 2025. This Agreement may be terminated by either party for any reason with a two-week written notification by certified mail with the two-week notification beginning upon receipt by the receiving party.

5. Insurance: During the term of this Agreement, Newcastle Public Schools will not provide accident or health insurance to the Physical Therapist nor any other fringe benefits. The Physical Therapist will provide her own professional liability or malpractice insurance in such amounts as are satisfactory to the Newcastle Public School.

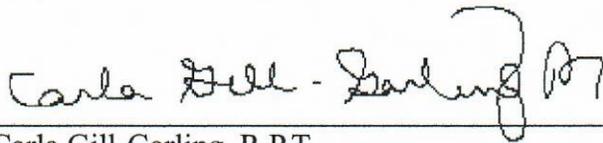
This Agreement is executed, in duplicate, with each acting as an original on the day and year first written above.

Superintendent of Schools

Date

Director of Special Services

Date



Carla Gill-Garling, R.P.T.
P.T. # 1603

04/30/2024
Date



RENEWAL OF SERVICES NOTICE FOR EDUSKILLS

Dear Jonathan Atchley,

As we approach the end of this school year, I want to thank you personally for your continued partnership with EduSkills in our joint effort to enhance and strengthen the education of your EL students.

Some of the significant benefits of this collaboration our clients have shared are:

- Maximize funding for most districts using the HLS service.
- Easy automation of required learning plans and instructional guidance.
- Classroom Instructional Coach for teacher reporting related to former EL progress monitoring.
- Actionable and accessible Title III program data at your fingertips.
- And much more!

In the coming 2024-25 school year we will be enhancing our services in many ways, here are a few:

- Newly designed reporting features: **generate parent letters and OKSDE in one report.**
- **Updated OKSDE ELAP:** easily add the state's "Understanding the ELAP" in English and Spanish.
- Family Engagement Portal
- Enhanced filter options: **search for Bilingual Status in Title III/LIEP.**
- **Thursday, July 25th, 2024 Kick-off Update and Training:** professional development meetings prior to the start of the 2024-25 school year

The following is a summary of your Renewal of Services based on the services that your district received during the 2023-24 school year. If you would like to add new services, please call us, and we will send you an updated quote. We will accept PO's issued before or after June 30, 2024 and will initiate billing for the service period after receiving an updated PO.

2024-25 Service Fee Estimate

\$5,940

Thank you for being such a great partner! We look forward to working with you and your district next year. Have a great Summer!

If you have any questions or would like to discuss this notice or new and additional services, feel free to call me at (405) 315-8268.

Taylor

President, EduSkills

04/10/2024



302 S. Porter • P.O. Box 1248 • Norman, OK • 73071, 73070 • (405)321-3191

April 24, 2024

Newcastle Public Schools
100 N Main
Newcastle, OK 73065

Dear Child Nutrition:

We would like to thank you for the opportunity to submit a bid for dairy products for the 2024-2025 school year.

This is an escalating/de-escalating bid Please see the attached clause.

We look forward to hearing from you with the result of this bid. Please feel free to call, should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to be "Ron Clark", written in a cursive style.

Ron Clark
General Manager



Newcastle Public Schools

Paulla Bowden, Child Nutrition Director
101 North Main
Newcastle, OK 73065
(405) 387-6263

Request for Bid Proposal

Newcastle Public Schools announces the Opportunity for responsible bidders from the food industry to respond to the attached food specifications valid for the period of August 6, 2024 through May 22, 2025.

All bidders wishing to respond to this bid period must do so by **5:00 PM, May 1, 2024** via email. Please submit your bid on the company letterhead.

Responses will be evaluated based on the following criteria:

- Best price
- Meeting food descriptions
- Past history, if applicable
- Quality of food
- Meeting delivery requirements

Delivery trucks and product drops must be HACCP-Compliant. Sales and staff must provide on-site, phone or email /online ordering methods with email/phone confirmation of orders. Any vendor making substitutions of product must provide equal or better quality at bid price and meet original specifications.

Nutritional Facts information or Nutrition Facts Labels must be provided on all products. Bids will be evaluated on a per line basis.

Newcastle Public Schools reserves the right to accept or reject any part, or all the bid you submit. If all criteria contained within this document are met, successful bidders will be considered.

Bids will be awarded on May 15,2024 , and all bidders will be notified in writing. Newcastle Public Schools reserves the right to terminate a vendor who is awarded business but does not follow through with the above requirements.

- **Early Childhood Center**-251 NE 2nd, Newcastle, Oklahoma 73065
- **Elementary**-400 NW 10th, Newcastle, Oklahoma 73065
- **Middle School**- 611 E Fox Ln, Newcastle, Oklahoma 73065
- **High School**- 100 N Main, Newcastle, Oklahoma 73065

SCHOOL IS NOT IN SESSION ON FRIDAY WITH THE EXCEPTION OF THE FIRST FRIDAY OF EACH MONTH.

1. Will the bidder provide milk coolers for each site? Yes No
2. Is the bidder able to deliver milk before 6:30 AM? Yes No
3. Delivery schedule options: _____ Once per week Twice per week

SPECIFICATIONS

Item	Product Specification	Estimated Quantity Per Week	Unit Price	Comments
1% Milk	Half Pint		.4339	
1% Chocolate Milk	Half Pint		.4364	

Milk Escalator / De-Escalator Pricing Clause (DFA Supplied)

The pricing quoted is based on **April's 2024** Federal Milk Marketing Order for Class I Skim and Class I Butterfat. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements and Dairy Farmers of America.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of \$.10 per CWT (up or down) will move the cost of a half pint \$.00054.

Prices will also be adjusted up or down based on cost changes in packaging, ingredients, labor, fuel, juice concentrate, re-sale products (ex. Tropicana, Sport Shake), etc. Supporting documentation will be supplied upon request.

All price changes will become effective on the 1st day of the month following the price announcement.

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF CLEVELAND)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

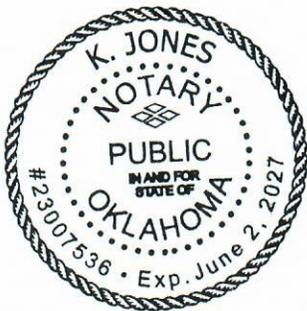


(Contractor, Supplier, Engineer, or Architect)

Hiland Dairy Foods, LLC.

Vendor/Company Name

Attested to before me this 24th day of April, 2024.



Notary Public (or Clerk or Judge)

My Commission Expires:

Fat Free Skim Milk



Size: 8 oz carton
Item Number: 9173
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	80
% Daily Value*	
Total Fat 0g	0%
Saturated Fat 0g	0%
Trans Fat 0g	
Cholesterol < 5mg	1%
Sodium 105mg	5%
Total Carbohydrate 12g	4%
Dietary Fiber 0g	0%
Total Sugars 12g	
Includes 0g Added Sugars	0%
Protein 9g	
Vitamin D 2.4mcg	10%
Calcium 270mg	20%
Iron 0mg	0%
Potassium 380mg	8%
Vitamin A 130mcg	15%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A SKIM MILK, VITAMIN A PALMITATE, VITAMIN D3.
CONTAINS: MILK

1% Lowfat Milk



Size: 8 oz carton
Item Number: 9171
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	100
% Daily Value*	
Total Fat 2.5g	3%
Saturated Fat 1.5g	8%
Trans Fat 0g	
Cholesterol 10mg	3%
Sodium 105mg	5%
Total Carbohydrate 12g	4%
Dietary Fiber 0g	0%
Total Sugars 13g	
Includes 0g Added Sugars	0%
Protein 9g	
Vitamin D 2.4mcg	10%
Calcium 300mg	25%
Iron 0mg	0%
Potassium 370mg	8%
Vitamin A 130mcg	15%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A LOW FAT MILK, VITAMIN A PALMITATE, VITAMIN D3.
CONTAINS: MILK

2% Reduced Fat Milk



Size: 8 oz carton
Item Number: 9168
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	120
% Daily Value*	
Total Fat 5g	6%
Saturated Fat 3g	15%
Trans Fat 0g	
Cholesterol 20mg	7%
Sodium 115mg	5%
Total Carbohydrate 12g	4%
Dietary Fiber 0g	0%
Total Sugars 12g	
Includes 0g Added Sugars	0%
Protein 8g	
Vitamin D 2.4mcg	10%
Calcium 290mg	20%
Iron 0mg	0%
Potassium 340mg	8%
Vitamin A 130mcg	15%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A REDUCED FAT MILK, VITAMIN A PALMITATE, VITAMIN D3.
CONTAINS: MILK

Whole (3.25%) Milk



Size: 8 oz carton
Item Number: 9165
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	150
% Daily Value*	
Total Fat 8g	10%
Saturated Fat 4.5g	23%
Trans Fat 0g	
Cholesterol 25mg	8%
Sodium 105mg	5%
Total Carbohydrate 11g	4%
Dietary Fiber 0g	0%
Total Sugars 11g	
Includes 0g Added Sugars	0%
Protein 8g	
Vitamin D 3.2mcg	15%
Calcium 270mg	20%
Iron 0mg	0%
Potassium 320mg	6%
Vitamin A 110mcg	10%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A WHOLE MILK, VITAMIN D3.
CONTAINS: MILK

In our efforts to continue to serve the freshest products available, our formulas may be updated without prior notice. Please speak to your local branch for any variations.

HilandDairy.com

Hiland
DAIRY FOODS
FARMER OWNED

**Fat Free
Chocolate Milk (A)**



Size: 8 oz carton
Item Number: 9178
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	110
% Daily Value*	
Total Fat 0g	0%
Saturated Fat 0g	0%
Trans Fat 0g	
Cholesterol < 5mg	1%
Sodium 190mg	8%
Total Carbohydrate 18g	7%
Dietary Fiber 0g	0%
Total Sugars 18g	
Includes 6g Added Sugars	12%
Protein 9g	
Vitamin D 2.7mcg	15%
Calcium 270mg	20%
Iron 0mg	0%
Potassium 380mg	8%
Vitamin A 170mcg	20%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A SKIM MILK, SUGAR, COCOA ((PROCESSED WITH ALKALI), CORN STARCH, SALT, CARRAGEENAN, NATURAL FLAVOR), VITAMIN A PALMITATE, VITAMIN D3.
CONTAINS: MILK

PRODUCED IN: NORMAN, OK;
OMAHA, NE

**Fat Free
Chocolate Milk (B)**



Size: 8 oz carton
Item Number: 9178
Case Size: 50 cartons

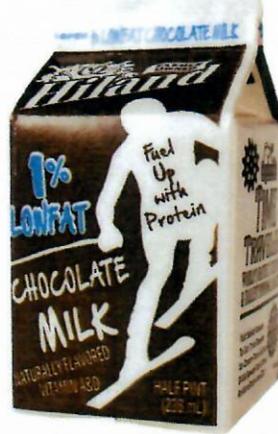
Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	130
% Daily Value*	
Total Fat 0g	0%
Saturated Fat 0g	0%
Trans Fat 0g	
Cholesterol < 5mg	1%
Sodium 125mg	5%
Total Carbohydrate 23g	8%
Dietary Fiber 0g	0%
Total Sugars 22g	
Includes 11g Added Sugars	22%
Protein 8g	
Vitamin D 2.4mcg	10%
Calcium 260mg	20%
Iron 0mg	0%
Potassium 370mg	8%
Vitamin A 130mcg	20%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A SKIM MILK, SUGAR, COCOA ((PROCESSED WITH ALKALI), CARRAGEENAN, SALT, NATURAL FLAVOR), VITAMIN A PALMITATE, VITAMIN D3.
CONTAINS: MILK

PRODUCED IN: KANSAS CITY, MO;
FORT SMITH, AR

**1% Lowfat
Chocolate Milk**



Size: 8 oz carton
Item Number: 9175
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	130
% Daily Value*	
Total Fat 2.5	3%
Saturated Fat 1.5g	8%
Trans Fat 0g	
Cholesterol 10mg	3%
Sodium 130mg	6%
Total Carbohydrate 19g	7%
Dietary Fiber 0g	0%
Total Sugars 18g	
Includes 6g Added Sugars	12%
Protein 8g	
Vitamin D 2.5mcg	15%
Calcium 298mg	25%
Iron 0mg	0%
Potassium 370mg	8%
Vitamin A 150mcg	20%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: GRADE A LOW FAT MILK, SUGAR, CORN STARCH, COCOA (PROCESSED WITH ALKALI), NATURAL FLAVOR, CARRAGEENAN, SALT, VITAMIN A PALMITATE, VITAMIN D3.
CONTAINS: MILK

**Whole (3.25%)
Chocolate Milk**



Size: 8 oz carton
Item Number: 25482
Case Size: 50 cartons

Nutrition Facts	
1 serving per container	
Serving size 1 Carton (236mL)	
Amount per serving	
Calories	210
% Daily Value*	
Total Fat 7g	9%
Saturated Fat 4.5g	23%
Trans Fat 0g	
Cholesterol 20mg	7%
Sodium 180mg	8%
Total Carbohydrate 27g	10%
Dietary Fiber < 1g	3%
Total Sugars 25g	
Includes 13g Added Sugars	26%
Protein 8g	
Vitamin D 2.7mcg	15%
Calcium 270mg	20%
Iron 0.9mg	6%
Potassium 380mg	8%
Vitamin A 100mcg	10%

* The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

INGREDIENTS: MILK, SUGAR, NONFAT DRY MILK, COCOA (PROCESSED WITH ALKALI), CORN STARCH, SUGAR, SALT, CARRAGEENAN, VANILLIN, VITAMIN D3.
CONTAINS: MILK

In our efforts to continue to serve the freshest products available, our formulas may be updated without prior notice. Please speak to your local branch for any variations.

HilandDairy.com





Newcastle Public Schools

Paula Bowden, Child Nutrition Director
101 North Main
Newcastle, OK 73065
(405) 387-6263

TO: Dr. Cathy Walker
FROM: Paula Bowden
RE: Recommendation for SY2024-25 CN Prime Vendor Renewal

US Foods is proposing a 2.7% increase in the Fixed Fee per Case for SY2024-25, which is the CPI increase for Food in 2023.

Given US Foods' continued commitment to customer service, I recommend renewing the CN Prime Vendor contract (RFP#01-24) with US Foods (Premier) for the 2024-25 school year.

Currently, over 50 other Oklahoma school districts are utilizing the piggyback provision of Edmond School districts contract with US Foods. I would like to continue with this group.

Please contact me if you have any questions.

Paula Bowden

RFP Group Evaluation Form

*Weighted points must match the points listed in the RFP
 *It must be evaluated by the committee of 3-5 people

Date: 5-6-2024

Vendor A: US FOODS

Vendor B: BEN E KIETH

Vendor C: SYSCO -STATE

Reviewer Name	Total Points from Reviewer:			Notes:
	Vendor A	Vendor B	Vendor C	
Paula Bowden	105	65		Vendor C only submitted a price list vendor packet incomplete.
Lynda Chmil	110	65		
Kristi Ferguson	110	57		
Total	325	187	0	

*The vendor with the highest points is to be awarded the contract. However, if you have marked negotiate with the FSMC in your RFP, you can do so with the number of FSMC that is list in the district's RFP. You may need to change points during negotiations





Newcastle Public Schools

Paulla Bowden, Child Nutrition Director
101 North Main
Newcastle, OK 73065
(405) 387-6263

TO: US Foods
10211 N. I-35 Service Rd.
OKC, OK 73131

The affidavit which follows must be executed and returned to the above address before payment can be made. This procedure is required by our auditors so that we are in compliance with the law as stated in the following paragraph of H.B. 2167, Sec. 2:

Any vendor of a school district which files an affidavit pursuant to the law in any one fiscal year shall be exempt from filing any other affidavit pursuant to this section for any subsequent invoice to the same school district during the same fiscal year. Affidavit received shall be continuing information by the vendor the same fiscal year. This means that only one would have to be filed.

STATE OF Oklahoma
COUNTY OF Oklahoma

The undersigned (architect, contractor, supplier or engineer), of lawful age, being first duly sworn, on oath says that this invoice or claim is true and correct. Affiant: further states that the (work services or materials) as shown by this invoice or claim has been (completed or supplied) in accordance with the plans, specifications, orders or requests furnished the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the State of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

NAME OF COMPANY

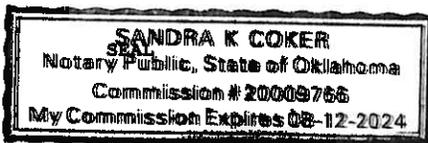
US Foods

AGENT

[Signature]

Subscribed and sworn to before me this 22 day of April 2024

[Signature: Sandra K. Coker]



NOTARY PUBLIC

My commission expires 08-12-2024

US FOODS, Inc.
10211 N. I-35 SERVICE RD.
OKLAHOMA CITY, OK 73131
(405) 475-4660

EXTENSION AGREEMENT

THIS EXTENSION AGREEMENT is made and entered into by and between the Edmond Public School District, party of the first part, hereinafter termed "EPS", and US FOODS, Inc., party of the second part, hereinafter termed "Vendor."

WITNESSETH:

WHEREAS, the above named parties have previously executed and entered into a Contract for (RFP# 21-30) CN Prime Vendor with Piggyback Provision, dated: July 01, 2021, with an original term of July 1, 2021 through June 30, 2022; and

WHEREAS, said Contract for CN Prime Vendor with Piggyback Provision provides for annual extensions, and both parties have agreed to an extension; and

NOW THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this Contract have agreed, and hereby agree, as follows:

1. The term of this extension agreement shall be for the period July 1, 2024, through June 30, 2025.
2. In consideration for goods and services performed under this Contract for CN Prime Vendor with Piggyback Provision, EPS agrees to pay Vendor the following amount:

Actual cost (actual cost to the Vendor) of product plus a fixed fee for service per each case as per the approved Fixed Fee per Case Schedule as stated in the contract and as amended from time to time and as presently amended by the attached Premier's K-12 Food Product & Distribution Program Fixed Fee per Case 2024-2025 School Year.

3. The terms of the Contract for CN Prime Vendor with Piggyback Provision will remain in full force and effect except as modified above.

THIRD AMENDMENT TO PRIME VENDOR AGREEMENT

The Third Amendment to Prime Vendor Agreement ("the Third Amendment") is made and entered into as of July 01, 2024, between Edmond Public Schools (EPS) and US Foods, Inc. (US Foods) with reference to the following:

RECITALS

- A. EPS and US Foods entered into a Prime Vendor Agreement (RFP# 21-30) dated July 01, 2021 (the "Agreement").
- B. By means of this instrument, EPS and US Foods desire to amend the Agreement.

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, EPS and US Foods have agreed, and hereby agree, as follows:

- 1. Revised Fixed Fee per Case Schedule: See attached Fixed Fee per Case Schedule for SY2024-25.
- 2. Adoption of Agreement: The terms and conditions of the Agreement shall remain unchanged, and the Agreement shall remain in full force and effect, except as modified above.

IN WITNESS WHEREOF, Customer and US Foods have executed the First Amendment as of the date set forth above.

CUSTOMER:

Edmond Public Schools

By: Angela Grunewald Date: 4.11.24
 Name: Angela Grunewald
 Title: Superintendent

US FOODS:

US Foods, Inc.

DocuSigned by:
 By: Mischa Collins Date: 4/11/2024
 Name: Mischa Collins
 Title: VP, National Sales Field Ops - Premier

Premier's K-12 Food Product & Distribution Program:

Average Drop Size	Fixed Fee per Case 2024-2025 School Year
Less than \$2,499.99	\$3.06
2,500 - 2,999.99	\$2.88
3,000 - 3,999.99	\$2.80
4,000 - 5,499.99	\$2.73
5,500 - 6,999.99	\$2.69
7,000 - 10,999.99	\$2.56
11,000 - 15,999.99	\$2.52
16,000 and up	\$2.42

The Fixed Fee-Per-Case schedule will be reviewed annually and adjusted for key inflationary factors that affect the Average Case Cost for K-12 Participating Members. Culinary Equipment & Supplies (CES) is a subsidiary of US Foods, which offers direct order and online purchasing of supplies and equipment.

CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Sub-grants, Cooperative Agreements,
and Contracts Exceeding \$100,000 in Federal Funds

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any persons who fails to file the required certification shall be subject to a civil penalty of not less than 510,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

US Foods
Name of Company

10211 N. I-35 Service Road
Address of Company

Oklahoma City OK 73131
City State Zip Code

Mike Walls
Name of Submitting Official

VP National Sales
Title of Submitting Official

[Signature]
Signature

4/18/24
Date

U. S. DEPARTMENT OF AGRICULTURE

Certification Regarding Debarment, Suspension, ineligibility,
and Voluntary Exclusion – Lower Tier Covered Transactions

This certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participant's responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS)

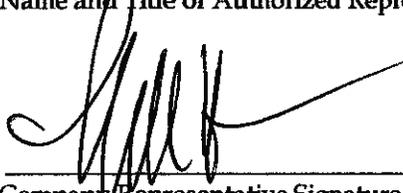
- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is being presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

US Foods

Company Name

Mike Walls VP National Sales

Name and Title of Authorized Representative



Company Representative Signature

7/10/24

Date

NON-COLLUSION AFFIDAVIT

The Responding Party, by affixing its signature below, certifies that its proposal is made without previous understanding, agreement, or connection with any persons, firms, corporations, Edmond Public Schools, US Foods (proposer name) or any other party submitting a bid or proposal for the same items. The Offeror also certifies that its Proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action. To insure integrity of Edmond Public Schools' public procurement process, all Offerors are hereby placed on notice that any and all Offerors who falsify the certifications required in conjunction with this section shall be prosecuted to the fullest extent of the law.

AFFIDAVIT

I/we hereby affirm/swear that the proposal submitted to Edmond Public Schools for:

Food service (bid category)

Dated: 4/18/24

Is a competitive open market proposal, and was submitted freely without outside control, collusion, fraud or otherwise illegal action.

[Signature] (Owner or Officer of Firm)
ADP NS (Title) 4/18/24 (Date)

CAMPUS SMART BUYING GROUP



01/17/24 TIME FRAME: JULY 2023 TO CURRENT DAY

USF #	Country of Origin	Product Description	Brand	Pack	Manufacturer Product Number
2910131	CN	ORANGE, MANDARIN WHOLE IN LIGHT-SYRUP SHELF STABLE CANNED	HARVEST VALUE	6/#10 CN	262013
3383435	CN	FORK, MEDIUMWEIGHT BLACK PLASTIC REFILL	DIXIE ULTRA SMARTST	24/40 EA	DUS5F5
8738348	CN	SPOON, TEA MEDIUMWEIGHT BLACK PLASTIC REFILL	DIXIE ULTRA SMARTSTOCK	24/40 EA	DUS5T5
7328123	US,BG,CL,ID,MY,P H,TH	FRUIT COCKTAIL, DICED IN PEAR JUICE CHOICE CANNED	MONARCH-D	6/#10 CN	180395
6841258	CN	KIT, CUTLERY SPORK STRAW NAP MEDIUMWEIGHT WHITE POLYPROPYLENE PLASTIC	DAXWELL	1000 EA	B10001522
6328116	CA,US	CORN, YELLOW KERNEL FANCY FROZEN BAG	MONARCH	20 LB	670061
1368112	TH	PINEAPPLE, TIDBIT IN JUICE CANNED	BLACKHIVE / MADISON	6/#10 CN	20318
694554	CN, US	SPOON, TEA MEDIUMWEIGHT BLACK POLYSTYRENE BULK REFILL PLASTIC	DIXIE ULTRA SMARTSTOCK	24/40 EA	SS551
4328423	GT	BROCCOLI, CUT GRADE A IMPORTED IQF FROZEN	MONARCH	20 LB	671195
3328358	US,CA	CARROT, CRINKLE-CUT MEDIUM 3/8" FANCY FROZEN	MONARCH	20 LB	670531
169359	CN	SPORK, MEDIUMWEIGHT WHITE POLYPROPYLENE BULK PLASTIC	PRIME SOURCE	1000 EA	75002492
					Grand Total

CAMPUS SMART BUYING GROUP



TIME FRAME: JULY 2023 TO CURRENT DAY

USF #	Product Description	Brand	Pack	Manufacturer Name	Manufacturer #	Cases	Pricing 2/1/24	CONTRACT
7625635	APPLE, RED DELICIOUS SLICED SKIN-ON SS BAG FRESH REF	PETERSON FARMS FRESH	100/2 OZ 40 LB	PETERSON FARMS FRESH INC.	203102	1,360	\$29.92	NO
5090469	BANANA, GREEN TIP FRESH REF			BUSH BROTHERS & CO	1628	839	\$26.36	CMA
5822637	BEAN, BAKED ORIGINAL SHELF STABLE CANNED	BUSHES BEST	6/117 OZ			544	\$45.82	TERM
1330158	BEAN, GREEN BLUE LAKE CUT 4 SIEVE FANCY CANNED (GRADE B OR BETTER)		6/#10 CN			877	\$36.03	CMA
4729067	BEAN, REFRIED VEGETARIAN LOW SODIUM DEHYDRATED WHOLE POUCH MIX	SANTIAGO REFRIED BEANS	6/26.25 OZ	BASIC AMERICAN FOODS	10302	628	\$35.47	CMA
2140085	BEEF, PATTY GROUND 2.5 OZ SOY CHARBROILED COOKED FROZEN SLEEVE PACK	ADVANCE FOOD HEARTLAND BEEF	90/2.5 OZ	TYSON FOODS INC-APF	10000055525	848	\$56.47	CMA
4756870	BEEF, PATTY GROUND W/ ONION 2.6 OZ ROUND CHILD-NUTRITION VPP COOKED FROZEN	ADVANCEPIERR E	100/2.6 OZ	TYSON FOODS INC-APF	10000013782	2,162	\$88.99	NO
8872327	BEEF, STICK BATTERED BREADED WHOLE-GRAIN-RICH .97 OZ CHILD-NUTRITION TVP CO	ADVANCEPIERR E	30.31 LB	TYSON FOODS INC-APF	10000097886	691	\$105.97	NO
3796687	BREAD, GARLIC WGR SLICED LOAF PARBAKED FROZEN (1 OZ GRAIN EQUIV)		125/1.3 OZ			573	\$33.75	CMA
8945602	BREAD, GARLIC WHOLE-GRAIN-RICH 1" SLICED REDUCED FAT & SODIUM BAKED FROZEN	BAKE CRAFTERS	125/1.2 OZ	BAKE CRAFTERS FOOD COMPANY	1627	1,596	\$33.09	NO
7716673	BREAD, WHITE WHEAT WHOLE GRAIN 24 SLICED 1/2" LOAF BAKED FROZEN		10/24 OZ			1,054	\$29.88	CMA
9639105	BREAD, WHITE WHOLE GRAIN 22" 24 SLICED 7/8" LOAF BAKED FROZEN PULLMAN	FLOWERS FOODS SPECIALTY GROUP	10/24 OZ	FLOWERS FOODS SPECIALTY GROUP	99835670	581	\$21.53	CMA REBATE
2825198	BREADSTICK, SOFT WHOLE GRAIN CHEESE MOZZARELLA STUFFED 6" UNSLICED REDUCED	BOSCO'S	144/2.04 OZ	TYSON FOODS INC	17020111120	957	\$62.70	CMA

4328423	BROCCOLI, CUT IQF FROZEN (GRADE A)			20 LB					585	\$28.92	CMA
2190968	BUN, HAMBURGER WHITE WHOLE-GRAIN-RICH 2 OZ 4" SLICED COOKED BAKED FROZEN			8/12/2.08 OZ					2,088	\$25.68	CMA
7922008	BUN, HAMBURGER WHITE WHOLE-GRAIN-RICH 3.75" SLICED BAKED FROZEN	BAKE CRAFTERS	BAKE CRAFTERS	4/30/2 OZ			FOOD COMPANY	453	1,016	\$30.84	NO
7122406	BUN, HAMBURGER WHITE WHOLE-GRAIN-RICH 4" SLICED BAKED FROZEN	FLOWERS FOODS SPECIALTY GROUP	FLOWERS FOODS SPECIALTY GROUP	8/12/2.08 OZ			FLOWERS FOODS SPECIALTY GROUP	99828510	1,183	\$20.99	CMA REBATE
6809602	BUN, HOT DOG WHOLE-GRAIN-RICH 6" HINGE SLICED BAKED FROZEN	FLOWERS FOODS SPECIALTY GROUP	FLOWERS FOODS SPECIALTY GROUP	12/12/2 OZ			FLOWERS FOODS SPECIALTY GROUP	99828820	619	\$27.33	CMA REBATE
3328358	CARROT, CRINKLE-CUT MEDIUM 3/8" FANCY FROZEN			20 LB					565	\$29.31	CMA
2876442	CEREAL, CHEERIOS HONEY NUT SS CUP SHELF STABLE	CHEERIOS		60/2 OZ			GENERAL MILLS SALES INC	14882000	595	\$34.00	CMA
8292342	CEREAL, CINNAMON TOAST CRUNCH WHOLE-GRAIN-RICH REDUCED SUGAR SS CUP SHELF S	CINNAMON TOAST CRUNCH		60/2 OZ			GENERAL MILLS SALES INC	14886000	1,333	\$34.00	CMA
9491895	CEREAL, CINNAMON TOAST WHOLE GRAIN REDUCED SUGAR SS BOWL	CINNAMON TOAST CRUNCH		96/1 OZ			GENERAL MILLS SALES INC	29444000	772	\$33.47	CMA
8112541	CEREAL, COCOA PUFFS WHOLE-GRAIN-RICH REDUCED SUGAR SS CUP SHELF STABLE	COCOA PUFFS		60/2 OZ			GENERAL MILLS SALES INC	14885000	1,582	\$34.00	CMA
6960652	CEREAL, LUCKY CHARMS WHOLE GRAIN SS BOWL SHELF STABLE	GENERAL MILLS		96/1 OZ			GENERAL MILLS SALES INC	31917000	729	\$33.46	CMA
8069539	CEREAL, LUCKY CHARMS WHOLE-GRAIN-RICH SS CUP SHELF STABLE	LUCKY CHARMS		60/2 OZ			GENERAL MILLS SALES INC	14884000	1,697	\$34.00	CMA
4494555	CHEESE, CHEDDAR MILD SHRED VACUUM-PACK YELLOW REF	LAND O'LAKES		4/5 LB			LAND O LAKES INC	41749000034500	675	\$59.01	CMA REBATE
394767	CHEESE, MOZZARELLA SHRED LOW-MOISTURE-PART-SKIM POUCH REF	LAND O'LAKES		4/5 LB			LAND O LAKES INC	41698000034500	660	\$58.25	CMA REBATE

6938807	CHEESE, MOZZARELLA STRING IW REF	LAND O'LAKES	168/1 OZ	LAND O LAKES INC	59701000034500	685	\$38.73	CMA REBATE
9978131	CHICKEN, BREAST 3 OZ SEASONED BONELESS-SKINLESS RAISED-W/O-ANTIBIOTICS COOK	TYSON RED LABEL	2/5 LB	TYSON FOODS INC	10383500928	800	\$62.88	CMA
7739352	CHICKEN, BREAST 3.75 OZ BREADED FRITTER WHOLE GRAIN COOKED FROZEN	TYSON	4/7.74 LB	TYSON FOODS INC	10703020928	616	\$112.03	CMA
6959803	CHICKEN, CHUNK .6 OZ BREADED WHOLE GRAIN WHITE & DARK MEAT RAISED-W/O-ANTIB	TYSON	4/8.2 LB	TYSON FOODS INC	10703640928	1,364	\$84.52	CMA
8698243	CHICKEN, DICED .5" SEASONED WHITE & DARK MEAT LOW SODIUM COOKED FROZEN	TYSON	2/5 LB	TYSON FOODS INC	10228300928	623	\$50.48	CMA
8702987	CHICKEN, DRUMSTICK BREADED WHOLE GRAIN 72-108 COUNT BONE-IN SKIN-ON COOKED	TYSON	4/7.41 LB	TYSON FOODS INC	16660100928	977	\$96.27	CMA
1484740	CHICKEN, NUGGET .64 OZ BREADED SEASONED BREAST MEAT CHILD-NUTRITION TFF COO	TYSON	2/5 LB	TYSON FOODS INC	10058100928	944	\$28.27	CMA
8795817	CHICKEN, POPCORN BREADED WHOLE GRAIN DARK MEAT CHILD-NUTRITION COOKED FROZE	GOLD KIST	6/5 LB	PILGRIMS PRIDE CORP	110458	763	\$95.45	CMA
7743693	CHICKEN, POPCORN BREADED WHOLE GRAIN WHITE & DARK MEAT CHILD-NUTRITION COOK	GOLD KIST	6/5 LB	PILGRIMS PRIDE CORP	110452	1,101	\$91.63	CMA
6931398	CHICKEN, POPCORN BREADED WHOLE GRAIN WHITE & DARK MEAT CHILD-NUTRITION COOK	TYSON	4/8.2 LB	TYSON FOODS INC	10703680928	1,040	\$86.18	CMA
2032811	CHICKEN, STRIP THIGH MEAT FAJITA SEASONED COOKED FROZEN	TYSON	2/5 LB	TYSON FOODS INC	10069220928	775	\$38.98	CMA
6282617	CHICKEN, TENDER BREAST MEAT BREADED WHOLE-GRAIN-RICH HOMESTYLE SMALL COOKED	TYSON	6/5.15 LB	TYSON FOODS INC	17033220928	1,000	\$118.45	CMA
2939505	CHIP, CHEESE CRUNCHY BAKED WHOLE GRAIN HOT SS BAG FLAMIN SNACK	BAKED CHEETOS	104/.88 OZ	FRITO LAY/ QUAKER/ TROPICANA	62984	915	\$43.72	CMA REBATE
7271778	CHIP, CORN BAG SHELF STABLE BULK	FRITOS	8/16 OZ	FRITO LAY/ QUAKER/ TROPICANA	12248	1,901	\$21.29	CMA REBATE
6315303	CHIP, MULTIGRAIN CHEDDAR SS HARVEST	SUNCHIPS	104/1 OZ	FRITO LAY/ QUAKER/ TROPICANA	11152	852	\$43.71	CMA REBATE

354217	CHIP, TORTILLA DORITOS VARIETY REDUCED FAT SS	DORITOS	72/1 OZ	FRITO LAY/ QUAKER/ TROPICANA	31748	734	\$31.18	CMA
2479985	CHIP, TORTILLA YELLOW CORN ROUND BAG BULK		6/2 LB			864	\$25.46	NO
3461449	CHIP, TORTILLA YELLOW NACHO ROUND BAG BULK	RUDY'S FOOD PRODUCTS	3/2 LB	TEASDALE FOODS INC	4000	1,362	\$15.28	NO
8597016	COOKIE, SUGAR ICED PINK WHOLE-GRAIN-RICH 1.5 OZ CHILD-NUTRITION CLAMSHELL F	GOOD SOURCE	6/2.1/1.5 OZ	GOOD SOURCE SOLUTIONS	10500	562	\$47.76	NO
2543833	CORN DOG, CHICKEN WHOLE GRAIN BATTER 4 OZ COOKED CHILD-NUTRITION FROZEN W/ CORN, YELLOW KERNEL FANCY FROZEN	FOSTER FARMS	72/4 OZ 20 LB	FOSTER FARMS POULTRY	95150	2,053	\$42.69	CMA
6328116	DONUT, CAKE RING CHOCOLATE GLAZED WHOLE- GRAIN-RICH 3.2 OZ THAW & SERVE FROZ	BAKE CRAFTERS	72/3.2 OZ	BAKE CRAFTERS FOOD COMPANY	1937	643	\$56.41	NO
7452065	DOUGH, BISCUIT SOUTHERN STYLE 2.2 OZ EASY SPLIT FROZEN	PILLSBURY	216/2.20 OZ	GENERAL MILLS SALES INC	106346000	788	\$43.16	CMA
325001	DOUGH, BISCUIT WHOLE-GRAIN-RICH 2.1 OZ BAG FROZEN	RICH'S	216/2.1 OZ	RICH PRODUCTS CORPORATION	9315	906	\$41.35	REBATE
3976040	DOUGH, CINNAMON ROLL 2.7 OZ PRE-PROOFED FROZEN	PILLSBURY	100/2.7 OZ	GENERAL MILLS SALES INC	111111000	720	\$34.34	CMA
9677029		OTIS SPUNKMEYER DELICIOUS ESSENTIAL						
6796411	DOUGH, COOKIE CHOCOLATE CHIP WHOLE-GRAIN- RICH 1.5 OZ REDUCED FAT FROZEN BOX	COUNTRY HOME BAKERS	240/1.5 OZ 288/1.25 OZ	ASPIRE BAKERIES LLC COUNTRY HOME BAKERS LLC	55680	1,052	\$48.72	CMA
5951925	DOUGH, COOKIE SUGAR 1.25 OZ FROZEN			BRIDGFORD MARKETING COMPANY	14245	660	\$74.19	NO
3984697	DOUGH, ROLL WHITE WHOLE WHEAT 2 OZ TFF FROZEN	BRIDGFORD	180/2 OZ	RICH PRODUCTS CORPORATION	6737	779	\$25.20	CMA
8945867	DOUGH, ROLL WHOLE-GRAIN-RICH 2.5 OZ FROZEN	RICH'S	160/2.5 OZ		13918	2,029	\$41.99	REBATE
4244166	DRESSING, RANCH BUTTERMILK HOMESTYLE SS CUP REF	KEN'S	100/1.5 OZ	KEN'S FOODS INC	KE0777A5	670	\$23.56	CMA

3377173	DRESSING, RANCH BUTTERMILK SS CUP SHELF STABLE	TASTE PLEASERS GOURMET	100/1 OZ	KRAFT HEINZ FOODS COMPANY	716037229450	2,322	\$15.49	CMA
49692	DRESSING, RANCH CREAMY SHELF STABLE SS POUCH	KRAFT	200/.43 OZ	KRAFT HEINZ FOODS COMPANY	21000649693	845	\$15.66	CMA
9410648	DRESSING, RANCH SS CUP SHELF STABLE	KEN'S	100/1 OZ	KEN'S FOODS INC KRAFT HEINZ	KE0789A1	984	\$21.29	CMA
71209	DRESSING, RANCH SS POUCH SHELF STABLE	KRAFT	60/1.5 OZ	KRAFT HEINZ FOODS COMPANY	10021000671202	551	\$11.82	CMA
9983212	FLAUTA, CHICKEN & CHEESE 2.75 OZ COOKED FROZEN CRISPITO TAQUITO	STATE FAIR / TYSON	72/2.75 OZ	TYSON FOODS INC	10078880821	625	\$50.28	CMA
3383435	FORK, MEDIUMWEIGHT BLACK PLASTIC REFILL	DIXIE ULTRA SMARTSTOCK	24/40 EA	GP CONSUMER PRODUCTS LP-FD SVC	DUS5F5	1,475	\$35.81	CMA
3520270	FRANK, COCKTAIL ALL-BEEF 40:1 1.88" SKINLESS COOKED FROZEN APPETIZER	CLOVERDALE MEATS	10 LB	CLOVERDALE FOODS CO	131830	622	\$45.29	NO
37598	FRENCH TOAST, WHOLE-GRAIN-RICH STICK 1.11 OZ BAKED FROZEN BAG	BAKE CRAFTERS	2/5 LB	BAKE CRAFTERS FOOD COMPANY	442	657	\$24.84	NO
7328123	FRUIT COCKTAIL, DICED IN JUICE/EX LS CANNED (GRADE B)		6/#10 CN			655	\$64.35	CMA
5301619	FRUIT SNACK, SCOOBY DOO ASSORTED	BETTY CROCKER	96/.9 OZ	GENERAL MILLS SALES INC	11510000	558	\$31.98	CMA
561167	HONEY BUN, WHOLE-GRAIN-RICH GLAZED 2.75 OZ THAW & SERVE FROZEN IW GOODYBUN	SUPER BAKERY	80/2.75 OZ	SUPER BAKERY	6060	817	\$30.05	REBATE
2292472	JUICE, APPLE 100% PLASTIC BOTTLE SHELF STABLE	TROPICANA	24/10 OZ	FRITO LAY/ QUAKER/ TROPICANA	75717	598	\$23.26	CMA
3289357	JUICE, FRUIT VARIETY 100% ASEPTIC BOX W/ STRAW SHELF STABLE	SUN CUP	40/4.23 OZ	GREGORY PACKAGING INC	400805	5,738	\$10.79	CMA
8038571	JUICE, PARADISE PUNCH FRUIT VEGETABLE BLEND 100% ASEPTIC BOX W/ STRAW SHELF	SUN CUP	40/4.23 OZ	GREGORY PACKAGING INC	402800	1,883	\$12.58	CMA
9329384	KETCHUP, TOMATO FANCY 33% SS FOIL PACKET		1000/9 GR			925	\$20.99	CMA
6002398	KETCHUP, TOMATO FANCY 33% SS FOIL PACKET SHELF STABLE	HEINZ	1000/9 GR	KRAFT HEINZ FOODS COMPANY	10013000984802	1,536	\$28.82	CMA

6841258	KIT, CUTLERY SPORK STRAW NAP MEDIUMWEIGHT WHITE POLYPROPYLENE PLASTIC	DAXWELL	1000 EA	DAXWELL DISTRIBUTION	B10001522	1,023	\$33.58	NO
730069	LINER, PAN FOOD 16.4X24.4 PARCHMENT PAPER		1000 EA			681	\$54.72	CMA
39842	MACARONI & CHEESE, REDUCED FAT BOIL IN BAG FROZEN	LAND O'LAKES	6/5 LB	LAND O LAKES INC	43284000034500	683	\$72.13	CMA REBATE
7775421	MARGARINE, SALTED SOLID IW REF		30/1 LB			575	\$37.64	CMA
4473500	MIX, GRAVY PEPPER	SHAWNEE MILLS	6/1.5 LB	SHAWNEE MILLING COMPANY	289062809	1,082	\$21.21	NO
7853344	MUFFIN, BLUEBERRY WHOLE GRAIN 2 OZ IW FROZEN	OTIS SPUNKMEYER DELICIOUS ESSENTIAL	72/2 OZ	ASPIRE BAKERIES LLC	10143	740	\$32.41	CMA REBATE
7853468	MUFFIN, CHOCOLATE CHOCOLATE CHIP WHOLE GRAIN 2 OZ IW FROZEN	OTIS SPUNKMEYER DELICIOUS ESSENTIAL	72/2 OZ	ASPIRE BAKERIES LLC	10145	803	\$31.64	CMA
6759062	MUFFIN, DOUBLE CHOCOLATE WHOLE GRAIN 2 OZ IW FROZEN	CHEF PIERRE	48/2 OZ	SARA LEE FROZEN BAKERY LLC	8862	782	\$20.96	CMA
2910131	ORANGE, MANDARIN WHOLE IN LIGHT-SYRUP CANNED (GRADE B OR BETTER)		6/#10 CN			1,095	\$52.57	CMA
935890	PANCAKE, WHOLE GRAIN COOKED FROZEN	KRUSTEAZ CONAGRA FROZEN BAKERY	12/12/1.4 OZ	CONAGRA FOODS SALES LLC	8615180349	686	\$36.11	CMA
3982113	PASTRY, POP TART STRAWBERRY WHOLE GRAIN SHELF STABLE IW	KELLOGGS / KELLANOVA	72/3.52 OZ	KELLOGG SALES COMPANY	3800055133	571	\$40.34	CMA
8731093	PEACH, DICED CHOICE IN LIGHT-SYRUP CANNED		6/#10 CN			566	\$72.58	CMA
8791345	PEAR, DICED IN EXTRA LIGHT-SYRUP CANNED GRADE B		6/#10 CN			1,150	\$63.44	CMA
1368112	PINEAPPLE, TIDBIT IN JUICE CANNED		6/#10 CN			595	\$38.94	CMA
549857	PIZZA, CHEESE 100% MOZZARELLA SMARTPIZZA WHOLE GRAIN 4X6 FROZEN	TONY'S	96/4.5 OZ	SCHWANS FOOD SERVICE INC	78697	577	\$50.48	CMA

1374718	PIZZA, CHEESE 16" THIN CRUST WHOLE GRAIN FROZEN	ALPHA SIMPLY DELICIOUS	9/38 OZ	ALPHA FOODS CO	SD162WS	1,459	\$72.73	NO
7993553	PIZZA, CHEESE 4 WAY 16" HAND TOSSED WHOLE GRAIN FROZEN	BIG DADDY	9/41.5 OZ	SCHWANS FOOD SERVICE INC	78637	2,718	\$76.24	CMA
3351797	PIZZA, PEPPERONI 16" THIN CRUST WHOLE GRAIN FROZEN	ALPHA SIMPLY DELICIOUS	72/4.8 OZ	ALPHA FOODS CO	SD164WS	635	\$73.36	NO
3976255	PIZZA, SAUSAGE TURKEY 3.31 OZ PERSONAL WHOLE-GRAIN-RICH CHILD-NUTRITION FRO	TONY'S	8/16/3.31 OZ	SCHWANS FOOD SERVICE INC	63912	710	\$50.70	CMA
5969720	POTATO, FRENCH-FRY 1/2" STRAIGHT-CUT BATTERED REDUCED SODIUM EXTRA-LONG-FAN	MCCAIN	6/5 LB	MCCAIN FOODS USA	MCX04717	773	\$59.15	CMA
8501538	POTATO, FRENCH-FRY 3/8" CRINKLE-CUT TFF EXTRA-LONG-FANCY FROZEN	MCCAIN	6/5 LB	MCCAIN FOODS USA	MCF03761	5,335	\$46.91	CMA
2477107	POTATO, FRENCH-FRY 5/16" THIN CUT BATTERED EXTRA-LONG FROZEN EVERCRISP	ORE-IDA	6/5 LB	MCCAIN FOODS USA	OIF01028A	1,008	\$56.34	CMA
1559054	POTATO, FRENCH-FRY CRINKLE CUT 1/2" BATTERED SEASONED DEEP GROOVE BAKEABLE	MCCAIN	6/5 LB	MCCAIN FOODS USA	1000007470	725	\$55.76	CMA
659771	POTATO, FRENCH-FRY SWEET 7/16" CRINKLE-CUT EXTRA-LONG-FANCY FROZEN	MCCAIN	6/2.5 LB	MCCAIN FOODS USA	MCF04566	1,064	\$40.24	CMA
2099570	POTATO, HASH BROWN PATTY OVAL 2.25 OZ RAW FROZEN GOLDEN	ORE-IDA	6/2.8125 LB	MCCAIN FOODS USA	OIF00589A	1,597	\$29.98	CMA
4215261	POTATO, MASHED BUTTER PEARL DEHYDRATED REDUCED SODIUM ADD WATER INSTANT	BASIC AMERICAN FOODS	12/28 OZ	BASIC AMERICAN FOODS	10799	882	\$63.26	CMA
6076020	POTATO, TATER NUGGET PARFRIED FROZEN BAG	ORE-IDA	6/5 LB	MCCAIN FOODS USA	OIF00215A	758	\$49.68	CMA
7765969	POTATO, WEDGE 8 CUT SEASONED SKIN-ON COOKED FROZEN	MCCAIN	6/5 LB	MCCAIN FOODS USA	1000000496	589	\$48.02	CMA
7732951	ROLL, HOAGIE WHOLE GRAIN 5" SLICED BAKED FROZEN SUBMARINE	FLOWERS FOODS SPECIALTY GROUP	10/12/2 OZ	FLOWERS FOODS SPECIALTY GROUP	99809400	812	\$27.50	CMA REBATE
7640667	SANDWICH, PEANUT BUTTER & JELLY GRAPE CRUSTLESS WHOLE-GRAIN-RICH RAW FROZEN	SMUCKER'S UNCRUSTABLES	72/2.6 OZ	SMUCKER FOODSERVICE INC	5150006960	1,115	\$46.60	CMA

5341086	SAUCE, ALFREDO POUCH SHELF STABLE	LAND O'LAKES	6/64 OZ	LAND O LAKES INC	39453000034500	583	\$78.72	CMA
7255094	SAUCE, BBQ SS CUP	HEINZ	100/1 OZ	KRAFT HEINZ FOODS COMPANY	10013000714607	875	\$10.29	CMA
7206917	SAUCE, CHEESE QUESO YELLOW POUCH SHELF STABLE	LAND O'LAKES	6/106 OZ	LAND O LAKES INC	39945000034500	661	\$75.50	CMA
9633314	SAUCE, MARINARA TOMATO SS CUP	RED GOLD	84/2.5 OZ	RED GOLD INC	REDNAZC84	837	\$33.30	REBATE
8328569	SAUSAGE, PORK PATTY (1-OZ M/MA EQUIV)		10 LB			767	\$29.64	CMA
4038931	SAUSAGE, PORK PATTY 1.5 OZ 3" COOKED CHILD-NUTRITION FROZEN BREAKFAST	JONES DAIRY FARMS	10 LB	JONES DAIRY FARM	18753	683	\$37.35	NO
3045358	SAUSAGE, PORK PATTY 2 OZ 3.13" COOKED CHILD-NUTRITION FROZEN BREAKFAST	JONES DAIRY FARMS	10 LB	JONES DAIRY FARM	18750	829	\$37.56	NO
9674169	SAUSAGE, TURKEY LINK PANCAKE BATTERED 2.51 OZ WHOLE-GRAIN-RICH CHILD-NUTRIT	JIMMY DEAN	40/2.51 OZ	TYSON FOODS INC- HBC	10000070613	951	\$26.77	CMA
15321	SAUSAGE, TURKEY LINK PANCAKE WRAPPED 2.85 OZ MAPLE WHOLE-GRAIN-RICH CHILD-N	FOSTER FARMS	56/2.85 OZ	FOSTER FARMS POULTRY	95121	1,795	\$30.16	CMA
1328699	SHORTENING, FRYING SOYBEAN LIQUID CLEAR PLASTIC JUG SHELF STABLE OIL		35 LB			733	\$39.80	CMA
8733560	SNACK BAR, RICE CRISPY WHOLE-GRAIN-RICH IW KRISPIES TREAT	KELLOGGS / KELLANOVA	4/20/1.41 OZ	KELLOGG SALES COMPANY	3800011052	869	\$37.99	CMA
8738348	SPOON, TEA MEDIUMWEIGHT BLACK PLASTIC REFILL	DIXIE ULTRA SMARTSTOCK	24/40 EA	GP CONSUMER PRODUCTS LP-FD SVC	DUSST5	1,461	\$35.71	CMA
694554	SPOON, TEA MEDIUMWEIGHT BLACK POLYSTYRENE BULK REFILL PLASTIC	DIXIE ULTRA SMARTSTOCK	24/40 EA	GP CONSUMER PRODUCTS LP-FD SVC	SSS51	593	\$34.33	CMA
169359	SPORK, MEDIUMWEIGHT WHITE POLYPROPYLENE BULK PLASTIC	PRIME SOURCE	1000 EA	R3 REDISTRIBUTION	75002492	747	\$1.13	NO
3006988	SYRUP, PANCAKE MAPLE FLAVORED SS CUP	SMUCKER'S	100/1.4 OZ	SMUCKER FOODSERVICE INC	5150002283	1,826	\$14.05	CMA
6920273	SYRUP, PANCAKE MAPLE FLAVORED SUGAR-FREE SS CUP		100/1 OZ			688	\$17.83	CMA

2113924	TORTILLA, FLOUR WHOLE WHEAT 8" PRESSED FROZEN	RUDY'S FOOD PRODUCTS	6/24 EA	TEASDALE FOODS INC	3208-FZN	600	\$24.83	NO
8104838	TRAY, FOAM FOOD 10.38X8.38X1.19 5 CMPT WHITE SCHOOL	GENPAK	4/125 EA	GENPAK LLC	10500	5,909	\$27.96	NO
9611765	TRAY, FOAM FOOD 8.25X10.25 5 CMPT BLACK SCHOOL LUNCH	PACTIV	500 EA	PACTIV LLC	YTHB0500SGBX	5,444	\$25.13	CMA
1712488	TRAY, PAPER BOARD FOOD 3 LB CLAY COATED		2/250 EA			630	\$36.62	CMA
1692201	TRAY, PAPER BOARD FOOD 5 LB CLAY COATED		2/250 EA			589	\$46.64	CMA
7093065	TURKEY, GROUND 85/15 RAW CHUB FROZEN	CAROLINA TURKEY	20 LB	BUTTERBALL LLC	2265570012	712	\$42.19	NO
9899583	WAFFLE, WHOLE-GRAIN-RICH THAW & SERVE FROZEN (1 OZ GRAIN EQUIV)		144/1.25 OZ			548	\$25.34	CMA
8674491	WATER, FLAVORED VARIETY SPARKLING PLASTIC BOTTLE CARBONATED SELTZER	SPARKLING ICE	12/17 OZ	TALKING RAIN BEVERAGE	95029	559	\$11.98	NO
5488748	WATER, PURIFIED PLASTIC BOTTLE		24/16.9 OZ			4,765	\$6.68	CMA
1789056	YOGURT, STRAWBERRY BANANA BLENDED LOW FAT RBST FREE SS CUP REF	DANIMALS	48/4 OZ	DANONE US LLC	73558	973	\$13.11	NO
2577427	YOGURT, STRAWBERRY BLENDED RBST FREE SS CUP REF	DANIMALS	48/4 OZ	DANONE US LLC	73463	601	\$13.04	CMA
4890026	YOGURT, VANILLA BLENDED LOW FAT RBST FREE SQUEEZE POUCH REF PARFAIT PRO	YOPLAIT	6/4 LB	GENERAL MILLS SALES INC	16632000	1,554	\$27.72	CMA

EQUAL OPPORTUNITY EMPLOYMENT ACT COMPLIANCE

Responding Party must make the following certification:

CERTIFICATE

I/We hereby certify that

US Foods 10211 N. I-35 Service Rd. (972)487-7492
Company Name Address Phone Number
OKC, OK 73131

Is an equal opportunity employer as defined in Title VII of the Civil Rights Act of 1964 and the provisions of the Civil Rights Act of 1991.

Upon request, we will show proof that our employment practices do meet in every aspect the requirements of Title VII of the Civil Rights Act of 1964 and the provisions of the Civil Rights Act of 1991.

[Signature] (Owner or Officer of Firm)

AVPNS (Title)

4/18/24 (Date)

06/29/21



Dear Valued US Foods Premier Customer,

Thank you for your partnership during the difficult circumstances of the past 15 months. While the overall national supply chain is seeing improvements, our industry is still facing significant challenges. Today, we want to share an update on what US Foods is doing to proactively support our Premier members, even as we address uncertainty around the resumption of in-person learning and volatility in current market conditions. Specifically, we are implementing the following measures to manage School Inventory and deliveries for the upcoming year:

STOCKING LEVELS: Our K-12 inventory stocking levels were previously based on prior year demand and anticipated K-12 usage projections; however, due to demand volatility over the last year, we cannot rely on this form of measurement. As such, we need your support in providing **initial startup usage by Friday July 9th. Please provide the first six weeks of usage, by SKU for each week, to your Account Executive as soon as possible.** The usage data will assist our merchandising teams with member product needs as well as provide time to adjust orders to meet extended vendor order lead times as we prepare for the new school year. Please note that vendors are having challenges with raw materials and labor which may still short POs, which could necessitate product substitutions or menu changes. Your Account Executive will work with you on shorted products to find substitutes that meet your needs.

TRANSPORTATION: Pre-pandemic national driver shortages continue to be an issue.

- To remain an employer of choice, US Foods is focused on providing competitive compensation and benefits as well as maintaining a safe and positive work environment for our associates.
- We've implemented dynamic routing practices to optimize delivery routes, help our teams better balance demand with resources, and drive reliability for our customers.

LABOR: Many vendors and distributors are facing staffing challenges.

- As with driver shortages, we are concentrating on associate recruitment and retention.
- COVID-19 restrictions vary on a state-by-state basis, making some areas of the country more severely impacted by labor shortages. In response, US Foods is actively shifting associate resources between distribution centers.
- The foodservice and logistics industries have been particularly hard hit by nationwide drive and warehouse staff labor shortages. We will make every effort to maintain a predictable delivery schedule, but we ask for your flexibility with respect to delivery times and windows.

MANUFACTURERS: Suppliers are undertaking rigorous SKU evaluation, resulting in some product discontinuation. They are also facing raw ingredient availability issues.

- Our replenishment and merchandising teams are responding to changes in the manufacturer community and doing everything they can to balance inventory with customer demand.
- Our planning and forecasting teams are proactively assessing customer demand, allowing for improved insights into demand, inventory, and labor planning.
- We are implementing enhancements to our forecasting technology to better align with the volatile and increasing demand across the country.

- To account for current lower vendor fill rates, we have invested in safety stock to support service levels and increased lead times from manufacturers.
- For support on specific product or manufacturer needs, please contact Premier at Marti_Schrappner@PremierInc.com or Mike_Cavaliere@PremierInc.com.

As we continue to manage through this evolving situation to provide you with the best service possible, we'd appreciate your help in several key areas:

- **Communicate Usage:** Please communicate the first six weeks of usage to your Account Executive as soon as possible or by July 9th.
- **Order Early:** FoodserviceDirectOrder.com can reserve inventory up to 48 hours in advance; in some markets, we have moved up the cut-off times for order placement by one to two hours to balance product and selector/driver availability.
- **Share Your Menu with Your AE:** We can load inventory forecast based on your menu cycle to better align with your needs on a weekly basis.
- **Communicate Your Product Changes:** Let us know about any changes to your product mix or quantity so our replenishment team can adjust their forecasts accordingly.
- **Work with Your AE to Confirm Inventory Needs if You're Restarting Services:** Provide at least three weeks lead time to allow our replenishment team to adjust inventory levels accordingly.
- **Identify Product Substitutes:** Your local US Foods team can help identify product substitutes that meet your quality and nutritional requirements.

We will keep you updated as the situation unfolds. Additionally, we will continue to provide information about available tools and resources to help your operations run as efficiently as possible as we work together to navigate the path forward.

As always, US Foods and Premier are here to support you and those you serve.

Thank you.
Mischa H. Collins, RD
VP, National Field Sales - Premier
US Foods

Contract Agreement

This agreement is established between Newcastle Public Schools and Visual Senses (a consulting firm owned by April "Nikki" Keck), educational consultants. It is mutually agreed that Newcastle Public Schools will pay Nikki Keck for specialized services as follows:

Consultation and assistance to educational staff with duties relating to the provision of special education for students who present a visual impairment – such services may include, but not be limited to, the review and study of education/confidential records, participation in IEP meetings and other staffings, completing of forms/reports, classroom observations, functional assessments, direct intervention, procurement of materials, assistive technology recommendations, team member contact, progress monitoring of student programs, and Orientation and Mobility training/consultation.

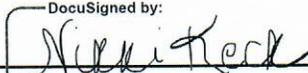
The fee for these services is agreed upon at \$75 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Newcastle) and return to point of origin.

To achieve these purposes, the following general provisions apply:

1. The scope of these services will be determined by the LEA team.
2. Consultation may include review of/access to individual student records as deemed necessary by the LEA team. Nikki Keck and any affiliations hereby agree to abide by all state and federal laws and district policies regarding confidentiality and other procedural safeguards.
3. A monthly itemized billing will be furnished by Nikki Keck to Newcastle Public Schools following rendering of services. **Payment shall be remitted within 30 days of date of statement to Nikki Keck, PO Box 204, Blanchard, OK 73010.**
4. If scheduled meetings or consults are canceled for any reason, a reasonable notice or 24 hours must be given to Nikki Keck or servicing consultant. A one hour minimum plus drive time will be charged for lack of notice.
5. This agreement may be modified at any time by mutual consent of both parties. Services may be canceled by either party, if a request is put in writing, giving thirty (30) day notice.
6. Newcastle Public Schools declares that there are no current litigations, due processes, or any other legal actions involving any of the current students being served with a visual impairment that Nikki Keck and/or Visual Senses consultants will be servicing.
7. This agreement becomes effective when the proper signatures are affixed below.

This agreement shall expire on June 30, 2025 unless reviewed and renewed by both parties prior to that date.

Authorized Representative
Newcastle Public Schools

DocuSigned by:


Nikki Keck, TVI, COMS

Certification # 187290 EXP: 6/30/2028

National O&M # 4086 EXP: 9/30/2026

Date

4/14/2024

Date



Software Service Order Agreement

Term of Agreement: 2024-2025 Fiscal Year

Customer: NEWCASTLE PUBLIC SCHOOLS

Addr: 101 N. MAIN
NEWCASTLE OK 73065

October Membership: 2592

SYLOGISTED, INC.

Addr: 908 EAST 35TH STREET
SHAWNEE, OK 74804

Phone: (800)749-5691 **Email:** accounts@sylogist.com

Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Appropriated Funds	\$9,930.00
Payroll	NA
- Usage Fee Included In Appropriated Funds	
Treasurer	\$1,680.00
Activity Funds	\$810.00
Personnel	\$1,680.00
Purchase Requisition	\$1,680.00
Fixed Assets	NA
Document Management	\$4,095.36
Accounting Query Designer	NA

Total 2024-2025 Fiscal Year Charges: \$19,875.36

Terms and Conditions

- The software charge includes phone support for one (1) designated contact per application, excluding Document Management. Additional contacts can be added at an additional cost. SylogistEd, Inc. shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. SylogistEd, Inc. shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$1000.00 per day from 9:30 a.m. through 3:30 p.m. CST and round-trip mileage at the current IRS mileage rate. Additional time is \$165.00 per hour.
- For each renewal, the fees may, at SylogistEd's discretion, increase by an amount not to exceed 5%, no more than one time per annum.
- Customer agrees that SylogistEd, Inc. shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

Software as a Service

1. Definitions.
 - (a) Application means the software and other material used by SylogistEd, Inc. to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
 - (b) Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
 - (c) Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
 - (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
 - (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
 - (f) Privacy Policy and Terms of Service means the SylogistEd, Inc. Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
 - (g) Service shall have the meaning set forth in the SylogistEd, Inc. Privacy Policy and Terms of Service.
 - (h) Service Order Agreement means the Software Service Order Agreement delivered by SylogistEd, Inc. to Customer which sets forth the service and fees for the current fiscal year.
 - (i) Usage Data means any data that SylogistEd, Inc. collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
 - (a) SylogistEd, Inc. Obligations. SylogistEd, Inc. hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service; and (iv) to notify customer promptly of any such unauthorized access to, or use of, the Service that SylogistEd, Inc. becomes aware of (provided SylogistEd, Inc. is not required to actively monitor the Customer's account access).
 - (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify SylogistEd, Inc. promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require SylogistEd, Inc. to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii) to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and SylogistEd, Inc. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
 - (a) Customer Accounts. Customer must provide SylogistEd, Inc. with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
 - (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
 - (a) Availability & Maintenance. SylogistEd, Inc. will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
 - (b) Technical Support. Unless otherwise provided in the Service Order Agreement, SylogistEd, Inc. will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. SylogistEd, Inc. will provide software as part of the Service that will allow the Customer to share data with third-party applications.
 - (a) It is understood and agreed that SylogistEd, Inc. is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
 - (b) It is understood and agreed that SylogistEd, Inc. is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall SylogistEd, Inc. be deemed to be a direct or indirect transferor of information/data to any third party. SylogistEd, Inc. is only providing software that will allow the Customer to share data with third-party applications.
 - (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA)

(20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, SylogistEd, Inc. for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that SylogistEd, Inc. could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

7. Intellectual Property Rights.

(a) SylogistEd, Inc. Intellectual Property. SylogistEd, Inc. and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no SylogistEd, Inc. Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants SylogistEd, Inc. a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by SylogistEd, Inc. and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

8. Privacy and Personal Information. (a) SylogistEd, Inc.'s Privacy Policy. SylogistEd, Inc.'s Privacy Policy and Terms of Service, made a part hereof, is available at <https://www.sylogist.com/privacy-policy>.

9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or SylogistEd, Inc.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. SylogistEd, Inc. may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. SylogistEd, Inc. may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of SylogistEd, Inc.'s notice to Customer.

10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to SylogistEd, Inc. or its third-party licensor (as appropriate), and SylogistEd, Inc. hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information").

Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from SylogistEd, Inc. to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.



Software Service Order Agreement

Term of Agreement: 2024-2025 Fiscal Year

- 12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.
- 13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
- 14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. SylogistEd, Inc. reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: Amanda Bunkerfield

Date Prepared: 2/23/2024

Accepted By (please circle one): Superintendent / Board President

Signature: _____

Date Accepted: _____



5637 N. Classen Blvd. ▪ Oklahoma City, OK 73118
(405) 842-9200 ▪ (405) 842-9213 Fax

Via Email: cwalker@newcastle.k12.ok.us

If no email, Via Fax: 405-387-3482

April 1, 2024

Newcastle Public Schools
Attn: Dr. Cathy Walker

Re: Amendment to Gas Sales Agreement (Contract #20088)

Thank you for choosing Clearwater Enterprises, L.L.C. as your natural gas supplier. We would like to renew our services and offer you an Amendment to extend the term of your Agreement. In lieu of your contract automatically extending per the existing Exhibit A-3, we would like to offer an extension through June 30, 2025. This letter shall serve as the required forty-five (45) day notice that we will not extend the existing Exhibit A-3 past June 30, 2024.

Enclosed is one (1) unexecuted original of the above referenced Amendment which covers July 1, 2024 through June 30, 2025. Should you require duplicate originals to be sent via mail, please let me know and I will send originals to you.

Please return one partially executed original to the undersigned by June 30, 2024. Once fully executed, we will provide you with a copy for your files. If we do not receive a signed Amendment by June 30, 2024, we will operate under the provisions of the attached Amendment as of July 1, 2024.

We appreciate this opportunity to do business with you. If you have any questions, please contact me at (405) 842-9200 x201.

Sincerely,

Regina Fort

Regina Fort
Vice President of Retail Sales
rfort@cwegas.com

AMENDMENT

This Amendment is made and entered into as of July 1, 2024 by and between **Clearwater Enterprises, L.L.C.** ("Seller") and **Newcastle Public Schools** ("Buyer").

WITNESSETH:

WHEREAS, Seller and Buyer made and entered into that certain Gas Sales Agreement dated July 1, 2020 (the "Agreement"), Contract #20088; and

WHEREAS, Seller and Buyer wish to amend the Agreement in the manner specified below;

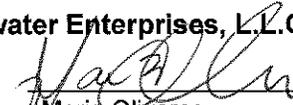
NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements herein provided, the Parties hereby agree to amend the Agreement in the following respects only:

- Exhibit A-3 is hereby replaced in its entirety and the attached Exhibit A-4 is substituted therefore. All references in the Agreement to Exhibit A-3 shall be amended to reference Exhibit A-4.
- Schedule 4 is hereby replaced in its entirety and the attached Schedule 5 is substituted therefore. All references in the Agreement to Schedule 4 shall be amended to reference Schedule 5.

This Amendment is effective July 1, 2024. Except as expressly amended hereby, all terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

As evidence of the Parties' agreement to the terms and conditions set forth above, this Amendment is hereby executed by an authorized representative of each Party on the dates shown below.

Seller
Clearwater Enterprises, L.L.C.

By: 
 Name: Maria Olivares
 Title: Vice President - Commodity Operations and Contracts
 Date: 4/10/24

Buyer
Newcastle Public Schools

By: _____
 Name: _____
 Title: _____
 Date: _____



EXHIBIT A-4
TRANSACTION CONFIRMATION

Clearwater Enterprises, L.L.C. ("Seller") and **Newcastle Public Schools** ("Buyer") agree to the purchase and sale of natural gas pursuant to this Transaction Confirmation and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2020 between Buyer and Seller ("Agreement"):

Term: July 1, 2024 through June 30, 2025 and automatically renewed year to year thereafter unless either Party notifies the other Party in writing at least forty-five (45) days prior to the expiration of the stated term or the then current renewal period that this Transaction Confirmation shall not be renewed, subject to early termination under Sections 11 and 20 of the Agreement.

Facility: As listed on Schedule 5 attached hereto

Quantity: Full Facility Requirements, the monthly quantity of which is estimated on Schedule 5 attached hereto.

Nature of Quantity Obligation: Firm

Price: For all gas delivered by Seller the price Buyer shall pay Seller shall be calculated by adding \$0.30/MMBtu to Seller's cost plus a monthly administrative fee of \$50.00/month per Facility. Buyer shall have the option to fix a price for a quantity of gas throughout the term of this Transaction Confirmation at a price which is mutually agreeable to the Parties hereto.

Delivery Point/Point(s) of Sale: Oklahoma Natural Gas Company distribution system receipt point for delivery to the Facility listed above.

Local Distribution Company: Oklahoma Natural Gas Company

EVIDENCE OF AGREEMENT: This Transaction Confirmation documents an oral agreement previously reached by representatives of the Parties. Therefore, although Clearwater Enterprises, L.L.C. would prefer that this Transaction Confirmation be signed and returned by facsimile transmission, or that written confirmation of this Transaction Confirmation be provided in some other manner, this Transaction Confirmation will be deemed accepted if Clearwater Enterprises, L.L.C. receives no objections within two (2) business days of Clearwater's execution date shown below.

Seller
Clearwater Enterprises, L.L.C.

By: 
Name: Maria Olivares
Title: Vice President - Commodity Operations and Contracts
Date: 4/10/2024

Buyer
Newcastle Public Schools

By: _____
Name: _____
Title: _____
Date: _____



SCHEDULE 5 to TRANSACTION CONFIRMATION

Facility Listing and Estimated Monthly Usage

Facility(ies)														
ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #					Address						
<u>Estimated Monthly Usage (MMBtus)</u>														
1885	OGT-OKC	NEWCASTLE PS HIGH SCHOOL	210220202					101 N Main St; Newcastle, OK 73065-4104						
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		200	177	77	40	15	4	3	8	9	16	77	144	770
5242	OGT-OKC	NEWCASTLE PUBLIC SCHOOLS	212885282					611 E Fox Ln; Newcastle, OK 73065-5427						
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		217	254	116	53	29	10	15	21	23	42	76	152	1008
5299	OGT-OKC	NEWCASTLE PS GYM	211223968					101 Main St; Newcastle, OK 73065-4100						
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		302	294	152	55	11	1	1	2	2	25	110	210	1165
10614	OGT-OKC	NEWCASTLE PS HS EAST 1891196	213795836					209 W Highway 130; Newcastle, OK 73065-4104						
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		177	161	145	116	103	102	102	103	104	118	150	150	1531
10615	OGT-OKC	NEWCASTLE PS BUSBARN CNG 2632363	213795915					611 E Fox LN # CNG; Newcastle, OK 73065-4104						
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		172	178	114	48	27	6	4	15	13	21	84	164	846

Estimated Monthly Usage is for informational purposes and based on historical consumption as represented by Buyer's Local Distribution Company or upon information supplied by Buyer.

March 25, 2024

MEMORANDUM

Enclosed are three copies of the state audit contract which must be filed with the State Department of Education by June 30. All three copies should be signed by the Clerk and President at your next board meeting. Be sure to complete the date of the meeting, which is on the Audit Contract, or the State Department will not accept it. **One** copy should be mailed to the State Department of Education, **one** copy returned to us and the **third** copy is for your file.

Also enclosed are two copies of the engagement letter which specifies the services we will be providing as well as the anticipated fee. Both copies need to be signed by the Superintendent and Board President. You need to **return** one copy to us and **keep** one for your file.

A self-addressed stamped envelope has been included for your convenience to return a copy of the contract and the engagement letter to us. Please call Brenda at 224-6363 should you have any questions.

Thank you for allowing us to serve your district.

ANGEL, JOHNSTON AND BLASINGAME, P.C.
Certified Public Accountants

AJB

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 _____ day of _____, 2024.

ATTEST:

_____	_____	_____
Clerk	President	
Newcastle	McClain	44-1
District	County	County/District Number
Approved this _____	Day of _____	2024.

Angel, Johnston & Blasingame, P.C.

AUDITING FIRM
Steve Blasingame

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.



P.O. BOX 706 • 2700 SOUTH FOURTH
CHICKASHA, OKLAHOMA 73023
PHONE (405) 224-6363 • FAX (405) 224-6364
ajb-cpas.com

CERTIFIED PUBLIC ACCOUNTANTS

March 25, 2024

Newcastle Public School
101 N Main
Newcastle, OK 73065

We are pleased to confirm our understanding of the services we are to provide **Newcastle Public School** for the year ended June 30, 2024.

Audit Scope and Objectives

We will audit the combined fund type and account group financial statements-regulatory basis, including the disclosures and including budget and actual, of **Newcastle Public School** as of and for the year ended June 30, 2024, which collectively comprise the school's financial statements using Oklahoma State Department of Education audit guide format #3. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI) to supplement the school's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. However, because the school's financial statements are presented in a regulatory format, no RSI is presented.

We have also been engaged to report on supplementary information other than RSI that accompanies **Newcastle Public School's** financial statements. We will subject the following 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 auditing standards generally accepted in the United States of America (GAAS), and we will provide an opinion on it in relation to the financial statements as a whole.

- Schedule of Expenditures of Federal Awards
- Combining Financial Statements

In addition, we will compile the following additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

- Estimate of Needs

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 combined fund type and account group financial statements, including budget and actual, are fairly presented, in all material respects, in conformity with the regulatory basis of accounting prescribed or permitted by the Oklahoma State Department of Education (using audit guide format #3), and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken 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 judgement of a reasonable user made based on the financial statements. The objective also includes 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*.

If federal expenditures exceed \$750,000, the objective will also include reporting on:

- 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 (if required)

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 and will include tests of the accounting records 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 judgement and maintain professional skepticism throughout the audit. In addition, if federal expenditures exceed \$750,000, our audit will also be conducted in accordance with the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of the 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.

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 government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Governmental 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 limitation 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 (if required). 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. If federal expenditures exceed \$750,000, 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.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or

unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

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 government'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, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may also request written representations from your attorneys (if any), as part of the engagement, and they may bill you for responding to this inquiry.

We have identified the following significant risk of material misstatement as part of our audit planning: According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, 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*.

If federal expenditures exceed \$750,000, 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 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 (if required).

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 **Newcastle Public School'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*.

If federal expenditures exceed \$750,000, 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 school'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 school'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 financial statements, schedule of expenditures of federal awards, and related notes of **Newcastle Public School** in conformity with the regulatory basis of accounting prescribed or permitted by the Oklahoma State Department of Education (using audit guide format #3) and (if required) 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 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 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 financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, 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.

Responsibilities of Management for the Financial Statements and Single Audit (if required)

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 prescribed or permitted by the Oklahoma Department of Education (using audit guide format #3) and for compliance with the applicable laws and regulations (including federal statutes), rules, and provision 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 responsible for including all informative disclosures that are appropriate for the regulatory basis of accounting. Those disclosures will include (1) a description of the regulatory basis of accounting, including a summary of significant accounting policies, and how the regulatory basis of accounting differs from GAAP, (2) informative disclosures similar to those required by GAAP, and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

You are 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 (including information from outside of the general and subsidiary ledgers). 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, (if required); (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 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 government 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 government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government 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, if federal expenditures exceed \$750,000 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 on our first day of field work.

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, and COVID-19-related concepts, such as lost revenues, if applicable) 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 OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with 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 (or, if they have changed, the reasons for such changes); 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.

You are responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the regulatory basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the regulatory basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the regulatory basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

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 or other confirmations we request and will locate any invoices or other documentation selected by us for testing.

If federal expenditures exceed \$750,000, upon 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, auditors' 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 days after receipt of the auditor's reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted and the number to submit.

We will provide copies of our reports to **Newcastle Public School** and the Oklahoma State Auditor and Inspector; 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 Angel, Johnston & Blasingame, P.C. 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 various regulatory agencies 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 Angel, Johnston & Blasingame, P.C. 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 various regulatory agencies. 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.

Steve Blasingame, Evan Blasingame, or Cameron Johnston will be the engagement partner and they will be responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for the audit and compilation of the Estimate of Needs should not exceed **\$15,200**. However, if federal expenditures exceed \$750,000, and thus a single audit is required, there will be an additional **\$6,000** fee. Any additional work outside the scope of the audit will be based on the actual time spent at our standard hourly rates. Our invoices for the fees will be rendered periodically as work progresses and are payable on presentation. If we are able to perform your final board exit conference remotely, we will discount our fee by \$200. These estimates are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

Reporting

We will issue a written report upon completion of our audit, and if a Single Audit is required, then we will issue additional written reports. Our report(s) will be addressed to the governing board of **Newcastle Public School**. 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 school'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 school's internal control and compliance. If federal expenditures exceed \$750,000, 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.

Governmental Auditing Standards require that we provide you with a copy of our most recent external peer review report which are required every three years as well as any subsequent peer review report received during the period of the contract. Our 2023 peer review report can be accessed through our website.

We appreciate the opportunity to be of service to **Newcastle Public School** 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 enclosed copy and return it to us.

Very truly yours,

Angel, Johnston + Blasingame, P.C.

ANGEL, JOHNSTON, & BLASINGAME, P.C.
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of **Newcastle Public School**

By: _____
Title: Board President

By: _____
Title: Superintendent

Date: _____

Date _____

DRUG AND ALCOHOL TESTING SERVICE AGREEMENT

This Agreement is the contract between Quality Choice Testing, LLC, an Oklahoma limited liability company and _____ Public Schools, here in after referred to as the "Client" under which the following terms and conditions apply:

Scope of Services:

Quality Choice Testing to provide lab staff to do on-site urine/saliva sample collection and transport for screening.

Laboratory Analysis:

All samples, unless otherwise arranged, be tested on CLC machine with positives confirmed on LC/MS machines. Results will be sent to authorized staff or available via secure web portal. Results will be provided no later than 1 week from testing date. All positive confirmations will be reviewed by Lab Director.

Fees for Services

\$55 per test Bus drivers if we test students also
\$75 per test for drivers only (minimum of 5 drivers per visit)
\$25 per test for student test minimum of 10 students
\$20 for big test at begin of school year (70 or more)
\$10 per test for Alcohol test
\$20 confirmation fee for all positive tests

Term of Agreement:

The Agreement shall be for a term of one (1) year beginning on July 1, 2024 and will automatically renew for an additional year upon each anniversary date. Either party can terminate this Agreement with thirty (30) days written notice with or without cause.

Indemnification:

By signing this Agreement, the Client acknowledges and agrees to the utilization of Quality Choice Testing drug/breath collection services per the Quality Choice Testing protocol and agrees to hold harmless Quality Choice Testing from any and all claims, including but not limited to losses, damages, injuries to persons, or act of negligence, arising out of Quality Choice Testing use of said procedures on behalf of the Client. However, no indemnification or hold harmless shall apply to Quality Choice Testing own negligence in not reasonably following said procedures/protocols for workplace drug testing programs as such may be amended from time to time.

Attorney's Fees:

If any contested action is brought to enforce, modify, interpret or void the provisions of this Agreement, then the prevailing party shall be entitled to reasonable attorneys' fees as well as appropriate relief.

Entire Agreement:

This Agreement constitutes the entire Agreement between the Parties with respect to Services and supersedes any and all prior agreements and understandings, whether written or oral, between the Parties.

Amendment:

This Agreement may not be amended or modified in any respect except by an agreement in writing executed by both Parties.

Severability:

In the event that any of the provisions of this Agreement are deemed invalid or unenforceable, the remaining provisions shall be construed and enforced as if the invalid or unenforceable provisions were not contained herein.

Governing Law and Venue:

This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma without reference to conflicts of law principles. Venue shall lie exclusively in Oklahoma County, State of Oklahoma.

Waiver of Breach:

Non-action by any Party in response to a breach of any provision of this Agreement shall not operate or be construed as a waiver of any rights hereunder or acceptance of any subsequent breach of any provision of this Agreement. Any waiver must be in writing and signed by the applicable Party.

Change of Information:

Each Party agrees to notify the other, in writing, of any changes in address, hours of service, phone number, or other contact information.

The undersigned understands and agrees to the terms and services outlined in this agreement.

Client: _____ High School

By: _____

Printed Name:

Its:

Quality Choice Testing

By: Terry Middleton

Printed Name: Terry Middleton

Its: Business Development Specialist

PRICING

D.O.T. DRUG TEST	\$44.00
D.O.T. ALCOHOL TEST	\$30.00
MILEAGE FEE	\$00.30/mile

STUDENT DRUG TEST 6 PANEL – NEGATIVE	\$20.00
STUDENT DRUG TEST 6 PANEL – POSITIVE	\$30.00
MILEAGE FEE	\$0.20 PER MILE

MENTAL HEALTH SERVICES AGREEMENT

This Agreement is entered into as of May 14, 2024, between Newcastle Public Schools (hereinafter referred to as "Newcastle Schools") and McClain-Garvin County Youth and Family Center, Inc. d/b/a Frontline Family Solutions (hereinafter referred to as "Frontline"). This Agreement will cover the period of July 1, 2024 to June 30, 2025.

WHEREAS, Frontline agrees to support the goals and objectives of Oklahoma Juvenile Affairs Community Based Counseling and Prevention Services and Newcastle Schools; and

WHEREAS, Frontline provides a range of services for persons experiencing symptoms of mental illness, and other family support and education and prevention services; and

WHEREAS, Frontline provides outpatient mental health services to children and adolescents and maintains an outpatient clinic for that purpose at 902 NW 32nd Newcastle Oklahoma 73065 and onsite at Newcastle Schools; and

WHEREAS, for the simplicity of this Agreement the terms "child, children, and youth" include all students currently enrolled in Newcastle Schools; and

WHEREAS, Frontline recruits and employs clinical staff who are trained to assess and provide counseling services to children who are experiencing mental health or behavioral health problems, and who are trained to present approved evidenced-based life skills and parenting programs; and

WHEREAS, Frontline has obtained a multiple year Community Based Counseling and Prevention grant from Oklahoma Office of Juvenile Affairs to improve the educational outcomes of children who are experiencing mental health and/or behavioral health adjustment problems and to provide "Botvin Lifeskills and It's My Life teen/parent prevention programs and bullying prevention training for students, faculty, and parents upon request; and

WHEREAS, Newcastle Schools seeks to bring child mental health/behavioral health services into their school facilities to increase student access to such outpatient services.

NOW THEREFORE, Frontline and Newcastle Schools agree as follows:

I. Frontline agrees:

- A. To hire and employ Qualified Mental Health/Behavioral Health Professional staff (bachelor's or a master's degree in the social sciences, plus mental health/behavioral health counseling experience) who will be clinically supervised by Frontline's Child Mental Health Clinical Supervisor who has a Master's Degree in the counseling field and is a State-licensed professional counselor. These staff will subsequently be referred to as School Mental/Behavioral Health Counselors (SM/BHC).
- B. That the SM/BHCs will accept services referrals from the Frontline Family Advocate (the "Advocate") for assessment, treatment planning, and on-going counseling/skill building services to be provided at Newcastle Schools.
- C. To assign the above SM/BHCs to provide as-needed services to Newcastle Schools, at a Newcastle Schools site location, during regular school hours each day that Newcastle Schools is in session. The SM/BHC will continue to provide services during school breaks, including Summer break, as assigned by the Advocate.

- D. That the SM/BHCs will build their caseloads to approximately 25-30 children during their assignment at Newcastle Schools. Actual caseload numbers will vary based on the severity of the mental health/behavioral health symptoms of the children, but at no time will their caseload exceed 35 children per SM/BHC. Caseloads are managed by the Advocate.
- E. That its SM/BHCs will be capable of providing the following services: (actual services provided will be based upon the needs of the individual children referred to the SM/BHCs)
 - Intake and assessment of a child's mental and behavioral health symptoms/problems
 - Enrollment of the child in the Frontline's electronic medical record (EMR); all child EMRs are the exclusive property of Frontline and information from a child's EMR can only be released to Newcastle Schools with proper authorization
 - Treatment plan formation
 - Provision of individual and group counseling
 - Provision of referral services to the Frontline's Child Mental Health Clinic
 - Provision of focused skill-building services for individuals or group, to include reducing maladaptive behaviors, and teaching improved social skills and coping strategies.
 - Crisis evaluation and intervention services
 - Consultation services for Newcastle designated staff
 - Obtain parental consent for SM/BHCs to communicate with Newcastle designated staff. This authorization will include permission for reporting to Newcastle regarding the quantity and type of services received for grant purposes and continuity of care between Frontline and Newcastle Schools
 - Other services mutually agreed upon by Newcastle Schools and Frontline
- F. To cover its SM/BHCs and their services under its General Liability/Malpractice insurance policy with at least a \$1,000,000 limit and to provide Newcastle Schools with a Certificate of Insurance naming Newcastle Schools as an additional insured.

II. Newcastle Schools agrees:

- A. To provide a base office space for each SM/BHC at the assigned school building, and to make available a private space where the SM/BHC can meet with referred students, their families, and school personnel in a manner that ensures confidentiality of the information exchanged.
- B. To provide each of the SM/BHCs with a Newcastle identification / access badge and keys as appropriate that will allow the SM/BHCs access into the building and into office or conference areas as appropriate.
- C. To make referrals to the SM/BHCs through the Advocate who will then be the primary communication conduit between the SM/BHCs and Newcastle Schools. The school counselors will attempt to obtain a release of information from the child's guardian that would enable the information exchange needed between the SM/BHCs and appropriate Newcastle personnel.
- D. To allow the SM/BHCs to attend appropriate Newcastle orientation, training, and coordinating meetings so that the SM/BHCs become familiar with Newcastle's cultural and behavioral approach to managing students with problem behaviors and approach to fostering a positive facility climate.
- E. To enable the SM/BHCs to have classroom access to observe the children referred to the SM/BHC in the academic and social environment of their classroom.

- F. To give the SM/BHCs access to copying equipment for their use to copy documents needed for their records and to reproduce any materials utilized with the children and families served, or for consultation and training of Newcastle staff.

III. Newcastle Schools and Frontline mutually agree that:

- A. Newcastle Schools will pay \$21,000 for 10 months (\$2,100 per month) for a single SM/BHC. If the term of this Agreement is less than a full year, then the annual amount will be pro-rated to correspond to the actual term of the Agreement as indicated on Page 1. Additionally, the first month's amount will be pro-rated based upon the actual start date of the SM/BHC.
- B. Frontline will invoice Newcastle on a monthly basis.
- C. If Newcastle Schools and Frontline mutually agree to increase the number of SM/BHCs that are serving Newcastle Schools, then the same contract terms will apply, and Frontline will adjust their monthly invoice accordingly.
- D. Frontline and Newcastle Schools will schedule a semi-annual review of Frontline's records regarding the time and services that have been provided by the SM/BHC.
- E. Frontline will purchase any personal technology and supplies required to provide the contracted services required at Newcastle Schools. Supplies include items needed for therapeutic sessions.
- F. To the extent permitted under the laws of the State of Oklahoma to mutually indemnify and hold harmless the other organization, its trustees, officers, employees, and agents from and against all liabilities, claims, actions, expenses (including attorneys' fees, and costs related to the investigation or any such claim, action or proceeding), obligations, losses, fines, penalties, and assessments resulting from or arising out of the nonperformance or the negligent performance of other party's obligations under this Agreement.
- G. This Agreement may be amended in writing at any time by mutual agreement of the parties.
- H. This Agreement can be cancelled with thirty (30) day written notice to the other party. If this Agreement is cancelled, payment by Newcastle Schools will be due within thirty (30) days of the cancellation date.
- I. This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma. This Agreement constitutes the entire agreement between Newcastle Schools and the Frontline. No additional terms or conditions shall become a part of this Agreement without the written consent of both parties and compliance with relevant state law.

NEWCASTLE PUBLIC SCHOOLS

MCCLAIN-GARVIN YOUTH AND
FAMILY CENTER, INC.
(FRONTLINE FAMILY SOLUTIONS)

Dr. Cathy Walker, Superintendent Date

Melinda Bellack, Executive Director Date

COMPREHENSIVE EMPLOYMENT SERVICE AGREEMENT

This Service Agreement is made this ___ day of _____, 2024, by and between Newcastle Public Schools (hereafter, "School") and Oklahoma State School Boards Association Employment Services Program (hereafter, "OSSBA").

The Board of Education of the School has voted to join the OSSBA Employment Services Program for the 2024-2025 school year and agrees to pay OSSBA an administrative fee in the amount equal to \$7.00 per employee.

Payment: During the term of this Service Agreement, not more than once each month, *an amount will be deducted from the School's OSSBA Employment Services Program Account* until the total annual administrative fee is paid in full. OSSBA records indicate 358 school employees, for a total annual administrative fee of \$2,506.00.

The administrative fee will be paid in exchange for employment related services provided by OSSBA, including but not limited to:

- 1) Providing complete legal representation by an Oklahoma licensed attorney in all aspects of the unemployment claims process before the Oklahoma Employment Security Commission (hereafter "OESC");
- 2) Auditing the payment of all unemployment claims to ensure the minimum is paid and any overpayments are recovered;
- 3) Providing quarterly reports of unemployment claims and amounts paid by the OESC to Claimants on the School's behalf;
- 4) Providing prudent management of School funds deposited in the School's OSSBA Employment Services Program Account;
- 5) Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
- 6) Providing opportunities for employment training and information.

Information Access: The School will grant to OSSBA Third Party Administrator (TPA) access rights to the School's EZ Tax Express Account administered by the Oklahoma Employment Security Commission (OESC) in order for OSSBA to appropriately administer School's unemployment claims and assist with financial accounting and quarterly contribution reporting. Further, the School agrees to provide OSSBA with access to other information systems administered by the OESC if access is deemed necessary to process unemployment claims on School's behalf.

Additional Deposits: In the event that a payment or deduction from the School's OSSBA Employment Services Program Account would deplete the Account to an amount less than zero (0), the School will be required to make an additional deposit to replenish the Account prior to OSSBA making any payment to the OESC.

Withdrawal of Funds from OSSBA Employment Services Program Account: Upon signing an initial Service Agreement, the School will make an initial deposit in order to establish an OSSBA Employment Services Program Account through which the OSSBA will pay any necessary unemployment claim payments and any other necessary payments to the OESC on the School's behalf. The funds in the Account shall at all times remain School funds. Because the funds in the School's OSSBA Employment Services Program Account remain School funds, the School may withdraw any or all funds from the Account upon providing written notice to the OSSBA.

Term of Agreement: This Service Agreement will be effective for the 2024-2025 fiscal year which ends on June 30, 2025. This Service Agreement may be renewed for a subsequent fiscal year by the Board of Education of the School taking such necessary action.

Revision or termination of Agreement: Either party may revise this Service Agreement with 60 days' written notice to the other party. If either party does not fulfill what it has agreed upon in the above terms, then termination may be made within 30 days' written notice to the other party.

Signed:



Shawn Hime
OSSBA Executive Director

04/25/2024

Date

School Board President or Designee
Newcastle Public Schools 356

Date



Oklahoma Teacher & Leader Effectiveness

Please mail a signed copy of this document to:

OKTLE

2801 N. Lincoln Blvd., Suite 226
Oklahoma City, OK 73105

or

Scan and Email to info@OKTLE.com

or

Fax to: 405-495-2610

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the “Agreement”), dated as of _____, 2024, is made and entered into by and between **EMPLOYEE EVALUATION SYSTEMS, INC. (“EES”)**, whose notice address is 2801 N. Lincoln Blvd., suite 226, Oklahoma City, Oklahoma 73105, and **SCHOOL DISTRICT NO. _____ OF _____ COUNTY, OKLAHOMA, a/k/a _____ PUBLIC SCHOOLS (“District”)**.

RECITALS:

A. EES has developed a web application known as OKTLE for use with the teacher evaluation framework known as the Tulsa TLE Observation and Evaluation System. EES has developed a web application known as SEES for use in support employee evaluation. EES has also developed a web application for use with the McREL principal/leader evaluation system.

B. EES and the District desire to license the use of EES’s OKTLE, SEES, and/or McREL web-based Systems to the District for use in teacher, support employee and/or principal/leader evaluations for the 2024-2025 school year and thereafter.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, EES and District agree as follows:

1. **Grant of License.** Subject to the terms and conditions of this Agreement, EES hereby grants to District a non-exclusive, non-transferable license to use the OKTLE, SEES, and/or McREL web-based Systems (the “License”).

2. **Term.** The term of this Agreement shall be for one year, beginning July 1, 2024 and ending June 30, 2025.

3. **Support, Training and Services.** District’s license of the OKTLE, SEES, and/or McREL web-based Systems includes online access to the web-based teacher, support employee and principal/leader evaluation systems, online users guides, unlimited technical support, reports of observation and evaluation data, and training related to the operation of the web-based systems. State mandated training for evaluators on the Tulsa TLE Observation and Evaluation System or McREL principal/leader system is not included with this license, and may be obtained from the State or State licensed vendors according to the requirements of the Oklahoma State Department of Education.

4. License Fee.

OKTLE – Teacher Evaluation

\$27.50 per teacher

\$24.75 per teacher for members of OROS, ORES or USSA

For the 2024-2025 school year, the District will have

183 teachers

X 24.75 per teacher

OKTLE TOTAL 4,529.25

McRel – Leader Evaluation

~~\$200.00 per Leader/Principal~~

\$160.00 per Leader/Principal for OKTLE districts

For the 2024-2025 school year, the District will have

12 Leaders/Principals,

X \$160.00 per Leader/Principal

McREL TOTAL 1920.00

SEES - Support Employee Evaluation

\$20.00 per employee

\$16.00 per employee for OKTLE districts

For the 2024-2025 school year, the District will have

_____ support employees

X \$16.00 per employee

SEES TOTAL _____

TOTAL 2024-2025 SCHOOL YEAR COST \$10,449.25

5. **Release by District.** District, in consideration for the grant of the License and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby releases EES, its officers, agents and employees, from any and all liability or expense, including, without limitation, reasonable attorneys' fees, expenses, costs, judgments, settlements, or other costs to the extent arising out of or relating to (1) District's use, misuse or modification of the OKTLE, SEES, and/or McREL web-based Systems; or (2) District's failure to use corrections or enhancements to the OKTLE, SEES, and/or McREL web-based Systems provided to District by EES.

6. **District's Remedies.** District's exclusive remedy hereunder is termination of this Agreement.

7. **Limitation of Liability.** To the maximum extent permitted by law, under no circumstances shall either party be liable to the other for indirect, incidental, consequential, special or exemplary damages arising from this agreement or the breach hereof.

8. **Miscellaneous.**

(a) **Entire Agreement.** This Agreement constitutes the entire agreement of the parties relative to the licensing of use of the OKTLE, SEES, and/or McREL web-based Systems and supersedes all oral or written proposals or understandings concerning such subject matter. This Agreement may be modified only pursuant to a writing executed by both parties.

(b) **Severability.** If any of the provisions of this Agreement are held by a court of competent jurisdiction to be invalid or unenforceable under any applicable statute or rule of law, such provision shall, to that extent, be deemed omitted and the remaining portions of this Agreement shall remain in full force and effect.

(c) **Survivability.** The obligations set forth herein shall survive any termination of this Agreement.

(d) **Waiver.** No term or provision of this Agreement shall be deemed to be waived and no consent to any breach or default shall be deemed to have been made unless such waiver or consent shall be in writing signed by the party against whom the waiver or consent is asserted. The waiver of one breach or default or any delay in exercising any rights under this Agreement shall not constitute a waiver of any subsequent breach or default.

(e) **Construction.** Descriptive headings or captions in this Agreement are for convenience only and shall not affect the construction or application of this Agreement. No rule of construction requiring interpretation against the drafting party shall be applied or given effect.

(f) **Intellectual Property.** District shall cooperate fully with EES in the maintenance and protection by EES of any rights or interests of EES in the OKTLE, SEES, and/or McREL web-based Systems or other intellectual property or interests therein that are the subject matter of this License.

IN WITNESS WHEREOF, EES and District have executed this Agreement as of the ____ day of _____, 2024.

EMPLOYEE EVALUATION SYSTEMS, INC.

By: 
President

“EES”

INDEPENDENT SCHOOL DISTRICT NO. ____
OF _____ COUNTY, OKLAHOMA,
a/k/a _____ PUBLIC SCHOOLS

By: _____
For the District

“DISTRICT”

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 562 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	562	04/05/2024	51821	Arvest Bank Operations Inc	BPA NLC	2,700.00
			412-1000-653-316-8100-000-705		04/05/2024	2,700.00
					BPA National Leaders ConferenceFlight \$550Hotel \$1,000Meals \$500Transportation \$200 (taxis/ubers)Incidentals \$300Fares/advisor dinner/ Activity \$200	
11	564	04/05/2024	50352	Business Professionals of America	BPA Conference	576.00
			412-1000-653-316-8100-000-705		04/05/2024	576.00
					Leadership Conference RegistrationThis is split between both instructors, \$288 each.	
11	565	04/05/2024	344	CCOSA	CCOSA Summer Leadership Conference	6,500.00
			082-2573-810-000-0000-000-050		04/05/2024	2,000.00
			082-2573-810-000-0000-000-105		04/05/2024	1,500.00
			082-2573-810-000-0000-000-110		04/05/2024	1,000.00
			082-2573-810-000-0000-000-505		04/05/2024	1,000.00
			082-2573-810-000-0000-000-705		04/05/2024	1,000.00
11	566	04/08/2024	51821	Arvest Bank Operations Inc	Notary Renewal	80.00
			000-2511-810-000-0000-000-050		04/08/2024	40.00
			000-2511-810-000-0000-000-050		04/09/2024	40.00
11	567	04/08/2024	51847	Kid Spark Education	STEM Supplies	1,700.00
			552-1000-619-496-0000-000-110		04/08/2024	1,400.00
			024-1000-619-496-0000-000-110		04/08/2024	300.00
					Foundational Fluencies for students in STEM class	
					Shipping charges coverage for STEM supplies PO	
11	568	04/08/2024	2858	Capital One/Walmart	Sewing Materials	400.00
			412-1000-619-314-8400-000-705		04/08/2024	400.00
					Sewing supplies	
11	569	04/09/2024	51848	Basics Plus Inc	Books	520.00
			074-2220-641-000-0000-000-705		04/09/2024	520.00
					Books	
11	570	04/09/2024	47944	Amazon	Books	831.85
			074-2220-641-000-0000-000-705		04/09/2024	831.85
					Books	
11	571	04/09/2024	47944	Amazon	(563) JOM Graduation Cords (15)	100.65
			563-2410-682-000-0000-000-705		04/09/2024	100.65
					(563) JOM Graduation Cords (15)	
11	572	04/09/2024	51821	Arvest Bank Operations Inc	Hotel Reservations - Walker, Mathis, Cochran	350.00
			082-2575-580-000-0000-000-050		04/09/2024	350.00
					TCLA Missouri VisitWalker, Mathis, Cochran2 Rooms	
11	573	04/10/2024	51821	Arvest Bank Operations Inc	Hyatt hotel for convention (to cover england)	300.00
			412-2199-580-314-8400-000-705		04/10/2024	300.00
					Hyatt Hotel room- to cover Advisor	
11	574	04/10/2024	51770	Gleim Publications	Two (2) Flight Simulators	11,279.80
			408-1000-619-318-5010-000-705		04/10/2024	11,279.80
					Gleim Virtual Cockpit Ultimate Set withHoneycomb Yoke and Throttle	
11	575	04/10/2024	470	Jostens, Inc.	Valedictorian Stoles	270.00
			021-2199-682-000-0000-000-705		04/10/2024	270.00
					Valedictorian Stoles	
11	576	04/11/2024	191	Okla State School Boards Assoc Inc	Understanding Agendas and Meeting Etiquette	60.00
			000-2319-810-000-0000-000-050		04/11/2024	60.00
					Tiffany Elczyn - Understanding Agendas and Etiquette-April 15th at noon	

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 562 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	577	04/15/2024	51853	Oklahoma Assistive Technology	OATECA Systems	18,035.37	
				OATECA Systems-Mileage Cost for Training IncludedPick Up-No S & H	000-1000-619-239-0000-000-105 000-1000-619-239-0000-000-505 000-1000-619-239-0000-000-705	04/15/2024 04/15/2024 04/15/2024	9,017.69 4,508.84 4,508.84
11	578	04/15/2024	540	CORY'S AUDIO VISUAL SERVICES LLC	Audio for Graduation	16,000.00	
				Audio for Graduation	021-2490-682-000-0000-000-705	04/15/2024	16,000.00
11	579	04/15/2024	47944	Amazon	(722) Book Study books	904.80	
				(722) "Help for Billy" Books for teacher book study (65)	722-2213-619-000-0000-000-105 722-2213-619-000-0000-000-110	04/15/2024 04/15/2024	556.80 348.00
11	580	04/16/2024	8385	SCHOOL NUTRITION ASSOC OF OKLAHOMA	SY24-25 SNA Summer Conference	320.00	
				Paulla Bowden (SNA Member) Summer Conference and ABVM training for SY24-25 . Registration required before June 1st or added fees required.	000-3180-860-700-0000-000-050	04/16/2024	140.00
				Crystal Tacker(non member) Summer Conference and ABVM training for SY24-25 . Registration required before June 1st or added fees required.	000-3180-860-700-0000-000-050	04/16/2024	180.00
11	581	04/16/2024	1883	SANDALL FIVE INC.	Oxyacetylene Cutting Torches	450.00	
				Oxyacetylene Cutting Torch	412-1000-656-311-8000-000-705	04/16/2024	450.00
11	582	04/16/2024	51821	Arvest Bank Operations Inc	Teacher Travel	700.00	
				Travel to Stillwater for Project Selection and Cattle Shows.4/19-21/24	412-1000-580-311-8000-000-705	04/16/2024	700.00
11	583	04/17/2024	51821	Arvest Bank Operations Inc	BPA NLC Expenses	2,955.00	
				Flight - \$550Hotel - \$1,200Meals - \$500Taxi/Uber - \$200Incidentals - \$250Fares - \$75Conference/BPA Trip - \$200	412-1000-653-316-8100-000-705	04/17/2024	2,955.00
11	584	04/18/2024	51811	SylogistEd Inc	Catalyst Conference July 25-26, 2024	190.00	
				Catalyst Conference July 25-26, 2024 in OKC for Shasta Smith & Destiny West	082-2511-860-000-0000-000-050	04/18/2024	190.00
11	585	04/18/2024	51821	Arvest Bank Operations Inc	Four Pan Hot food table for Elem. cafe	2,644.73	
				INCREASE OF PO #2024-11-585 FOR SHIPPING COSTS.	000-3140-810-700-0000-000-050	04/22/2024	34.75
				Vollrath 38218 ServeWell® SL Electric Four Pan Hot Food Table 208/240V - Sealed Well	000-3140-651-700-0000-000-105	04/18/2024	1,729.00
				Vollrath 38054 Single Deck Cafeteria Guard with Acrylic Panel for Vollrath 4 Well / Pan Hot or Cold Food Tables	000-3140-651-700-0000-000-105	04/18/2024	498.49
				Vollrath 2343101 61 1/4" x 6 1/4" ServeWell® Polyethylene Cutting Board	000-3140-617-700-0000-000-105	04/18/2024	82.49
				shipping -common carrier w liftgate	000-3140-651-700-0000-000-105	04/18/2024	300.00
11	586	04/18/2024	344	CCOSA	Registration for Kiley Rios for CCOSA Conference	1,100.00	
				Kiley Registration CCOSA Leadership Conference 6/13-6/14	082-2573-860-000-0000-000-050	04/18/2024	1,100.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 562 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	587	04/18/2024	51854	Kiley B Rios	Consultant fee	10,000.00
			000-2340-337-239-0000-000-050		04/18/2024	10,000.00
11	588	04/18/2024	51844	Resilite Sports Products	Wrestling Practice Mat	11,700.00
			019-2199-731-000-0000-000-705		04/18/2024	11,700.00
					New practice mat to replace worn out mat in wrestling room.	
11	589	04/22/2024	191	Okla State School Boards Assoc Inc	Safe schools webinar	120.00
			082-2573-860-000-0000-000-050		04/22/2024	60.00
					webinar with OSSBA attorneys to learn more about safety in schools and the laws that apply to it	
			082-2573-860-000-0000-000-050		04/23/2024	60.00
					PO increase for 589; increase required due to one more person attending; this is for a safety in schools webinar	
11	590	04/22/2024	82583	KAISHA MATHIS	Reimbursement Meals for Trip	150.00
			000-2575-930-000-0000-000-050		04/22/2024	150.00
					Reimbursement Meals for Trip Kaisha	
11	591	04/22/2024	82845	KRISTA COCHRAN	Reimbursement Meals for Trip	150.00
			000-2575-930-000-0000-000-050		04/22/2024	150.00
					Reimbursement Meals for Trip	
11	592	04/22/2024	51821	Arvest Bank Operations Inc	cheer mats	8,320.00
			019-1000-619-813-3330-000-705		04/22/2024	8,320.00
					cheer mats	
11	593	04/30/2024	47944	Amazon	(722) Calm Down/Behavioral Room Supplies	1,000.00
			722-1000-619-100-1050-000-105		04/30/2024	1,000.00
					(722) Calm Down/Behavioral Room Supplies	
11	594	05/01/2024	51821	Arvest Bank Operations Inc	Travel Expenses	1,000.00
			412-1000-580-311-8000-000-705		05/01/2024	1,000.00
					Teacher Room and Meals for State Judging Contest May3-4Teacher Room and Meals for State FFA Convention May 6-8Possible Fuel Charges	
11	595	05/01/2024	51821	Arvest Bank Operations Inc	Travel Expenses	1,000.00
			412-1000-580-311-8000-000-705		05/01/2024	1,000.00
					Travel Expenses for Project buying trip for Sheep and Goats for students.June 5-9, 2024San Angelo, TX; Garden City, TX; Mason, TX; Eldorado, TX; Elk City, OK.Possible Fuel expenses Rooms and Meals	
11	596	05/01/2024	50392	CHICKASAW	(376) Radios (2 for Transportation, 1 for new bus)	4,430.00
			376-2670-360-000-0000-000-050		05/01/2024	75.00
			376-2670-360-000-0000-000-050		05/01/2024	2,950.00
			376-2670-360-000-0000-000-105		05/01/2024	351.25
			376-2670-360-000-0000-000-110		05/01/2024	351.25
			376-2670-360-000-0000-000-505		05/01/2024	351.25
			376-2670-360-000-0000-000-705		05/01/2024	351.25
					(376) Radios - On Airtime (\$75 for all 3)2 - Handhelds for Transportation Dept.1 - Bus radio for new full size bus	
11	597	05/01/2024	51627	Pro-Vision Solutions LLC	(795) Camera hardware (No installation)	5,648.00
			795-2720-653-000-0000-000-050		05/01/2024	5,648.00
					(795) Bus Cameras - 4 BusesHardware only (no installation)	
11	598	05/06/2024	344	CCOSA	Genevieve Craig-CCOSA Summer Conference	550.00
			082-2573-810-000-0000-000-705		05/06/2024	550.00
					Registration for Genevieve Craig for CCOSA Summer Conference	
11	599	05/06/2024	51562	Midwest Bus Sales Inc	N37 Body Repairs	2,898.75
			009-2740-439-000-0000-000-050		05/06/2024	2,898.75
					N37 Body Repairs	

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 562 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	600	05/07/2024	47944	Amazon	STEM Table Top Centers	700.00
			024-1000-651-100-0000-000-110		05/07/2024	700.00
					Center items for STEM class to include magnetic tiles, Legos, building toys, etc.	
11	601	05/07/2024	50392	CHICKASAW	(376) 2 Hanheld radios for ES and HS Cafe's	930.00
			376-2670-653-000-0000-000-105		05/07/2024	465.00
			376-2670-653-000-0000-000-705		05/07/2024	465.00
					(376) 2 Handheld radios for ES and HS Cafe's	
11	602	05/07/2024	33315	J & W Tire	Tires on N22 SPED	2,400.00
			009-2740-439-000-0000-000-050		05/07/2024	2,400.00
					Tires on N22 SPED	
11	603	05/07/2024	47944	Amazon	(367)Summer Learning Backpacks	1,800.00
			367-1000-619-427-0000-000-110		05/07/2024	1,800.00
					(367) Summer learning backpack materials	
11	604	05/07/2024	33892	Oklahoma Schools Insurance Group	Deductible Bus Accident 4/10/24	1,000.00
			000-2650-810-000-0000-000-050		05/07/2024	1,000.00
					Deductible for bus accident 4/10/24	
11	605	05/07/2024	51562	Midwest Bus Sales Inc	N31 Caliber/Axle wheel seal leak	674.34
			009-2740-439-000-0000-000-050		05/07/2024	674.34
					N31 Caliber/Axle wheel seal leak	
11	606	05/08/2024	47944	Amazon	(561) Native American books for students	1,446.45
			561-2199-641-000-0000-000-105		05/08/2024	723.23
			561-2199-641-000-0000-000-110		05/08/2024	723.22
					(561) Native American Cultural books for students	
11	607	05/08/2024	51821	Arvest Bank Operations Inc	American Fidelity	465.20
			000-2574-529-000-0000-000-050		05/08/2024	465.20
					American Fidelity K Wright	
11	608	05/08/2024	8339	Allied Universal Tech Services	(376) Student and Staff ID Badges - 200 count	1,022.00
			376-2670-619-000-0000-000-705		05/08/2024	1,022.00
					(376) Student and Staff ID Badges - 200 count	
11	609	05/08/2024	51859	Kevin Connywerdy	(561) Native American Dance Troupe	800.00
			561-2199-322-000-0000-000-105		05/08/2024	400.00
			561-2199-322-000-0000-000-110		05/08/2024	400.00
					(561) Native American Dance Troupe	
11	610	05/09/2024	51562	Midwest Bus Sales Inc	N37 Body damage fixed-Insurance	3,000.00
			009-2740-439-000-0000-000-050		05/09/2024	3,000.00
					N37 Body damage fixed- Insurance	
11	611	05/09/2024	47944	Amazon	Tape for moving	103.76
			000-2511-619-000-0000-000-705		05/09/2024	103.76
					Tape for moving classrooms	

Non-Payroll Total:	\$130,276.70
Payroll Total:	\$0.00
Balance Forward:	\$6,500.00
Report Total:	\$136,776.70

Change Order Listing

Options: Fund: General Fund, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 4/5/2024 - 5/9/2024, PO Range: 1 - 561, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
25	07/01/2023	717	ImageNet Consulting LLC	Copier Service Agreement	21,000.00
	Increase PO # 11-25 to finish year.	000-2230-611-000-0000-000-050		05/06/2024	21,000.00
58	07/01/2023	2858	Capital One/Walmart	(412) FACS Food (England)	500.00
	Increasing Foods PO for more groceries	412-1000-619-314-8400-000-705		05/06/2024	500.00
69	07/01/2023	1696	Coca-Cola Southwest Beverages LLC	Cafeteria Ala Carte Beverage Purchases	3,500.00
	Increase to PO # 69 for items to sell ala carte.	000-3150-630-700-0000-000-705		05/08/2024	3,500.00
80	07/01/2023	296	Ross Transportation, Inc.	Transportation Parts	3,500.00
	Increase PO# 11-80	009-2740-612-000-0000-000-050		04/16/2024	3,500.00
87	07/01/2023	51571	Marshall Auto Supply LLC	Parts for Transportation	2,000.00
	Increase PO#11-87	009-2740-612-000-0000-000-050		04/23/2024	2,000.00
104	07/06/2023	51627	Pro-Vision Solutions LLC	(795) Bus Cameras - 3 buses	-86.00
	(795) Bus camera installation - 3 new buses - installation included	795-2720-653-000-0000-000-050		07/06/2023 04/16/2024	-86.00
111	07/11/2023	10028	Prosperity Bank	Travel for Judging Contest	-236.05
	Teacher Travel for OSU Animal Science Field Days July 18-20	412-1000-580-311-8000-000-705		07/24/2023 05/02/2024	-236.05
116	07/11/2023	47944	Amazon	Tools for Transportation and supplies	350.00
	Tools for Transportation	009-2740-612-000-0000-000-050		04/30/2024	350.00
121	07/17/2023	51627	Pro-Vision Solutions LLC	(795) Bus Cameras - 4 Buses	-2,458.50
	(795) Bus Cameras - 4 Buses	795-2720-653-000-0000-000-050		07/17/2023 04/16/2024	-2,458.50
154	07/27/2023	10028	Prosperity Bank	OK Summit Meals and Lodging	-295.21
	OK Summit Meals and Lodging	412-1000-580-311-8000-000-705		07/27/2023 05/02/2024	-295.21
239	08/29/2023	4444	GENE SEARS SUPPLY CO	Shooting Sports Supplies	-389.65
	1 pallet of skeet 20 cases of 12 gauge shells	412-1000-619-311-8000-000-705		08/29/2023 05/02/2024	-389.65
243	08/30/2023	5330	DIANE WATSON	FY24 Mileage Reimbursement	130.00
	Increase PO 11-243 for mileage to state contest	015-1000-580-100-3000-000-705		05/06/2024	130.00
285	09/26/2023	10028	Prosperity Bank	(412-Morgan) Tulsa State Fair Travel Expenses	-625.39
	Tulsa State Fair Meals and Hotels Oct 1 - 8	412-1000-580-311-8000-000-705		09/26/2023 05/02/2024	-625.39
298	10/03/2023	470	Jostens, Inc.	(563) JOM Cap and Gown for Seniors (13)	27.35
	(563) Increase PO 298	563-2490-619-000-0000-000-705		04/23/2024	27.35
328	10/24/2023	2105	Lowe's Business Account	Freezer	-65.02
	Whirlpool - 19.65-cu ft Frost-free Upright Freezer (White) Shipping and Haul off Fee	412-1000-651-311-8000-000-705		10/24/2023 05/02/2024	-65.02
380	12/01/2023	51277	Midcon Data Services	Office shredding service	1,000.00
	Increase PO 11-380 Shred Storage files	000-2511-423-000-0000-000-050		05/03/2024	500.00
	Increase PO # 11-380	000-2511-423-000-0000-000-050		04/15/2024	500.00
427	01/29/2024	2858	Capital One/Walmart	Food for life skills assignment	-1.70
	Food/ supplies for life skills assignment	022-1000-619-239-0000-000-505		01/29/2024 04/09/2024	-1.70
452	02/13/2024	47944	Amazon	Classroom Manipulatives	-62.78
	Classroom Manipulatives	022-1000-619-100-0000-000-505		02/13/2024 04/09/2024	-62.78

Change Order Listing

Options: Fund: General Fund, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 4/5/2024 - 5/9/2024, PO Range: 1 - 561, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
466	02/22/2024	47944	Amazon	Office Supplies	-1.31
			Office Supplies	022-2410-619-000-0000-000-505	02/22/2024 04/09/2024 -1.31
471	02/22/2024	493	Capital One/Sam's Club	Door mats for portable classrooms	-200.00
			Door mats for portable classrooms	022-2620-618-000-0000-000-505	02/22/2024 04/09/2024 -200.00
472	02/22/2024	47944	Amazon	Tennis balls for portable desk legs	-24.01
			Tennis balls for desk legs in portable classrooms	022-2620-618-000-0000-000-505	02/22/2024 04/09/2024 -24.01
490	02/26/2024	47944	Amazon	Classroom Allowance	-2.26
			A little Spot of Emotion box set and Sterilite storage containers	031-1000-619-100-0000-000-110	02/26/2024 05/02/2024 -2.26
542	03/11/2024	51821	Arvest Bank Operations Inc	Meals For OYE	-559.00
			OYE Meals Daily Per Diem	412-2199-682-311-8000-000-705	03/11/2024 05/02/2024 -559.00
553	04/01/2024	51562	Midwest Bus Sales Inc	Hood Services for Bluebird Buses	1,000.00
			Increase PO #553	009-2740-439-239-0000-000-050	04/11/2024 1,000.00
556	04/02/2024	51821	Arvest Bank Operations Inc	Teacher Travel	-106.92
			Teacher Hotel and Meals to Judging Contests in El Reno, Miami, and Muskogee.	412-1000-580-311-8000-000-705	04/02/2024 05/02/2024 -106.92

Non-Payroll Total:	\$27,893.55
Payroll Total:	\$0.00
Report Total:	\$27,893.55

Project Totals

000	NON-CATEGORICAL	25,500.00
009	Transportation - Yolanda	6,850.00
015	Mileage Reimbursements	130.00
022	MS BUDGET	-289.80
031	CLASSROOM ALLOWANCE	-2.26
412	VOCATIONAL ASSISTANCE GRANT	-1,777.24
563	J O'Malley Program	27.35
795	ARP (ESSER III)	-2,544.50

Unit Totals

050	DISTRICTWIDE	26,305.50
110	EARLY CHILDHOOD	-2.26
505	MIDDLE SCHOOL	-289.80
705	HIGH SCHOOL	1,880.11

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 125 - 9999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
21	125	04/09/2024	51849	Home Bound Solutions LLC	ADA Ramps	17,310.07	
				A.D.A. Ramps for the Highschool	318-2199-651-000-0000-000-705	04/10/2024	17,310.07
21	126	04/16/2024	2747	HOBART/ITW FOOD EQUIPMENT	Dishwasher Elementary	1,000.00	
				Dishwasher Elementary Cafeteria	018-3140-651-700-0000-000-105	04/16/2024	1,000.00
21	127	04/17/2024	51821	Arvest Bank Operations Inc	Spray wand	60.00	
				Spray wand	011-2640-618-000-0000-000-050	04/17/2024	60.00
21	128	04/24/2024	33315	J & W Tire	Mower tire	62.09	
				Mower ttire	011-2640-612-000-0000-000-050	04/24/2024	62.09
21	129	04/24/2024	5790	DB Diesel Repair LLC	Reel mower repair	953.74	
				Reel mower repair	011-2640-439-000-0000-000-050	04/24/2024	953.74
21	130	04/29/2024	51855	D.L. Logan's LLC	Glass replacement	1,127.03	
				window admin/auditorium	011-2620-438-000-0000-000-050	04/29/2024	1,127.03
21	131	05/01/2024	51821	Arvest Bank Operations Inc	quick dry for bsb/fps fields	1,300.00	
				quick dry for bsb/fps fields form Siteone landscaping.	011-2630-714-000-0000-000-705	05/01/2024	1,000.00
				additional \$300 on PO 131	011-2630-714-000-0000-000-705	05/01/2024	300.00
21	132	05/09/2024	2747	HOBART/ITW FOOD EQUIPMENT	Dish Machine repair	606.42	
				Labor Service hours (2 Hours) @\$160.00 per hour	018-3140-651-700-0000-000-505	05/09/2024	320.00
				Trip Charge	018-3140-651-700-0000-000-505	05/09/2024	202.00
				Part- Valve	018-3140-651-700-0000-000-505	05/09/2024	84.42
21	133	05/09/2024	2747	HOBART/ITW FOOD EQUIPMENT	DISH MACHINE REPAIR	480.00	
				Repair on dish machine -bad ring.	018-3140-651-700-0000-000-705	05/09/2024	480.00
21	134	05/09/2024	51252	SupplyOne Oklahoma City Inc	Boxes for moving	935.00	
				Boxes for moving	011-2620-619-000-0000-000-050	05/09/2024	935.00

Non-Payroll Total: \$23,834.35
Payroll Total: \$0.00
Balance Forward: \$0.00

Report Total: \$23,834.35

Change Order Listing

Options: Fund: Building Fund, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 4/5/2024 - 5/9/2024, PO Range: 1 - 124, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2023	9234	City of Newcastle	District water utilities	22,500.00
			Increase PO # 21-1 to finish out year. 000-2620-410-000-000-050	05/06/2024	22,500.00
10	07/01/2023	5091	FER Waste Services LLC	district trash service	6,000.00
			increase po 21 10 011-2620-420-000-0000-000-050	04/05/2024	2,109.00
			011-2620-420-000-0000-000-050	04/05/2024	2,645.06
			011-2620-420-000-0000-000-050	04/05/2024	1,245.94
13	07/01/2023	33318	A-Russell's Mr. Rooter	sewer line service	1,000.00
			Increase PO # 21-13 011-2620-437-000-0000-000-050	04/15/2024	1,000.00
16	07/01/2023	33319	Ferguson Enterprises, Inc.	plumbing and electrical supplies	1,500.00
			Increase PO# 21-16 011-2620-618-000-0000-000-050	04/15/2024	1,500.00
24	07/01/2023	586	KONE Inc	elevator inspection quarterly	477.06
			Increase po# 21-24 012-2670-438-000-0000-000-050	04/17/2024	477.06
112	11/29/2023	51803	HPL Ventures LLC	Portable RR Middle School	19,800.00
			Increase PO# 21-112 318-2620-438-000-0000-000-050	04/08/2024	19,800.00
Non-Payroll Total:					\$51,277.06
Payroll Total:					\$0.00
Report Total:					\$51,277.06

Project Totals		
000	NON-CATEGORICAL	22,500.00
011	Maintenance - General	8,500.00
012	Fire/ Safety/ Security - Joe	477.06
318	Redbud School Funding Act	19,800.00

Unit Totals		
050	DISTRICTWIDE	51,277.06

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 27 - 9999, Fund Codes: 32

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
32	27	04/09/2024	47944	Amazon	Electric Trailer Dolly & Battery	273.97	
				Electric trailer dolly & battery for HVAC equipment/tool trailer cart	010-2620-618-000-0000-000-050	04/09/2024	273.97
32	28	04/23/2024	47944	Amazon	Bandsaw for HVAC gas pipe cutting	200.00	
				Dewalt bandsaw for cutting gas pipe on new HVAC unit installations	010-2620-618-000-0000-000-050	04/23/2024	200.00
32	29	04/24/2024	51780	MRC Lifting Services Inc	Crane Rental For MS, Rms 401/402 RTU Replacement	600.00	
				Crane rental to replace 2 rooftop units for Rms 401 & 402 at the Middle Schoo	010-2640-442-000-0000-000-505	04/24/2024	600.00
32	30	04/30/2024	5742	ES2, Inc.	Servicing of High School BAS System (WEBCTRL)	9,212.00	
				Service & parts (3 G5CE routers: one for HS Fieldhouse, one for HS Auditorium, and one for HS Concession) to resolve communication issues with BAS system (WEBCTRL). Preliminary troubleshooting service costs included.	010-2640-433-000-0000-000-705	04/30/2024	9,212.00

Non-Payroll Total:	\$10,285.97
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$10,285.97

Encumbrance Register

Options: Year: 2023-2024, Date Range: 4/5/2024 - 5/9/2024, PO Range: 53 - 9999, Fund Codes: 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
39	53	04/24/2024	2766	CDW LLC	Fortigate Firewall Licensing (1 year, ERATE)	6,268.24	
				Fortigate Firewall Licensing Renewal (1 year)ERATE to reimburse 60%BEAR MethodFRN# 2499050106471# 241034626"Net 30-day Term"	000-2580-653-000-0000-000-105	04/24/2024	1,567.06
					000-2580-653-000-0000-000-110	04/24/2024	1,567.06
					000-2580-653-000-0000-000-505	04/24/2024	1,567.06
					000-2580-653-000-0000-000-705	04/24/2024	1,567.06
Non-Payroll Total:						\$6,268.24	
Payroll Total:						\$0.00	
Balance Forward:						\$0.00	
Report Total:						\$6,268.24	

**Newcastle Public Schools
Payroll Summary
May 14th, 2024**

Monthly Payroll (04/25/2024)	\$1,516,492.04
Extra Duty Payroll (05/16/2024)	\$49,554.21
LETRS State Stipend (5/16/2024)	\$645.90



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: M.S. Student Store Account #: 934 Site #: M.S.

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Sales of water, chips, candy</u>	<u>Aug thru May</u>
<u>Candygrams</u>	<u>Oct. Dec. & Feb.</u>
<u> </u>	<u> </u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Board Approved Fundraisers

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Revenue is spent for art supplies for M. S. Art classes.
Also purchase for library needs and any class expenses.

Kathy Cannon
Sponsor Name

5/1/2024 2024/25
Date Submitted School Year

Sponsor Signature

Activity Fund Custodian Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: M.S. Art Account #: 910 Site #: M.S.

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Art fees</u>	<u>Aug thru May</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Board Approved Fundraisers

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Revenue is spent for art supplies for M. S. Art classes and T Shirts for supporters of 'pomp' project.

Kathy Cannon

Sponsor Name

Kathy Cannon

Sponsor/Signature

[Signature]

Supervisor Signature (if Applicable)
(Principal or Athletic Director)

5/1/2024

Date Submitted

2024/25

School Year

Shawta Smith

Activity Fund Custodian Signature

Dr. Cathy Walker

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Choir Account #: 944 Site #: 705

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Racers Got Talent Show</u>	<u>November</u>
<u>Snap!Raise Fundraiser</u>	<u>February</u>
<u> </u>	<u> </u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Restaurant promotions
 Brochure fundraisers
 Other fundraisers
 Ticketed performances
Board Approved Fundraisers

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Contest fees; meals/food; activity and/or travel expenses; concert attire; sheet music; educational resources; instruments; sound equipment; instrument upkeep/tuning; awards/scholarships; special events/banquet

Sarah Stancil

Sponsor Name

Sarah Stancil
Sponsor Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

3/25/2024

Date Submitted

2024-2025

School Year

Shasta Smith
Activity Fund Custodian Signature

Dr. Cathy Walker
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Insurance and Repair Fee Account #: 901 Site #: District

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Insurance Payments for 1:1 devices
 Repair Payments for 1:1 devices
 Other payments related to 1:1 devices
 Sale of surplus chromebooks
 Board approved fundraisers

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Purchase Chromebooks ***
 Revenue will be transferred into general fund for purposes of paying for parts, repairs and other related services
 Repair parts for Chromebooks, other IT supplies/materials

Kristi Ferguson

Sponsor Name

Kristi Ferguson
Sponsor Signature

5/22/24

Date Submitted

Shanta Smith
Activity Fund Custodian Signature

2023-2024

School Year

Supervisor Signature if Applicable
(Principal or Athletic Director)

Dr. Cathy Walker
Chief Financial Officer Signature

Date Approved by Board of Education

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 General Fund						
Series - 1000						
Source - 1110 Ad Valorem (Current)	\$0.00	\$5,104,581.80	\$0.00	\$5,104,581.80	N/A	\$78,553.47
Source - 1120 Ad Valorem (Prior Years)	\$0.00	\$129,500.12	\$0.00	\$129,500.12	N/A	\$2,892.37
Source - 1130 Revenue in Lieu of Taxes	\$0.00	\$57,393.09	\$0.00	\$57,393.09	N/A	\$0.00
Source - 1310 Interest Earnings	\$0.00	\$339,947.34	\$0.00	\$339,947.34	N/A	\$61,263.90
Source - 1352 Interest on Unapportioned Tax	\$0.00	\$1,216.86	\$0.00	\$1,216.86	N/A	\$886.54
Source - 1390 OTHER EARNINGS ON INVESTMENTS	\$0.00	\$785.73	\$0.00	\$785.73	N/A	\$73.05
Source - 1410 Rental - School Facilities	\$0.00	\$580.75	\$0.00	\$580.75	N/A	\$0.00
Source - 1420 RENTAL NOT SCHOOL FACILITIES	\$0.00	\$11,865.00	\$0.00	\$11,865.00	N/A	\$0.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$21,740.00	\$0.00	\$21,740.00	N/A	\$0.00
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$19,033.96	\$0.00	\$19,033.96	N/A	\$0.00
Source - 1550 WORKER'S COMPENSATION	\$0.00	\$4,577.50	\$0.00	\$4,577.50	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$296,071.91	\$0.00	\$296,071.91	N/A	\$87,790.62
Source - 1660 Mineral Royalties / Lease Revenue	\$0.00	\$679.80	\$0.00	\$679.80	N/A	\$0.00
Source - 1690 Misc Revenue District Sources	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1692 MISC REVENUE	\$0.00	\$4,005.01	\$0.00	\$4,005.01	N/A	\$2,014.94
Source - 1710 CNP / Student Meals	\$0.00	\$20,000.00	\$0.00	\$20,000.00	N/A	\$0.00
Source - 1720 CNP / A La Carte or Catering	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1730 CNP / Adult Meals	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Series - 1000 Total	\$0.00	\$6,011,978.87	\$0.00	\$6,011,978.87	N/A	\$233,474.89
Series - 2000						
Source - 2100 County 4 Mil	\$0.00	\$491,550.61	\$0.00	\$491,550.61	N/A	\$19,480.41
Source - 2200 County Mortgage	\$0.00	\$92,745.22	\$0.00	\$92,745.22	N/A	\$8,515.10
Series - 2000 Total	\$0.00	\$584,295.83	\$0.00	\$584,295.83	N/A	\$27,995.51
Series - 3000						
Source - 3110 Gross Production	\$0.00	\$722,027.97	\$0.00	\$722,027.97	N/A	\$70,852.52
Source - 3120 Motor Vehicle	\$0.00	\$768,551.30	\$0.00	\$768,551.30	N/A	\$100,915.34
Source - 3130 Rural Electric	\$0.00	\$218,126.44	\$0.00	\$218,126.44	N/A	\$23,297.60
Source - 3140 School Land	\$0.00	\$316,401.99	\$0.00	\$316,401.99	N/A	\$31,264.04
Source - 3150 Vehicle Tax	\$0.00	\$3,278.05	\$0.00	\$3,278.05	N/A	\$559.99
Source - 3210 State Aid	\$0.00	\$5,235,580.32	\$0.00	\$5,235,580.32	N/A	\$654,752.90
Source - 3250 Flex Benefit Allowance	\$0.00	\$1,403,770.50	\$0.00	\$1,403,770.50	N/A	\$175,471.32
Source - 3310 Alternative Education	\$0.00	\$15,033.09	\$0.00	\$15,033.09	N/A	\$0.00
Source - 3412 National Board Cert Teacher	\$0.00	\$5,000.00	\$0.00	\$5,000.00	N/A	\$0.00
Source - 3415 READING SUFFICIENCY	\$0.00	\$28,441.60	\$0.00	\$28,441.60	N/A	\$0.00
Source - 3420 State Textbook	\$0.00	\$172,497.86	\$0.00	\$172,497.86	N/A	\$0.00
Source - 3435 REDBUD SCHOOL FUNDING ACT	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 3436 School Resource Officer Program	\$0.00	\$4,530.00	\$0.00	\$4,530.00	N/A	\$0.00
Source - 3620 STATE LAND REIMBURSEMENT	\$0.00	\$9.57	\$0.00	\$9.57	N/A	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$0.00	\$4,000.00	\$0.00	\$4,000.00	N/A	\$0.00
Source - 3720 STATE MATCHING	\$0.00	\$5,020.88	\$0.00	\$5,020.88	N/A	\$0.00
Source - 3811 Career Tech Salary	\$0.00	\$11,640.00	\$0.00	\$11,640.00	N/A	\$1,980.00
Source - 3812 Career Tech Program	\$0.00	\$47,375.00	\$0.00	\$47,375.00	N/A	\$14,125.00

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 3/31/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 3892 Lottery Grants	\$0.00	\$12,192.00	\$0.00	\$12,192.00	N/A	\$0.00
Series - 3000 Total	\$0.00	\$8,973,476.57	\$0.00	\$8,973,476.57	N/A	\$1,073,218.71
Series - 4000						
Source - 4140 Title V - Indian Ed	\$0.00	\$73,223.98	\$0.00	\$73,223.98	N/A	\$7,400.24
Source - 4210 Title I - Part A	\$0.00	\$196,273.51	\$0.00	\$196,273.51	N/A	\$42,898.50
Source - 4271 Title II - Part A	\$0.00	\$31,747.51	\$0.00	\$31,747.51	N/A	\$803.32
Source - 4310 IDEA - Part B Flowthrough	\$0.00	\$201,122.55	\$0.00	\$201,122.55	N/A	\$0.00
Source - 4442 Title IV - Part A - SSAE	\$0.00	\$5,883.06	\$0.00	\$5,883.06	N/A	\$1,251.34
Source - 4470 Title V - RLIS	\$0.00	\$40,295.83	\$0.00	\$40,295.83	N/A	\$9,317.39
Source - 4550 Johnson O'Malley	\$0.00	\$13,974.27	\$0.00	\$13,974.27	N/A	\$0.00
Source - 4689 OTHER FEDERAL GRANTS	\$0.00	\$788,735.69	\$0.00	\$788,735.69	N/A	\$116,480.03
Source - 4705 CNP Emergency Operational Costs	\$0.00	\$64,882.10	\$0.00	\$64,882.10	N/A	\$0.00
Source - 4710 CNP Federal Lunch	\$0.00	\$306,590.06	\$0.00	\$306,590.06	N/A	\$49,342.83
Source - 4720 CNP Federal Breakfast	\$0.00	\$101,771.75	\$0.00	\$101,771.75	N/A	\$17,005.61
Source - 4821 Carl Perkins Grant	\$0.00	\$21,629.52	\$0.00	\$21,629.52	N/A	\$0.00
Series - 4000 Total	\$0.00	\$1,846,129.83	\$0.00	\$1,846,129.83	N/A	\$244,499.26
Series - 5000						
Source - 5160 Activity Fund Collections	\$0.00	\$21,212.89	\$0.00	\$21,212.89	N/A	\$0.00
Source - 5190 MISC.REVENUE TRANSFER	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 5600 Correcting Entries	\$0.00	\$871.51	\$0.00	\$871.51	N/A	\$0.00
Series - 5000 Total	\$0.00	\$22,084.40	\$0.00	\$22,084.40	N/A	\$0.00
Series - 6000						
Source - 6110 Fund Balance	\$0.00	\$3,901,095.46	\$0.00	\$3,901,095.46	N/A	\$0.00
Series - 6000 Total	\$0.00	\$3,901,095.46	\$0.00	\$3,901,095.46	N/A	\$0.00
Fund - 11 General Fund Total	\$0.00	\$21,339,060.96	\$0.00	\$21,339,060.96	N/A	\$1,579,188.37
Report Total	\$0.00	\$21,339,060.96	\$0.00	\$21,339,060.96	N/A	\$1,579,188.37

**Newcastle Public Schools
Revenue/Expenditure Summary**

**Activity Fund
Athletics**

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 801 ATHLETICS-GENERAL							
Program - 801 ATHLETIC-GENERAL							
050 DISTRICTWIDE	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00
705 HIGH SCHOOL	\$41,180.27	\$308.20	\$0.00	\$600.00	\$40,888.47	\$0.00	\$40,888.47
Total Program - 801 ATHLETIC-GENERAL	\$49,180.27	\$308.20	\$0.00	\$600.00	\$48,888.47	\$0.00	\$48,888.47
Program - 802 ATHLETIC-GATE							
705 HIGH SCHOOL	(\$1,787.03)	\$0.00	\$0.00	\$0.00	(\$1,787.03)	\$0.00	(\$1,787.03)
Total Program - 802 ATHLETIC-GATE	(\$1,787.03)	\$0.00	\$0.00	\$0.00	(\$1,787.03)	\$0.00	(\$1,787.03)
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$299.99	(\$299.99)	\$0.00	(\$299.99)
Total Program - 810 BASEBALL	\$0.00	\$0.00	\$0.00	\$299.99	(\$299.99)	\$0.00	(\$299.99)
Program - 811 BASKETBALL-BOYS							
505 MIDDLE SCHOOL	(\$425.00)	\$0.00	\$0.00	\$0.00	(\$425.00)	\$0.00	(\$425.00)
705 HIGH SCHOOL	(\$7,231.44)	\$0.00	\$0.00	\$274.25	(\$7,505.69)	\$0.00	(\$7,505.69)
Total Program - 811 BASKETBALL-BOYS	(\$7,656.44)	\$0.00	\$0.00	\$274.25	(\$7,930.69)	\$0.00	(\$7,930.69)
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	(\$5,723.44)	\$0.00	\$0.00	\$0.00	(\$5,723.44)	\$0.00	(\$5,723.44)
Total Program - 812 BASKETBALL-GIRLS	(\$5,723.44)	\$0.00	\$0.00	\$0.00	(\$5,723.44)	\$0.00	(\$5,723.44)
Program - 813 CHEER							
505 MIDDLE SCHOOL	(\$560.00)	\$0.00	\$0.00	\$0.00	(\$560.00)	\$0.00	(\$560.00)
705 HIGH SCHOOL	(\$2,017.99)	\$0.00	\$0.00	\$0.00	(\$2,017.99)	\$0.00	(\$2,017.99)
Total Program - 813 CHEER	(\$2,577.99)	\$0.00	\$0.00	\$0.00	(\$2,577.99)	\$0.00	(\$2,577.99)
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	(\$40.57)	\$0.00	\$0.00	\$0.00	(\$40.57)	\$0.00	(\$40.57)
Total Program - 814 CROSS COUNTRY	(\$40.57)	\$0.00	\$0.00	\$0.00	(\$40.57)	\$0.00	(\$40.57)
Program - 815 FAST PITCH							
705 HIGH SCHOOL	(\$3,200.48)	\$0.00	\$0.00	\$150.01	(\$3,350.49)	\$0.00	(\$3,350.49)
Total Program - 815 FAST PITCH	(\$3,200.48)	\$0.00	\$0.00	\$150.01	(\$3,350.49)	\$0.00	(\$3,350.49)
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	(\$1,115.95)	\$0.00	\$0.00	\$0.00	(\$1,115.95)	\$0.00	(\$1,115.95)
705 HIGH SCHOOL	(\$6,335.80)	\$0.00	\$0.00	\$0.00	(\$6,335.80)	\$800.00	(\$7,135.80)
Total Program - 816 FOOTBALL	(\$7,451.75)	\$0.00	\$0.00	\$0.00	(\$7,451.75)	\$800.00	(\$8,251.75)
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	(\$175.00)	\$0.00	\$0.00	\$0.00	(\$175.00)	\$0.00	(\$175.00)
Total Program - 817 GOLF-BOYS	(\$175.00)	\$0.00	\$0.00	\$0.00	(\$175.00)	\$0.00	(\$175.00)
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	(\$175.00)	\$0.00	\$0.00	\$0.00	(\$175.00)	\$350.00	(\$525.00)
Total Program - 818 GIRLS-GOLF	(\$175.00)	\$0.00	\$0.00	\$0.00	(\$175.00)	\$350.00	(\$525.00)
Program - 819 SLOW PITCH							
505 MIDDLE SCHOOL	(\$185.97)	\$0.00	\$0.00	\$200.00	(\$385.97)	\$0.00	(\$385.97)
705 HIGH SCHOOL	(\$160.97)	\$0.00	\$0.00	\$149.99	(\$310.96)	\$0.00	(\$310.96)
Total Program - 819 SLOW PITCH	(\$346.94)	\$0.00	\$0.00	\$349.99	(\$696.93)	\$0.00	(\$696.93)
Program - 822 SWIMMING							
705 HIGH SCHOOL	(\$365.50)	\$0.00	\$0.00	\$0.00	(\$365.50)	\$0.00	(\$365.50)
Total Program - 822 SWIMMING	(\$365.50)	\$0.00	\$0.00	\$0.00	(\$365.50)	\$0.00	(\$365.50)
Program - 823 TRACK							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$300.00	(\$300.00)	\$505.00	(\$805.00)
Total Program - 823 TRACK	\$0.00	\$0.00	\$0.00	\$300.00	(\$300.00)	\$505.00	(\$805.00)
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00
705 HIGH SCHOOL	(\$275.00)	\$0.00	\$0.00	\$0.00	(\$275.00)	\$0.00	(\$275.00)
Total Program - 824 VOLLEYBALL	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
705 HIGH SCHOOL	(\$1,352.00)	\$0.00	\$0.00	\$0.00	(\$1,352.00)	\$0.00	(\$1,352.00)
Total Program - 825 WRESTLING	(\$152.00)	\$0.00	\$0.00	\$0.00	(\$152.00)	\$0.00	(\$152.00)
Total Project - 801 ATHLETICS-GENERAL	\$19,703.13	\$308.20	\$0.00	\$1,974.24	\$18,037.09	\$1,655.00	\$16,382.09

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 802 ATHLETIC-GATE							
Program - 000 NON-PROGRAM							
000 Non Specified Site	(\$1,200.00)	\$0.00	\$0.00	\$0.00	(\$1,200.00)	\$0.00	(\$1,200.00)
Total Program - 000 NON-PROGRAM	(\$1,200.00)	\$0.00	\$0.00	\$0.00	(\$1,200.00)	\$0.00	(\$1,200.00)
Program - 801 ATHLETIC-GENERAL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$105.00	(\$105.00)	\$0.00	(\$105.00)
Total Program - 801 ATHLETIC-GENERAL	\$0.00	\$0.00	\$0.00	\$105.00	(\$105.00)	\$0.00	(\$105.00)
Program - 802 ATHLETIC-GATE							
705 HIGH SCHOOL	\$37,064.94	\$475.00	\$0.00	\$100.00	\$37,439.94	\$1,333.00	\$36,106.94
Total Program - 802 ATHLETIC-GATE	\$37,064.94	\$475.00	\$0.00	\$100.00	\$37,439.94	\$1,333.00	\$36,106.94
Program - 804 Sweet Pea Tournament							
705 HIGH SCHOOL	(\$448.22)	\$0.00	\$0.00	\$0.00	(\$448.22)	\$0.00	(\$448.22)
Total Program - 804 Sweet Pea Tournament	(\$448.22)	\$0.00	\$0.00	\$0.00	(\$448.22)	\$0.00	(\$448.22)
Program - 810 BASEBALL							
505 MIDDLE SCHOOL	\$0.00	\$758.00	\$0.00	\$0.00	\$758.00	\$1,100.00	(\$342.00)
705 HIGH SCHOOL	(\$5,144.25)	\$3,255.50	\$0.00	\$2,445.00	(\$4,333.75)	\$3,230.00	(\$7,563.75)
Total Program - 810 BASEBALL	(\$5,144.25)	\$4,013.50	\$0.00	\$2,445.00	(\$3,575.75)	\$4,330.00	(\$7,905.75)
Program - 811 BASKETBALL-BOYS							
505 MIDDLE SCHOOL	(\$224.36)	\$0.00	\$0.00	\$0.00	(\$224.36)	\$0.00	(\$224.36)
705 HIGH SCHOOL	\$1,541.79	\$0.00	\$0.00	\$0.00	\$1,541.79	\$300.00	\$1,241.79
Total Program - 811 BASKETBALL-BOYS	\$1,317.43	\$0.00	\$0.00	\$0.00	\$1,317.43	\$300.00	\$1,017.43
Program - 812 BASKETBALL-GIRLS							
505 MIDDLE SCHOOL	(\$3,094.90)	\$0.00	\$0.00	\$0.00	(\$3,094.90)	\$45.95	(\$3,140.85)
705 HIGH SCHOOL	\$2,365.18	\$0.00	\$0.00	\$0.00	\$2,365.18	\$0.00	\$2,365.18
Total Program - 812 BASKETBALL-GIRLS	(\$729.72)	\$0.00	\$0.00	\$0.00	(\$729.72)	\$45.95	(\$775.67)
Program - 814 CROSS COUNTRY							
505 MIDDLE SCHOOL	(\$745.00)	\$0.00	\$0.00	\$0.00	(\$745.00)	\$0.00	(\$745.00)
705 HIGH SCHOOL	(\$2,035.67)	\$0.00	\$0.00	\$0.00	(\$2,035.67)	\$0.00	(\$2,035.67)
Total Program - 814 CROSS COUNTRY	(\$2,780.67)	\$0.00	\$0.00	\$0.00	(\$2,780.67)	\$0.00	(\$2,780.67)
Program - 815 FAST PITCH							
505 MIDDLE SCHOOL	\$1,007.00	\$0.00	\$0.00	\$0.00	\$1,007.00	\$0.00	\$1,007.00
705 HIGH SCHOOL	(\$5,548.20)	\$0.00	\$0.00	\$0.00	(\$5,548.20)	\$0.00	(\$5,548.20)
Total Program - 815 FAST PITCH	(\$4,541.20)	\$0.00	\$0.00	\$0.00	(\$4,541.20)	\$0.00	(\$4,541.20)
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$10,806.50	\$0.00	\$0.00	\$0.00	\$10,806.50	\$0.00	\$10,806.50
705 HIGH SCHOOL	\$375.35	\$0.00	\$0.00	\$0.00	\$375.35	\$250.00	\$125.35
Total Program - 816 FOOTBALL	\$11,181.85	\$0.00	\$0.00	\$0.00	\$11,181.85	\$250.00	\$10,931.85
Program - 817 GOLF-BOYS							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$120.00	(\$120.00)	\$400.00	(\$520.00)
705 HIGH SCHOOL	(\$500.00)	\$0.00	\$0.00	\$400.00	(\$900.00)	\$1,810.00	(\$2,710.00)
Total Program - 817 GOLF-BOYS	(\$500.00)	\$0.00	\$0.00	\$520.00	(\$1,020.00)	\$2,210.00	(\$3,230.00)
Program - 818 GIRLS-GOLF							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$120.00	(\$120.00)	\$400.00	(\$520.00)
705 HIGH SCHOOL	(\$500.00)	\$0.00	\$0.00	\$260.00	(\$760.00)	\$590.00	(\$1,350.00)
Total Program - 818 GIRLS-GOLF	(\$500.00)	\$0.00	\$0.00	\$380.00	(\$880.00)	\$990.00	(\$1,870.00)
Program - 819 SLOW PITCH							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$180.00	(\$180.00)	\$590.00	(\$770.00)
705 HIGH SCHOOL	(\$100.00)	\$531.50	\$0.00	\$480.00	(\$48.50)	\$480.00	(\$528.50)
Total Program - 819 SLOW PITCH	(\$100.00)	\$531.50	\$0.00	\$660.00	(\$228.50)	\$1,070.00	(\$1,298.50)
Program - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	\$0.00	\$919.25	\$0.00	\$160.00	\$759.25	\$465.00	\$294.25
705 HIGH SCHOOL	\$0.00	\$1,170.75	\$0.00	\$525.00	\$645.75	\$1,675.00	(\$1,029.25)
Total Program - 820 SOCCER-BOYS	\$0.00	\$2,090.00	\$0.00	\$685.00	\$1,405.00	\$2,140.00	(\$735.00)
Program - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	\$0.00	\$209.25	\$0.00	\$80.00	\$129.25	\$375.00	(\$245.75)
705 HIGH SCHOOL	\$0.00	\$1,170.75	\$0.00	\$780.00	\$390.75	\$890.00	(\$499.25)
Total Program - 821 SOCCER-GIRLS	\$0.00	\$1,380.00	\$0.00	\$860.00	\$520.00	\$1,265.00	(\$745.00)

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 802 ATHLETIC-GATE							
Program - 823 TRACK							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$280.00	(\$280.00)	\$1,240.00	(\$1,520.00)
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,925.00	(\$2,925.00)
Total Program - 823 TRACK	\$0.00	\$0.00	\$0.00	\$280.00	(\$280.00)	\$4,165.00	(\$4,445.00)
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$4,334.00	\$0.00	\$0.00	\$0.00	\$4,334.00	\$0.00	\$4,334.00
705 HIGH SCHOOL	(\$86.15)	\$0.00	\$0.00	\$0.00	(\$86.15)	\$0.00	(\$86.15)
Total Program - 824 VOLLEYBALL	\$4,247.85	\$0.00	\$0.00	\$0.00	\$4,247.85	\$0.00	\$4,247.85
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	(\$973.13)	\$0.00	\$0.00	\$0.00	(\$973.13)	\$0.00	(\$973.13)
705 HIGH SCHOOL	(\$1,811.66)	\$0.00	\$0.00	\$0.00	(\$1,811.66)	\$0.00	(\$1,811.66)
Total Program - 825 WRESTLING	(\$2,784.79)	\$0.00	\$0.00	\$0.00	(\$2,784.79)	\$0.00	(\$2,784.79)
Total Project - 802 ATHLETIC-GATE	\$35,083.22	\$8,490.00	\$0.00	\$6,035.00	\$37,538.22	\$18,098.95	\$19,439.27
Project - 804 Sweet Pea Tournament							
Program - 804 Sweet Pea Tournament							
705 HIGH SCHOOL	\$248.92	\$0.00	\$0.00	\$0.00	\$248.92	\$0.00	\$248.92
Total Program - 804 Sweet Pea Tournament	\$248.92	\$0.00	\$0.00	\$0.00	\$248.92	\$0.00	\$248.92
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	\$0.00	(\$75.00)
Total Program - 811 BASKETBALL-BOYS	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	\$0.00	(\$75.00)
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	\$0.00	(\$75.00)
Total Program - 812 BASKETBALL-GIRLS	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	\$0.00	(\$75.00)
Total Project - 804 Sweet Pea Tournament	\$98.92	\$0.00	\$0.00	\$0.00	\$98.92	\$0.00	\$98.92
Project - 810 BASEBALL							
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$639.36	\$0.00	\$0.00	\$0.00	\$639.36	\$0.00	\$639.36
Total Program - 810 BASEBALL	\$639.36	\$0.00	\$0.00	\$0.00	\$639.36	\$0.00	\$639.36
Total Project - 810 BASEBALL	\$639.36	\$0.00	\$0.00	\$0.00	\$639.36	\$0.00	\$639.36
Project - 811 BASKETBALL-BOYS							
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$3,227.55	\$0.00	\$0.00	\$0.00	\$3,227.55	\$0.00	\$3,227.55
Total Program - 811 BASKETBALL-BOYS	\$3,227.55	\$0.00	\$0.00	\$0.00	\$3,227.55	\$0.00	\$3,227.55
Total Project - 811 BASKETBALL-BOYS	\$3,227.55	\$0.00	\$0.00	\$0.00	\$3,227.55	\$0.00	\$3,227.55
Project - 812 BASKETBALL-GIRLS							
Program - 812 BASKETBALL-GIRLS							
505 MIDDLE SCHOOL	\$2,409.45	\$0.00	\$0.00	\$0.00	\$2,409.45	\$0.00	\$2,409.45
705 HIGH SCHOOL	\$8,913.13	\$0.00	\$0.00	\$0.00	\$8,913.13	\$0.00	\$8,913.13
Total Program - 812 BASKETBALL-GIRLS	\$11,322.58	\$0.00	\$0.00	\$0.00	\$11,322.58	\$0.00	\$11,322.58
Total Project - 812 BASKETBALL-GIRLS	\$11,322.58	\$0.00	\$0.00	\$0.00	\$11,322.58	\$0.00	\$11,322.58
Project - 813 CHEER							
Program - 813 CHEER							
505 MIDDLE SCHOOL	\$10,594.95	\$0.00	\$0.00	\$0.00	\$10,594.95	\$607.00	\$9,987.95
705 HIGH SCHOOL	\$11,730.26	\$885.00	\$0.00	\$0.00	\$12,615.26	\$7,500.91	\$5,114.35
Total Program - 813 CHEER	\$22,325.21	\$885.00	\$0.00	\$0.00	\$23,210.21	\$8,107.91	\$15,102.30
Total Project - 813 CHEER	\$22,325.21	\$885.00	\$0.00	\$0.00	\$23,210.21	\$8,107.91	\$15,102.30
Project - 814 CROSS COUNTRY							
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	\$7,250.56	\$0.00	\$0.00	\$0.00	\$7,250.56	\$200.00	\$7,050.56
Total Program - 814 CROSS COUNTRY	\$7,250.56	\$0.00	\$0.00	\$0.00	\$7,250.56	\$200.00	\$7,050.56
Total Project - 814 CROSS COUNTRY	\$7,250.56	\$0.00	\$0.00	\$0.00	\$7,250.56	\$200.00	\$7,050.56
Project - 815 FAST PITCH							
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$762.06	\$0.00	\$0.00	\$0.00	\$762.06	\$0.00	\$762.06
Total Program - 815 FAST PITCH	\$762.06	\$0.00	\$0.00	\$0.00	\$762.06	\$0.00	\$762.06
Total Project - 815 FAST PITCH	\$762.06	\$0.00	\$0.00	\$0.00	\$762.06	\$0.00	\$762.06

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 816 FOOTBALL							
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$300.32	\$0.00	\$0.00	\$0.00	\$300.32	\$0.00	\$300.32
705 HIGH SCHOOL	\$7,922.40	\$2,332.50	\$0.00	\$1,320.00	\$8,934.90	\$2,880.00	\$6,054.90
Total Program - 816 FOOTBALL	\$8,222.72	\$2,332.50	\$0.00	\$1,320.00	\$9,235.22	\$2,880.00	\$6,355.22
Total Project - 816 FOOTBALL	\$8,222.72	\$2,332.50	\$0.00	\$1,320.00	\$9,235.22	\$2,880.00	\$6,355.22
Project - 817 GOLF-BOYS							
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Total Program - 817 GOLF-BOYS	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Total Project - 817 GOLF-BOYS	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Project - 818 GOLF-GIRLS							
Program - 818 GIRLS-GOLF							
505 MIDDLE SCHOOL	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
705 HIGH SCHOOL	\$2,312.08	\$0.00	\$0.00	\$0.00	\$2,312.08	\$1,500.00	\$812.08
Total Program - 818 GIRLS-GOLF	\$2,312.08	\$1,000.00	\$0.00	\$0.00	\$3,312.08	\$1,500.00	\$1,812.08
Total Project - 818 GOLF-GIRLS	\$2,312.08	\$1,000.00	\$0.00	\$0.00	\$3,312.08	\$1,500.00	\$1,812.08
Project - 820 SOCCER-BOYS							
Program - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$2,344.06	\$0.00	\$0.00	\$0.00	\$2,344.06	\$0.00	\$2,344.06
Total Program - 820 SOCCER-BOYS	\$2,391.56	\$0.00	\$0.00	\$0.00	\$2,391.56	\$0.00	\$2,391.56
Total Project - 820 SOCCER-BOYS	\$2,391.56	\$0.00	\$0.00	\$0.00	\$2,391.56	\$0.00	\$2,391.56
Project - 821 SOCCER-GIRLS							
Program - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$2,580.96	\$0.00	\$0.00	\$0.00	\$2,580.96	\$0.00	\$2,580.96
Total Program - 821 SOCCER-GIRLS	\$2,628.46	\$0.00	\$0.00	\$0.00	\$2,628.46	\$0.00	\$2,628.46
Total Project - 821 SOCCER-GIRLS	\$2,628.46	\$0.00	\$0.00	\$0.00	\$2,628.46	\$0.00	\$2,628.46
Project - 823 TRACK							
Program - 823 TRACK							
505 MIDDLE SCHOOL	\$84.75	\$0.00	\$0.00	\$0.00	\$84.75	\$0.00	\$84.75
705 HIGH SCHOOL	\$7,659.52	\$500.00	\$0.00	\$1,160.10	\$6,999.42	\$1,080.90	\$5,918.52
Total Program - 823 TRACK	\$7,744.27	\$500.00	\$0.00	\$1,160.10	\$7,084.17	\$1,080.90	\$6,003.27
Total Project - 823 TRACK	\$7,744.27	\$500.00	\$0.00	\$1,160.10	\$7,084.17	\$1,080.90	\$6,003.27
Project - 824 VOLLEYBALL							
Program - 000 NON-PROGRAM							
705 HIGH SCHOOL	\$614.00	\$0.00	\$0.00	\$0.00	\$614.00	\$0.00	\$614.00
Total Program - 000 NON-PROGRAM	\$614.00	\$0.00	\$0.00	\$0.00	\$614.00	\$0.00	\$614.00
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
705 HIGH SCHOOL	\$508.90	\$0.00	\$0.00	\$845.00	(\$336.10)	\$0.00	(\$336.10)
Total Program - 824 VOLLEYBALL	\$683.90	\$0.00	\$0.00	\$845.00	(\$161.10)	\$0.00	(\$161.10)
Total Project - 824 VOLLEYBALL	\$1,297.90	\$0.00	\$0.00	\$845.00	\$452.90	\$0.00	\$452.90
Project - 825 WRESTLING							
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$39.00	\$0.00	\$0.00	\$0.00	\$39.00	\$0.00	\$39.00
705 HIGH SCHOOL	\$634.73	\$0.00	\$0.00	\$0.00	\$634.73	\$0.00	\$634.73
Total Program - 825 WRESTLING	\$673.73	\$0.00	\$0.00	\$0.00	\$673.73	\$0.00	\$673.73
Total Project - 825 WRESTLING	\$673.73	\$0.00	\$0.00	\$0.00	\$673.73	\$0.00	\$673.73
Total	\$125,802.02	\$13,515.70	\$0.00	\$11,334.34	\$127,983.38	\$33,522.76	\$94,460.62

**Newcastle Public Schools
Revenue/Expenditure Summary**

**Activity Fund
Non-Athletics**

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 100 CAFETERIA							
700 CHILD NUTRITION PROGRAM	\$352,342.05	\$44,463.49	\$0.00	\$74.05	\$396,731.49	\$0.00	\$396,731.49
Total Project - 100 CAFETERIA	\$352,342.05	\$44,463.49	\$0.00	\$74.05	\$396,731.49	\$0.00	\$396,731.49
Project - 901 ACTIVITY FEES							
900 NON ATHLETIC PROG	\$41,690.18	\$261.79	\$0.00	\$3,471.50	\$38,480.47	\$4,036.06	\$34,444.41
Total Project - 901 ACTIVITY FEES	\$41,690.18	\$261.79	\$0.00	\$3,471.50	\$38,480.47	\$4,036.06	\$34,444.41
Project - 902 ADMINISTRATION							
000 NON-PROGRAM	\$0.00	\$0.00	\$0.00	\$9.29	(\$9.29)	\$0.00	(\$9.29)
900 NON ATHLETIC PROG	\$169,815.06	\$4,879.70	\$0.00	\$790.34	\$173,904.42	\$4,567.35	\$169,337.07
Total Project - 902 ADMINISTRATION	\$169,815.06	\$4,879.70	\$0.00	\$799.63	\$173,895.13	\$4,567.35	\$169,327.78
Project - 903 GFUND COLLECTIONS							
900 NON ATHLETIC PROG	\$195.00	\$0.00	\$0.00	\$30.00	\$165.00	\$50.00	\$115.00
Total Project - 903 GFUND COLLECTIONS	\$195.00	\$0.00	\$0.00	\$30.00	\$165.00	\$50.00	\$115.00
Project - 904 DAMAGE DEPOSIT							
900 NON ATHLETIC PROG	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Total Project - 904 DAMAGE DEPOSIT	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Project - 905 RACER KID ZONE							
900 NON ATHLETIC PROG	\$125,799.34	\$12,400.86	\$0.00	\$993.57	\$137,206.63	\$2,829.73	\$134,376.90
Total Project - 905 RACER KID ZONE	\$125,799.34	\$12,400.86	\$0.00	\$993.57	\$137,206.63	\$2,829.73	\$134,376.90
Project - 906 Tri-City Learning Academy							
900 NON ATHLETIC PROG	\$13,949.12	\$0.00	\$0.00	\$0.00	\$13,949.12	\$197.39	\$13,751.73
Total Project - 906 Tri-City Learning Academy	\$13,949.12	\$0.00	\$0.00	\$0.00	\$13,949.12	\$197.39	\$13,751.73
Project - 910 ART							
900 NON ATHLETIC PROG	\$1,803.27	\$0.00	\$0.00	\$220.87	\$1,582.40	\$207.48	\$1,374.92
Total Project - 910 ART	\$1,803.27	\$0.00	\$0.00	\$220.87	\$1,582.40	\$207.48	\$1,374.92
Project - 911 BAND							
900 NON ATHLETIC PROG	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
Total Project - 911 BAND	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
Project - 913 CLUB-BPA							
900 NON ATHLETIC PROG	\$1,768.29	\$1,217.50	\$0.00	\$823.00	\$2,162.79	\$0.00	\$2,162.79
Total Project - 913 CLUB-BPA	\$1,768.29	\$1,217.50	\$0.00	\$823.00	\$2,162.79	\$0.00	\$2,162.79
Project - 915 CLUB-FCCLA							
900 NON ATHLETIC PROG	\$4,473.97	\$951.00	\$0.00	\$596.81	\$4,828.16	\$1,172.01	\$3,656.15
Total Project - 915 CLUB-FCCLA	\$4,473.97	\$951.00	\$0.00	\$596.81	\$4,828.16	\$1,172.01	\$3,656.15
Project - 916 CLUB-FFA							
900 NON ATHLETIC PROG	\$27,495.60	\$1,160.00	\$0.00	\$4,580.00	\$24,075.60	\$9,107.32	\$14,968.28
Total Project - 916 CLUB-FFA	\$27,495.60	\$1,160.00	\$0.00	\$4,580.00	\$24,075.60	\$9,107.32	\$14,968.28
Project - 917 CLUB-SCIENCE							
900 NON ATHLETIC PROG	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
Total Project - 917 CLUB-SCIENCE	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
Project - 918 CLUB-SPANISH							
900 NON ATHLETIC PROG	\$1,221.70	\$0.00	\$0.00	\$0.00	\$1,221.70	\$0.00	\$1,221.70
Total Project - 918 CLUB-SPANISH	\$1,221.70	\$0.00	\$0.00	\$0.00	\$1,221.70	\$0.00	\$1,221.70
Project - 919 DRAMA							
900 NON ATHLETIC PROG	\$1,943.42	\$875.00	\$0.00	\$0.00	\$2,818.42	\$2,017.81	\$800.61
Total Project - 919 DRAMA	\$1,943.42	\$875.00	\$0.00	\$0.00	\$2,818.42	\$2,017.81	\$800.61
Project - 920 ES-ACADEM OUTREACH							
900 NON ATHLETIC PROG	\$2,357.50	\$0.00	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Total Project - 920 ES-ACADEM OUTREACH	\$2,357.50	\$0.00	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Project - 921 ES-BEAUTIFICATION							
900 NON ATHLETIC PROG	\$4,804.22	\$0.00	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Total Project - 921 ES-BEAUTIFICATION	\$4,804.22	\$0.00	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Project - 922 ES-CAMP GODDARD							
900 NON ATHLETIC PROG	\$4,482.43	\$111.93	\$0.00	\$0.00	\$4,594.36	\$170.00	\$4,424.36
Total Project - 922 ES-CAMP GODDARD	\$4,482.43	\$111.93	\$0.00	\$0.00	\$4,594.36	\$170.00	\$4,424.36
Project - 923 ES-FUNdraiser							
900 NON ATHLETIC PROG	\$28,125.56	\$0.00	\$0.00	\$0.00	\$28,125.56	\$0.00	\$28,125.56

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 923 ES-FUNdraiser							
Total Project - 923 ES-FUNdraiser	\$28,125.56	\$0.00	\$0.00	\$0.00	\$28,125.56	\$0.00	\$28,125.56
Project - 924 ES-LITERACY							
900 NON ATHLETIC PROG	\$506.36	\$0.00	\$0.00	\$0.00	\$506.36	\$0.00	\$506.36
Total Project - 924 ES-LITERACY	\$506.36	\$0.00	\$0.00	\$0.00	\$506.36	\$0.00	\$506.36
Project - 925 DISTRICT SPECIAL OLYMPICS							
900 NON ATHLETIC PROG	\$4,420.74	\$1,303.13	\$0.00	\$0.00	\$5,723.87	\$2,342.00	\$3,381.87
Total Project - 925 DISTRICT SPECIAL OLYMPICS	\$4,420.74	\$1,303.13	\$0.00	\$0.00	\$5,723.87	\$2,342.00	\$3,381.87
Project - 926 GIFTED TALENTED							
900 NON ATHLETIC PROG	\$176.36	\$0.00	\$0.00	\$0.00	\$176.36	\$0.00	\$176.36
Total Project - 926 GIFTED TALENTED	\$176.36	\$0.00	\$0.00	\$0.00	\$176.36	\$0.00	\$176.36
Project - 927 HONOR SOCIETY							
900 NON ATHLETIC PROG	\$5,366.74	\$20.00	\$0.00	\$0.00	\$5,386.74	\$114.62	\$5,272.12
Total Project - 927 HONOR SOCIETY	\$5,366.74	\$20.00	\$0.00	\$0.00	\$5,386.74	\$114.62	\$5,272.12
Project - 928 HOSPITALITY							
900 NON ATHLETIC PROG	\$308.66	\$0.00	\$0.00	\$51.59	\$257.07	\$19.06	\$238.01
Total Project - 928 HOSPITALITY	\$308.66	\$0.00	\$0.00	\$51.59	\$257.07	\$19.06	\$238.01
Project - 929 HS-TESTING							
900 NON ATHLETIC PROG	\$3,116.15	\$0.00	\$0.00	\$0.00	\$3,116.15	\$1,500.00	\$1,616.15
Total Project - 929 HS-TESTING	\$3,116.15	\$0.00	\$0.00	\$0.00	\$3,116.15	\$1,500.00	\$1,616.15
Project - 931 LIBRARY							
900 NON ATHLETIC PROG	\$13,039.64	\$0.00	\$0.00	\$129.99	\$12,909.65	\$4,775.87	\$8,133.78
Total Project - 931 LIBRARY	\$13,039.64	\$0.00	\$0.00	\$129.99	\$12,909.65	\$4,775.87	\$8,133.78
Project - 934 MS-STUDENT STORE							
900 NON ATHLETIC PROG	\$8,667.37	\$103.65	\$0.00	\$312.44	\$8,458.58	\$0.00	\$8,458.58
Total Project - 934 MS-STUDENT STORE	\$8,667.37	\$103.65	\$0.00	\$312.44	\$8,458.58	\$0.00	\$8,458.58
Project - 935 NATIVE ED ENRICHMENT							
900 NON ATHLETIC PROG	\$1,399.64	\$0.00	\$0.00	\$0.00	\$1,399.64	\$0.00	\$1,399.64
Total Project - 935 NATIVE ED ENRICHMENT	\$1,399.64	\$0.00	\$0.00	\$0.00	\$1,399.64	\$0.00	\$1,399.64
Project - 936 PE							
900 NON ATHLETIC PROG	\$9,759.99	\$1,700.00	\$0.00	\$103.54	\$11,356.45	\$302.41	\$11,054.04
Total Project - 936 PE	\$9,759.99	\$1,700.00	\$0.00	\$103.54	\$11,356.45	\$302.41	\$11,054.04
Project - 939 PRINCIPALS							
900 NON ATHLETIC PROG	\$44,752.66	\$387.86	\$0.00	\$907.43	\$44,233.09	\$19,901.79	\$24,331.30
Total Project - 939 PRINCIPALS	\$44,752.66	\$387.86	\$0.00	\$907.43	\$44,233.09	\$19,901.79	\$24,331.30
Project - 942 STUCO							
900 NON ATHLETIC PROG	\$30,838.12	\$0.00	\$0.00	\$1,145.40	\$29,692.72	\$4,386.42	\$25,306.30
Total Project - 942 STUCO	\$30,838.12	\$0.00	\$0.00	\$1,145.40	\$29,692.72	\$4,386.42	\$25,306.30
Project - 943 TECHNOLOGY							
900 NON ATHLETIC PROG	\$1,214.54	\$0.00	\$0.00	\$0.00	\$1,214.54	\$0.00	\$1,214.54
Total Project - 943 TECHNOLOGY	\$1,214.54	\$0.00	\$0.00	\$0.00	\$1,214.54	\$0.00	\$1,214.54
Project - 944 VOCAL MUSIC							
900 NON ATHLETIC PROG	\$13,454.82	\$5,562.50	\$0.00	\$220.82	\$18,796.50	\$7,908.24	\$10,888.26
Total Project - 944 VOCAL MUSIC	\$13,454.82	\$5,562.50	\$0.00	\$220.82	\$18,796.50	\$7,908.24	\$10,888.26
Project - 945 YEARBOOK							
316 BITE	(\$1,080.00)	\$0.00	\$0.00	\$0.00	(\$1,080.00)	\$0.00	(\$1,080.00)
900 NON ATHLETIC PROG	\$37,185.31	\$120.00	\$0.00	\$0.00	\$37,305.31	\$1,806.14	\$35,499.17
Total Project - 945 YEARBOOK	\$36,105.31	\$120.00	\$0.00	\$0.00	\$36,225.31	\$1,806.14	\$34,419.17
Project - 946 ROBOTICS							
900 NON ATHLETIC PROG	\$16,115.36	\$0.00	\$0.00	\$0.00	\$16,115.36	\$0.00	\$16,115.36
Total Project - 946 ROBOTICS	\$16,115.36	\$0.00	\$0.00	\$0.00	\$16,115.36	\$0.00	\$16,115.36
Project - 947 Club-SOAR (Multicultural Club)							
900 NON ATHLETIC PROG	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$0.00	\$534.81
Total Project - 947 Club-SOAR (Multicultural Club)	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$0.00	\$534.81
Project - 948 MS Broadcasting							
900 NON ATHLETIC PROG	\$756.92	\$0.00	\$0.00	\$0.00	\$756.92	\$80.10	\$676.82

Newcastle Public Schools Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 3/1/2024 - 3/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 948 MS Broadcasting							
Total Project - 948 MS Broadcasting	\$756.92	\$0.00	\$0.00	\$0.00	\$756.92	\$80.10	\$676.82
Project - 949 STRUT Week							
900 NON ATHLETIC PROG	\$18.68	\$0.00	\$0.00	\$0.00	\$18.68	\$0.00	\$18.68
Total Project - 949 STRUT Week	\$18.68	\$0.00	\$0.00	\$0.00	\$18.68	\$0.00	\$18.68
Project - 950 District SPED Activity Fund							
900 NON ATHLETIC PROG	\$73.00	\$0.00	\$0.00	\$0.00	\$73.00	\$0.00	\$73.00
Total Project - 950 District SPED Activity Fund	\$73.00	\$0.00	\$0.00	\$0.00	\$73.00	\$0.00	\$73.00
Project - 951 Internships							
900 NON ATHLETIC PROG	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Total Project - 951 Internships	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Project - 974 Class 2024-PROM							
900 NON ATHLETIC PROG	\$12,485.23	\$3,950.00	\$0.00	\$5,639.48	\$10,795.75	\$150.52	\$10,645.23
Total Project - 974 Class 2024-PROM	\$12,485.23	\$3,950.00	\$0.00	\$5,639.48	\$10,795.75	\$150.52	\$10,645.23
Project - 975 CLASS 2025							
900 NON ATHLETIC PROG	\$1,089.29	\$0.00	\$0.00	\$0.00	\$1,089.29	\$0.00	\$1,089.29
Total Project - 975 CLASS 2025	\$1,089.29	\$0.00	\$0.00	\$0.00	\$1,089.29	\$0.00	\$1,089.29
Project - 977 CLASS 2027							
900 NON ATHLETIC PROG	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
Total Project - 977 CLASS 2027	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
Project - 978 CLASS 2028							
900 NON ATHLETIC PROG	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Total Project - 978 CLASS 2028	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Project - 979 CLASS 2029							
900 NON ATHLETIC PROG	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Total Project - 979 CLASS 2029	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Project - 980 CLASS 2030							
900 NON ATHLETIC PROG	\$1,365.10	\$0.00	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Total Project - 980 CLASS 2030	\$1,365.10	\$0.00	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Project - 981 CLASS 2031							
900 NON ATHLETIC PROG	\$2,421.80	\$309.00	\$0.00	\$0.00	\$2,730.80	\$0.00	\$2,730.80
Total Project - 981 CLASS 2031	\$2,421.80	\$309.00	\$0.00	\$0.00	\$2,730.80	\$0.00	\$2,730.80
Project - 982 CLASS 2032							
900 NON ATHLETIC PROG	\$80.05	\$0.00	\$0.00	\$0.00	\$80.05	\$0.00	\$80.05
Total Project - 982 CLASS 2032	\$80.05	\$0.00	\$0.00	\$0.00	\$80.05	\$0.00	\$80.05
Project - 983 CLASS 2033							
900 NON ATHLETIC PROG	\$433.10	\$0.00	\$0.00	\$0.00	\$433.10	\$0.00	\$433.10
Total Project - 983 CLASS 2033	\$433.10	\$0.00	\$0.00	\$0.00	\$433.10	\$0.00	\$433.10
Project - 984 CLASS 2034							
900 NON ATHLETIC PROG	\$1,119.00	\$1,159.00	\$0.00	\$0.00	\$2,278.00	\$0.00	\$2,278.00
Total Project - 984 CLASS 2034	\$1,119.00	\$1,159.00	\$0.00	\$0.00	\$2,278.00	\$0.00	\$2,278.00
Project - 985 CLASS 2035							
900 NON ATHLETIC PROG	\$2,748.94	\$1,476.00	\$0.00	\$692.23	\$3,532.71	\$1,900.00	\$1,632.71
Total Project - 985 CLASS 2035	\$2,748.94	\$1,476.00	\$0.00	\$692.23	\$3,532.71	\$1,900.00	\$1,632.71
Project - 986 CLASS 2036							
900 NON ATHLETIC PROG	\$2,970.81	\$0.00	\$0.00	\$846.15	\$2,124.66	\$1,912.96	\$211.70
Total Project - 986 CLASS 2036	\$2,970.81	\$0.00	\$0.00	\$846.15	\$2,124.66	\$1,912.96	\$211.70
Project - 987 CLASS 2037							
900 NON ATHLETIC PROG	\$1,903.50	\$466.00	\$0.00	\$0.00	\$2,369.50	\$1,738.96	\$630.54
Total Project - 987 CLASS 2037	\$1,903.50	\$466.00	\$0.00	\$0.00	\$2,369.50	\$1,738.96	\$630.54
Total	\$1,003,097.05	\$82,878.41	\$0.00	\$21,638.50	\$1,064,336.96	\$73,194.24	\$991,142.72

NEWCASTLE SCHOOLS - TREASURER'S REPORT
As Of March 31, 2024

GOVERNMENTAL FUNDS		
Bank Statements		
	Checking Account 6633	\$10.00
	SuperNow Account 9996	\$8,035,160.57
	Federated Sweep 0001	\$5,839,408.88
Total - Bank Statements		\$13,874,579.45
Accounting Program		
	Cash Balance	\$13,874,577.45
	Wire Fee	\$2.00
Adjusted Cash Balance		\$13,874,579.45
Difference Between Bank and Computer:		\$0.00
Outstanding Warrants:		\$373,421.79
Available Cash:		\$13,501,157.66
Cash Balance by Fund:		
11	General Fund	\$5,839,442.71
21	Building Fund	\$795,213.09
32	Bond Fund 2022	\$754,480.05
33	Transportaion Fund 2022	\$0.00
38	Transportation Fund	\$87,714.00
39	Technology Fund	\$552,793.08
41	Sinking Fund	\$5,844,934.52
Total:		\$13,874,577.45
ACTIVITY FUNDS		
Bank Statements		
	Checking Account 6082	\$10.00
	Federated Sweep 0002	\$1,213,645.25
Total - Bank Statements		\$1,213,655.25
Accounting Program		
	Cash Balance	\$1,192,320.34
Adjustments:		
	Outstanding Warrants	\$21,355.05
	Amazon	-\$20.14
Adjusted Cash Balance		\$1,213,655.25
Difference Between Bank and Computer:		\$0.00
ELECTRONIC FUND TRANSFER ACCOUNTS		
	EFT Payments 5844	\$33,487.62
	Payrix Deposits 6093	\$100.00
	MySchoolBucks Deposit 6907	\$0.00
INVESTMENT ACCOUNTS		
	Horizon Finacial Services (401A)	\$4,367.87

APPLICATION FOR TEMPORARY APPROPRIATIONS

WHEREAS: The needs of the Board of Education of Newcastle Public Schools, District No. 1, of McClain County, require the immediate approval of temporary appropriations for the fiscal year 2024-2025:

NOW, THEREFORE, BE IT RESOLVED, that the County Excise Board of McClain County is hereby requested to approve temporary appropriations to the extent of and not to exceed one hundred (100%) percent of the total estimated funds available to said Board as follows:

REQUESTED APPROPRIATIONS

General Fund: \$21,00,000.00

Building Fund: \$900,000.00

APPROVED AND ADOPTED this 14th day of May 2024.

THE BOARD OF EDUCATION
NEWCASTLE PUBLIC SCHOOLS
District No. 1, McClain County, Oklahoma

ATTEST:

Clerk

President

APPROVED by the McClain County Excise Board this ____ day of _____, 2024.

THE COUNTY EXCISE BOARD
McClain County, Oklahoma

Chairman

ATTEST:

Member

County Clerk

Member



Newcastle Public Schools

Lynda Chmil, Finance Director
lchmil@newcastle.k12.ok.us

101 North Main
Newcastle, OK 73065
(405) 387-6302 office
(405) 387-3482 fax
www.newcastle.k12.ok.us

May 6, 2024

I am writing to propose a procedural update regarding our check signing process. Currently, we utilize a stamp for signatures on checks. However, I am suggesting a transition to using a signature printed directly from our software. This adjustment aims to enhance efficiency and accuracy in our check printing procedures.

By implementing a printed signature from our software, we can eliminate the manual task of stamping signatures, thus saving time and resources. Moreover, this approach ensures consistency and professionalism across all our checks.

I assure you that appropriate measures will be taken to ensure the integrity and security of the printed signatures. Only authorized individuals will have access to the signature feature. The signatures are not pre-printed on the checks; rather, they are printed along with the check information during the printing process.



EMPLOYMENT SCHEDULE "A"

May 14th, 2024

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		Replacement	HS/Spanish Teacher	8/1/2024
		Replacement	HS/Custodian	4/29/2024
		Replacement	TA SPEC ED	5/13/2024
		Replacement	Teacher	8/1/2024
LAY COACHES / HOURLY				
Last Name	First Name	Assignment	Site	Effective
REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
Lozano	Gracie	Site Secretary / HS	Administrative Secretary	7/1/2024
Tacker	Crystal	TA / ECC	Child Nutrition Secretary	7/22/2024
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
Brown	Kierra	KidZone	ECC	5/23/2024
Cotter	Alicia	Custodian Manager	District	5/31/2024
Hale	Zack	Coaching	HS	5/23/2024
Marcum	Teresa	TA	MS	5/23/2024
McLaughlin	Ryan	Principal	ES	6/13/2024
Moore	Morgan	Teacher	ES	5/23/2024
Reynolds	Jeremy	Assistant Principal	MS	6/13/2024
Schmitz	Abigail	Teacher	HS	5/23/2024
EXTRA DUTY / STIPENDS / LAY COACHES				
Last Name	First Name	Assignment	Site	Effective
RESCINDED EMPLOYMENT / TERMINATIONS				
Last Name	First Name	Assignment	Site	Effective
Crane	Donalda	Teacher	ES / Job abandonment	4/5/2024



EMPLOYMENT SCHEDULE "B"
2023-2024 Rehire List
May 14th, 2024

SUPPORT STAFF		
Name	Name, continued	Name, continued
AGLIATA, CHRISTINA	JENKINS, BRENDE	PRUDHOME, TAMMY
ALLEN, DARLA	JOHNSON, REBECCA	RABUFFO, JACQUELINE
ANDERSON, KATARINNA	JONES, SCOTT	RIDER, MADISON
BEASLEY, ALICIA	KENNEDY, ASHLEY	RINEHART, SYDNEY
BENNETT, HETZALEE	KING, KIMBERLY	ROBERTS, CANDACE
BLUE, QUENTIN	KIRKWOOD, MISTY	ROBERTS, KENNEDIE
BOCK, LISA	KNAPP, JENNIFER	RODDY, TEARSSA
BOND, JULIE	KNIGHT, AMANDA	RODRIGUEZ, JULIE
BRADEN, CAMDYN	KNOETTGEN, HALEY	RODRIGUEZ, VERONICA
BRYEN, MATTHEW	LAIN, ERICA	SCHMIDT, JENNIFER
CANARY, CHRISTINA	LAIR, CINDY	SEABOURN, JEANNINE
CANARY, VICKIE	LARONDE, ALYSSA	SHEETS, EMILY
CARTER, EMILY	LARSON, LEANNA	SHEPHERD, TERESA
CAUDLE, MARLENE	LIVINGSTON, ASHLYN	SHIRLEY, MADISON
CAVENY, RANDY	LONG, TIFFANY	SIMPSON, JESSE
CELESTINO, FABIOLA	LOZANO, GRACIE	SMITH, SHASTA
CELESTINO, GRISELDA	MANUEL, RACHAEL	SNEED, MARK
CONNER, ETHAN	MAPLE, KAMERON	SNIDER, HAYLI
CORLEY, STACEY	MARCUM, TORI	STERLING, CHENOA
CORNEJO, ASHLEY	MARS, AMANDA	STEWART, SHMEKA
COYNE, REBECCA	MCCALL, KATHRYN	STILLS, REBEKAH
DUNAWAY, SAM	MCCOY, JANA	SWETZ, MELISSA
DYKES, AMY	McDOULETT, MARTHA	TACKER, CRYSTAL
EDINGTON, EILEEN	MCMARTIN, SUZAN	TAYLOR, GAYLE
ELLSWORTH, ALY	MCMURTRAY, LARRY	TERRAZAS, MAYRA
ENGELKE, TANESSA	MCMURTRAY, VICKY	TISDALE, JANIE
FISCUS, MEGAN	MCMURTRAY, VICKY	VALENTINE, MERILYN
FISHER, JOSEPH	MEDRANO, REY	WATKINS, JEFF
GARCIA, JESUS	MILLER, MIKE	WATSON, DIANE
GARDINER, GLENN	MORGAN, CHRISTI	WEST, DESTINY
GOSSAGE, COURTNEY	MOSS, RACHEL	WESTON, JENNIFER
HALE, BREANNA	MYERS, MALCOM	WILKERSON, AMANDA
HALL, JULIE	NEWMAN, MELISSA	WILLIAMS, CHARLES
HAMILTON, CHELSEY	OGLE, BRENDA	WILLIAMS, CRYSTAL
HART, TYLER	PARRACK, JUDY	WILLIAMS, JILL
HEATLY, LEIGH	PARSON, JAMES	WILLIAMS, TAMMIE
HEINRICHS, LISA	PETTY, BESSIE	WILMOT, KYNDAL
HENSLEY, VICKIE	PHILLIPS, ALANDRA	WOODS, JULIE
HOBBS, KORESSA	PHILLIPS, CLAUDINE	WRIGHT, KRystal
HOLMAN, JIMMIE	PIERCE, LEIGH-ANN	YOUNG, BRANDI
HOWARD, MAISI	PITTS, TONYA	

CERTIFIED STAFF - TEMPORARY CONTRACT MOVING TO CONTINUING CONTRACT		
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Name	Name, continued	Name, continued
MCMILLIAN, NICHOLAS		

CERTIFIED STAFF - TEMPORARY CONTRACT		
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Name	Name, continued	Name, continued
DONALDSON, HARRY	MUNSEY, CRYSTAL	WILSON, SARAH