Regular Meeting of the Board of Education
Tuesday, March 10, 2026 6:00 PM

Administration Building
1740 W. Spruce
Duncan, Oklahoma 73533

Minutes

1. **Call to order** and roll call:
   Buckholts Davis Lolar Neal Schreckengost
   Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Eric Davis:	Present
Krista Lolar:	Present
Greg Neal:	Present
Christopher Schreckengost:	Absent

   Also present were the following: Dr. Channa Byerly, Kelly Henderson, Kim Ellis, Emily Hornberger, Patty Wininger, Maria Pardo, Lori McCann, Cortney Knox, Koree Goldsmith, Merry Stone, Cassie Berthold, Steven Dixon, Steph Dixon, Misty Burch, Hunter Miller, Machelle Zinn, Leann Adams, and students of the Emerson Elementary Archery Team.
2. **Flag Salute**

   The flag salute was led by Archery Team students of Emerson Elementary.
3. **Chicken Express Employees of the Month**

   This month we celebrated Employee's of the Month for February and March 2026.
   February recipients: Certified, Teacher of the Month, Steven Dixon of Duncan Middle School and Support Staff Employee of the Month, Machelle Zinn of Central Office.
   March recipients: Certified, Teacher of the Month, Leann Adams of Horace Mann Elementary and Support Staff Employee of the Month, Hunter Miller of Duncan Middle School.
   All recipients were given a plaque, free meal, and drink card for the month from Chicken Express.
4. **Public participation** and/or discussion

   There was no public participation and/or discussion.

5. **Superintendent's Report**

5.A. **Site Presentation** by Emerson Elementary

Each site presents an update to the board each school year. This month, Emerson Elementary was highlighted and Principal Koree Goldsmith and the Archery Team were in attendance to talk about all of their accomplishments.

5.B. District Update

Superintendent, Dr. Channa Byerly, highlighted student and staff accomplishments, sports, and activities going on throughout the district.

6. Discussion and motion to approve, not approve, or table the request from **AEP-PSO for Supplemental Easement and Right of Way for School Farm**

Motion to approve the request from AEP-PSO for Supplemental Easement and Right of Way for School Farm. This motion, made by Eric Davis and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

7. **Consent Agenda**

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

Motion to approve Consent Agenda items # 7.A.-7.Q.4. as listed, read aloud and discussed. This motion, made by Eric Davis and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

7.A. **Minutes** of the February 10, 2026 Regular Meeting

7.B. **Minutes** of the February 17, 2026 Special Meeting

7.C. **Financial Reports**

7.D. **Cafeteria Monthly Reports**

7.E. **Activity Fund Reports**

7.F. **District Fundraisers**

7.G. **Encumbrance Reports**

General Fund 11 Purchase Order Numbers 65998-66100, total dollar value of $146,457.68
Building Fund 21 Purchase Orders, Number 21164-21179, total dollar value of $26,227.85
Bond Fund 36 Purchase Orders, Number 36032-36035, total dollar value of $47,689.13
Arbitrage Fund 88 Purchase Orders, Number 8802-8802, total dollar value of $31,063.44
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

7.H. **Out-of-State Travel** request for Key Club Leadership trip April 16-17, 2026 to Wichita Falls, TX

7.I. **Out-of State Travel** request to approve Nicole Englishbee, Chaperone, for the Key Club Leadership trip April 16-17, 2026 to Wichita Falls, TX

7.J. District Child Nutrition **Summer Food Service Program**:

7.J.1. **Host the Summer Food Service Program**
June 1 - July 31, 2026, Five days per week

7.J.2. **Extra Service of Employees** - Site Supervisor, Site Monitor, and 3 Site Program Adults
June 1 - July 31, 2026, Five days per week

7.K. Hire a **Summer Maintenance Crew** for annual district maintenance

7.L. Hire a **Summer Paint Crew** for annual district maintenance

7.M. **Wal-Mart Stores, Inc.** consent for the Non-Exclusive Sale of Product(s) bearing the Duncan Public School name and logo through December 31, 2029

7.N. **Davis Air Conditioning, LLC** - preventative maintenance, replacement, and repairs of district HVAC units, ice machines, refrigerators, and freezers in the amount of $75,000.00 paid by the Building Fund

7.O. **RC Mowing** - district Lawn Maintenance in the amount of $27,775.00 paid by the Building Fund

7.P. **CDW Government** - DPS 2020 Vision Bond purchase of desktop computers for district staff in the amount of $62,112.00

7.Q. Contracts and Encumbrance requests for FY 26-27:

7.Q.1. **Oklahoma Aeronautics Commission** Flight Simulator Agreement renewal for aviation program curriculum for FY 26-27

7.Q.2. **ADPC** - annual district Accounting Software and Support Agreement in the amount of $18,084.00 for FY 26-27

7.Q.3. **Patten & Odom, CPAs, PLLC** - annual engagement letter and contract for district Auditing Services in the amount of 18,350.00 for FY 26-27

7.Q.4. **Sparklight Business** - Service Agreement for district Internet Services in the amount of $26,304.00 for FY 26-27

8. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; **(b)** Pursuant to 25 O.S. § 307 (B)(1) The re-employment of District Assistant Superintendents for FY 26-27 as outlined on Schedule A1, inclusive; **(c)** Pursuant to 25 O.S. § 307 (B)(2) Discussing negotiations concerning certified and support employees and representatives of employee groups; and **(d)** Pursuant to 25 O.S. § 307 (B)(1) and 307 (B)(2) The Employment, contract, and evaluation of the Superintendent. Vote to convene or not convene into Executive Session

Motion to convene into Executive Session at 6:40 P.M. This motion, made by Eric Davis and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

9. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; **(b)** Pursuant to 25 O.S. § 307 (B)(1) The re-employment of District Assistant Superintendents for FY 26-27 as outlined on Schedule A1, inclusive; **(c)** Pursuant to 25 O.S. § 307 (B)(2) Discussing negotiations concerning certified and support employees and representatives of employee groups; and **(d)** Pursuant to 25 O.S. § 307 (B)(1) and 307 (B)(2) The Employment, contract, and evaluation of the Superintendent. No action was taken in Executive Session.

The following board members were present in Executive Session: Carl Buckholts, Eric Davis, Krista Lolar, Greg Neal and Christopher Schreckengost. In addition the following person(s) were present in Executive Session: Dr. Channa Byerly.
Motion to acknowledge the Board's return to Open Session at 6:49 P.M. This motion, made by Eric Davis and seconded by Krista Lolar, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

10. Discussion and possible action regarding the **employment contract for the Superintendent of Schools**

Motion to approve the employment contract for Superintendent of Schools. This motion, made by Krista Lolar and seconded by Eric Davis, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Nay
Christopher Schreckengost:	Absent

Yea: 3, Nay: 1, Absent: 1

11. Discussion and possible action regarding retirements, resignations, and employment contracts as listed on **Schedule A** attached

Motion to approve retirements, resignations, and employment contracts as listed on Schedule A. This motion, made by Krista Lolar and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

12. Discussion and possible action regarding the **re-employment of District Assistant Superintendents** for FY 26-27 as listed on Schedule A1 attached

Motion to approve the re-employment of District Assistant Superintendents for FY 26-27 as listed on Schedule A1. This motion, made by Krista Lolar and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea

Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

13. Discussion and possible action to **Open Negotiations** for ADE (Association of Duncan Educators) and DESA (Duncan Educational Support Association) for FY 26-27

Motion to Open Negotiations for ADE (Association of Duncan Educators) and DESA (Duncan Educational Support Association) for FY 26-27. This motion, made by Eric Davis and seconded by Krista Lolar, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

14. Discussion and possible action regarding declaration of miscellaneous items as **surplus**

Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Krista Lolar, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

15. Discussion and possible action regarding **New Business**

There was no New Business.

16. **The next Regular Meeting of the Board of Education will be held on Tuesday, April 14, 2026 at 6:00 P.M. at the Administration Building at 1740 W. Spruce, Duncan, OK**

17. **Adjournment**

This concludes the business that came before the Board on March 10, 2026 and at 6:52 P.M. Board President Carl Buckholts declared the meeting adjourned.

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

NOTICE TO THE STEPHENS COUNTY CLERK OF THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA.

All Regular Meetings will start at 6:00 P.M. and will be held in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

The dates for the monthly Regular Meetings in 2026 are as follows:

Tuesday, January 13, 2026

Tuesday, February 10, 2026

Tuesday, March 10, 2026

Tuesday, April 14, 2026

Tuesday, May 12, 2026

Tuesday, June 9, 2026

Thursday, June 25, 2026

Tuesday, July 14, 2026

Tuesday, August 18, 2026

Tuesday, September 15, 2026

Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
DEBBIE JENKINS
COUNTY CLERK
BY DEPUTY

Agenda
Duncan Public Schools
Regular Meeting of the Board of Education
Administration Building, 1740 W. Spruce, Duncan, Oklahoma 73533
Tuesday, March 10, 2026 at 6:00 PM

1. **Call to order** and roll call:
Buckholts Davis Lolar Neal Schreckengost

2. **Flag Salute**

3. **Chicken Express Employees of the Month**

4. **Public participation** and/or discussion

5. **Superintendent's Report**

   A. **Site Presentation** by Emerson Elementary

   B. District Update

6. Discussion and motion to approve, not approve, or table the request from **AEP-PSO for Supplemental Easement and Right of Way for School Farm**

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

   A. **Minutes** of the February 10, 2026 Regular Meeting

   B. **Minutes** of the February 17, 2026 Special Meeting

   C. **Financial Reports**

   D. **Cafeteria Monthly Reports**

   E. **Activity Fund Reports**

   F. **District Fundraisers**

   G. **Encumbrance Reports**
   General Fund 11 Purchase Order Numbers 65998-66100, total dollar value of $146,457.68
   Building Fund 21 Purchase Orders, Number 21164-21179, total dollar value of $26,227.85

Bond Fund 36 Purchase Orders, Number 36032-36035, total dollar value of $47,689.13
Arbitrage Fund 88 Purchase Orders, Number 8802-8802, total dollar value of $31,063.44
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

H. **Out-of-State Travel** request for Key Club Leadership trip April 16-17, 2026 to Wichita Falls, TX

I. **Out-of State Travel** request to approve Nicole Englishbee, Chaperone, for the Key Club Leadership trip April 16-17, 2026 to Wichita Falls, TX

J. District Child Nutrition **Summer Food Service Program**:

1. **Host the Summer Food Service Program**
June 1 - July 31, 2026, Five days per week

2. **Extra Service of Employees** - Site Supervisor, Site Monitor, and 3 Site Program Adults
June 1 - July 31, 2026, Five days per week

K. Hire a **Summer Maintenance Crew** for annual district maintenance

L. Hire a **Summer Paint Crew** for annual district maintenance

M. **Wal-Mart Stores, Inc.** consent for the Non-Exclusive Sale of Product(s) bearing the Duncan Public School name and logo through December 31, 2029

N. **Davis Air Conditioning, LLC** - preventative maintenance, replacement, and repairs of district HVAC units, ice machines, refrigerators, and freezers in the amount of $75,000.00 paid by the Building Fund

O. **RC Mowing** - district Lawn Maintenance in the amount of $27,775.00 paid by the Building Fund

P. **CDW Government** - DPS 2020 Vision Bond purchase of desktop computers for district staff in the amount of $62,112.00

Q. Contracts and Encumbrance requests for FY 26-27:

1. **Oklahoma Aeronautics Commission** Flight Simulator Agreement renewal for aviation program curriculum for FY 26-27

2. **ADPC** - annual district Accounting Software and Support Agreement in the amount of $18,084.00 for FY 26-27

3. **Patten & Odom, CPAs, PLLC** - annual engagement letter and contract for district Auditing Services in the amount of 18,350.00 for FY 26-27

4. **Sparklight Business** - Service Agreement for district Internet Services in the amount of $26,304.00 for FY 26-27

8. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; **(b)** Pursuant to

25 O.S. § 307 (B)(1) The re-employment of District Assistant Superintendents for FY 26-27 as outlined on Schedule A1, inclusive; **(c)** Pursuant to 25 O.S. § 307 (B)(2) Discussing negotiations concerning certified and support employees and representatives of employee groups; and **(d)** Pursuant to 25 O.S. § 307 (B)(1) and 307 (B)(2) The Employment, contract, and evaluation of the Superintendent.

Vote to convene or not convene into Executive Session

9. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; **(b)** Pursuant to 25 O.S. § 307 (B)(1) The re-employment of District Assistant Superintendents for FY 26-27 as outlined on Schedule A1, inclusive; **(c)** Pursuant to 25 O.S. § 307 (B)(2) Discussing negotiations concerning certified and support employees and representatives of employee groups; and **(d)** Pursuant to 25 O.S. § 307 (B)(1) and 307 (B)(2) The Employment, contract, and evaluation of the Superintendent. No action was taken in Executive Session.

10. Discussion and possible action regarding the **employment contract for the Superintendent of Schools**

11. Discussion and possible action regarding retirements, resignations, and employment contracts as listed on **Schedule A** attached

12. Discussion and possible action regarding the **re-employment of District Assistant Superintendents** for FY 26-27 as listed on Schedule A1 attached

13. Discussion and possible action to **Open Negotiations** for ADE (Association of Duncan Educators) and DESA (Duncan Educational Support Association) for FY 26-27

14. Discussion and possible action regarding declaration of miscellaneous items as **surplus**

15. Discussion and possible action regarding **New Business**

16. **The next Regular Meeting of the Board of Education will be held on Tuesday, April 14, 2026 at 6:00 P.M. at the Administration Building at 1740 W. Spruce, Duncan, OK**

17. **Adjournment**

This Agenda for the Regular Meeting of March 10, 2026 was posted online, at www.duncanps.org, and on the front window of the Administration Building at 1740 W. Spruce, Duncan, OK on March 9, 2026 at 5:55 P.M.

Posted by Kelly Henderson
Kelly Henderson, Board Clerk

SCHEDULE A
03/10/2026

RETIREMENT				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Barton	Kathy	WW/Teacher	39	5/22/2026
Stone	Merry	CO/Assistant Superintendent	29	2026-27=8/10/2026
Benson	Teresa	DHS/Secondary Clerk	28	5/29/2026

RESIGNATIONS				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Ellis	David	DHS/Teacher	5	5/22/2026
Caldwell	Melinda	PL/SPED Paraprofessional-Teacher Assistant	6	3/3/2026
Smith	Erin	PL/SPED Paraprofessional-Teacher Assistant	0	3/3/2026
Ortega	Ivan	Assistant MS Girls Soccer-Contract Coach	0	never worked

EMPLOYMENT				
Last Name	First Name	New Position	Pending	Contract
		SPED Teacher	Background	Temporary
		Elementary Counselor (2026-27)	Background	Temporary
		Teacher Assistant/Paraprofessional	Background	Support
		Custodian		Support

ADJUNCT TEACHERS				
Last Name	First Name	Position	Site	

CONTRACT CHANGES			
Last Name	First Name	Site Assignment	Effective

EXTRA-DUTY CONTRACT CHANGES		
Last Name	First Name	New Position

EXIT
DUNCAN

Duncan Public Schools
Certified Staff
of the Month
Steven Dixon
Duncan Public Schools
February 2026
DAY MATTERS

Support Staff
of the Month
Hunter Miller

No action, decision, or vote shall be taken while the board is in executive session. The board shall reconvene the open meeting after an executive session prior to adjourning the meeting.

In the interest of maintaining confidentiality of the information discussed during executive sessions, under no circumstances, will audio/video recording or camera photos of executive sessions be permitted. Board members and those persons requested to enter an executive session are required to turn off all cellular telephones prior to the start of the session, unless there is a legitimate reason of personal health or safety involved.
REFERENCE: 25 O.S. §307
70 O.S. §5-118 Atty. Gen. Op. 82-114 (April 12, 1982)

Adoption Date:	Revision Date(s): 6-26-07

2018 HEARING OF PUBLIC

All regular, special and emergency meetings of the Duncan Board of Education shall be open to the public. The Board wishes to hear the viewpoints of citizens and considers responsible presentation of these viewpoints vital to the efficient operation of the school system. The Board also recognizes its responsibility for the proper governance of the schools and the need to conduct its business in an orderly and efficient manner. The Board, therefore, establishes the following procedures to receive input from citizens:

1. In order for the Board to fulfill its responsibility to conduct its business in an orderly and efficient manner, unless otherwise enlarged by a majority vote of the Board public comments under Hearing of the Public of thirty (30) minutes will generally be permitted. Any citizen wishing to address the board must communicate such desire to the Clerk of the Board prior to the commencement of the meeting. Without an agenda item, no discussion between the board and the citizen can occur under Hearing of the Public.
2. Any citizen desiring to include an item on an agenda shall communicate such to the office of the superintendent in writing. Such writing shall state the nature of the matter to be discussed, the name of the citizen and/or group making the request. For placement on an agenda under Hearing of the Public, such writing must be received by the office of the superintendent at least five (5) full working days prior to any meeting which, with respect to any regularly scheduled meeting, shall require receipt on or before 4:00 o'clock p.m. on the Friday one week preceding such meeting.
3. Public comments are generally limited to five (5) minutes and where several people wish to address the same subject a spokesperson must be selected. It will be the decision of the board president if additional citizens are allowed to address the same subject. No official board action can be taken under Hearing of the Public. Speakers will be recognized in order in which they have signed in with the Clerk. Those persons who have not signed in will be permitted to address an item if there is time remaining during the approximate thirty (30) minute period of Hearing of the Public.
4. During the Hearing of the Public period no citizen will be recognized twice. Each citizen who addresses the Board shall give his or her name, and identify his or her topic of discussion.
5. The President of the Board shall be responsible for recognizing speakers, maintaining proper order, and adhering to time limits.
6. The purpose of Hearing of the Public is to allow citizens to present to the Board suggestions concerning items on the agenda. Consistent with this purpose, public participation should not be used for personal attacks upon Board members, district employees, individual students or other persons in attendance or absent unless it is specifically related to an agenda item. The President of the Board will interrupt and terminate any presentation that is not in accordance with this restriction. The Board may, in its discretion, also place other restrictions upon Hearing of the Public when such restrictions are necessary or appropriate to protect the privacy rights of the affected individual(s).

2019 CODE OF ETHICS FOR SCHOOL BOARD MEMBERS

As a member of the School Board:
I will listen.
I will recognize the integrity of my predecessors and associates and the merit of their work.
I will be motivated only by a desire to serve the children of my community.
I will recognize the fact that it is my responsibility, together with that of my fellow Board members, to see that the schools are properly run not to run them myself.

Emerson Archery

- Funded by NASP of Oklahoma
- Coaches Kelsey Jones, and Morgan Curry

Emerson Archery: 2025-2026 Season

Emerson Archery: 2025-2026 Season
DUNCAN

Emerson Archery: 2025-2026 Season
DUNCAN

2025-2026 Season
DUNCAN
DUNCAN
Superintendent

DUNCAN

BEHRNES LAW
PLLC

March 9, 2026
Hand-Delivered

Dr. Channa Byerly
Superintendent
Duncan Public Schools

RE: AEP-PSO Easement
N/2 NW/4 NE/4 and SW/4 NW/4 NE/4 of Section 20, Township 1 South, Range 7 South, Stephens County, Oklahoma

Dear Dr. Byerly:

Enclosed herewith please find (1) the Supplemental Easement and Right of Way and (2) an Easement Payment Schedule. I've marked the places where Carl will need to initial or sign and the one place where the documents will need to be notarized. AEP-PSO is also requesting an IRS Form W-9. I assumed Kelly already has that but if not let me know and we can provide the form. Once the documents are all executed, please return them to my office or give me a call to pick them up. I will arrange a time with the agent to close the transaction and exchange the documents for the payment. I will thereafter deliver the payment to your office.

If you have any questions or require any additional information, please let me know.

Yours very truly,
Behrnes Law PLLC

Valerie N. Behrnes

Valerie N. Behrnes

Enclosures

Valerie N. Behrnes
Valerie@BehrnesLaw.com

1881 West Spruce Avenue
Duncan, Oklahoma 73533

580.475.4535
www.BehrnesLaw.com

Line Name: Duncan - Cornville

LineNo.:TLN114:00821 **Easement No.:** 18

SUPPLEMENTAL EASEMENT AND RIGHT OF WAY

On this 10th day of March, 2026, **Independent School District No. I-1 of Stephens County, Oklahoma,** herein represented by Carl Buckholts, President of the Board of Education, whose address is 1740 W. Spruce Ave., Duncan, Oklahoma 73533, ("Grantor"), whether one or more persons, owns an interest in a tract of real property that is more particularly described lands of the Grantor, situated in the State of Oklahoma, Stephens County, surface and surface rights only in and to N/2 of NW/4 of NE/4 and SW/4 of NW/4 of NE/4, Section 20, Township No. 1S, Range No. 7S, GIS Identifier 40137-0000-20-01S- 07W-1-007-00, Tax Parcel Number 0000-20-01S-07W-1-007-00 in that ce1tain document, dated 10/09/1969 recorded in Book 1038, Page 359, of the real property records of Stephens County, Oklahoma, and such tract is subject to easements and rights-of-way granted in favor of Public Service Company of Oklahoma and others.

Public Service Company of Oklahoma, a(n) Oklahoma corporation, a unit of American Electric Power, whose principal business address is 1 Riverside Plaza, Columbus, Ohio 43215, ("AEP") is the current owner and holder of the rights, title, and interest, or a portion thereof, granted in or arising under that certain right of way and easement, dated 03/28/1952, and recorded in Book 515, Page 415 of the official records of Stephens County, Oklahoma (the "Original Easement").

NOW, THEREFORE, in consideration of the sum of Ten and NO/100 Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor hereby grants, conveys and warrants this Supplemental Easement and Right of Way ("Easement") to AEP for electric transmission, distribution, and communication lines and appurtenant equipment and fixtures, being, in, on, over, under, through and across to supplement the Original Easement insofar as it encumbers such tract of real property owned by Grantor as more particularly described above.

Auditor/Key/Tax Number: 0000-20-01S-07W-1-007-00

The location, width, and boundaries of the easement area are hereby revised, modified, and clarified to be as described and depicted on Exhibit "A", attached hereto and made a part hereof ("Easement Area").

The Easement is also supplemented by the addition of the following language:

AEP, its successors and assigns, are granted the right to construct, reconstruct, operate, maintain, alter, inspect and patrol (by ground or air), protect, repair, replace, renew, upgrade, relocate within the Easement Area, remove and replace poles, towers, and structures, made of wood, metal, concrete or other materials, including crossarms, guys, anchors, anchoring systems, grounding systems, underground conduits, ducts, vaults, transformers, pedestals, risers, pads, communications facilities, and all other appurtenant equipment and fixtures, and to string conductors, wires and cables. The electric facilities may consist of a variable number of towers, poles, wires, guys, anchors and associated fixtures, including the right to enlarge, and may transmit electricity of any voltage or amperage, together with the right to add to said facilities from time to time, and the right to do anything necessary, useful or convenient for the enjoyment of the Easement Area herein granted, together with the privilege of removing at any time any or all of said facilities erected on the Easement Area.

AEP and its successors and assigns, shall have the right, in AEP's reasonable discretion, to cut down, trim, and otherwise control, using herbicides or tree growth regulators (except for portions of the property used for cultivation), or other means, and at AEP's option, to remove from the Easement Area any and all trees, overhanging branches, vegetation, brush, including all root systems or other obstructions. Without limiting the foregoing, AEP shall also have the right to apply herbicides or growth regulators at or around the base of the pole structures and other AEP facilities located within the easement area for the aforementioned purpose. AEP shall also have the right to cut down, trim, remove, and otherwise control trees situated on lands of the Grantor which adjoin the Easement Area, when in the reasonable opinion of AEP those trees may endanger the safety of, or interfere with the construction, operation or maintenance of AEP's facilities or ingress or egress to, from or along the Easement Area.

AEP and its successors and assigns are granted the right of unobstructed ingress and egress, at any and all times, on, over, across, along and upon the Easement Area, and across the adjoining lands of Grantor as may be reasonably necessary to access the Easement Area for the above referenced purposes.

In no event shall Grantor, its heirs, successors, and assigns plant or cultivate any trees or place, construct, install, erect or permit any temporary or permanent building, structure, improvement or obstruction including but not limited to, storage tanks, billboards, signs, sheds, dumpsters, light poles, water impoundments, above ground irrigation systems, swimming pools or wells, or permit any alteration of the ground elevation, over or within the Easement Area. AEP may, at Grantor's cost, remove any structure or obstruction if placed within the Easement Area and may re-grade any alterations of the ground elevation within the Easement Area. AEP shall repair or pay Grantor for actual damages to growing crops, fences,

gates, field tile, drainage ways, drives, or lawns caused by AEP in the exercise of the rights herein granted.

The failure of AEP to exercise any of the rights granted herein, including but not limited to the removal of any obstructions from the Easement Area, shall not be deemed to constitute a waiver of the rights granted herein and the removal of any facilities from the Easement Area shall not be deemed to constitute a permanent abandonment or release of the rights granted herein.

Except as modified by this Supplemental Easement and Right of Way, all terms and provisions of the Original Easement and all rights arising in connection with the Original Easement shall remain in full force and effect, and the Original Easement shall keep its priority in title as of the date of its recording. Those provisions and rights are expressly ratified, reaffirmed by and incorporated within this Supplemental Easement and Right of Way. The Original Easement along with this Supplemental Easement and Right of Way shall for all purposes function as a single instrument, however, to the extent any terms or provisions of the Original Easement conflict with, limit or are inconsistent with any term or provision of the Supplemental Easement and Right of Way, the terms and provisions of this Supplemental Easement and Right of Way shall control. Nothing herein will in any manner vary, change, modify, or restrict the rights and privileges that AEP may have acquired through any instrument other than the Original Easement or by any other means.

The terms and conditions as supplemented by this instrument, are the complete agreement, expressed or implied between the parties hereto and shall inure to the benefit of and be binding on their respective successors, assigns, heirs, executors, administrators, lessees, tenants, licensees, and legal representatives. Additional terms and provisions are set forth on the attached Exhibit "B" which is incorporated herein by reference.

This instrument may be executed in counterparts, each of which will be deemed an original, but all of which taken together will constitute one and the same instrument.

Any remaining space on this page intentionally left blank. See next page(s) for signature(s).

IN WITNESS WHEREOF, said Grantor has executed the Easement effective the day, month and year first above written.

GRANTOR
Independent School District No. I-1 of Stephens County, Oklahoma

_____
By: Carl Buckholts
Title: President of the Board of Education

State of Oklahoma §
§
County of Stephens §

This instrument was acknowledged before me on the 10th day of March, 2026, by Carl Buckholts, President of the Board of Education of Independent School District No. I-1 of Stephens County, on behalf of said agency.

In Witness Whereof, I have subscribed by name and affixed my official seal.

_____
Notary Public
Print Name: _____
My Commission Expires: _____

IN WITNESS WHEREOF, AEP has executed this Option effective the day, month and year first above written.

PUBLIC SERVICE COMPANY OF OKLAHOMA(PSO)

_____

By: Deborah L. Brown
Transmission Right of Way Agent Staff Authorized Signer

State of Oklahoma §
§
County of Tulsa §

The foregoing instrument was acknowledged before me this _____ day of March, 2026 by Deborah L. Brown, Transmission Right of Way Agent Staff, American Electric Power Service Corporation, as Authorized Signer for **Public Service Company of Oklahoma**, an Oklahoma corporation, a unit of American Electric Power, on behalf of the corporation.

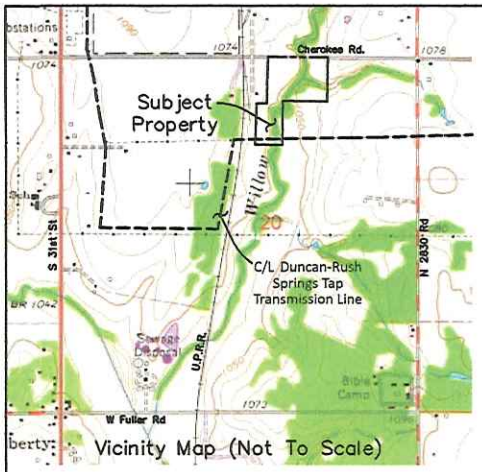
_____

Notary Public
Print Name: _____
My Commission Expires: _____

This instrument prepared by Marland L. Turner, Senior Counsel - Real Estate, American Electric Power Service Corporation, 1 Riverside Plaza, Columbus, OH 43215 for and on behalf of Public Service Company of Oklahoma, a unit of American Electric Power.

When recorded return to: American Electric Power - Transmission Right of Way, 212 E. 6th Street, Tulsa, OK 74119.

Exhibit "A"



LEGEND

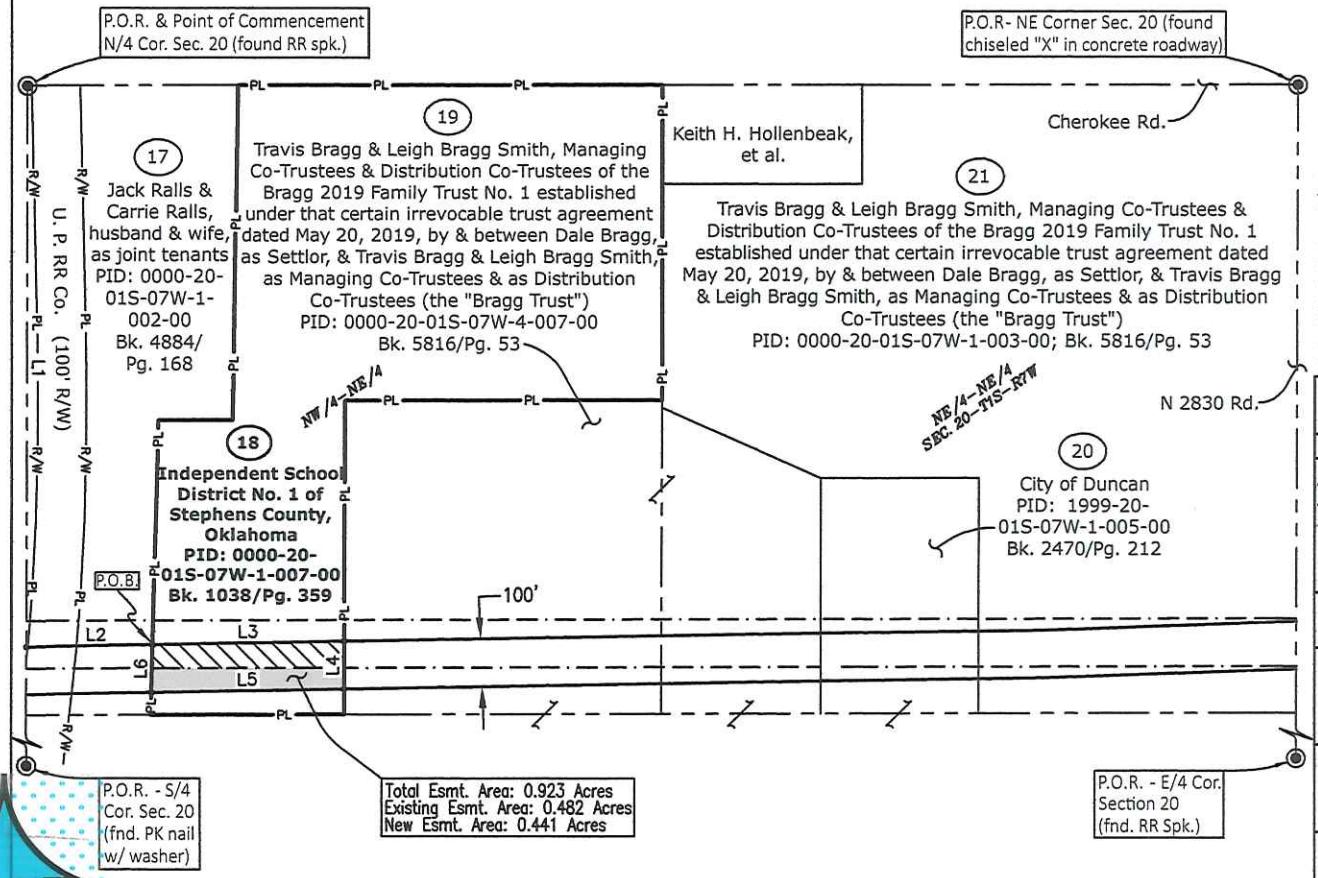
P.O.B.	POINT OF BEGINNING
P.O.R.	POINT OF REFERENCE
	NEW RIGHT-OF-WAY LINE
	EX. RIGHT-OF-WAY LINE
	NEW EASEMENT AREA
	EXISTING EASEMENT AREA
PL	PROPERTY LINE
	FOUND CORNER (As described)
	SET #4 REBAR W/ PLAS. CAP MKD. "LS 1269 CA 4066" OR MAGNAIL W/ WASHER MKD. "OK CA 4066 AR CA 1583" IN PAVED SURFACES

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 00°03'12" W	1179.61'
L2	N 88°58'33" E	261.94'
L3	N 88°58'33" E	400.84'
L4	S 00°06'12" W	100.02'
L5	S 88°58'33" W	403.14'
L6	N 01°25'05" E	100.09'

LICENSED PROFESSIONAL LAND SURVEYOR
John M. Webb
1269
OKLAHOMA

John M Webb 5/27/25
JOHN M. WEBB
PROFESSIONAL SURVEYOR NO: 1269

0 400 800
Graphic Scale: 1" = 400'



NOTES:
1) THIS DRAWING WAS PREPARED FOR THE LIMITED USE OF PUBLIC SERVICE COMPANY OF OKLAHOMA FOR EASEMENT PURPOSES ONLY AND IS NOT INTENDED TO REPRESENT A COMPLETE SURVEY OF THE PROPERTY.
2) LAND OWNERSHIP INFORMATION IS PROVIDED BY TITLE AGENCY. NO ADDITIONAL VERIFICATION HAS BEEN PERFORMED BY THE SURVEY COMPANY.
3) BEARINGS SHOWN HEREON ARE GRID, BASED ON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NAD 83 (2011), SOUTH ZONE.
4) DISTANCES SHOWN HEREON ARE SURFACE DISTANCES, DERIVED USING A COMBINED GROUND TO GRID SCALE FACTOR OF 0.99989324239167.

SURVEY AND MAPPING BY
JOHN M. WEBB AND ASSOCIATES, INC.
P. O. BOX 1628, AUSTIN, TEXAS, 78767, OK FIRM REG. # 4066

LINE NAME: Duncan - Rush Springs Tap
LINE NO: TLN114:0821
ORIGINAL TRANSMISSION LINE RIGHT OF WAY EASEMENT: From Robert Ardell Lester to Public Service Company of Oklahoma per Right of Way Easement recorded in Book 515, Page 415 of the Real Property Records of Stephens County, Oklahoma

PUBLIC SERVICE COMPANY OF OKLAHOMA

An Electric Transmission Line Easement across the property of Independent School District No. 1 of Stephens County, Oklahoma, containing 0.923 acres

A part of the SW/4 of the NW/4 of the NE/4 of Section 20, Township 1 South, Range 7 West of the Indian Meridian, Stephens County, Oklahoma

Date: 5/27/25	Scale: 1" = 400'	Tract No: 18

Exhibit "B"

Attached to and made a part of that certain Supplemental Easement and Right of Way Agreement dated the 10th day of March, 2026, by and between Independent School District No. I-1 of Stephens County, Oklahoma, as Grantor, whether one or more, and Public Service Company of Oklahoma, an Oklahoma corporation, a unit of American Electric Power ("AEP"), as Grantee. Notwithstanding anything contained herein to the contrary, it is expressly understood, agreed, and provided by and between Grantor and AEP that the agreements and provisions hereafter in this Exhibit B shall govern and prevail over any other provisions in the attached Supplemental Easement and Right of Way Agreement, to-wit:

1. All trees, undergrowth, and obstructions cut down, trimmed, controlled, or otherwise removed by AEP shall be completely removed from Grantor's property or mulched and left in place so that no debris remains; all such work shall be at AEP's sole expense.
2. AEP shall not construct any buildings on Grantor's land.
3. If AEP removes its facilities and otherwise fails to use the easement and right of way granted herein for five (5) consecutive twelve (12) month periods, Grantor may send AEP written notice of its intention to terminate the Supplemental Easement and Original Easement. If AEP fails to respond and resume use of the easement and right of way within sixty (60) days then the easement and right of way shall terminate and be of no further force and effect. Upon such termination, AEP shall remove all of its surface and subsurface facilities, structures, and improvements and shall restore the surface of the ground, as near as practical, to the original condition which existed prior to installation of such facilities, structures, and improvements. Notwithstanding the foregoing, AEP shall leave the fencing and gates in place in "as-is" condition for Grantor's use.
4. Prior to cutting any fence on Grantor's property, AEP shall brace the existing fence on both sides adequately and in such a manner that there shall be no slackening of the wires. While constructing through fenced areas, AEP shall maintain sufficient guard or deterrent to keep livestock from crossing one fenced pasture to another and to keep livestock from exiting a fenced area and accessing any other area, including but not limited to roadways. In the event AEP cuts any fence or installs any gate AEP must use materials of the same quality as the materials used to construct presently existing fences and gates on Grantor's land. In the event AEP installs a gate or gates along a fence line that marks a common boundary between the Grantor's land and an adjoining owner(s) land, AEP shall also obtain the consent of the adjoining land owner(s) as to the specific location(s), All gates used by AEP in connection with operations under this Agreement shall be kept closed at all times, except when passing through the same. Grantor shall have the right to open and close all gates installed by AEP, except gates installed along a fence line that marks a common boundary between the Grantor's land and an adjoining owner(s) land.

IN VIOLATION OF A LEGAL DUTY. THIS INDEMNIFICATION SHALL NOT APPLY TO DAMAGES CAUSED BY THE NEGLIGENCE OR WILLFUL MISCONDUCT OF GRANTOR OR ITS EMPLOYEES, INVITEES, AGENTS, SUCCESSORS, AND ASSIGNS.

Line Name: Duncan - Cornville
Line No.: TLN114:00821 **Easement No.:** 18

EASEMENT PAYMENT SCHEDULE

THE UNDERSIGNED: Carl Buckholts, President of the Board of Education

GRANTOR: Independent School District No. I-1 of Stephens County

ADDRESS: 1740 W. Spruce Ave., Duncan, Oklahoma 73533

HEREBY OFFER to accept amount as determined in accordance with the schedule below in full payment of the Easement and Right of Way for an electric transmission, distribution and communication lines, being, in, on, over, under, through and across the land of the Undersigned Situated in N/2 of NW/4 of NE/4 and SW/4 of NW/4 of NE/4, Section 20, Township No. 1S, Range No. 7S, GIS Identifier 40137-0000-20-01S-07W-1-007-00, Tax Parcel Number 0000-20-01S-07W-1-007-00, Stephens County, State of Oklahoma, under an easement dated March 10, 2026 from the Undersigned to the Company, to wit:

PAYMENT SCHEDULE

Easement Acquisition Cost Description:	**Items Paid**
Easement Consideration Paid – 0.923 Acres @ $2,000.00/ Lump Sum =	$2,000.00
Additional ROW - 0.441 Acres +/- @ $5,500.00/acre =	$2,425.50
Supplemental Easement Ownership Interest: 100%	
942 - Sub-Totals	$4,425.50
943 - Sub-Totals	$0.00
946 - Sub-Totals	$0.00
Total Consideration includes Initial Consideration Paid	**$4,425.25**

The amounts so determined are full payment for the Easement and Right of Way. Any construction damages will be paid separately unless noted above.

Accepted on _____, 2026

Volkert, Inc., Contract Agent for:

Public Service Company of Oklahoma

By: _____
Field Agent: Sam Russo

Signed on March 10, 2026

GRANTOR

Independent School District No. I-1 of Stephens County

By: _____
Carl Buckholts, President of the Board of Education

For Office Use Only:

Attach Required W-9

GL	PCBU	Project BPID	Work Order	Account	Dept.	CC	Act	Easement Payment
114	**TRANS**	**A20041002**	**T10155583001**	**1070001**	**10425**	**942**	**412**	**$4,425.50**

GL	PCBU	Project BPID	Work Order	Account	Dept.	CC	Act	Damage Payment
114	**TRANS**	**A20041002**	**T10155583001**	**1070001**	**10425**	**943**	**412**	**$0.00**

GL	PCBU	Project BPID	Work Order	Account	Dept.	CC	Act	Crop Payment
114	**TRANS**	**A20041002**	**T10155583001**	**1070001**	**10425**	**946**	**412**	**$0.00**

Regular Meeting of the Board of Education
Tuesday, February 10, 2026 6:00 PM

Administration Building
1740 W. Spruce
Duncan, Oklahoma 73533

Minutes

1. **Call to order** and roll call:
Buckholts Davis Lolar Neal Schreckengost
Attendance Taken at 6:00 PM.

Carl Buckholts:	Absent
Eric Davis:	Present
Krista Lolar:	Present
Greg Neal:	Present
Christopher Schreckengost:	Present

Also present were the following: Kelly Henderson, Becky Barnes, Emily Hornberger, Rebecca Ward, Cathy Barker, Sonia Norton, Lisha Elroy, Rachel Terry, Lori McCann, Sarabeth Jennings, Brooke Alston, Benjamin Nerl, Kim Ellis, Merry Stone, and Misty Burch.

2. **Flag Salute**
The flag salute was led by students of the Woodrow Wilson Academic Team.

3. **Chicken Express Employees of the Month**
The February recipients will be celebrated at the next Regular Meeting of the Duncan Board of Education on March 10, 2026.

4. **Site Presentation** by Woodrow Wilson Elementary
Each site submits one video update to present to the board each school year. This month, Principal Rebecca Ward highlighted Woodrow Wilson Elementary.

5. **Department Presentation** from Child Nutrition
Child Nutrition Director Becky Barnes updated the board on all of the wonderful things going on in the cafeterias throughout the district.

6. **Public participation** and/or discussion
There was no public participation and/or discussion.

7. Discussion and possible motion to approve amendments to the following **district policy and procedure**:

Motion to approve the amendments to Policy 6039 Hazing in the district policy and procedures. This motion, made by Christopher Schreckengost and seconded by Eric Davis, Passed.

Carl Buckholts:	Absent
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

7.A. **Policy 6039 Hazing** - amendments

8. **Superintendent's Report**

8.A. District Update
Assistant Superintendent, Merry Stone, led the report by introducing Misty Burch. Misty will be joining the Duncan Board of Education in Seat #1, replacing Kris Schreckengost in April. Mrs. Stone continued by highlighting accomplishments in the classroom and in athletics, then explained to the board how the district is meeting with 8th grade parents and their student one-on-one to prepare for High School and know what to expect.
High School Principal, Lisha Elroy, and Counselor, Rachel Terry, presented a slideshow to the board to follow up with any possible questions regarding class enrollment and graduation requirements.

9. **Consent Agenda**
All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration, and approval of the following items:
Motion to approve Consent Agenda items #10.A.-10.I. as listed, read aloud, and discussed. This motion, made by Christopher Schreckengost and seconded by Greg Neal, Passed.

Carl Buckholts:	Absent
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

9.A. **Minutes** of the January 13, 2026 Regular Meeting

9.B. **Cafeteria Monthly Reports**

9.C. **Financial Reports**

9.D. **Activity Fund Reports**

9.E. **Encumbrance Reports**
General Fund 11 Purchase Order Numbers 65915-65997, total dollar value of $129,294.15
Building Fund 21 Purchase Orders, Number 21152-21163, total dollar value of $23,875.67
Bond Fund 36 Purchase Orders, Number 36028-36031, total dollar value of $205,529.85
Insurance Fund 86 Purchase Orders, Number 8608-8610, total dollar value of $31,755.00
Change Order Listing(s) of Encumbrances

9.F. **2026-2027 District Calendar**

9.G. **Thought Exchange** - 3 year subscription to Engagement+ for staff, student, and community exchange in the amount of $6,758.48 paid by Federal Funds

9.H. **Apple Inc.** - DPS 2020 Vision Bond purchase of 25 Apple Laptops and Licenses for Student Media Production classroom instruction at Duncan High School in the amount of $42,374.73

9.I. **Internal Revenue Service, Department of the Treasury** - Yield Restriction Calculation for the $11,280,000.00 Lease Revenue Note Series 2020 Positive Liability Payment for the period ending 12/15/2025 in the amount of $31,063.44 paid by Fund 88

10. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B) (1) Proposed termination of support employee, Alison McClary, effective January 23, 2026.

Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 6:21 P.M. This motion, made by Krista Lolar and seconded by Christopher Schreckengost, Passed.

Carl Buckholts:	Absent
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

11. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)

(1) Proposed termination of support employee, Alison McClary, effective January 23, 2026. No action was taken in Executive Session.
There was no executive session, therefore the meeting continued.

12. Discussion and possible action regarding retirements, resignations, employment, and changes of contract as listed on **Schedule A** attached
Motion to approve retirements, resignations, employment, and changes of contract as listed on Schedule A. This motion, made by Christopher Schreckengost and seconded by Greg Neal, Passed.

Carl Buckholts:	Absent
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

13. Discussion and motion to approve, not approve or table the **proposed termination** of Alison McClary, support employee, effective January 23, 2026
Motion to table the termination of Alison McClary, support employee, effective January 23, 2026. This motion, made by Krista Lolar and seconded by Greg Neal, Tabled.

Carl Buckholts:	Absent
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

14. Discussion and possible action regarding declaration of miscellaneous items as **surplus**
Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Krista Lolar, Passed.

Carl Buckholts:	Absent
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

15. Discussion and possible action regarding **New Business**
There was no New Business.

16. **The next Regular Meeting of the Board of Education will be held on Tuesday, March 10, 2026 at 6:00 P.M. at the Administration Building at 1740 W. Spruce, Duncan, OK**

17. **Adjournment**
This concludes the business that came before the Board on February 10, 2026, and at 6:23 P.M. Board Vice President Eric Davis declared the meeting adjourned.

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the agenda for this Regular Meeting of February 10, 2026 was posted on the door of the Administration Building at 4:30 P.M., Monday, February 9, 2026 by Board Clerk, Kelly Henderson. Notice of this meeting was filed with the Stephens County Clerk October 15, 2025.

I also certify that at least 24 hours prior to this meeting the agenda of this meeting was posted on the school district website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION

Kelly Henderson

Kelly Henderson, Board Clerk

Independent School District No. 1 Stephens County, Oklahoma Official SEAL

SCHEDULE A

02/10/26

RETIREMENT				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Hays	Pamela	WW/Teacher	27	3/25/2026
Zinn	Kevin	DHS/Vocal Music	37	5/22/2026

RESIGNATIONS				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Rose	Jamie	HM/SPED Teacher (pending certification)	-	1/21/2026
Baugh	Sonia	HM/Custodian	1	1/12/2026
Sparks	Andrew	Transp/Bus Monitor	1	1/22/2026

EMPLOYMENT					
Last Name	First Name	New Position	Pending	Contract	
		Custodian	Background	Support	Sonia Giron-Diaz
		Assistant MS Girls Soccer	Background	Contract Coach	Ivan Ortego

ADJUNCT TEACHERS				
Last Name	First Name	Position	Site	

CONTRACT CHANGES			
Last Name	First Name	Site Assignment	Effective
Newman	Kristyn	from a 9 month Teacher to 9 mo SPED Paraprofessional/Teacher Assistant (7hr)	1/21/2026

EXTRA-DUTY CONTRACT CHANGES		
Last Name	First Name	New Position

Special Meeting of the Board of Education
Tuesday, February 17, 2026 6:00 PM

Administration Building
1740 W. Spruce
Duncan, Oklahoma 73533

Minutes

1. **Call to order** and roll call:
Buckholts Davis Lolar Neal Schreckengost
Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Eric Davis:	Present
Krista Lolar:	Absent
Greg Neal:	Present
Christopher Schreckengost:	Present

Also in attendance were the following: Dr. Channa Byerly and Kelly Henderson.

2. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) and (7) Discuss the resignation of Susan Hinckley; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Alison McClary, effective January 23, 2026.

Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 6:00 P.M. This motion, made by Eric Davis and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Absent
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

3. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) and (7) Discuss the resignation of Susan Hinckley; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Alison McClary, effective January 23, 2026. No action was taken in Executive Session.
There was no executive session, therefore the meeting continued.

4. Discussion and vote to accept or reject the **resignation of Susan Hinckley**
Motion to approve and accept the resignation of Susan Hinckley. This motion, made by Christopher Schreckengost and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Absent
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

5. Discussion and motion to approve, not approve or table the **proposed termination** of Alison McClary, support employee, effective January 23, 2026
Motion to approve the termination of Alison McClary, support employee, effective January 23, 2026. This motion, made by Eric Davis and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Absent
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 4, Nay: 0, Absent: 1

6. **Adjournment**
This concludes the business that came before the board on February 17, 2026 and a motion was made to adjourn at 6:02 P.M

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the Agenda for the Special Meeting of February 17, 2026 was posted on the door of the Administration Building at 2:30 P.M., Thursday, February 12, 2026 by Board Clerk, Kelly Henderson. Notice of the meeting was filed with the Stephens County Court Clerk Wednesday, February 11, 2026.

I also certify that at least 24 hours prior to this meeting the Agenda of this meeting was posted on the School District Website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION

Kelly Henderson

Kelly Henderson, Board Clerk

Independent School District No. 1 Stephens County, Oklahoma Official SEAL

DUNCAN PUBLIC SCHOOLS

Treasurer's Report
2/28/2026

ASSETS:		
Composite of Cash on Hand and Investments		
Beginning of Month		15,875,274.99
COLLECTIONS:		
Ad Valorem Tax	204,394.02	
Interest, Inv. & Bond Sales	41,633.65	
Intermediate Funds	23,238.85	
State Funds	2,191,042.18	
Federal Funds	166,778.96	
Child Nutrition Funds:	3,150.51	
Other Local Items:	28,853.92	
		2,659,092.09
TOTAL ASSETS		18,534,367.08
ADJUSTMENTS:		0.00
LIABILITIES:		
Checks Issued	3,174,106.98	
		3,174,106.98
BALANCE AS OF 02/28/2026		15,360,260.10

COMPOSITION OF BALANCE

Balance of Cash on Hand		
Month End	8,161,834.79	
Investments		
Month End	7,198,425.31	
TOTAL OF COMPOSITE:		15,360,260.10

DUNCAN PUBLIC SCHOOLS

Treasurer's Report
2/28/2026

CHECKS ISSUED TO DATE:

Fund	Total Issued	Outstanding
YEAR 5 - GENERAL FUND	0.00	923.33
YEAR 6 - GENERAL FUND	20,032,182.20	719,975.30
YEAR 6 - BUILDING FUND	1,219,149.15	35,073.93
YEAR 6 - 2021 BOND FUND	2,289,921.00	0.00
YEAR 6 - 2021 TRANSPORTATION	271,356.14	0.00
YEAR 6 - 2020 VISION BOND	587,721.74	319,851.00
YEAR 6 - INSURANCE FUND	37,080.52	0.00
YEAR 6 - ARBITRAGE	106,627.41	0.00
	24,544,038.16	1,075,823.56

Treasurer: _____

DUNCAN PUBLIC SCHOOLS **TREASURER'S REVENUE SUMMARY COMPARISON**

02/28/2026

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
	GENERAL FUND				
LOCAL SOURCES					
6-11-000-1110-000-050	AD VAL TX LV (CUR YR	$137,169.60	$5,791,954.99	$128,227.94	$6,111,536.38
6-11-000-1120-000-050	AD VAL TX LV (PRIOR)	$26,972.56	$199,039.67	$3,880.40	$129,212.65
6-11-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$4,602.59	$0.00	$4,102.12
6-11-000-1310-000-050	INTEREST EARNINGS	$33,704.12	$270,099.14	$36,219.21	$221,569.31
6-11-100-1310-000-050	CC REWARDS	$324.97	$5,130.27	$652.26	$4,377.94
6-11-000-1410-000-050	RNTL OF SCH FAC	$0.00	$3,320.00	$0.00	$0.00
6-11-000-1440-000-050	SALE OF SURPLUS EQUIPMENT	$1,920.00	$3,998.50	$23,350.00	$25,747.80
6-11-000-1510-000-050	INSURANCE LOSS RECOVERIES	$0.00	$0.00	$0.00	$9,017.01
6-11-000-1520-000-050	INSURANCE REFUND	$0.00	$1,834.61	$0.00	$963.50
6-11-000-1550-000-050	WORKERS COMPENSATION	$0.00	$0.00	$791.11	$7,813.80
6-11-000-1590-000-050	MISC REIMBURSEMENTS	$1,168.33	$7,857.25	$1,013.40	$10,869.81
6-11-000-1590-700-050	CN- REIMBURSEMENT	$0.00	$4,367.07	$0.00	$3,973.11
6-11-000-1610-000-050	CONTRIBUTIONS & DONATIONS	$1.70	$45.63	$0.77	$903.36
6-11-000-1620-000-050	COMMUNITY SERVICES	$0.00	$0.00	$0.00	$798.90
6-11-000-1650-000-050	DISTRICT CONTRACTS	$0.00	$7,124.00	$3,600.00	$12,164.00
6-11-000-1680-000-050	REF OF PRIOR YR'S	$0.00	$0.00	$0.00	$423.44
6-11-000-1690-000-050	MISC REV FROM DISTRICT	$0.00	$0.00	$98.64	$98.64
6-11-000-1710-700-050	STUDENT MEALS	$3,444.97	$32,050.83	$2,272.66	$23,894.67
6-11-000-1720-700-050	ALACARTE	$0.00	$21.00	$0.00	$0.00
6-11-000-1730-700-050	ADULT MEALS	$989.80	$8,186.43	$766.35	$7,608.68
6-11-000-1740-700-050	SUMMER FOOD SVC ADULT	$0.00	$63.00	$0.00	$0.00
6-11-000-1760-700-050	CONTRACT	$1,927.50	$58,338.00	$0.00	$2,341.25
6-11-000-1790-700-050	STATEMENTS	$0.00	$1,678.70	$111.50	$166.15
	TOTAL	$207,623.55	$6,399,711.68	$200,984.24	$6,577,582.52
INTERMEDIATE SOURCES					
6-11-000-2100-000-050	COUNTY 4 MILL AD VAL	$24,000.99	$755,188.56	$17,211.68	$753,080.50
6-11-000-2200-000-050	COUNTY APPORTN (MTG)	$6,173.22	$67,481.66	$6,027.17	$62,126.91
6-11-000-2900-000-050	OTHER INTERMEDIATE	$0.00	$8.76	$0.00	$0.00
	TOTAL	$30,174.21	$822,678.98	$23,238.85	$815,207.41
STATE SOURCES					
6-11-000-3110-000-050	GROSS PRODUCTION TAX	$181,850.14	$1,372,864.05	$183,332.42	$1,840,969.16
6-11-000-3120-000-050	MOTOR VEH COLLECTION	$122,222.01	$861,043.61	$121,951.45	$861,571.71
6-11-000-3130-000-050	RURAL ELECTRIC COOPERATIVE	$9,128.94	$74,288.92	$9,273.92	$77,743.11
6-11-000-3140-000-050	ST SCH LAND EARNINGS	$53,488.43	$381,034.99	$48,601.71	$387,712.15
6-11-000-3150-000-050	VEHICLE TAX STAMP	$38.29	$558.76	$0.00	$326.86
6-11-000-3160-000-050	FARM IMPLEMENTS	$411.78	$1,585.35	$1,026.66	$1,928.28
6-11-000-3210-000-050	FNDTN & SAL INC AID	$1,084,190.94	$7,589,336.59	$1,031,890.16	$7,231,347.53

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
6-11-331-3250-000-050	FBA IN LIEU - CERT EMPL	$2,495.12	$13,887.52	$1,806.88	$12,648.18
6-11-332-3250-000-050	FBA IN LIEU - SUPP PER HEALTH	$13,207.32	$83,689.14	$11,472.45	$80,307.16
6-11-332-3250-700-050	CN-FBA IN LIEU SUPPORT	$0.00	$0.00	$0.00	$0.00
6-11-334-3250-000-050	CERTIFIED EMP HEALTH	$158,611.65	$1,146,573.57	$165,692.52	$1,159,847.64
6-11-335-3250-000-050	SUPP PERSONNEL HEALTH	$112,366.13	$819,220.42	$130,568.76	$913,981.32
6-11-335-3250-700-050	CN-SUPPORT PER HEALTH	$0.00	$0.00	$0.00	$0.00
6-11-388-3310-000-050	ALTN/HIGH CHLG EDU	$15,357.91	$46,073.75	$0.00	$25,670.68
6-11-312-3412-000-050	NATL BOARD CERT BONUS	$5,000.00	$5,000.00	$5,000.00	$5,000.00
6-11-305-3413-000-050	INSPIRED TO TEACH INCENTIVE	$0.00	$8,000.00	$0.00	$0.00
6-11-311-3414-000-050	STUDENT TEACHING STIPEND	$0.00	$0.00	$0.00	$1,749.00
6-11-331-3414-000-050	STUDENT TEACHING STIPEND	$0.00	$0.00	$0.00	$0.00
6-11-367-3415-000-050	READING SUFFICIENCY	$0.00	$70,289.38	$0.00	$74,954.11
6-11-333-3420-000-050	TEXTBOOK	$0.00	$208,907.95	$18,487.29	$129,411.03
6-11-376-3436-000-050	SCHOOL RESOURCE OFFICER	$0.00	$183,829.62	$0.00	$93,041.47
6-11-377-3437-000-050	PAID MATERNITY LEAVE	$0.00	$0.00	$12,333.96	$12,333.96
6-11-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$62,348.02
6-11-000-3620-000-050	STATE LAND REIMBURSEMENT	$0.00	$0.00	$16.60	$16.60
6-11-339-3650-000-050	TOBACCO SETTLE ENDOWMENT	$0.00	$0.00	$0.00	$0.00
6-11-340-3650-000-050	TSET - TOBACCO SETTLEMENT	$0.00	$0.00	$0.00	$8,546.56
6-11-080-3690-000-050	CELLPHONE-FREE ED ENVIR	$0.00	$0.00	$0.00	$38,400.00
6-11-361-3690-000-050	ACE TECHNOLOGY	$0.00	$0.00	$0.00	$0.00
6-11-385-3720-700-050	STATE MATCHING	$0.00	$6,802.28	$0.00	$7,774.82
6-11-411-3811-000-050	COMPR HS VO SAL REIM	$0.00	$10,210.00	$0.00	$10,210.00
6-11-412-3812-000-050	VOCATIONAL PROG ASSIST	$0.00	$27,124.00	$0.00	$27,124.00
	TOTAL	$1,758,368.66	$12,910,319.90	$1,741,454.78	$13,064,963.35
FEDERAL SOURCES					
6-11-511-4210-000-050	TITLE I ACT,BASIC PG	$123,859.19	$637,687.18	$6,772.36	$364,767.55
6-11-799-4210-000-050	TITLE I-PART A	$0.00	$278,695.10	$0.00	$206,807.00
6-11-541-4271-000-050	TITLE II - PART A	$17,042.00	$17,042.00	$0.00	$55,189.81
6-11-799-4271-000-050	T2-PART A, RECRUIT	$0.00	$23,917.19	$0.00	$49,416.59
6-11-572-4281-000-050	TITLE III A ENGLISH LANGUAGE	$4,383.50	$16,343.50	$0.00	$22,417.79
6-11-613-4310-000-050	INDIVIDUALS W/DISABILITIES (B)	$0.00	$0.00	$0.00	$12,286.93
6-11-615-4310-000-050	INDIVIDUALS W/DISABILITIES (B)	$0.00	$2,902.27	$0.00	$0.00
6-11-621-4310-000-050	IDEA-B FLOW THROUGH	$0.00	$390,995.84	$30,631.81	$310,468.60
6-11-635-4310-239-050	INDIVIDUALS W/DISABILITIES	$0.00	$0.00	$0.00	$21,530.00
6-11-799-4310-000-050	CARRYFORWARD IDEA-B FLOW	$0.00	$57,314.54	$0.00	$46,391.72
6-11-641-4340-000-050	PRE-SCHOOL AGED 3-5	$0.00	$10,772.64	$2,186.21	$13,117.32
6-11-799-4340-000-050	PRESCHOOL	$0.00	$1,055.94	$0.00	$3,174.34
6-11-552-4442-000-050		$16,802.45	$27,985.75	$0.00	$28,716.86
6-11-799-4442-000-050	TITLE IV LEAS FORMULA	$0.00	$10,631.29	$0.00	$11,201.64

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
6-11-587-4470-000-050	TITLEV-SUB2 RURAL &	$0.00	$92,043.59	$8,699.56	$54,053.99
6-11-799-4470-000-050	TITLE VI PT B1 LEA	$0.00	$12,216.76	$0.00	$14,003.03
6-11-726-4689-000-050	OTHER MISC SOURCES OF FED	$0.00	$5,814.00	$0.00	$0.00
6-11-795-4689-000-050	ESSER III	$0.00	$772,905.95	$0.00	$0.00
6-11-799-4689-000-050	ESSER II FUNDS	$0.00	$483,078.36	$0.00	$0.00
6-11-763-4710-700-050	NATL SCHOOL LUNCH -FED	$228,235.31	$741,479.32	$90,000.76	$679,097.41
6-11-764-4720-700-050	NATL SCHOOL BREAKFAST -FED	$69,101.31	$225,197.79	$25,053.50	$226,999.14
6-11-766-4740-700-050	SUMMER FOOD PROGRAM	$0.00	$53,046.08	$0.00	$13,198.62
6-11-421-4821-000-050	CARL PERKINS	$10,024.44	$29,985.73	$3,434.76	$24,812.58
	TOTAL	$469,448.20	$3,891,110.82	$166,778.96	$2,157,650.92
	REVENUE SOURCE TOTAL	$2,465,614.62	$24,023,821.38	$2,132,456.83	$22,615,404.20
NON-REVENUE RECEIPTS					
6-11-000-5120-700-050	RETURN CASH OR CHANGE	$0.00	$0.00	$0.00	$0.00
6-11-000-5600-000-050	CORRECTING ENTRY	$0.00	$400.95	$0.00	$0.00
	TOTAL	$0.00	$400.95	$0.00	$0.00
BALANCE SHEET					
6-11-000-6110-000-050	CASH FORWARD	$0.00	$5,484,663.65	$0.00	$4,816,468.56
6-11-000-6110-700-050	CARRYOVER	$0.00	$0.00	$0.00	$0.00
6-11-333-6110-000-050	333 CARRYOVER	$0.00	$0.00	$0.00	$389,661.09
6-11-352-6110-000-050	CARRYOVER	$0.00	$0.00	$0.00	$0.00
6-11-367-6110-000-050	367 CARRYOVER	$0.00	$0.00	$0.00	$12,221.26
6-11-376-6110-000-050	CARRYOVER CORRECTION	$0.00	$0.00	$0.00	$79,077.84
6-11-385-6110-700-050	CARRYOVER	$0.00	$0.00	$0.00	$0.00
6-11-759-6110-700-050	CASH FORWARD	$0.00	$0.00	$0.00	$0.00
6-11-760-6110-700-050	CASH FORWARD	$0.00	$0.00	$0.00	$0.00
6-11-766-6110-700-050	CARRYOVER	$0.00	$0.00	$0.00	$38,583.98
6-11-000-6130-000-050	LAPSED	$0.00	$0.00	$0.00	$0.00
6-11-000-6140-000-050	ESTOP	$0.00	$0.00	$0.00	$0.00
	TOTAL	$0.00	$5,484,663.65	$0.00	$5,336,012.73
	NON-REVENUE SOURCE	$0.00	$5,485,064.60	$0.00	$5,336,012.73
		==========	==========	==========	==========
	FUND TOTAL	$2,465,614.62	$29,508,885.98	$2,132,456.83	$27,951,416.93

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
	BUILDING FUND				
LOCAL SOURCES					
6-21-000-1110-000-050	AD VAL TX LV (CUR YR	$19,584.68	$832,377.07	$18,308.02	$869,891.85
6-21-000-1120-000-050	AD VAL TX LV (PRIOR)	$3,851.08	$23,000.11	$554.04	$17,559.00
6-21-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$28.59	$0.00	$0.00
6-21-000-1310-000-050	INTEREST EARNINGS	$707.55	$6,437.96	$0.00	$1,392.14
6-21-000-1590-000-050	MISC REIMBURSEMENTS	$0.00	$3,168.00	$0.00	$0.00
	TOTAL	$24,143.31	$865,011.73	$18,862.06	$888,842.99
INTERMEDIATE SOURCES					
6-21-000-2900-000-050	OTHER INTERMEDIATE	$0.00	$1.25	$0.00	$0.00
	TOTAL	$0.00	$1.25	$0.00	$0.00
STATE SOURCES					
6-21-000-3160-000-050	FARM IMPLEMENTS	$58.79	$226.36	$139.42	$261.90
6-21-318-3435-000-050	REDBUD	$455,580.54	$455,580.54	$448,968.91	$448,968.91
6-21-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$6,381.70
	TOTAL	$455,639.33	$455,806.90	$449,108.33	$455,612.51
	REVENUE SOURCE TOTAL	$479,782.64	$1,320,819.88	$467,970.39	$1,344,455.50
BALANCE SHEET					
6-21-000-6110-000-050	CASH FORWARD	$0.00	$1,712,780.14	$0.00	$1,501,336.70
6-21-318-6110-000-050	REDBUD CARRYOVER	$0.00	$0.00	$0.00	$419,936.72
	TOTAL	$0.00	$1,712,780.14	$0.00	$1,921,273.42
	NON-REVENUE SOURCE	$0.00	$1,712,780.14	$0.00	$1,921,273.42
		==========	==========	==========	==========
	FUND TOTAL	$479,782.64	$3,033,600.02	$467,970.39	$3,265,728.92

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
2021 BOND FUND					
NON-REVENUE RECEIPTS					
6-34-000-5112-000-050	BOND SALES	$0.00	$2,259,401.01	$0.00	$2,257,635.02
	TOTAL	$0.00	$2,259,401.01	$0.00	$2,257,635.02
BALANCE SHEET					
6-34-000-6110-000-050	Cash Forward	$0.00	$958,005.95	$0.00	$182,719.35
	TOTAL	$0.00	$958,005.95	$0.00	$182,719.35
	NON-REVENUE SOURCE	$0.00	$3,217,406.96	$0.00	$2,440,354.37
	FUND TOTAL	$0.00	$3,217,406.96	$0.00	$2,440,354.37

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
2021 TRANSPORTATION					
NON-REVENUE RECEIPTS					
6-35-000-5112-000-050	BOND SALES	$0.00	$181,818.00	$0.00	$181,818.00
	TOTAL	$0.00	$181,818.00	$0.00	$181,818.00
BALANCE SHEET					
6-35-000-6110-000-050	Cash Forward	$0.00	$112,378.24	$0.00	$152,694.14
	TOTAL	$0.00	$112,378.24	$0.00	$152,694.14
	NON-REVENUE SOURCE	$0.00	$294,196.24	$0.00	$334,512.14
		==========	==========	==========	==========
	FUND TOTAL	$0.00	$294,196.24	$0.00	$334,512.14

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
	2020 VISION BOND				
NON-REVENUE RECEIPTS					
6-36-000-5190-000-050	MISC REVENUE TRANSFERRED	$0.00	$0.00	-$31,063.44	$1,336,910.46
	TOTAL	$0.00	$0.00	-$31,063.44	$1,336,910.46
	NON-REVENUE SOURCE	$0.00	$0.00	-$31,063.44	$1,336,910.46
		==========	==========	==========	==========
	FUND TOTAL	$0.00	$0.00	-$31,063.44	$1,336,910.46

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
	SINKING FUND				
LOCAL SOURCES					
6-41-000-1110-000-050	AD VAL TX LV (CUR YR	$57,025.99	$2,408,850.25	$51,800.92	$2,399,729.61
6-41-000-1120-000-050	AD VAL TX LV (PRIOR)	$11,468.96	$85,075.41	$1,622.70	$114,887.19
6-41-000-1130-000-050	REV IN LIEU OF TAXES	$0.00	$85.66	$0.00	$0.00
6-41-000-1310-000-050	INTEREST EARNINGS	$0.00	$745.24	$0.00	$594.14
	TOTAL	$68,494.95	$2,494,756.56	$53,423.62	$2,515,210.94
INTERMEDIATE SOURCES					
6-41-000-2900-000-050	OTHER INTERMEDIATE	$0.00	$3.75	$0.00	$0.00
	TOTAL	$0.00	$3.75	$0.00	$0.00
STATE SOURCES					
6-41-000-3160-000-050	FARM IMPLEMENTS	$171.19	$670.85	$479.07	$849.71
6-41-000-3610-000-050	HOMESTEAD EXEMPTION	$0.00	$0.00	$0.00	$18,819.21
	TOTAL	$171.19	$670.85	$479.07	$19,668.92
	REVENUE SOURCE TOTAL	$68,666.14	$2,495,431.16	$53,902.69	$2,534,879.86
BALANCE SHEET					
6-41-000-6110-000-050	CASH FORWARD	$0.00	$91,457.59	$0.00	$83,110.25
	TOTAL	$0.00	$91,457.59	$0.00	$83,110.25
	NON-REVENUE SOURCE	$0.00	$91,457.59	$0.00	$83,110.25
		==========	==========	==========	==========
	FUND TOTAL	$68,666.14	$2,586,888.75	$53,902.69	$2,617,990.11

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
ENDOWMENT FUNDS					
LOCAL SOURCES					
6-50-000-1310-000-050	INTEREST EARNINGS	$231.35	$1,824.91	$138.93	$1,543.88
	TOTAL	$231.35	$1,824.91	$138.93	$1,543.88
	REVENUE SOURCE TOTAL	$231.35	$1,824.91	$138.93	$1,543.88
BALANCE SHEET					
6-50-000-6110-000-050	CASH FORWARD	$0.00	$75,421.99	$0.00	$78,142.52
	TOTAL	$0.00	$75,421.99	$0.00	$78,142.52
	NON-REVENUE SOURCE	$0.00	$75,421.99	$0.00	$78,142.52
		==========	==========	==========	==========
	FUND TOTAL	$231.35	$77,246.90	$138.93	$79,686.40

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
	INSURANCE FUND				
LOCAL SOURCES					
6-86-000-1310-000-050	INTEREST EARNINGS	$0.00	$6,991.16	$4,623.25	$35,217.00
	TOTAL	$0.00	$6,991.16	$4,623.25	$35,217.00
	REVENUE SOURCE TOTAL	$0.00	$6,991.16	$4,623.25	$35,217.00
BALANCE SHEET					
6-86-000-6110-000-050	CASH FORWARD	$0.00	$2,323,826.05	$0.00	$1,735,890.59
	TOTAL	$0.00	$2,323,826.05	$0.00	$1,735,890.59
	NON-REVENUE SOURCE	$0.00	$2,323,826.05	$0.00	$1,735,890.59
		==========	==========	==========	==========
	FUND TOTAL	$0.00	$2,330,817.21	$4,623.25	$1,771,107.59

REVENUE SOURCE		BUDGET YEAR 2024 - 2025 CURRENT COLLECTED	BUDGET YEAR 2024 - 2025 YEAR-TO-DATE COLLECTED	BUDGET YEAR 2025 - 2026 CURRENT COLLECTED	BUDGET YEAR 2025 - 2026 YEAR-TO-DATE COLLECTED
	ARBITRAGE				
NON-REVENUE RECEIPTS					
6-88-000-5190-000-050	MISC REVENUE TRANSFERRED	$0.00	$0.00	$31,063.44	$106,627.41
	TOTAL	$0.00	$0.00	$31,063.44	$106,627.41
	NON-REVENUE SOURCE	$0.00	$0.00	$31,063.44	$106,627.41
		==========	==========	==========	==========
	FUND TOTAL	$0.00	$0.00	$31,063.44	$106,627.41

DUNCAN PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

02/28/2026

All Years Grouped By FUND	GENERAL FUND	BUILDING FUND	2021 BOND FUND	2021 TRANSPORTATION	2020 VISION BOND
CASH ON HAND:					
BEGINNING MONTHLY BALANCE	3,847,933.29	1,434,553.73	150,433.37	186,991.00	1,120,858.70
ADD: MONTHLY RECEIPTS	2,132,456.83	467,970.39	0.00	0.00	0.00
MATURING INVESTMENTS	0.00	0.00	0.00	0.00	0.00
TOTAL CASH:	5,980,390.12	1,902,524.12	150,433.37	186,991.00	1,120,858.70
LESS: CHECKS ISSUED	2,573,757.65	100,944.35	0.00	123,835.00	340,606.54
PURCHASE OF INVESTMENTS	911,486.96	0.00	0.00	0.00	0.00
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	-31,063.44
ENDING MONTHLY BALANCE	2,495,145.51	1,801,579.77	150,433.37	63,156.00	749,188.72
INVESTMENTS:					
BEGINNING MONTHLY BALANCE	4,512,566.19	245,000.00	0.00	0.00	0.00
ADD: INVESTMENTS	911,486.96	0.00	0.00	0.00	0.00
TOTAL INVESTMENTS:	5,424,053.15	245,000.00	0.00	0.00	0.00
LESS: MATURING INVESTMENTS	0.00	0.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE:	5,424,053.15	245,000.00	0.00	0.00	0.00

TOTALS:					
END OF MONTH CASH BALANCE:	2,495,145.51	1,801,579.77	150,433.37	63,156.00	749,188.72
END OF MONTH INV. BALANCE:	5,424,053.15	245,000.00	0.00	0.00	0.00
TOTAL CASH:	7,919,198.66	2,046,579.77	150,433.37	63,156.00	749,188.72
ADD: OUTSTANDING CHECKS	720,898.63	35,073.93	0.00	0.00	319,851.00
TOTAL MONIES:	8,640,097.29	2,081,653.70	150,433.37	63,156.00	1,069,039.72

DUNCAN PUBLIC SCHOOLS

SUMMARY OF FINANCIAL ACTIVITIES

02/28/2026

All Years Grouped By FUND	SINKING FUND	ENDOWMENT FUNDS	INSURANCE FUND	ARBITRAGE	TOTAL ALL FUNDS
CASH ON HAND:					
BEGINNING MONTHLY BALANCE	2,525,582.71	8,419.35	318,187.74	0.00	9,592,959.89
ADD: MONTHLY RECEIPTS	53,902.69	138.93	4,623.25	0.00	2,659,092.09
MATURING INVESTMENTS	0.00	0.00	0.00	0.00	0.00
TOTAL CASH:	2,579,485.40	8,558.28	322,810.99	0.00	12,252,051.98
LESS: CHECKS ISSUED	0.00	0.00	3,900.00	31,063.44	3,174,106.98
PURCHASE OF INVESTMENTS	0.00	0.00	4,623.25	0.00	916,110.21
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	31,063.44	0.00
ENDING MONTHLY BALANCE	2,579,485.40	8,558.28	314,287.74	0.00	8,161,834.79
INVESTMENTS:					
BEGINNING MONTHLY BALANCE	38,504.71	71,128.12	1,415,116.08	0.00	6,282,315.10
ADD: INVESTMENTS	0.00	0.00	4,623.25	0.00	916,110.21
TOTAL INVESTMENTS:	38,504.71	71,128.12	1,419,739.33	0.00	7,198,425.31
LESS: MATURING INVESTMENTS	0.00	0.00	0.00	0.00	0.00
ENDING MONTHLY BALANCE:	38,504.71	71,128.12	1,419,739.33	0.00	7,198,425.31

TOTALS:					
END OF MONTH CASH BALANCE:	2,579,485.40	8,558.28	314,287.74	0.00	8,161,834.79
END OF MONTH INV. BALANCE:	38,504.71	71,128.12	1,419,739.33	0.00	7,198,425.31
TOTAL CASH:	2,617,990.11	79,686.40	1,734,027.07	0.00	15,360,260.10
ADD: OUTSTANDING CHECKS	0.00	0.00	0.00	0.00	1,075,823.56
TOTAL MONIES:	2,617,990.11	79,686.40	1,734,027.07	0.00	16,436,083.66

DUNCAN PUBLIC SCHOOLS
BALANCE SHEET
28-February-26

	11 General Fund	21 Building Fund	34 Bond 2021	35 Bond Transportation	36 Bond 2020 Vision	50 Endowment Fund	86 Insurance Fund	88 Arbitrage Fund	41 Sinking Fund	**All Funds**
Cash	$ 2,495,145.51	$ 1,801,579.77	$ 150,433.37	$ 63,156.00	$ 749,188.72	$ 8,558.28	$ 314,287.74	$ -	$ 2,579,485.40	$ 8,161,834.79
Investments	5,424,053.15	245,000.00	-	-	-	71,128.12	1,419,739.33	-	38,504.71	$ 7,198,425.31
Total Assets	$ 7,919,198.66	$ 2,046,579.77	$ 150,433.37	$ 63,156.00	$ 749,188.72	$ 79,686.40	$ 1,734,027.07	$ -	$ 2,617,990.11	$ 15,360,260.10
Warrants outstanding	$ (720,898.63)	$ (35,073.93)	$ -	$ -	$ (319,851.00)	$ -	$ -	$ -	$ -	$ (1,075,823.56)
Reserves										
Fund Balance	$ 7,198,300.03	$ 2,011,505.84	$ 150,433.37	$ 63,156.00	$ 429,337.72	$ 79,686.40	$ 1,734,027.07	$ -	$ 2,617,990.11	$ 14,284,436.54

DUNCAN PUBLIC SCHOOLS
STATEMENT OF CHANGES IN FUND BALANCE
MONTH ENDED FEBRUARY 28, 2026

Fund Balance - Beginning of Month	$ 3,847,933.29	$ 1,434,553.73	$ 150,433.37	$ 186,991.00	$ 1,120,858.70	$ 8,419.35	$ 318,187.74	$ -	$ 2,525,582.71	$ 9,592,959.89
District	200,984.24	18,862.06	-	-	-	138.93	4,623.25	-	53,423.62	$ 278,032.10
Intermediate	23,238.85	-	-	-	-	-	-	-	-	$ 23,238.85
State	1,741,454.78	449,108.33	-	-	-	-	-	-	479.07	$ 2,191,042.18
Federal	166,778.96	-	-	-	-	-	-	-	-	$ 166,778.96
Other	-	-	-	-	(31,063.44)	-	-	31,063.44	-	$ -
Total revenue	2,132,456.83	467,970.39	-	-	(31,063.44)	138.93	4,623.25	31,063.44	53,902.69	$ 2,659,092.09
Salaries	(1,668,603.12)	-	-	-	-	-	-	-	-	$ (1,668,603.12)
Benefits	(631,343.33)	-	-	-	-	-	-	-	-	$ (631,343.33)
Professional services	(73,949.14)	-	-	-	-	-	-	-	-	$ (73,949.14)
Property services	(16,646.10)	(37,983.88)	-	-	(41,000.00)	-	(3,900.00)	-	-	$ (99,529.98)
Other services	(21,608.07)	-	-	-	-	-	-	-	-	$ (21,608.07)
Supplies & materials	(145,029.84)	(62,960.47)	-	-	(323,606.54)	-	-	-	-	$ (531,596.85)
Other	(17,453.44)	-		(123,835.00)	-	-	-	(31,063.44)	-	$ (172,351.88)
	(2,574,633.04)	(100,944.35)	-	(123,835.00)	(364,606.54)	-	(3,900.00)	(31,063.44)	-	(3,198,982.37)
Purchase of Investments	(911,486.96)	-					(4,623.25)		0.00	$ (916,110.21)
Total expenditures	(3,486,120.00)	(100,944.35)	-	(123,835.00)	(364,606.54)	-	(8,523.25)	(31,063.44)	-	$ (4,115,092.58)
Investments	5,424,053.15	245,000.00	-	-	-	71,128.12	1,419,739.33	-	38,504.71	$ 7,198,425.31
Fund Balance - End of Month	$ 7,918,323.27	$ 2,046,579.77	$ 150,433.37	$ 63,156.00	$ 725,188.72	$ 79,686.40	$ 1,734,027.07	$ -	$ 2,617,990.11	$ 15,335,384.71

Note: These financial statements are unaudited and intended for internal review and analysis.

DUNCAN PUBLIC SCHOOLS

Open Investment Ledger

Invest #	CHECK #	DATE	BANK NAME	AMOUNT	RATE	MATURITY DATE
4	0	5/18/2007	BANK OF COMMERCE	100,000.00	5.100	07/16/2026
5	0	9/9/2024	OLAP LIQUID POOL	3,183,749.42	3.433	01/25/2027
AA107119-41	0	2/24/2026	Term Series II Redemption	900,000.00	3.570	06/23/2026
FZFXX	0	9/4/2024	FIDELITY TREASURY MM FUND	1,240,303.73	3.330	09/04/2026

TOTAL OPEN INVESTMENTS FOR 6 - 11 GENERAL FUND				5,424,053.15		
3-2283	0	1/7/2022	IBC BANK	245,000.00	3.000	01/07/2027

TOTAL OPEN INVESTMENTS FOR 6 - 21 BUILDING FUND				245,000.00		
11076951	0	5/26/2020	LEGACY BANK	38,504.71	3.300	06/01/2026

TOTAL OPEN INVESTMENTS FOR 6 - 41 SINKING FUND				38,504.71		
11380056	0	11/26/2021	LEGACY BANK	71,128.12	2.300	11/25/2027

TOTAL OPEN INVESTMENTS FOR 6 - 50 ENDOWMENT FUNDS				71,128.12		
22324	0	11/22/2024	FIRST BANK & TRUST COMPANY	262,057.90	3.595	05/22/2026
5-86	0	11/6/2024	OLAP LIQUID POOL	1,050,440.19	3.433	01/25/2027
655-242581	0	9/4/2024	FIDELITY TREASURY MM FUND	107,241.24	3.330	09/04/2026

TOTAL OPEN INVESTMENTS FOR 6 - 86 INSURANCE FUND				1,419,739.33		
TOTAL OF ALL INVESTMENTS				7,198,425.31		

Oklahoma State Department of Education

Child Nutrition Programs

DUNCAN
1740 W. Spruce
Duncan OK 73533
County and District: 69I001

NATIONAL SCHOOL LUNCH DISBURSEMENT

Print Date: 3/3/2026 11:40:41 AM

Claim Date: 3/3/2026

Month and Year of Claim: 2/2026

Breakfast: $44,890.32

Lunch: $133,502.16

Snack: $0.00

Milk: $0.00

Sub Total: $178,392.48

Balance of Money Due: $0.00

Payment Plan Amount: $0.00

Previous Sub Total (Adjusted Claims Only):

Calculated Reimbursement: $178,392.48

Oklahoma State Department of Education

Child Nutrition Programs

NSLP Site Claim List

- DUNCAN

1740 W. Spruce

Duncan, OK 73533

Claim Month/Year: 2/2026

Name	Enrolled	B	SNB	L	S	Milk	Amount
DUNCAN HS	913	0	1387	3514	0	0	$18,434.00
DUNCAN MS	724	0	3024	8948	0	0	$45,600.72
EMERSON ES	327	0	3489	4728	0	0	$29,075.14
HORACE MANN ES	338	0	1585	3973	0	0	$20,884.09
MARK TWAIN ES	143	0	1489	1766	0	0	$11,348.08
PLATO ES	275	0	2026	2647	0	0	$16,470.31
WILL ROGERS PRE-K CTR	170	0	1361	1893	0	0	$11,545.63
WOODROW WILSON ES	301	0	2691	4267	0	0	$25,034.51
Totals: Sites Claimed: 8	**3191**	**0**	**17052**	**31736**	**0**	**0**	**$178,392.48**

National School Lunch Program - School Food Authority Claim Summary

69-I001 DUNCAN
Post Office Box 1548
Duncan, OK 73534-3534

General Information

Date Signed: 3/3/2026
Revision: Original

Claim Date: 3/3/2026
Claim Month: February
Claim Year: 2026

Number of Days In Operation: 18
Number of Sites: 8
Number of Children Enrolled: 3191

☐ This district is claiming students who are not enrolled (i.e., visiting students, adult education students, or out-of-home placement students.

☐ This district is claiming preprimary students who are not enrolled (preprimary children under the age of four).

Comments

Number of Enrolled Students On Site

Free: 2584
Reduced: 0
Paid: 607

Average Daily Participation

Breakfast: 948
Lunch: 1764

Adult and Contract Meals

Adult Lunches	83	Contract Lunches	554
Adult Snacks	0	Contract Snacks	0
Adult Breakfast	0	Contract Breakfast	0
Adult SNB	5	Contract SNB	626

Provision 2

Provision 3

CEP

Summary of Eligibles

Free	Paid
2598	609

Lunch

Site	Meals	Free	Paid
MARK TWAIN ES (135) Y	1766	87.90% = 1552	12.10% = 214
WILL ROGERS PRE-K CT (130) Y	1893	87.90% = 1664	12.10% = 229
PLATO ES (145) Y	2647	87.90% = 2327	12.10% = 320
DUNCAN HS (705) Y	3514	87.90% = 3089	12.10% = 425
HORACE MANN ES (125) Y	3973	87.90% = 3492	12.10% = 481
WOODROW WILSON ES (140) Y	4267	87.90% = 3751	12.10% = 516
EMERSON ES (110) Y	4728	87.90% = 4156	12.10% = 572
DUNCAN MS (505) Y	8948	87.90% = 7865	12.10% = 1083
		27896	3840

Breakfast

Site	Meals	Free	Paid
MARK TWAIN ES (135) Y	1489	87.90% = 1309	12.10% = 180
WILL ROGERS PRE-K CT (130) Y	1361	87.90% = 1196	12.10% = 165
PLATO ES (145) Y	2026	87.90% = 1781	12.10% = 245
DUNCAN HS (705) Y	1387	87.90% = 1219	12.10% = 168
HORACE MANN ES (125) Y	1585	87.90% = 1393	12.10% = 192
WOODROW WILSON ES (140) Y	2691	87.90% = 2365	12.10% = 326
EMERSON ES (110) Y	3489	87.90% = 3067	12.10% = 422
DUNCAN MS (505) Y	3024	87.90% = 2658	12.10% = 366
		14988	2064

Note: If ALL your sites are participating in CEP (district-wide), the ***meal counts*** have already been added for you and entered into the correct category for Lunch and Severe Need Breakfast below, as well as Snack, if applicable. If only some of your sites are participating in CEP, add the ***meal counts*** from the tables above to the ***meal counts*** from your other sites, and enter the total into the categorical ***meal counts*** for Lunch and Severe Need Breakfast below, as well as Snacks, if applicable.

If ***ALL*** your sites are participating in CEP (district-wide), the ***eligible numbers*** have already been added for you and entered into the General Data information above. If only some of your sites are participating in CEP, add the ***eligible numbers*** from the table above to the ***eligible numbers*** from your other sites, and enter the total into the General Data information above.

Breakfast

Type	Meals	Rate	Reimbursement
Free	0	$2.46	$0.00
Reduced	0	$2.16	$0.00
Paid	0	$0.40	$0.00
Total	0		$0.00

Note: Regular breakfast served – do not include severe need breakfast (SNB) sites.

Severe Need Breakfast

Type	Meals	Rate	Reimbursement
Free	14988	$2.94	$44,064.72

Reduced	0	$2.64	$0.00
Paid	2064	$0.40	$825.60
Total	17052		$44,890.32

Note: Severe Need Breakfasts Served - Do not include Regular Breakfast sites.

Breakfast - Sub-Totals

Total Breakfast Reimbursement:	$44,890.32
Total Adjustments:	$0.00
Warrant Amount:	$44,890.32

Lunch

Type	Meals	Rate	Reimbursement
Free	27896	$4.62	$128,879.52
Reduced	0	$4.22	$0.00
Paid	3840	$0.46	$1,766.40
Performance Incentive	31736	0.09	$2,856.24
Total	31736		$133,502.16

After School Snack Program (ASSP)

Over 50%

Under 50%

Type	Meals	Rate	Reimbursement
Free	0	$1.26	$0.00
Reduced	0	$0.63	$0.00
Paid	0	$0.11	$0.00

After School Snack Program Sub-Total

Total Meals 0 Reimbursement $0.00

Lunch / Snack Sub-Totals

Total Lunch/Snack Reimbursement:	$133,502.16
Total Adjustments:	$0.00
Warrant Amount:	$133,502.16

Special Milk - Non Pricing

Special Milk - Option 1

Special Milk - Option 2

Special Milk - Sub-Totals

NSLP SFA Summary Total

$178,392.48

Advances and Payments

Advance Amount	$0.00	Adjusted Amount	
Payment Plan Amount	$0.00	Previous Claim Amount	$0.00
Amount Paid	$178,392.48		

Claim Management

SFA Claim Submitted by: BECKY L BARNES on 3/3/2026

Submit	Print Disbursement	Claims
Print Claim Summary	Use 60 Day Exception	Process Claims
Print Site Summary	Override 60 Day Exception	
Unsubmit SFA Claim		

If you have questions or need assistance, please contact our office at 405-521-3327.

To the best of my knowledge this report is correc.

Becky Barnes 3/3/26

Child Nutrition Director **Date**

DUNCAN PUBLIC SCHOOLS
ACTIVITY FUND INVESTMENT REPORT
2/27/2026

BANK	ACCOUNT HOLDER	ACCOUNT NUMBER	AMOUNT	RATE	TERM	MATURITY
BancFirst	Activity Fund/Checking	5020019935	$ 102,964.51			
BancFirst	Sweep Account	9550200022	$ 1,077,326.68			
	TOTAL		**$ 1,180,291.19**			

LaTisha Miller

LaTisha Miller
Activity Fund Custodian

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

February, FY2026
MTD Summary

Summary Of Accounts

March 02, 2026

For Bank Account: * * * * * * 9935

This Report Is True And Correct To The Best Of My Knowledge.

Date: ____/____/_____ _____

Beginning:	**1,077,743.62**
Receipts:	**154,875.78**
Checks:	**(92,742.79)**
Adjustments:	**8,501.57**
Ending:	**$1,148,378.18**

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0101	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	0.00	0.00	0.00	0.00
001	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	0.00	0.00	0.00	0.00
0104	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
001	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
0201	ATHLETIC REVENUE FUND	4997.13	6096.00	6800.00	0.00	4293.13
001	ATHLETIC REVENUE FUND	4997.13	6096.00	6800.00	0.00	4293.13
0202	ATHLETIC ADMINISTRATION	-900.00	4200.00	5700.00	0.00	-2400.00
001	ATHLETIC ADMINISTRATION	-900.00	4200.00	5700.00	0.00	-2400.00
0203	FOOTBALL FUND	40710.13	0.00	328.00	164.00	40546.13
001	FOOTBALL FUND - $23,540	40710.13	0.00	328.00	164.00	40546.13
002	SW DAIRY MUSEUM GRANT-CH MILK	0.00	0.00	0.00	0.00	0.00
0204	BOYS BASKETBALL	8029.07	0.00	0.00	0.00	8029.07
001	BOYS BASKETBALL - $5,942.50	8029.07	0.00	0.00	0.00	8029.07
0205	GIRLS BASKETBALL	7660.74	0.00	270.00	0.00	7390.74
001	GIRLS BASKETBALL - $5,942.50	7660.74	0.00	270.00	0.00	7390.74
0206	BOYS WRESTLING	11865.99	3095.00	2231.00	0.00	12729.99
001	BOYS WRESTLING - $5,600	11865.99	3095.00	2231.00	0.00	12729.99
0207	BASEBALL	3255.74	0.00	320.00	0.00	2935.74
001	BASEBALL - $4,100	3255.74	0.00	320.00	0.00	2935.74
0208	BOYS & GIRLS TRACK	8476.81	6800.00	852.00	0.00	14424.81
001	BOYS - $3,400, GIRLS - $3,400	8476.81	6800.00	852.00	0.00	14424.81
0209	ACCT CLOSED-BA 12/14/21	0.00	0.00	0.00	0.00	0.00
001	GIRLS TRACK - $3,400	0.00	0.00	0.00	0.00	0.00
0210	TENNIS	4826.57	0.00	1134.92	467.46	4159.11
001	TENNIS - B-$1,600, G-$1,600	4826.57	0.00	1134.92	467.46	4159.11
0211	GIRLS WRESTLING	13175.40	0.00	889.75	0.00	12285.65
001	GIRLS WRESTLING - $5,600	13175.40	0.00	889.75	0.00	12285.65

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

February, FY2026
MTD Summary

Summary Of Accounts

March 02, 2026

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0212	BOYS GOLF	5687.55	8000.00	5006.55	0.00	8681.00
001	BOYS GOLF - $1,500	5687.55	8000.00	5006.55	0.00	8681.00
0213	GIRLS SOFTBALL	3171.37	0.00	0.00	0.00	3171.37
001	GIRLS SOFTBALL - $4,100	3171.37	0.00	0.00	0.00	3171.37
0214	CROSS-COUNTRY	1035.78	0.00	0.00	0.00	1035.78
001	CROSS COUNTRY - $1,000	1035.78	0.00	0.00	0.00	1035.78
0215	LETTERMEN'S CLUB	6980.38	1884.94	532.67	0.00	8332.65
001	LETTERMEN'S CLUB	6980.38	1884.94	532.67	0.00	8332.65
0218	CHEERLEADING	11401.16	708.51	0.00	0.00	12109.67
001	CHEERLEADING - $1,000	11401.16	708.51	0.00	0.00	12109.67
0219	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
001	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
0222	BASEBALL BOOSTER CLUB	2646.71	10675.00	6678.08	320.93	6964.56
001	BASEBALL BOOSTER CLUB	2646.71	10675.00	6678.08	320.93	6964.56
0225	BOYS SOCCER	3048.45	0.00	0.00	0.00	3048.45
001	BOYS SOCCER - $2,000	3048.45	0.00	0.00	0.00	3048.45
0226	GIRLS SOCCER	3323.46	0.00	250.00	0.00	3073.46
001	GIRLS SOCCER - $2,000	3323.46	0.00	250.00	0.00	3073.46
0227	SOCCER BOOSTER CLUB	7984.37	0.00	0.00	0.00	7984.37
001	SOCCER BOOSTER CLUB	7984.37	0.00	0.00	0.00	7984.37
0228	GIRLS GOLF	2830.12	1500.00	0.00	0.00	4330.12
001	GIRLS GOLF - $1,500	2830.12	1500.00	0.00	0.00	4330.12
0229	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
0230	LEGACY BK CD: DONNIE CHRISTIAN	200.00	0.00	0.00	0.00	200.00
001	LEGACY BK CD: DONNIE CHRISTIAN	200.00	0.00	0.00	0.00	200.00
002	2020 - CAITLYNN STEPHENS /ARMY	0.00	0.00	0.00	0.00	0.00
0231	ATHLETIC DEPT. CONCESSION	43285.91	9413.50	15754.83	1820.43	38765.01
001	ATHLETIC DEPT. CONCESSION	43285.91	9413.50	15754.83	1820.43	38765.01

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0235	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
001	TRACK/X-COUNTRY BOOSTER CLUB	78.65	0.00	0.00	0.00	78.65
0240	ACCT CLOSED-BA 07/18/23	0.00	0.00	0.00	0.00	0.00
001	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
0249	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
001	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
0251	VOLLEYBALL	12303.02	0.00	0.00	0.00	12303.02
001	VOLLEYBALL - $1,000	12303.02	0.00	0.00	0.00	12303.02
002	VOLLEYBALL BOOSTERS	0.00	0.00	0.00	0.00	0.00
0255	PHIL BARNES MEM SCHOLARSHIP	1275.00	2000.00	0.00	0.00	3275.00
001	PHIL BARNES MEM SCHOLARSHIP	1275.00	2000.00	0.00	0.00	3275.00
0256	TENNIS BOOSTER CLUB	1263.90	0.00	0.00	0.00	1263.90
001	TENNIS BOOSTER CLUB	1263.90	0.00	0.00	0.00	1263.90
0257	TIP-IN BASKETBALL BOOSTER CLUB	6218.48	3460.62	0.00	0.00	9679.10
001	TIP-IN BASKETBALL BOOSTER CLUB	6218.48	3460.62	0.00	0.00	9679.10
0261	POM PON	4839.52	3298.84	670.00	0.00	7468.36
001	POM PON - $1,000	4839.52	3298.84	670.00	0.00	7468.36
0263	SWIMMING	4400.79	0.00	150.00	0.00	4250.79
001	SWIMMING - $1,000	4400.79	0.00	150.00	0.00	4250.79
0264	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
001	SWIMMING BOOSTER CLUB	321.28	0.00	0.00	0.00	321.28
0285	ATHLETIC TRAINER	6780.59	0.00	0.00	0.00	6780.59
001	ATHLETIC TRAINER	6780.59	0.00	0.00	0.00	6780.59
0290	OSSAA SPORTS SPECTACULAR	1475.10	0.00	0.00	0.00	1475.10
001	OSSAA SPORTS SPECTACULAR	1475.10	0.00	0.00	0.00	1475.10
0301	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
001	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
0302	NAHS - NATL ART HONOR SOCIETY	442.18	0.00	0.00	0.00	442.18
001	NAHS - NATL ART HONOR SOCIETY	442.18	0.00	0.00	0.00	442.18

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0303	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
001	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
0304	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
001	MULTI-CULTURAL CLUB	411.02	0.00	0.00	0.00	411.02
0305	PSAT/AP TESTS ACCOUNT	3818.99	0.00	0.00	0.00	3818.99
001	PSAT/AP TESTS ACCOUNT	3818.99	0.00	0.00	0.00	3818.99
0306	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
001	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
0307	SENIOR CLASS	9732.38	0.00	0.00	0.00	9732.38
001	SENIOR CLASS	9732.38	0.00	0.00	0.00	9732.38
0308	JUNIOR CLASS	3485.00	3335.00	0.00	400.00	7220.00
001	JUNIOR CLASS	3485.00	3335.00	0.00	400.00	7220.00
0309	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
001	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
0310	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
001	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
0311	KEY CLUB	1461.44	20.00	0.00	0.00	1481.44
001	KEY CLUB	1461.44	20.00	0.00	0.00	1481.44
0312	BAND BOOSTERS	27180.03	0.00	495.00	135.00	26820.03
001	BAND BOOSTERS	27180.03	0.00	495.00	135.00	26820.03
0313	DEHYDRATOR RACE	13110.75	5250.00	0.00	0.00	18360.75
001	DEHYDRATOR RACE	13110.75	5250.00	0.00	0.00	18360.75
0314	NATIONAL HONOR SOCIETY	1876.57	200.00	213.99	0.00	1862.58
001	NATIONAL HONOR SOCIETY	1876.57	200.00	213.99	0.00	1862.58
0315	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
001	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
0316	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
001	SENIOR CLASS BACK YEARS	1473.92	0.00	0.00	0.00	1473.92
0317	SMOKE RINGS YEARBOOK	299.15	183.00	0.00	0.00	482.15
001	SMOKE RINGS YEARBOOK	299.15	183.00	0.00	0.00	482.15

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0319	STUDENT COUNCIL	7198.24	38472.85	1521.22	1075.38	45225.25
001	STUDENT COUNCIL	7198.24	38472.85	1521.22	1075.38	45225.25
0320	LIBRARY	0.00	0.00	0.00	0.00	0.00
001	LIBRARY	0.00	0.00	0.00	0.00	0.00
0321	HS LIBRARY WOODWARD ENDOWMNT.	9187.45	220.00	1079.66	0.00	8327.79
001	HS LIBRARY WOODWARD ENDOWMNT.	9187.45	220.00	1079.66	0.00	8327.79
0322	SCHOLARSHIP ACCOUNT	2931.00	0.00	0.00	0.00	2931.00
001	SCHOLARSHIP ACCOUNT	2930.10	0.00	0.00	0.00	2930.10
002	COMMUNITIES FOUNDATION OF OK	0.90	0.00	0.00	0.00	0.90
003	AAUW - AM ASSOC OF UNIV WOMEN	0.00	0.00	0.00	0.00	0.00
0323	BAND	1430.89	361.00	424.00	0.00	1367.89
001	BAND	1430.89	361.00	424.00	0.00	1367.89
0324	BAND TRIP ACCOUNT	6547.55	4090.65	0.00	0.00	10638.20
001	BAND TRIP ACCOUNT	6547.55	4090.65	0.00	0.00	10638.20
0325	RONNIE BISHOP SCHOLARSHIP	408.55	0.00	0.00	0.00	408.55
001	RONNIE BISHOP SCHOLARSHIP	408.55	0.00	0.00	0.00	408.55
0327	S.A.D.D. CLUB	429.03	0.00	0.00	0.00	429.03
001	S.A.D.D. CLUB	429.03	0.00	0.00	0.00	429.03
0328	HORTICULTURE	27050.21	0.00	1477.28	0.00	25572.93
001	HORTICULTURE	27050.21	0.00	1477.28	0.00	25572.93
0329	MARKETING	1193.26	568.00	760.00	0.00	1001.26
001	MARKETING	1193.26	568.00	760.00	0.00	1001.26
0330	OFFICE ACCOUNT	7130.21	100.00	0.00	0.00	7230.21
001	OFFICE ACCOUNT	5187.13	0.00	0.00	0.00	5187.13
002	DEMON DEN CLOSET & PANTRY	1074.17	100.00	0.00	0.00	1174.17
003	MATH & SCIENCE - OERB DONATION	868.91	0.00	0.00	0.00	868.91
004	DHS DIGITAL SIGN	0.00	0.00	0.00	0.00	0.00
0333	ACADEMIC TEAM ACCOUNT	226.67	0.00	0.00	0.00	226.67
001	ACADEMIC TEAM ACCOUNT	226.67	0.00	0.00	0.00	226.67
0334	GREEN CLUB	347.03	0.00	0.00	0.00	347.03
001	GREEN CLUB	347.03	0.00	0.00	0.00	347.03

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

February, FY2026
MTD Summary

Summary Of Accounts

March 02, 2026

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0335	DRAMA	1315.76	244.00	99.00	0.00	1460.76
001	DRAMA	1315.76	244.00	99.00	0.00	1460.76
0337	VOCATIONAL AGRICULTURE	23605.21	1755.00	1162.93	0.00	24197.28
001	VOCATIONAL AGRICULTURE	23605.21	1755.00	1162.93	0.00	24197.28
0338	VOCAL MUSIC	4759.67	2592.00	2558.28	135.00	4928.39
001	VOCAL MUSIC	4759.67	2592.00	2558.28	135.00	4928.39
0339	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
001	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
0340	VENDING	5391.51	1446.89	272.99	0.00	6565.41
001	VENDING	5391.51	1446.89	272.99	0.00	6565.41
0343	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
001	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
0346	MUSIC TRIP ACCOUNT	12190.89	9027.10	4920.00	0.00	16297.99
001	MUSIC TRIP ACCOUNT	12190.89	9027.10	4920.00	0.00	16297.99
0347	WINNER'S CIRCLE: AG BOOSTERS	12462.12	1500.00	0.00	0.00	13962.12
001	WINNER'S CIRCLE: AG BOOSTERS	12462.12	1500.00	0.00	0.00	13962.12
0348	LEADERSHIP	233.29	7166.00	1484.96	742.48	6656.81
001	LEADERSHIP	233.29	7166.00	1484.96	742.48	6656.81
002	CLOSED-BA MOVED TO 330.002	0.00	0.00	0.00	0.00	0.00
0349	SENIOR CAP & GOWN	7531.00	0.00	0.00	0.00	7531.00
001	SENIOR CAP & GOWN	7531.00	0.00	0.00	0.00	7531.00
0350	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
0352	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
001	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
0353	DHS FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00
001	FARM TO TABLE CLUB	100.00	0.00	0.00	0.00	100.00
0360	EDGE: VENDING	2785.59	7.50	130.21	0.00	2662.88
001	EDGE: VENDING	2785.59	7.50	130.21	0.00	2662.88

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
0500	MAINTENANCE DEPARTMENT	255.22	0.00	171.60	0.00	83.62
001	MAINTENANCE DEPARTMENT	255.22	0.00	171.60	0.00	83.62
0550	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
001	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
1011	CO: TECHNOLOGY DEPARTMENT	136230.55	0.00	0.00	88.87	136319.42
001	CO: CHROMEBOOKS	132303.26	0.00	0.00	88.87	132392.13
002	CO: DONATIONS	3927.29	0.00	0.00	0.00	3927.29
1021	ATTENDANCE AWARDS	1500.00	0.00	0.00	0.00	1500.00
001	CO: ATTENDANCE AWARDS	1500.00	0.00	0.00	0.00	1500.00
1030	CLOSED	0.00	0.00	66.64	0.00	-66.64
001	CO: SPECIAL EDUCATION	0.00	0.00	66.64	0.00	-66.64
1031	CO: SPEC ED/SPECIAL OLYMPICS	671.01	0.00	304.13	0.00	366.88
001	CO: SPEC ED/SPECIAL OLYMPICS	671.01	0.00	304.13	0.00	366.88
1032	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: BEST BUDDIES	0.00	0.00	0.00	0.00	0.00
1051	CO: ASSISTANT SUPERINTENDENTS	2628.89	0.00	234.34	600.00	2994.55
001	CO: ASSISTANT SUPERINTENDENTS	2628.89	0.00	234.34	600.00	2994.55
002	LITTLE DRIBBLERS	0.00	0.00	0.00	0.00	0.00
1061	CO: TEACHER OF THE YEAR ACCT.	658.27	0.00	294.60	0.00	363.67
001	CO: TEACHER OF THE YEAR ACCT.	658.27	0.00	294.60	0.00	363.67
1062	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: 772 GEAR UP FUNDS	0.00	0.00	0.00	0.00	0.00
1063	CO: GIFTED AND TALENTED	1763.89	0.00	0.00	0.00	1763.89
001	CO: GIFTED AND TALENTED	1463.89	0.00	0.00	0.00	1463.89
002	CO: MATHCOUNTS	300.00	0.00	0.00	0.00	300.00
1064	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
001	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
1071	CO: ADMINISTRATIVE ACCOUNT	37629.68	61.86	1249.29	1654.69	38096.94
001	CO: ADMINISTRATION ACCOUNT	37129.68	61.86	1249.29	1654.69	37596.94
002	ASBOI - EAGLE SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
003	CO: EMPLOYEE OF THE MONTH	0.00	0.00	0.00	0.00	0.00
004	SCHOOL BASED FAMILY SPECIALIST	500.00	0.00	0.00	0.00	500.00
1081	COUSINS EVERYWHERE	4023.00	0.00	0.00	0.00	4023.00
001	MILK & JUICE, AND LUNCHES	523.00	0.00	0.00	0.00	523.00
002	TILLEY-STUDENT NEEDS	3500.00	0.00	0.00	0.00	3500.00
1091	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
001	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
1098	CO: ONE DUNCAN	3055.27	0.00	0.00	0.00	3055.27
001	CO: ONE DUNCAN	3055.27	0.00	0.00	0.00	3055.27
1099	CO: EMPLOYEE BENEVOLENCE FUND	659.66	0.00	0.00	0.00	659.66
001	CO: EMPLOYEE BENEVOLENCE FUND	659.66	0.00	0.00	0.00	659.66
1101	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
001	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
1213	MS: BAND	11306.25	193.00	535.56	0.00	10963.69
001	MS: BAND	11306.25	193.00	535.56	0.00	10963.69
1214	MS: STEM	647.34	0.00	0.00	0.00	647.34
001	MS: STEM	647.34	0.00	0.00	0.00	647.34
1216	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
001	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
1218	MS: OFFICE	11479.12	796.74	694.36	36.34	11617.84
001	MS: OFFICE	11479.12	796.74	694.36	36.34	11617.84
1219	MS: ATHLETICS	27321.66	1629.50	2555.00	400.00	26796.16
001	MS: ATHLETICS	24944.35	1629.50	1547.00	400.00	25426.85
002	MS: FOOTBALL	0.00	0.00	0.00	0.00	0.00
003	MS: CHEERLEADING	2377.31	0.00	1008.00	0.00	1369.31
1220	CLOSED-BA: 01/10/23	0.00	0.00	0.00	0.00	0.00
001	MS: DMS FCA	0.00	0.00	0.00	0.00	0.00
1221	MS: VOCAL MUSIC	3396.85	60.00	1077.60	0.00	2379.25
001	MS: VOCAL MUSIC	2532.13	60.00	1048.61	0.00	1543.52
002	MS: PITCHFORKS	864.72	0.00	28.99	0.00	835.73

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
1222	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
001	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
1225	MS: CLOTHES CLOSET	6029.68	0.00	407.03	0.00	5622.65
001	MS: CLOTHES CLOSET	4555.86	0.00	407.03	0.00	4148.83
002	MS: DONATIONS FOR CHROMEBOOKS	1473.82	0.00	0.00	0.00	1473.82
003	MS: CREATING HOPE	0.00	0.00	0.00	0.00	0.00
1301	MS: TSA (TECH STUDENT ASSOC)	3504.51	0.00	0.00	0.00	3504.51
001	MS: TSA (TECH STUDENT ASSOC)	3504.51	0.00	0.00	0.00	3504.51
1302	MS: NJHS	11080.81	0.00	1040.00	0.00	10040.81
001	MS: NJHS	11080.81	0.00	1040.00	0.00	10040.81
1303	ACCT CLOSED-BA:12/14/21	0.00	0.00	0.00	0.00	0.00
001	MS: 7TH/8TH GRADE CHEERLEADERS	0.00	0.00	0.00	0.00	0.00
1305	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
001	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
002	MS: Natl Jr Art Honor Society	0.00	0.00	0.00	0.00	0.00
1306	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
001	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
1307	MS: ARCHERY	857.00	681.00	281.80	0.00	1256.20
001	MS: ARCHERY	857.00	681.00	281.80	0.00	1256.20
1308	MS: STUDENT COUNCIL	7780.52	0.00	844.00	0.00	6936.52
001	MS: STUDENT COUNCIL	7780.52	0.00	844.00	0.00	6936.52
1310	MS: YEARBOOK	15734.12	0.00	2378.12	90.00	13446.00
001	MS: JOURNALISM	15734.12	0.00	2378.12	90.00	13446.00
1312	MS: ACADEMIC CLUB	679.26	0.00	0.00	0.00	679.26
001	MS: ACADEMIC CLUB	679.26	0.00	0.00	0.00	679.26
1315	CLOSE: BA: 11/08/22	0.00	0.00	0.00	0.00	0.00
001	DMS/DHS BASS CLUB	0.00	0.00	0.00	0.00	0.00
1350	MS: SUNSHINE ACCOUNT	111.20	0.00	0.00	0.00	111.20
001	MS: SUNSHINE ACCOUNT	111.20	0.00	0.00	0.00	111.20
2201	EM: MILK FUND	6894.25	943.75	611.74	-2.00	7224.26
001	EM: MILK FUND	6894.25	943.75	611.74	-2.00	7224.26

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

February, FY2026
MTD Summary

Summary Of Accounts

March 02, 2026

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
2203	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
001	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
2204	EM: MISCELLANEOUS	4579.65	432.00	132.90	0.00	4878.75
001	EM: MISCELLANEOUS	2963.71	4.00	132.90	0.00	2834.81
002	EM: CLOTHES CLOSE	955.58	0.00	0.00	0.00	955.58
003	EM: ARCHERY	660.36	428.00	0.00	0.00	1088.36
2205	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
001	EM: INTEREST & DONATIONS	1312.64	0.00	0.00	0.00	1312.64
2206	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
001	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
2207	EM: LIBRARY FUND	1431.83	0.00	122.40	0.00	1309.43
001	EM: LIBRARY FUND	1431.83	0.00	122.40	0.00	1309.43
2208	EM: PTO FUND	12808.74	1187.00	411.10	0.00	13584.64
001	EM: PTO FUND	12808.74	1187.00	411.10	0.00	13584.64
5201	HM: MILK FUND	7124.53	819.00	681.46	156.00	7418.07
001	HM: MILK FUND	7124.53	819.00	681.46	156.00	7418.07
5203	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
001	HM: STUDENT STORE	316.30	0.00	0.00	0.00	316.30
5204	HM: MISCELLANEOUS	7087.40	6.00	952.13	216.99	6358.26
001	HM: MISCELLANEOUS	3616.89	6.00	448.13	216.99	3391.75
002	DONATIONS FOR MARQUEE	0.00	0.00	0.00	0.00	0.00
003	HM: ARCHERY	2465.13	0.00	504.00	0.00	1961.13
004	HM: CLOTHES CLOSET	1005.38	0.00	0.00	0.00	1005.38
5206	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
001	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
5207	HM: LIBRARY FUND	4714.23	6.00	100.00	0.00	4620.23
001	HM: LIBRARY FUND	4714.23	6.00	100.00	0.00	4620.23
5208	HM: PTO FUND	40224.60	707.75	1342.96	0.00	39589.39
001	HM: PTO FUND	18562.78	20.00	1086.36	0.00	17496.42
002	BIG KAHUNA	0.00	0.00	0.00	0.00	0.00
003	SPIRITWEAR	1745.00	0.00	0.00	0.00	1745.00

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
004	SPIRIT WAGON	1534.50	0.00	0.00	0.00	1534.50
005	FALCON FRIDAY	6359.05	687.75	256.60	0.00	6790.20
006	HM CHAMPIONS	11199.59	0.00	0.00	0.00	11199.59
007	HOSPITALITY	823.68	0.00	0.00	0.00	823.68
008	KIND WEEK	0.00	0.00	0.00	0.00	0.00
009	WORLD'S FINEST CHOCOLATE	0.00	0.00	0.00	0.00	0.00
6201	WR: MILK FUND	10704.19	588.80	409.57	0.00	10883.42
001	WR: MILK FUND	10704.19	588.80	409.57	0.00	10883.42
6203	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
001	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
6204	WR: STEM	1873.79	0.00	0.00	0.00	1873.79
001	WR: WILL ROGERS STEM	1744.31	0.00	0.00	0.00	1744.31
002	WR: ELK CROSSING STEM	129.48	0.00	0.00	0.00	129.48
6205	WR: INTEREST & DONATIONS	2720.93	0.00	0.00	0.00	2720.93
001	WR: INTEREST & DONATIONS	485.87	0.00	0.00	0.00	485.87
003	WR: EME SANDERS' CLASS	14.20	0.00	0.00	0.00	14.20
004	WR: PHYSICAL EDUCATION	200.00	0.00	0.00	0.00	200.00
005	WR: J. DITTNER, COUNSELOR	130.72	0.00	0.00	0.00	130.72
006	WR: LORI MITCHELL'S CLASS	1130.14	0.00	0.00	0.00	1130.14
007	WR: CLOTHES CLOSET	760.00	0.00	0.00	0.00	760.00
6206	WR: PICTURE FUND	5872.33	235.00	0.00	0.00	6107.33
001	WR: PICTURE FUND	5872.33	235.00	0.00	0.00	6107.33
6207	WR: LIBRARY FUND	41.06	20.00	0.00	0.00	61.06
001	WR: LIBRARY FUND	41.06	20.00	0.00	0.00	61.06
6208	WR: PRE-K OPERATIONS	33751.72	480.05	326.71	0.00	33905.06
001	WR: PRE-K OPERATIONS	33751.72	480.05	326.71	0.00	33905.06
7201	MT: MILK FUND	4589.31	435.70	360.40	0.00	4664.61
001	MT: MILK FUND	4589.31	435.70	360.40	0.00	4664.61
7204	MT: MISCELLANEOUS	826.28	0.00	98.80	0.00	727.48
001	MT: MISCELLANEOUS	324.03	0.00	98.80	0.00	225.23
002	MT: CLOTHES CLOSET	502.25	0.00	0.00	0.00	502.25
7205	MT: INTEREST & DONATIONS	5739.05	0.00	91.25	0.00	5647.80
001	MT: INTEREST & DONATIONS	5739.05	0.00	91.25	0.00	5647.80

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
002	MT: MARQUEE	0.00	0.00	0.00	0.00	0.00
7206	MT: PICTURE FUND	1615.08	0.00	0.00	0.00	1615.08
001	MT: PICTURE FUND	1615.08	0.00	0.00	0.00	1615.08
7207	MT: LIBRARY FUND	293.22	0.00	0.00	0.00	293.22
001	MT: LIBRARY FUND	293.22	0.00	0.00	0.00	293.22
7208	MT: PTO FUND	13644.62	110.89	647.93	0.00	13107.58
001	MT: PTO FUND	13644.62	110.89	647.93	0.00	13107.58
8201	WW: MILK FUND	20524.59	776.84	538.73	0.00	20762.70
001	WW: MILK FUND	20524.59	776.84	538.73	0.00	20762.70
8203	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
001	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
8204	WW: MISCELLANEOUS	15585.62	2960.00	362.18	0.00	18183.44
001	WW: MISCELLANEOUS	14824.56	2960.00	362.18	0.00	17422.38
002	WW: CLOTHES CLOSET	761.06	0.00	0.00	0.00	761.06
8205	WW: INTEREST & DONATIONS	4848.97	442.00	207.00	0.00	5083.97
001	WW: INTEREST & DONATIONS	4517.38	442.00	207.00	0.00	4752.38
002	WW: PRE-K CLASS	52.99	0.00	0.00	0.00	52.99
004	WW: MRS. ZUPPER'S 4TH GR CLASS	102.85	0.00	0.00	0.00	102.85
005	WW: MS. ETHERIDGE'S CLASSROOM	175.75	0.00	0.00	0.00	175.75
8206	WW: PICTURE FUND	730.52	0.00	0.00	0.00	730.52
001	WW: PICTURE FUND	730.52	0.00	0.00	0.00	730.52
8207	WW: LIBRARY FUND	8640.57	183.50	0.00	0.00	8824.07
001	WW: LIBRARY FUND	8640.57	183.50	0.00	0.00	8824.07
8208	WW: PTO FUND	14415.05	445.75	365.34	0.00	14495.46
001	WW: PTO FUND	4346.47	334.00	0.00	0.00	4680.47
002	WW: MARQUEE	2565.00	0.00	0.00	0.00	2565.00
011	WW: 1ST GRADE	327.67	0.00	0.00	0.00	327.67
012	WW: 2ND GRADE	487.59	0.00	37.96	0.00	449.63
013	WW: 3RD GRADE	451.25	111.75	327.38	0.00	235.62
014	WW: 4TH GRADE	696.89	0.00	0.00	0.00	696.89
015	WW: 5TH GRADE	23.11	0.00	0.00	0.00	23.11
016	WW: KINDERGARTEN	543.64	0.00	0.00	0.00	543.64

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
017	WW: ART	4473.43	0.00	0.00	0.00	4473.43
018	WW: KARON HISE (WE LOVE)	500.00	0.00	0.00	0.00	500.00
8209	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
001	WW: SUNSHINE FUND	410.65	0.00	0.00	0.00	410.65
9201	PL: MILK FUND	9699.40	575.50	909.38	0.00	9365.52
001	PL: MILK FUND	9699.40	575.50	909.38	0.00	9365.52
9204	PL: MISCELLANEOUS	15165.36	2017.00	357.23	0.00	16825.13
001	PL: 1ST GRADE	0.30	0.00	0.00	0.00	0.30
002	PL: 2ND GRADE	455.84	0.00	0.00	0.00	455.84
003	PL: 3RD GRADE	283.20	0.00	0.00	0.00	283.20
004	PL: 4TH GRADE	749.96	0.00	0.00	0.00	749.96
005	PL: 5TH GRADE	4670.51	1767.00	0.00	0.00	6437.51
006	PL: KINDERGARTEN	404.33	0.00	73.13	0.00	331.20
007	PL: PE - PHYSICAL EDUCATION	3477.70	250.00	243.90	0.00	3483.80
008	PL: MUSIC	1603.72	0.00	40.20	0.00	1563.52
009	PL: SPECIAL EDUCATION	1.97	0.00	0.00	0.00	1.97
020	PL: GRADE LEVEL SHIRTS	842.00	0.00	0.00	0.00	842.00
021	PL: DUNCAN DEMON SHIRTS	1137.51	0.00	0.00	0.00	1137.51
022	PL: YEARBOOKS	927.68	0.00	0.00	0.00	927.68
023	PL: SQUARE 1 ART	0.00	0.00	0.00	0.00	0.00
024	PL: CLOTHES CLOSET	610.64	0.00	0.00	0.00	610.64
9205	PL: INTEREST & DONATIONS	10583.85	0.00	0.00	0.00	10583.85
001	PL: INTEREST & DONATIONS	9984.06	0.00	0.00	0.00	9984.06
002	AIMEE GREENING MEMORIAL	598.08	0.00	0.00	0.00	598.08
003	M. TARPLEY RESOURCE-OECU GRANT	1.71	0.00	0.00	0.00	1.71
9206	PL: PICTURE FUND	8506.15	0.00	0.00	0.00	8506.15
001	PL: PICTURE FUND	8506.15	0.00	0.00	0.00	8506.15
9207	PL: LIBRARY FUND	1382.99	120.00	300.00	0.00	1202.99
001	PL: LIBRARY FUND	1382.99	120.00	300.00	0.00	1202.99
9208	PL: PTO FUND	43670.41	289.75	951.68	0.00	43008.48
001	PL: PTO OPERATING FUND	1416.18	0.00	939.18	0.00	477.00
002	PL: POP AND POPCORN	11174.72	289.75	12.50	0.00	11451.97
003	PL: SHIRTS	8903.14	0.00	0.00	0.00	8903.14
004	PL: DONATION DRIVE	16842.57	0.00	0.00	0.00	16842.57
005	PL: YEARBOOKS to be 9204.022	246.34	0.00	0.00	0.00	246.34

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

February, FY2026
MTD Summary

Summary Of Accounts

March 02, 2026

Acct.	Name	Beg.Month	Receipts	Checks	Adjust.	Ending
006	PL: SPIRIT STORE	3027.13	0.00	0.00	0.00	3027.13
007	PL: PTO PICTURES	1486.05	0.00	0.00	0.00	1486.05
008	PL: BOX TOPS	301.80	0.00	0.00	0.00	301.80
009	PL: STAFF MEALS	272.48	0.00	0.00	0.00	272.48
9209	PL: SUNSHINE FUND	300.77	0.00	0.00	0.00	300.77
001	PL: SUNSHINE FUND	300.77	0.00	0.00	0.00	300.77
9990	DPSF OPERATING ACCOUNT	26077.04	0.00	6160.51	0.00	19916.53
001	DEX AWARDS	17981.52	0.00	6125.52	0.00	11856.00
002	ESPORTS	2853.09	0.00	34.99	0.00	2818.10
004	SPEC ED - OPAL LOWRY TRUST	893.43	0.00	0.00	0.00	893.43
007	PEER MENTORING - GEAR UP	3099.40	0.00	0.00	0.00	3099.40
008	DMS PROJECT BASED LEARNING	0.00	0.00	0.00	0.00	0.00
009	STEM	1249.60	0.00	0.00	0.00	1249.60
MTD TOTALS:	**(163 Accounts)**	1,077,743.62	154,875.78	(92,742.79)	8,501.57	1,148,378.18

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

February, FY2026
MTD Summary

Summary Of Accounts

March 02, 2026

Beginning MTD Account Balance:	**$1,077,743.62**
Expense:	(2.00)
Revenue:	2,840.30
Less Bank Charges:	(325.05)
Refunds:	0.00
Interest:	2,579.74
Less NSF Checks:	0.00
Total Adjustments Less Voids:	**$5,092.99**
Total Adjustments:	5,092.99
Add Void Checks:	3,408.58
Less Void Receipts:	0.00
Total Adjustments with Voids:	**$8,501.57**
Receipts Issued:	154,875.78
Voided Receipts:	0.00
Total Receipts:	**$154,875.78**
Checks Issued:	92,742.79
Voided Checks:	(3,408.58)
Total Checks:	**$89,734.21**
Current Balance:	**$1,148,378.18**
YTD Outstanding Checks:	31,829.39
Prior Year Outstanding Checks:	159.92

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

Reconciliation

March 02, 2026

Bank account:	Reconciliation date:	Prepared by:	For applied period:
* * * * * * 9935	2/28/2026	MILLER, LATISHA	**February, 2026**

General ledger account balance	$1,077,743.62	Balance per bank statement as of reconciliation date	$102,964.51
Add debits	$154,875.78	Add receipts in transit	$0.00
Less credits	$92,742.79	Less outstanding checks	$31,989.31
Add adjustments	$8,501.57	Interest not yet posted	$0.00
		Charges not yet posted	$76.30
		Investments	$1,077,326.68
Bank Balance Per General Ledger (Activity Fund)	**$1,148,378.18**	**Bank Balance Per Statement Reconciliation**	**$1,148,378.18**

Variance: $0.00 ***

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

Reconciliation

March 02, 2026

Outstanding Receipts

No Transactions

Outstanding Checks

Number	Amount	Number	Amount	Number	Amount
00109993	41.95	00110275	90.00	00110300	27.97
00110906	105.00	00110970	250.00	00111013	48.85
00111233	27.96	00111312	300.00	00111346	86.31
00111362	929.50	00111366	34.96	00111498	196.32
00111499	129.20	00111500	122.67	00111522	168.00
00111524	84.00	00111525	135.00	00111526	135.00
00111530	250.00	00111577	260.00	00111579	500.00
00111590	659.77	00111602	400.00	00111605	190.38
00111606	135.00	00111607	200.00	00111608	47.40
00111609	75.00	00111610	400.00	00111613	110.00
00111615	2378.12	00111616	345.00	00111617	840.00
00111618	1295.00	00111620	4503.75	00111622	202.00
00111623	300.00	00111624	2697.59	00111625	294.60
00111626	144.00	00111627	1532.47	00111628	5006.55
00111629	852.00	00111630	54.00	00111631	213.99
00111632	300.00	00111633	300.00	00111634	300.00
00111635	300.00	00111636	600.00	00111637	600.00
00111638	600.00	00111639	600.00	00111640	600.00
00111641	600.00	00111642	100.00	00111643	200.00
00111644	90.00				

Total Outstanding Checks: **$31,989.31**

Items: **58**

Receipts Cleared This Month

Number	Amount	Number	Amount	Number	Amount
05000056	15.46	05000057	533.58	05000058	7.76
05000059	184.10	05000060	221.89	05000061	2000.00
05000062	34.94	05000063	586.06	05000064	30.91
05000065	7.73	11007324	28.50	11007325	3.00
11007326	1.00	11007327	3.50	11007328	1.50
11007329	6.00	11007330	3.00	11007331	2.00
11007332	3.00	11007333	1.00	11007334	15.00
11007335	7.50	11007336	1.00	11007337	0.50
11007338	36.50	11007339	5.50	11007340	1.00
11007341	0.50	11007342	20.00	11007343	2.50
11007344	2.00	11007345	1.10	11007346	6.50
11007347	1.20	11007348	20.00	11007349	0.50
11007350	17.00	11007351	7.15	11007352	20.00

11007353	1.00	11007354	1.45	11007355	3.00
11007356	0.50	11007357	1.00	11007358	6.00
11007359	5.00	11007360	1.00	11007361	11.00
11007362	7.00	11007363	5.00	11007364	3.00
11007365	2.00	11007366	1.00	11007367	0.50
11007368	5.50	11007369	5.00	11007370	0.50
11007371	0.50	11007372	5.00	11007373	0.50
11007374	6.00	11007375	8.00	11007376	10.00
11007377	10.00	11007378	15.00	11007379	6.00
11007380	7.00	11007381	12.00	11007382	2.00
11007383	4.00	11007384	1.00	11007385	1.00
11007386	3.00	11007387	4.00	11007388	5.00
11007389	2.00	11007390	2.50	11007391	2.00
11007392	4.00	11007393	2.00	11007394	1.00
11007395	0.50	11007396	13.50	11007397	1.50
11007398	5.00	11007399	1.00	11007400	2.00
11007401	1.00	11007402	2.00	11007403	1.00
11007404	1.00	11007405	1.50	11007406	0.50
11007407	0.50	11007408	2.00	11007409	3.00
11007410	10.00	11007411	4.50	11007412	0.50
11007413	50.00	11007414	40.00	11007415	45.00
11007416	60.00	11007417	45.00	11007418	30.00
11007419	30.00	11007420	20.00	11007421	45.00
11007422	55.00	11007423	40.00	11007424	65.00
11007425	65.00	11007426	30.00	11007427	25.00
11007428	5.00	11007429	5.00	11007430	10.00
11007431	20.00	11007432	75.00	11007433	105.00
11007434	33.00	11007435	20.00	11007436	100.00
11007437	50.00	11007438	120.00	11007439	120.00
11007440	45.00	11007441	4.00	11007442	1.50
11007443	10.50	11007444	2.00	11007445	3.00
11007446	12.00	11007447	2.00	11007448	3.00
11007449	21.00	11007450	0.50	11007451	1.50
11007452	3.50	11007453	12.00	11007454	10.00
11007455	1.50	11007456	11.00	11007457	1.00
11007458	5.00	11007459	2.00	11007460	2.00
11007461	1.00	11007462	1.00	11007463	5.50
11007464	25.00	11007465	0.50	11007466	2.50
11007467	2.00	11007468	1.00	11007469	1.00
11007470	1.00	11007471	0.50	11007472	6.00
11007473	5.00	11007474	1.00	11007475	1.35
11007476	2.00	11007477	11.00	11007478	1.00
11007479	26.00	11007480	2.50	11007481	9.00
11007482	8.00	11007483	10.00	11007484	0.50

11007485	1.00	11007486	2.00	11007487	16.00
11007488	11.00	11007489	0.50	11007490	8.50
11007491	35.50	11007492	6.00	11007493	7.00
11007494	11.00	11007495	1.00	11007496	2.00
11007497	6.00	11007498	2.00	11007499	2.00
11007500	5.00	11007501	2.00	11007502	7.00
11007503	5.50	11007504	1.00	11007505	3.00
11007506	3.00	11007507	24.00	11007508	7.00
11007509	4.50	11007510	1.50	11007511	0.50
11007512	6.00	11007513	20.00	11007514	1.00
11007515	12.00	11007516	5.00	11007517	5.00
11007518	1.00	11007519	5.00	11007520	1.00
11007521	120.00	11007522	9.00	11007523	9.00
11007524	9.00	11007525	9.00	11007526	9.00
11007527	9.00	11007528	9.00	11007529	9.00
11007530	9.00	11007531	9.00	11007532	9.00
11007533	9.00	11007534	9.00	11007535	0.50
11007536	3.50	11007537	12.00	11007538	4.00
11007539	5.50	11007540	25.00	11007541	5.00
11007542	5.00	11007543	5.00	11007544	0.50
12501224	2.50	12501225	2.50	12501226	40.00
12501227	20.00	12501228	4.00	12501229	5.00
12501230	10.00	12501231	10.50	12501232	5.00
12501233	10.00	12501234	20.00	12501235	11.00
12501236	4.50	12501237	10.50	12501238	10.25
12501239	15.50	12501240	11.00	12501241	22.00
12501242	12.00	12501243	3.00	12501244	10.50
12501245	1.50	12501246	14.00	12501247	14.50
12501248	14.00	12501249	10.50	12501250	5.00
12501251	1.00	12501252	20.00	12501253	9.00
12501254	8.00	12501255	9.00	12501256	7.50
12501257	6.00	12501258	13.50	12501259	13.50
12501260	15.00	12501261	20.00	12501262	12.50
12501263	13.00	12501264	10.50	12501265	4.50
12501266	3.00	12501267	21.50	12501268	6.00
12501269	15.00	12501270	14.00	12501271	10.00
12501272	1.00	12501273	5.00	12501274	7.50
12501275	13.50	12501276	16.50	12501277	23.00
12501278	18.00	12501279	4.50	12501280	16.00
12501281	22.50	12501282	21.00	12501283	28.50
12501284	25.00	12501285	15.00	12501286	12.50
12501287	13.50	12501288	30.50	12501289	24.00
12501290	8.00	12501291	20.00	12501292	1.00
12501293	0.25	12501294	6.50	12501295	10.50

12501296	10.00	12501297	3.00	12501298	3.00
12501299	1.50	12501300	15.00	12501301	6.00
12501302	10.00	12501303	5.00	12501304	20.00
12501305	0.50	12501306	23.00	12501307	10.00
12501308	20.00	12501309	19.00	12501310	16.00
12501311	2.00	12501312	0.50	12501313	1.00
12501314	20.00	12501315	2.50	12501316	15.00
12501317	6.00	12501318	5.00	12501319	0.50
12501320	20.00	12501321	10.00	12501322	22.50
12501323	5.00	12501324	5.00	12501325	10.00
12501326	12.50	12501327	2.00	12501328	20.00
12501329	2.50	12501330	2.00	12501331	5.00
12501332	1.00	12501333	2.00	12501334	10.00
12501335	11.00	12501336	5.00	12501337	11.25
12501338	25.00	12501339	5.00	12501340	25.00
12501341	3.00	12501342	10.00	12501343	32.00
12501344	10.00	12501345	5.00	12501346	2.00
12501347	6.00	12501348	10.00	12501349	2.50
12501350	0.50	12501351	19.00	12501352	10.00
12501353	13.00	12501354	5.00	12501355	25.00
12501356	3.00	12501357	4.00	12501358	20.00
12501359	20.00	12501360	1.50	12501361	10.00
12501362	0.50	12501363	5.00	12501364	15.00
12501365	5.00	13005923	4.50	13005924	8.50
13005925	1.00	13005926	20.00	13005927	20.00
13005928	20.00	13005929	2.00	13005930	6.00
13005931	38.50	13005932	5.55	13005933	20.00
13005934	7.00	13005935	2.00	13005936	14.50
13005937	4.50	13005938	1.00	13005940	26.00
13005941	33.00	13005942	20.00	13005943	20.00
13005944	5.00	13005945	2.00	13005946	20.00
13005947	29.50	13005948	5.00	13005949	20.00
13005950	20.00	13005951	20.00	13005952	3.00
13005953	6.50	13005954	6.50	13005955	5.00
13005956	12.00	13005957	7.00	13005958	22.00
13005959	1.00	13005960	20.00	13005961	10.00
13005962	2.00	13005963	19.00	13005964	0.50
13005965	25.00	13005966	2.00	13005967	2.75
13005968	40.00	13005969	20.00	13005970	2.00
13005971	2.00	13005972	2.00	13005973	27.50
13005974	1.00	13005975	2.00	13005976	17.00
13005977	5.00	13005978	8.50	13005979	3.00
13005980	1.00	13005981	3.00	13005982	3.00
13005983	20.00	13005984	20.00	13005985	2.50

13005986	8.00	13005987	1.50	13005988	8.00
13005989	3.00	13005990	8.00	13005991	9.00
13005992	2.00	13005993	1.00	13005994	4.00
13005995	2.50	13005996	20.00	13005997	5.00
13005998	1.00	13005999	7.00	13006000	1.00
13006001	13.00	13006002	8.00	13006003	28.00
13006004	375.05	13006005	15.00	13006006	4.50
13006007	5.00	13006008	20.00	13006009	15.00
13006010	20.00	13006011	20.00	13500446	19.75
13500447	22.50	13500448	21.75	13500449	1.00
13500450	2.00	13500451	4.00	13500452	2.25
13500453	20.00	13500454	1.00	13500455	1.00
13500456	13.50	13500457	1.00	13500458	30.00
13500459	3.00	13500460	6.00	13500461	4.50
13500462	1.00	13500463	2.00	13500464	7.25
13500465	5.00	13500466	1.00	13500467	1.00
13500468	1.00	13500469	20.00	13500470	1.00
13500471	1.00	13500472	7.50	13500473	10.00
13500474	16.00	13500475	4.00	13500476	1.00
13500477	49.50	13500478	31.00	13500479	8.00
13500480	2.50	13500481	2.20	13500482	10.00
13500483	12.00	13500484	2.00	13500485	6.00
13500486	110.89	13500487	9.00	13500488	35.00
13500489	29.00	13500490	1.00	13500491	3.00
13500492	3.50	14007782	1.50	14007783	12.50
14007784	0.55	14007785	5.00	14007786	8.40
14007787	2.00	14007788	9.00	14007789	15.00
14007790	7.50	14007791	3.00	14007792	5.50
14007793	3.00	14007794	4.00	14007795	22.50
14007796	213.00	14007797	12.50	14007798	25.00
14007799	229.00	14007800	2.40	14007801	31.75
14007802	26.10	14007803	2.00	14007804	2.00
14007805	7.00	14007806	4.00	14007807	2.00
14007808	20.00	14007809	1.50	14007810	146.00
14007811	80.00	14007812	5.75	14007813	16.00
14007814	14.00	14007815	12.00	14007816	10.28
14007817	3.00	14007818	4.55	14007819	2.00
14007820	31.00	14007821	15.00	14007822	21.00
14007823	30.50	14007824	3.00	14007825	80.00
14007826	80.00	14007827	80.00	14007828	80.00
14007829	219.00	14007830	80.00	14007831	80.00
14007832	80.00	14007833	80.00	14007834	80.00
14007835	80.00	14007836	80.00	14007837	80.00
14007838	80.00	14007839	80.00	14007840	80.00

14007841	80.00	14007842	80.00	14007843	80.00
14007844	80.00	14007845	80.00	14007846	8.00
14007847	7.00	14007848	41.00	14007849	28.55
14007850	1.00	14007851	38.00	14007852	15.55
14007853	0.50	14007854	1.50	14007855	12.55
14007856	5.00	14007857	1.00	14007858	15.50
14007859	13.00	14007860	80.00	14007861	80.00
14007862	80.00	14007863	80.00	14007864	80.00
14007865	80.00	14007866	80.00	14007867	80.00
14007868	80.00	14007869	111.75	14007870	115.00
14007871	80.00	14007872	80.00	14007873	80.00
14007874	80.00	14007875	80.00	14007876	80.00
14007877	80.00	14007878	2.00	14007879	5.90
14007880	16.25	14007881	27.50	14007882	7.50
14007883	13.00	14007884	4.10	14007885	26.50
14007886	29.40	14007887	1.00	14007888	40.50
14007889	21.76	14007890	14.00	14007891	13.00
14501555	25.00	14501556	30.00	14501557	13.25
14501558	2.00	14501559	11.00	14501560	20.00
14501561	10.00	14501562	5.50	14501563	6.00
14501564	200.00	14501565	3.00	14501566	20.00
14501567	13.00	14501568	6.00	14501569	5.00
14501570	3.00	14501571	27.50	14501572	10.00
14501573	7.00	14501574	5.00	14501575	3.00
14501576	2.00	14501577	3.50	14501578	5.00
14501579	9.00	14501580	20.00	14501581	20.00
14501582	20.00	14501583	12.50	14501584	5.75
14501585	17.50	14501586	38.50	14501587	7.00
14501588	16.00	14501589	19.50	14501590	19.50
14501591	21.00	14501592	27.00	14501593	6.00
14501594	18.00	14501595	15.00	14501596	1.00
14501597	50.00	14501598	9.00	14501599	2.00
14501600	10.00	14501601	12.00	14501602	12.00
14501603	9.00	14501604	20.00	14501605	20.00
14501606	22.00	14501607	20.00	14501608	20.00
14501609	8.00	14501610	2.00	14501611	12.00
14501612	50.00	14501613	4.00	14501614	20.00
14501615	18.00	14501616	20.00	14501617	6.00
14501618	1.00	14501619	20.00	14501620	3.00
14501621	20.00	14501622	10.00	14501623	20.00
14501624	20.00	14501625	2.00	14501626	37.00
14501627	20.00	14501628	2.00	14501629	8.00
14501630	20.00	14501631	16.00	14501632	20.00
14501633	25.00	14501634	3.00	14501635	3.00

14501636	22.00	14501637	46.00	14501638	5.00
14501639	20.00	14501640	27.00	14501641	12.00
14501642	2.00	14501643	20.00	14501644	20.00
14501645	6.50	14501646	9.00	14501647	2.00
14501648	10.50	14501649	12.00	14501650	67.00
14501651	3.00	14501652	83.00	14501653	21.00
14501654	20.00	14501655	42.00	14501656	156.00
14501657	90.00	14501658	19.00	14501659	61.00
14501660	91.00	14501661	88.00	14501662	8.00
14501663	51.00	14501664	276.00	14501665	2.00
14501666	5.00	14501667	1.00	14501668	6.00
14501669	10.00	14501670	20.00	14501671	113.00
14501673	22.00	14501674	0.50	14501675	20.00
14501676	25.00	14501677	20.00	14501678	1.00
14501679	5.00	14501680	3.00	14501681	13.00
14501682	5.00	14501683	1.00	14501684	11.00
14501685	20.00	14501686	7.00	14501687	5.00
14501688	1.50	14501689	3.75	14501690	5.00
14501691	9.00	14501692	1.50	14501693	5.00
14501694	20.00	14501695	6.00	14501696	20.00
50500205	356.00	50500206	325.00	50500207	60.00
50500208	193.00	50500209	250.00	50500210	353.50
50500211	250.00	50500212	276.00	50500213	500.00
50500214	725.50	70500493	250.00	70500494	850.00
70500495	1500.00	70500496	50.00	70500497	400.00
70500498	1500.00	70500499	1500.00	70500500	1313.85
70500501	250.00	70500502	1151.00	70500503	1241.50
70500504	2292.00	70500505	1188.00	70500506	1300.25
70500507	757.00	70500508	1450.00	70500509	310.00
70500510	180.00	70500511	351.00	70500512	3790.65
70500513	1465.00	70500514	290.00	70500515	122.00
70500516	250.00	70500517	7031.00	70500518	410.00
70500519	330.00	70500520	1200.00	70500521	94.00
70500522	650.00	70500523	1577.50	70500524	1003.00
70500525	77.00	70500526	182.00	70500527	135.00
70500528	75.00	70500529	50.00	70500530	300.00
70500533	2400.00	70500534	160.00	70500535	2970.00
70500536	168.84	70500537	250.00	70500538	1393.00
70500539	1796.50	70500541	20.00	70500542	250.00
70500543	84.00	70500544	606.45	70500545	180.00
70500546	4150.00	70500547	10.00	70500548	300.00
70500550	1631.00	70500551	2131.25	70500552	1845.00
70500553	703.19	70500554	42.00	70500555	378.00
70500556	288.00	70500557	230.00	70500558	880.00

70500559	600.00	70500561	140.00	70500562	10675.00
70500563	400.00	70500564	2123.10	70500565	122.00
70500566	300.00	70500567	5350.00	70500568	3751.00
70500569	1025.00	70500570	560.00	70500571	600.00
70500573	787.13	70500574	6800.00	70500575	798.00
70500576	4291.00	70500578	3205.00	70500579	130.00
70500580	1541.70	70500581	1007.00	70500582	1182.00
70500583	766.50	70500585	56.00	70500586	6000.00
70500587	573.00	70500588	434.00	70500589	695.00
70500590	150.00	70500591	70.00	70500592	1700.00
70500593	1213.00	70500594	100.00	70500595	396.00
70500596	100.00	70500597	190.00	70500599	1000.00
70500600	25.00	70500601	500.00	70500602	100.00
70500603	200.00	70500604	450.00	70500605	305.00
70500606	500.00	70500607	89.00	70500608	1100.00
70500609	321.00	70500611	33.00	70500612	20.00
70500613	20.00	70500614	301.00	70500615	290.00
70500616	65.00	70500617	1340.00	70500618	616.15
70500619	2250.00	70500620	405.00	70500621	239.00
70500622	376.00	70500624	220.00	70500625	398.51
70500626	700.00	70500627	740.00	70500628	150.00
70500629	615.00	70500630	302.00	70500631	850.00
70500633	2096.00				

Total Receipts Cleared: **$154,875.78**

Items: **898**

Checks Cleared This Month

Number	Amount	Number	Amount	Number	Amount
00110447	1731.28	00111333	30.00	00111383	15.46
00111445	1354.31	00111461	163.98	00111465	1000.00
00111468	350.00	00111470	144.00	00111474	375.00
00111475	300.00	00111476	96.00	00111478	270.00
00111479	400.00	00111480	289.32	00111481	74.61
00111482	184.20	00111483	1313.85	00111487	1500.00
00111488	1500.00	00111489	600.00	00111490	600.00
00111491	600.00	00111492	600.00	00111493	600.00
00111494	600.00	00111495	600.00	00111496	600.00
00111497	300.00	00111501	30.91	00111502	424.00
00111503	3286.11	00111504	4920.00	00111505	130.00
00111506	1946.93	00111507	192.00	00111508	90.00
00111509	450.00	00111510	150.00	00111511	375.00
00111512	500.00	00111513	250.00	00111514	250.00
00111515	28.99	00111516	14.15	00111517	1477.28

00111518	606.45	00111519	509.00	00111520	61.61
00111521	259.02	00111523	350.00	00111528	22.50
00111529	12.50	00111531	300.00	00111532	600.00
00111533	3025.96	00111534	314.25	00111535	703.19
00111536	322.00	00111537	322.00	00111538	308.00
00111539	99.00	00111540	600.00	00111541	34.99
00111542	10.40	00111543	28.91	00111544	270.00
00111545	648.55	00111546	237.33	00111548	256.60
00111549	320.00	00111550	25.96	00111551	319.15
00111552	171.60	00111553	216.99	00111554	335.16
00111555	130.21	00111556	113.00	00111557	539.75
00111558	1556.00	00111559	189.98	00111560	1286.15
00111561	2129.25	00111562	501.13	00111563	824.45
00111564	1171.11	00111565	392.82	00111566	217.99
00111567	422.20	00111569	740.00	00111570	400.00
00111571	748.00	00111572	1008.00	00111573	89.10
00111574	350.00	00111575	2146.95	00111576	502.00
00111578	275.00	00111580	6800.00	00111581	250.00
00111583	757.50	00111584	304.13	00111585	66.64
00111586	140.46	00111587	36.42	00111588	97.98
00111589	787.13	00111591	71.26	00111592	7.73
00111593	207.00	00111594	200.00	00111595	168.00
00111596	300.00	00111603	742.48	00111604	952.39
00111611	300.00	00111612	336.70	00111614	200.00
00111619	102.00	00111621	220.00		

Total Cleared Checks: **$70,779.41**

Items: **119**

Adjustments This Month

Number	Amount	Number	Amount	Number	Amount
00011857	200.00	00011858	200.00	00011859	216.99
00011861	36.34	00011862	200.00	00011863	400.00
00011864	742.48	00011865	320.93	00011866	467.46
00011867	150.00	00011868	14.00	00011869	190.38
00011870	135.00	00011871	109.65	00011872	135.00
00011873	-2.00	00011874	156.00	00011875	1820.43
00011876	285.00	00011877	400.00	00011878	90.00
00011879	215.40	00011880	600.00	00011881	1979.74
00011882	20.00	00011883	68.87		

Total Adjustments: **$8,501.57**

Items: **26**

Receipts Voided This Month

No Transactions

Checks Voided This Month

Number	Amount	Number	Amount	Number	Amount
00111393	200.00	00111394	200.00	00111527	135.00
00111547	216.99	00111568	36.34	00111582	200.00
00111597	400.00	00111598	742.48	00111599	952.39
00111600	190.38	00111601	135.00		

Total Void Checks: **$3,408.58**

Items: **11**

Legacy Checks Outstanding

No Transactions

Legacy Receipts Outstanding

No Transactions

Legacy Checks Cleared

No Transactions

Legacy Receipts Cleared

No Transactions

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

FY-2026
YTD Summary

Summary Of Accounts
March 02, 2026

For Bank Account: * * * * * * 9935

This Report Is True And Correct To The Best Of My Knowledge.

Date: ____/____/_____ _____

Beginning:	**1,026,926.54**
Receipts:	**1,085,279.47**
Checks:	**(1,049,822.58)**
Adjustments:	**86,279.75**
Ending:	**$1,148,663.18**

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0101	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	0.00	0.00	0.00	0.00
001	LOSS/DAMAGE:BKS,EQUIP,PROPERTY	0.00	0.00	0.00	0.00	0.00
0104	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
001	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
0201	ATHLETIC REVENUE FUND	17744.63	65612.50	78914.00	-150.00	4293.13
001	ATHLETIC REVENUE FUND	17744.63	65612.50	78914.00	-150.00	4293.13
0202	ATHLETIC ADMINISTRATION	0.00	36400.00	39700.00	900.00	-2400.00
001	ATHLETIC ADMINISTRATION	0.00	36400.00	39700.00	900.00	-2400.00
0203	FOOTBALL FUND	29067.57	51595.00	41030.44	914.00	40546.13
001	FOOTBALL FUND - $23,540	29067.57	51595.00	41030.44	914.00	40546.13
002	SW DAIRY MUSEUM GRANT-CH MILK	0.00	0.00	0.00	0.00	0.00
0204	BOYS BASKETBALL	11549.50	13971.10	17491.53	0.00	8029.07
001	BOYS BASKETBALL - $5,942.50	11549.50	13971.10	17491.53	0.00	8029.07
0205	GIRLS BASKETBALL	10477.40	8472.50	11559.16	0.00	7390.74
001	GIRLS BASKETBALL - $5,942.50	10477.40	8472.50	11559.16	0.00	7390.74
0206	BOYS WRESTLING	7758.97	12006.00	7034.98	0.00	12729.99
001	BOYS WRESTLING - $5,600	7758.97	12006.00	7034.98	0.00	12729.99
0207	BASEBALL	1248.24	5400.00	3712.50	0.00	2935.74
001	BASEBALL - $4,100	1248.24	5400.00	3712.50	0.00	2935.74
0208	BOYS & GIRLS TRACK	12541.55	6800.00	5186.74	270.00	14424.81
001	BOYS - $3,400, GIRLS - $3,400	12541.55	6800.00	5186.74	270.00	14424.81
0209	ACCT CLOSED-BA 12/14/21	0.00	0.00	0.00	0.00	0.00
001	GIRLS TRACK - $3,400	0.00	0.00	0.00	0.00	0.00
0210	TENNIS	1598.79	4000.00	1907.14	467.46	4159.11
001	TENNIS - B-$1,600, G-$1,600	1598.79	4000.00	1907.14	467.46	4159.11
0211	GIRLS WRESTLING	9460.76	5600.00	2775.11	0.00	12285.65
001	GIRLS WRESTLING - $5,600	9460.76	5600.00	2775.11	0.00	12285.65

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0212	BOYS GOLF	13064.67	8000.00	12383.67	0.00	8681.00
001	BOYS GOLF - $1,500	13064.67	8000.00	12383.67	0.00	8681.00
0213	GIRLS SOFTBALL	669.87	7955.70	5454.20	0.00	3171.37
001	GIRLS SOFTBALL - $4,100	669.87	7955.70	5454.20	0.00	3171.37
0214	CROSS-COUNTRY	552.83	1915.00	1432.05	0.00	1035.78
001	CROSS COUNTRY - $1,000	552.83	1915.00	1432.05	0.00	1035.78
0215	LETTERMEN'S CLUB	3058.41	30736.56	26214.72	752.40	8332.65
001	LETTERMEN'S CLUB	3058.41	30736.56	26214.72	752.40	8332.65
0218	CHEERLEADING	20063.44	24328.32	34871.09	2589.00	12109.67
001	CHEERLEADING - $1,000	20063.44	24328.32	34871.09	2589.00	12109.67
0219	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
001	QUARTERBACK BOOSTER CLUB	197.37	0.00	0.00	0.00	197.37
0222	BASEBALL BOOSTER CLUB	4591.71	13966.74	11914.82	320.93	6964.56
001	BASEBALL BOOSTER CLUB	4591.71	13966.74	11914.82	320.93	6964.56
0225	BOYS SOCCER	1548.45	2000.00	500.00	0.00	3048.45
001	BOYS SOCCER - $2,000	1548.45	2000.00	500.00	0.00	3048.45
0226	GIRLS SOCCER	1823.46	2000.00	750.00	0.00	3073.46
001	GIRLS SOCCER - $2,000	1823.46	2000.00	750.00	0.00	3073.46
0227	SOCCER BOOSTER CLUB	9379.37	0.00	1395.00	0.00	7984.37
001	SOCCER BOOSTER CLUB	9379.37	0.00	1395.00	0.00	7984.37
0228	GIRLS GOLF	3736.37	3900.00	3306.25	0.00	4330.12
001	GIRLS GOLF - $1,500	3736.37	3900.00	3306.25	0.00	4330.12
0229	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS GOLF BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
0230	LEGACY BK CD: DONNIE CHRISTIAN	0.00	200.00	0.00	0.00	200.00
001	LEGACY BK CD: DONNIE CHRISTIAN	0.00	200.00	0.00	0.00	200.00
002	2020 - CAITLYNN STEPHENS /ARMY	0.00	0.00	0.00	0.00	0.00
0231	ATHLETIC DEPT. CONCESSION	55359.01	80760.42	112242.32	14887.90	38765.01
001	ATHLETIC DEPT. CONCESSION	55359.01	80760.42	112242.32	14887.90	38765.01

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0235	TRACK/X-COUNTRY BOOSTER CLUB	368.48	0.00	289.83	0.00	78.65
001	TRACK/X-COUNTRY BOOSTER CLUB	368.48	0.00	289.83	0.00	78.65
0240	ACCT CLOSED-BA 07/18/23	0.00	0.00	0.00	0.00	0.00
001	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
0249	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
001	TENNIS DONATION ACCOUNT	143.01	0.00	0.00	0.00	143.01
0251	VOLLEYBALL	17403.72	1903.04	7003.74	0.00	12303.02
001	VOLLEYBALL - $1,000	17403.72	1903.04	7003.74	0.00	12303.02
002	VOLLEYBALL BOOSTERS	0.00	0.00	0.00	0.00	0.00
0255	PHIL BARNES MEM SCHOLARSHIP	1275.00	2000.00	0.00	0.00	3275.00
001	PHIL BARNES MEM SCHOLARSHIP	1275.00	2000.00	0.00	0.00	3275.00
0256	TENNIS BOOSTER CLUB	260.43	2197.27	1193.80	0.00	1263.90
001	TENNIS BOOSTER CLUB	260.43	2197.27	1193.80	0.00	1263.90
0257	TIP-IN BASKETBALL BOOSTER CLUB	3819.55	7186.10	1326.55	0.00	9679.10
001	TIP-IN BASKETBALL BOOSTER CLUB	3819.55	7186.10	1326.55	0.00	9679.10
0261	POM PON	7291.73	11336.84	11160.21	0.00	7468.36
001	POM PON - $1,000	7291.73	11336.84	11160.21	0.00	7468.36
0263	SWIMMING	2028.69	2856.10	634.00	0.00	4250.79
001	SWIMMING - $1,000	2028.69	2856.10	634.00	0.00	4250.79
0264	SWIMMING BOOSTER CLUB	171.28	150.00	0.00	0.00	321.28
001	SWIMMING BOOSTER CLUB	171.28	150.00	0.00	0.00	321.28
0285	ATHLETIC TRAINER	4780.59	2000.00	0.00	0.00	6780.59
001	ATHLETIC TRAINER	4780.59	2000.00	0.00	0.00	6780.59
0290	OSSAA SPORTS SPECTACULAR	0.00	1849.00	373.90	0.00	1475.10
001	OSSAA SPORTS SPECTACULAR	0.00	1849.00	373.90	0.00	1475.10
0301	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
001	SPECIAL EDUCATION	107.64	0.00	0.00	0.00	107.64
0302	NAHS - NATL ART HONOR SOCIETY	442.18	0.00	0.00	0.00	442.18
001	NAHS - NATL ART HONOR SOCIETY	442.18	0.00	0.00	0.00	442.18

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0303	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
001	PFC INTERNSHIP PROGRAM	594.67	0.00	0.00	0.00	594.67
0304	MULTI-CULTURAL CLUB	308.50	376.00	273.48	0.00	411.02
001	MULTI-CULTURAL CLUB	308.50	376.00	273.48	0.00	411.02
0305	PSAT/AP TESTS ACCOUNT	4080.97	432.00	693.98	0.00	3818.99
001	PSAT/AP TESTS ACCOUNT	4080.97	432.00	693.98	0.00	3818.99
0306	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
001	JOURNALISM	3276.57	0.00	0.00	0.00	3276.57
0307	SENIOR CLASS	5912.02	6904.11	3903.75	820.00	9732.38
001	SENIOR CLASS	5912.02	6904.11	3903.75	820.00	9732.38
0308	JUNIOR CLASS	6457.11	6820.00	6457.11	400.00	7220.00
001	JUNIOR CLASS	6457.11	6820.00	6457.11	400.00	7220.00
0309	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
001	SOPHOMORE CLASS	0.00	0.00	0.00	0.00	0.00
0310	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
001	FRESHMAN CLASS	0.00	0.00	0.00	0.00	0.00
0311	KEY CLUB	1452.51	680.00	752.00	100.93	1481.44
001	KEY CLUB	1452.51	680.00	752.00	100.93	1481.44
0312	BAND BOOSTERS	31076.12	18188.00	22579.09	135.00	26820.03
001	BAND BOOSTERS	31076.12	18188.00	22579.09	135.00	26820.03
0313	DEHYDRATOR RACE	20961.86	25406.40	29225.11	1502.60	18645.75
001	DEHYDRATOR RACE	20961.86	25406.40	29225.11	1502.60	18645.75
0314	NATIONAL HONOR SOCIETY	464.55	2020.00	641.97	20.00	1862.58
001	NATIONAL HONOR SOCIETY	464.55	2020.00	641.97	20.00	1862.58
0315	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
001	FACULTY FLOWER FUND	393.72	0.00	0.00	0.00	393.72
0316	SENIOR CLASS BACK YEARS	981.61	492.31	0.00	0.00	1473.92
001	SENIOR CLASS BACK YEARS	981.61	492.31	0.00	0.00	1473.92
0317	SMOKE RINGS YEARBOOK	3026.20	2393.00	6757.05	1820.00	482.15
001	SMOKE RINGS YEARBOOK	3026.20	2393.00	6757.05	1820.00	482.15

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0319	STUDENT COUNCIL	4340.75	55949.86	17642.27	2576.91	45225.25
001	STUDENT COUNCIL	4340.75	55949.86	17642.27	2576.91	45225.25
0320	LIBRARY	0.00	0.00	0.00	0.00	0.00
001	LIBRARY	0.00	0.00	0.00	0.00	0.00
0321	HS LIBRARY WOODWARD ENDOWMNT.	16.05	9641.39	1329.65	0.00	8327.79
001	HS LIBRARY WOODWARD ENDOWMNT.	16.05	9641.39	1329.65	0.00	8327.79
0322	SCHOLARSHIP ACCOUNT	2931.00	4000.00	5000.00	1000.00	2931.00
001	SCHOLARSHIP ACCOUNT	2930.10	0.00	0.00	0.00	2930.10
002	COMMUNITIES FOUNDATION OF OK	0.90	4000.00	5000.00	1000.00	0.90
003	AAUW - AM ASSOC OF UNIV WOMEN	0.00	0.00	0.00	0.00	0.00
0323	BAND	1350.89	2301.00	2284.00	0.00	1367.89
001	BAND	1350.89	2301.00	2284.00	0.00	1367.89
0324	BAND TRIP ACCOUNT	14504.70	91021.20	94886.70	-1.00	10638.20
001	BAND TRIP ACCOUNT	14504.70	91021.20	94886.70	-1.00	10638.20
0325	RONNIE BISHOP SCHOLARSHIP	408.55	0.00	0.00	0.00	408.55
001	RONNIE BISHOP SCHOLARSHIP	408.55	0.00	0.00	0.00	408.55
0327	S.A.D.D. CLUB	429.03	0.00	0.00	0.00	429.03
001	S.A.D.D. CLUB	429.03	0.00	0.00	0.00	429.03
0328	HORTICULTURE	27962.21	0.00	2389.28	0.00	25572.93
001	HORTICULTURE	27962.21	0.00	2389.28	0.00	25572.93
0329	MARKETING	1255.99	3874.60	4129.33	0.00	1001.26
001	MARKETING	1255.99	3874.60	4129.33	0.00	1001.26
0330	OFFICE ACCOUNT	3214.79	7780.84	3780.42	15.00	7230.21
001	OFFICE ACCOUNT	1727.71	6997.50	3553.08	15.00	5187.13
002	DEMON DEN CLOSET & PANTRY	618.17	783.34	227.34	0.00	1174.17
003	MATH & SCIENCE - OERB DONATION	868.91	0.00	0.00	0.00	868.91
004	DHS DIGITAL SIGN	0.00	0.00	0.00	0.00	0.00
0333	ACADEMIC TEAM ACCOUNT	226.67	0.00	0.00	0.00	226.67
001	ACADEMIC TEAM ACCOUNT	226.67	0.00	0.00	0.00	226.67
0334	GREEN CLUB	347.03	0.00	0.00	0.00	347.03
001	GREEN CLUB	347.03	0.00	0.00	0.00	347.03

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0335	DRAMA	1729.72	1649.96	2090.02	171.10	1460.76
001	DRAMA	1729.72	1649.96	2090.02	171.10	1460.76
0337	VOCATIONAL AGRICULTURE	21742.88	36210.50	34428.66	672.56	24197.28
001	VOCATIONAL AGRICULTURE	21742.88	36210.50	34428.66	672.56	24197.28
0338	VOCAL MUSIC	5283.56	4672.00	5657.07	629.90	4928.39
001	VOCAL MUSIC	5283.56	4672.00	5657.07	629.90	4928.39
0339	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
001	VOCAL MUSIC BOOSTER CLUB	190.80	0.00	0.00	0.00	190.80
0340	VENDING	8997.79	4587.42	7133.96	114.16	6565.41
001	VENDING	8997.79	4587.42	7133.96	114.16	6565.41
0343	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
001	FELOWSHP OF CHRISTIAN ATHLETES	285.00	0.00	0.00	0.00	285.00
0346	MUSIC TRIP ACCOUNT	2029.89	19386.10	5118.00	0.00	16297.99
001	MUSIC TRIP ACCOUNT	2029.89	19386.10	5118.00	0.00	16297.99
0347	WINNER'S CIRCLE: AG BOOSTERS	12462.12	1500.00	0.00	0.00	13962.12
001	WINNER'S CIRCLE: AG BOOSTERS	12462.12	1500.00	0.00	0.00	13962.12
0348	LEADERSHIP	380.78	8226.00	2692.45	742.48	6656.81
001	LEADERSHIP	380.78	8226.00	2692.45	742.48	6656.81
002	CLOSED-BA MOVED TO 330.002	0.00	0.00	0.00	0.00	0.00
0349	SENIOR CAP & GOWN	9330.00	4350.00	8180.90	2031.90	7531.00
001	SENIOR CAP & GOWN	9330.00	4350.00	8180.90	2031.90	7531.00
0350	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
001	DHS TSA CLUB	0.00	0.00	0.00	0.00	0.00
0352	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
001	AMERICAN SIGN LANGUAGE	209.58	0.00	0.00	0.00	209.58
0353	DHS FARM TO TABLE CLUB	0.00	100.00	0.00	0.00	100.00
001	FARM TO TABLE CLUB	0.00	100.00	0.00	0.00	100.00
0360	EDGE: VENDING	2731.69	457.90	526.71	0.00	2662.88
001	EDGE: VENDING	2731.69	457.90	526.71	0.00	2662.88

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0500	MAINTENANCE DEPARTMENT	542.19	2.00	460.57	0.00	83.62
001	MAINTENANCE DEPARTMENT	542.19	2.00	460.57	0.00	83.62
0550	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
001	TRANSPORTATION DEPARTMENT	270.88	0.00	0.00	0.00	270.88
1011	CO: TECHNOLOGY DEPARTMENT	114915.52	16662.40	9989.43	14730.93	136319.42
001	CO: CHROMEBOOKS	110672.80	16662.40	9674.00	14730.93	132392.13
002	CO: DONATIONS	4242.72	0.00	315.43	0.00	3927.29
1021	ATTENDANCE AWARDS	1500.00	0.00	0.00	0.00	1500.00
001	CO: ATTENDANCE AWARDS	1500.00	0.00	0.00	0.00	1500.00
1030	CLOSED	0.00	0.00	302.72	236.08	-66.64
001	CO: SPECIAL EDUCATION	0.00	0.00	302.72	236.08	-66.64
1031	CO: SPEC ED/SPECIAL OLYMPICS	973.83	1236.00	1606.87	-236.08	366.88
001	CO: SPEC ED/SPECIAL OLYMPICS	973.83	1236.00	1606.87	-236.08	366.88
1032	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: BEST BUDDIES	0.00	0.00	0.00	0.00	0.00
1051	CO: ASSISTANT SUPERINTENDENTS	3000.00	1395.00	4660.45	3260.00	2994.55
001	CO: ASSISTANT SUPERINTENDENTS	3000.00	0.00	1655.45	1650.00	2994.55
002	LITTLE DRIBBLERS	0.00	1395.00	3005.00	1610.00	0.00
1061	CO: TEACHER OF THE YEAR ACCT.	1181.95	100.00	918.28	0.00	363.67
001	CO: TEACHER OF THE YEAR ACCT.	1181.95	100.00	918.28	0.00	363.67
1062	CLOSED-BA: 06/20/23	0.00	0.00	0.00	0.00	0.00
001	CO: 772 GEAR UP FUNDS	0.00	0.00	0.00	0.00	0.00
1063	CO: GIFTED AND TALENTED	3154.74	460.00	1850.85	0.00	1763.89
001	CO: GIFTED AND TALENTED	2854.74	460.00	1850.85	0.00	1463.89
002	CO: MATHCOUNTS	300.00	0.00	0.00	0.00	300.00
1064	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
001	CO: EL CORDINATOR	0.00	0.00	0.00	0.00	0.00
1071	CO: ADMINISTRATIVE ACCOUNT	32974.25	1082.63	17431.87	21471.93	38096.94
001	CO: ADMINISTRATION ACCOUNT	32974.25	582.63	17431.87	21471.93	37596.94
002	ASBOI - EAGLE SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
003	CO: EMPLOYEE OF THE MONTH	0.00	0.00	0.00	0.00	0.00
004	SCHOOL BASED FAMILY SPECIALIST	0.00	500.00	0.00	0.00	500.00
1081	COUSINS EVERYWHERE	4023.00	0.00	0.00	0.00	4023.00
001	MILK & JUICE, AND LUNCHES	523.00	0.00	0.00	0.00	523.00
002	TILLEY-STUDENT NEEDS	3500.00	0.00	0.00	0.00	3500.00
1091	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
001	MCCASLAND FOUNDATION	0.00	0.00	0.00	0.00	0.00
1098	CO: ONE DUNCAN	2121.78	933.49	0.00	0.00	3055.27
001	CO: ONE DUNCAN	2121.78	933.49	0.00	0.00	3055.27
1099	CO: EMPLOYEE BENEVOLENCE FUND	499.66	277.00	117.00	0.00	659.66
001	CO: EMPLOYEE BENEVOLENCE FUND	499.66	277.00	117.00	0.00	659.66
1101	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
001	MS:LOSS/DAMAGE:BKS,EQUIP,PROP.	101.00	0.00	0.00	0.00	101.00
1213	MS: BAND	7940.85	4845.80	1822.96	0.00	10963.69
001	MS: BAND	7940.85	4845.80	1822.96	0.00	10963.69
1214	MS: STEM	2257.05	320.00	1929.71	0.00	647.34
001	MS: STEM	2257.05	320.00	1929.71	0.00	647.34
1216	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
001	MS: LIBRARY	394.67	0.00	0.00	0.00	394.67
1218	MS: OFFICE	7131.44	27011.41	24050.05	1525.04	11617.84
001	MS: OFFICE	7131.44	27011.41	24050.05	1525.04	11617.84
1219	MS: ATHLETICS	35114.79	27190.15	37908.78	2400.00	26796.16
001	MS: ATHLETICS	24047.28	27190.15	28210.58	2400.00	25426.85
002	MS: FOOTBALL	0.00	0.00	0.00	0.00	0.00
003	MS: CHEERLEADING	11067.51	0.00	9698.20	0.00	1369.31
1220	CLOSED-BA: 01/10/23	0.00	0.00	0.00	0.00	0.00
001	MS: DMS FCA	0.00	0.00	0.00	0.00	0.00
1221	MS: VOCAL MUSIC	3458.29	3864.50	6508.54	1565.00	2379.25
001	MS: VOCAL MUSIC	2588.79	3307.00	5917.27	1565.00	1543.52
002	MS: PITCHFORKS	869.50	557.50	591.27	0.00	835.73

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
1222	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
001	MS: ROBOTICS CLUB	583.77	0.00	0.00	0.00	583.77
1225	MS: CLOTHES CLOSET	4683.82	1833.34	894.51	0.00	5622.65
001	MS: CLOTHES CLOSET	3693.34	1350.00	894.51	0.00	4148.83
002	MS: DONATIONS FOR CHROMEBOOKS	990.48	483.34	0.00	0.00	1473.82
003	MS: CREATING HOPE	0.00	0.00	0.00	0.00	0.00
1301	MS: TSA (TECH STUDENT ASSOC)	3504.51	0.00	0.00	0.00	3504.51
001	MS: TSA (TECH STUDENT ASSOC)	3504.51	0.00	0.00	0.00	3504.51
1302	MS: NJHS	9637.80	3301.40	3173.39	275.00	10040.81
001	MS: NJHS	9637.80	3301.40	3173.39	275.00	10040.81
1303	ACCT CLOSED-BA:12/14/21	0.00	0.00	0.00	0.00	0.00
001	MS: 7TH/8TH GRADE CHEERLEADERS	0.00	0.00	0.00	0.00	0.00
1305	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
001	MS: MIDDLE SCHOOL ART	10.15	0.00	0.00	0.00	10.15
002	MS: Natl Jr Art Honor Society	0.00	0.00	0.00	0.00	0.00
1306	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
001	MS: COMPUTER CLUB	65.68	0.00	0.00	0.00	65.68
1307	MS: ARCHERY	0.00	2137.00	880.80	0.00	1256.20
001	MS: ARCHERY	0.00	2137.00	880.80	0.00	1256.20
1308	MS: STUDENT COUNCIL	9755.12	0.00	2818.60	0.00	6936.52
001	MS: STUDENT COUNCIL	9755.12	0.00	2818.60	0.00	6936.52
1310	MS: YEARBOOK	14458.44	1195.00	3382.44	1175.00	13446.00
001	MS: JOURNALISM	14458.44	1195.00	3382.44	1175.00	13446.00
1312	MS: ACADEMIC CLUB	910.26	0.00	231.00	0.00	679.26
001	MS: ACADEMIC CLUB	910.26	0.00	231.00	0.00	679.26
1315	CLOSE: BA: 11/08/22	0.00	0.00	0.00	0.00	0.00
001	DMS/DHS BASS CLUB	0.00	0.00	0.00	0.00	0.00
1350	MS: SUNSHINE ACCOUNT	289.39	0.00	178.19	0.00	111.20
001	MS: SUNSHINE ACCOUNT	289.39	0.00	178.19	0.00	111.20
2201	EM: MILK FUND	4307.60	7769.25	4860.59	8.00	7224.26
001	EM: MILK FUND	4307.60	7769.25	4860.59	8.00	7224.26

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

FY-2026
YTD Summary

Summary Of Accounts

March 02, 2026

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
2203	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
001	EM: STUDENT STORE	58.06	0.00	0.00	0.00	58.06
2204	EM: MISCELLANEOUS	3852.93	1606.40	580.58	0.00	4878.75
001	EM: MISCELLANEOUS	2625.95	514.90	306.04	0.00	2834.81
002	EM: CLOTHES CLOSE	605.58	350.00	0.00	0.00	955.58
003	EM: ARCHERY	621.40	741.50	274.54	0.00	1088.36
2205	EM: INTEREST & DONATIONS	11312.64	0.00	10000.00	0.00	1312.64
001	EM: INTEREST & DONATIONS	11312.64	0.00	10000.00	0.00	1312.64
2206	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
001	EM: PICTURE FUND	2637.66	0.00	0.00	0.00	2637.66
2207	EM: LIBRARY FUND	1426.81	1787.42	1904.80	0.00	1309.43
001	EM: LIBRARY FUND	1426.81	1787.42	1904.80	0.00	1309.43
2208	EM: PTO FUND	11035.38	15327.00	12779.49	1.75	13584.64
001	EM: PTO FUND	11035.38	15327.00	12779.49	1.75	13584.64
5201	HM: MILK FUND	5223.15	6724.15	5763.23	1234.00	7418.07
001	HM: MILK FUND	5223.15	6724.15	5763.23	1234.00	7418.07
5203	HM: STUDENT STORE	306.30	10.00	0.00	0.00	316.30
001	HM: STUDENT STORE	306.30	10.00	0.00	0.00	316.30
5204	HM: MISCELLANEOUS	8904.51	9854.77	12618.01	216.99	6358.26
001	HM: MISCELLANEOUS	4024.18	8119.77	8969.19	216.99	3391.75
002	DONATIONS FOR MARQUEE	0.00	0.00	0.00	0.00	0.00
003	HM: ARCHERY	4174.95	1435.00	3648.82	0.00	1961.13
004	HM: CLOTHES CLOSET	705.38	300.00	0.00	0.00	1005.38
5206	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
001	HM: PICTURE FUND	0.00	0.00	0.00	0.00	0.00
5207	HM: LIBRARY FUND	4747.66	3162.91	3290.34	0.00	4620.23
001	HM: LIBRARY FUND	4747.66	3162.91	3290.34	0.00	4620.23
5208	HM: PTO FUND	30732.07	27607.20	22089.88	3340.00	39589.39
001	HM: PTO FUND	26851.03	20.00	9374.61	0.00	17496.42
002	BIG KAHUNA	0.00	0.00	0.00	0.00	0.00
003	SPIRITWEAR	0.00	2818.00	993.00	-80.00	1745.00

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
004	SPIRIT WAGON	1534.50	0.00	0.00	0.00	1534.50
005	FALCON FRIDAY	1500.00	7512.70	2222.50	0.00	6790.20
006	HM CHAMPIONS	0.00	16604.50	8824.91	3420.00	11199.59
007	HOSPITALITY	846.54	652.00	674.86	0.00	823.68
008	KIND WEEK	0.00	0.00	0.00	0.00	0.00
009	WORLD'S FINEST CHOCOLATE	0.00	0.00	0.00	0.00	0.00
6201	WR: MILK FUND	11349.10	4330.45	4796.13	0.00	10883.42
001	WR: MILK FUND	11349.10	4330.45	4796.13	0.00	10883.42
6203	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
001	WR: SPECIAL EDUCATION	11.24	0.00	0.00	0.00	11.24
6204	WR: STEM	1873.79	0.00	0.00	0.00	1873.79
001	WR: WILL ROGERS STEM	1744.31	0.00	0.00	0.00	1744.31
002	WR: ELK CROSSING STEM	129.48	0.00	0.00	0.00	129.48
6205	WR: INTEREST & DONATIONS	1558.30	1550.00	387.37	0.00	2720.93
001	WR: INTEREST & DONATIONS	485.87	0.00	0.00	0.00	485.87
003	WR: EME SANDERS' CLASS	14.20	0.00	0.00	0.00	14.20
004	WR: PHYSICAL EDUCATION	200.00	0.00	0.00	0.00	200.00
005	WR: J. DITTNER, COUNSELOR	130.72	0.00	0.00	0.00	130.72
006	WR: LORI MITCHELL'S CLASS	217.51	1300.00	387.37	0.00	1130.14
007	WR: CLOTHES CLOSET	510.00	250.00	0.00	0.00	760.00
6206	WR: PICTURE FUND	5872.33	235.00	0.00	0.00	6107.33
001	WR: PICTURE FUND	5872.33	235.00	0.00	0.00	6107.33
6207	WR: LIBRARY FUND	0.00	1620.00	1558.94	0.00	61.06
001	WR: LIBRARY FUND	0.00	1620.00	1558.94	0.00	61.06
6208	WR: PRE-K OPERATIONS	28642.78	26168.81	20916.28	9.75	33905.06
001	WR: PRE-K OPERATIONS	28642.78	26168.81	20916.28	9.75	33905.06
7201	MT: MILK FUND	3890.18	3476.36	2705.51	3.58	4664.61
001	MT: MILK FUND	3890.18	3476.36	2705.51	3.58	4664.61
7204	MT: MISCELLANEOUS	459.28	367.00	98.80	0.00	727.48
001	MT: MISCELLANEOUS	207.03	117.00	98.80	0.00	225.23
002	MT: CLOTHES CLOSET	252.25	250.00	0.00	0.00	502.25
7205	MT: INTEREST & DONATIONS	21804.29	0.00	16156.49	0.00	5647.80
001	MT: INTEREST & DONATIONS	5754.29	0.00	106.49	0.00	5647.80

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
002	MT: MARQUEE	16050.00	0.00	16050.00	0.00	0.00
7206	MT: PICTURE FUND	1258.84	356.24	0.00	0.00	1615.08
001	MT: PICTURE FUND	1258.84	356.24	0.00	0.00	1615.08
7207	MT: LIBRARY FUND	294.00	1239.00	1239.78	0.00	293.22
001	MT: LIBRARY FUND	294.00	1239.00	1239.78	0.00	293.22
7208	MT: PTO FUND	11047.25	12266.34	10418.01	212.00	13107.58
001	MT: PTO FUND	11047.25	12266.34	10418.01	212.00	13107.58
8201	WW: MILK FUND	19382.21	5472.31	4091.82	0.00	20762.70
001	WW: MILK FUND	19382.21	5472.31	4091.82	0.00	20762.70
8203	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
001	WW: STUDENT STORE	104.97	0.00	0.00	0.00	104.97
8204	WW: MISCELLANEOUS	12780.28	16643.45	11260.29	20.00	18183.44
001	WW: MISCELLANEOUS	12419.22	16243.45	11260.29	20.00	17422.38
002	WW: CLOTHES CLOSET	361.06	400.00	0.00	0.00	761.06
8205	WW: INTEREST & DONATIONS	5545.29	1069.50	1530.82	0.00	5083.97
001	WW: INTEREST & DONATIONS	5213.70	1069.50	1530.82	0.00	4752.38
002	WW: PRE-K CLASS	52.99	0.00	0.00	0.00	52.99
004	WW: MRS. ZUPPER'S 4TH GR CLASS	102.85	0.00	0.00	0.00	102.85
005	WW: MS. ETHERIDGE'S CLASSROOM	175.75	0.00	0.00	0.00	175.75
8206	WW: PICTURE FUND	643.50	479.26	392.24	0.00	730.52
001	WW: PICTURE FUND	643.50	479.26	392.24	0.00	730.52
8207	WW: LIBRARY FUND	6712.59	3391.23	1569.07	289.32	8824.07
001	WW: LIBRARY FUND	6712.59	3391.23	1569.07	289.32	8824.07
8208	WW: PTO FUND	14343.35	4657.59	4505.48	0.00	14495.46
001	WW: PTO FUND	4403.99	3257.25	2980.77	0.00	4680.47
002	WW: MARQUEE	2565.00	0.00	0.00	0.00	2565.00
011	WW: 1ST GRADE	516.25	317.89	506.47	0.00	327.67
012	WW: 2ND GRADE	487.59	0.00	37.96	0.00	449.63
013	WW: 3RD GRADE	601.25	461.75	827.38	0.00	235.62
014	WW: 4TH GRADE	196.89	500.00	0.00	0.00	696.89
015	WW: 5TH GRADE	176.01	0.00	152.90	0.00	23.11
016	WW: KINDERGARTEN	543.64	0.00	0.00	0.00	543.64

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
017	WW: ART	4352.73	120.70	0.00	0.00	4473.43
018	WW: KARON HISE (WE LOVE)	500.00	0.00	0.00	0.00	500.00
8209	WW: SUNSHINE FUND	385.65	25.00	0.00	0.00	410.65
001	WW: SUNSHINE FUND	385.65	25.00	0.00	0.00	410.65
9201	PL: MILK FUND	5011.89	11138.10	6715.97	-68.50	9365.52
001	PL: MILK FUND	5011.89	11138.10	6715.97	-68.50	9365.52
9204	PL: MISCELLANEOUS	8196.07	18155.05	10432.72	906.73	16825.13
001	PL: 1ST GRADE	31.90	467.00	498.60	0.00	0.30
002	PL: 2ND GRADE	126.24	416.50	350.90	264.00	455.84
003	PL: 3RD GRADE	310.20	325.50	352.50	0.00	283.20
004	PL: 4TH GRADE	749.96	0.00	0.00	0.00	749.96
005	PL: 5TH GRADE	1096.46	9781.05	4440.00	0.00	6437.51
006	PL: KINDERGARTEN	404.93	493.00	566.73	0.00	331.20
007	PL: PE - PHYSICAL EDUCATION	1124.97	1960.00	243.90	642.73	3483.80
008	PL: MUSIC	1799.05	870.00	1105.53	0.00	1563.52
009	PL: SPECIAL EDUCATION	1.97	0.00	0.00	0.00	1.97
020	PL: GRADE LEVEL SHIRTS	569.50	2350.00	2077.50	0.00	842.00
021	PL: DUNCAN DEMON SHIRTS	393.21	1242.00	497.70	0.00	1137.51
022	PL: YEARBOOKS	927.68	0.00	0.00	0.00	927.68
023	PL: SQUARE 1 ART	0.00	0.00	0.00	0.00	0.00
024	PL: CLOTHES CLOSET	660.00	250.00	299.36	0.00	610.64
9205	PL: INTEREST & DONATIONS	10583.85	0.00	0.00	0.00	10583.85
001	PL: INTEREST & DONATIONS	9984.06	0.00	0.00	0.00	9984.06
002	AIMEE GREENING MEMORIAL	598.08	0.00	0.00	0.00	598.08
003	M. TARPLEY RESOURCE-OECU GRANT	1.71	0.00	0.00	0.00	1.71
9206	PL: PICTURE FUND	8256.15	773.00	523.00	0.00	8506.15
001	PL: PICTURE FUND	8256.15	773.00	523.00	0.00	8506.15
9207	PL: LIBRARY FUND	542.61	7625.02	6964.64	0.00	1202.99
001	PL: LIBRARY FUND	542.61	7625.02	6964.64	0.00	1202.99
9208	PL: PTO FUND	26229.06	29985.76	13206.34	0.00	43008.48
001	PL: PTO OPERATING FUND	2480.87	29.99	2033.86	0.00	477.00
002	PL: POP AND POPCORN	7500.30	5894.37	1942.70	0.00	11451.97
003	PL: SHIRTS	7348.72	4277.00	2722.58	0.00	8903.14
004	PL: DONATION DRIVE	4145.82	17620.00	4923.25	0.00	16842.57
005	PL: YEARBOOKS to be 9204.022	241.34	5.00	0.00	0.00	246.34

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

FY-2026
YTD Summary

Summary Of Accounts

March 02, 2026

Acct.	Name	Beg.Year	Receipts	Checks	Adjust.	Ending
006	PL: SPIRIT STORE	4027.13	0.00	1000.00	0.00	3027.13
007	PL: PTO PICTURES	0.00	2070.00	583.95	0.00	1486.05
008	PL: BOX TOPS	212.40	89.40	0.00	0.00	301.80
009	PL: STAFF MEALS	272.48	0.00	0.00	0.00	272.48
9209	PL: SUNSHINE FUND	260.77	40.00	0.00	0.00	300.77
001	PL: SUNSHINE FUND	260.77	40.00	0.00	0.00	300.77
9990	DPSF OPERATING ACCOUNT	14954.77	30000.00	25038.24	0.00	19916.53
001	DEX AWARDS	6859.25	30000.00	25003.25	0.00	11856.00
002	ESPORTS	2853.09	0.00	34.99	0.00	2818.10
004	SPEC ED - OPAL LOWRY TRUST	893.43	0.00	0.00	0.00	893.43
007	PEER MENTORING - GEAR UP	3099.40	0.00	0.00	0.00	3099.40
008	DMS PROJECT BASED LEARNING	0.00	0.00	0.00	0.00	0.00
009	STEM	1249.60	0.00	0.00	0.00	1249.60
YTD TOTALS:	**(163 Accounts)**	1,026,926.54	1,085,279.47	(1,049,822.58)	86,279.75	1,148,663.18

DUNCAN PUBLIC SCHOOLS
PO BOX 1548
DUNCAN, OK 73534

FY-2026
YTD Summary

Summary Of Accounts
March 02, 2026

Beginning YTD Account Balance:	**$1,026,926.54**
Expense:	(150.50)
Revenue:	48,569.51
Less Bank Charges:	(1,933.69)
Refunds:	0.00
Interest:	24,838.63
Less NSF Checks:	(678.00)
Total Adjustments Less Voids:	**$70,645.95**
Total Adjustments:	70,645.95
Add Void Checks:	15,633.80
Less Void Receipts:	$0.00
Total Adjustments with Voids:	**$86,279.75**
Receipts Issued:	1,085,279.47
Voided Receipts:	0.00
Total Receipts:	**$1,085,279.47**
Checks Issued:	1,049,822.58
Voided Checks:	(15,633.80)
Total Checks:	**$1,034,188.78**
Current Balance:	**$1,148,663.18**
YTD Outstanding Checks:	31,829.39
Prior Year Outstanding Checks:	159.92

DPS FUNDRAISER REQUESTS

March 10, 2026

Approval by the Board of Education for any fundraiser is also an approval to pay any expenditures associated with each event.

SITE	ORGANIZATION	DESCRIPTION	EVENT DATES *may be approximate
Duncan High School	Drama	Marvin the Misplaced Magician	4/22/26-4/24/26
Horace Mann	Leadership Council	Hat Day Mondays	3/16/26-5/25/26

BOARD APPROVED

MAR 10 2026

ITEM # 7.F.

DPS FUNDRAISER REQUESTS

March 10, 2026

Approval by the Board of Education for any fundraiser is also an approval to pay any expenditures associated with each event.

SITE	ORGANIZATION	DESCRIPTION	EVENT DATES *may be approximate
Duncan High School	Drama	Marvin the Misplaced Magician	4/22/26-4/24/26
Horace Mann	Leadership Council	Hat Day Mondays	3/16/26-5/25/26

DUNCAN PUBLIC SCHOOLS

From PO: 65998 to PO: 66100

Encumbrance For Board Approval

GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
65998	* * * CRICUT, INC.	412 (MS/505) STEM CLASSROOM SUPPLIES TO SUPPORT CTE (S. DIXON)	5,000.00	02/10/2026
65999	TRINITY TECHNOLOGIES	DATA DROPS AND CAMERA REPLACEMENTS FOR THE LITTLE HOUSE AT PLATO (TRI18755) ALONG WITH BADGE READER FOR N HALLWAY ON THE EAST SIDE OF THE BUILDING, A CAMERA IN THE RAMP OUTSIDE THE NORTH DOOR, AND A CAMERA WATCHING THE CROSSWALK FOR THE KIDS. (TRI18749)	5,000.00	02/10/2026
66000	VIZAVANCE	DHS-055-VISION SCREENING TRAINING FOR VICTORIA HENDERSON LPN ON 3/3/26-OKC	50.00	02/10/2026
66001	K20 CENTER/UNIVERSITY OF OKLAHOMA	HM-REGISTRATION FOR M HIGGINS TO ATTEND UPLIFTING CLASSROOMS CONF JAN 21-22, FEB 5, 2026 IN NORMAN	600.00	02/10/2026
66002	* * * OKANA MDE LLC	MS-511-HOTEL FOR WOMEN IN LEADERSHIP 4/6-8/2026 BERTHOLD & MOORE	800.00	02/10/2026
66003	* * * WAL MART - VISA CARD CHARGES	412 (MS/505) - STEM CLASSROOM SUPPLIES TO SUPPORT PLTW/CTE(R.LAWLER)	1,000.00	02/10/2026
66004	* * * MIDWEST BUS SALES INC.	TRANS - ALTERNATOR BUS A-1	1,700.00	02/10/2026
66005	TYLER TECHNOLOGIES, INC	TRANS - GEOTABS FOR 110 AND NEW ACTIVITY BUS	1,200.00	02/10/2026
66006	THOUGHT EXCHANGE	587-3YEAR SUBSCRIPTION TO ENGAGEMENT+ FOR STAFF, STUDENT & COMMUNITY EXCHANGE (PMT 1 OF 3) BA 02/10/26 #9G	6,758.48	02/11/2026
66007	* * * AMAZON	SPED- COCURRICULAR ITEMS FOR SPECIAL NEEDS STUDENTS	425.00	02/11/2026
66008	DUNCAN PUBLIC SCHOOLS (TRS)	HS-11-TRANSPORTATION FOR ARCHERY TEAM TO STATE OKC FEB 18TH	150.00	02/12/2026
66009	* * * AMAZON	C/O- DEPOSIT ONLY STAMP FOR TREASURER'S OFFICE	10.00	02/17/2026
66010	* * * HOOVER ENTERPRISES, INC.	HINGE AND MAGLOCK FOR A BADGE READER GATE AT EMERSON.	815.00	02/17/2026
66011	* * * OKANA MDE LLC	EM-511-HOTEL FOR WOMEN IN SCHOOL LEADERSHIP CONFERENCE-APRIL 6-8, 2026-OKC,OK-K GOLDSMITH	400.00	02/17/2026
66012	GOLDSMITH, KOREE K	EM-511-PER DIEM FOR MEALS AND PARKING-WOMEN IN SCHOOL LEADERSHIP CONF-APRIL 6-8, 2026-OKC, OK	225.00	02/17/2026
66013	* * * OKANA MDE LLC	WW - 511 - LODGING FOR R. WARD FOR COSSA WOMEN IN LDS CONF., APRIL 7-8, 2026	400.00	02/17/2026
66014	WARD, REBECCA A	WW - 511 - MEALS FOR R. WARD FOR CCOSA WOMEN IN LEADS CONF., APRIL 6-8, 2026 IN OKC	135.00	02/17/2026
66015	TRINITY TECHNOLOGIES	MAINT - INSTALL ALARMS IN BASEMENT AT WILL ROGERS	3,137.31	02/17/2026

PO	Vendor Name	General Description	Amount	Date
66016	EVERON, LLC	MAINT - REPAIR DAMAGED FIRE SPRINKLER SYSTEMS AT ADMINISTRATION OFFICE, HIGH SCHOOL, MIDDLE SCHOOL, & FAMILY EDUCATION CENTER	8,818.00	02/18/2026
66017	OLIVAS, SILVIA	C/O- MILEAGE REIMBURSEMENT FOR IN DISTRICT TRAVEL FOR CUSTODIAL WORK	500.00	02/18/2026
66018	* * * AMAZON	WIRELESS HANDHELD SCANNERS FOR LIBRARIANS AT ALL SITES, WIRE CAPS, POWER SUPPLY FOR GYM SCOREBOARDS, AND LAPTOP/CHROMEBOOK SCREWS.	541.79	02/20/2026
66019	SCHOOL DATEBOOKS INC.	PL-103- CLASS ELEMENTARY MATRIX	407.93	02/20/2026
66020	MAD SCIENCE OF CENTRAL OKLAHOMA	HM-511 TITLE 1 FAMILY STEM NIGHT FOR ALL STUDENTS K-5 AND THEIR FAMILIES, MAR 26, 2026 AT HM	1,300.00	02/20/2026
66021	ARCHWAY SCM LLC	HM-511 K-2 CLASSROOM SETS OF DECODABLE READERS	701.77	02/20/2026
66022	CDW GOVERNMENT INC	B3E USB HEADSET	10.76	02/20/2026
66023	* * * AMAZON	081-TWO TONER/PRINTER CARTRIDGES FOR SBFS	180.00	02/20/2026
66024	HOPE EQUIPMENT & CONSTRUCTION	MAINT - INSTALL NEW EXHAUST FAN IN DHS AG SHOP TO MATCH EXISTING FAN	5,724.00	02/20/2026
66025	POLLOCK, STEPHANIE H	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE AFTER 25 DAYS WORKED	58.25	02/23/2026
66026	POOL, RETHA V	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE AFTER 25 DAYS WORKED	58.25	02/23/2026
66027	* * * AMAZON	HS-TITLE 1- VOICE AMPLIFIER WITH WIRELESS MICROPHONE FOR MATH TEACHER	68.99	02/23/2026
66028	PERMA-BOUND BOOKS	MT- 103- LIBRARY BOOKS FOR ACCREDIDATION	453.46	02/23/2026
66029	OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION	REGISTRATION TO STUDENT HANDBOOKS WORKSHOP 03/10/2026 VIRTUAL-ELLIS	100.00	02/23/2026
66030	BENNETT OFFICE EQUIPMNT (INS 01-01-10)(E-VERIFIED)	MS - INK/TONER FOR PRINTERS NOT UNDER CONTRACT FY25-26	1,000.00	02/23/2026
66031	ACE HARDWARE	412 (HS/705) - STEM CLASSROOM SUPPLIES TO SUPPORT PLTW/CTE TSA COMPITION (B. LEDFORD)	600.00	02/23/2026
66032	* * * AMAZON	HS-TITLE 1-APPLE IPAD, CASE, SCREEN PROTECTOR, PEN FOR JIMMY MILLER	514.92	02/23/2026
66033	* * * RESIDENCE INN NORMAN	100 - HOTEL EXP OKASBO 4/27-29/2026 NORMA, OK LOVETT	320.00	02/23/2026
66034	SOLUTION TREE INC	541 - REGISTRATION TO PLC AT WORK TULSA, OK 5/26-29/2026 MITCHELL, SANDERS	1,598.00	02/23/2026
66035	SANDERS, EME L	541 - TRAVEL EXPENSES TO PLC AT WORK TULSA, OK 5/26-29/2026	275.00	02/23/2026

PO	Vendor Name	General Description	Amount	Date
66036	MITCHELL, LORI B	541 - TRAVEL EXPENSES TO PLC AT WORK TULSA, OK 5/26-29/2026 MEALS AND PARKING	275.00	02/23/2026
66037	* * * DOUBLETREE BY HILTON DOWNTOWN	541 - HOTEL EXPENSES PLC AT WORK TULSA, OK 5/26-29/2026 SANDERS/MITCHEL	620.00	02/23/2026
66038	J & J APPLIANCE	PARTS-DHS CAFE WASHING MACHINE	111.51	02/23/2026
66039	BOOK SYSTEMS, INC	WW - 140 - OPAC SNAPSHOT SUBSCRIPTION FOR THE LIBRARY, SCH YR.' 26	150.00	02/24/2026
66040	SOLUTION TREE INC	WW - 511 - REG. FEE FOR A.SEELY,A.SHIPMAN,T.SCIFRES,C. ETHRIDGE,S.MALONEY,A. LYNCH,R.MOORE FOR PLC TRNG MAY 27-29, 2026 IN TULSA, OK	6,152.00	02/24/2026
66041	FLINN SCIENTIFIC INC	412 - (MS/505) STEM CLASSROOM SUPPLIES TO SUPPORT PLTW (R. LAWLER)	900.00	02/24/2026
66042	WAGNER SUPPLY COMPANY, INC.	MAINT - CUSTODIAL SUPPLIES FOR DISTRICT	9,302.05	02/24/2026
66043	EMPIRE PAPER COMPANY	MAINT - CUSTODIAL SUPPLIES FOR DISTRICT	5,231.00	02/24/2026
66044	SCHOLASTIC BOOK FAIRS INC	WW - 511 - BOOKS FOR CLASSROOM LIBRARIES SCH YR. '26	1,500.00	02/24/2026
66045	ARCHWAY SCM LLC	333 - ADD'T MATH BOOKS FOR MS CLASSES	425.00	02/25/2026
66046	ROBERT BROOKE AND ASSOCIATES	MAINT - DISTRICT RESTROOM PARTITION PARTS	500.00	02/25/2026
66047	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	MT - DEOGUARD DISP URINAL MAT 6/CS VINYL BAG, ZIPPERED YELLOW FITS RUBBERMAID JANITOR CART	163.30	02/25/2026
66048	* * * NATIONAL CUSTOM INSIGNIA, INC.	C/O- DISTRICT SERVICE AWARD LAPEL PINS	258.50	02/25/2026
66049	* * * LOEWS ATLANTA HOTEL	621- HOTEL/PARKING FOR CASE ACADEMY OF LAW & LEADERSHIP, ATLANTA, GA, 4.20-24.26 - L. ELROY	1,650.00	02/26/2026
66050	* * * BREWER AUTO REPAIR	TRANS - GEOTAB INSTALLS FOR BUSES AND WHITE FLEET	675.00	02/26/2026
66051	* * * BREWER AUTO REPAIR	TRANS - GEOTAB INSTALL FOR 110	75.00	02/26/2026
66052	LOVETT, ALLISON E	100 - TRAVEL EXPENSES CFO SCHOOL/OKASBO 4/27-29/2026 NORMAN MEALS AND PARKING	165.00	02/26/2026
66053	STUDER EDUCATION LLC	C/O- REGISTRATION FOR DESTINATION HIGH PERFORMANCE VIRTUAL K-12 LEADERSHIP CONFERENCE AND TOOL KIT ON 04/04-16/26-BYERLY	1,095.00	02/26/2026
66054	QUILL CORPORATION (E-VERIFIED)	C/O- CANON CNMP21DX 12-DIGIT DESKTOP CALCULATOR, LIGHT GRAY FOR J. MULLINS	119.69	02/26/2026
66055	OSSAA	HS-11-BAND- OSSAA STATE BAND CONTESTANT FEE	175.00	02/26/2026

PO	Vendor Name	General Description	Amount	Date
66056	HADDOCK CORPORATION	HS-511-SMART INTERACTIVE BOARD FOR MATH TEACHER	2,730.00	02/27/2026
66057	LUKE MCMILLAN MUSIC CO	HS-BAND-SHEET MUSIC WITH COPYRIGHT LICENSE FEE FOR HS BAND	5,000.00	02/27/2026
66058	* * * AMAZON	HS-AG-PARTS AND SUPPLIES, CONSUMABLES	900.00	03/02/2026
66059	* * * MAKEBLOCK	412 (MS/505) STEM CLASSROOM SUPPLIES TO SUPPORT CTE (S.DIXON)	3,000.00	03/02/2026
66060	ORIENTAL TRADING COMPANY INC.	511- PL- SUPPLIES FOR ACADEMIC ACTIVITIES DURING FAMILY LITERACY NIGHT TO BE USED FOR PARENT ENGAGEMENT	1,000.00	03/02/2026
66061	* * * AMAZON	511- PL- SUPPLIES FOR ACADEMIC ACTIVITIES DURING FAMILY LITERACY NIGHT TO BE USED FOR PARENT ENGAGEMENT	1,000.00	03/02/2026
66062	TRAFERA HOLDINGS, LLC	EM-511--50-CHROMEBOOKS FOR KINDER/1ST GRADE-FOR CLASSROOM LEARNING AND EDUCATION-(HAVE QUOTE FROM TECHNOLOGY)	17,450.00	03/02/2026
66063	* * * OKLAHOMA TAX COMMISSION	TRANS - TAGS AND TITLES FOR FLEET	300.00	03/02/2026
66064	JARBOE, CORY J	HS-AG-TRAVEL EXPENSES FOR CORY JARBOE FOR OYE ON MARCH 9-20-IN OKC	750.00	03/03/2026
66065	* * * BEST WESTERN INN AND SUITES	HS-AG-HOTEL ROOM FOR CORY JARBOE FOR OYE MARCH 10-20-2026-YUKON OK	656.00	03/03/2026
66066	JOSTENS INC	HS-511- REGISTRATION FOR YEARBOOK WORKSHOP FOR NICHOLE LORENZEN IN AUSTIN TX JULY 13-15-2026	525.00	03/03/2026
66067	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	MAINT - DISTRICT CUSTODIAL SUPPLIES	5,000.00	03/03/2026
66068	MERIT DUNCAN CDJR LLC	TRANS - REPAIRS FOR T-4	850.00	03/03/2026
66069	* * * EMBASSY SUITES OKC DOWNTOWN/MEDICAL CENTTER	C/O-HOTEL FOR OSAG SEMINAR 04/14-15/2026 OKC-J. MULLINS	190.00	03/03/2026
66070	PERMA-BOUND BOOKS	WW - 103 - BOOKS FOR THE LIBRARY FOR ACCREDIATION, SCH YR.'26	1,368.73	03/03/2026
66071	* * * AMAZON	WW - 511 - HAND2MIND TRAY SET GAMES FOR READING,DICE GAME AND LEARNINGN COMPREHENSION GAMES FOR MATH, SCH YR. 26 FOR 2ND GRADE	128.59	03/03/2026
66072	* * * TEACHERS PAY TEACHERS	WW - 103 - GIRADE SPIRAL MATH REWIEW AND ELA ASSESSMENTS FOR 2ND GRADE, SCH YR. '26	81.00	03/03/2026
66073	SOLUTION TREE INC	WW - 511 - REG FEE FOR D. ENGEL FOR PLC TRNG, MAY 27-29, 2026 IN TULSA OK	769.00	03/03/2026

PO	Vendor Name	General Description	Amount	Date
66074	* * * DOUBLETREE BY HILTON DOWNTOWN	WW - 511 - LDG FOR PLC TRNG, MAY 27-29, 2026 IN TULSA, OK FOR A.SEELY,A.SHIPMAN,T.SCIFRES,D.ENGLE,,S. MALONEY,R.MOORE,A. LYNCH	2,264.35	03/03/2026
66075	HALLERAN-DAVIS, LAUREN W	WW - 511 - REINBURSEMENT FOR MLS AND PARKING FOR PLC CONF IN TULSA, OK, MAY 27-29, 2026 FOR L. HALLERAN	300.00	03/03/2026
66076	LYNCH, ALLISON J	WW - 511 - REINBURSEMENT FOR MLS FOR PLC CONF IN TULSA, OK, MAY 27-29, 2026 FOR A. LYNCH	180.00	03/03/2026
66077	SHIPMAN, AMANDA K	WW - 511 - REINBURSEMENT FOR MLS FOR PLC CONF IN TULSA, OK, MAY 27-29,2026 FOR A. SHIPMAN	180.00	03/03/2026
66078	SCIFRES, TAMERA J	WW - 511 - REINBURSEMENT FOR MLS FOR PLC CONF. IN TULSA, OK, MAY 27-29, 2026 FOR T. SCIFRES	180.00	03/03/2026
66079	SEELY, ADRIAN M	WW - 511 - REINBURSEMENT FOR MLS & PARKING FOR PLC CONF. IN TULSA, OK MAY 27-29, 2026 FOR A. SEELY	300.00	03/03/2026
66080	ETHRIDGE, CHRISTINA D	WW - 511 - REINBURSEMENT FOR MLS FOR PLC TRNG IN TULSA, OK, MASY 27-29, 2026 FOR C. ETHRIDGE	180.00	03/03/2026
66081	MOORE, REBECCA D	WW - 511 - REINBURSEMENT FOR MLS FOR PLC CONF, MAY 27-29, 2026 IN TULSA, OK FOR R. MOORE	180.00	03/03/2026
66082	MALONEY, STACY L	WW - 511 - REINBURSEMENT FOR MLS FOR PLC CONFIN TULSA, OK, MAY 27-29, 2026 FOR S. MALONEY	180.00	03/03/2026
66083	ENGEL, DIANA S	WW - 511 - REINBURSEMENT FOR MLS FOR PLC CONF IN TULSA, OK, MAY 27-29, 2026 FOR D. ENGEL	180.00	03/03/2026
66084	SMITH-DRESSLER ELECTRICAL SERVICES, LLC	412 (MS/505) - ELECTRICAL WORK NEEDED TO INSTAL SUPPORT RAILS FOR CEILING HUNG CORD REELS (R.LAWLER)	3,500.00	03/03/2026
66085	MULLINS, JULIE A	C/O-PER DIEM FOR OSAG SEMINAR 04/14-15/2025 OKC	90.00	03/03/2026
66086	SKAGGS, MICHELLE L	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE AFTER 25 DAYS WORKED	58.25	03/03/2026
66087	BURNETT, TABITHA	C/O- REIMBURSEMENT FOR BACKGROUND CHECK FEE AFTER 25 DAYS WORKED	58.25	03/04/2026
66088	* * * OKANA MDE LLC	MT-511-HOTEL FOR WOMEN IN SCHOOL LEADERSHIP CONFENCE- APRIL 6-8, 2026-OKC, OK-K. MCGUIRE	400.00	03/04/2026
66089	MCGUIRE, KC L	MT-511-PER DIEM FOR MEALS AND PARKING-WOMEN IN SCHOOL LEADERSHIP CONF. -APRIL 6-8, 2026-OKC, OK	225.00	03/04/2026

PO	Vendor Name	General Description	Amount	Date
66090	* * * OKLAHOMA TECHNOLOGY STUDENT ASSOC.	412 (HS/705) REGISTRATION FOR TSA STATE LEADERSHIP CONF. 4/14-4/16 -NORMAN,OK (11STUDENTS-1ADVISOR)	720.00	03/04/2026
66091	* * * ASBO INTERNATIONAL	C/O- REGISTRATION FOR VIRTUAL CLASSES FOR L. MCCANN FOR FY 25-26	189.55	03/04/2026
66092	* * * AMAZON	EM-511-BOOT CAMP LEARNING MATERIALS FOR 1ST GRADE CLASSROOM LEARNING	650.00	03/04/2026
66093	MERIT DUNCAN CDJR LLC	TRANS - REPARIS FOR AG TRUCK	500.00	03/05/2026
66094	INSECT LORE PRODUCTS	056 - (MT/135) - STEM CLASSROOM SUPPLIES TO SUPPORT PLTW (A.WARREN)	100.00	03/05/2026
66095	* * * AMERICAN AIRLINES	615-621- FLIGHTS TO LAW & LEADERSHIP CONF, 4.20-24.26, ATLANTA, GA - CLAYTON AND ELROY	2,000.00	03/05/2026
66096	* * * AMAZON	MAINT - (1) TRUCK BED STORAGE SYSTEM FOR M-10 DPS TRUCK 1GCEC14C88Z268096 - (1) TRUCK BED STORAGE SYSTEM FOR M-4 DPS TRUCK 3GCPDAEK6NG640252	4,000.00	03/06/2026
66097	* * * TRACTOR SUPPLY COMPANY	HS-AG-SUPPLIES FOR SCHOOL FARM, GREENHOUSE, SHOP	900.00	03/06/2026
66098	PIRAINO CONSULTING, INC.	HS-511-SMART INTERACTIVE BOARD FOR HISTORY TEACHER	2,789.00	03/06/2026
66099	* * * AMAZON	MAINT - DISTRICT MAINTENANCE & CUSTODIAL SUPPLIES	3,000.00	03/09/2026
66100	ELROY, LISHA M	621- TRAVEL, LUGGAGE AND PER DIEM REIMBURSEMENT FOR LAW & LEADERSHIP CONF., ATLANTA, GA, 4/20-24/26	875.00	03/09/2026
		(11) GEN FUND-FOR OPERAT Current Encumbered:	**146,457.68**	

PO	Vendor Name	General Description	Amount	Date
65074	MARTIN AUTO SUPPLY INC	TRANS - FLEET PARTS AND MAINTENANCE	-67.17	7/1/2025
65101	EVANS, STEVE E	TRANS - CDL RENEWAL REIMBURSEMENT	-90.19	7/1/2025
65110	BRADY INDUSTRIES OF KANSAS, LLC	MAINT - CUSTODIAL SUPPLIES FOR DISTRICT FY 25-26	-276.92	7/1/2025
65116	* * * 7E CO OKLAHOMA LLC	MAINT - FUEL FOR MAINTENANCE VEHICLES FY 25-26	-6,003.69	7/1/2025
65117	* * * BRITTAINS CASH AND DASH LLC	MAINT - FUEL FOR MAINTENANCE VEHICLES FY 25-26	-4,782.32	7/1/2025
65124	DUNCAN BUILDERS SUPPLY	MAINT - PARTS & SUPPLIES FOR DISTRICT SITE MAINTENANCE FY 25-26	-4,592.55	7/1/2025
65148	PEARISON INCORPORATED	239- TESTING FORMS/CARDS AND RESPONSE BOOKLETS FOR SPED STUDENTS	-424.61	7/1/2025
65149	POWERSCHOOL GROUP LLC	CN- ANNUAL RENEWAL FOR MIZUNI NUTRIKIDS SYSTEM SYNC	3,802.93	7/1/2025
65164	LOVETT, ALLISON E	786 - TRAVEL TO ESEA FEDERAL CONF 2/9-13/2026 DENVER HOTEL, PARKING, MEALS, TRAVEL, BAGGAGE FEES,	-288.43	7/1/2025
65172	* * * FAIRMOUNT HOTEL	511 - HOTEL EXPENSES FOR ISTE 7/1-2/2025 SAN ANTONIO TX CASTLE, LAWLER	197.40	7/1/2025
65188	MEADOWS, DARRELL T	INSPECTIONS OF FIRE SUPPRESSION SYSTEMS & PARTS-CAFETERIAS-FY 26	45.00	7/1/2025
65305	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	MAINT - CUSTODIAL SUPPLIES FOR DISTRICT	-27.78	7/10/2025
65391	PETERS, BRANDY	WR - MILEAGE FOR INDISTRICT TRAVEL FOR BRANDY PETERS	-500.00	7/30/2025
65392	SCOTT, BRANDI D	WR - MILEAGE FOR INDISTRICT TRAVEL FOR BRANDI SCOTT	-500.00	7/30/2025
65465	* * * OMNI NASHVILLE HOTEL	HOTEL TO AASA SUPERINTENDENT CERTIFICATION COHORT AND NATIONAL EDUCATION CONFERENCE NASHVILLE TN FEB 8-FEB 14 BYERLY	-40.87	8/12/2025
65466	BYERLY, CHANNA D	REIMBURSEMENT FOR MEALS, LUGGAGE, TRAVEL EXPENSES FOR AASA SUPERINTENDENT CERT COHORT & NCE CONFERENCE NASHVILLE TN, FEB 8-14	-293.48	8/12/2025
65470	CLIMATE PROS HEAT AND AIR, LLC	MAINT - DISTRICT - MISC SERVICE REPAIR FOR HVAC/ICE MACHINES	18.10	8/14/2025

65531	CCOSA	HM-REGISTRATION FEES FOR M HIGGINS AND R KNIGHT TO ATTEND CREATING UPLIFTING CLASSROOMS CONFERENCE (CCOSA) OCT 7-8 AND NOV 4, 2025 IN NORMAN	-1,200.00	8/28/2025
65533	HIGGINS, MELONI N	HM PERDIEM/PARKING FOR M HIGGINS TO ATTEND CCOSA: CREATING UPLIFTING CLASSROOMS CONFERENCE OCT 7-8 , 2025 IN NORMAN	-75.00	8/28/2025
65681	* * * TEACHERS PAY TEACHERS	WW - 103 - SUPPLEMENTAL READING INSTRUCTION TO USE WITH GOOGLE SLIDES FOR KINDER TEACHERS, K. HISE, C. ETHRIDGE, R. MOORE FOR	2.99	10/1/2025
65736	* * * DOUBLETREE BY HILTON DOWNTOWN	EM-511 HOTEL ROOM FOR ALEX ROBINSON-OKMEA WINTER CONFERENCE, TULSA, OK-JAN 21-23, 2025	-268.00	10/24/2025
65785	(DO NOT USE) TRINITY 3 LLC	MAINT-WR-TO INSTALL ALARMS IN BASEMENT	-3,137.31	11/4/2025
65825	* * * HILTON GARDEN INN EDMOND	C/O- ROOM FOR A. PIZANA AND L. MCCANN FOR SCHOOL BUSINESS ACADEMY LEVEL 2 JAN. 21-22 IN EDMOND	-29.00	11/19/2025
65849	INSTRUCTIONAL COACHING GROUP, LLC	541 - COACHING FOR LEADERS - VIRTUAL TRAINING - 1/21/2025	-395.00	12/5/2025
65885	NEWCASTLE SCHOOL DISTRICT 1-1	C/O- CREDIT RECOVERY FOR DUNCAN STUDENTS	-15,000.00	1/5/2026
65888	* * * AMAZON	SPED- COCURRICULAR ITEMS FOR SPECIAL NEEDS STUDENTS	-76.92	1/6/2026
65889	ROBINSON, ALEXANDRIA M	EM-511-PIER DIEM AND PARKING FOR OKMEA WINTER CONVENTION 1/21-1/23/2026-TULSA,OK	-53.30	1/6/2026
65897	CDW GOVERNMENT INC	270 TARGUS CLASSIC TOPLOAD LAPTOP BAGS FOR NEW TEACHER LAPTOPS.	-990.90	1/7/2026
65907	CCOSA	MS-511-REGISTRATION FOR MOORE & BERTHOLD FOR OASSP/OMLEA CONF. EDMOND, OK FEB 9-11, 2026	-40.00	1/7/2026
65909	* * * EMBASSY SUITES BY HILTON OKC NORTHWEST	C/O- ROOM FOR A. PIZANA & L. MCCANN IN OKC FOR SPRING SCHOOL BUSINESS ACADEMY COURSE AT PUTNAM CITY ON FEB. 17-19, 2026	-168.00	1/9/2026
65917	PERMA-BOUND BOOKS	MT-103- LIBRARY BOOKS FOR ACCREDITATION SPRING 2026 SEE LIST PERMA	-200.85	1/12/2026
65918	ABDO PUBLISHING COMPANY	MS-102-BOOKS AND EBOOKS FOR CLASS	-2.56	1/12/2026
65919	* * * AMAZON	MS-102-ART SUPPLIES FOR THE SCHOOL YEAR	-42.91	1/12/2026

65931	ADPC	DIST.- ELECTRONIC SUBMISSION OF 2025 W-2'S, 1099'S & 1095C'S	-300.00	1/13/2026
65932	* * * AMAZON	SPED- COCURRICULAR ITEMS FOR SPED STUDENTS - EE	-45.11	1/13/2026
65933	DECA--DISTRIBUTIVE EDUCATION CLUBS OF AMERICA	HS-312-DECA PROFESSIONAL ATTIRE FOR STUDENTS TO WEAR FOR DECA COMPETITION	-29.93	1/13/2026
65939	BLICK, DICK ART COMPANY	HS-102-PAINT FOR ART PROJECTS IN THE CLASSROOM	-38.84	1/15/2026
65940	* * * AMAZON	511 - MCV SETASIDE - MATERIALS FOR STUDENTS IN NEED. HYGIENE PRODUCTS AND SCHOOL SUPPLIES	408.72	1/15/2026
65944	* * * HAMPTON INN AND SUITES OWASSO	HS-511-HOTEL ROOMS FOR OZALTIN,LAW,COPELAND,SHAW,CURRY,BLACK FORACT CONFERENCE IN OWASSO OK ON FEB 10,26	-540.00	1/16/2026
65947	* * * EMBASSY SUITES NORMAN	HM-ONE NIGHT STAY FOR M HIGGINS TO ATTEND CREATING UPLIFTING CLASSROOMS CONFERENCE, JAN 21-22, 2026 IN NORMAN OK	-190.00	1/20/2026
65950	* * * AMAZON	CO - 4" BINDER NOTEBOOKS FOR TREASURERS OFFICE	-2.46	1/20/2026
65952	* * * O'REILLY AUTO PARTS	MAINT- BATTERY FOR B. GARLAND'S TRUCK	-76.01	1/21/2026
65954	GARCIA, ROCIO	HS-TRANS- MILEAGE REIMBURSEMENT FOR TRAVEL TO TULSA OK. 01/22-24/26 NO AVAILABLE SCHOOL VEHICLES PER TRANS.	-54.65	1/21/2026
65957	* * * AMAZON	AMAZON ORDER FOR PRESENTATION PRINTERS, SIGNATURE TABLET, TAVEL CABLE ORGANIZER, BEELINK SER5 PRO MINI PC FOR WW AND WR CAMERAS, XEROX VISIONEER DOCUMENT SCANNER FOR LATISHA, AND 92 PIECE TV MOUNTING SCREW KIT.	-56.20	1/21/2026
65965	LITERACY RESOURCES, LLC	MT - 511 - KINDERGARTEN PHONEMIC AWARENESS CURRICULUM	-4.00	1/21/2026
65967	CCOSA	613-SPED- ODSS BEST PRACTICES CONF., EDMOND, OK, 2.19-20.26 FOR J. CLAYTON, E. HORNBERGER & C. SPIGNER	-180.00	1/21/2026
65968	CLAYTON, JESSICA N	613- ODSS CONF., EDMOND, 2.18-20.26, PER DIEM/TRAVEL, PARKING, - CLAYTON, J.	-65.00	1/21/2026
65971	* * * HILTON GARDEN INN EDMOND	613-SPED- HOTEL FOR ODSS 2026 BEST PRACTICES CONF., 2.18-19.26 - CLAYTON, HORNBERGER, & SPIGNER	-72.84	1/21/2026

65979	* * * OMNI OKC LLC	SPED- ROOMS FOR CADRE WORKSHOP, 2.2-3.2026, OSDE, OKC, OK - J. CLAYTON, E. HORNBERGER, C. SPIGNER	-68.00	2/2/2026
65980	CLAYTON, JESSICA N	SPED- PER DIEM/TRAVEL/PARKING FOR CADRE WORKSHOP, OKC, OK, 2.2-3.26 - J. CLAYTON	-50.00	2/2/2026
65982	SPIGNER, CARRA M	SPED- PER DIEM/TRAVEL FOR CADRE WORKSHOP, OKC, OK, 2.2-3.26 - C. SPIGNER	42.36	2/2/2026
65983	SMITH, STACY L	541 - TRAVEL EXPENSES FOR OKAEE CONF EDMOND, OK 2/4-6/2026 MEALS AND PARKING	-25.00	2/2/2026
65985	* * * AMAZON	TRANS - OFFICE SUPPLIES, FIXTURES, AND BUS SUPPLIES	-25.00	2/3/2026
65989	* * * AMAZON	HS-BOARD GAMES FOR MATH CLASSROOM	-47.38	2/5/2026
		(11) GEN FUND-FOR OPERAT Total:	**-36,920.68**	

3/9/2026 10:11:40 AM Page 10 of 10

DUNCAN PUBLIC SCHOOLS

From PO: 21164 to PO: 21179

Encumbrance For Board Approval

BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
21164	SMITH, J. R. PUBLICATION	HS-BAND-21-MARCHING BAND DRILL 2026	3,500.00	02/10/2026
21165	DUNCAN JANITORIAL AND INDUSTRIAL SUPPLY INC.	MS-VACUUM NON WAREHOUSE	1,227.90	02/11/2026
21166	MONKEYS CONCRETE	ATH-21-CONCRETE DRAIN IN BASEBALL FIELDS	8,000.00	02/11/2026
21168	ADEPT LAUNDRY EQUIPMENT	ATH-21-REPAIRS ON OUR DRYER AND WASHING MACHINE IN FIELD HOUSE	400.00	02/17/2026
21169	SHANE BURK GLASS & MIRROR	WR - FRAME, FULL SHEET OF GLASS WITH PASS THRU FOR THE OFFICE WINDOW IN THE ENTRY WAY.	1,800.00	02/20/2026
21170	LAKESHORE LEARNING MATERIALS	WR - RUG FOR USE WITH STUDENTS IN CLASSROOM	560.00	02/24/2026
21171	* * * AMAZON	HM-2 U-SHAPED DRY ERASE TABLES	1,400.00	02/24/2026
21172	* * * AMAZON	HM-VACUUM CLEANERS FOR BUILDING	300.00	02/24/2026
21173	LAKESHORE LEARNING MATERIALS	HM- CLASSROOM RUG FOR KINDERGARTEN	1,000.00	03/02/2026
21174	* * * AMAZON	EM-21-15" MACBOOK COMPUTER FOR CORTNEY KNOX FOR SCHOOL YEAR USE-(HAVE QUOTE FROM TECHNOLOGY)	1,300.00	03/02/2026
21175	FOUNDATION BUILDING MATERIALS, INC.	WR - CEILING TILES FOR THE KITCHEN REQUIRED BY THE HEALTH INSPECTOR.	1,000.00	03/03/2026
21176	* * * AMAZON	WR - SUPPLIES FOR BUILDING	1,500.00	03/03/2026
21177	WEST MUSIC CO., INC	EM- MUSIC INSTRUMENTS FOR CLASSROOM LEARNING AND USE	3,500.00	03/04/2026
21178	* * * AMAZON	EM-21-BULLETIN BOARD PAPER	500.00	03/04/2026
21179	SUMMIT MAILING & SHIPPING SYSTEMS LLC	C/O- INK CARTRIDGE FOR POSTAGE STAMP MACHINE	239.95	03/05/2026
		(21) BUILDING FUND Current Encumbered:	**26,227.85**	

DUNCAN PUBLIC SCHOOLS

From 09 Feb 2026 to 09 Mar 2026

CHANGE ORDER REPORT
BUILDING FUND

PO	Vendor Name	General Description	Amount	Date
21020	BAKER, DONALD WAYNE	MAINT - CRANE RENTAL FOR PLACEMENT OF DISTRICT HVAC UNITS FY 25-26	-5,000.00	7/1/2025
21022	CARL'S COMMERCIAL REFRIGERATION CO, INC	MAINT - EMERGENCY REFRIGERATION SERVICE, PARTS, & EQUIPMENT FOR DISTRICT FY 25-26	-5,000.00	7/1/2025
21023	CARRIER SALES AND DISTRIBUTION	MAINT - PARTS FOR DISTRICT HVAC UNITS FY 25-26	-2,304.10	7/1/2025
21139	TK ELEVATOR CORPORATION	MAINT - WW/HS/FEC -INSPECTIONS FOR ELEVATORS	-50.90	12/3/2025
21143	(DO NOT USE) TRINITY 3 LLC	MAINT - WR - BASEMENT BATHROOMS TO INSTALL MOISTURE PUMP SENSORS	-500.00	12/10/2025
21155	ECKROAT SEED COMPANY (INS 06-30-10)(E-VERIFIED)	ATH-21-FERTILIZER, CLAY, ROUND UP, HERBICIDE,AND CHALK FOR BASEBALL FIELDS	111.00	1/16/2026
21156	* * * AMAZON	EM-21-PORTABLE INDOOR GAGA PIT FOR EMERSON ELEMENTARY PHYSICAL EDUCATION PROGRAM AND COACH JAYCE MARTIN	-280.25	1/20/2026
21159	* * * AMAZON	WR - MICROPHONES FOR USE WITH MORNING ASSEMBLY WITH STUDENTS.	-15.01	1/21/2026
21160	SHANE BURK GLASS & MIRROR	MAINT.- HM- GLASS REPLACEMENT IN DOOR	-20.00	1/21/2026
		(21) BUILDING FUND Total:	**-13,059.26**	

3/9/2026 10:12:26 AM Page 2 of 2

DUNCAN PUBLIC SCHOOLS

From PO: 36032 to PO: 36035

Encumbrance For Board Approval

2020 VISION BOND

PO	Vendor Name	General Description	Amount	Date
36032	MIDWEST SPORTING GOODS DISTRIBUTORS INC	023-DMS BASEBALL UNIFORM PANTS (60)	1,514.40	02/10/2026
36033	APPLE COMPUTER INC	030-25 MACBOOKS & LICENSES FOR HS MEDIA PRODUCTIONS CLASS (BA 021026 #9H)	42,374.73	02/11/2026
36034	MR. UPHOLSTERY	BASEBALL LOCKER ROOM SIGN	2,100.00	02/20/2026
36035	SMITH-DRESSLER ELECTRICAL SERVICES, LLC	030-RETROFIT STADIUM WEIGHT ROOM W/ LED LIGHTING FIXTURES/BULBS	1,700.00	03/03/2026
		(36) 2020 VISION BOND Current Encumbered:	**47,689.13**	

DUNCAN PUBLIC SCHOOLS

From 09 Feb 2026 to 09 Mar 2026

CHANGE ORDER REPORT
2020 VISION BOND

PO	Vendor Name	General Description	Amount	Date
36019	SMITH-DRESSLER ELECTRICAL SERVICES, LLC	030-REPAIRS TO HS CAFETERIA LIGHTING, PARTS, & LABOR	-6,400.00	12/1/2025
36021	PINNED GOLF LLC	008-SEVEN CADDIE GPS TABLETS W/ CUSTOM SCREEN PROTECTORS FOR HS BOYS GOLF	-34.93	12/8/2025
		(36) 2020 VISION BOND Total:	**-6,434.93**	

DUNCAN PUBLIC SCHOOLS

From PO: 8802 to PO: 8802

Encumbrance For Board Approval

ARBITRAGE REBATE LIA

PO	Vendor Name	General Description	Amount	Date
8802	INTERNAL REVENUE SERVICE	YIELD RESTRICTION CALCULATION FOR LEASE REVENUE NOTE SERIES 2020 POSITIVE LIABILITY PMT (BA 021026 #9I)	31,063.44	02/11/2026
		(88) ARBITRAGE REBATE LIA Current Encumbered:	**31,063.44**	

DUNCAN PUBLIC SCHOOLS
From 09 Mar 2026 to 09 Mar 2026

Encumbrance For Board Approval
CHANGE ORDER REPORT
GEN FUND-FOR OPERAT

PO	Vendor Name	General Description	Amount	Date
65940	* * * AMAZON	511 - MCV SETASIDE - MATERIALS FOR STUDENTS IN NEED. HYGIENE PRODUCTS AND SCHOOL SUPPLIES	408.72	1/15/2026
65982	SPIGNER, CARRA M	SPED- PER DIEM/TRAVEL FOR CADRE WORKSHOP, OKC, OK, 2.2-3.26 - C. SPIGNER	42.36	2/2/2026
		(11) GEN FUND-FOR OPERAT Current Encumbered:	**451.08**	
		Report Total Encumbered:	**451.08**	

* MORE THAN 10% OVER! *

BOARD APPROVED
MAR 10 2026
ITEM # 7. H.

BOARD APPROVED
MAR 10 2026
ITEM # 7. I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Key Club – David Ellis

Vendor Requested:

H.

Item Request Description: Leadership Trip for 2 Students – overnight in Wichita Falls, TX. *See attached information.

*** Special permission needed for students to attend without a DPS employee.

I.

Dollar Amount Requested (if applicable):

Fund Requested: See attached

Budget/Activity Account Requested:

Lisha Elroy
Signature of Requestor/Principal

3-6-26
Date

Signature of Budget Director

Date

Signature of Assistant Superintendent

MAR 09 2026
Date

Out-of-State

TRAVEL REQUEST with Students

(Duncan Board of Education approval is required by district Policy)

Class, Team, or Student Group: Key Club

Date(s) of Travel: April 16-17, 2026

Destination City & State: Wichita Falls, TX

Reason for Trip & Activity: Key Club Officer Leadership Class

Paid by: [X] Fundraiser(s) [ ] Boosters [ ] Students/Parents [ ] District

David Ellis
Requestor/Teacher/Coach

Lisha Elroy
Principal/Administrator

3-6-26
Date of Request

Additional documentation is required. Please use the checklist below and attach all applicable documentation for consideration at the next meeting of the Duncan Board of Education.

- [✓] Requisitions, PO's, and/or Flyers for Registration
- [✓] Requisitions, PO's, and Quotes for Transportation
- [✓] Requisitions, PO's, and Quotes for all other Activities during the trip

See attached

Date of Board Approval

Signature of Superintendent

Signature of BOE Minutes Clerk

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Delta Hilton Hotel Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	☐ Mail Check ☐ Return Check to: _____ ☐ Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Hotel rooms for 2 Key club		
	Students to attend a Key Club		
	Conference in Dallas on		
	April 16-17, 2026		
----------	Shipping =	Total =	664

Are the requested items to be used for:

- ☐ Students
- ☐ Staff
- ☐ Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes ☐ No ☐
If yes, has the **FUNDRAISER** been board-approved? Yes ☐ No ☐
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3/4/26

Approved By: L. Elroy Date: 3-6-26

Revised 07/10/2025

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Timothy O'Reilly

2 Business name/disregarded entity name, if different from above.

OH-Wichita Falls, LLC d/b/a Delta by Marriott Wichita Falls, TX

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☑ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

306 Travis Street

Requester's name and address (optional)

6 City, state, and ZIP code

Wichita Falls, TX 76301

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

8 5 – 3 5 8 4 0 5 7

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person [signature] Date 4/18/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Texas-Okla. District Key Club Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	[X] Mail Check [ ] Return Check to: _____ [ ] Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Key Club leadership dues		190
----------	Shipping =	Total =	190

Are the requested items to be used for:

- [ ] Students
- [ ] Staff
- [ ] Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes [ ] No [ ]
If yes, has the **FUNDRAISER** been board-approved? Yes [ ] No [ ]
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3-4-26

Approved By: [signature] Date: 3-6-26

Revised 07/10/2025

Texas-Oklahoma Key Club District
4210 Lone Oak Dr
Mansfield, TX 76063-5565 USA
administrator@tokeyclub.com
https://tokeyclub.com/

INVOICE

BILL TO
Nicole Englishbee
Duncan High

INVOICE # 2604
DATE 02/05/2026
DUE DATE 04/08/2026
TERMS Due on receipt

	QTY	RATE	AMOUNT
Advisor Registration 2026 LEDCON	1	130.00	130.00
Student Registration 2026 LEDCON	2	130.00	260.00
WIK Scholarship Discount for LEDCON and/or ICON registration	2	-100.00	-200.00

If you wish to pay by Credit Card, please contact Kelly Poland at administrator@tokeyclub.com for a new invoice which will include a fee of $0.25 + 2.99%

BALANCE DUE **$190.00**

3/4/26

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

Kristi Lassley <kristi.lassley@duncanps.org> Tue, Mar 3, 2026 at 2:43 PM
To: LaTisha Miller <latisha.miller@duncanps.org>

So..There is no Po for this... This whole Key Club thing is a mess with David Ellis not being here.
[Quoted text hidden]

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

LaTisha Miller <latisha.miller@duncanps.org> Tue, Mar 3, 2026 at 2:50 PM
To: Kristi Lassley <kristi.lassley@duncanps.org>

Do a requisition for it and attach this email and on a red form just say that Mr. Ellis is out sick.

LaTisha Miller

DUNCAN

ACTIVITY FUND CUSTODIAN

PHONE: 580.255.0686
FAX: 580.252.2453

[Quoted text hidden]

Duncan mail

Kristi Lassley <kristi.lassley@duncanps.org>

Fwd: Invoice 2604 from Texas-Oklahoma District Key Club

3 messages

Patty Wininger <pattywininger@gmail.com> Tue, Mar 3, 2026 at 11:43 AM
To: David Ellis <david.ellis@duncanps.org>, Kristi Lassley <kristi.lassley@duncanps.org>, Patty Wininger <pattywininger@gmail.com>, Patty Wininger <pwininger@duncankiwanis.org>

Mr. Ellis and Kristi,

THe DHS Key Club will be sending two KC officers and one sponsor to the Texas-Oklahoma Key Club Leadership Conference April 18 and 19 in Wichita Falls, Texas. Mr. Ellis ensured that Principal Elroy was aware of this conference. This is the first time in quite awhile that we have been able to send DHS KC students and a sponsor to this. It is a great opportunity to learn leadership, club guidance, and project management.
We chose two sophomore officers with the hope they will continue to lead DHS Key Club for the next two years. Both students are certainly deserving of this having worked hard for Key Club.

I am attaching the registration invoice. Please note that I completed a scholarship application and Mr. Ellis wrote wonderful faculty advisor letters of recommendation to the Women in Kiwanis, TX-OK Chapter, on behalf of both students.
It was awarded to both girls, in the amount of $100 each, off their registration fees.
As such, that reduced the cost of registration by $200, saving the club's treasury a bit. We will have lodging expenses to submit as well.
The address to remit the check is on the invoice. It should be sent as soon as possible. We have registered all three, but the check will confirm their registration.
The sponsor will be Nicole Englishbee, who is the co-sponsor of Key Club with me.

Thanks,

Patty Wininger
President & Key Club Sponsor
Chisholm Trail Kiwanis Club of Duncan Oklahoma
pwininger@duncankiwanis.org
pattywininger@gmail.com
580.467.7772

---------- Forwarded message ---------
From: **Nicole Englishbee** <englishbee.nicole@gmail.com>
Date: Tue, Mar 3, 2026 at 11:02 AM
Subject: Fwd: Invoice 2604 from Texas-Oklahoma District Key Club
To: <pattywininger@gmail.com>

---------- Forwarded message ---------
From: **Texas-Oklahoma Key Club District** <quickbooks@notification.intuit.com>
Date: Mon, Mar 2, 2026 at 6:38 PM
Subject: Invoice 2604 from Texas-Oklahoma District Key Club
To: <englishbee.nicole@gmail.com>

INVOICE 2604

Duncan Mail

Lisha Elroy <lisha.elroy@duncanps.org>

Fwd: LEDCON TX-OK Key Club Conference

2 messages

David Ellis <david.ellis@duncanps.org> Wed, Mar 4, 2026 at 8:19 AM
To: Kristi Lassley <kristi.lassley@duncanps.org>, Lisha Elroy <lisha.elroy@duncanps.org>, "Patty Wininger MS, RN, (Floyd) City Of Duncan Ward 3 City Councilwoman" <pattywininger@gmail.com>

Here is the request for the Key Club students. Let me know what else you need from me.

David

Graphic Design Teacher, Yearbook, Key Club

Classroom phone - 580-943-6021

---------- Forwarded message ---------
From: **Patty Wininger** <pattywininger@gmail.com>
Date: Wed, Mar 4, 2026, 7:25 AM
Subject: LEDCON TX-OK Key Club Conference
To: David Ellis <david.ellis@duncanps.org>
Cc: Patty Wininger <pattywininger@gmail.com>, Nicole Englishbee <nicole.englishbee@drhhealth.org>

Mr. Ellis,

Here is all the information for the TX-OK Key Club LEDCON.

We will need a purchase order for the hotel costs for the 2 students and sponsor to use their club funds.

We need a purchase order for their registration costs of $190. You have a copy of the invoice and W9 along with Kristi L.

We reserved 2 rooms for 2 nights: April 16 and 17, at a rate of $166 per room. We will need a check to go with them.
$166 X 4 = $664.

The event is being held at the MPEC event center in Wichita Falls, Texas, with the Delta Hilton Hotel on the same grounds.

Sponsor is Nicole Englishbee RN, Kiwanis Member, DRH Homecare Supervisor, licensed OK driver, and with liability insurance.

Travel Thursday April 16 after school. Stay the 17th and 18th. Home the night of Sat. April 18.

The students will represent DHS Key Club. They are out of school April 17. Each student has a packet of information and parental permission forms that must be signed and taken with them to the conference.

If there is anything else needed, let me know.

Please contact me with any questions you might have.

--

Kelly Poland
Administrator
Texas-Oklahoma District
Key Club International

A CENTURY *of* SERVICE

Kristi Lassley <kristi.lassley@duncanps.org> Wed, Mar 4, 2026 at 8:43 AM
To: Lisha Elroy <lisha.elroy@duncanps.org>

Do I need to fill out all the information for them.. OR do they need to do it all and send it to us?
He called me this morning about this and I told him that a requisition needed to be filled out along with a Board Agenda Item.He didn't seem like he knew how to do it or wanted me to do it all for him.
He said Kim Ellis would have in front of the Board tomorrow night if we can get the ball rolling on this.
[Quoted text hidden]

BOARD APPROVED
MAR 10 2026
ITEM # 7. H.

BOARD APPROVED
MAR 10 2026
ITEM # 7. I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Key Club – David Ellis

Vendor Requested:

H.

Item Request Description: Leadership Trip for 2 Students — overnight in Wichita Falls, TX. *See attached information.

*** Special permission needed for students to attend without a DPS employee.

I.

Dollar Amount Requested (if applicable):

Fund Requested: See attached

Budget/Activity Account Requested:

Lisha Elroy — 3-6-26
Signature of Requestor/Principal — Date

Signature of Budget Director — Date

Signature of Assistant Superintendent — MAR 09 2026
Date

Out-of-State

TRAVEL REQUEST with Students

(Duncan Board of Education approval is required by district Policy)

Class, Team, or Student Group: Key Club

Date(s) of Travel: April 16-17, 2026

Destination City & State: Wichita Falls, TX

Reason for Trip & Activity: Key Club Officer Leadership Class

Paid by: ☒ Fundraiser(s) ☐ Boosters ☐ Students/Parents ☐ District

David Ellis
Requestor/Teacher/Coach

Lisha Elroy
Principal/Administrator

3-6-26
Date of Request

Additional documentation is required. Please use the checklist below and attach all applicable documentation for consideration at the next meeting of the Duncan Board of Education.

- ☑ Requisitions, PO's, and/or Flyers for Registration
- ☑ Requisitions, PO's, and Quotes for Transportation
- ☑ Requisitions, PO's, and Quotes for all other Activities during the trip

See attached

03/10/2026
Date of Board Approval

Dr Charna Byerly
Signature of Superintendent

Kelly Henderson
Signature of BOE Minutes Clerk

07/01/2025 kdh

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Delta Hilton Hotel Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	☐ Mail Check ☐ Return Check to: _____ ☐ Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Hotel rooms for 2 Key club		
	Students to attend a Key Club		
	Conference in Dallas on		
	April 16-17, 2026		
----------	Shipping =	Total =	1664

Are the requested items to be used for:

- ☐ Students
- ☐ Staff
- ☐ Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes ☐ No ☐
If yes, has the **FUNDRAISER** been board-approved? Yes ☐ No ☐
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3/4/26

Approved By: [signature] Date: 3-6-26

Revised 07/10/2025

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Timothy O'Reilly

2 Business name/disregarded entity name, if different from above.

OH-Wichita Falls, LLC d/b/a Delta by Marriott Wichita Falls, TX

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☑ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

306 Travis Street

Requester's name and address (optional)

6 City, state, and ZIP code

Wichita Falls, TX 76301

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

8 5 – 3 5 8 4 0 5 7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** **Date** 4/18/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Texas-Okla. District Key Club Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	[X] Mail Check [ ] Return Check to: _____ [ ] Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Key Club leadership dues		190
----------	Shipping =	Total =	190

Are the requested items to be used for:

- [ ] Students
- [ ] Staff
- [ ] Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes [ ] No [ ]
If yes, has the **FUNDRAISER** been board-approved? Yes [ ] No [ ]
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3-4-26

Approved By: [signature] Date: 3-6-26

Revised 07/10/2025

Texas-Oklahoma Key Club District
4210 Lone Oak Dr
Mansfield, TX 76063-5565 USA
administrator@tokeyclub.com
https://tokeyclub.com/

INVOICE

BILL TO
Nicole Englishbee
Duncan High

INVOICE # 2604
DATE 02/05/2026
DUE DATE 04/08/2026
TERMS Due on receipt

	QTY	RATE	AMOUNT
Advisor Registration 2026 LEDCON	1	130.00	130.00
Student Registration 2026 LEDCON	2	130.00	260.00
WIK Scholarship Discount for LEDCON and/or ICON registration	2	-100.00	-200.00

If you wish to pay by Credit Card, please contact Kelly Poland at administrator@tokeyclub.com for a new invoice which will include a fee of $0.25 + 2.99%

BALANCE DUE **$190.00**

3/4/26

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

Kristi Lassley <kristi.lassley@duncanps.org> Tue, Mar 3, 2026 at 2:43 PM
To: LaTisha Miller <latisha.miller@duncanps.org>

So..There is no Po for this... This whole Key Club thing is a mess with David Ellis not being here.
[Quoted text hidden]

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

LaTisha Miller <latisha.miller@duncanps.org> Tue, Mar 3, 2026 at 2:50 PM
To: Kristi Lassley <kristi.lassley@duncanps.org>

Do a requisition for it and attach this email and on a red form just say that Mr. Ellis is out sick.

LaTisha Miller

DUNCAN

ACTIVITY FUND CUSTODIAN

PHONE: 580.255.0686
FAX: 580.252.2453

[Quoted text hidden]

Duncan mail

Kristi Lassley <kristi.lassley@duncanps.org>

Fwd: Invoice 2604 from Texas-Oklahoma District Key Club

3 messages

Patty Wininger <pattywininger@gmail.com> Tue, Mar 3, 2026 at 11:43 AM
To: David Ellis <david.ellis@duncanps.org>, Kristi Lassley <kristi.lassley@duncanps.org>, Patty Wininger <pattywininger@gmail.com>, Patty Wininger <pwininger@duncankiwanis.org>

Mr. Ellis and Kristi,

THe DHS Key Club will be sending two KC officers and one sponsor to the Texas-Oklahoma Key Club Leadership Conference April 18 and 19 in Wichita Falls, Texas. Mr. Ellis ensured that Principal Elroy was aware of this conference. This is the first time in quite awhile that we have been able to send DHS KC students and a sponsor to this. It is a great opportunity to learn leadership, club guidance, and project management.
We chose two sophomore officers with the hope they will continue to lead DHS Key Club for the next two years. Both students are certainly deserving of this having worked hard for Key Club.

I am attaching the registration invoice. Please note that I completed a scholarship application and Mr. Ellis wrote wonderful faculty advisor letters of recommendation to the Women in Kiwanis, TX-OK Chapter, on behalf of both students.
It was awarded to both girls, in the amount of $100 each, off their registration fees.
As such, that reduced the cost of registration by $200, saving the club's treasury a bit. We will have lodging expenses to submit as well.
The address to remit the check is on the invoice. It should be sent as soon as possible. We have registered all three, but the check will confirm their registration.
The sponsor will be Nicole Englishbee, who is the co-sponsor of Key Club with me.

Thanks,

Patty Wininger
President & Key Club Sponsor
Chisholm Trail Kiwanis Club of Duncan Oklahoma
pwininger@duncankiwanis.org
pattywininger@gmail.com
580.467.7772

--------- Forwarded message ---------
From: **Nicole Englishbee** <englishbee.nicole@gmail.com>
Date: Tue, Mar 3, 2026 at 11:02 AM
Subject: Fwd: Invoice 2604 from Texas-Oklahoma District Key Club
To: <pattywininger@gmail.com>

--------- Forwarded message ---------
From: **Texas-Oklahoma Key Club District** <quickbooks@notification.intuit.com>
Date: Mon, Mar 2, 2026 at 6:38 PM
Subject: Invoice 2604 from Texas-Oklahoma District Key Club
To: <englishbee.nicole@gmail.com>

INVOICE 2604

Duncan mail

Lisha Elroy <lisha.elroy@duncanps.org>

Fwd: LEDCON TX-OK Key Club Conference

2 messages

David Ellis <david.ellis@duncanps.org> Wed, Mar 4, 2026 at 8:19 AM
To: Kristi Lassley <kristi.lassley@duncanps.org>, Lisha Elroy <lisha.elroy@duncanps.org>, "Patty Wininger MS, RN, (Floyd) City Of Duncan Ward 3 City Councilwoman" <pattywininger@gmail.com>

Here is the request for the Key Club students. Let me know what else you need from me.

David

Graphic Design Teacher, Yearbook, Key Club

Classroom phone - 580-943-6021

---------- Forwarded message ---------
From: **Patty Wininger** <pattywininger@gmail.com>
Date: Wed, Mar 4, 2026, 7:25AM
Subject: LEDCON TX-OK Key Club Conference
To: David Ellis <david.ellis@duncanps.org>
Cc: Patty Wininger <pattywininger@gmail.com>, Nicole Englishbee <nicole.englishbee@drhhealth.org>

Mr. Ellis,

Here is all the information for the TX-OK Key Club LEDCON.

We will need a purchase order for the hotel costs for the 2 students and sponsor to use their club funds.

We need a purchase order for their registration costs of $190. You have a copy of the invoice and W9 along with Kristi L.

We reserved 2 rooms for 2 nights: April 16 and 17, at a rate of $166 per room. We will need a check to go with them.
$166 X 4 = $664.

The event is being held at the MPEC event center in Wichita Falls, Texas, with the Delta Hilton Hotel on the same grounds.

Sponsor is Nicole Englishbee RN, Kiwanis Member, DRH Homecare Supervisor, licensed OK driver, and with liability insurance.

Travel Thursday April 16 after school. Stay the 17th and 18th. Home the night of Sat. April 18.

The students will represent DHS Key Club. They are out of school April 17. Each student has a packet of information and parental permission forms that must be signed and taken with them to the conference.

If there is anything else needed, let me know.

Please contact me with any questions you might have.

--

Kelly Poland
Administrator
Texas-Oklahoma District
Key Club International

A CENTURY *of* SERVICE

Kristi Lassley <kristi.lassley@duncanps.org> Wed, Mar 4, 2026 at 8:43 AM
To: Lisha Elroy <lisha.elroy@duncanps.org>

Do I need to fill out all the information for them.. OR do they need to do it all and send it to us?
He called me this morning about this and I told him that a requisition needed to be filled out along with a Board Agenda Item.He didn't seem like he knew how to do it or wanted me to do it all for him.
He said Kim Ellis would have in front of the Board tomorrow night if we can get the ball rolling on this.
[Quoted text hidden]

trip first /

Discuss B

- approve the appointment of Chaperones / Background checks for the Key Club Leadership trip

alert OSIG of volunteers

-Sam Marshall, KFR

03/09/2016 @ 5:03pm

on phone w/ CBaylor

KMh

BOARD APPROVED
MAR 10 2026
ITEM # 7. H.

BOARD APPROVED
MAR 10 2026
ITEM # 7. I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Key Club – David Ellis

Vendor Requested:

H.

Item Request Description: Leadership Trip for 2 Students – overnight in Wichita Falls, TX. *See attached information.

*** Special permission needed for students to attend without a DPS employee.

I.

Dollar Amount Requested (if applicable):

Fund Requested: See attached

Budget/Activity Account Requested:

Lisha Elroy
Signature of Requestor/Principal

3-6-26
Date

Signature of Budget Director

Date

Signature of Assistant Superintendent

MAR 09 2026
Date

Out-of-State

TRAVEL REQUEST with Students

(Duncan Board of Education approval is required by district Policy)

Class, Team, or Student Group: Key Club

Date(s) of Travel: April 16-17, 2026

Destination City & State: Wichita Falls, TX

Reason for Trip & Activity: Key Club Officer Leadership Class

Paid by: [X] Fundraiser(s) [ ] Boosters [ ] Students/Parents [ ] District

David Ellis
Requestor/Teacher/Coach

Lisha Elroy
Principal/Administrator

3-6-26
Date of Request

Additional documentation is required. Please use the checklist below and attach all applicable documentation for consideration at the next meeting of the Duncan Board of Education.

- [✓] Requisitions, PO's, and/or Flyers for Registration
- [✓] Requisitions, PO's, and Quotes for Transportation
- [✓] Requisitions, PO's, and Quotes for all other Activities during the trip

See attached

Date of Board Approval

Signature of Superintendent

Signature of BOE Minutes Clerk

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Delta Hilton Hotel Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	☐ Mail Check ☐ Return Check to: _____ ☐ Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Hotel rooms for 2 Key club		
	Students to attend a Key Club		
	Conference in Dallas on		
	April 16-17, 2026		
----------	Shipping =	Total =	664

Are the requested items to be used for:

- ☐ Students
- ☐ Staff
- ☐ Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes ☐ No ☐
If yes, has the **FUNDRAISER** been board-approved? Yes ☐ No ☐
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3/4/26

Approved By: L. Elroy Date: 3-6-26

Revised 07/10/2025

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Timothy O'Reilly

2 Business name/disregarded entity name, if different from above.

OH-Wichita Falls, LLC d/b/a Delta by Marriott Wichita Falls, TX

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☑ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

306 Travis Street

Requester's name and address (optional)

6 City, state, and ZIP code

Wichita Falls, TX 76301

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

8 5 – 3 5 8 4 0 5 7

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person [signature] Date 4/18/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Texas-Okla. District Key Club Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	[X] Mail Check [ ] Return Check to: _____ [ ] Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Key Club leadership dues		190
----------	Shipping =	Total =	190

Are the requested items to be used for:

- [ ] Students
- [ ] Staff
- [ ] Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes [ ] No [ ]
If yes, has the **FUNDRAISER** been board-approved? Yes [ ] No [ ]
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3-4-26

Approved By: [signature] Date: 3-6-26

Revised 07/10/2025

Texas-Oklahoma Key Club District
4210 Lone Oak Dr
Mansfield, TX 76063-5565 USA
administrator@tokeyclub.com
https://tokeyclub.com/

INVOICE

BILL TO
Nicole Englishbee
Duncan High

INVOICE # 2604
DATE 02/05/2026
DUE DATE 04/08/2026
TERMS Due on receipt

	QTY	RATE	AMOUNT
Advisor Registration 2026 LEDCON	1	130.00	130.00
Student Registration 2026 LEDCON	2	130.00	260.00
WIK Scholarship Discount for LEDCON and/or ICON registration	2	-100.00	-200.00

If you wish to pay by Credit Card, please contact Kelly Poland at administrator@tokeyclub.com for a new invoice which will include a fee of $0.25 + 2.99%

BALANCE DUE **$190.00**

3/4/26

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

Kristi Lassley <kristi.lassley@duncanps.org> Tue, Mar 3, 2026 at 2:43 PM
To: LaTisha Miller <latisha.miller@duncanps.org>

So..There is no Po for this... This whole Key Club thing is a mess with David Ellis not being here.
[Quoted text hidden]

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

LaTisha Miller <latisha.miller@duncanps.org> Tue, Mar 3, 2026 at 2:50 PM
To: Kristi Lassley <kristi.lassley@duncanps.org>

Do a requisition for it and attach this email and on a red form just say that Mr. Ellis is out sick.

LaTisha Miller

DUNCAN

ACTIVITY FUND CUSTODIAN

PHONE: 580.255.0686
FAX: 580.252.2453

[Quoted text hidden]

Duncan mail

Kristi Lassley <kristi.lassley@duncanps.org>

Fwd: Invoice 2604 from Texas-Oklahoma District Key Club

3 messages

Patty Wininger <pattywininger@gmail.com> Tue, Mar 3, 2026 at 11:43 AM
To: David Ellis <david.ellis@duncanps.org>, Kristi Lassley <kristi.lassley@duncanps.org>, Patty Wininger <pattywininger@gmail.com>, Patty Wininger <pwininger@duncankiwanis.org>

Mr. Ellis and Kristi,

THe DHS Key Club will be sending two KC officers and one sponsor to the Texas-Oklahoma Key Club Leadership Conference April 18 and 19 in Wichita Falls, Texas. Mr. Ellis ensured that Principal Elroy was aware of this conference. This is the first time in quite awhile that we have been able to send DHS KC students and a sponsor to this. It is a great opportunity to learn leadership, club guidance, and project management.
We chose two sophomore officers with the hope they will continue to lead DHS Key Club for the next two years. Both students are certainly deserving of this having worked hard for Key Club.

I am attaching the registration invoice. Please note that I completed a scholarship application and Mr. Ellis wrote wonderful faculty advisor letters of recommendation to the Women in Kiwanis, TX-OK Chapter, on behalf of both students.
It was awarded to both girls, in the amount of $100 each, off their registration fees.
As such, that reduced the cost of registration by $200, saving the club's treasury a bit. We will have lodging expenses to submit as well.
The address to remit the check is on the invoice. It should be sent as soon as possible. We have registered all three, but the check will confirm their registration.
The sponsor will be Nicole Englishbee, who is the co-sponsor of Key Club with me.

Thanks,

Patty Wininger
President & Key Club Sponsor
Chisholm Trail Kiwanis Club of Duncan Oklahoma
pwininger@duncankiwanis.org
pattywininger@gmail.com
580.467.7772

---------- Forwarded message ---------
From: **Nicole Englishbee** <englishbee.nicole@gmail.com>
Date: Tue, Mar 3, 2026 at 11:02 AM
Subject: Fwd: Invoice 2604 from Texas-Oklahoma District Key Club
To: <pattywininger@gmail.com>

---------- Forwarded message ---------
From: **Texas-Oklahoma Key Club District** <quickbooks@notification.intuit.com>
Date: Mon, Mar 2, 2026 at 6:38 PM
Subject: Invoice 2604 from Texas-Oklahoma District Key Club
To: <englishbee.nicole@gmail.com>

INVOICE 2604

Duncan Mail

Lisha Elroy <lisha.elroy@duncanps.org>

Fwd: LEDCON TX-OK Key Club Conference

2 messages

David Ellis <david.ellis@duncanps.org> Wed, Mar 4, 2026 at 8:19 AM
To: Kristi Lassley <kristi.lassley@duncanps.org>, Lisha Elroy <lisha.elroy@duncanps.org>, "Patty Wininger MS, RN, (Floyd) City Of Duncan Ward 3 City Councilwoman" <pattywininger@gmail.com>

Here is the request for the Key Club students. Let me know what else you need from me.

David

Graphic Design Teacher, Yearbook, Key Club

Classroom phone - 580-943-6021

---------- Forwarded message ---------
From: **Patty Wininger** <pattywininger@gmail.com>
Date: Wed, Mar 4, 2026, 7:25 AM
Subject: LEDCON TX-OK Key Club Conference
To: David Ellis <david.ellis@duncanps.org>
Cc: Patty Wininger <pattywininger@gmail.com>, Nicole Englishbee <nicole.englishbee@drhhealth.org>

Mr. Ellis,

Here is all the information for the TX-OK Key Club LEDCON.

We will need a purchase order for the hotel costs for the 2 students and sponsor to use their club funds.

We need a purchase order for their registration costs of $190. You have a copy of the invoice and W9 along with Kristi L.

We reserved 2 rooms for 2 nights: April 16 and 17, at a rate of $166 per room. We will need a check to go with them.
$166 X 4 = $664.

The event is being held at the MPEC event center in Wichita Falls, Texas, with the Delta Hilton Hotel on the same grounds.

Sponsor is Nicole Englishbee RN, Kiwanis Member, DRH Homecare Supervisor, licensed OK driver, and with liability insurance.

Travel Thursday April 16 after school. Stay the 17th and 18th. Home the night of Sat. April 18.

The students will represent DHS Key Club. They are out of school April 17. Each student has a packet of information and parental permission forms that must be signed and taken with them to the conference.

If there is anything else needed, let me know.

Please contact me with any questions you might have.

--

Kelly Poland
Administrator
Texas-Oklahoma District
Key Club International

A CENTURY *of* SERVICE

Kristi Lassley <kristi.lassley@duncanps.org> Wed, Mar 4, 2026 at 8:43 AM
To: Lisha Elroy <lisha.elroy@duncanps.org>

Do I need to fill out all the information for them.. OR do they need to do it all and send it to us?
He called me this morning about this and I told him that a requisition needed to be filled out along with a Board Agenda Item.He didn't seem like he knew how to do it or wanted me to do it all for him.
He said Kim Ellis would have in front of the Board tomorrow night if we can get the ball rolling on this.
[Quoted text hidden]

BOARD APPROVED
MAR 10 2026
ITEM # 7. H.

BOARD APPROVED
MAR 10 2026
ITEM # 7. I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Key Club – David Ellis

Vendor Requested:

H.

Item Request Description: Leadership Trip for 2 Students — overnight in Wichita Falls, TX. *See attached information.

*** Special permission needed for students to attend without a DPS employee.

I.

Dollar Amount Requested (if applicable):

Fund Requested: See attached

Budget/Activity Account Requested:

Lisha Elroy — 3-6-26
Signature of Requestor/Principal — Date

Signature of Budget Director — Date

Signature of Assistant Superintendent — MAR 09 2026
Date

Out-of-State

TRAVEL REQUEST with Students

(Duncan Board of Education approval is required by district Policy)

Class, Team, or Student Group: Key Club

Date(s) of Travel: April 16-17, 2026

Destination City & State: Wichita Falls, TX

Reason for Trip & Activity: Key Club Officer Leadership Class

Paid by: ☒ Fundraiser(s) ☐ Boosters ☐ Students/Parents ☐ District

David Ellis
Requestor/Teacher/Coach

Lisha Elroy
Principal/Administrator

3-6-26
Date of Request

Additional documentation is required. Please use the checklist below and attach all applicable documentation for consideration at the next meeting of the Duncan Board of Education.

- ☑ Requisitions, PO's, and/or Flyers for Registration
- ☑ Requisitions, PO's, and Quotes for Transportation
- ☑ Requisitions, PO's, and Quotes for all other Activities during the trip

See attached

03/10/2026
Date of Board Approval

Dr Charna Byerly
Signature of Superintendent

Kelly Henderson
Signature of BOE Minutes Clerk

07/01/2025 kdh

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Delta Hilton Hotel Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	☐ Mail Check ☐ Return Check to: _____ ☐ Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Hotel rooms for 2 Key club		
	Students to attend a Key Club		
	Conference in Dallas on		
	April 16-17, 2026		
----------	Shipping =	Total =	1664

Are the requested items to be used for:

- ☐ Students
- ☐ Staff
- ☐ Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes ☐ No ☐
If yes, has the **FUNDRAISER** been board-approved? Yes ☐ No ☐
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3/4/26

Approved By: [signature] Date: 3-6-26

Revised 07/10/2025

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Timothy O'Reilly

2 Business name/disregarded entity name, if different from above.

OH-Wichita Falls, LLC d/b/a Delta by Marriott Wichita Falls, TX

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☑ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

306 Travis Street

Requester's name and address (optional)

6 City, state, and ZIP code

Wichita Falls, TX 76301

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

8 5 – 3 5 8 4 0 5 7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** **Date** 4/18/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

DUNCAN PUBLIC SCHOOLS
PO Box 1548
Duncan, OK 73533
Phone: 580-255-0686 latisha.miller@duncanps.org Fax: 580-252-2453

ACTIVITY ACCOUNT REQUISITION

REQUEST FOR PURCHASE ORDER

Year: 26 Account #: 311 Site: DHS PO #: _____

VENDOR INFORMATION	IMPORTANT!!	PAYMENT PROCESS
Name: Texas-Okla. District Key Club Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ W9: _____ Or SS #: _____	Finance Office MUST have an original invoice, sales receipt, W-9, AND all proper documentation to verify below expense prior to initiating payment.	[X] Mail Check [ ] Return Check to: _____ [ ] Pick up check by whom: _____

Quantity	Description	Unit Price	Total
	Key Club leadership dues		190
----------	Shipping =	Total =	190

Are the requested items to be used for:

- [ ] Students
- [ ] Staff
- [ ] Other

Are the requested items to be used in any way for a **FUNDRAISER**? Yes [ ] No [ ]
If yes, has the **FUNDRAISER** been board-approved? Yes [ ] No [ ]
If yes, date of approval? _____

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
	60	800					000	

Requisitioned By: [signature] Date: 3-4-26

Approved By: [signature] Date: 3-6-26

Revised 07/10/2025

Texas-Oklahoma Key Club District
4210 Lone Oak Dr
Mansfield, TX 76063-5565 USA
administrator@tokeyclub.com
https://tokeyclub.com/

INVOICE

BILL TO
Nicole Englishbee
Duncan High

INVOICE # 2604
DATE 02/05/2026
DUE DATE 04/08/2026
TERMS Due on receipt

	QTY	RATE	AMOUNT
Advisor Registration 2026 LEDCON	1	130.00	130.00
Student Registration 2026 LEDCON	2	130.00	260.00
WIK Scholarship Discount for LEDCON and/or ICON registration	2	-100.00	-200.00

If you wish to pay by Credit Card, please contact Kelly Poland at administrator@tokeyclub.com for a new invoice which will include a fee of $0.25 + 2.99%

BALANCE DUE **$190.00**

3/4/26

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

Kristi Lassley <kristi.lassley@duncanps.org> Tue, Mar 3, 2026 at 2:43 PM
To: LaTisha Miller <latisha.miller@duncanps.org>

So..There is no Po for this... This whole Key Club thing is a mess with David Ellis not being here.
[Quoted text hidden]

Invoice_2604_from_TexasOklahoma_Key_Club_District.pdf
108K

LaTisha Miller <latisha.miller@duncanps.org> Tue, Mar 3, 2026 at 2:50 PM
To: Kristi Lassley <kristi.lassley@duncanps.org>

Do a requisition for it and attach this email and on a red form just say that Mr. Ellis is out sick.

LaTisha Miller

DUNCAN

ACTIVITY FUND CUSTODIAN

PHONE: 580.255.0686
FAX: 580.252.2453

[Quoted text hidden]

Duncan mail

Kristi Lassley <kristi.lassley@duncanps.org>

Fwd: Invoice 2604 from Texas-Oklahoma District Key Club

3 messages

Patty Wininger <pattywininger@gmail.com> Tue, Mar 3, 2026 at 11:43 AM
To: David Ellis <david.ellis@duncanps.org>, Kristi Lassley <kristi.lassley@duncanps.org>, Patty Wininger <pattywininger@gmail.com>, Patty Wininger <pwininger@duncankiwanis.org>

Mr. Ellis and Kristi,

THe DHS Key Club will be sending two KC officers and one sponsor to the Texas-Oklahoma Key Club Leadership Conference April 18 and 19 in Wichita Falls, Texas. Mr. Ellis ensured that Principal Elroy was aware of this conference. This is the first time in quite awhile that we have been able to send DHS KC students and a sponsor to this. It is a great opportunity to learn leadership, club guidance, and project management.
We chose two sophomore officers with the hope they will continue to lead DHS Key Club for the next two years. Both students are certainly deserving of this having worked hard for Key Club.

I am attaching the registration invoice. Please note that I completed a scholarship application and Mr. Ellis wrote wonderful faculty advisor letters of recommendation to the Women in Kiwanis, TX-OK Chapter, on behalf of both students.
It was awarded to both girls, in the amount of $100 each, off their registration fees.
As such, that reduced the cost of registration by $200, saving the club's treasury a bit. We will have lodging expenses to submit as well.
The address to remit the check is on the invoice. It should be sent as soon as possible. We have registered all three, but the check will confirm their registration.
The sponsor will be Nicole Englishbee, who is the co-sponsor of Key Club with me.

Thanks,

Patty Wininger
President & Key Club Sponsor
Chisholm Trail Kiwanis Club of Duncan Oklahoma
pwininger@duncankiwanis.org
pattywininger@gmail.com
580.467.7772

--------- Forwarded message ---------
From: **Nicole Englishbee** <englishbee.nicole@gmail.com>
Date: Tue, Mar 3, 2026 at 11:02 AM
Subject: Fwd: Invoice 2604 from Texas-Oklahoma District Key Club
To: <pattywininger@gmail.com>

--------- Forwarded message ---------
From: **Texas-Oklahoma Key Club District** <quickbooks@notification.intuit.com>
Date: Mon, Mar 2, 2026 at 6:38 PM
Subject: Invoice 2604 from Texas-Oklahoma District Key Club
To: <englishbee.nicole@gmail.com>

INVOICE 2604

Duncan mail

Lisha Elroy <lisha.elroy@duncanps.org>

Fwd: LEDCON TX-OK Key Club Conference

2 messages

David Ellis <david.ellis@duncanps.org> Wed, Mar 4, 2026 at 8:19 AM
To: Kristi Lassley <kristi.lassley@duncanps.org>, Lisha Elroy <lisha.elroy@duncanps.org>, "Patty Wininger MS, RN, (Floyd) City Of Duncan Ward 3 City Councilwoman" <pattywininger@gmail.com>

Here is the request for the Key Club students. Let me know what else you need from me.

David

Graphic Design Teacher, Yearbook, Key Club

Classroom phone - 580-943-6021

---------- Forwarded message ---------
From: **Patty Wininger** <pattywininger@gmail.com>
Date: Wed, Mar 4, 2026, 7:25AM
Subject: LEDCON TX-OK Key Club Conference
To: David Ellis <david.ellis@duncanps.org>
Cc: Patty Wininger <pattywininger@gmail.com>, Nicole Englishbee <nicole.englishbee@drhhealth.org>

Mr. Ellis,

Here is all the information for the TX-OK Key Club LEDCON.

We will need a purchase order for the hotel costs for the 2 students and sponsor to use their club funds.

We need a purchase order for their registration costs of $190. You have a copy of the invoice and W9 along with Kristi L.

We reserved 2 rooms for 2 nights: April 16 and 17, at a rate of $166 per room. We will need a check to go with them.
$166 X 4 = $664.

The event is being held at the MPEC event center in Wichita Falls, Texas, with the Delta Hilton Hotel on the same grounds.

Sponsor is Nicole Englishbee RN, Kiwanis Member, DRH Homecare Supervisor, licensed OK driver, and with liability insurance.

Travel Thursday April 16 after school. Stay the 17th and 18th. Home the night of Sat. April 18.

The students will represent DHS Key Club. They are out of school April 17. Each student has a packet of information and parental permission forms that must be signed and taken with them to the conference.

If there is anything else needed, let me know.

Please contact me with any questions you might have.

--

Kelly Poland
Administrator
Texas-Oklahoma District
Key Club International

A CENTURY *of* SERVICE

Kristi Lassley <kristi.lassley@duncanps.org> Wed, Mar 4, 2026 at 8:43 AM
To: Lisha Elroy <lisha.elroy@duncanps.org>

Do I need to fill out all the information for them.. OR do they need to do it all and send it to us?
He called me this morning about this and I told him that a requisition needed to be filled out along with a Board Agenda Item.He didn't seem like he knew how to do it or wanted me to do it all for him.
He said Kim Ellis would have in front of the Board tomorrow night if we can get the ball rolling on this.
[Quoted text hidden]

trip first /

Discuss B

- approve the appointment of Chaperones / Background checks for the Key Club Leadership trip

alert OSIG of volunteers

-Sam Marshall, KFR

03/09/2016 @ 5:03pm

on phone w/ CBaylor

KMh

SUMMER FOOD SERVICE PROGRAM

FREE LUNCH PROVIDED DAILY

FOR ALL CHILDREN 18 & UNDER IN THE DUNCAN AREA

JUNE 1, 2026- JULY 31, 2026

Located at Woodrow Wilson Cafeteria, 800 East Chestnut.
Lunch served from 11:00 a.m. - 1:00 p.m. Monday - Friday.

FOR MORE INFORMATION PLEASE CALL 580-252-2492

This institution is an equal opportunity provider

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

REQUESTED BY Becky Barner
DIRECTOR OF CHILD NUTRITION

BOARD APPROVED

MAR 10 2026

ITEM # 7. J.

1 & 2

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Child Nutrition / District

Vendor Requested: N/A

Item Request Description: REQUEST TO HOST THE SUMMER FOOD SERVICE PROGRAM AND HIRE STAFF AS NEEDED

June 1 - July 31, 2026

11:00 AM - 1:00 PM, Mon - Fri

at Woodrow Wilson Elementary

Dollar Amount Requested (if applicable): _____

Fund Requested: N/A

Budget/Activity Account Requested: _____

on the attached — 03/05/2026 [illegible]

Requestor or Principal — Date

[illegible] — 03-05-2026

Budget Administrator or Business Office Manager — Date

[illegible] — MAR 0 2 2026

Assistant Superintendent or Superintendent — Date

SUMMER FOOD SERVICE PROGRAM

FREE LUNCH PROVIDED DAILY

FOR ALL CHILDREN 18 & UNDER IN THE DUNCAN AREA

JUNE 1, 2026- JULY 31, 2026

Located at Woodrow Wilson Cafeteria, 800 East Chestnut.
Lunch served from 11:00 a.m. - 1:00 p.m. Monday - Friday.

FOR MORE INFORMATION PLEASE CALL 580-252-2492

This institution is an equal opportunity provider

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

REQUESTED BY Becky Barner
DIRECTOR OF CHILD NUTRITION

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR
CINDY BEYER
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR
BARBARA WARD
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT
ROSA ELENA VALDEZ
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT
MARIA VARGAS DE IBARRA
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT
LEIGH TETLOW
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

REQUEST BY: Becky Barnes
DIRECTOR OF CHILD NUTRITION

SUMMER FOOD SERVICE PROGRAM

FREE LUNCH PROVIDED DAILY

FOR ALL CHILDREN 18 & UNDER IN THE DUNCAN AREA

JUNE 1, 2026- JULY 31, 2026

Located at Woodrow Wilson Cafeteria, 800 East Chestnut.
Lunch served from 11:00 a.m. - 1:00 p.m. Monday - Friday.

FOR MORE INFORMATION PLEASE CALL 580-252-2492

This institution is an equal opportunity provider

BOARD APPROVED

MAR 10 2026

ITEM # 7. J.

1 & 2

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Child Nutrition / District

Vendor Requested: N/A

Item Request Description: REQUEST TO HOST THE SUMMER FOOD SERVICE PROGRAM AND HIRE STAFF AS NEEDED

June 1 - July 31, 2026

11:00 AM - 1:00 PM, Mon - Fri

at Woodrow Wilson Elementary

Dollar Amount Requested (if applicable): _____

Fund Requested: N/A

Budget/Activity Account Requested: _____

on the attached — 03/05/2026 [illegible]

Requestor or Principal — Date

[illegible] — 03-05-2026

Budget Administrator or Business Office Manager — Date

[illegible] — MAR 0 2 2026

Assistant Superintendent or Superintendent — Date

SUMMER FOOD SERVICE PROGRAM

FREE LUNCH PROVIDED DAILY

FOR ALL CHILDREN 18 & UNDER IN THE DUNCAN AREA

JUNE 1, 2026- JULY 31, 2026

Located at Woodrow Wilson Cafeteria, 800 East Chestnut.
Lunch served from 11:00 a.m. - 1:00 p.m. Monday - Friday.

FOR MORE INFORMATION PLEASE CALL 580-252-2492

This institution is an equal opportunity provider

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

REQUESTED BY Becky Barner
DIRECTOR OF CHILD NUTRITION

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR
CINDY BEYER
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR
BARBARA WARD
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT
ROSA ELENA VALDEZ
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT
MARIA VARGAS DE IBARRA
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT
LEIGH TETLOW
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

REQUEST BY: Becky Barnes
DIRECTOR OF CHILD NUTRITION

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR
CINDY BEYER
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR
BARBARA WARD
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT
ROSA ELENA VALDEZ
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT
MARIA VARGAS DE IBARRA
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT
LEIGH TETLOW
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

REQUEST BY: Becky Barnes
DIRECTOR OF CHILD NUTRITION

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

REQUESTED BY Becky Barner
DIRECTOR OF CHILD NUTRITION

BOARD APPROVED

MAR 10 2026

ITEM # 7. J.

1 & 2

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Child Nutrition / District

Vendor Requested: N/A

Item Request Description: REQUEST TO HOST THE SUMMER FOOD SERVICE PROGRAM AND HIRE STAFF AS NEEDED

June 1 - July 31, 2026

11:00 AM - 1:00 PM, Mon - Fri

at Woodrow Wilson Elementary

Dollar Amount Requested (if applicable): _____

Fund Requested: N/A

Budget/Activity Account Requested: _____

on the attached — 03/05/2026 [illegible]

Requestor or Principal — Date

[illegible] — 03-05-2026

Budget Administrator or Business Office Manager — Date

[illegible] — MAR 0 2 2026

Assistant Superintendent or Superintendent — Date

SUMMER FOOD SERVICE PROGRAM

FREE LUNCH PROVIDED DAILY

FOR ALL CHILDREN 18 & UNDER IN THE DUNCAN AREA

JUNE 1, 2026- JULY 31, 2026

Located at Woodrow Wilson Cafeteria, 800 East Chestnut.
Lunch served from 11:00 a.m. - 1:00 p.m. Monday - Friday.

FOR MORE INFORMATION PLEASE CALL 580-252-2492

This institution is an equal opportunity provider

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT

Woodrow Wilson Cafeteria
June 1, 2026– July 31, 2026
6 hours per day, 5 days per week

REQUESTED BY Becky Barner
DIRECTOR OF CHILD NUTRITION

PLEASE APPROVE EXTRA SERVICE FOR THE CHILD NUTRITION EMPLOYEES THAT HAVE BEEN ASSIGNED TO WORK THE SUMMER FOOD SERVICE PROGRAM
2026

SITE SUPERVISOR
CINDY BEYER
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
7 hours per day, 5 days per week

SITE MONITOR
BARBARA WARD
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
7 hours per day, 5 days per week

SITE PROGRAM ADULT
ROSA ELENA VALDEZ
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

*SITE PROGRAM ADULT
MARIA VARGAS DE IBARRA
Woodrow Wilson Cafeteria
June 1, 2026 - July 31, 2026
6 hours per day, 5 days per week

SITE PROGRAM ADULT
LEIGH TETLOW
Woodrow Wilson Cafeteria
June 1, 2026 – July 31, 2026
6 hours per day, 5 days per week

REQUEST BY: Becky Barnes
DIRECTOR OF CHILD NUTRITION

DUNCAN PUBLIC SCHOOLS
MEMORANDUM

TO: DUNCAN PUBLIC SCHOOLS BOARD OF EDUCATION
FROM: BEN GARLAND, DIRECTOR OF MAINTENANCE
DATE: FEBRUARY 23, 2026
SUBJECT: SUMMER MAINTENANCE CREW

I WOULD LIKE TO REQUEST PERMISSION TO HIRE A SUMMER MAINTENANCE CREW. I ANTICIPATE HIRING 3-4 EMPLOYEES TO FILL THE POSITIONS.

Ben Garland

BEN GARLAND
DIRECTOR OF MAINTENANCE

DUNCAN PUBLIC SCHOOLS
MEMORANDUM

TO: DUNCAN PUBLIC SCHOOLS BOARD OF EDUCATION
FROM: BEN GARLAND, DIRECTOR OF MAINTENANCE
DATE: FEBRUARY 23, 2026
SUBJECT: SUMMER PAINT CREW

I WOULD LIKE TO REQUEST PERMISSION TO HIRE A SUMMER PAINT CREW. I ANTICIPATE HIRING 6 EMPLOYEES TO FILL THE POSITIONS.

Ben Garland

BEN GARLAND
DIRECTOR OF MAINTENANCE

CONSENT FORM

For Sale of Product at Wal-Mart Stores

School Granting Consent _____
Address _____
City, State Zip _____

Dear Administrator,

This consent form confirms that you are granting Wal-Mart Stores, Inc. the non-exclusive right to sell Apparel which bears your school name and logos (including Trademarks and/or Copyrighted Material) at Store Nos. _____, _____ and _____ (store numbers will be filled in by Cotton Gallery)

For good and valuable consideration, including the promotion of school spirit, community pride, goodwill and royalty payments receipt of which is acknowledged, you hereby grant Wal-Mart the non-exclusive right and Cotton Gallery, Ltd., the license to manufacture and/or sell Apparel bearing your school's name and logos (including Trademarks or Copyrighted Material.) The Cotton Gallery will pay the school named above an 8% royalty on the gross sale price of all items sold. The royalty shall be paid on a quarterly basis. The quality of such Apparel shall be high. Such right will continue until December 31, 2029 and can only be extended beyond 2029 with permission from _____.

The school may upon official written notice cancel this contract effective 30 days after the date of the written notice during the term of this agreement.

Please take a moment to fill in the blanks below:
School colors _____
School mascot _____

Sincerely,
Tim Loesche
President-Cotton Gallery Ltd.
799 44th St
Marion, IA 52302
Phone: 1-800-211-9321

Please indicate your agreement by signing below.

By: _____ (signature) _____ (print)
Its: _____ (title) Date: _____
Phone number: _____
Email: _____

Please fax back to 319-377-6747 or scan and email to ehubbell@cottongallery.com.

BOARD APPROVED

MAR 10 2026

ITEM # 7.m.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: District

Vendor Requested: N/A

Item Request Description: CONSENT FORM WITH WAL-MART, INC. AND COTTON GALLERY, LTD FOR THE NON-EXCLUSIVE SALE OF PRODUCTS(S) BEARING THE DPS NAME AND LOGO ENDING 12/31/2029

(DPS will receive an 8% royalty on sales)

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Vendum — 03/09/20026

Requestor or Principal — Date

Budget Administrator or Business Office Manager — Date

Dr Charna Byerly — MAR 09 2026

~~Assistant Superintendent or~~ Superintendent — Date

CONSENT FORM

For Sale of Product at Wal-Mart Stores

School Granting Consent Duncan Public Schools
Address P.O. Box 1548
City, State Zip Duncan, OK 73534-1548

Dear Administrator,

This consent form confirms that you are granting Wal-Mart Stores, Inc. the non-exclusive right to sell Apparel which bears your school name and logos (including Trademarks and/or Copyrighted Material) at Store Nos. _____, _____ and _____ (store numbers will be filled in by Cotton Gallery)

For good and valuable consideration, including the promotion of school spirit, community pride, goodwill and royalty payments receipt of which is acknowledged, you hereby grant Wal-Mart the non-exclusive right and Cotton Gallery, Ltd., the license to manufacture and/or sell Apparel bearing your school's name and logos (including Trademarks or Copyrighted Material.) The Cotton Gallery will pay the school named above an 8% royalty on the gross sale price of all items sold. The royalty shall be paid on a quarterly basis. The quality of such Apparel shall be high. Such right will continue until December 31, 2029 and can only be extended beyond 2029 with permission from the Duncan Board of Education.

The school may upon official written notice cancel this contract effective 30 days after the date of the written notice during the term of this agreement.

Please take a moment to fill in the blanks below:
School colors _____
School mascot Duncan Demons

Sincerely,
Tim Loesche
President-Cotton Gallery Ltd.
799 44th St
Marion, IA 52302
Phone: 1-800-211-9321

Please indicate your agreement by signing below.

By: _____ (signature) Carl Buckholts (print)
Its: Board President (title) Date: 03/10/2026
Phone number: (580) 255-0686
Email: kelly.henderson@duncanps.org

Please fax back to 319-377-6747 or scan and email to ehubbell@cottongallery.com.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: 054 MAINTENANCE

Vendor Requested: DAVIS AIR CONDITIONING, LLC

Item Request Description: REPAIRS & REPLACEMENT OF DISTRICT HVAC UNITS, ICE MACHINES, REFRIGERATORS, & FREEZERS PREVENTATIVE MAINTENANCE FOR DISTRICT HVAC UNITS MARCH - JUNE 2026

Dollar Amount Requested (if applicable): $75,000.00

Fund Requested: 21 - Building

Budget/Activity Account Requested: 054 - MAINTENANCE

Ben [illegible] — 2-27-26

Signature of Requestor/Principal — Date

L McCann — 03-05-2026

Signature of ~~Budget Director~~ Treasurer — Date

For [illegible] — MAR 0 5 2026

Signature of ~~Assistant~~ Superintendent — Date

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	02/26/2026
Requested by:	BEN GARLAND
School/Dept:	054 MAINTENANCE
Account/Prog:	21 BUILDING

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [x] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
DAVIS AIR CONDITIONING, LLC
399 S. HWY 81
DUNCAN, OK 73533
580-252-1787

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
1	REPAIRS & REPLACEMENT OF DISTRICT	$ 75,000.00	$ 75,000.00	6	21	054	2620	433	000	0000	000	050
	HVAC UNITS, ICE MACHINES,											
	REFRIGERATORS, & FREEZERS											
	PREVENTATIVE MAINTENANCE FOR											
	DISTRICT HVAC UNITS											
	MARCH - JUNE 2026											
Quote #1	DAVIS $60 PER HOUR-SEE ATTACHMENT											
Quote #2	DEHART $85 PER HOUR-SEE ATTACHMENT											
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 75,000.00									

Ben Garland
SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

Quote #1

Independent School District #69-I001 of Stephens County, Oklahoma d/b/a Duncan Public Schools
Invitation to Bid # 2026001

District Wide HVAC Replacements / Repairs & Refrigeration Services

Return Sealed Proposal to this address:

DPS Purchasing Department
1740 W. Spruce
Duncan, OK 73533

Date of Issuance: 02/05/2026

Bidder Name: Davis Air Conditioning LLC	**Bid Number: 2026001**
Bidder Address: 399 S. Highway 81	**Bid Name: District Wide HVAC Replacements/Repairs & Refrigeration Services**
Bidder Phone & Facsimile: 580-252-1787	**Bid Due Date: 02/26/2026**
Bidder Email Address: scott@davis-air.com	**Bid Due Time: 9:00 AM CST**

Vendor hereby agrees to comply with all conditions of this Invitation to Bid and ensuing proposal. Bidder guarantees that the product offered will meet or exceed specifications identified in this proposal.

REQUIRES A MANDATORY VENDOR MEETING ON FEBRUARY 19, 2026, AT 9:00 AM AT THE MAINTENANCE DEPARTMENT BUILDING, 211 EAST BEECH, DUNCAN, OK. FINALISTS MUST ATTEND THE VENDOR MEETING TO SUBMIT A BID RESPONSE.

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools conducts all bids in accordance with DPS Board of Education approved policy. Contracts for one item/service, or multiples of that item/service in excess of $25,000 shall be awarded based on the results of a sealed bid. In the event that a construction/improvement project exceeds $50,000, regulations of the Competitive Bid Act of 1974 will be enforced.

Non-Collusion Affidavit

State of Oklahoma

County of Stephens

_____, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Signature of Representative: [signature]

Subscribed and sworn to before me this 25 day of February 2026

My Commission expires: May 24, 2026

Mackenzie Matlock
Notary Public

MACKENZIE MATLOCK
COMM. NO. 22007181
NOTARY PUBLIC
EXP. 05/24/2026
STATE OF OKLAHOMA

Quote # 1

Pricing Page Invitation to Bid # 2026001 District Wide HVAC Replacements / Repairs & Refrigeration Services	
Scott McM Signature of Authorized Agent	SCOTT McMURRAN Printed Name of Authorized Agent
Failure to sign this form will disqualify bid.	

PLEASE NOTE: Any installation, configuration or equipment cost required by service provider must be listed and clearly stated in bid response.

All projects will be done on an as needed basis and will be contingent upon the availability of funds.

Diagnostic Rate Charge $ 60.00

Hourly Service Rate $ 60.00 per man $70.00 Refrigeration

Trip Charge/Mobilization Fees $ none

Materials - Cost/Plus $ 30% under $100.00 20% over $100.00

Rental Equipment if needed cost $ Cost + 10%

Debris - Dump fee $ None

What would be your maximum percentage markup of materials? $ See above

Overtime - When does your overtime start? $ After 5:00pm
Overtime will be monitored and should be avoided unless an emergency situation occurs. Overtime must be pre-approved by the district contact.

HVAC Preventative Maintenance Plan: $ 50.00/Condenser
$ 2.00/Filter with Maintenance

This plan is to include changing out HVAC filters and cleaning the coils on each unit, as needed.
Filters will be provided by Duncan Public Schools and delivered to each district site.

High School Rate is $70.00 per man

Questionnaire
Invitation to Bid 2026001
District Wide HVAC Replacements / Repairs & Refrigeration Services

Please submit answers to this questionnaire on your letterhead.

1. Location of firm's office (Address) 399 S. Highway 81, Duncan, OK 73533

2. Names, telephone numbers and/or email addresses of client contact person on all above listed projects.
Scott McMurran scottm@Davis-air.com 580-252-1787

3. Recent demonstration of your firm's ability to complete projects successfully, on time and within budget by attaching a resume for the past 5 years of jobs. Response to this question should include dates and schedules; it could also include letters of reference from vendors.

4. List any work the company failed to complete. None

5. Must be registered and have a commercial endorsement with the Oklahoma Construction Industries Board. yes

6. Letter from the manufacturer stating the vendor is an authorized dealer. Attached

7. Letter form the manufacturer stating vendor or vendor's sub-contractor is an approved installer.
Attached

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Scott McMurran, represents that he/she is the owner or an officer of \ Davis Air Conditioning who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 25 day of February.

Vendor Name (type or print) Davis Air Conditioning, LLC

Authorized Representative (type or print) Scott McMurran

Authorized Representative's Signature [signature]

Federal ID # or Social Security Number 46-4220896

Return Declaration to: Independent School District #69-I001 of Stephens County, OK
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

(This affidavit shall accompany the bid)

Business Relationships Affidavit

State of Oklahoma

County of Stephens

SCOTT MCMURRAN, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

None

Affiant further states that any such business relationship presently in effect or which existed within (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

(If none of the business relationships mentioned above exist, Affiant should state so.)

Signature of Representative: Scott McM

Subscribed and sworn to before this 25 day of February, 2026

Mackenzie Matlock
Notary Public

May 24, 2026
My commission expires

MACKENZIE MATLOCK
COMM. NO. 22007181
NOTARY PUBLIC
EXP. 05/24/2026
STATE OF OKLAHOMA

(This affidavit shall accompany the bid)

Contract Affidavit

State of Oklahoma

COUNTY OF Stephens

Scott McMurran, of lawful age, being first duly sworn, on oath, says that (s)he is the agent authorized by the dealer to submit the attached contract to the Board of Education, Duncan, Oklahoma. Affiant further states that dealer has not paid, given, nor donated, or agreed to pay, give, or donate to any officer or employee of the Board of Education, Duncan, Oklahoma, any money or other thing of value, either directly or indirectly in the procuring of the contract.

Signature

Subscribed and sworn before me this day:

February 25 2026

Mackenzie Matlock

Notary Public

May 24, 2026

My commission expires

MACKENZIE MATLOCK
COMM. NO. 22007181
NOTARY PUBLIC
EXP. 05/24/2026
STATE OF OKLAHOMA

DAVIAIR-01

DHARELIK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 1/16/2026

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

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

PRODUCER
BancFirst Insurance Services, Inc.
13230 Pawnee Drive, Suite 205
Oklahoma City, OK 73114

CONTACT NAME: Dawn Harelik
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS: dawn.harelik@bancfirst.insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Central Mutual Insurance	20230
INSURER B : Stonetrust Premier Casualty Insurance Co	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Davis Air Conditioning, LLC
399 S Hwy 81
Duncan, OK 73533

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:	X		CLP9611031	10/1/2025	10/1/2026	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			BAP9611032	10/1/2025	10/1/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			CXS9611033	10/1/2025	10/1/2026	EACH OCCURRENCE	$ 1,000,000
							AGGREGATE	$ 1,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WCV00467092025A	10/1/2025	10/1/2026	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is an additional insured as required by written contract with respects to General Liability.

DAVIS AIR CONDITIONING, LLC ADDITIONAL LOCATION 1627 SE 1st Lawton OK 73501

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Ron L. Hammond

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2 Business name/disregarded entity name, if different from above.
DAVIS AIR CONDITIONING, LLC

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☑ S corporation ☐ Partnership ☐ Trust/estate

☑ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . _____
Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) _____

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.
399 S HWY 81

Requester's name and address (optional)

6 City, state, and ZIP code
DUNCAN, OK 73533

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number
4 6 – 4 2 2 0 8 9 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** Mackenzie Mattock **Date** 1-9-26

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Quote # 2

Independent School District #69-I001 of Stephens County, Oklahoma d/b/a Duncan Public Schools
Invitation to Bid # 2026001

District Wide HVAC Replacements / Repairs & Refrigeration Services

Return Sealed Proposal to this address:

DPS Purchasing Department
1740 W. Spruce
Duncan, OK 73533

Date of Issuance: 02/05/2026

Bidder Name: DeHart Air Conditioning & Electronics Inc.	**Bid Number: 2026001**
Bidder Address: 1201 South 4th Street	**Bid Name: District Wide HVAC Replacements/Repairs & Refrigeration Services**
Bidder Phone & Facsimile: 405-224-0184	**Bid Due Date: 02/26/2026**
Bidder Email Address: Sdehart@dehartair.com	**Bid Due Time: 9:00 AM CST**

Vendor hereby agrees to comply with all conditions of this Invitation to Bid and ensuing proposal. Bidder guarantees that the product offered will meet or exceed specifications identified in this proposal.

REQUIRES A MANDATORY VENDOR MEETING ON FEBRUARY 19, 2026, AT 9:00 AM AT THE MAINTENANCE DEPARTMENT BUILDING, 211 EAST BEECH, DUNCAN, OK. FINALISTS MUST ATTEND THE VENDOR MEETING TO SUBMIT A BID RESPONSE.

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools conducts all bids in accordance with DPS Board of Education approved policy. Contracts for one item/service, or multiples of that item/service in excess of $25,000 shall be awarded based on the results of a sealed bid. In the event that a construction/improvement project exceeds $50,000, regulations of the Competitive Bid Act of 1974 will be enforced.

Non-Collusion Affidavit

State of Oklahoma

County of Grady

Seth L. DeHart, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Signature of Representative: _____

Subscribed and sworn to before me this 26th day of February 2026

My Commission expires: 8-14-27

Dana S. Smith
Notary Public

DANA S. SMITH
Notary Public - State of Oklahoma
Grady County
Commission # 03010832
My Commission Expires Aug. 14, 2027

Quote #2

Pricing Page Invitation to Bid # 2026001 District Wide HVAC Replacements / Repairs & Refrigeration Services	
Signature of Authorized Agent	Seth L. DeHart Printed Name of Authorized Agent
Failure to sign this form will disqualify bid.	

PLEASE NOTE: Any installation, configuration or equipment cost required by service provider must be listed and clearly stated in bid response.

All projects will be done on an as needed basis and will be contingent upon the availability of funds.

Diagnostic Rate Charge	$ None
Hourly Service Rate	$ 85.00
Trip Charge/Mobilization Fees	$ none
Materials - Cost/Plus	$ See attachment
Rental Equipment if needed cost	$ cost + 10%
Debris - Dump fee	$ none
What would be your maximum percentage markup of materials?	$ See attachment
Overtime - When does your overtime start?	$ none

Overtime will be monitored and should be avoided unless an emergency situation occurs. Overtime must be pre-approved by the district contact.

HVAC Preventative Maintenance Plan: $ See attachment

This plan is to include changing out HVAC filters and cleaning the coils on each unit, as needed.
Filters will be provided by Duncan Public Schools and delivered to each district site.

DeHart
Air Conditioning
Where quality meets comfort since 1920

Professional HVAC Service & Installation

PARTS PRICING POLICY

Effective Date: _March 2026_____

At DeHart Heating & Air, we are committed to transparent and consistent pricing. The following structure outlines our standard parts markup policy.

TIER 1: PARTS COST $0.00 – $99.00

Markup: 75%

Pricing Formula:
Sell Price = Cost × 1.75

TIER 2: PARTS COST $100.00 – $199.00

Markup: 50%

Pricing Formula:
Sell Price = Cost × 1.50

TIER 3: PARTS COST $200.00 AND ABOVE

Markup: 33%

Pricing Formula:
Sell Price = Cost × 1.33

QUICK REFERENCE TABLE

Parts Cost Range	Markup Percentage	Multiplier
$0 – $99	75%	1.75
$100 – $199	50%	1.50
$200+	33%	1.33

Notes: - Pricing applies to standard stocked and special-order parts. - Freight, expedited shipping, or specialty sourcing may be added when applicable. - Management reserves the right to adjust pricing for unique or large-scale projects.

Thank you for choosing DeHart Heating & Air.

DeHart Heating & Air
Phone: _____
Email: _____
Website: _____

DeHart
Air Conditioning
Where quality meets comfort since 1920

1201 South 4th Street Chickasha OK73018
405-224-0184

PREVENTATIVE MAINTENANCE SERVICE PROPOSAL

Cooling Season Preparation – 2026

FOR
Duncan Public Schools
Duncan, Oklahoma

PURPOSE

DeHart Air Conditioning proposes to provide a one-time preventative maintenance service for Duncan Public Schools to prepare all HVAC and refrigeration systems for the upcoming cooling season.

This service is designed to:

- Identify potential failures before peak summer demand
- Improve equipment reliability
- Reduce emergency breakdowns
- Document system condition
- Support district operational readiness

This proposal covers one complete maintenance cycle through the end of the current school year.

EQUIPMENT INCLUDED

- 381 HVAC Units (Package & Split Systems)
- 4 Walk-In Freezers
- 3 Walk-In Coolers
- 12 Ice Machines
- High School Boiler/Chiller Central Plant

SCOPE OF WORK

HVAC Equipment – Cooling Inspection

One complete cooling inspection per unit, including:

- Electrical inspection and tightening
- Contactor and capacitor testing
- Refrigerant pressure verification
- Coil condition inspection (light cleaning included)
- Condensate drain inspection
- Blower motor inspection
- Thermostat operation verification
- General safety and performance check
- Digital documentation and reporting

Walk-In Coolers & Freezers

One inspection per unit, including:

- Refrigerant system inspection
- Coil inspection
- Electrical component inspection
- Defrost system verification
- Temperature calibration check
- Documentation of findings

Ice Machines

One complete cleaning and sanitation, including:

- Manufacturer-recommended cleaning
- Descaling
- Operational verification
- Documentation

High School Boiler/Chiller Plant

One cooling season inspection, including:

- Operational review
- Electrical inspection
- Pump and flow inspection
- Safety control verification
- Performance documentation

TOTAL INVESTMENT

$38,900.00

This pricing includes all labor associated with the above scope of work.

Repairs, parts, refrigerant, chemical treatments, and specialty testing are excluded and will require district approval prior to completion.

TERMS

- Service to be scheduled in coordination with district administration
- Work to be completed prior to peak cooling demand
- Proposal valid for 30 days
- After-hours service excluded unless requested

COMMITMENT

DeHart Air Conditioning maintains five licensed technicians serving the Duncan area, providing the manpower depth and response capacity necessary to support all district facilities.

Our goal is to ensure Duncan Public Schools enter the summer season prepared and confident in system performance.

Respectfully submitted,

DeHart Air Conditioning
"Where Quality Meets Comfort Since 1920"

Questionnaire
Invitation to Bid 2026001
District Wide HVAC Replacements / Repairs & Refrigeration Services

Please submit answers to this questionnaire on your letterhead.

1. Location of firm's office (Address)

2. Names, telephone numbers and/or email addresses of client contact person on all above listed projects.

3. Recent demonstration of your firm's ability to complete projects successfully, on time and within budget by attaching a resume for the past 5 years of jobs. Response to this question should include dates and schedules; it could also include letters of reference from vendors.

4. List any work the company failed to complete.

5. Must be registered and have a commercial endorsement with the Oklahoma Construction Industries Board.

6. Letter from the manufacturer stating the vendor is an authorized dealer.

7. Letter form the manufacturer stating vendor or vendor's sub-contractor is an approved installer.

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Seth L. DeHart, **represents that he/she is the owner or an officer of ** DeHart Air Conditioning, **who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.**

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> **It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.**

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 26th **day of** 2026.

Vendor Name (type or print) DeHart Air Conditioning & Electronics Inc.

Authorized Representative (type or print) Seth L. DeHart

Authorized Representative's Signature _____

Federal ID # or Social Security Number 73-0774920

Return Declaration to: **Independent School District #69-I001 of Stephens County, OK**
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

(This affidavit shall accompany the bid)

Business Relationships Affidavit

State of Oklahoma

County of Grady

Seth L. DeHart, **of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:**

None

Affiant further states that any such business relationship presently in effect or which existed within (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

(If none of the business relationships mentioned above exist, Affiant should state so.)

None

Signature of Representative: _____

Subscribed and sworn to before this 26th **day of** 2026.

Notary Public

August 14, 2027

My commission expires

DANA S. SMITH
Notary Public - State of Oklahoma
Grady County
Commission # 03010832
My Commission Expires Aug. 14, 2027

(This affidavit shall accompany the bid)

Contract Affidavit

State of Oklahoma

COUNTY OF Grady

Seth L. DeHart, of

lawful age, being first duly sworn, on oath, says that (s)he is the agent authorized by the dealer to submit the attached contract to the Board of Education, Duncan, Oklahoma. Affiant further states that dealer has not paid, given, nor donated, or agreed to pay, give, or donate to any officer or employee of the Board of Education, Duncan, Oklahoma, any money or other thing of value, either directly or indirectly in the procuring of the contract.

Signature

Subscribed and sworn before me this day:

February 26, 2026

Notary Public

My commission expires August 14, 2027

DANA S. SMITH
Notary Public - State of Oklahoma
Grady County
Commission # 03010832
My Commission Expires Aug. 14, 2027

DUNCAN PUBLIC SCHOOLS
PO BOX 1548 1740 WEST SPRUCE
DUNCAN, OK 73534 1548
(580) 255-0686 Fax: (580) 252-2453

Purchase Order Number
21180

Date of Purchase Order: 11 Mar 2026

General Description : 054-PREVENTATIVE MAINT, REPLACE, & REPAIR OF HV...

To:
DAVIS AIR CONDITIONING, LLC
399 S HWY 81
DUNCAN, OK 73533

Conditions:

1. Invoices to be rendered in duplicate.
2. No payment to be made until order complete.
3. Goods to be delivered F.O.B. as per address in upper left.
4. Exempt from Sales Tax per state statute.
5. Deliveries acknowledge subject to Purchaser's Inspection.

Ship To:
DUNCAN PUBLIC SCHOOLS
1740 W SPRUCE AVE
DUNCAN, OK 73533

ATTN: MAINTENANCE KDH

Channa Byerly

Purchase Approved By : CHANNA BYERLY
FY 2025-2026 BUILDING FUND- 21

Qty	Description	Unit Price	Total Price
	PRJ 054 FUNC 2620 OBJ 433 PRG 000 SUBJ 0000 JOB 000 SITE 050		
	054-PREVENTATIVE MAINT, REPLACE, & REPAIR OF HVAC UNITS, ICE MACHINES, FREEZERS, ETC (BA 031026 #7N)		$75,000.00
		Sub Total:	**$75,000.00**
		Grand Total:	**$75,000.00**

DUNCAN PUBLIC SCHOOLS
PO BOX 1548 1740 WEST SPRUCE
DUNCAN, OK 73534 1548
(580) 255-0686 Fax: (580) 252-2453

NON-KICKBACK AFFIDAVIT

STATE OF

SS

COUNTY OF

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this (invoice, claim, or contract) is true and correct. Affiant further states that the (work, services, or materials) as shown by this invoice or claim will be (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, given or donated or agreed to pay, give or donate, either 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 or the award of this contract.

DAVIS AIR CONDITIONING, LLC

Purchase Order: 2026-21 Number: 21180

Vendor / Company Name

DAVIS AIR CONDITIONING, LLC by: _____

Architect, Contractor, Supplier, Engineer

Attested (witnessed) to before me this _____ day of _____, 2026.

_____

(Signature of Witness)

Oklahoma law requires school districts to obtain a properly signed and witnessed NON-KICKBACK AFFIDAVIT from any vendor submitting an invoice/purchase order for $25,000.00 or more.

BOARD APPROVED

MAR 10 2026

ITEM # 7.N.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: 054 MAINTENANCE

Vendor Requested: DAVIS AIR CONDITIONING, LLC

Item Request Description: REPAIRS & REPLACEMENT OF DISTRICT HVAC UNITS, ICE MACHINES, REFRIGERATORS, & FREEZERS

PREVENTATIVE MAINTENANCE FOR DISTRICT HVAC UNITS

MARCH - JUNE 2026

Dollar Amount Requested (if applicable): $75,000.00

Fund Requested: 21 - Building

Budget/Activity Account Requested: 054 - MAINTENANCE

Ben [illegible] — 2-27-26

Signature of Requestor/Principal — Date

L McCann — 03-05-2026

Signature of ~~Budget Director~~ Treasurer — Date

MAR 05 2026

Signature of ~~Assistant~~ Superintendent — Date

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	02/26/2026
Requested by:	BEN GARLAND
School/Dept:	054 MAINTENANCE
Account/Prog:	21 BUILDING

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [x] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
DAVIS AIR CONDITIONING, LLC
399 S. HWY 81
DUNCAN, OK 73533
580-252-1787

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
1	REPAIRS & REPLACEMENT OF DISTRICT	$ 75,000.00	$ 75,000.00	6	21	054	2620	433	000	0000	000	050
	HVAC UNITS, ICE MACHINES,											
	REFRIGERATORS, & FREEZERS											
	PREVENTATIVE MAINTENANCE FOR											
	DISTRICT HVAC UNITS											
	MARCH - JUNE 2026											
Quote #1	DAVIS $60 PER HOUR-SEE ATTACHMENT											
Quote #2	DEHART $85 PER HOUR-SEE ATTACHMENT											
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 75,000.00									

Ben Garland
SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

Quote #1

Independent School District #69-I001 of Stephens County, Oklahoma d/b/a Duncan Public Schools
Invitation to Bid # 2026001

District Wide HVAC Replacements / Repairs & Refrigeration Services

Return Sealed Proposal to this address:

DPS Purchasing Department
1740 W. Spruce
Duncan, OK 73533

Date of Issuance: 02/05/2026

Bidder Name: Davis Air Conditioning LLC	**Bid Number: 2026001**
Bidder Address: 399 S. Highway 81	**Bid Name: District Wide HVAC Replacements/Repairs & Refrigeration Services**
Bidder Phone & Facsimile: 580-252-1787	**Bid Due Date: 02/26/2026**
Bidder Email Address: scott@davis-air.com	**Bid Due Time: 9:00 AM CST**

Vendor hereby agrees to comply with all conditions of this Invitation to Bid and ensuing proposal. Bidder guarantees that the product offered will meet or exceed specifications identified in this proposal.

REQUIRES A MANDATORY VENDOR MEETING ON FEBRUARY 19, 2026, AT 9:00 AM AT THE MAINTENANCE DEPARTMENT BUILDING, 211 EAST BEECH, DUNCAN, OK. FINALISTS MUST ATTEND THE VENDOR MEETING TO SUBMIT A BID RESPONSE.

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools conducts all bids in accordance with DPS Board of Education approved policy. Contracts for one item/service, or multiples of that item/service in excess of $25,000 shall be awarded based on the results of a sealed bid. In the event that a construction/improvement project exceeds $50,000, regulations of the Competitive Bid Act of 1974 will be enforced.

Non-Collusion Affidavit

State of Oklahoma

County of Stephens

_____, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Signature of Representative: [signature]

Subscribed and sworn to before me this 25 day of February 2026

My Commission expires: May 24, 2026

Mackenzie Matlock
Notary Public

MACKENZIE MATLOCK
COMM. NO. 22007181
NOTARY PUBLIC
EXP. 05/24/2026
STATE OF OKLAHOMA

Quote # 1

Pricing Page Invitation to Bid # 2026001 District Wide HVAC Replacements / Repairs & Refrigeration Services	
Scott McMurran Signature of Authorized Agent	SCOTT McMURRAN Printed Name of Authorized Agent
Failure to sign this form will disqualify bid.	

PLEASE NOTE: Any installation, configuration or equipment cost required by service provider must be listed and clearly stated in bid response.

All projects will be done on an as needed basis and will be contingent upon the availability of funds.

Diagnostic Rate Charge $ 60.00

Hourly Service Rate $ 60.00 per man $70.00 Refrigeration

Trip Charge/Mobilization Fees $ none

Materials - Cost/Plus $ 30% under $100.00 20% over $100.00

Rental Equipment if needed cost $ Cost + 10%

Debris - Dump fee $ None

What would be your maximum percentage markup of materials? $ See above

Overtime - When does your overtime start? $ After 5:00pm
Overtime will be monitored and should be avoided unless an emergency situation occurs. Overtime must be pre-approved by the district contact.

HVAC Preventative Maintenance Plan: $ 50.00/Condenser
$2.00/Filter with Maintenance

This plan is to include changing out HVAC filters and cleaning the coils on each unit, as needed.
Filters will be provided by Duncan Public Schools and delivered to each district site.

High School Rate is $70.00 per man

Questionnaire
Invitation to Bid 2026001
District Wide HVAC Replacements / Repairs & Refrigeration Services

Please submit answers to this questionnaire on your letterhead.

1. Location of firm's office (Address) 399 S. Highway 81, Duncan, OK 73533

2. Names, telephone numbers and/or email addresses of client contact person on all above listed projects.
Scott McMurran scottm@Davis-air.com 580-252-1787

3. Recent demonstration of your firm's ability to complete projects successfully, on time and within budget by attaching a resume for the past 5 years of jobs. Response to this question should include dates and schedules; it could also include letters of reference from vendors.

4. List any work the company failed to complete. None

5. Must be registered and have a commercial endorsement with the Oklahoma Construction Industries Board. yes

6. Letter from the manufacturer stating the vendor is an authorized dealer.
Attached

7. Letter form the manufacturer stating vendor or vendor's sub-contractor is an approved installer.
Attached

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Scott McMurran, represents that he/she is the owner or an officer of \ Davis Air Conditioning who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> **It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.**

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 25 **day of** February.

Vendor Name (type or print) Davis Air Conditioning, LLC

Authorized Representative (type or print) Scott McMurran

Authorized Representative's Signature [signature]

Federal ID # or Social Security Number 46-4220896

Return Declaration to: **Independent School District #69-I001 of Stephens County, OK**
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

(This affidavit shall accompany the bid)

Business Relationships Affidavit

State of Oklahoma

County of Stephens

Scott McMurran, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

None

Affiant further states that any such business relationship presently in effect or which existed within (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

(If none of the business relationships mentioned above exist, Affiant should state so.)

Signature of Representative: Scott McM

Subscribed and sworn to before this 25 day of February, 2026

Mackenzie Matlock
Notary Public

May 24, 2026
My commission expires

MACKENZIE MATLOCK
COMM. NO. 22007181
NOTARY PUBLIC
EXP. 05/24/2026
STATE OF OKLAHOMA

(This affidavit shall accompany the bid)

Contract Affidavit

State of Oklahoma

COUNTY OF Stephens

Scott McMurran, of lawful age, being first duly sworn, on oath, says that (s)he is the agent authorized by the dealer to submit the attached contract to the Board of Education, Duncan, Oklahoma. Affiant further states that dealer has not paid, given, nor donated, or agreed to pay, give, or donate to any officer or employee of the Board of Education, Duncan, Oklahoma, any money or other thing of value, either directly or indirectly in the procuring of the contract.

Signature

Subscribed and sworn before me this day:

February 25 2026

Mackenzie Matlock
Notary Public

My commission expires May 24, 2026

MACKENZIE MATLOCK
COMM. NO. 22007181
NOTARY PUBLIC
EXP. 05/24/2026
STATE OF OKLAHOMA

DAVIAIR-01

DHARELIK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 1/16/2026

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

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

PRODUCER
BancFirst Insurance Services, Inc.
13230 Pawnee Drive, Suite 205
Oklahoma City, OK 73114

CONTACT NAME: Dawn Harelik
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS: dawn.harelik@bancfirst.insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Central Mutual Insurance	20230
INSURER B : Stonetrust Premier Casualty Insurance Co	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Davis Air Conditioning, LLC
399 S Hwy 81
Duncan, OK 73533

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X		CLP9611031	10/1/2025	10/1/2026	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			BAP9611032	10/1/2025	10/1/2026	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB / X OCCUR			CXS9611033	10/1/2025	10/1/2026	EACH OCCURRENCE	$ 1,000,000
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED / RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A		WCV00467092025A	10/1/2025	10/1/2026	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is an additional insured as required by written contract with respects to General Liability.

DAVIS AIR CONDITIONING, LLC ADDITIONAL LOCATION 1627 SE 1st Lawton OK 73501

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Ron L. Hammond

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2 Business name/disregarded entity name, if different from above.
DAVIS AIR CONDITIONING, LLC

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☑ S corporation ☐ Partnership ☐ Trust/estate

☑ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . _____
Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) _____

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.
399 S HWY 81

Requester's name and address (optional)

6 City, state, and ZIP code
DUNCAN, OK 73533

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number
4 6 – 4 2 2 0 8 9 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** Mackenzie Mattock **Date** 1-9-26

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

EXPIRES 08/31/2026 066490
SCOTT H MCMURRAN

Mechanical Contractor 066490
AC-U REF-I HE-U NGP-I SM-I PP-I

Quote # 2

Independent School District #69-I001 of Stephens County, Oklahoma d/b/a Duncan Public Schools
Invitation to Bid # 2026001

District Wide HVAC Replacements / Repairs & Refrigeration Services

Return Sealed Proposal to this address:

DPS Purchasing Department
1740 W. Spruce
Duncan, OK 73533

Date of Issuance: 02/05/2026

Bidder Name: DeHart Air Conditioning & Electronics Inc.	**Bid Number: 2026001**
Bidder Address: 1201 South 4th Street	**Bid Name: District Wide HVAC Replacements/Repairs & Refrigeration Services**
Bidder Phone & Facsimile: 405-224-0184	**Bid Due Date: 02/26/2026**
Bidder Email Address: Sdehart@dehartair.com	**Bid Due Time: 9:00 AM CST**

Vendor hereby agrees to comply with all conditions of this Invitation to Bid and ensuing proposal. Bidder guarantees that the product offered will meet or exceed specifications identified in this proposal.

REQUIRES A MANDATORY VENDOR MEETING ON FEBRUARY 19, 2026, AT 9:00 AM AT THE MAINTENANCE DEPARTMENT BUILDING, 211 EAST BEECH, DUNCAN, OK. FINALISTS MUST ATTEND THE VENDOR MEETING TO SUBMIT A BID RESPONSE.

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools conducts all bids in accordance with DPS Board of Education approved policy. Contracts for one item/service, or multiples of that item/service in excess of $25,000 shall be awarded based on the results of a sealed bid. In the event that a construction/improvement project exceeds $50,000, regulations of the Competitive Bid Act of 1974 will be enforced.

Non-Collusion Affidavit

State of Oklahoma

County of Grady

Seth L. DeHart, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Signature of Representative: _____

Subscribed and sworn to before me this 26th day of February 2026

My Commission expires: 8-14-27

Dana S. Smith
Notary Public

DANA S. SMITH
Notary Public - State of Oklahoma
Grady County
Commission # 03010832
My Commission Expires Aug. 14, 2027

Quote #2

Pricing Page Invitation to Bid # 2026001 District Wide HVAC Replacements / Repairs & Refrigeration Services	
Signature of Authorized Agent	Seth L. DeHart Printed Name of Authorized Agent
Failure to sign this form will disqualify bid.	

PLEASE NOTE: Any installation, configuration or equipment cost required by service provider must be listed and clearly stated in bid response.

All projects will be done on an as needed basis and will be contingent upon the availability of funds.

Diagnostic Rate Charge	$ None
Hourly Service Rate	$ 85.00
Trip Charge/Mobilization Fees	$ none
Materials - Cost/Plus	$ See attachment
Rental Equipment if needed cost	$ cost + 10%
Debris - Dump fee	$ none
What would be your maximum percentage markup of materials?	$ See attachment
Overtime - When does your overtime start?	$ none

Overtime will be monitored and should be avoided unless an emergency situation occurs. Overtime must be pre-approved by the district contact.

HVAC Preventative Maintenance Plan: $ See attachment

This plan is to include changing out HVAC filters and cleaning the coils on each unit, as needed.
Filters will be provided by Duncan Public Schools and delivered to each district site.

DeHart
Air Conditioning
Where quality meets comfort since 1920

Professional HVAC Service & Installation

PARTS PRICING POLICY

Effective Date: _March 2026_____

At DeHart Heating & Air, we are committed to transparent and consistent pricing. The following structure outlines our standard parts markup policy.

TIER 1: PARTS COST $0.00 – $99.00

Markup: 75%

Pricing Formula:
Sell Price = Cost × 1.75

TIER 2: PARTS COST $100.00 – $199.00

Markup: 50%

Pricing Formula:
Sell Price = Cost × 1.50

TIER 3: PARTS COST $200.00 AND ABOVE

Markup: 33%

Pricing Formula:
Sell Price = Cost × 1.33

QUICK REFERENCE TABLE

Parts Cost Range	Markup Percentage	Multiplier
$0 – $99	75%	1.75
$100 – $199	50%	1.50
$200+	33%	1.33

Notes: - Pricing applies to standard stocked and special-order parts. - Freight, expedited shipping, or specialty sourcing may be added when applicable. - Management reserves the right to adjust pricing for unique or large-scale projects.

Thank you for choosing DeHart Heating & Air.

DeHart Heating & Air
Phone: _____
Email: _____
Website: _____

DeHart
Air Conditioning
Where quality meets comfort since 1920

1201 South 4th Street Chickasha OK73018
405-224-0184

PREVENTATIVE MAINTENANCE SERVICE PROPOSAL

Cooling Season Preparation – 2026

FOR
Duncan Public Schools
Duncan, Oklahoma

PURPOSE

DeHart Air Conditioning proposes to provide a one-time preventative maintenance service for Duncan Public Schools to prepare all HVAC and refrigeration systems for the upcoming cooling season.

This service is designed to:

- Identify potential failures before peak summer demand
- Improve equipment reliability
- Reduce emergency breakdowns
- Document system condition
- Support district operational readiness

This proposal covers one complete maintenance cycle through the end of the current school year.

EQUIPMENT INCLUDED

- 381 HVAC Units (Package & Split Systems)
- 4 Walk-In Freezers
- 3 Walk-In Coolers
- 12 Ice Machines
- High School Boiler/Chiller Central Plant

SCOPE OF WORK

HVAC Equipment – Cooling Inspection

One complete cooling inspection per unit, including:

- Electrical inspection and tightening
- Contactor and capacitor testing
- Refrigerant pressure verification
- Coil condition inspection (light cleaning included)
- Condensate drain inspection
- Blower motor inspection
- Thermostat operation verification
- General safety and performance check
- Digital documentation and reporting

Walk-In Coolers & Freezers

One inspection per unit, including:

- Refrigerant system inspection
- Coil inspection
- Electrical component inspection
- Defrost system verification
- Temperature calibration check
- Documentation of findings

Ice Machines

One complete cleaning and sanitation, including:

- Manufacturer-recommended cleaning
- Descaling
- Operational verification
- Documentation

High School Boiler/Chiller Plant

One cooling season inspection, including:

- Operational review
- Electrical inspection
- Pump and flow inspection
- Safety control verification
- Performance documentation

TOTAL INVESTMENT

$38,900.00

This pricing includes all labor associated with the above scope of work.

Repairs, parts, refrigerant, chemical treatments, and specialty testing are excluded and will require district approval prior to completion.

TERMS

- Service to be scheduled in coordination with district administration
- Work to be completed prior to peak cooling demand
- Proposal valid for 30 days
- After-hours service excluded unless requested

COMMITMENT

DeHart Air Conditioning maintains five licensed technicians serving the Duncan area, providing the manpower depth and response capacity necessary to support all district facilities.

Our goal is to ensure Duncan Public Schools enter the summer season prepared and confident in system performance.

Respectfully submitted,

DeHart Air Conditioning
"Where Quality Meets Comfort Since 1920"

Questionnaire
Invitation to Bid 2026001
District Wide HVAC Replacements / Repairs & Refrigeration Services

Please submit answers to this questionnaire on your letterhead.

1. Location of firm's office (Address)

2. Names, telephone numbers and/or email addresses of client contact person on all above listed projects.

3. Recent demonstration of your firm's ability to complete projects successfully, on time and within budget by attaching a resume for the past 5 years of jobs. Response to this question should include dates and schedules; it could also include letters of reference from vendors.

4. List any work the company failed to complete.

5. Must be registered and have a commercial endorsement with the Oklahoma Construction Industries Board.

6. Letter from the manufacturer stating the vendor is an authorized dealer.

7. Letter form the manufacturer stating vendor or vendor's sub-contractor is an approved installer.

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Seth L. DeHart, represents that he/she is the owner or an officer of \ DeHart Air Conditioning, who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> **It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.**

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 26th **day of** 2026.

Vendor Name (type or print) DeHart Air Conditioning & Electronics Inc.

Authorized Representative (type or print) Seth L. DeHart

Authorized Representative's Signature _____

Federal ID # or Social Security Number 73-0774920

Return Declaration to:

Independent School District #69-I001 of Stephens County, OK
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

(This affidavit shall accompany the bid)

Business Relationships Affidavit

State of Oklahoma

County of Grady

Seth L. DeHart, **of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:**

None

Affiant further states that any such business relationship presently in effect or which existed within (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

(If none of the business relationships mentioned above exist, Affiant should state so.)

None

Signature of Representative: _____

Subscribed and sworn to before this 26th **day of** 2026.

Dana S. Smith

Notary Public

August 14, 2027

My commission expires

DANA S. SMITH
Notary Public - State of Oklahoma
Grady County
Commission # 03010832
My Commission Expires Aug. 14, 2027

(This affidavit shall accompany the bid)

Contract Affidavit

State of Oklahoma

COUNTY OF Grady

Seth L. DeHart, **of lawful age, being first duly sworn, on oath, says that (s)he is the agent authorized by the dealer to submit the attached contract to the Board of Education, Duncan, Oklahoma. Affiant further states that dealer has not paid, given, nor donated, or agreed to pay, give, or donate to any officer or employee of the Board of Education, Duncan, Oklahoma, any money or other thing of value, either directly or indirectly in the procuring of the contract.**

Signature

Subscribed and sworn before me this day:

February 26, 2026

Notary Public

My commission expires August 14, 2027

DANA S. SMITH
Notary Public - State of Oklahoma
Grady County
Commission # 03010832
My Commission Expires Aug. 14, 2027

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: 054 MAINTENANCE

Vendor Requested: RC MOWING, LLC

Item Request Description:

DISTRICT LAWN MAINTENANCE FOR MARCH 2026 - JUNE 2026

11 DATES OF SERVICE X $2525.00 = $27,775.00

Dollar Amount Requested (if applicable): $27,775.00

Fund Requested: 21 Building

Budget/Activity Account Requested: 054 MAINTENANCE

Signature of Requestor/Principal — Date: 3-4-26

Signature of ~~Budget Director~~ Treasurer — Date: 03-05-2026

Signature of ~~Assistant~~ Superintendent — Date: 3/5/26

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	03/04/2026
Requested by:	BEN GARLAND
School/Dept:	054 MAINTENANCE
Account/Prog:	21 BUILDING FUND

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
RC MOWING, LLC
314 N. 3RD ST.
DUNCAN, OK 73533
580-260-3399

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
1	DISTRICT LAWN MAINTENANCE	$ 27,775.00	$ 27,775.00	6	21	054	2630	420	000	0000	000	050
	MARCH 2026 - JUNE 2026											
	11 DATES OF SERVICE X $2525											
QUOTE #1	RC MOWING	$ 2,525.00										
QUOTE #2	B5 CONTRACTORS	$ 3,650.00										
QUOTE #3	F&W TREE COMPANY	$ 3,750.00										
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 27,775.00									

Ben Garland
SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

Quote #1

DUNCAN PUBLIC SCHOOLS LAWN MAINTENANCE
March 4, 2026, 9:00 AM
DPS Administration Office

COMPANY NAME: R.C mowing LLC

LOCATION		AMOUNT PER 1 TIME SERVICED
Administration Office Area		200.00
Baseball / Softball Slope Areas		90.00
Duncan High School		275.00
Duncan Middle School		250.00
Emerson Elementary		185.00
Family Education Center / Transportation		80.00
Horace Mann Elementary		200.00
Maintenance Lee Elementary		180.00
Mark Twain Elementary		285.00
Plato Elementary		180.00
Stadium Area		130.00
Transportation Bus Parking		40.00
Will Rogers PreK		180.00
Woodrow Wilson Elementary		250.00
TOTAL AMOUNT FOR DISTRICT PER 1 TIME SERVICED		2525.00 ✓

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/05/2026

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

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

PRODUCER 580-439-8800 Bartling Insurance Agency PO Box 610 Comanche, OK 73529	CONTACT NAME: Christina Priest PHONE (A/C, No, Ext): 580-439-8800 FAX (A/C, No): E-MAIL ADDRESS: christina@bartlinginsurance.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : HISCOX INS CO INC — 10200
INSURED 580-860-3399 RC MOWING LLC 314 N 3RD ST Duncan, OK 73533	INSURER B : AMERICAN BUILDERS INSURANCE COM — 25496
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	✔ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ✔ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ✔ POLICY ☐ PRO-JECT ☐ LOC OTHER:			P106.136.558	02/18/2026	02/18/2027	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WCV 0671997 01	03/05/2026	03/05/2027	✔ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$ 100,000
							E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Phone : Fax:

RC Mowing LLC
314 North 3rd Street

Duncan, OK 73533

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Christina Priest

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Ron Wire, represents that he/she is the owner or an officer of \ RE Mowing LLC, who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 03 day of March 2021.

Vendor Name (type or print) RE Mowing LLC

Authorized Representative (type or print) Ronald Wire

Authorized Representative's Signature [signature]

Federal ID # or Social Security Number _____

Return Declaration to: Independent School District #69-I001 of Stephens County, OK
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Malissa Hines, represents that he/she is the owner or an officer of \ B.C. Mowing LLC who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 03 day of March, 2026

Vendor Name (type or print) B C. Mowing LLC

Authorized Representative (type or print) Malissa Hines

Authorized Representative's Signature Malissa Hines

Federal ID # or Social Security Number 446-68-3190

Return Declaration to: Independent School District #69-I001 of Stephens County, OK
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

(This affidavit shall accompany the bid)

Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools

Declaration by Vendor Regarding Prohibition of Sex Offenders on School Premises

The undersigned, Corey Campbell, represents that he/she is the owner or an officer of \ RC Mowing LLC, who has the authority to make this declaration to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, as required by Section 6-101.48 of title 70 of the Oklahoma Statutes. I declare that no employee working on school premises during normal working hours under the authority of the above named company or business has been convicted in this State, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state's or the federal sex offender registration provisions.

I further understand that Title 57, O.S. Supp. 1999, Section 589 provides as follows, to-wit:

> It is unlawful for any person registered pursuant to the Oklahoma Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Oklahoma Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00)). In addition, the violator may be liable for civil damages.

I further declare that so long as the undersigned performs work or provides services to the Independent School District #69-I001 of Stephens County, OK d/b/a Duncan Public Schools, that the undersigned will at all times comply with the statutory provisions described herein.

Dated this 03 day of March, 2026.

Vendor Name (type or print) RC Mowing LLC

Authorized Representative (type or print) Corey Campbell

Authorized Representative's Signature [signature]

Federal ID # or Social Security Number 486 04 6698

Return Declaration to:

Independent School District #69-I001 of Stephens County, OK
d/b/a Duncan Public Schools
Purchasing Department
1740 W. Spruce
Duncan, OK 73533

DUNCAN PUBLIC SCHOOLS LAWN MAINTENANCE
March 4, 2026, 9:00 AM
DPS Administration Office

Quote #2

COMPANY NAME: B5 Contractors

LOCATION		AMOUNT PER 1 TIME SERVICED
Administration Office Area	$	200
Baseball / Softball Slope Areas	$	350
Duncan High School	$	350
Duncan Middle School	$	250
Emerson Elementary	$	200
Family Education Center / Transportation	$	300
Horace Mann Elementary	$	250
Maintenance Lee Elementary	$	250
Mark Twain Elementary	$	300
Plato Elementary	$	300
Stadium Area	$	300
Transportation Bus Parking	$	100
Will Rogers PreK	$	200
Woodrow Wilson Elementary	$	300
TOTAL AMOUNT FOR DISTRICT PER 1 TIME SERVICED	$	3,650 ✓

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/03/2026

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

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

PRODUCER
Yolanda DeCarlo Agency
1142 N Hwy 81
Duncan, Oklahoma 73533

CONTACT NAME: Yolanda DeCarlo
PHONE (A/C, No, Ext): 580-252-9955
FAX (A/C, No):
E-MAIL ADDRESS: ydecarlo@farmersagent.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A :	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
B5 Contractors
1371 N 9th St
Duncan, Oklahoma 73533

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$ 5000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

B5 Contractors
1371 N 9th
Duncan, Oklahoma 73533

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Yolanda DeCarlo

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

OKLAHOMA WORKERS' COMPENSATION COMMISSION

1915 N STILES AVE STE 231 · OKC, OK · 73105 · (405) 522-3222 · WCC.OK.GOV
Tulsa office · 201 Executive Center 5th Fl, 201 West 5th Street · Tulsa, Oklahoma 74103 · (918) 295-3732

AFFIDAVIT OF EXEMPT STATUS UNDER THE ADMINISTRATIVE WORKERS' COMPENSATION ACT

THIS SPACE FOR COMMISSION USE ONLY

FILED

02/27/2026

WORKERS' COMPENSATION COMMISSION

Affidavit Number: AES2026-061123
Effective Date: 02/27/2026,
Expiration Date: 02/27/2028, 12:01AM
Filing Type: New

I, **WILLIAM KYLE BENNETT**, state under penalty of perjury, as follows:

1. I, **WILLIAM KYLE BENNETT**, in my individual capacity or operating as **B5 CONTRACTORS**, have read, signed and attached the Exempt Status Fact Sheet and understand the definition of "employee" and specific exceptions to that definition found in 85A O.S. §2(18). I also understand that an Independent Contractor is one who engages to perform certain services for another, according to his own manner, method, free from control and direction of his contractor in all matters connected with the performance of the service, except as to the result or product of the work. A Contractor may be either (i) the owner of a project or job or (ii) an Independent Contractor in any tier who has subcontracted with a subcontractor.
2. I understand that based upon the representations in this Affidavit of Exempt Status ("Affidavit"), I am requesting that the recipient of this Affidavit consider my business to either (i) be exempt from the definition of "employee" or (ii) be that of an independent contractor, and that no workers' compensation insurance premium be charged for the services performed by my business. I do not want workers' compensation insurance and understand that I am not eligible for workers' compensation on benefits.
3. In the event changed circumstances make securing compensation pursuant to the requirements of the Administrative Workers' Compensation Act necessary, I will execute and file a Cancellation of Affidavit of Exempt Status with the Workers' Compensation Commission. I will obtain workers' compensation and employers' liability insurance for my employees if I have employees, unless they are otherwise exempt from the requirements of the Administrative Workers' Compensation Act.
4. The information I have provided is not the result of force, threats, coercion, compulsion or duress.
5. I understand that the execution of this Affidavit, if I am an independent contractor, shall establish a conclusive presumption that I am not an employee for purposes of the Administrative Workers' Compensation Act.
6. I understand that the execution of this Affidavit shall not affect the rights or coverage of any employee of the individual or business executing this Affidavit.
7. I understand if any contractor or its insurer shall become liable under the Administrative Workers' Compensation Act for the payment of compensation due to a compensable work related injury of my employee(s), the contractor or its insurer may recover from me the amount of such compensation paid or for which liability is incurred.
8. I understand that knowingly providing false information on an executed Affidavit of Exempt Status shall constitute a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1,000.00).

Affiant Signature

I declare under PENALTY OF PERJURY that I have examined all statements contained herein, and to the best of my knowledge and belief, they are true, correct and complete.

Affiant Name: **WILLIAM KYLE BENNETT**	Job Title: **OWNER**
Business Name: **B5 CONTRACTORS**	FEIN:
Email: **kylebennett625@gmail.com**	
Affiant Signature:	Date: **02/27/2026**

Any person who commits workers' compensation fraud, upon conviction, shall be guilty of a felony punishable by imprisonment, a fine or both.

DUNCAN PUBLIC SCHOOLS LAWN MAINTENANCE Quote #3

March 4, 2026, 9:00 AM

DPS Administration Office

COMPANY NAME: F & W Tree Company

LOCATION		AMOUNT PER 1 TIME SERVICED
Administration Office Area		200
Baseball / Softball Slope Areas		200
Duncan High School		425
Duncan Middle School		325
Emerson Elementary		225
Family Education Center / Transportation		175
Horace Mann Elementary		325
Maintenance Lee Elementary		275
Mark Twain Elementary		325
Plato Elementary		225
Stadium Area		175
Transportation Bus Parking		175
Will Rogers PreK		275
Woodrow Wilson Elementary		425
TOTAL AMOUNT FOR DISTRICT PER 1 TIME SERVICED		$3,750 ✓

Bid #3

Duncan Public Schools

P.O. Box 1548
Duncan, Oklahoma 73534

Invitation to Bid
Lawn, Parking Lot, & Playground Maintenance
Spring/Fall 2026

Below are the sites/addresses of lawn maintenance locations.

Administration Office Area	1740 West Spruce
Baseball / Softball Slope Area	Pine & 19th
Duncan High School	1325 N. 19th
Duncan Middle School	1601 Chisholm Trail Parkway
Emerson Elementary	1200 West Hickory
Family Education Center / Transportation	Entire Block from 8th to 9th St and Oak to Ash
Horace Mann Elementary	2315 Whisenant Street
Maintenance – Lee Elementary	211 East Beech
Mark Twain Elementary	2204 West Oak Avenue
Plato Elementary	1011 West Plato Road
Stadium Area	Pine St. to Beech St. / East Side of Property to North 17th St
Transportation Bus Parking	Grass Areas Surrounding Parking Lot on Oak
Will Rogers Pre-K Center	2413 North 13th
Woodrow Wilson Elementary	800 East Chestnut

Please contact Ben Garland, Maintenance Director, at 580-252-3518 with any questions.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/10/2026

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

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

PRODUCER
Oklahoma Farm Bureau Insurance Agents, Inc.
502 SW 11TH ST STE B
LAWTON OK 73501-4710

CONTACT NAME: 975-Annelise Pool
PHONE (A/C, No, Ext): (580) 353-5173 FAX (A/C, No):
E-MAIL ADDRESS: annelise.pool@okfb.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Burlington Insurance Company	23620
INSURER B : Compsource Mutual Insurance Company	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
F&W Tree Company LLC
10084 NE 225th St
Fletcher OK 73541

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			102B002785	02/23/2025	02/23/2026	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ Incl. Gen. Agg.
								$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N ☐ (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		03466166 25 1	02/23/2025	02/23/2026	☒ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$ 100,000
							E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
Duncan Public Schools
1740 W Spruce Ave
PO Box 1548
Duncan OK 73533

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Oklahoma Farm Bureau Insurance Agents Inc.

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/03/2026

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

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

PRODUCER
McBride Insurance Agency
1416 NW 52nd Street
Lawton, OK 73505

CONTACT NAME:
PHONE (A/C, No, Ext): 580-355-5786 FAX (A/C, No): 580-355-5533
E-MAIL ADDRESS: Travis@McBrideok.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A :	
INSURER B :	
INSURER C :	
INSURER D : LM INS Corp	33600
INSURER E :	
INSURER F :	

INSURED
F&W Tree Company, LLC
4440 County Street 2770
Rush Springs OK 73082

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC5-33S-B277Z5-016	2/23/2026	2/23/2027	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$ 100,000
							E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Duncan Public Schools
1704 W Spruce Ave
PO Box 1548
Duncan OK 73533

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

Travis McBride

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Technology

Vendor Requested: CDW GOVERNMENT

Item Request Description: DESKTOP COMPUTERS (96) FOR DISTRICT STAFF

Originally approved on 05/13/25, item #6.I. PO was closed in error.

Reference PO# 3449, amount $364,261.00

Paid $259,447.00 leaving a Balance of 104,814.00 that was closed out

Dollar Amount Requested (if applicable): $62,112.00

Fund Requested: 34 - DPS 2020 Vision Bond Fund

Budget/Activity Account Requested: 36-Bond, 004-Technology

Justin Langell — 2/20/26
Requestor or Principal — Date

L McCann — 02-20-2026
Budget Administrator or Business Office Manager — Date

for Charles Pogue — MAR 0 3 2026
Assistant Superintendent or Superintendent — Date

KEH

TRENDS REQUISITION

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
SHIP TO
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date: 02/17/2026
Requested by: Justin Langwell
School/Dept: District Technology
Account/Prog: 36-Bond and 004-Technology

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [ ] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Use current catalog information Include Pricing for the Total of all Units.
Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
CDW GOVERNMENT
847-465-6000

Quantity	Item No/Description	Unit Price	Total Price	FY	FUND	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
96	DELL Micro Form Factor 7020	$ 647.00	$ 62,112.00	6	36	004	2230	653	000	0000	000	050
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 62,112.00									

DESCRIPTION: DESKTOP COMPUTERS FOR DISTRICT STAFF

(see Agenda request for more information)

Justin Langwell 2/20/26
Signature of Requestor *-REQUIRED-* **Date**

S McCann 2-20-26
Signature of Administrator *-REQUIRED-* **Date**

KAH

REMIT PAYMENT TO:

CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED

INVOICE

ACH INFORMATION:
THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AE6LY7X	06/18/25	1143553
SUBTOTAL	**SHIPPING**	**SALES TAX**
$62,112.00	$0.00	$0.00
DUE DATE		**AMOUNT DUE**
07/18/25		**$62,112.00**

DUNCAN DISTRICT I-1 BOARD OF EDUC
ACCTS PAYABLE
*NEEDS AFFIDAVIS:ALL OVER 1K**
PO BOX 1548
DUNCAN OK 73534-1548

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS	DUE DATE
06/18/25	AE6LY7X	Net 30 Days	07/18/25
ORDER DATE	**SHIP VIA**	**PURCHASE ORDER NUMBER**	**CUSTOMER NUMBER**
06/03/25	DROP SHIP-GROUND	3449	1143553

ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
8400134	DELL CTO QCM1250 I5-14500T 512/16 Manufacturer Part Number: 3000190771321 Serial No: 6423DB4 Serial No: 6653DB4 Serial No: 6712DB4 Serial No: 6753DB4 Serial No: 6812DB4 Serial No: 6912DB4 Serial No: 7C42DB4 Serial No: 7D42DB4 Serial No: 7F42DB4 Serial No: 7G42DB4 Serial No: 7H42DB4 Serial No: 7J42DB4 Serial No: 7L72DB4 Serial No: 7M72DB4 Serial No: 7N72DB4 Serial No: 7P72DB4 Serial No: 7Q72DB4 Serial No: 7R72DB4 Serial No: 7TY2DB4 Serial No: 7VY2DB4 Serial No: 7WY2DB4 Serial No: 7XY2DB4 Serial No: 7Z13DB4 Serial No: 7023DB4 Serial No: 71G2DB4 Serial No: 7123DB4 Serial No: 72G2DB4 Serial No: 7223DB4 Serial No: 73G2DB4 Serial No: 7323DB4 Serial No: 7423DB4	497	96	0	647.00	62,112.00

ACCOUNT MANAGER	SHIPPING ADDRESS:
NATHAN REYNOLDS 847-465-6000 nathrey@cdw.com	DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN OK 73533-2308
SALES ORDER NUMBER	
PLPX672	

Cage Code Number 1KH72
DUNS Number 02-615-7235
Unique Entity ID (SAM): PHZDZ8SJ5CM1
ISO 9001 and ISO 14001 Certified
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
PLEASE EMAIL US AT credit@cdw.com
VISIT US ON THE INTERNET AT www.cdwg.com

REMIT PAYMENT TO:

INVOICE

CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED

ACH INFORMATION:
THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AE6LY7X	06/18/25	1143553
SUBTOTAL	**SHIPPING**	**SALES TAX**
$62,112.00	$0.00	$0.00

DUE DATE	AMOUNT DUE
07/18/25	**$62,112.00**

ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
	Serial No: 7653DB4					
	Serial No: 7712DB4					
	Serial No: 7753DB4					
	Serial No: 7812DB4					
	Serial No: 7912DB4					
	Serial No: 8C42DB4					
	Serial No: 8D42DB4					
	Serial No: 8F42DB4					
	Serial No: 8G42DB4					
	Serial No: 8H42DB4					
	Serial No: 8J42DB4					
	Serial No: 8L72DB4					
	Serial No: 8M72DB4					
	Serial No: 8N72DB4					
	Serial No: 8P72DB4					
	Serial No: 8Q72DB4					
	Serial No: 8R72DB4					
	Serial No: 8TY2DB4					
	Serial No: 8VY2DB4					
	Serial No: 8WY2DB4					
	Serial No: 8XY2DB4					
	Serial No: 8Z13DB4					
	Serial No: 8023DB4					
	Serial No: 81G2DB4					
	Serial No: 8123DB4					
	Serial No: 82G2DB4					
	Serial No: 8223DB4					
	Serial No: 83G2DB4					
	Serial No: 8323DB4					
	Serial No: 8423DB4					
	Serial No: 8653DB4					
	Serial No: 8712DB4					
	Serial No: 8753DB4					
	Serial No: 8812DB4					
	Serial No: 8912DB4					
	Serial No: 9C42DB4					
	Serial No: 9D42DB4					
	Serial No: 9F42DB4					
	Serial No: 9G42DB4					
	Serial No: 9H42DB4					
	Serial No: 9J42DB4					
	Serial No: 9L72DB4					
	Serial No: 9M72DB4					
	Serial No: 9N72DB4					

ACCOUNT MANAGER	SHIPPING ADDRESS:
NATHAN REYNOLDS 847-465-6000 nathrey@cdw.com	DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN OK 73533-2308
SALES ORDER NUMBER	
PLPX672	

Cage Code Number 1KH72
DUNS Number 02-615-7235
Unique Entity ID (SAM): PHZDZ8SJ5CM1
ISO 9001 and ISO 14001 Certified
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
PLEASE EMAIL US AT credit@cdw.com
VISIT US ON THE INTERNET AT www.cdwg.com

REMIT PAYMENT TO:

INVOICE

ACH INFORMATION:
THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057

CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AE6LY7X	06/18/25	1143553
SUBTOTAL	**SHIPPING**	**SALES TAX**
$62,112.00	$0.00	$0.00

DUE DATE	AMOUNT DUE
07/18/25	**$62,112.00**

ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
	Serial No: 9P72DB4					
	Serial No: 9Q72DB4					
	Serial No: 9R72DB4					
	Serial No: 9TY2DB4					
	Serial No: 9VY2DB4					
	Serial No: 9WY2DB4					
	Serial No: 9XY2DB4					
	Serial No: 9Z13DB4					
	Serial No: 9023DB4					
	Serial No: 91G2DB4					
	Serial No: 9123DB4					
	Serial No: 92G2DB4					
	Serial No: 9223DB4					
	Serial No: 93G2DB4					
	Serial No: 9323DB4					
	Serial No: 9423DB4					
	Serial No: 9653DB4					
	Serial No: 9712DB4					
	Serial No: 9753DB4					
	Serial No: 9812DB4					
	Serial No: 9912DB4					

GO GREEN!

CDW is happy to announce that paperless billing is now available! If you would like to start receiving your invoices as an emailed PDF, please email CDW at paperlessbilling@cdw.com. Please include your Customer number or an Invoice number in your email for faster processing.

REDUCE PROCESSING COSTS AND ELIMINATE THE HASSLE OF PAPER CHECKS!

Begin transmitting your payments electronically via ACH using CDW's bank and remittance information located at the top of the attached payment coupon. Email credit@cdw.com with any questions.

ACCOUNT MANAGER	SHIPPING ADDRESS:		
NATHAN REYNOLDS 847-465-6000 nathrey@cdw.com	DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN OK 73533-2308	SUBTOTAL	$62,112.00
		SHIPPING	$0.00
		SALES TAX	$0.00
SALES ORDER NUMBER		**AMOUNT DUE**	**$62,112.00**
PLPX672			

Cage Code Number 1KH72
DUNS Number 02-615-7235
Unique Entity ID (SAM): PHZDZ8SJ5CM1
ISO 9001 and ISO 14001 Certified
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
PLEASE EMAIL US AT credit@cdw.com
VISIT US ON THE INTERNET AT www.cdwg.com

DUNCAN PUBLIC SCHOOLS

Purchase Order Detail: 3449

Fiscal Year: 2025-34

Vendor Name	Issued	Check #	Classification	Encumbered	Spent	Balance
CDW GOVERNMENT INC	14 May 2025		5-34-004-2230-653-000-0000-000-050	$364,261.00		
CDW GOVERNMENT INC	26 Jun 2025		5-34-004-2230-653-000-0000-000-050	-$364,261.00		
CDW GOVERNMENT INC	26 Jun 2025		5-34-004-2230-653-000-0000-000-050	$259,447.00		
CDW GOVERNMENT INC	26 Jun 2025	188	5-34-004-2230-653-000-0000-000-050		$259,447.00	
				$259,447.00	**$259,447.00**	**$0.00**
			Total:	**$259,447.00**	**$259,447.00**	**$0.00**

FOR REFERENCE

0.C

0.C

364,261.00 + Approved / Encumbered
259,447.00 - Spent
104,814.00 * Amount closed out / Balance

KDH

DUNCAN PUBLIC SCHOOLS
PO BOX 1548 1740 WEST SPRUCE
DUNCAN, OK 73534 1548
(580) 255-0686 Fax: (580) 252-2453

Purchase Order Number
3449

Date of Purchase Order: 14 May 2025

To: **CDW GOVERNMENT INC**
75 REMITTANCE DRIVE STE 1515
CHICAGO, IL 60675-1515
(847) 465-6000 Fax: (847) 465-7489

Conditions:

1. Invoices to be rendered in duplicate.
2. No payment to be made until order complete.
3. Goods to be delivered F.O.B. as per address in upper left.
4. Exempt from Sales Tax per state statute.
5. Deliveries acknowledge subject to Purchaser's Inspection.

Ship To: **DUNCAN PUBLIC SCHOOLS**
1740 W SPRUCE AVE
DUNCAN, OK 73533

ATTN: BRENNON ALBERTSON KDH

Channa Byerly

Purchase Approved By : CHANNA BYERLY
FY 2024-2025 2021 BOND- 34

Qty	Description	Unit Price	Total Price
	PRJ FUNC OBJ PRG SUBJ JOB SITE 004 2230 653 000 0000 000 050		
	004-DESKTOP COMPUTERS FOR DISTRICT STAFF (BA 051325 #6.I.)		$364,261.00
		Sub Total:	**$364,261.00**
		Grand Total:	**$364,261.00**

06.14.25 INV# AE5919X $259,447.00 06.26.25 188 $104,814.00

FOR REFERENCE

BOARD APPROVED

MAY 13 2025

ITEM # 6.I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Technology

Vendor Requested: CDW / Dell

Item Request Description: Dell Micro Form Factor 7020 Computers

Desktop Computers for District staff

FOR REFERENCE

Dollar Amount Requested (if applicable): $364,261.00

Fund Requested: 34- DPS 2020 Vision Bond

Budget/Activity Account Requested: 004- Technology

Brennon

Signature of Requestor/Principal

5/12/25

Date

Signature of Budget Director

Date

Dr Chanda Byerly

Signature of Superintendent

MAY 13 2025

Date

TRENDS Requisition Form

An Ongoing Tradition of Excellence

FY 25 FUND 34 - DPS 2020 Vision Bond

VENDOR NAME & ADDRESS CDW

VENDOR PHONE & FAX 866-465-9914

DESCRIPTION/PURPOSE OF ITEM OR SERVICE Computers for computer refresh

Quantity	Item Number	Description	Unit Price	Amount
563		Dell Micro Form Factor 7020	$647.00	$364,261.00
				0.00
				0.00
				0.00
				0.00
				0.00
			Shipping	0.00

FOR REFERENCE

TOTAL AMOUNT REQUESTED $364,261.00

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
5	34	004	22230	653	—	—	—	050

LIST QUOTES IN ORDER ATTACHED TO THIS REQUISITION FORM:

Vendor	Amount
1. CDW	$364,261.00
2.	
3.	

REQUESTOR/SITE: Brennan DATE: 5/12/25

BUDGET APPROVER: DATE:

CHANNA BYERLY: Dr Channa Byerly DATE: MAY 13 2025

Kelh

Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

BRENNON ALBERTSON,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PKRS818	4/30/2025	563 DELL 7020 DESKTOPS	1143553	$364,261.00

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
DELL CTO 7020 14500T 512 16 W11P	563	8364234	$647.00	$364,261.00

Mfg. Part#: 3000189074527

OptiPlex Micro Form Factor 7020 XCTO
Intel Core i5 14500T vPro (24MB cache, 14 cores, 20 threads, up to 4.8 GHz, 35W)
Windows 11 Pro, Natl Aca STANDARD. K12 EDU only. MSFT LOE Approval req'd. English, Spanish, French, Brazilian Portuguese
Activate Your Microsoft 365 For A 30 Day Trial
16GB DDR5 Memory,1X16GB,Non-ECC,SoDIMM
M.2 2230 512GB PCIe NVMe SSD Class 35
1st M.2 2280 SSD Screw
OptiPlex Micro with 35W CPU
US Power Cord
Intel(R) AX211 Wi-Fi 6E 2x2 and Bluetooth
Internal Antenna
Wireless Driver Intel AX211
Optional DisplayPort
Dell Pro Keyboard and Mouse - KM5221W - US English - Black
Mouse included with Keyboard
No Cover Selected
Dell Additional Software
ENERGY STAR Qualified
SERI Guide (ENG/FR/Multi)
Watch Dog SRV
Quick Start Guide, OptiPlex Micro
Trusted Platform Module (Discrete TPM Enabled)
Shipping Material
Shipping Label
Low:FSJ Reg label for 90W adaptor
IRST Driver, MFF 7020
Intel Core i5 Processor Label
Desktop BTO St
Contract: Dell Held SW1020 Oklahoma (1020)

FOR REFERENCE

SUBTOTAL	$364,261.00
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	**$364,261.00**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: DUNCAN DISTRICT I-1 BOARD OF EDUC ACCTS PAYABLE PO BOX 1548 *NEEDS AFFIDAVIS:ALL OVER 1K** DUNCAN, OK 73534-1548 **Phone:** (580) 255-0686 **Payment Terms:** NET 30-VERBAL	**Shipping Address:** DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN, OK 73533-2308 **Shipping Method:** DROP SHIP-GROUND
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Sales Contact Info

Nathan Reynolds | (866) 465-9914 | nathrey@cdw.com

Need Help?

My Account | Support | Call 800.800.4239

About Us | Privacy Policy | Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager.

© 2025 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

FOR REFERENCE

REMIT PAYMENT TO:

INVOICE

ACH INFORMATION:
THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057

CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AE5919X	06/14/25	1143553
SUBTOTAL	**SHIPPING**	**SALES TAX**
$259,447.00	$0.00	$0.00
DUE DATE		**AMOUNT DUE**
07/14/25		**$259,447.00**

REC'D JUN 26 2025

5 2 SP 0.970 E0005X I0034 D14414360062 S2 P10837575 0001:0006

DUNCAN DISTRICT I-1 BOARD OF EDUC
ACCTS PAYABLE
*NEEDS AFFIDAVIS:ALL OVER 1K**
PO BOX 1548
DUNCAN OK 73534-1548

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS	DUE DATE
06/14/25	AE5919X	Net 30 Days	07/14/25
ORDER DATE	**SHIP VIA**	**PURCHASE ORDER NUMBER**	**CUSTOMER NUMBER**
06/03/25	DROP SHIP-GROUND	3449	1143553

ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
8400134	DELL CTO QCM1250 I5-14500T 512/16 Manufacturer Part Number: 3000190771321 Serial No: BB42DB4 Serial No: BC42DB4 Serial No: BD42DB4 Serial No: BF42DB4 Serial No: BG42DB4 Serial No: BH42DB4 Serial No: BJ42DB4 Serial No: BK72DB4 Serial No: BL72DB4 Serial No: BM72DB4 Serial No: BN72DB4 Serial No: BP72DB4 Serial No: BQ72DB4 Serial No: BTY2DB4 Serial No: BVY2DB4 Serial No: BWY2DB4 Serial No: BXY2DB4 Serial No: BZ13DB4 Serial No: B023DB4 Serial No: B1G2DB4 Serial No: B123DB4 Serial No: B2G2DB4 Serial No: B223DB4 Serial No: B3G2DB4 Serial No: B323DB4 Serial No: B423DB4 Serial No: B653DB4 Serial No: B712DB4 Serial No: B753DB4 Serial No: B812DB4 Serial No: B912DB4	497	401	96	647.00	259,447.00

Brennon
PO 3449. 6/24
OK to pay $259,447.00 and close

FOR REFERENCE

ACCOUNT MANAGER	SHIPPING ADDRESS:
NATHAN REYNOLDS 847-465-6000 nathrey@cdw.com	DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN OK 73533-2308
SALES ORDER NUMBER	
PLPX672	

Cage Code Number 1KH72
DUNS Number 02-615-7235
Unique Entity ID (SAM): PHZDZ8SJ5CM1
ISO 9001 and ISO 14001 Certified
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
PLEASE EMAIL US AT credit@cdw.com
VISIT US ON THE INTERNET AT www.cdwg.com

DUNCAN PUBLIC SCHOOLS
PO BOX 1548 1740 WEST SPRUCE
DUNCAN, OK 73534 1548
(580) 255-0686 Fax: (580) 252-2453

Purchase Order Number
36036

Date of Purchase Order: 11 Mar 2026

General Description : 004-DESKTOP COMPUTERS FOR DISTRICT STAFF (BA 03...

To:
CDW GOVERNMENT INC
75 REMITTANCE DRIVE STE 1515
CHICAGO, IL 60675-1515
(847) 465-6000 Fax: (847) 465-7489

Conditions:

1. Invoices to be rendered in duplicate.
2. No payment to be made until order complete.
3. Goods to be delivered F.O.B. as per address in upper left.
4. Exempt from Sales Tax per state statute.
5. Deliveries acknowledge subject to Purchaser's Inspection.

Ship To:
DUNCAN PUBLIC SCHOOLS
1740 W SPRUCE AVE
DUNCAN, OK 73533

ATTN: TECHNOLOGY (JUSTIN) KDH

Channa Byerly

Purchase Approved By : CHANNA BYERLY
FY 2025-2026 2020 VISION BOND- 36

Qty	Description	Unit Price	Total Price
	PRJ FUNC OBJ PRG SUBJ JOB SITE 004 2230 653 000 0000 000 050		
	004-DESKTOP COMPUTERS FOR DISTRICT STAFF (BA 031026 #7P)		$62,112.00
		Sub Total:	**$62,112.00**
		Grand Total:	**$62,112.00**

DUNCAN PUBLIC SCHOOLS
PO BOX 1548 1740 WEST SPRUCE
DUNCAN, OK 73534 1548
(580) 255-0686 Fax: (580) 252-2453

NON-KICKBACK AFFIDAVIT

STATE OF

SS

COUNTY OF

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this (invoice, claim, or contract) is true and correct. Affiant further states that the (work, services, or materials) as shown by this invoice or claim will be (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, given or donated or agreed to pay, give or donate, either 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 or the award of this contract.

CDW GOVERNMENT INC

Purchase Order: 2026-36 Number: 36036

Vendor / Company Name

CDW GOVERNMENT INC by: _____

Architect, Contractor, Supplier, Engineer

Attested (witnessed) to before me this _____ day of _____, 2026.

_____

(Signature of Witness)

Oklahoma law requires school districts to obtain a properly signed and witnessed NON-KICKBACK AFFIDAVIT from any vendor submitting an invoice/purchase order for $25,000.00 or more.

BOARD APPROVED

MAR 10 2026

ITEM # 7.p.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Technology

Vendor Requested: CDW GOVERNMENT

Item Request Description: DESKTOP COMPUTERS (96) FOR DISTRICT STAFF

Originally approved on 05/13/25, item #6.I. PO was closed in error.

Reference PO# 3449, amount $364,261.00

Paid $259,447.00 leaving a Balance of 104,814.00 that was closed out

Dollar Amount Requested (if applicable): $62,112.00

Fund Requested: ~~34~~ - DPS 2020 Vision Bond Fund

Budget/Activity Account Requested: 36-Bond, 004-Technology

Justin Langwell — 2/20/26

Requestor or Principal — Date

S McCann — 02-20-2026

Budget Administrator or Business Office Manager — Date

for Charm Rogers — MAR 03 2026

Assistant Superintendent or Superintendent — Date

Keith

TRENDS REQUISITION

Date: 02/17/2026
Requested by: Justin Langwell
School/Dept: District Technology
Account/Prog: 36-Bond and 004-Technology

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [ ] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
SHIP TO
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Use current catalog information Include Pricing for the Total of all Units.
Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
CDW GOVERNMENT
847-465-6000

Quantity	Item No/Description	Unit Price	Total Price	FY	FUND	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
96	DELL Micro Form Factor 7020	$ 647.00	$ 62,112.00	6	36	004	2230	653	000	0000	000	050
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 62,112.00									

DESCRIPTION: DESKTOP COMPUTERS FOR DISTRICT STAFF

(see Agenda request for more information)

Justin Langwell 2/20/26
Signature of Requestor *-REQUIRED-* **Date**

S McCann 2-20-26
Signature of Administrator *-REQUIRED-* **Date**

KdH

DUNCAN PUBLIC SCHOOLS

Purchase Order Detail: 3449

Fiscal Year: 2025-34

Vendor Name	Issued	Check #	Classification	Encumbered	Spent	Balance
CDW GOVERNMENT INC	14 May 2025		5-34-004-2230-653-000-0000-000-050	$364,261.00		
CDW GOVERNMENT INC	26 Jun 2025		5-34-004-2230-653-000-0000-000-050	-$364,261.00		
CDW GOVERNMENT INC	26 Jun 2025		5-34-004-2230-653-000-0000-000-050	$259,447.00		
CDW GOVERNMENT INC	26 Jun 2025	188	5-34-004-2230-653-000-0000-000-050		$259,447.00	
				$259,447.00	**$259,447.00**	**$0.00**
			Total:	**$259,447.00**	**$259,447.00**	**$0.00**

FOR REFERENCE

0.C

0.C

364,261.00 + Approved / Encumbered

259,447.00 - Spent

104,814.00 * Amount closed out / Balance

KCH

DUNCAN PUBLIC SCHOOLS
PO BOX 1548 1740 WEST SPRUCE
DUNCAN, OK 73534 1548
(580) 255-0686 Fax: (580) 252-2453

Purchase Order Number
3449

Date of Purchase Order: 14 May 2025

To: **CDW GOVERNMENT INC**
75 REMITTANCE DRIVE STE 1515
CHICAGO, IL 60675-1515
(847) 465-6000 Fax: (847) 465-7489

Conditions:

1. Invoices to be rendered in duplicate.
2. No payment to be made until order complete.
3. Goods to be delivered F.O.B. as per address in upper left.
4. Exempt from Sales Tax per state statute.
5. Deliveries acknowledge subject to Purchaser's Inspection.

Ship To: **DUNCAN PUBLIC SCHOOLS**
1740 W SPRUCE AVE
DUNCAN, OK 73533

ATTN: BRENNON ALBERTSON KDH

Channa Byerly

Purchase Approved By : CHANNA BYERLY
FY 2024-2025 2021 BOND- 34

Qty	Description	Unit Price	Total Price
	PRJ 004 FUNC 2230 OBJ 653 PRG 000 SUBJ 0000 JOB 000 SITE 050		
	004-DESKTOP COMPUTERS FOR DISTRICT STAFF (BA 051325 #6.I.)		$364,261.00
		Sub Total:	$364,261.00
		Grand Total:	**$364,261.00**

06.14.25 INV# AE5919X $259,447.00 06.26.25 188 $104,814.00

FOR REFERENCE

BOARD APPROVED

MAY 13 2025

ITEM # 6.I.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Technology

Vendor Requested: CDW / Dell

Item Request Description: Dell Micro Form Factor 7020 Computers

Desktop Computers for District staff

Dollar Amount Requested (if applicable): $364,261.00

Fund Requested: 34- DPS 2020 Vision Bond

Budget/Activity Account Requested: 004- Technology

FOR REFERENCE

Brennon

Signature of Requestor/Principal

5/12/25

Date

Signature of Budget Director

Date

Dr Charna Byerly

Signature of Superintendent

MAY 13 2025

Date

TRENDS Requisition Form

An Ongoing Tradition of Excellence

FY 25 FUND 34 - DPS 2020 Vision Bond

VENDOR NAME & ADDRESS CDW

VENDOR PHONE & FAX 866-465-9914

DESCRIPTION/PURPOSE OF ITEM OR SERVICE Computers for computer refresh

Quantity	Item Number	Description	Unit Price	Amount
563		Dell Micro Form Factor 7020	$647.00	$364,261.00
				0.00
				0.00
				0.00
				0.00
				0.00
			Shipping	0.00

FOR REFERENCE

TOTAL AMOUNT REQUESTED $364,261.00

YR	FUND	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE
5	34	004	22230	653	—	—	—	050

LIST QUOTES IN ORDER ATTACHED TO THIS REQUISITION FORM:

Vendor	Amount
1. CDW	$364,261.00
2.	
3.	

REQUESTOR/SITE: Brennan DATE: 5/12/25

BUDGET APPROVER: DATE:

CHANNA BYERLY: Dr Channa Byerly DATE: MAY 13 2025

Kelly

Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

BRENNON ALBERTSON,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PKRS818	4/30/2025	563 DELL 7020 DESKTOPS	1143553	$364,261.00

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
DELL CTO 7020 14500T 512 16 W11P Mfg. Part#: 3000189074527 OptiPlex Micro Form Factor 7020 XCTO Intel Core i5 14500T vPro (24MB cache, 14 cores, 20 threads, up to 4.8 GHz, 35W) Windows 11 Pro, Natl Aca STANDARD. K12 EDU only. MSFT LOE Approval req'd. English, Spanish, French, Brazilian Portuguese Activate Your Microsoft 365 For A 30 Day Trial 16GB DDR5 Memory,1X16GB,Non-ECC,SoDIMM M.2 2230 512GB PCIe NVMe SSD Class 35 1st M.2 2280 SSD Screw OptiPlex Micro with 35W CPU US Power Cord Intel(R) AX211 Wi-Fi 6E 2x2 and Bluetooth Internal Antenna Wireless Driver Intel AX211 Optional DisplayPort Dell Pro Keyboard and Mouse - KM5221W - US English - Black Mouse included with Keyboard No Cover Selected Dell Additional Software ENERGY STAR Qualified SERI Guide (ENG/FR/Multi) Watch Dog SRV Quick Start Guide, OptiPlex Micro Trusted Platform Module (Discrete TPM Enabled) Shipping Material Shipping Label Low:FSJ Reg label for 90W adaptor IRST Driver, MFF 7020 Intel Core i5 Processor Label Desktop BTO St Contract: Dell Held SW1020 Oklahoma (1020)	563	8364234	$647.00	$364,261.00

FOR REFERENCE

SUBTOTAL	$364,261.00
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	**$364,261.00**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: DUNCAN DISTRICT I-1 BOARD OF EDUC ACCTS PAYABLE PO BOX 1548 *NEEDS AFFIDAVIS:ALL OVER 1K** DUNCAN, OK 73534-1548 **Phone:** (580) 255-0686 **Payment Terms:** NET 30-VERBAL	**Shipping Address:** DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN, OK 73533-2308 **Shipping Method:** DROP SHIP-GROUND
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Sales Contact Info

Nathan Reynolds | (866) 465-9914 | nathrey@cdw.com

Need Help?

My Account | Support | Call 800.800.4239

About Us | Privacy Policy | Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at http://www.cdwg.com/content/terms-conditions/product-sales.aspx

For more information, contact a CDW account manager.

© 2025 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

FOR REFERENCE

REMIT PAYMENT TO:

INVOICE

ACH INFORMATION:
THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057

CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AE5919X	06/14/25	1143553
SUBTOTAL	**SHIPPING**	**SALES TAX**
$259,447.00	$0.00	$0.00
DUE DATE		**AMOUNT DUE**
07/14/25		**$259,447.00**

REC'D JUN 26 2025

5 2 SP 0.970 E0005X I0034 D14414360062 S2 P10837575 0001:0006

DUNCAN DISTRICT I-1 BOARD OF EDUC
ACCTS PAYABLE
*NEEDS AFFIDAVIS:ALL OVER 1K**
PO BOX 1548
DUNCAN OK 73534-1548

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS	DUE DATE
06/14/25	AE5919X	Net 30 Days	07/14/25
ORDER DATE	**SHIP VIA**	**PURCHASE ORDER NUMBER**	**CUSTOMER NUMBER**
06/03/25	DROP SHIP-GROUND	3449	1143553

ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
8400134	DELL CTO QCM1250 I5-14500T 512/16 Manufacturer Part Number: 3000190771321 Serial No: BB42DB4 Serial No: BC42DB4 Serial No: BD42DB4 Serial No: BF42DB4 Serial No: BG42DB4 Serial No: BH42DB4 Serial No: BJ42DB4 Serial No: BK72DB4 Serial No: BL72DB4 Serial No: BM72DB4 Serial No: BN72DB4 Serial No: BP72DB4 Serial No: BQ72DB4 Serial No: BTY2DB4 Serial No: BVY2DB4 Serial No: BWY2DB4 Serial No: BXY2DB4 Serial No: BZ13DB4 Serial No: B023DB4 Serial No: B1G2DB4 Serial No: B123DB4 Serial No: B2G2DB4 Serial No: B223DB4 Serial No: B3G2DB4 Serial No: B323DB4 Serial No: B423DB4 Serial No: B653DB4 Serial No: B712DB4 Serial No: B753DB4 Serial No: B812DB4 Serial No: B912DB4	497	401	96	647.00	259,447.00

FOR REFERENCE

Brennon
PO 3449. 6/24
OK to pay $259,447.00 and close

ACCOUNT MANAGER	SHIPPING ADDRESS:
NATHAN REYNOLDS 847-465-6000 nathrey@cdw.com	DUNCAN PUBLIC SCHOOLS BRENNON ALBERTSON 1740 W SPRUCE AVE DUNCAN OK 73533-2308
SALES ORDER NUMBER	
PLPX672	

Cage Code Number 1KH72
DUNS Number 02-615-7235
Unique Entity ID (SAM): PHZDZ8SJ5CM1
ISO 9001 and ISO 14001 Certified
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
PLEASE EMAIL US AT credit@cdw.com
VISIT US ON THE INTERNET AT www.cdwg.com

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: High School

Vendor Requested: N/A

Item Request Description: FLIGHT SIMULATOR AGREEMENT

RENEWAL FOR AVIATION PROGRAM CURRICULUM FOR FY 26-27

Dollar Amount Requested (if applicable): N/A

Fund Requested: N/A

Budget/Activity Account Requested: N/A

Kelly Henderson — 03/05/20026

Requestor or Principal — Date

L McCann — 03-05-2026

Budget Administrator or Business Office Manager — Date

Dr Chanae Bryan — MAR 0 5 2026

~~Assistant Superintendent or~~ Superintendent — Date

BOARD APPROVED
MAR 11 2025
ITEM # 7.J.3.

BOARD APPROVED
MAR 12 2024
ITEM # 8.I.

BOARD APPROVED
MAR 09 2023
ITEM # 6.I.

BOARD APPROVED
MAR 08 2022
ITEM # 6.F.

Agreement for Flight Simulator

This agreement is entered into on March 8, 2022 between the Oklahoma Aeronautics Commission (Commission) and the Duncan Public Schools District (School).

The School is committed to teaching the Aircraft Owner and Pilot Association's (AOPA) "You Can Fly" aviation curriculum and to the continued development of the program within the district. To support the continued growth of the program, the Commission will provide the School with one (1) Redbird Jay Velocity flight simulator. The simulator should remain on School property and in a secure location at all times.

In the event that the school district discontinues the implementation of the AOPA curriculum, the district must notify the Commission and will be required to return the flight simulator to the Commission within thirty (30) days of the final aviation class being completed.

Eric Davis
Board President
Duncan Public Schools

Grayson Ardies
State Director of Aeronautics
Oklahoma Aeronautics Commission

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Central Office / District

Vendor Requested: ADPC

Item Request Description: DISTRICT ACCOUNTING SOFTWARE & SUPPORT AGREEMENT FOR FY 26-27

(same as last year)

Dollar Amount Requested (if applicable): $18,084.00

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: 030-Admin Bus Software

Kelly Hendrum — 02/19/2026
Requestor or Principal — Date

[illegible] — 02-20/2026
Budget Administrator or Business Office Manager — Date

[illegible] — 2/20/26
Assistant Superintendent or Superintendent — Date

TRENDS REQUISITION

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
SHIP TO
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date: 02/19/2026
Requested by: Kelly Henderson per APizana
School/Dept: Central Office
Account/Prog: 11-General, 030-Admin Bus Software

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [ ] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Use current catalog information Include Pricing for the Total of all Units.
Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
ADPC
580-762-6376

Quantity	Item No/Description	Unit Price	Total Price	FY	FUND	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
1	Accounting / Financial Software Agreement	$ 18,084.00	$ 18,084.00	7	11	030	2511	530	000	0000	000	050
	(Same Amount as last year)											
	25-26 was $18,084.00											
	24-25 was $16,740.00, up 1,344.00											
	23-24 was $16,740.00											
	22-23 was $16,740.00											
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 18,084.00									

DESCRIPTION: DISTRICT ACCOUNTING SOFTWARE & SUPPORT AGREEMENT
FOR FY 26-27

Kelly Henderson 02/19/26
Signature of Requestor *-REQUIRED-* **Date**

S McCann 02-20-26
Signature of Administrator *-REQUIRED-* **Date**

ADPC Software License and Support Agreement

For Fiscal Year: 2027

ADPC AGREES TO PROVIDE SERVICES AND SOFTWARE TO THE BOARD OF EDUCATION OF:

DUNCAN PUBLIC SCHOOLS

STARTING IN JULY 2026, ADPC SHALL PROVIDE THE FOLLOWING SOFTWARE TO YOUR DISTRICT:

Financial Accounting	$1,027.00
ADPC Cloud Hosting	$275.00
Activity Fund	$75.00
Personnel	$40.00
Treasury	$40.00
Trends Offsite Backup	$25.00
Staff Development	$15.00
Activity Fund Offsite Backup	$10.00

1. WITH THIS LICENSE, YOU ARE PERMITTED TO INSTALL THE SOFTWARE ON A SINGLE COMPUTER OR A FILE SERVER. UNLIMITED ON-PREMISE USERS WITHIN YOUR DISTRICT ARE ALLOWED. ADDITIONAL USERS ON OUR CLOUD PLATFORM MAY BE SUBJECT TO INCREASED HOSTING COSTS.
2. THIS AGREEMENT INCLUDES SOFTWARE UPDATES, TAX-RELATED CHANGES, AND SCHOOL LAW UPDATES. CUSTOM PROGRAMMING IS NOT INCLUDED AND MAY INCUR AN ADDITIONAL CHARGE.
3. THIS AGREEMENT INCLUDES PROGRAM UPDATES, EMAIL AND PHONE SUPPORT FOR TECHNICIANS AND USERS, AND WORKSHOP ATTENDANCE.
4. THE SCHOOL AGREES TO PAY ADPC FOR THE REQUIRED CHECKS FOR THE FISCAL YEAR.
5. ADPC RETAINS ALL OWNERSHIP AND INTELLECTUAL PROPERTY RIGHTS TO THE SOFTWARE. THE SCHOOL DISTRICT RECEIVES A LIMITED LICENSE TO USE IT UNDER THIS AGREEMENT.
6. ADPC RESERVES THE RIGHT TO SUSPEND OR TERMINATE ACCESS IF PAYMENT IS NOT MADE PER SECTION 8. BILLING WILL CONTINUE UNTIL THE SOFTWARE IS FULLY REMOVED FROM THE DISTRICT'S SYSTEMS OR A MAINTENANCE AGREEMENT IS PUT IN PLACE.
7. ADPC IS NOT LIABLE FOR DELAYS, SECURITY BREACHES RESULTING FROM DISTRICT ACTIONS, OR OTHER ISSUES BEYOND ITS CONTROL. THE DISTRICT IS RESPONSIBLE FOR MAINTAINING DATA SECURITY AND AGREES TO HOLD ADPC HARMLESS FROM CLAIMS RELATED TO MISUSE OR UNAUTHORIZED ACCESS.
8. THE SCHOOL AGREES TO PAY ADPC FOR THE USE OF THE SOFTWARE AND SUPPORT, THE SUM OF $18,084.00 PAYABLE IN 12 EQUAL PAYMENTS OF $1,507.00.

PLEASE SPECIFY HOW YOU WOULD LIKE TO BE BILLED

◯ 12 PAYMENTS OF $1,507.00 ◯ 1 FULL PAYMENT OF $18,084.00

9. UPON EARLY TERMINATION OF THIS AGREEMENT, A NINETY-DAY WRITTEN NOTICE IS REQUIRED. ADPC WILL CONTINUE BILLING FOR SOFTWARE AND SUPPORT UNTIL THE SOFTWARE IS REMOVED FROM THE DISTRICT.

ADPC Angie French

Date Submitted: February 10, 2026

SUPERINTENDENT Dr Channe Byerly

Date Accepted: 2/24/2026

BOARD APPROVED

MAR 10 2026

ITEM # 7.Q.2

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Central Office / District

Vendor Requested: ADPC

Item Request Description: DISTRICT ACCOUNTING SOFTWARE & SUPPORT AGREEMENT FOR FY 26-27

(same as last year)

Dollar Amount Requested (if applicable): $18,084.00

Fund Requested: 11 - General Fund

Budget/Activity Account Requested: 030-Admin Bus Software

Kelly Vendrum — 02/19/2026
Requestor or Principal — Date

McCann — 02-20/2026
Budget Administrator or Business Office Manager — Date

2/20/26
Assistant Superintendent or Superintendent — Date

TRENDS REQUISITION

Date: 02/19/2026
Requested by: Kelly Henderson per APizana
School/Dept: Central Office
Account/Prog: 11-General, 030-Admin Bus Software

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [ ] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
SHIP TO
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Use current catalog information Include Pricing for the Total of all Units.
Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
ADPC
580-762-6376

Quantity	Item No/Description	Unit Price	Total Price	FY	FUND	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
1	Accounting / Financial Software Agreement	$ 18,084.00	$ 18,084.00	7	11	030	2511	530	000	0000	000	050
	(Same Amount as last year)											
	25-26 was $18,084.00											
	24-25 was $16,740.00, up 1,344.00											
	23-24 was $16,740.00											
	22-23 was $16,740.00											
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 18,084.00									

DESCRIPTION: DISTRICT ACCOUNTING SOFTWARE & SUPPORT AGREEMENT
FOR FY 26-27

Kelly Henderson 02/19/26
Signature of Requestor *-REQUIRED-* **Date**

S McCann 02-20-26
Signature of Administrator *-REQUIRED-* **Date**

ADPC Software License and Support Agreement

For Fiscal Year: 2027

ADPC AGREES TO PROVIDE SERVICES AND SOFTWARE TO THE BOARD OF EDUCATION OF:

DUNCAN PUBLIC SCHOOLS

STARTING IN JULY 2026, ADPC SHALL PROVIDE THE FOLLOWING SOFTWARE TO YOUR DISTRICT:

Financial Accounting	$1,027.00
ADPC Cloud Hosting	$275.00
Activity Fund	$75.00
Personnel	$40.00
Treasury	$40.00
Trends Offsite Backup	$25.00
Staff Development	$15.00
Activity Fund Offsite Backup	$10.00

1. WITH THIS LICENSE, YOU ARE PERMITTED TO INSTALL THE SOFTWARE ON A SINGLE COMPUTER OR A FILE SERVER. UNLIMITED ON-PREMISE USERS WITHIN YOUR DISTRICT ARE ALLOWED. ADDITIONAL USERS ON OUR CLOUD PLATFORM MAY BE SUBJECT TO INCREASED HOSTING COSTS.
2. THIS AGREEMENT INCLUDES SOFTWARE UPDATES, TAX-RELATED CHANGES, AND SCHOOL LAW UPDATES. CUSTOM PROGRAMMING IS NOT INCLUDED AND MAY INCUR AN ADDITIONAL CHARGE.
3. THIS AGREEMENT INCLUDES PROGRAM UPDATES, EMAIL AND PHONE SUPPORT FOR TECHNICIANS AND USERS, AND WORKSHOP ATTENDANCE.
4. THE SCHOOL AGREES TO PAY ADPC FOR THE REQUIRED CHECKS FOR THE FISCAL YEAR.
5. ADPC RETAINS ALL OWNERSHIP AND INTELLECTUAL PROPERTY RIGHTS TO THE SOFTWARE. THE SCHOOL DISTRICT RECEIVES A LIMITED LICENSE TO USE IT UNDER THIS AGREEMENT.
6. ADPC RESERVES THE RIGHT TO SUSPEND OR TERMINATE ACCESS IF PAYMENT IS NOT MADE PER SECTION 8. BILLING WILL CONTINUE UNTIL THE SOFTWARE IS FULLY REMOVED FROM THE DISTRICT'S SYSTEMS OR A MAINTENANCE AGREEMENT IS PUT IN PLACE.
7. ADPC IS NOT LIABLE FOR DELAYS, SECURITY BREACHES RESULTING FROM DISTRICT ACTIONS, OR OTHER ISSUES BEYOND ITS CONTROL. THE DISTRICT IS RESPONSIBLE FOR MAINTAINING DATA SECURITY AND AGREES TO HOLD ADPC HARMLESS FROM CLAIMS RELATED TO MISUSE OR UNAUTHORIZED ACCESS.
8. THE SCHOOL AGREES TO PAY ADPC FOR THE USE OF THE SOFTWARE AND SUPPORT, THE SUM OF $18,084.00 PAYABLE IN 12 EQUAL PAYMENTS OF $1,507.00.

PLEASE SPECIFY HOW YOU WOULD LIKE TO BE BILLED

◯ 12 PAYMENTS OF $1,507.00 ◯ 1 FULL PAYMENT OF $18,084.00

9. UPON EARLY TERMINATION OF THIS AGREEMENT, A NINETY-DAY WRITTEN NOTICE IS REQUIRED. ADPC WILL CONTINUE BILLING FOR SOFTWARE AND SUPPORT UNTIL THE SOFTWARE IS REMOVED FROM THE DISTRICT.

ADPC Angie French

Date Submitted: February 10, 2026

SUPERINTENDENT Dr Channe Byerly

Date Accepted: 2/24/2026

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Business Office

Vendor Requested: Patten & Odom, CPAs, PLLC

Item Request Description: Annual engagement letter and contract for district auditing services for FY26-27

(Auditing of FY 25-26 documents)

Dollar Amount Requested (if applicable): $18,350.00

Fund Requested: 11- General Fund

Budget/Activity Account Requested: Budget - 029 CPA

S McCann — 03-03-2026

Signature of Requestor/Principal — Date

Signature of Budget Director — Date

Signature of ~~Assistant~~ Superintendent — MAR 0 2 2026 Date

Keh

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	03/03/2026
Requested by:	Lori McCann
School/Dept:	Central Office
Account/Prog:	11 General Fund

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
Patten & Odom, CPAs, PLLF
2101 N Willow Ave, Broken Arrow, OK 74012
918-250-8838

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
	CO - Auditing Services for FY 26-27											
	FY 26-27 Estimate of Needs		$ 2,750.00	07	11	029	2318	331	000	0000	000	050
*	FY 26-27 Auditing Services & Filing		$ 15,500.00	07	11	029	2318	331	000	0000	000	050
	State Auditor's Processing Fee		$ 100.00	07	11	029	2318	331	000	0000	000	050
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 18,350.00									

L McCann
SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

*Increased from last year, $14,750.00

↑ 750.00

Kath

Patten & Odom, CPAs, PLLC

2101 N. Willow Ave.
Broken Arrow, OK 74012
Phone Number 918.250.8838
FAX Number 918.250.9853

February 26, 2026

Dr. Channa Byerly, Superintendent
Duncan Public Schools
1706 West Spruce Avenue
Duncan, OK 73533

Dear Dr. Byerly:

We are pleased to confirm our understanding of the arrangements for our audit of the financial statements of Duncan School District No. I-1 for the year ending June 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the accompanying combined fund type and account group financial statements – regulatory basis and the related notes to the financial statements, which collectively comprise the basic financial statements Duncan School District, as of and for the year ended June 30, 2026.

We have also been engaged to report on supplementary information that accompanies the district'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 GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Combining financial statements
2. Budgetary comparison schedules
3. Schedule of expenditures of federal awards & related notes
4. School activity fund balances

The objectives to our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with the regulatory basis of accounting and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of law, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance)., as amended, and the current OMB Compliance Supplement.

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

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

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

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

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the 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 in the accounts, test of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors and financial institutions. We may also request written representations from your attorneys as part of the engagement.

When we identify significant risk(s) of material misstatement as part of our audit planning, we will communicate this risk to you.

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 financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Controls

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

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

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

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of 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 the *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each major program. 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 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 Duncan School District in conformity with the regulatory basis of accounting and the Uniform Guidance based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards.* We will perform the services in accordance with applicable professional standards. The other services 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, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

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

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (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 our audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain 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 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 fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of 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, 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 in a timely manner.

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. 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 also 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. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information 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 providing that information.

Engagement Administration, Fees, and Other

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

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

We will provide copies of our reports to Duncan School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for the engagement is property of Patten & Odom, CPAs, PLLC 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 the Oklahoma SA&I 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 Patten & Odom, CPAs, PLLC 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 of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma SA&I. 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.

Kerry Patten, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on an agreed upon date that will be communicated to you.

Our fee for these services will be $2,750 upon completion of the District's Estimate of Needs and $15,500 upon completion of the District's audit report. Additionally, there is a $100 filing fee required by the State Auditor and Inspector's Office for the purpose of processing your report. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for

all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Education of Duncan School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have nor formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

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

Sincerely,

Patten & Odom, CPAs

Patten & Odom, CPAs, PLLC

RESPONSE:

This letter correctly sets forth the understanding of Duncan School District.

Management Signature: _____
Title: Superintendent
Date: 03-10-2026

Governance Signature: _____
Title: Board President
Date: 03-10-2026

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
2025-2026 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 2025-2026 fiscal year beginning July 1, 2025 and ending June 30, 2026.

This audit contract was approved by the Board of Education and entered in the minutes of its meeting on the_____ day of _____, 2026.

ATTEST:

Clerk	**President**

District	**County**	**County/District Number**

Approved this _____ **Day of** _____ **2026.**

Patten & Odom, CPAs, PLLC

AUDITING FIRM

SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM

PLEASE EXECUTE THIS FORM IN TRIPLICATE:

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

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

MUST BE FILED NO LATER THAN JUNE 30, 2026
Contracts dated prior to January 20, 2026, will **not** be accepted.
Contracts which do not contain **all** of the above provisions **will not** be accepted.

BOARD APPROVED

MAR 10 2026

ITEM # 7.Q.3.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Business Office

Vendor Requested: Patten & Odom, CPAs, PLLC

Item Request Description: Annual engagement letter and contract for district auditing services for FY26-27

(Auditing of FY 25-26 documents)

Dollar Amount Requested (if applicable): $18,350.00

Fund Requested: 11- General Fund

Budget/Activity Account Requested: Budget - 029 CPA

S McCann — 03-03-2026

Signature of Requestor/Principal — Date

Signature of Budget Director — Date

MAR 0 2 2026

Signature of ~~Assistant~~ Superintendent — Date

Kelh

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	03/03/2026
Requested by:	Lori McCann
School/Dept:	Central Office
Account/Prog:	11 General Fund

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
Patten & Odom, CPAs, PLLF
2101 N Willow Ave, Broken Arrow, OK 74012
918-250-8838

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
	CO - Auditing Services for FY 26-27											
	FY 26-27 Estimate of Needs		$ 2,750.00	07	11	029	2318	331	000	0000	000	050
*	FY 26-27 Auditing Services & Filing		$ 15,500.00	07	11	029	2318	331	000	0000	000	050
	State Auditor's Processing Fee		$ 100.00	07	11	029	2318	331	000	0000	000	050
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 18,350.00									

SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

*Increased from last year, $14,750.00
↑ 750.00

kah

Patten & Odom, CPAs, PLLC

2101 N. Willow Ave.
Broken Arrow, OK 74012
Phone Number 918.250.8838
FAX Number 918.250.9853

February 26, 2026

Dr. Channa Byerly, Superintendent
Duncan Public Schools
1706 West Spruce Avenue
Duncan, OK 73533

Dear Dr. Byerly:

We are pleased to confirm our understanding of the arrangements for our audit of the financial statements of Duncan School District No. I-1 for the year ending June 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the accompanying combined fund type and account group financial statements – regulatory basis and the related notes to the financial statements, which collectively comprise the basic financial statements Duncan School District, as of and for the year ended June 30, 2026.

We have also been engaged to report on supplementary information that accompanies the district'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 GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Combining financial statements
2. Budgetary comparison schedules
3. Schedule of expenditures of federal awards & related notes
4. School activity fund balances

The objectives to our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with the regulatory basis of accounting and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of law, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance)., as amended, and the current OMB Compliance Supplement.

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

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

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

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

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the 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 in the accounts, test of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors and financial institutions. We may also request written representations from your attorneys as part of the engagement.

When we identify significant risk(s) of material misstatement as part of our audit planning, we will communicate this risk to you.

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 financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Controls

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

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

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

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of 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 the *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each major program. 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 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 Duncan School District in conformity with the regulatory basis of accounting and the Uniform Guidance based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards.* We will perform the services in accordance with applicable professional standards. The other services 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, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

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

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (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 our audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain 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 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 fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of 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, 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 in a timely manner.

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. 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 also 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. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information 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 providing that information.

Engagement Administration, Fees, and Other

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

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

We will provide copies of our reports to Duncan School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for the engagement is property of Patten & Odom, CPAs, PLLC 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 the Oklahoma SA&I 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 Patten & Odom, CPAs, PLLC 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 of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma SA&I. 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.

Kerry Patten, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on an agreed upon date that will be communicated to you.

Our fee for these services will be $2,750 upon completion of the District's Estimate of Needs and $15,500 upon completion of the District's audit report. Additionally, there is a $100 filing fee required by the State Auditor and Inspector's Office for the purpose of processing your report. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for

all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Education of Duncan School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have nor formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

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

Sincerely,

Patten & Odom, CPAs

Patten & Odom, CPAs, PLLC

RESPONSE:

This letter correctly sets forth the understanding of Duncan School District.

Management Signature: Dr Channe Byers
Title: Superintendent
Date: 03-10-2026

Governance Signature: _____
Title: Board President
Date: 03-10-2026

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
2025-2026 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 2025-2026 fiscal year beginning July 1, 2025 and ending June 30, 2026.

This audit contract was approved by the Board of Education and entered in the minutes of its meeting on the 10th day of March, 2026.

ATTEST:

Kelly Hendorm
Clerk

President

Duncan
District

Stephens
County

69 - I001
County/District Number

Approved this 10th **Day of** March **2026.**

Patten & Odom, CPAs, PLLC
AUDITING FIRM

SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM

PLEASE EXECUTE THIS FORM IN TRIPLICATE:

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

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

MUST BE FILED NO LATER THAN JUNE 30, 2026
Contracts dated prior to January 20, 2026, will **not** be accepted.
Contracts which do not contain **all** of the above provisions **will not** be accepted.

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Technology

Vendor Requested: Sparklight Business

Item Request Description: Contract for internet services for FY26-27

*Partial reimbursent through Erate

Dollar Amount Requested (if applicable): $26,304.00

Fund Requested: ~~Choose from the following~~: 11- General Fund

Budget/Activity Account Requested: Budget - 082 INTERNET SERVICE

Bill Adams — 03/03/26
Signature of Requestor/Principal — Date

L McCam — 03-03-2026
Signature of Budget Director — Date

MAR 0 2 2026
Signature of ~~Assistant~~ Superintendent — Date

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	03/03/2026
Requested by:	Bill Adams
School/Dept:	Technology
Account/Prog:	11 General Fund

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
Sparklight Business
606 Noble Street, Anniston AL 36201
256-591-6577

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
12	TECH - District Internet Service	$ 2,192.00	$ 26,304.00	07	11	082	2580	530	000	0000	000	050
	for FY26-27											
	*Partial Reimbursement through Erate											
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 26,304.00									

SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

E-RATE BID EVALUATION GRID

Organization Name:	Ducan Indep School District	E-Rate Yr:	2026-27
Prepared by:	Bill Adams	Title:	
Signature:		Date:	

Description of Service:	7 Gbps at 1 yr plus 4 renewals with router (needed?) INT								
Service Provider	E-Rate Eligible Costs	Other Costs - Not Eligible	Price-Erate	Price-Other Costs	Prior Experience	Personnel Qualifications	Responsiveness	Technical Merit	Total Points
Points Possible for Each Bid			***30.000***	***5***	***20***	***10***	***15***	***20***	***100***
1 Workable Programs Systems	17,290.00		30.000						30.000
2 Cable One Business	26,304.00		19.719						19.719
3 ATT	165,489.60		3.134						3.134
4									0.000
5									0.000
6									0.000
7									0.000
8									0.000
9									0.000
10									0.000

EVALUATION RATIONALE (Attach additional pages as necessary)
Dobson bid 3 and 5 yr term only therefore not included in this evaluation
OneNet did not bid 7 Gbps. Therefore not on this evaluation
WPS did not bid 7 Gbps

OUSF: 125% of LCRQB

21,612.50

Total annual estimated out of pocket cost for district is $469.15

Total annual estimated out of pocket cost for district is $14,387.71

Sparklight Business	Business Service Agreement
	Date: 2/4/2026, 10:47 AM

OFFICE:	ANNISTON, AL	**ACCOUNT EXECUTIVE:**	Michael Huey
COMPANY NAME:	Cable One, Inc. d/b/a Sparklight ("Sparklight Business")	**TELEPHONE:**	(256) 591-6577
STREET ADDRESS:	606 Noble Street	**FAX:**	
CITY/STATE/ZIP	Anniston | AL | 36201	**EMAIL:**	michael.huey@sparklight.biz

CUSTOMER COMPANY NAME	Duncan ISD	**AUTHORIZED CUSTOMER CONTACT:**	Bill Adams
STREET ADDRESS:	1740 W Spruce	**TELEPHONE:**	5802550686
CITY/STATE/ZIP	Duncan, OK 73533	**EMAIL:**	bill.adams@duncanps.org

CONTRACT TOTALS

TOTAL MRC	INSTALLATION CHARGES	TOTAL NON-RECURING CHARGES	BUILD FINANCING	RECURRING (FINANCED)
$2,192.00	$0.00	$0.00	N	

Term Length: 12

LOCATION(S) OF SERVICE AS PART OF THIS AGREEMENT

SITE NAME	ADDRESS	OffNet Location	SERVICE MRC
Admin Building	1740 W Spruce Duncan, OK 73533	No	$2,192.00

DIA DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price
Admin Building	1	Dedicated Internet Access - Retail	7000	$2,192.00
Admin Building	1	/29 - 5 IP	7000	$0.00

BANDWIDTH MONITORING DETAILS

Site Name	Quantity	Product Name	Price
Admin Building	1	Bandwidth Monitoring Above100MB	$0.00

SPECIAL CONDITIONS

Customer acknowledges that Sparklight Business will incur significant construction costs processing this service order. Customer agrees to reimburse Sparklight Business for all of its construction costs if Customer terminates service before the end of the contract term. If Customer cancels the contract before the construction has been completed and service initiated, Customer will reimburse Sparklight Business for its construction costs, which are estimated at $2,750.01, incurred up to the date of cancellation.

AGREEMENT

THE SERVICE CHARGES TOTAL $2,192.00 PER MONTH. THESE FEES AND CHARGES ARE SUBJECT TO ADDITIONAL APPLICABLE LOCAL, STATE AND FEDERAL TAXES AND SERVICE FEES.

By signing below, I acknowledge that I have read, understand, and agree to be bound by and comply with the above service information and charges, and the attached terms and conditions and service-specific agreements. I warrant that I am the Customer or have the authority to represent and bind the Customer. If I provide an email address, a copy of this document and the relevant service-specific agreements will be emailed to me for my records. I understand that I have the right to receive paper copies of this and any other agreements applicable to the Service(s) I have ordered by calling my local Sparklight Business office, and I consent to the use of electronic documents and signature. I acknowledge that I may cancel this agreement without an early termination penalty within thirty (30) days.

CUSTOMER SIGNATURE SECTION

CUSTOMER AUTHORIZED SIGNATURE	
PRINTED NAME	
TITLE	
EFFECTIVE DATE	

SPARKLIGHT BUSINESS SIGNATURE SECTION

SPARKLIGHT AUTHORIZED SIGNATURE	
PRINTED NAME	Jason Brown
TITLE	Director, Field Sales
EFFECTIVE DATE	

SPARKLIGHT BUSINESS FIBER SERVICES AGREEMENT

This Fiber Services Agreement ("Agreement") is made on 2/4/2026, 10:47 AM by and between Cable ONE, Inc. ("Sparklight") located at 210 East Earll Drive, Phoenix, AZ 85012 and Duncan ISD("Subscriber"), located at , , , .

THE PARTIES AGREE AS FOLLOWS:

SECTION 1: DATA SERVICES
During the term of this Agreement, Sparklight shall provide fiber optic Ethernet Private Line service ("Data Service") to the locations set forth in the Fiber Services Agreement and fully described therein. In addition to the Data Services, Subscriber may choose to purchase optional Managed Service as further described in Section 2. Subscriber warrants that it has accurately indicated to Sparklight whether the Data Service traffic will be used for more than 10% interstate traffic in which case Federal USF will apply or 10% or less in which case State USF may apply. Subscriber agrees that this service is in addition to any existing services subscribed to by Subscriber. Any existing services will not be disconnected as a result of this Agreement. It is Subscriber's sole responsibility to disconnect any existing services. Sparklight will continue to bill Subscriber for any existing services until disconnected by Subscriber.

SECTION 2: MANAGED SERVICE
Subscriber may, at its option purchase Sparklight's Managed Service to run for a term consecutive with Subscriber's Data Services, including Managed Router Service or Managed Security Service. Managed Router Service provides a router/security appliance installed at the Subscriber's site delivering common network security functions including firewall, Secure VPN, and SD-WAN. Managed Security Service includes the features of Managed Router Service, plus content filtering and intruder prevention and detection, monitoring external internet threats at designated access points to the Subscriber's computer network using the firewall appliance placed at Subscriber's premises, managed by Sparklight. Sparklight will configure each router/security appliance to subscriber's firewall policy, to operate in accordance with that firewall policy and the manufacturer's specifications for the particular router/security appliance. SPARKLIGHT will implement changes to Subscriber's firewall policy within four business hours of receiving Subscriber's request.

In addition to other limitations of liability included herein, the following limitation of liability applies to the Managed Service product(s) identified in this Section 2:

SPARKLIGHT'S MANAGED SERVICE AND EQUIPMENT PROVIDED THEREWITH DOES NOT CAUSE AND CANNOT ELIMINATE OCCURRENCES OF THE EVENTS THEY ARE INTENDED TO DETECT OR AVERT. SPARKLIGHT MAKES NO GUARANTY OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE MANAGED SERVICE OR EQUIPMENT SUPPLIED WILL DETECT OR AVERT SUCH EVENTS OR THE CONSEQUENCES THEREFROM. ACCORDINGLY, SPARKLIGHT DOES NOT UNDERTAKE ANY RISK THAT SUBSCRIBER'S PERSON OR PROPERTY, OR THE PERSON OR PROPERTY OF OTHERS, MAY BE SUBJECT TO INJURY OR LOSS IF SUCH AN EVENT OCCURS. THE ALLOCATION OF SUCH RISK REMAINS WITH SUBSCRIBER, NOT SPARKLIGHT. INSURANCE, IF ANY, COVERING SUCH RISK SHALL BE OBTAINED BY SUBSCRIBER. SPARKLIGHT SHALL HAVE NO LIABILITY FOR LOSS, DAMAGE OR INJURY DUE DIRECTLY OR INDIRECTLY TO EVENTS, OR THE CONSEQUENCES THEREFROM, WHICH THE MANAGED SERVICE IS INTENDED TO DETECT OR AVERT. SUBSCRIBER SHALL LOOK EXCLUSIVELY TO ITS INSURER AND NOT TO SPARKLIGHT TO PAY SUBSCRIBER IN THE EVENT OF ANY SUCH LOSS, DAMAGE OR INJURY. SUBSCRIBER RELEASES AND WAIVES FOR ITSELF AND ITS INSURER ALL SUBROGATION AND OTHER RIGHTS TO RECOVER FROM SPARKLIGHT ARISING AS A RESULT OF PAYING ANY CLAIM FOR LOSS, DAMAGE OR INJURY OF SUBSCRIBER OR ANOTHER PERSON.

SECTION 3: FEES
In consideration of the equipment and services provided to Subscriber for the Term of the Agreement and as described below, Subscriber shall pay the following fees and charges to Sparklight Business in the manner set forth herein. These fees and charges are subject to additional applicable local, state and federal taxes and service fees as required or authorized by law. Recurring monthly charges shall be payable in advance of each month of service during the term hereof. Monthly charges will commence on the date of circuit hand-off by Sparklight and shall remain in effect until term specified in Section 4: Term. Installation and construction charges are due 20 days after execution of this Agreement. Any payment not made when due will be subject to a late fee. Questions regarding a bill must be provided to Sparklight within 60 days of receipt of the billing statement in question. Failure to notify Sparklight of a dispute shall constitute acceptance of the bill. Undisputed portions of the billing statement must be paid before next billing statement is issued to avoid an administrative fee for late payment.

SECTION 4: TERM
This Agreement shall remain in effect for a term of 12 months commencing on the date that Sparklight completes the installation of the Data Service and Managed Service as applicable, and shall be automatically renewed on a month to month basis unless written notice of intent not to renew is provided by either party no later than 30 days prior to the end of the initial 12 month term or any automatic monthly renewal term. For the sake of clarity, this section is only addressing terminations effective at the end of a term. Notice must be given to the other party at the address shown herein (or such other address as is subsequently provided in writing).

SECTION 5: ENGINEERING REVIEW
Activation of Data Service and Managed Service as applicable is subject to Sparklight Business's engineering review for distribution availability by existing cable plant as well as review of other external factors and may require additional fees. In the event Sparklight Business determines that Data Service is not available to the Premises of Subscriber, this Agreement shall be void, and Subscriber shall be entitled to a refund of all prepaid charges in accordance with Sparklight Business's refund policies.

SECTION 6: INSTALLATION & MAINTENANCE OF SPARKLIGHT EQUIPMENT
Subscriber hereby grants to Sparklight Business (subject to any necessary governmental or third party approvals) the right to install all necessary equipment for receiving Data Service and Managed Service as applicable. Subscriber, at no cost to Sparklight Business, shall secure throughout the term of Service any easements, leased or other agreements necessary to allow Sparklight Business to use existing pathways into and in each Building. Sparklight Business-owned equipment provided to Subscriber hereunder shall be maintained by Sparklight Business in good operating condition. Such maintenance obligation is contingent upon Subscriber notifying Sparklight Business, in a timely manner, when repair or maintenance is necessary. Except for Sparklight Business's maintenance obligations as set forth herein, Subscriber shall indemnify Sparklight Business and hold it harmless from and against any and all losses, claims and expenses relating to the equipment provided hereunder to Subscriber, including without limitation, losses caused by accident, fire, theft or misuse of equipment.

Subscriber shall provide Sparklight Business with reasonable access to the Premises during normal hours for purposes of performing required maintenance. Sparklight Business shall retain ownership of all equipment provided hereunder, including all data transmission equipment, router/security appliances for Managed Service, drop and fiber optic material required to provide Service to the business. Subscriber shall not, directly or indirectly, sell, mortgage, pledge, or otherwise dispose or encumber any Sparklight Business-owned equipment provided to Subscriber, nor shall it change the location of, tamper with, damage, mishandle or alter in any manner such equipment. Subscriber also shall not relocate Sparklight Business-owned equipment within its Premises. In addition, if Subscriber decides to move Premises, Subscriber shall notify Sparklight Business of its move. Sparklight Business will relocate the Sparklight Business-owned equipment for Subscriber within Subscriber's Premises or, in accordance with Section 5, to other Premises; Subscriber acknowledges that it may incur additional charges for such relocation. Subscriber shall, upon the expiration or earlier termination of this Agreement, promptly return to Sparklight Business all of such equipment in good condition (or pay the full replacement value therefore). If services are no longer provided to the Subscriber's Premises, Subscriber shall provide Sparklight Business with reasonable access to such Premises for purpose of removing any Sparklight Business-owned equipment. Sparklight Business shall have no obligation to install, operate or maintain subscriber provided facilities or equipment.

SECTION 7: USE OF DATA SERVICE AND EQUIPMENT
Subscriber's use of the Data Service and Managed Service as applicable and equipment is subject to adherence to Sparklight's acceptable use policy where applicable. Subscriber shall not use the Data Service or equipment to directly or indirectly:

(a)
invade another person's privacy, unlawfully use, possess, post, transmit or disseminate obscene, profane or pornographic material; post, transmit, distribute or disseminate content that is unlawful, threatening, abusive, libelous, slanderous, defamatory, materially false, inaccurate or misleading or otherwise offensive or objectionable; unlawfully promote or incite hatred; or post, transmit or disseminate objectionable information, including, without limitation, any information constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any municipal, provincial, federal or international law, order, rule, regulation for policy or any network accessed using the Service;

(b)
access any computer, software, data, or any confidential, copyright protected or patent protected material of any other person or entity, without the knowledge and consent of such person or entity, nor use any tools designed to facilitate such access;

(c)

collect a listing or directory of Sparklight Business subscribers, or if any such directory is made available, use, copy or provide to any person or entity (whether or not for a fee) such directory or any portion thereof;

(d)
upload, post, publish, deface, modify, transmit, reproduce, or distribute in any way, information, software or other material obtained through Sparklight Business that is protected by copyright, or other proprietary right, or related derivative works, without obtaining permission of the copyright owner or right holder; or otherwise violate the rights of any person or entity, including the misuse, misappropriation or other violation of any intellectual property of any person or entity;

(e)
alter, modify or tamper with the equipment or any feature of the Data Service and Managed Service as applicable, including, without limitation, attempt to disassemble, decompile, create derivative works of, reverse engineer, modify, sublicense, distribute or use the equipment for any purpose other than as expressly permitted;

(f)
restrict, inhibit or otherwise interfere with the ability of any other person to use or enjoy the Data Service or the Internet generally or create an unusually large burden on Sparklight Business's network, including, without limitation: posting or transmitting any information or software that contains a virus, lock, key, bomb, worm, Trojan horse or other harmful or debilitating feature, distributing mass or unsolicited messages, chain letters, surveys, advertising, promotional materials or commercial solicitations (i.e., spam) or mass chat room or bulletin board posts, or otherwise generating levels of traffic sufficient to impede others' ability to send or retrieve information;

(g)
interfere with computer networking, cable or telecommunications services to or from any Internet user, host or network, including but not limited to denial of service attacks, overloading a service, improper seizure and abuse of operator privileges ("hacking") or attempting to "crash" a host;

(h)
falsely assume the identity of any other individual or entity, including, without limitation an employee or agent of Sparklight Business, for any purpose, including, without limitation, accessing or attempting to access any account for which Subscriber is not an authorized user; or

(i)
resell or share any portion of this Data Service and Managed Service as applicable to a third party.

In addition to our termination rights set out elsewhere in this Agreement and otherwise available at law, Sparklight Business may suspend service or terminate this Agreement if Subscriber engages in one or more of the above prohibited activities. Additionally, Sparklight Business reserves the right to charge Subscriber for any direct or indirect costs incurred by Sparklight Business or its affiliates in connection with Subscriber's breach of any provision of this Agreement, including costs incurred to enforce Subscriber's compliance with it.

SECTION 8: CONTENT ACCESSED AND PURCHASES MADE THROUGH SPARKLIGHT
Subscriber acknowledges and agrees that there is some content accessible through the Data Service and the Internet that may be offensive, or that may not be in compliance with applicable law. For example, it is possible to obtain access to content that is pornographic, obscene, or otherwise inappropriate or offensive, particularly for children. Sparklight Business does not assume any responsibility for or exercise any control over the content accessible through the Data Service. Subscriber accesses and uses all content obtained through the Data Service and Managed Service as applicable at Subscriber's own risk, and Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings arising out of or otherwise relating to Subscriber's access to or use of such content. In addition, Sparklight Business shall not be responsible for any of Subscriber's purchases or charges on the Internet.

SECTION 9: COPYRIGHT MATERIALS
Subscriber shall hold Sparklight Business harmless for any improper use of copyrighted materials accessed through Sparklight Business's Data Service. Sparklight Business bears no responsibility for, and Subscriber agrees to assume all risks regarding, the alteration, falsification, misrepresentation, reproduction, or distribution of copyrighted materials without the proper permission of the copyright owner. If Sparklight Business receives notice under the Digital Millennium Copyright Act, 17 U.S.C. § 512, that

Subscriber has allegedly infringed the intellectual property rights of a third party, Sparklight Business retains the right to take down or disable access to the allegedly infringing material. It is Sparklight Business's policy, in appropriate circumstances, to terminate the accounts of subscribers who repeatedly infringe the intellectual property rights of third parties. Sparklight Business also will take such other action as appropriate under the circumstances to preserve our rights.

SECTION 10: SUBSCRIBER'S RESPONSIBILITY FOR SECURITY

Sparklight Business uses resources that are shared with many other subscribers. Moreover, Sparklight Business provides access to the Internet, a public network, which is used by millions of other users. Information (personal and otherwise) transmitted over such public network necessarily may be subject to interception, eavesdropping or misappropriation by unauthorized parties. Subscriber shall be solely responsible for taking the necessary precautions to protect itself and its equipment, files and data against any risks inherent in the use of this shared resource. Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings resulting from, arising out of or otherwise relating to Subscriber's failure to take appropriate security measures.

SECTION 11: RIGHT TO MONITOR AND DISCLOSE CONTENT

Sparklight Business has no obligation to monitor content provided through the Data Service and Managed Service as applicable. However, Subscriber agrees that Sparklight Business has the right to monitor content electronically from time to time and to disclose any information as necessary to: (a) conform to the edicts of the law or comply with legal process served on Sparklight Business, (b) protect and defend the rights or property of Sparklight Business, its Data Service or the users of the Data Service, whether or not required to do so by law, or (c) protect the personal safety of users of Sparklight Business's Data Service or the public. We reserve the right to either refuse to post or to remove any information or materials, in whole or in part, that we decide are unacceptable, undesirable, or in violation of this Agreement.

SECTION 12: SUBSCRIBER PASSWORDS

Subscriber is responsible for all use of Subscriber's account(s) and for maintaining the confidentiality of passwords. Subscriber shall immediately notify Sparklight Business about: (i) any loss or theft of Subscriber's password, or (ii) any unauthorized use of Subscriber's password or of the Service. If any unauthorized person obtains access to the Service as a result of any act or omission by Subscriber, Subscriber shall use best efforts to ascertain the source and manner of the unauthorized acquisition. Subscriber shall additionally cooperate and assist in any investigation relating to any such unauthorized access.

SECTION 13: SUBSCRIBER PRIVACY

Sparklight Business is committed to protecting the privacy of Subscriber's personal information. Sparklight Business's privacy policy regarding the collection, use and disclosure of personal information is posted on Sparklight Business's website (www.cableone.net). Subscriber acknowledges that he or she has read and accepted the terms and conditions of such statement.

SECTION 14: ASSIGNMENT

Subscriber shall not assign its rights or delegate its duties under this Agreement without the prior written consent of Sparklight Business, which consent shall not be unreasonably withheld. Any assignment of this Agreement by Subscriber without Sparklight Business's written consent shall be void and shall, at the Sparklight Business's option, constitute a breach hereof by Subscriber. In the event Subscriber is a business entity and ceases to do business at the Premises, Subscriber shall return to Sparklight Business all Sparklight Business-owned equipment installed at the Premises; such cessation shall not, however, reduce Subscriber's payment obligations hereunder unless Sparklight Business otherwise agrees in writing. This Agreement shall be fully assignable by Sparklight Business. Subject to the foregoing, this Agreement shall be binding upon and shall insure to benefit of the parties and their respective successors, representatives and assigns.

SECTION 15: TERMINATION BY SPARKLIGHT BUSINESS

If Subscriber fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Sparklight Business, or if Subscriber becomes insolvent or bankrupt, Sparklight Business, in addition to all other rights it may have under law or this Agreement, shall have the right (i) to declare all amounts to be paid by Subscriber during the remaining term hereof immediately due and payable, (ii) to cease providing services to Subscriber, and (iii) immediately to enter the Premises and take possession of all Sparklight Business -owned equipment without liability to Subscriber therefore and without relieving Subscriber of its obligations under this Agreement. Subscriber shall reimburse Sparklight Business for all costs and expenses, including reasonable attorney's fees and court costs, incurred in connection with Sparklight Business's exercise of its rights under this Agreement.

Sparklight Business may, in its sole discretion, immediately terminate this Agreement in the event that it is unable to provide Service due to any law, rule, regulation, Force Majeure event, or judgment of any court or government agency. In the event

Sparklight Business is declared to be a common carrier by a law, rule, regulation, or judgment of any court or government agency, Sparklight Business may terminate this Agreement.

SECTION 16: TERMINATION BY SUBSCRIBER

If Sparklight Business fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Subscriber, or if Sparklight Business becomes insolvent or bankrupt, Subscriber, in addition to all other rights it may have under law or this Agreement, shall have the right to terminate this Agreement without penalty and will only be responsible for any fees it incurs prior to cessation of service. If Subscriber exercises its termination right, Sparklight Business shall remove all Sparklight Business-owned equipment without cost or fee to Subscriber.

Should Subscriber engage in early termination of the Agreement but without the justification of a Sparklight Business breach, Subscriber will be required to pay an early termination penalty consisting of 100% of the monthly fees for the remaining period of the term. Upon termination request, subscriber recognizes that they are solely responsible for providing correct account information including account numbers, addresses, circuit ID's, as requested on the Disconnect Form. Subscriber acknowledges that failure to provide correct account information could result in continued billings. Sparklight will continue to bill Subscriber for existing services until correct information has been provided.

SECTION 17: DATA SERVICE AND EQUIPMENT

This Section 17 applies only to Direct Internet Access (DIA) or NON-SLA Ethernet Private Line (EPL) Subscribers. Service Level Agreements for Wavelength, EzEthernet, or Fiber EPL are included in a product-specific Exhibit(s) attached to and incorporated into this Agreement.

(a)EXCEPT AS PROVIDED IN SECTION 17(b), SPARKLIGHT BUSINESS'S DATA SERVICE AND EQUIPMENT ARE PROVIDED WITHOUT WARRANTIES OR CONDITIONS OF ANY KIND WITH RESPECT TO THE DELIVERY OR PERFORMANCE OF THE EQUIPMENT, ANY SERVICE, SPARKLIGHT BUSINESS'S NETWORK, OR ANY WORK PERFORMED UNDER THIS AGREEMENT INCLUDING ANY AND ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR USE OR ARISING FROM A COURSE OF DEALING, USAGE OR TRADE, AND ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED. FOR ADDITIONAL CLARIFICATION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT SUBSCRIBER'S USE OF THE DATA SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, BUG-FREE OR VIRUS-FREE. IN ADDITION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT ANY DATA OR FILES SENT BY OR TO SUBSCRIBER WILL BE TRANSMITTED IN A SECURE OR UNCORRUPTED FORM OR WITHIN A REASONABLE PERIOD OF TIME. IN THE EVENT THAT SUBSCRIBER'S BUSINESS REQUIRES CONTINUOUS AND UNINTERRUPTED SERVICE, SUBSCRIBER MAY WISH TO OBTAIN A SECONDARY SERVICE FROM AN ALTERNATE PROVIDER. (b) EXCLUDING EVENTS BEYOND SPARKLIGHT BUSINESS'S CONTROL, SPARKLIGHT BUSINESS REPRESENTS THAT IT WILL MAINTAIN 99.99% SERVICE AVAILABILITY. THE AVAILABILITY OF SERVICE IS MEASURED BY SERVICE DOWNTIME ("SERVICE DOWNTIME" OR "DOWNTIME"). SERVICE DOWNTIME SHALL MEAN TIME WHEN SUBSCRIBER IS NOT ABLE TO TRANSMIT AND RECEIVE DATA THROUGH SUBSCRIBER'S ACTIVE SPARKLIGHT BUSINESS PORT(S). SERVICE DOWNTIME BEGINS WHEN SUBSCRIBER REPORTS THE DOWNTIME TO SPARKLIGHT BUSINESS AND A TROUBLE TICKET IS OPENED. SERVICE DOWNTIME ENDS WHEN SUBSCRIBER'S SERVICE HAS BEEN RESTORED AND THE TROUBLE TICKET HAS BEEN CLOSED BY SPARKLIGHT BUSINESS.

SPARKLIGHT BUSINESS WILL ALLOW A PRO-RATED CREDIT AGAINST FUTURE PAYMENT FOR SERVICE DOWNTIME AS SET FORTH BELOW, EXCEPT AS SPECIFIED IN "EXCEPTIONS TO CREDIT ALLOWANCES.

LENGTH OF SERVICE INTERRUPTION	PERIOD TO BE CREDITED
Less than 00:04:32 hours	NONE
00:04:32 hours up to 06:00:00 hours	3 Days of the Monthly Charges
06:00:01 up to 12:00:00	7 Days of the Monthly Charges
12:00:01 up to 24:00:00	Half of the Monthly Charges
24:00:01 and above	Full Month Charges

THE TOTAL NUMBER OF CREDIT ALLOWANCES PER MONTH SHALL NEVER EXCEED THE MONTHLY CHARGE FOR THE AFFECTED SERVICE. SERVICE DOWNTIME CANNOT BE AGGREGATED FOR THE PURPOSES OF DETERMINING THE CREDIT ALLOWANCE.

EXCEPTIONS TO CREDIT ALLOWANCES
SERVICE DOWNTIME SHALL NOT QUALIFY FOR THE REMEDIES OUTLINED ABOVE IF SUCH DOWNTIME IS A RESULT OF: (1) FORCE MAJEURE EVENTS, (2) ACTS OF GOD, (3) SCHEDULED MAINTENANCE EVENTS, (4) THE ACTIONS OR OMMISSIONS OF SUBSCRIBER OR PERSONS ACTING ON BEHALF OF SUBSCRIBER, INCLUDING EMPLOYEES, AGENTS AND CONTRACTORS (5) THE FAILURE OF HARDWARE, EQUIPMENT, CIRCUITS, APPLICATIONS OR SYSTEMS NOT OWNED OR CONTROLLED BY SPARKLIGHT BUSINESS, (6) SPARKLIGHT BUSINESS'S INABILITY TO CONTACT SUBSCRIBER OR SPARKLIGHT BUSINESS'S LACK OF ACCESS TO SUBSCRIBER'S PREMISES AS A RESULT OF SUBSCRIBER'S LIMITED AVAILABILITY, (7) SPARKLIGHT BUSINESS'S TERMINATION OF SERVICE FOR CAUSE INCLUDING MATERIAL BREACH AND SUBSCRIBER'S USE OF SERVICE IN UNLAWFUL MANNER OR IN VIOLATION OF SPARKLIGHT BUSINESS'S ACCEPTABLE USE POLICY.

SECTION 18: LIMITATION OF LIABILITY
UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, SPARKLIGHT BUSINESS SHALL NOT BE LIABLE TO SUBSCRIBER FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES (EVEN IF SPARKLIGHT BUSINESS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), RESULTING DIRECTLY OR INDIRECTLY FROM:

(a) THE USE OR THE INABILITY TO USE THE DATA SERVICE AND MANAGED SERVICE AS APLICABLE;
(b) UNAUTHORIZED ACCESS TO OR ALTERATION OF SUBSCRIBER'S TRANSMISSIONS OR DATA;
(c) STATEMENTS OR CONDUCT OF ANY THIRD PARTY ON THE DATA SERVICE; OR
(d) ANY OTHER MATTER RELATING TO SPARKLIGHT BUSINESS'S DATA SERVICE OR EQUIPMENT. THIS SECTION SHALL SURVIVE ANY TERMINATION OF THIS AGREEMENT.

SECTION 19: INDEMNIFICATION
Subscriber shall indemnify, defend, and hold Sparklight Business, its subsidiaries, members, affiliates, officers, directors, employees, and agents harmless from any claim, demand, liability, expense, or damage, including costs and reasonable attorneys' fees, asserted by any third party relating to or arising out of Subscriber's use of or conduct on the Sparklight Business Data Service and Managed Service as applicable. Sparklight Business will notify Subscriber within a reasonable period of time about any claim for which Sparklight Business seeks indemnification and will afford Subscriber the opportunity to participate in the defense of such claim, provided that Subscriber's participation will not be conducted in a manner prejudicial to Sparklight Business's interests, as reasonably determined by Sparklight Business. This Section shall survive termination of this Agreement.

SECTION 20: NONDISCLOSURE

(a)
Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures programs, or codes, whether tangible or intangible, and whether or not stored, complied, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing party gives its express, prior written consent to the public disclosure of the information, or if the disclosure is required by any law or governmental or quasi-government rule or regulation.

(b)
Each party agrees that violation of this section 20 would result in irreparable injury and the injured party shall be entitled to seek equitable relief, including injunctive relief and specific performance in the event of any breach hereof.

SECTION 21: MISCELLANEOUS

(a)
This Agreement is governed by the laws of the State of Arizona. Subscriber hereby consents to the exclusive jurisdiction and venue of courts in Maricopa County, AZ in all disputes arising out of or relating to this Agreement and/or use of the Data Service and Managed Service as applicable and/or Sparklight Business-owned equipment.

(b)
This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, conversations, representations, promises of warranties (express or implied) whether verbal or written. No modification of this Agreement shall be valid unless made in writing and signed by both parties.

(c)
The waiver of a breach of any provision of this Agreement shall not be construed as waiver of any subsequent breach of the same or a different provision of this Agreement.

(d)
If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then, and in the event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

SECTION 22: ENTERPRISE WIFI
Enterprise Wi-Fi provides the Subscriber with the ability to extend and change coverage of Subscriber's property through multiple Wi-Fi access points and exert substantial control over the Enterprise Wi-Fi service including configurations through a mobile Android or IOS app. Primarily designed for Fiber customers only, the Enterprise Wi-Fi service enables complete property coverage without an appreciable loss of download speed. A Subscriber to Enterprise Wi-Fi may request a further extension of Wi-Fi coverage throughout Subscriber's property which will entail provision of additional nodes (extenders) at additional cost. Sparklight Business will manage the extenders for the Subscriber. Subscriber acknowledges that while Sparklight Business has provided greater cybersecurity through the app for the Enterprise Wi-Fi service, with among other features, built-in malware scanning and blocking, Sparklight Business cannot guarantee that third parties will never hack or otherwise gain access to Subscriber's Wi-Fi transmissions and you agree that Sparklight Business will not be liable for among other things, any interception or transmissions, computer viruses, loss of data, file corruption or damage to Subscriber's computer.

SECTION 23: ENTERPRISE WIFI SUBSCRIBER RESPONSIBILITIES
Notwithstanding the more specific Subscriber responsibilities, in general, Subscriber is responsible for using the Wi-Fi service in ways that does not interfere with or diminish the use or enjoyment of the Wi-Fi service by others. Subscriber may not use the Wi-Fi service for any unlawful purpose or to disseminate any information that is harassing, threatening or that constitutes Spam. Subscriber also agrees that as the account holder, Subscriber is responsible for the use of the Wi-Fi service by its guests or any parties that, with or without permission, use the Subscriber's account to access the Wi-Fi service.

SECTION 24: BORDER GATEWAY PROTOCOL (BGP) RESPONSIBILITIES
Sparklight supports BGP-4 routing, available to Customers as an optional service feature. Customers to electing to receive BGP service must provide Sparklight with an Autonomous System Number (ASN) assigned to Customer by the American Registry for Internet Numbers (ARIN). Customer must provide the equipment and services necessary to support BGP service, including but not limited to: multihomed internet access, a BGP-4 capable router, enough memory to run BGP-4, and internal technical support capable of maintaining the Service on Customer's equipment. Additional information and requirements for BGP routing will be provided to the Customer upon request.

BOARD APPROVED

MAR 10 2026

ITEM # 7.Q.4.

An Ongoing Tradition of Excellence

DUNCAN PUBLIC SCHOOLS - BOARD OF EDUCATION

BOARD AGENDA ITEM

Any person(s) requesting an item to be placed on the agenda must complete this form and any other forms necessary and file it with an Assistant Superintendent no later than noon on the Tuesday prior to the meeting. Regularly scheduled meetings are held on the 2nd Tuesday of each month. Meeting dates can be found at www.duncanps.org. The Superintendent and/or Board President will make the final determination as to whether a request will be on the agenda.

School/Club/Department: Technology

Vendor Requested: Sparklight Business

Item Request Description: Contract for internet services for FY26-27

*Partial reimbursent through Erate

Dollar Amount Requested (if applicable): $26,304.00

Fund Requested: ~~Choose from the following~~: 11- General Fund

Budget/Activity Account Requested: Budget - 082 INTERNET SERVICE

Bill Adams — 03/03/26

Signature of Requestor/Principal — Date

L McCann — 03-03-2026

Signature of Budget Director — Date

MAR 0 2 2026

Signature of ~~Assistant~~ Superintendent — Date

TRENDS REQUISITION

PURCHASE ORDER # _____
For Finance Use Only

DUNCAN PUBLIC SCHOOLS
P. O. Box 1548
Duncan, OK 73534
→ **SHIP TO** ←
DUNCAN PUBLIC SCHOOLS
WAREHOUSE
1740 W. Spruce
Duncan, OK 73533

Date:	03/03/2026
Requested by:	Bill Adams
School/Dept:	Technology
Account/Prog:	11 General Fund

- [ ] Books
- [ ] Fees/Dues
- [ ] Textbooks
- [ ] Equipment
- [ ] Supplies
- [x] Service
- [ ] Technology
- [ ] Furniture/Fixtures
- [ ] Other

Complete only the shaded areas. Use current catalog information
Include Pricing for the Total of all Units. Include Shipping/Handling.

Vendor Name, Address, Phone & Fax #
Sparklight Business
606 Noble Street, Anniston AL 36201
256-591-6577

Quantity	Item No/Description	Unit Price	Total Price	FY	FU	PROJ	FUNC	OBJ	PRG	SUBJ	JOB	SITE
12	TECH - District Internet Service	$ 2,192.00	$ 26,304.00	07	11	082	2580	530	000	0000	000	050
	for FY26-27											
	*Partial Reimbursement through Erate											
	SHIPPING/HANDLING:											
		TOTAL ORDER:	$ 26,304.00									

SIGNATURE - PRINCIPAL/DIRECTOR ***REQUIRED***

E-RATE BID EVALUATION GRID

Organization Name:	Ducan Indep School District	E-Rate Yr:	2026-27
Prepared by:	Bill Adams	Title:	
Signature:		Date:	

Description of Service: 7 Gbps at 1 yr plus 4 renewals with router (needed?) INT

	Service Provider	E-Rate Eligible Costs	Other Costs - Not Eligible	Price-Erate	Price-Other Costs	Prior Experience	Personnel Qualifications	Responsiveness	Technical Merit	Total Points
	Points Possible for Each Bid			***30.000***	***5***	***20***	***10***	***15***	***20***	***100***
1	Workable Programs Systems	17,290.00		30.000						30.000
2	Cable One Business	26,304.00		19.719						19.719
3	ATT	165,489.60		3.134						3.134
4										0.000
5										0.000
6										0.000
7										0.000
8										0.000
9										0.000
10										0.000

EVALUATION RATIONALE (Attach additional pages as necessary)
Dobson bid 3 and 5 yr term only therefore not included in this evaluation
OneNet did not bid 7 Gbps. Therefore not on this evaluation
WPS did not bid 7 Gbps

OUSF: 125% of LCRQB

21,612.50

Total annual estimated out of pocket cost for district is $469.15

Total annual estimated out of pocket cost for district is $14,387.71

Sparklight Business	Business Service Agreement
	Date: 2/4/2026, 10:47 AM

OFFICE:	ANNISTON, AL	**ACCOUNT EXECUTIVE:**	Michael Huey
COMPANY NAME:	Cable One, Inc. d/b/a Sparklight ("Sparklight Business")	**TELEPHONE:**	(256) 591-6577
STREET ADDRESS:	606 Noble Street	**FAX:**	
CITY/STATE/ZIP	Anniston | AL | 36201	**EMAIL:**	michael.huey@sparklight.biz

CUSTOMER COMPANY NAME	Duncan ISD	**AUTHORIZED CUSTOMER CONTACT:**	Bill Adams
STREET ADDRESS:	1740 W Spruce	**TELEPHONE:**	5802550686
CITY/STATE/ZIP	Duncan, OK 73533	**EMAIL:**	bill.adams@duncanps.org

CONTRACT TOTALS

TOTAL MRC	INSTALLATION CHARGES	TOTAL NON-RECURING CHARGES	BUILD FINANCING	RECURRING (FINANCED)
$2,192.00	$0.00	$0.00	N	

Term Length: 12

LOCATION(S) OF SERVICE AS PART OF THIS AGREEMENT

SITE NAME	ADDRESS	OffNet Location	SERVICE MRC
Admin Building	1740 W Spruce Duncan, OK 73533	No	$2,192.00

DIA DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price
Admin Building	1	Dedicated Internet Access - Retail	7000	$2,192.00
Admin Building	1	/29 - 5 IP	7000	$0.00

BANDWIDTH MONITORING DETAILS

Site Name	Quantity	Product Name	Price
Admin Building	1	Bandwidth Monitoring Above100MB	$0.00

SPECIAL CONDITIONS

Customer acknowledges that Sparklight Business will incur significant construction costs processing this service order. Customer agrees to reimburse Sparklight Business for all of its construction costs if Customer terminates service before the end of the contract term. If Customer cancels the contract before the construction has been completed and service initiated, Customer will reimburse Sparklight Business for its construction costs, which are estimated at $2,750.01, incurred up to the date of cancellation.

AGREEMENT

THE SERVICE CHARGES TOTAL $2,192.00 PER MONTH. THESE FEES AND CHARGES ARE SUBJECT TO ADDITIONAL APPLICABLE LOCAL, STATE AND FEDERAL TAXES AND SERVICE FEES.

By signing below, I acknowledge that I have read, understand, and agree to be bound by and comply with the above service information and charges, and the attached terms and conditions and service-specific agreements. I warrant that I am the Customer or have the authority to represent and bind the Customer. If I provide an email address, a copy of this document and the relevant service-specific agreements will be emailed to me for my records. I understand that I have the right to receive paper copies of this and any other agreements applicable to the Service(s) I have ordered by calling my local Sparklight Business office, and I consent to the use of electronic documents and signature. I acknowledge that I may cancel this agreement without an early termination penalty within thirty (30) days.

CUSTOMER SIGNATURE SECTION

CUSTOMER AUTHORIZED SIGNATURE	Dr Channa Byerly
PRINTED NAME	Dr. Channa Byerly
TITLE	Superintendent
EFFECTIVE DATE	07/01/2026

SPARKLIGHT BUSINESS SIGNATURE SECTION

SPARKLIGHT AUTHORIZED SIGNATURE	
PRINTED NAME	Jason Brown
TITLE	Director, Field Sales
EFFECTIVE DATE	

SPARKLIGHT BUSINESS FIBER SERVICES AGREEMENT

This Fiber Services Agreement ("Agreement") is made on 2/4/2026, 10:47 AM by and between Cable ONE, Inc. ("Sparklight") located at 210 East Earll Drive, Phoenix, AZ 85012 and Duncan ISD("Subscriber"), located at , , , .

THE PARTIES AGREE AS FOLLOWS:

SECTION 1: DATA SERVICES
During the term of this Agreement, Sparklight shall provide fiber optic Ethernet Private Line service ("Data Service") to the locations set forth in the Fiber Services Agreement and fully described therein. In addition to the Data Services, Subscriber may choose to purchase optional Managed Service as further described in Section 2. Subscriber warrants that it has accurately indicated to Sparklight whether the Data Service traffic will be used for more than 10% interstate traffic in which case Federal USF will apply or 10% or less in which case State USF may apply. Subscriber agrees that this service is in addition to any existing services subscribed to by Subscriber. Any existing services will not be disconnected as a result of this Agreement. It is Subscriber's sole responsibility to disconnect any existing services. Sparklight will continue to bill Subscriber for any existing services until disconnected by Subscriber.

SECTION 2: MANAGED SERVICE
Subscriber may, at its option purchase Sparklight's Managed Service to run for a term consecutive with Subscriber's Data Services, including Managed Router Service or Managed Security Service. Managed Router Service provides a router/security appliance installed at the Subscriber's site delivering common network security functions including firewall, Secure VPN, and SD-WAN. Managed Security Service includes the features of Managed Router Service, plus content filtering and intruder prevention and detection, monitoring external internet threats at designated access points to the Subscriber's computer network using the firewall appliance placed at Subscriber's premises, managed by Sparklight. Sparklight will configure each router/security appliance to subscriber's firewall policy, to operate in accordance with that firewall policy and the manufacturer's specifications for the particular router/security appliance. SPARKLIGHT will implement changes to Subscriber's firewall policy within four business hours of receiving Subscriber's request.

In addition to other limitations of liability included herein, the following limitation of liability applies to the Managed Service product(s) identified in this Section 2:

SPARKLIGHT'S MANAGED SERVICE AND EQUIPMENT PROVIDED THEREWITH DOES NOT CAUSE AND CANNOT ELIMINATE OCCURRENCES OF THE EVENTS THEY ARE INTENDED TO DETECT OR AVERT. SPARKLIGHT MAKES NO GUARANTY OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE MANAGED SERVICE OR EQUIPMENT SUPPLIED WILL DETECT OR AVERT SUCH EVENTS OR THE CONSEQUENCES THEREFROM. ACCORDINGLY, SPARKLIGHT DOES NOT UNDERTAKE ANY RISK THAT SUBSCRIBER'S PERSON OR PROPERTY, OR THE PERSON OR PROPERTY OF OTHERS, MAY BE SUBJECT TO INJURY OR LOSS IF SUCH AN EVENT OCCURS. THE ALLOCATION OF SUCH RISK REMAINS WITH SUBSCRIBER, NOT SPARKLIGHT. INSURANCE, IF ANY, COVERING SUCH RISK SHALL BE OBTAINED BY SUBSCRIBER. SPARKLIGHT SHALL HAVE NO LIABILITY FOR LOSS, DAMAGE OR INJURY DUE DIRECTLY OR INDIRECTLY TO EVENTS, OR THE CONSEQUENCES THEREFROM, WHICH THE MANAGED SERVICE IS INTENDED TO DETECT OR AVERT. SUBSCRIBER SHALL LOOK EXCLUSIVELY TO ITS INSURER AND NOT TO SPARKLIGHT TO PAY SUBSCRIBER IN THE EVENT OF ANY SUCH LOSS, DAMAGE OR INJURY. SUBSCRIBER RELEASES AND WAIVES FOR ITSELF AND ITS INSURER ALL SUBROGATION AND OTHER RIGHTS TO RECOVER FROM SPARKLIGHT ARISING AS A RESULT OF PAYING ANY CLAIM FOR LOSS, DAMAGE OR INJURY OF SUBSCRIBER OR ANOTHER PERSON.

SECTION 3: FEES
In consideration of the equipment and services provided to Subscriber for the Term of the Agreement and as described below, Subscriber shall pay the following fees and charges to Sparklight Business in the manner set forth herein. These fees and charges are subject to additional applicable local, state and federal taxes and service fees as required or authorized by law. Recurring monthly charges shall be payable in advance of each month of service during the term hereof. Monthly charges will commence on the date of circuit hand-off by Sparklight and shall remain in effect until term specified in Section 4: Term. Installation and construction charges are due 20 days after execution of this Agreement. Any payment not made when due will be subject to a late fee. Questions regarding a bill must be provided to Sparklight within 60 days of receipt of the billing statement in question. Failure to notify Sparklight of a dispute shall constitute acceptance of the bill. Undisputed portions of the billing statement must be paid before next billing statement is issued to avoid an administrative fee for late payment.

SECTION 4: TERM
This Agreement shall remain in effect for a term of 12 months commencing on the date that Sparklight completes the installation of the Data Service and Managed Service as applicable, and shall be automatically renewed on a month to month basis unless written notice of intent not to renew is provided by either party no later than 30 days prior to the end of the initial 12 month term or any automatic monthly renewal term. For the sake of clarity, this section is only addressing terminations effective at the end of a term. Notice must be given to the other party at the address shown herein (or such other address as is subsequently provided in writing).

SECTION 5: ENGINEERING REVIEW
Activation of Data Service and Managed Service as applicable is subject to Sparklight Business's engineering review for distribution availability by existing cable plant as well as review of other external factors and may require additional fees. In the event Sparklight Business determines that Data Service is not available to the Premises of Subscriber, this Agreement shall be void, and Subscriber shall be entitled to a refund of all prepaid charges in accordance with Sparklight Business's refund policies.

SECTION 6: INSTALLATION & MAINTENANCE OF SPARKLIGHT EQUIPMENT
Subscriber hereby grants to Sparklight Business (subject to any necessary governmental or third party approvals) the right to install all necessary equipment for receiving Data Service and Managed Service as applicable. Subscriber, at no cost to Sparklight Business, shall secure throughout the term of Service any easements, leased or other agreements necessary to allow Sparklight Business to use existing pathways into and in each Building. Sparklight Business-owned equipment provided to Subscriber hereunder shall be maintained by Sparklight Business in good operating condition. Such maintenance obligation is contingent upon Subscriber notifying Sparklight Business, in a timely manner, when repair or maintenance is necessary. Except for Sparklight Business's maintenance obligations as set forth herein, Subscriber shall indemnify Sparklight Business and hold it harmless from and against any and all losses, claims and expenses relating to the equipment provided hereunder to Subscriber, including without limitation, losses caused by accident, fire, theft or misuse of equipment.

Subscriber shall provide Sparklight Business with reasonable access to the Premises during normal hours for purposes of performing required maintenance. Sparklight Business shall retain ownership of all equipment provided hereunder, including all data transmission equipment, router/security appliances for Managed Service, drop and fiber optic material required to provide Service to the business. Subscriber shall not, directly or indirectly, sell, mortgage, pledge, or otherwise dispose or encumber any Sparklight Business-owned equipment provided to Subscriber, nor shall it change the location of, tamper with, damage, mishandle or alter in any manner such equipment. Subscriber also shall not relocate Sparklight Business-owned equipment within its Premises. In addition, if Subscriber decides to move Premises, Subscriber shall notify Sparklight Business of its move. Sparklight Business will relocate the Sparklight Business-owned equipment for Subscriber within Subscriber's Premises or, in accordance with Section 5, to other Premises; Subscriber acknowledges that it may incur additional charges for such relocation. Subscriber shall, upon the expiration or earlier termination of this Agreement, promptly return to Sparklight Business all of such equipment in good condition (or pay the full replacement value therefore). If services are no longer provided to the Subscriber's Premises, Subscriber shall provide Sparklight Business with reasonable access to such Premises for purpose of removing any Sparklight Business-owned equipment. Sparklight Business shall have no obligation to install, operate or maintain subscriber provided facilities or equipment.

SECTION 7: USE OF DATA SERVICE AND EQUIPMENT
Subscriber's use of the Data Service and Managed Service as applicable and equipment is subject to adherence to Sparklight's acceptable use policy where applicable. Subscriber shall not use the Data Service or equipment to directly or indirectly:

(a)
invade another person's privacy, unlawfully use, possess, post, transmit or disseminate obscene, profane or pornographic material; post, transmit, distribute or disseminate content that is unlawful, threatening, abusive, libelous, slanderous, defamatory, materially false, inaccurate or misleading or otherwise offensive or objectionable; unlawfully promote or incite hatred; or post, transmit or disseminate objectionable information, including, without limitation, any information constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any municipal, provincial, federal or international law, order, rule, regulation for policy or any network accessed using the Service;

(b)
access any computer, software, data, or any confidential, copyright protected or patent protected material of any other person or entity, without the knowledge and consent of such person or entity, nor use any tools designed to facilitate such access;

(c)

collect a listing or directory of Sparklight Business subscribers, or if any such directory is made available, use, copy or provide to any person or entity (whether or not for a fee) such directory or any portion thereof;

(d)
upload, post, publish, deface, modify, transmit, reproduce, or distribute in any way, information, software or other material obtained through Sparklight Business that is protected by copyright, or other proprietary right, or related derivative works, without obtaining permission of the copyright owner or right holder; or otherwise violate the rights of any person or entity, including the misuse, misappropriation or other violation of any intellectual property of any person or entity;

(e)
alter, modify or tamper with the equipment or any feature of the Data Service and Managed Service as applicable, including, without limitation, attempt to disassemble, decompile, create derivative works of, reverse engineer, modify, sublicense, distribute or use the equipment for any purpose other than as expressly permitted;

(f)
restrict, inhibit or otherwise interfere with the ability of any other person to use or enjoy the Data Service or the Internet generally or create an unusually large burden on Sparklight Business's network, including, without limitation: posting or transmitting any information or software that contains a virus, lock, key, bomb, worm, Trojan horse or other harmful or debilitating feature, distributing mass or unsolicited messages, chain letters, surveys, advertising, promotional materials or commercial solicitations (i.e., spam) or mass chat room or bulletin board posts, or otherwise generating levels of traffic sufficient to impede others' ability to send or retrieve information;

(g)
interfere with computer networking, cable or telecommunications services to or from any Internet user, host or network, including but not limited to denial of service attacks, overloading a service, improper seizure and abuse of operator privileges ("hacking") or attempting to "crash" a host;

(h)
falsely assume the identity of any other individual or entity, including, without limitation an employee or agent of Sparklight Business, for any purpose, including, without limitation, accessing or attempting to access any account for which Subscriber is not an authorized user; or

(i)
resell or share any portion of this Data Service and Managed Service as applicable to a third party.

In addition to our termination rights set out elsewhere in this Agreement and otherwise available at law, Sparklight Business may suspend service or terminate this Agreement if Subscriber engages in one or more of the above prohibited activities. Additionally, Sparklight Business reserves the right to charge Subscriber for any direct or indirect costs incurred by Sparklight Business or its affiliates in connection with Subscriber's breach of any provision of this Agreement, including costs incurred to enforce Subscriber's compliance with it.

SECTION 8: CONTENT ACCESSED AND PURCHASES MADE THROUGH SPARKLIGHT
Subscriber acknowledges and agrees that there is some content accessible through the Data Service and the Internet that may be offensive, or that may not be in compliance with applicable law. For example, it is possible to obtain access to content that is pornographic, obscene, or otherwise inappropriate or offensive, particularly for children. Sparklight Business does not assume any responsibility for or exercise any control over the content accessible through the Data Service. Subscriber accesses and uses all content obtained through the Data Service and Managed Service as applicable at Subscriber's own risk, and Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings arising out of or otherwise relating to Subscriber's access to or use of such content. In addition, Sparklight Business shall not be responsible for any of Subscriber's purchases or charges on the Internet.

SECTION 9: COPYRIGHT MATERIALS
Subscriber shall hold Sparklight Business harmless for any improper use of copyrighted materials accessed through Sparklight Business's Data Service. Sparklight Business bears no responsibility for, and Subscriber agrees to assume all risks regarding, the alteration, falsification, misrepresentation, reproduction, or distribution of copyrighted materials without the proper permission of the copyright owner. If Sparklight Business receives notice under the Digital Millennium Copyright Act, 17 U.S.C. § 512, that

Subscriber has allegedly infringed the intellectual property rights of a third party, Sparklight Business retains the right to take down or disable access to the allegedly infringing material. It is Sparklight Business's policy, in appropriate circumstances, to terminate the accounts of subscribers who repeatedly infringe the intellectual property rights of third parties. Sparklight Business also will take such other action as appropriate under the circumstances to preserve our rights.

SECTION 10: SUBSCRIBER'S RESPONSIBILITY FOR SECURITY

Sparklight Business uses resources that are shared with many other subscribers. Moreover, Sparklight Business provides access to the Internet, a public network, which is used by millions of other users. Information (personal and otherwise) transmitted over such public network necessarily may be subject to interception, eavesdropping or misappropriation by unauthorized parties. Subscriber shall be solely responsible for taking the necessary precautions to protect itself and its equipment, files and data against any risks inherent in the use of this shared resource. Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings resulting from, arising out of or otherwise relating to Subscriber's failure to take appropriate security measures.

SECTION 11: RIGHT TO MONITOR AND DISCLOSE CONTENT

Sparklight Business has no obligation to monitor content provided through the Data Service and Managed Service as applicable. However, Subscriber agrees that Sparklight Business has the right to monitor content electronically from time to time and to disclose any information as necessary to: (a) conform to the edicts of the law or comply with legal process served on Sparklight Business, (b) protect and defend the rights or property of Sparklight Business, its Data Service or the users of the Data Service, whether or not required to do so by law, or (c) protect the personal safety of users of Sparklight Business's Data Service or the public. We reserve the right to either refuse to post or to remove any information or materials, in whole or in part, that we decide are unacceptable, undesirable, or in violation of this Agreement.

SECTION 12: SUBSCRIBER PASSWORDS

Subscriber is responsible for all use of Subscriber's account(s) and for maintaining the confidentiality of passwords. Subscriber shall immediately notify Sparklight Business about: (i) any loss or theft of Subscriber's password, or (ii) any unauthorized use of Subscriber's password or of the Service. If any unauthorized person obtains access to the Service as a result of any act or omission by Subscriber, Subscriber shall use best efforts to ascertain the source and manner of the unauthorized acquisition. Subscriber shall additionally cooperate and assist in any investigation relating to any such unauthorized access.

SECTION 13: SUBSCRIBER PRIVACY

Sparklight Business is committed to protecting the privacy of Subscriber's personal information. Sparklight Business's privacy policy regarding the collection, use and disclosure of personal information is posted on Sparklight Business's website (www.cableone.net). Subscriber acknowledges that he or she has read and accepted the terms and conditions of such statement.

SECTION 14: ASSIGNMENT

Subscriber shall not assign its rights or delegate its duties under this Agreement without the prior written consent of Sparklight Business, which consent shall not be unreasonably withheld. Any assignment of this Agreement by Subscriber without Sparklight Business's written consent shall be void and shall, at the Sparklight Business's option, constitute a breach hereof by Subscriber. In the event Subscriber is a business entity and ceases to do business at the Premises, Subscriber shall return to Sparklight Business all Sparklight Business-owned equipment installed at the Premises; such cessation shall not, however, reduce Subscriber's payment obligations hereunder unless Sparklight Business otherwise agrees in writing. This Agreement shall be fully assignable by Sparklight Business. Subject to the foregoing, this Agreement shall be binding upon and shall insure to benefit of the parties and their respective successors, representatives and assigns.

SECTION 15: TERMINATION BY SPARKLIGHT BUSINESS

If Subscriber fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Sparklight Business, or if Subscriber becomes insolvent or bankrupt, Sparklight Business, in addition to all other rights it may have under law or this Agreement, shall have the right (i) to declare all amounts to be paid by Subscriber during the remaining term hereof immediately due and payable, (ii) to cease providing services to Subscriber, and (iii) immediately to enter the Premises and take possession of all Sparklight Business -owned equipment without liability to Subscriber therefore and without relieving Subscriber of its obligations under this Agreement. Subscriber shall reimburse Sparklight Business for all costs and expenses, including reasonable attorney's fees and court costs, incurred in connection with Sparklight Business's exercise of its rights under this Agreement.

Sparklight Business may, in its sole discretion, immediately terminate this Agreement in the event that it is unable to provide Service due to any law, rule, regulation, Force Majeure event, or judgment of any court or government agency. In the event

Sparklight Business is declared to be a common carrier by a law, rule, regulation, or judgment of any court or government agency, Sparklight Business may terminate this Agreement.

SECTION 16: TERMINATION BY SUBSCRIBER

If Sparklight Business fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Subscriber, or if Sparklight Business becomes insolvent or bankrupt, Subscriber, in addition to all other rights it may have under law or this Agreement, shall have the right to terminate this Agreement without penalty and will only be responsible for any fees it incurs prior to cessation of service. If Subscriber exercises its termination right, Sparklight Business shall remove all Sparklight Business-owned equipment without cost or fee to Subscriber.

Should Subscriber engage in early termination of the Agreement but without the justification of a Sparklight Business breach, Subscriber will be required to pay an early termination penalty consisting of 100% of the monthly fees for the remaining period of the term. Upon termination request, subscriber recognizes that they are solely responsible for providing correct account information including account numbers, addresses, circuit ID's, as requested on the Disconnect Form. Subscriber acknowledges that failure to provide correct account information could result in continued billings. Sparklight will continue to bill Subscriber for existing services until correct information has been provided.

SECTION 17: DATA SERVICE AND EQUIPMENT

This Section 17 applies only to Direct Internet Access (DIA) or NON-SLA Ethernet Private Line (EPL) Subscribers. Service Level Agreements for Wavelength, EzEthernet, or Fiber EPL are included in a product-specific Exhibit(s) attached to and incorporated into this Agreement.

(a)EXCEPT AS PROVIDED IN SECTION 17(b), SPARKLIGHT BUSINESS'S DATA SERVICE AND EQUIPMENT ARE PROVIDED WITHOUT WARRANTIES OR CONDITIONS OF ANY KIND WITH RESPECT TO THE DELIVERY OR PERFORMANCE OF THE EQUIPMENT, ANY SERVICE, SPARKLIGHT BUSINESS'S NETWORK, OR ANY WORK PERFORMED UNDER THIS AGREEMENT INCLUDING ANY AND ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR USE OR ARISING FROM A COURSE OF DEALING, USAGE OR TRADE, AND ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED. FOR ADDITIONAL CLARIFICATION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT SUBSCRIBER'S USE OF THE DATA SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, BUG-FREE OR VIRUS-FREE. IN ADDITION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT ANY DATA OR FILES SENT BY OR TO SUBSCRIBER WILL BE TRANSMITTED IN A SECURE OR UNCORRUPTED FORM OR WITHIN A REASONABLE PERIOD OF TIME. IN THE EVENT THAT SUBSCRIBER'S BUSINESS REQUIRES CONTINUOUS AND UNINTERRUPTED SERVICE, SUBSCRIBER MAY WISH TO OBTAIN A SECONDARY SERVICE FROM AN ALTERNATE PROVIDER. (b) EXCLUDING EVENTS BEYOND SPARKLIGHT BUSINESS'S CONTROL, SPARKLIGHT BUSINESS REPRESENTS THAT IT WILL MAINTAIN 99.99% SERVICE AVAILABILITY. THE AVAILABILITY OF SERVICE IS MEASURED BY SERVICE DOWNTIME ("SERVICE DOWNTIME" OR "DOWNTIME"). SERVICE DOWNTIME SHALL MEAN TIME WHEN SUBSCRIBER IS NOT ABLE TO TRANSMIT AND RECEIVE DATA THROUGH SUBSCRIBER'S ACTIVE SPARKLIGHT BUSINESS PORT(S). SERVICE DOWNTIME BEGINS WHEN SUBSCRIBER REPORTS THE DOWNTIME TO SPARKLIGHT BUSINESS AND A TROUBLE TICKET IS OPENED. SERVICE DOWNTIME ENDS WHEN SUBSCRIBER'S SERVICE HAS BEEN RESTORED AND THE TROUBLE TICKET HAS BEEN CLOSED BY SPARKLIGHT BUSINESS.

SPARKLIGHT BUSINESS WILL ALLOW A PRO-RATED CREDIT AGAINST FUTURE PAYMENT FOR SERVICE DOWNTIME AS SET FORTH BELOW, EXCEPT AS SPECIFIED IN "EXCEPTIONS TO CREDIT ALLOWANCES.

LENGTH OF SERVICE INTERRUPTION	PERIOD TO BE CREDITED
Less than 00:04:32 hours	NONE
00:04:32 hours up to 06:00:00 hours	3 Days of the Monthly Charges
06:00:01 up to 12:00:00	7 Days of the Monthly Charges
12:00:01 up to 24:00:00	Half of the Monthly Charges
24:00:01 and above	Full Month Charges

THE TOTAL NUMBER OF CREDIT ALLOWANCES PER MONTH SHALL NEVER EXCEED THE MONTHLY CHARGE FOR THE AFFECTED SERVICE. SERVICE DOWNTIME CANNOT BE AGGREGATED FOR THE PURPOSES OF DETERMINING THE CREDIT ALLOWANCE.

EXCEPTIONS TO CREDIT ALLOWANCES
SERVICE DOWNTIME SHALL NOT QUALIFY FOR THE REMEDIES OUTLINED ABOVE IF SUCH DOWNTIME IS A RESULT OF: (1) FORCE MAJEURE EVENTS, (2) ACTS OF GOD, (3) SCHEDULED MAINTENANCE EVENTS, (4) THE ACTIONS OR OMMISSIONS OF SUBSCRIBER OR PERSONS ACTING ON BEHALF OF SUBSCRIBER, INCLUDING EMPLOYEES, AGENTS AND CONTRACTORS (5) THE FAILURE OF HARDWARE, EQUIPMENT, CIRCUITS, APPLICATIONS OR SYSTEMS NOT OWNED OR CONTROLLED BY SPARKLIGHT BUSINESS, (6) SPARKLIGHT BUSINESS'S INABILITY TO CONTACT SUBSCRIBER OR SPARKLIGHT BUSINESS'S LACK OF ACCESS TO SUBSCRIBER'S PREMISES AS A RESULT OF SUBSCRIBER'S LIMITED AVAILABILITY, (7) SPARKLIGHT BUSINESS'S TERMINATION OF SERVICE FOR CAUSE INCLUDING MATERIAL BREACH AND SUBSCRIBER'S USE OF SERVICE IN UNLAWFUL MANNER OR IN VIOLATION OF SPARKLIGHT BUSINESS'S ACCEPTABLE USE POLICY.

SECTION 18: LIMITATION OF LIABILITY
UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, SPARKLIGHT BUSINESS SHALL NOT BE LIABLE TO SUBSCRIBER FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES (EVEN IF SPARKLIGHT BUSINESS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), RESULTING DIRECTLY OR INDIRECTLY FROM:

(a) THE USE OR THE INABILITY TO USE THE DATA SERVICE AND MANAGED SERVICE AS APLICABLE;
(b) UNAUTHORIZED ACCESS TO OR ALTERATION OF SUBSCRIBER'S TRANSMISSIONS OR DATA;
(c) STATEMENTS OR CONDUCT OF ANY THIRD PARTY ON THE DATA SERVICE; OR
(d) ANY OTHER MATTER RELATING TO SPARKLIGHT BUSINESS'S DATA SERVICE OR EQUIPMENT. THIS SECTION SHALL SURVIVE ANY TERMINATION OF THIS AGREEMENT.

SECTION 19: INDEMNIFICATION
Subscriber shall indemnify, defend, and hold Sparklight Business, its subsidiaries, members, affiliates, officers, directors, employees, and agents harmless from any claim, demand, liability, expense, or damage, including costs and reasonable attorneys' fees, asserted by any third party relating to or arising out of Subscriber's use of or conduct on the Sparklight Business Data Service and Managed Service as applicable. Sparklight Business will notify Subscriber within a reasonable period of time about any claim for which Sparklight Business seeks indemnification and will afford Subscriber the opportunity to participate in the defense of such claim, provided that Subscriber's participation will not be conducted in a manner prejudicial to Sparklight Business's interests, as reasonably determined by Sparklight Business. This Section shall survive termination of this Agreement.

SECTION 20: NONDISCLOSURE

(a)
Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures programs, or codes, whether tangible or intangible, and whether or not stored, complied, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing party gives its express, prior written consent to the public disclosure of the information, or if the disclosure is required by any law or governmental or quasi-government rule or regulation.

(b)
Each party agrees that violation of this section 20 would result in irreparable injury and the injured party shall be entitled to seek equitable relief, including injunctive relief and specific performance in the event of any breach hereof.

SECTION 21: MISCELLANEOUS

(a)
This Agreement is governed by the laws of the State of Arizona. Subscriber hereby consents to the exclusive jurisdiction and venue of courts in Maricopa County, AZ in all disputes arising out of or relating to this Agreement and/or use of the Data Service and Managed Service as applicable and/or Sparklight Business-owned equipment.

(b)
This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, conversations, representations, promises of warranties (express or implied) whether verbal or written. No modification of this Agreement shall be valid unless made in writing and signed by both parties.

(c)
The waiver of a breach of any provision of this Agreement shall not be construed as waiver of any subsequent breach of the same or a different provision of this Agreement.

(d)
If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then, and in the event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

SECTION 22: ENTERPRISE WIFI
Enterprise Wi-Fi provides the Subscriber with the ability to extend and change coverage of Subscriber's property through multiple Wi-Fi access points and exert substantial control over the Enterprise Wi-Fi service including configurations through a mobile Android or IOS app. Primarily designed for Fiber customers only, the Enterprise Wi-Fi service enables complete property coverage without an appreciable loss of download speed. A Subscriber to Enterprise Wi-Fi may request a further extension of Wi-Fi coverage throughout Subscriber's property which will entail provision of additional nodes (extenders) at additional cost. Sparklight Business will manage the extenders for the Subscriber. Subscriber acknowledges that while Sparklight Business has provided greater cybersecurity through the app for the Enterprise Wi-Fi service, with among other features, built-in malware scanning and blocking, Sparklight Business cannot guarantee that third parties will never hack or otherwise gain access to Subscriber's Wi-Fi transmissions and you agree that Sparklight Business will not be liable for among other things, any interception or transmissions, computer viruses, loss of data, file corruption or damage to Subscriber's computer.

SECTION 23: ENTERPRISE WIFI SUBSCRIBER RESPONSIBILITIES
Notwithstanding the more specific Subscriber responsibilities, in general, Subscriber is responsible for using the Wi-Fi service in ways that does not interfere with or diminish the use or enjoyment of the Wi-Fi service by others. Subscriber may not use the Wi-Fi service for any unlawful purpose or to disseminate any information that is harassing, threatening or that constitutes Spam. Subscriber also agrees that as the account holder, Subscriber is responsible for the use of the Wi-Fi service by its guests or any parties that, with or without permission, use the Subscriber's account to access the Wi-Fi service.

SECTION 24: BORDER GATEWAY PROTOCOL (BGP) RESPONSIBILITIES
Sparklight supports BGP-4 routing, available to Customers as an optional service feature. Customers to electing to receive BGP service must provide Sparklight with an Autonomous System Number (ASN) assigned to Customer by the American Registry for Internet Numbers (ARIN). Customer must provide the equipment and services necessary to support BGP service, including but not limited to: multihomed internet access, a BGP-4 capable router, enough memory to run BGP-4, and internal technical support capable of maintaining the Service on Customer's equipment. Additional information and requirements for BGP routing will be provided to the Customer upon request.

Duncan mail

Kelly Henderson <kelly.henderson@duncanps.org>

Fwd: Duncan signed contract

1 message

Bill Adams <bill.adams@duncanps.org> Tue, Apr 7, 2026 at 9:33 AM
To: Kelly Henderson <kelly.henderson@duncanps.org>

——— Forwarded message ———
From: **Huey, Mike** <Michael.Huey@sparklight.biz>
Date: Fri, Mar 13, 2026 at 1:59 PM
Subject: RE: Duncan signed contract
To: Bill Adams <bill.adams@duncanps.org>
CC: Sarah Achacoso <sachacoso@kellogglic.com>

Here is the counter-signed document for your records.

We will be in touch soon about construction and activation.

Thanks,

Mike

Mike Huey

Sr Account Executive | **Sparklight Business**

T: 256-240-6740
210 East Earll Drive

Phoenix, AZ 85012
mike.huey@sparklight.biz

From: Bill Adams <bill.adams@duncanps.org>
Sent: Friday, March 13, 2026 1:09 PM
To: Huey, Mike <Michael.Huey@sparklight.biz>
Cc: Sarah Achacoso <sachacoso@kellogglic.com>
Subject: Re: Duncan signed contract

It is attached with today's date.

Bill

On Fri, Mar 13, 2026 at 9:09 AM Huey, Mike <Michael.Huey@sparklight.biz> wrote:

Sarah is correct, Bill. The agreement would be needed to be dated today to allow us to start building the network, however no billing would start before July 1st which is the actual start of the term per erate guidelines.

Thanks,

Mike

Mike Huey

Sr Account Executive | **Sparklight Business**

T: 256-240-6740
210 East Earll Drive

Phoenix, AZ 85012
mike.huey@sparklight.biz

From: Sarah Achacoso <sachacoso@kellogglic.com>
Sent: Thursday, March 12, 2026 8:05 PM
To: Huey, Mike <Michael.Huey@sparklight.biz>; Bill Adams <bill.adams@duncanps.org>
Subject: Re: Duncan signed contract

Hello Bill,

I just noticed that the Superintendent's date on signature is 7/1/2026. Can you please have her sign it with a current date? This could be an issue as we need an agreement signed before the filing deadline 4/1/2026.

Thank you,

Sarah Achacoso | Account Manager

Kellogg & Sovereign® Consulting

p. 209-264-6333 o. 580-332-1444

Please use this link to schedule a meeting:

https://scheduler.zoom.us/sarah-achacoso

CONFIDENTIAL TRANSMITTAL:

This e-mail and any files transmitted with it are the property of KELLOGG & SOVEREIGN CONSULTING, LLC and/or its affiliates, and are confidential, and intended solely for the use of the individual or entity to which this e-mail is addressed. If you are not the named recipient(s) or otherwise have reason to believe that you have received this message in error, please notify the sender at 580-332-1444 and delete this message along with any files or attachments immediately from your computer. Any other use, including but not limited to: retention, dissemination, forwarding, printing or copying of this e-mail, including all files and attachments, is strictly prohibited.

From: Sarah Achacoso
Sent: Thursday, March 12, 2026 5:17 PM
To: Huey, Mike <michael.huey@sparklight.biz>
Cc: Bill Adams <bill.adams@duncanps.org>
Subject: Duncan signed contract

Good Afternoon, Mike,

Please see the district signed contract attached. At your earliest convenience please provide a countersigned copy.

Thank you,

Sarah Achacoso | Account Manager

Kellogg & Sovereign® Consulting

p. 209-264-6333 o. 580-332-1444

Please use this link to schedule a meeting:

https://scheduler.zoom.us/sarah-achacoso

CONFIDENTIAL TRANSMITTAL:

This e-mail and any files transmitted with it are the property of KELLOGG & SOVEREIGN CONSULTING, LLC and/or its affiliates, and are confidential, and intended solely for the use of the individual or entity to which this e-mail is addressed. If you are not the named recipient(s) or otherwise have reason to believe that you have received this message in error, please notify the sender at 580-332-1444 and delete this message along with any files or attachments immediately from your computer. Any other use, including but not limited to: retention, dissemination, forwarding, printing or copying of this e-mail, including all files and attachments, is strictly prohibited.

Sparklight Agreement-signed - signed.pdf
3479K

fully executed contract →

Rec'd / 04/07/2026
Kelly

Sparklight Business	Business Service Agreement
	Date: 2/4/2026, 10:47 AM

OFFICE:	ANNISTON, AL	ACCOUNT EXECUTIVE:	Michael Huey
COMPANY NAME:	Cable One, Inc. d/b/a Sparklight ("Sparklight Business")	TELEPHONE:	(256) 591-6577
STREET ADDRESS:	606 Noble Street	FAX:	
CITY/STATE/ZIP	Anniston | AL | 36201	EMAIL:	michael.huey@sparklight.biz

CUSTOMER COMPANY NAME	Duncan ISD	AUTHORIZED CUSTOMER CONTACT:	Bill Adams
STREET ADDRESS:	1740 W Spruce	TELEPHONE:	5802550686
CITY/STATE/ZIP	Duncan, OK 73533	EMAIL:	bill.adams@duncanps.org

CONTRACT TOTALS

TOTAL MRC	INSTALLATION CHARGES	TOTAL NON-RECURING CHARGES	BUILD FINANCING	RECURRING (FINANCED)
$2,192.00	$0.00	$0.00	N	

Term Length: 12

LOCATION(S) OF SERVICE AS PART OF THIS AGREEMENT

SITE NAME	ADDRESS	OffNet Location	SERVICE MRC
Admin Building	1740 W Spruce Duncan, OK 73533	No	$2,192.00

DIA DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price
Admin Building	1	Dedicated Internet Access - Retail	7000	$2,192.00
Admin Building	1	/29 - 5 IP	7000	$0.00

BANDWIDTH MONITORING DETAILS

Site Name	Quantity	Product Name	Price
Admin Building	1	Bandwidth Monitoring Above100MB	$0.00

SPECIAL CONDITIONS

Customer acknowledges that Sparklight Business will incur significant construction costs processing this service order. Customer agrees to reimburse Sparklight Business for all of its construction costs if Customer terminates service before the end of the contract term. If Customer cancels the contract before the construction has been completed and service initiated, Customer will reimburse Sparklight Business for its construction costs, which are estimated at $2,750.01, incurred up to the date of cancellation.

AGREEMENT

THE SERVICE CHARGES TOTAL $2,192.00 PER MONTH. THESE FEES AND CHARGES ARE SUBJECT TO ADDITIONAL APPLICABLE LOCAL, STATE AND FEDERAL TAXES AND SERVICE FEES.

By signing below, I acknowledge that I have read, understand, and agree to be bound by and comply with the above service information and charges, and the attached terms and conditions and service-specific agreements. I warrant that I am the Customer or have the authority to represent and bind the Customer. If I provide an email address, a copy of this document and the relevant service-specific agreements will be emailed to me for my records. I understand that I have the right to receive paper copies of this and any other agreements applicable to the Service(s) I have ordered by calling my local Sparklight Business office, and I consent to the use of electronic documents and signature. I acknowledge that I may cancel this agreement without an early termination penalty within thirty (30) days.

CUSTOMER SIGNATURE SECTION

CUSTOMER AUTHORIZED SIGNATURE	for Channa Byerly
PRINTED NAME	Dr Channa Byerly
TITLE	Superintendent
EFFECTIVE DATE	3/13/26

SPARKLIGHT BUSINESS SIGNATURE SECTION

SPARKLIGHT AUTHORIZED SIGNATURE	Jason Brown
PRINTED NAME	Jason Brown
TITLE	Director, Field Sales
EFFECTIVE DATE	03/13/2026

SPARKLIGHT BUSINESS FIBER SERVICES AGREEMENT

This Fiber Services Agreement ("Agreement") is made on 2/4/2026, 10:47 AM by and between Cable ONE, Inc. ("Sparklight") located at 210 East Earll Drive, Phoenix, AZ 85012 and Duncan ISD("Subscriber"), located at , , , .

THE PARTIES AGREE AS FOLLOWS:

SECTION 1: DATA SERVICES

During the term of this Agreement, Sparklight shall provide fiber optic Ethernet Private Line service ("Data Service") to the locations set forth in the Fiber Services Agreement and fully described therein. In addition to the Data Services, Subscriber may choose to purchase optional Managed Service as further described in Section 2. Subscriber warrants that it has accurately indicated to Sparklight whether the Data Service traffic will be used for more than 10% interstate traffic in which case Federal USF will apply or 10% or less in which case State USF may apply. Subscriber agrees that this service is in addition to any existing services subscribed to by Subscriber. Any existing services will not be disconnected as a result of this Agreement. It is Subscriber's sole responsibility to disconnect any existing services. Sparklight will continue to bill Subscriber for any existing services until disconnected by Subscriber.

SECTION 2: MANAGED SERVICE

Subscriber may, at its option purchase Sparklight's Managed Service to run for a term consecutive with Subscriber's Data Services, including Managed Router Service or Managed Security Service. Managed Router Service provides a router/security appliance installed at the Subscriber's site delivering common network security functions including firewall, Secure VPN, and SD-WAN. Managed Security Service includes the features of Managed Router Service, plus content filtering and intruder prevention and detection, monitoring external internet threats at designated access points to the Subscriber's computer network using the firewall appliance placed at Subscriber's premises, managed by Sparklight. Sparklight will configure each router/security appliance to subscriber's firewall policy, to operate in accordance with that firewall policy and the manufacturer's specifications for the particular router/security appliance. SPARKLIGHT will implement changes to Subscriber's firewall policy within four business hours of receiving Subscriber's request.

In addition to other limitations of liability included herein, the following limitation of liability applies to the Managed Service product(s) identified in this Section 2:

SPARKLIGHT'S MANAGED SERVICE AND EQUIPMENT PROVIDED THEREWITH DOES NOT CAUSE AND CANNOT ELIMINATE OCCURRENCES OF THE EVENTS THEY ARE INTENDED TO DETECT OR AVERT. SPARKLIGHT MAKES NO GUARANTY OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE MANAGED SERVICE OR EQUIPMENT SUPPLIED WILL DETECT OR AVERT SUCH EVENTS OR THE CONSEQUENCES THEREFROM. ACCORDINGLY, SPARKLIGHT DOES NOT UNDERTAKE ANY RISK THAT SUBSCRIBER'S PERSON OR PROPERTY, OR THE PERSON OR PROPERTY OF OTHERS, MAY BE SUBJECT TO INJURY OR LOSS IF SUCH AN EVENT OCCURS. THE ALLOCATION OF SUCH RISK REMAINS WITH SUBSCRIBER, NOT SPARKLIGHT. INSURANCE, IF ANY, COVERING SUCH RISK SHALL BE OBTAINED BY SUBSCRIBER. SPARKLIGHT SHALL HAVE NO LIABILITY FOR LOSS, DAMAGE OR INJURY DUE DIRECTLY OR INDIRECTLY TO EVENTS, OR THE CONSEQUENCES THEREFROM, WHICH THE MANAGED SERVICE IS INTENDED TO DETECT OR AVERT. SUBSCRIBER SHALL LOOK EXCLUSIVELY TO ITS INSURER AND NOT TO SPARKLIGHT TO PAY SUBSCRIBER IN THE EVENT OF ANY SUCH LOSS, DAMAGE OR INJURY. SUBSCRIBER RELEASES AND WAIVES FOR ITSELF AND ITS INSURER ALL SUBROGATION AND OTHER RIGHTS TO RECOVER FROM SPARKLIGHT ARISING AS A RESULT OF PAYING ANY CLAIM FOR LOSS, DAMAGE OR INJURY OF SUBSCRIBER OR ANOTHER PERSON.

SECTION 3: FEES

In consideration of the equipment and services provided to Subscriber for the Term of the Agreement and as described below, Subscriber shall pay the following fees and charges to Sparklight Business in the manner set forth herein. These fees and charges are subject to additional applicable local, state and federal taxes and service fees as required or authorized by law. Recurring monthly charges shall be payable in advance of each month of service during the term hereof. Monthly charges will commence on the date of circuit hand-off by Sparklight and shall remain in effect until term specified in Section 4: Term. Installation and construction charges are due 20 days after execution of this Agreement. Any payment not made when due will be subject to a late fee. Questions regarding a bill must be provided to Sparklight within 60 days of receipt of the billing statement in question. Failure to notify Sparklight of a dispute shall constitute acceptance of the bill. Undisputed portions of the billing statement must be paid before next billing statement is issued to avoid an administrative fee for late payment.

SECTION 4: TERM

This Agreement shall remain in effect for a term of 12 months commencing on the date that Sparklight completes the installation of the Data Service and Managed Service as applicable, and shall be automatically renewed on a month to month basis unless written notice of intent not to renew is provided by either party no later than 30 days prior to the end of the initial 12 month term or any automatic monthly renewal term. For the sake of clarity, this section is only addressing terminations effective at the end of a term. Notice must be given to the other party at the address shown herein (or such other address as is subsequently provided in writing).

SECTION 5: ENGINEERING REVIEW

Activation of Data Service and Managed Service as applicable is subject to Sparklight Business's engineering review for distribution availability by existing cable plant as well as review of other external factors and may require additional fees. In the event Sparklight Business determines that Data Service is not available to the Premises of Subscriber, this Agreement shall be void, and Subscriber shall be entitled to a refund of all prepaid charges in accordance with Sparklight Business's refund policies.

SECTION 6: INSTALLATION & MAINTENANCE OF SPARKLIGHT EQUIPMENT

Subscriber hereby grants to Sparklight Business (subject to any necessary governmental or third party approvals) the right to install all necessary equipment for receiving Data Service and Managed Service as applicable. Subscriber, at no cost to Sparklight Business, shall secure throughout the term of Service any easements, leased or other agreements necessary to allow Sparklight Business to use existing pathways into and in each Building. Sparklight Business-owned equipment provided to Subscriber hereunder shall be maintained by Sparklight Business in good operating condition. Such maintenance obligation is contingent upon Subscriber notifying Sparklight Business, in a timely manner, when repair or maintenance is necessary. Except for Sparklight Business's maintenance obligations as set forth herein, Subscriber shall indemnify Sparklight Business and hold it harmless from and against any and all losses, claims and expenses relating to the equipment provided hereunder to Subscriber, including without limitation, losses caused by accident, fire, theft or misuse of equipment.

Subscriber shall provide Sparklight Business with reasonable access to the Premises during normal hours for purposes of performing required maintenance. Sparklight Business shall retain ownership of all equipment provided hereunder, including all data transmission equipment, router/security appliances for Managed Service, drop and fiber optic material required to provide Service to the business. Subscriber shall not, directly or indirectly, sell, mortgage, pledge, or otherwise dispose or encumber any Sparklight Business-owned equipment provided to Subscriber, nor shall it change the location of, tamper with, damage, mishandle or alter in any manner such equipment. Subscriber also shall not relocate Sparklight Business-owned equipment within its Premises. In addition, if Subscriber decides to move Premises, Subscriber shall notify Sparklight Business of its move. Sparklight Business will relocate the Sparklight Business-owned equipment for Subscriber within Subscriber's Premises or, in accordance with Section 5, to other Premises; Subscriber acknowledges that it may incur additional charges for such relocation. Subscriber shall, upon the expiration or earlier termination of this Agreement, promptly return to Sparklight Business all of such equipment in good condition (or pay the full replacement value therefore). If services are no longer provided to the Subscriber's Premises, Subscriber shall provide Sparklight Business with reasonable access to such Premises for purpose of removing any Sparklight Business-owned equipment. Sparklight Business shall have no obligation to install, operate or maintain subscriber provided facilities or equipment.

SECTION 7: USE OF DATA SERVICE AND EQUIPMENT

Subscriber's use of the Data Service and Managed Service as applicable and equipment is subject to adherence to Sparklight's acceptable use policy where applicable. Subscriber shall not use the Data Service or equipment to directly or indirectly:

(a)
invade another person's privacy, unlawfully use, possess, post, transmit or disseminate obscene, profane or pornographic material; post, transmit, distribute or disseminate content that is unlawful, threatening, abusive, libelous, slanderous, defamatory, materially false, inaccurate or misleading or otherwise offensive or objectionable; unlawfully promote or incite hatred; or post, transmit or disseminate objectionable information, including, without limitation, any information constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any municipal, provincial, federal or international law, order, rule, regulation for policy or any network accessed using the Service;

(b)
access any computer, software, data, or any confidential, copyright protected or patent protected material of any other person or entity, without the knowledge and consent of such person or entity, nor use any tools designed to facilitate such access;

(c)

collect a listing or directory of Sparklight Business subscribers, or if any such directory is made available, use, copy or provide to any person or entity (whether or not for a fee) such directory or any portion thereof;

(d)
upload, post, publish, deface, modify, transmit, reproduce, or distribute in any way, information, software or other material obtained through Sparklight Business that is protected by copyright, or other proprietary right, or related derivative works, without obtaining permission of the copyright owner or right holder; or otherwise violate the rights of any person or entity, including the misuse, misappropriation or other violation of any intellectual property of any person or entity;

(e)
alter, modify or tamper with the equipment or any feature of the Data Service and Managed Service as applicable, including, without limitation, attempt to disassemble, decompile, create derivative works of, reverse engineer, modify, sublicense, distribute or use the equipment for any purpose other than as expressly permitted;

(f)
restrict, inhibit or otherwise interfere with the ability of any other person to use or enjoy the Data Service or the Internet generally or create an unusually large burden on Sparklight Business's network, including, without limitation: posting or transmitting any information or software that contains a virus, lock, key, bomb, worm, Trojan horse or other harmful or debilitating feature, distributing mass or unsolicited messages, chain letters, surveys, advertising, promotional materials or commercial solicitations (i.e., spam) or mass chat room or bulletin board posts, or otherwise generating levels of traffic sufficient to impede others' ability to send or retrieve information;

(g)
interfere with computer networking, cable or telecommunications services to or from any Internet user, host or network, including but not limited to denial of service attacks, overloading a service, improper seizure and abuse of operator privileges ("hacking") or attempting to "crash" a host;

(h)
falsely assume the identity of any other individual or entity, including, without limitation an employee or agent of Sparklight Business, for any purpose, including, without limitation, accessing or attempting to access any account for which Subscriber is not an authorized user; or

(i)
resell or share any portion of this Data Service and Managed Service as applicable to a third party.

In addition to our termination rights set out elsewhere in this Agreement and otherwise available at law, Sparklight Business may suspend service or terminate this Agreement if Subscriber engages in one or more of the above prohibited activities. Additionally, Sparklight Business reserves the right to charge Subscriber for any direct or indirect costs incurred by Sparklight Business or its affiliates in connection with Subscriber's breach of any provision of this Agreement, including costs incurred to enforce Subscriber's compliance with it.

SECTION 8: CONTENT ACCESSED AND PURCHASES MADE THROUGH SPARKLIGHT

Subscriber acknowledges and agrees that there is some content accessible through the Data Service and the Internet that may be offensive, or that may not be in compliance with applicable law. For example, it is possible to obtain access to content that is pornographic, obscene, or otherwise inappropriate or offensive, particularly for children. Sparklight Business does not assume any responsibility for or exercise any control over the content accessible through the Data Service. Subscriber accesses and uses all content obtained through the Data Service and Managed Service as applicable at Subscriber's own risk, and Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings arising out of or otherwise relating to Subscriber's access to or use of such content. In addition, Sparklight Business shall not be responsible for any of Subscriber's purchases or charges on the Internet.

SECTION 9: COPYRIGHT MATERIALS

Subscriber shall hold Sparklight Business harmless for any improper use of copyrighted materials accessed through Sparklight Business's Data Service. Sparklight Business bears no responsibility for, and Subscriber agrees to assume all risks regarding, the alteration, falsification, misrepresentation, reproduction, or distribution of copyrighted materials without the proper permission of the copyright owner. If Sparklight Business receives notice under the Digital Millennium Copyright Act, 17 U.S.C. § 512, that

Subscriber has allegedly infringed the intellectual property rights of a third party, Sparklight Business retains the right to take down or disable access to the allegedly infringing material. It is Sparklight Business's policy, in appropriate circumstances, to terminate the accounts of subscribers who repeatedly infringe the intellectual property rights of third parties. Sparklight Business also will take such other action as appropriate under the circumstances to preserve our rights.

SECTION 10: SUBSCRIBER'S RESPONSIBILITY FOR SECURITY

Sparklight Business uses resources that are shared with many other subscribers. Moreover, Sparklight Business provides access to the Internet, a public network, which is used by millions of other users. Information (personal and otherwise) transmitted over such public network necessarily may be subject to interception, eavesdropping or misappropriation by unauthorized parties. Subscriber shall be solely responsible for taking the necessary precautions to protect itself and its equipment, files and data against any risks inherent in the use of this shared resource. Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings resulting from, arising out of or otherwise relating to Subscriber's failure to take appropriate security measures.

SECTION 11: RIGHT TO MONITOR AND DISCLOSE CONTENT

Sparklight Business has no obligation to monitor content provided through the Data Service and Managed Service as applicable. However, Subscriber agrees that Sparklight Business has the right to monitor content electronically from time to time and to disclose any information as necessary to: (a) conform to the edicts of the law or comply with legal process served on Sparklight Business, (b) protect and defend the rights or property of Sparklight Business, its Data Service or the users of the Data Service, whether or not required to do so by law, or (c) protect the personal safety of users of Sparklight Business's Data Service or the public. We reserve the right to either refuse to post or to remove any information or materials, in whole or in part, that we decide are unacceptable, undesirable, or in violation of this Agreement.

SECTION 12: SUBSCRIBER PASSWORDS

Subscriber is responsible for all use of Subscriber's account(s) and for maintaining the confidentiality of passwords. Subscriber shall immediately notify Sparklight Business about: (i) any loss or theft of Subscriber's password, or (ii) any unauthorized use of Subscriber's password or of the Service. If any unauthorized person obtains access to the Service as a result of any act or omission by Subscriber, Subscriber shall use best efforts to ascertain the source and manner of the unauthorized acquisition. Subscriber shall additionally cooperate and assist in any investigation relating to any such unauthorized access.

SECTION 13: SUBSCRIBER PRIVACY

Sparklight Business is committed to protecting the privacy of Subscriber's personal information. Sparklight Business's privacy policy regarding the collection, use and disclosure of personal information is posted on Sparklight Business's website (www.cableone.net). Subscriber acknowledges that he or she has read and accepted the terms and conditions of such statement.

SECTION 14: ASSIGNMENT

Subscriber shall not assign its rights or delegate its duties under this Agreement without the prior written consent of Sparklight Business, which consent shall not be unreasonably withheld. Any assignment of this Agreement by Subscriber without Sparklight Business's written consent shall be void and shall, at the Sparklight Business's option, constitute a breach hereof by Subscriber. In the event Subscriber is a business entity and ceases to do business at the Premises, Subscriber shall return to Sparklight Business all Sparklight Business-owned equipment installed at the Premises; such cessation shall not, however, reduce Subscriber's payment obligations hereunder unless Sparklight Business otherwise agrees in writing. This Agreement shall be fully assignable by Sparklight Business. Subject to the foregoing, this Agreement shall be binding upon and shall insure to benefit of the parties and their respective successors, representatives and assigns.

SECTION 15: TERMINATION BY SPARKLIGHT BUSINESS

If Subscriber fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Sparklight Business, or if Subscriber becomes insolvent or bankrupt, Sparklight Business, in addition to all other rights it may have under law or this Agreement, shall have the right (i) to declare all amounts to be paid by Subscriber during the remaining term hereof immediately due and payable, (ii) to cease providing services to Subscriber, and (iii) immediately to enter the Premises and take possession of all Sparklight Business -owned equipment without liability to Subscriber therefore and without relieving Subscriber of its obligations under this Agreement. Subscriber shall reimburse Sparklight Business for all costs and expenses, including reasonable attorney's fees and court costs, incurred in connection with Sparklight Business's exercise of its rights under this Agreement.

Sparklight Business may, in its sole discretion, immediately terminate this Agreement in the event that it is unable to provide Service due to any law, rule, regulation, Force Majeure event, or judgment of any court or government agency. In the event

Sparklight Business is declared to be a common carrier by a law, rule, regulation, or judgment of any court or government agency, Sparklight Business may terminate this Agreement.

SECTION 16: TERMINATION BY SUBSCRIBER

If Sparklight Business fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Subscriber, or if Sparklight Business becomes insolvent or bankrupt, Subscriber, in addition to all other rights it may have under law or this Agreement, shall have the right to terminate this Agreement without penalty and will only be responsible for any fees it incurs prior to cessation of service. If Subscriber exercises its termination right, Sparklight Business shall remove all Sparklight Business-owned equipment without cost or fee to Subscriber.

Should Subscriber engage in early termination of the Agreement but without the justification of a Sparklight Business breach, Subscriber will be required to pay an early termination penalty consisting of 100% of the monthly fees for the remaining period of the term. Upon termination request, subscriber recognizes that they are solely responsible for providing correct account information including account numbers, addresses, circuit ID's, as requested on the Disconnect Form. Subscriber acknowledges that failure to provide correct account information could result in continued billings. Sparklight will continue to bill Subscriber for existing services until correct information has been provided.

SECTION 17: DATA SERVICE AND EQUIPMENT

This Section 17 applies only to Direct Internet Access (DIA) or NON-SLA Ethernet Private Line (EPL) Subscribers. Service Level Agreements for Wavelength, EzEthernet, or Fiber EPL are included in a product-specific Exhibit(s) attached to and incorporated into this Agreement.

(a)EXCEPT AS PROVIDED IN SECTION 17(b), SPARKLIGHT BUSINESS'S DATA SERVICE AND EQUIPMENT ARE PROVIDED WITHOUT WARRANTIES OR CONDITIONS OF ANY KIND WITH RESPECT TO THE DELIVERY OR PERFORMANCE OF THE EQUIPMENT, ANY SERVICE, SPARKLIGHT BUSINESS'S NETWORK, OR ANY WORK PERFORMED UNDER THIS AGREEMENT INCLUDING ANY AND ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR USE OR ARISING FROM A COURSE OF DEALING, USAGE OR TRADE, AND ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED. FOR ADDITIONAL CLARIFICATION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT SUBSCRIBER'S USE OF THE DATA SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, BUG-FREE OR VIRUS-FREE. IN ADDITION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT ANY DATA OR FILES SENT BY OR TO SUBSCRIBER WILL BE TRANSMITTED IN A SECURE OR UNCORRUPTED FORM OR WITHIN A REASONABLE PERIOD OF TIME. IN THE EVENT THAT SUBSCRIBER'S BUSINESS REQUIRES CONTINUOUS AND UNINTERRUPTED SERVICE, SUBSCRIBER MAY WISH TO OBTAIN A SECONDARY SERVICE FROM AN ALTERNATE PROVIDER. (b) EXCLUDING EVENTS BEYOND SPARKLIGHT BUSINESS'S CONTROL, SPARKLIGHT BUSINESS REPRESENTS THAT IT WILL MAINTAIN 99.99% SERVICE AVAILABILITY. THE AVAILABILITY OF SERVICE IS MEASURED BY SERVICE DOWNTIME ("SERVICE DOWNTIME" OR "DOWNTIME"). SERVICE DOWNTIME SHALL MEAN TIME WHEN SUBSCRIBER IS NOT ABLE TO TRANSMIT AND RECEIVE DATA THROUGH SUBSCRIBER'S ACTIVE SPARKLIGHT BUSINESS PORT(S). SERVICE DOWNTIME BEGINS WHEN SUBSCRIBER REPORTS THE DOWNTIME TO SPARKLIGHT BUSINESS AND A TROUBLE TICKET IS OPENED. SERVICE DOWNTIME ENDS WHEN SUBSCRIBER'S SERVICE HAS BEEN RESTORED AND THE TROUBLE TICKET HAS BEEN CLOSED BY SPARKLIGHT BUSINESS.

SPARKLIGHT BUSINESS WILL ALLOW A PRO-RATED CREDIT AGAINST FUTURE PAYMENT FOR SERVICE DOWNTIME AS SET FORTH BELOW, EXCEPT AS SPECIFIED IN "EXCEPTIONS TO CREDIT ALLOWANCES.

LENGTH OF SERVICE INTERRUPTION	PERIOD TO BE CREDITED
Less than 00:04:32 hours	NONE
00:04:32 hours up to 06:00:00 hours	3 Days of the Monthly Charges
06:00:01 up to 12:00:00	7 Days of the Monthly Charges
12:00:01 up to 24:00:00	Half of the Monthly Charges
24:00:01 and above	Full Month Charges

THE TOTAL NUMBER OF CREDIT ALLOWANCES PER MONTH SHALL NEVER EXCEED THE MONTHLY CHARGE FOR THE AFFECTED SERVICE. SERVICE DOWNTIME CANNOT BE AGGREGATED FOR THE PURPOSES OF DETERMINING THE CREDIT ALLOWANCE.

EXCEPTIONS TO CREDIT ALLOWANCES
SERVICE DOWNTIME SHALL NOT QUALIFY FOR THE REMEDIES OUTLINED ABOVE IF SUCH DOWNTIME IS A RESULT OF: (1) FORCE MAJEURE EVENTS, (2) ACTS OF GOD, (3) SCHEDULED MAINTENANCE EVENTS, (4) THE ACTIONS OR OMMISSIONS OF SUBSCRIBER OR PERSONS ACTING ON BEHALF OF SUBSCRIBER, INCLUDING EMPLOYEES, AGENTS AND CONTRACTORS (5) THE FAILURE OF HARDWARE, EQUIPMENT, CIRCUITS, APPLICATIONS OR SYSTEMS NOT OWNED OR CONTROLLED BY SPARKLIGHT BUSINESS, (6) SPARKLIGHT BUSINESS'S INABILITY TO CONTACT SUBSCRIBER OR SPARKLIGHT BUSINESS'S LACK OF ACCESS TO SUBSCRIBER'S PREMISES AS A RESULT OF SUBSCRIBER'S LIMITED AVAILABILITY, (7) SPARKLIGHT BUSINESS'S TERMINATION OF SERVICE FOR CAUSE INCLUDING MATERIAL BREACH AND SUBSCRIBER'S USE OF SERVICE IN UNLAWFUL MANNER OR IN VIOLATION OF SPARKLIGHT BUSINESS'S ACCEPTABLE USE POLICY.

SECTION 18: LIMITATION OF LIABILITY

UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, SPARKLIGHT BUSINESS SHALL NOT BE LIABLE TO SUBSCRIBER FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES (EVEN IF SPARKLIGHT BUSINESS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), RESULTING DIRECTLY OR INDIRECTLY FROM:

(a) THE USE OR THE INABILITY TO USE THE DATA SERVICE AND MANAGED SERVICE AS APLICABLE;
(b) UNAUTHORIZED ACCESS TO OR ALTERATION OF SUBSCRIBER'S TRANSMISSIONS OR DATA;
(c) STATEMENTS OR CONDUCT OF ANY THIRD PARTY ON THE DATA SERVICE; OR
(d) ANY OTHER MATTER RELATING TO SPARKLIGHT BUSINESS'S DATA SERVICE OR EQUIPMENT. THIS SECTION SHALL SURVIVE ANY TERMINATION OF THIS AGREEMENT.

SECTION 19: INDEMNIFICATION

Subscriber shall indemnify, defend, and hold Sparklight Business, its subsidiaries, members, affiliates, officers, directors, employees, and agents harmless from any claim, demand, liability, expense, or damage, including costs and reasonable attorneys' fees, asserted by any third party relating to or arising out of Subscriber's use of or conduct on the Sparklight Business Data Service and Managed Service as applicable. Sparklight Business will notify Subscriber within a reasonable period of time about any claim for which Sparklight Business seeks indemnification and will afford Subscriber the opportunity to participate in the defense of such claim, provided that Subscriber's participation will not be conducted in a manner prejudicial to Sparklight Business's interests, as reasonably determined by Sparklight Business. This Section shall survive termination of this Agreement.

SECTION 20: NONDISCLOSURE

(a)
Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures programs, or codes, whether tangible or intangible, and whether or not stored, complied, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing party gives its express, prior written consent to the public disclosure of the information, or if the disclosure is required by any law or governmental or quasi-government rule or regulation.

(b)
Each party agrees that violation of this section 20 would result in irreparable injury and the injured party shall be entitled to seek equitable relief, including injunctive relief and specific performance in the event of any breach hereof.

SECTION 21: MISCELLANEOUS

(a)
This Agreement is governed by the laws of the State of Arizona. Subscriber hereby consents to the exclusive jurisdiction and venue of courts in Maricopa County, AZ in all disputes arising out of or relating to this Agreement and/or use of the Data Service and Managed Service as applicable and/or Sparklight Business-owned equipment.

(b)
This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, conversations, representations, promises of warranties (express or implied) whether verbal or written. No modification of this Agreement shall be valid unless made in writing and signed by both parties.

(c)
The waiver of a breach of any provision of this Agreement shall not be construed as waiver of any subsequent breach of the same or a different provision of this Agreement.

(d)
If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then, and in the event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

SECTION 22: ENTERPRISE WIFI

Enterprise Wi-Fi provides the Subscriber with the ability to extend and change coverage of Subscriber's property through multiple Wi-Fi access points and exert substantial control over the Enterprise Wi-Fi service including configurations through a mobile Android or IOS app. Primarily designed for Fiber customers only, the Enterprise Wi-Fi service enables complete property coverage without an appreciable loss of download speed. A Subscriber to Enterprise Wi-Fi may request a further extension of Wi-Fi coverage throughout Subscriber's property which will entail provision of additional nodes (extenders) at additional cost. Sparklight Business will manage the extenders for the Subscriber. Subscriber acknowledges that while Sparklight Business has provided greater cybersecurity through the app for the Enterprise Wi-Fi service, with among other features, built-in malware scanning and blocking, Sparklight Business cannot guarantee that third parties will never hack or otherwise gain access to Subscriber's Wi-Fi transmissions and you agree that Sparklight Business will not be liable for among other things, any interception or transmissions, computer viruses, loss of data, file corruption or damage to Subscriber's computer.

SECTION 23: ENTERPRISE WIFI SUBSCRIBER RESPONSIBILITIES

Notwithstanding the more specific Subscriber responsibilities, in general, Subscriber is responsible for using the Wi-Fi service in ways that does not interfere with or diminish the use or enjoyment of the Wi-Fi service by others. Subscriber may not use the Wi-Fi service for any unlawful purpose or to disseminate any information that is harassing, threatening or that constitutes Spam. Subscriber also agrees that as the account holder, Subscriber is responsible for the use of the Wi-Fi service by its guests or any parties that, with or without permission, use the Subscriber's account to access the Wi-Fi service.

SECTION 24: BORDER GATEWAY PROTOCOL (BGP) RESPONSIBILITIES

Sparklight supports BGP-4 routing, available to Customers as an optional service feature. Customers to electing to receive BGP service must provide Sparklight with an Autonomous System Number (ASN) assigned to Customer by the American Registry for Internet Numbers (ARIN). Customer must provide the equipment and services necessary to support BGP service, including but not limited to: multihomed internet access, a BGP-4 capable router, enough memory to run BGP-4, and internal technical support capable of maintaining the Service on Customer's equipment. Additional information and requirements for BGP routing will be provided to the Customer upon request.

Sparklight Agreement-signed

Final Audit Report 2026-03-13

Created:	2026-03-13
By:	Michael Huey (Michael.Huey@sparklight.biz)
Status:	Signed
Transaction ID:	CBJCHBCAABAADO0rNmkI9_42sfTErGuEPf7a-U1XZCDM

"Sparklight Agreement-signed" History

Document created by Michael Huey (Michael.Huey@sparklight.biz)
2026-03-13 - 6:15:34 PM GMT

Document emailed to Jason Brown (Jason.Brown@sparklight.biz) for signature
2026-03-13 - 6:17:18 PM GMT

Email viewed by Jason Brown (Jason.Brown@sparklight.biz)
2026-03-13 - 6:36:56 PM GMT

Document e-signed by Jason Brown (Jason.Brown@sparklight.biz)
Signature Date: 2026-03-13 - 6:38:59 PM GMT - Time Source: server

Agreement completed.
2026-03-13 - 6:38:59 PM GMT

SCHEDULE A
03/10/2026

RETIREMENT				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Barton	Kathy	WW/Teacher	39	5/22/2026
Stone	Merry	CO/Assistant Superintendent	29	2026-27=8/10/2026
Benson	Teresa	DHS/Secondary Clerk	28	5/29/2026

RESIGNATIONS				
Last Name	**First Name**	**Site/Assignment**	**Years of Service**	**Effective**
Ellis	David	DHS/Teacher	5	5/22/2026
Caldwell	Melinda	PL/SPED Paraprofessional-Teacher Assistant	6	3/3/2026
Smith	Erin	PL/SPED Paraprofessional-Teacher Assistant	0	3/3/2026
Ortega	Ivan	Assistant MS Girls Soccer-Contract Coach	0	never worked

EMPLOYMENT				
Last Name	**First Name**	**New Position**	**Pending**	**Contract**
		SPED Teacher	Background	Temporary
		Elementary Counselor (2026-27)	Background	Temporary
		Teacher Assistant/Paraprofessional	Background	Support
		Custodian		Support
ADJUNCT TEACHERS				
Last Name	**First Name**	**Position**	**Site**	

CONTRACT CHANGES			
Last Name	**First Name**	**Site Assignment**	**Effective**

EXTRA-DUTY CONTRACT CHANGES		
Last Name	**First Name**	**New Position**

Schedule A1 – March 10, 2026
District Assistant Superintendent Recommended for Re-hire
2026-27

Ellis, Kim
Stone, Merry

February 23, 2026

To the Duncan Board of Education:

On behalf of the Association of Duncan Educators, I am requesting that negotiations be opened between Duncan Public Schools Board of Education and the Association of Duncan Educators (ADE) for the 2026-2027 school year.

Sincerely,

Sonia Norton
President, Association of Duncan Educators
Chairperson, Association of Duncan Educators Negotiations Team

February 26, 2026

To the Duncan Board of Education:

On behalf of the Duncan Education Support Association, I am requesting the negotiations be opened between Duncan Public Schools Board of Education and the Duncan Education Support Association (DESA) for the 2026-2027 school year.

Sincerely,

John Moore

President, Duncan Education Support Association (DESA)

Product Description	Model Number	Serial Number	Qty	Condition	Surplus or Transferable
alphabet Rugs			2	Fair	Transfer WOODROW
alphabet Rugs			2	Fair	~~Surplus~~ Transfer EMERSON
Color Squares			2	Fair	Surplus
Floor Cleaner powr-Flite			1	Good	Surplus

Add additional pages as needed.

Authorized Site Signature: Brady Pulsen

Date of Board Approval:

Ben Smith Maintenance acknowledgement

BP Admin acknowledgement

Before completing the Surplus Form, please initial:

☒ BP Items have been offered by the site administrator to other sites within the district (DPS).

If no one within our district wants any of the items, fill out this Surplus Form, sign/date it, and send the original to the Maintenance Director. DPS Surplus Policy: 3003

SURPLUSED ITEMS MUST BE DOCUMENTED/TRACKED IN YOUR SITE'S INVENTORY.

ONLY TEACHER DESKS, STUDENT DESKS, & CHAIRS WILL BE STORED FOR FUTURE DISTRICT USE.

RETAIN RECEIPTS/DOCUMENTS FOR 2 YEARS.

Maintenance Office Only:

- ☐ _____Items have been offered to other districts within Stephens County if not needed by DPS.
- ☐ _____Items have been offered to the public by sale.
- ☐ _____Items have been disposed of or recycled properly.

Sent 3/2026

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

NOTICE TO THE STEPHENS COUNTY CLERK OF THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA.

All Regular Meetings will start at 6:00 P.M. and will be held in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

The dates for the monthly Regular Meetings in 2026 are as follows:

Tuesday, January 13, 2026

Tuesday, February 10, 2026

Tuesday, March 10, 2026

Tuesday, April 14, 2026

Tuesday, May 12, 2026

Tuesday, June 9, 2026

Thursday, June 25, 2026

Tuesday, July 14, 2026

Tuesday, August 18, 2026

Tuesday, September 15, 2026

Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
DEBBIE JENKINS
COUNTY CLERK
BY DEPUTY

BOARD APPROVED

OCT 14 2025

ITEM # 9.H.

NOTICE TO THE STEPHENS COUNTY CLERK OF THE 2026 REGULAR MEETINGS OF THE DUNCAN SCHOOL BOARD OF EDUCATION OF DUNCAN INDEPENDENT SCHOOL DISTRICT NUMBER ONE OF STEPHENS COUNTY, OKLAHOMA.

All Regular Meetings will start at 6:00 P.M. and will be held in the Board Room of the Administration Office, located at 1740 West Spruce, Duncan, OK.

The dates for the monthly Regular Meetings in 2026 are as follows:

Tuesday, January 13, 2026

Tuesday, February 10, 2026

Tuesday, March 10, 2026

Tuesday, April 14, 2026

Tuesday, May 12, 2026

Tuesday, June 9, 2026

Thursday, June 25, 2026

Tuesday, July 14, 2026

Tuesday, August 18, 2026

Tuesday, September 15, 2026

Tuesday, October 13, 2026

Tuesday, November 10, 2026

Tuesday, December 8, 2026

Kelly Henderson

Kelly Henderson
Clerk, Duncan Board of Education

STATE OF OKLAHOMA
STEPHENS COUNTY
RECEIVED AND FILED
2025 OCT 15 PM 3:50
DEBBIE JENKINS
COUNTY CLERK
BY DEPUTY

Regular Meeting of the Board of Education
Tuesday, March 10, 2026 6:00 PM

Administration Building
1740 W. Spruce
Duncan, Oklahoma 73533

Minutes

1. **Call to order** and roll call:
Buckholts Davis Lolar Neal Schreckengost
Attendance Taken at 6:00 PM.

Carl Buckholts:	Present
Eric Davis:	Present
Krista Lolar:	Present
Greg Neal:	Present
Christopher Schreckengost:	Absent

Also present were the following: Dr. Channa Byerly, Kelly Henderson, Kim Ellis, Emily Hornberger, Patty Wininger, Maria Pardo, Lori McCann, Cortney Knox, Koree Goldsmith, Merry Stone, Cassie Berthold, Steven Dixon, Steph Dixon, Misty Burch, Hunter Miller, Machelle Zinn, Leann Adams, and students of the Emerson Elementary Archery Team.

2. **Flag Salute**
The flag salute was led by Archery Team students of Emerson Elementary.

3. **Chicken Express Employees of the Month**
This month we celebrated Employee's of the Month for February and March 2026.
February recipients: Certified, Teacher of the Month, Steven Dixon of Duncan Middle School and Support Staff Employee of the Month, Machelle Zinn of Central Office.
March recipients: Certified, Teacher of the Month, Leann Adams of Horace Mann Elementary and Support Staff Employee of the Month, Hunter Miller of Duncan Middle School.
All recipients were given a plaque, free meal, and drink card for the month from Chicken Express.

4. **Public participation** and/or discussion
There was no public participation and/or discussion.

5. **Superintendent's Report**

5.A. **Site Presentation** by Emerson Elementary

Each site presents an update to the board each school year. This month, Emerson Elementary was highlighted and Principal Koree Goldsmith and the Archery Team were in attendance to talk about all of their accomplishments.

5.B. District Update
Superintendent, Dr. Channa Byerly, highlighted student and staff accomplishments, sports, and activities going on throughout the district.

6. Discussion and motion to approve, not approve, or table the request from **AEP-PSO for Supplemental Easement and Right of Way for School Farm**
Motion to approve the request from AEP-PSO for Supplemental Easement and Right of Way for School Farm. This motion, made by Eric Davis and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

7. **Consent Agenda**
All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration, and approval of the following items:
Motion to approve Consent Agenda items # 7.A.-7.Q.4. as listed, read aloud and discussed. This motion, made by Eric Davis and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

7.A. **Minutes** of the February 10, 2026 Regular Meeting

7.B. **Minutes** of the February 17, 2026 Special Meeting

7.C. **Financial Reports**

7.D. **Cafeteria Monthly Reports**

7.E. **Activity Fund Reports**

7.F. **District Fundraisers**

7.G. **Encumbrance Reports**
General Fund 11 Purchase Order Numbers 65998-66100, total dollar value of

$146,457.68
Building Fund 21 Purchase Orders, Number 21164-21179, total dollar value of $26,227.85
Bond Fund 36 Purchase Orders, Number 36032-36035, total dollar value of $47,689.13
Arbitrage Fund 88 Purchase Orders, Number 8802-8802, total dollar value of $31,063.44
Change Order Listing(s) of Encumbrances
Encumbrance(s) More Than 10% Over

7.H. **Out-of-State Travel** request for Key Club Leadership trip April 16-17, 2026 to Wichita Falls, TX

7.I. **Out-of State Travel** request to approve Nicole Englishbee, Chaperone, for the Key Club Leadership trip April 16-17, 2026 to Wichita Falls, TX

7.J. District Child Nutrition **Summer Food Service Program**:

7.J.1. **Host the Summer Food Service Program**
June 1 - July 31, 2026, Five days per week

7.J.2. **Extra Service of Employees** - Site Supervisor, Site Monitor, and 3 Site Program Adults
June 1 - July 31, 2026, Five days per week

7.K. Hire a **Summer Maintenance Crew** for annual district maintenance

7.L. Hire a **Summer Paint Crew** for annual district maintenance

7.M. **Wal-Mart Stores, Inc.** consent for the Non-Exclusive Sale of Product(s) bearing the Duncan Public School name and logo through December 31, 2029

7.N. **Davis Air Conditioning, LLC** - preventative maintenance, replacement, and repairs of district HVAC units, ice machines, refrigerators, and freezers in the amount of $75,000.00 paid by the Building Fund

7.O. **RC Mowing** - district Lawn Maintenance in the amount of $27,775.00 paid by the Building Fund

7.P. **CDW Government** - DPS 2020 Vision Bond purchase of desktop computers for district staff in the amount of $62,112.00

7.Q. Contracts and Encumbrance requests for FY 26-27:

7.Q.1. **Oklahoma Aeronautics Commission** Flight Simulator Agreement renewal for aviation program curriculum for FY 26-27

7.Q.2. **ADPC** - annual district Accounting Software and Support Agreement in the amount of $18,084.00 for FY 26-27

7.Q.3. **Patten & Odom, CPAs, PLLC** - annual engagement letter and contract for district Auditing Services in the amount of 18,350.00 for FY 26-27

7.Q.4. **Sparklight Business** - Service Agreement for district Internet Services in the amount of $26,304.00 for FY 26-27

8. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; **(b)** Pursuant to 25 O.S. § 307 (B)(1) The re-employment of District Assistant Superintendents for FY 26-27 as outlined on Schedule A1, inclusive; **(c)** Pursuant to 25 O.S. § 307 (B)(2) Discussing negotiations concerning certified and support employees and representatives of employee groups; and **(d)** Pursuant to 25 O.S. § 307 (B)(1) and 307 (B)(2) The Employment, contract, and evaluation of the Superintendent.

Vote to convene or not convene into Executive Session

Motion to convene into Executive Session at 6:40 P.M. This motion, made by Eric Davis and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

9. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirements, resignations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; **(b)** Pursuant to 25 O.S. § 307 (B)(1) The re-employment of District Assistant Superintendents for FY 26-27 as outlined on Schedule A1, inclusive; **(c)** Pursuant to 25 O.S. § 307 (B)(2) Discussing negotiations concerning certified and support employees and representatives of employee groups; and **(d)** Pursuant to 25 O.S. § 307 (B)(1) and 307 (B)(2) The Employment, contract, and evaluation of the Superintendent. No action was taken in Executive Session.

The following board members were present in Executive Session: Carl Buckholts, Eric Davis, Krista Lolar, Greg Neal and Christopher Schreckengost. In addition the following person(s) were present in Executive Session: Dr. Channa Byerly.
Motion to acknowledge the Board's return to Open Session at 6:49 P.M. This motion, made by Eric Davis and seconded by Krista Lolar, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea

Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

10. Discussion and possible action regarding the **employment contract for the Superintendent of Schools**
Motion to approve the employment contract for Superintendent of Schools. This motion, made by Krista Lolar and seconded by Eric Davis, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Nay
Christopher Schreckengost:	Absent

Yea: 3, Nay: 1, Absent: 1

11. Discussion and possible action regarding retirements, resignations, and employment contracts as listed on **Schedule A** attached
Motion to approve retirements, resignations, and employment contracts as listed on Schedule A. This motion, made by Krista Lolar and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

12. Discussion and possible action regarding the **re-employment of District Assistant Superintendents** for FY 26-27 as listed on Schedule A1 attached
Motion to approve the re-employment of District Assistant Superintendents for FY 26-27 as listed on Schedule A1. This motion, made by Krista Lolar and seconded by Carl Buckholts, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

13. Discussion and possible action to **Open Negotiations** for ADE (Association of Duncan Educators) and DESA (Duncan Educational Support Association) for FY 26-27
Motion to Open Negotiations for ADE (Association of Duncan Educators) and DESA (Duncan Educational Support Association) for FY 26-27. This motion, made by Eric Davis and seconded by Krista Lolar, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

14. Discussion and possible action regarding declaration of miscellaneous items as **surplus**

Motion to declare miscellaneous items as surplus. This motion, made by Greg Neal and seconded by Krista Lolar, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 4, Nay: 0, Absent: 1

15. Discussion and possible action regarding **New Business**

There was no New Business.

16. **The next Regular Meeting of the Board of Education will be held on Tuesday, April 14, 2026 at 6:00 P.M. at the Administration Building at 1740 W. Spruce, Duncan, OK**

17. **Adjournment**

This concludes the business that came before the Board on March 10, 2026 and at 6:52 P.M. Board President Carl Buckholts declared the meeting adjourned.

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the agenda for this Regular Meeting of March 10, 2026 was posted on the door of the Administration Building at 5:55 P.M., Monday, March 9, 2026 by Board Clerk, Kelly Henderson. Notice of this meeting was filed with the Stephens County Clerk October 15, 2025.

I also certify that at least 24 hours prior to this meeting the agenda of this meeting was posted on the school district website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION

Kelly Henderson

Kelly Henderson, Board Clerk

Independent School District No. 1 Stephens County, Oklahoma Official SEAL

SCHEDULE A
03/10/2026

RETIREMENT				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Barton	Kathy	WW/Teacher	39	5/22/2026
Stone	Merry	CO/Assistant Superintendent	29	2026-27=8/10/2026
Benson	Teresa	DHS/Secondary Clerk	28	5/29/2026

RESIGNATIONS				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Ellis	David	DHS/Teacher	5	5/22/2026
Caldwell	Melinda	PL/SPED Paraprofessional-Teacher Assistant	6	3/3/2026
Smith	Erin	PL/SPED Paraprofessional-Teacher Assistant	0	3/3/2026
Ortega	Ivan	Assistant MS Girls Soccer-Contract Coach	0	never worked

EMPLOYMENT					
Last Name	First Name	New Position	Pending	Contract	
		SPED Teacher	Background	Temporary	Skylia Aycox
		Elementary Counselor (2026-27)	Background	Temporary	Rebecca Holliday
		Teacher Assistant/Paraprofessional	Background	Support	Kaleigh Bowers
		Custodian		Support	Cathy Gilmore

ADJUNCT TEACHERS				
Last Name	First Name	Position	Site	

CONTRACT CHANGES			
Last Name	First Name	Site Assignment	Effective

EXTRA-DUTY CONTRACT CHANGES		
Last Name	First Name	New Position

Schedule A1 – March 10, 2026
District Assistant Superintendent Recommended for Re-hire
2026-27

Ellis, Kim
Stone, Merry