

**MINUTES OF THE BOARD OF EDUCATION REGULAR MEETING -**

The Board of Education of Independent School District No. 30 of Washington County, Bartlesville, Oklahoma met at the Education Service Center - Board of Education Meeting Room 1100 South Jennings Ave Bartlesville, OK 74003 on Wednesday, June 30, 2021 at 12:02 PM.

**Absent:** Suzy Keirse, Andrea Nightingale, **Present:** Scott Bilger, Rick Boswell, Randy Herren, Kinder Shamhart, Kevin Sitton. Present: 5, Absent: 2.**Present:** Andrea Nightingale. Present: 6, Absent: 1.

- I. Call Meeting to Order
- II. Consent Agenda
  - A. Approval of the Activity Fund Manual for 2021-22 as set out on Attachment "A"
  - B. Approval of Purchase Orders for FY2022 as set out on Attachment "B"
  - C. Approval of Lease Purchase Items as set out on Attachment "C"
  - D. Acceptance of Activity Fund Fundraising Expenditures as set out on Attachment "D"
- III. Adjournment

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

I, the undersigned Minutes Clerk of the Board of Education of Independent School District No. 30 of Washington County, Oklahoma, certify that notice of the time, date, and place of this regular meeting was given to the County Clerk of Washington prior to December 15, 2018, and was mailed or delivered to all of those who have made written requests and paid the request fee for notice of regular meetings.

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

Witness my hand this \_\_\_th day of \_\_\_\_\_ 20\_\_\_.

**BARTLESVILLE PUBLIC**  
**SCHOOLS**



2021 - 2022

School Activity Funds  
Regulations Manual

BARTLESVILLE BOARD  
OF  
EDUCATION

**BARTLESVILLE PUBLIC SCHOOLS  
SCHOOL ACTIVITY FUNDS REGULATIONS MANUAL**

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## **Bartlesville Independent School District #30**

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**P.O. Box 1357 – 1100 S. Jennings; Bartlesville, Oklahoma 74005  
Telephone (918) 336-8600**

**TO ALL SCHOOL ACTIVITY FUND  
ADMINISTRATORS, SPONSORS AND CUSTODIANS**

Presented herein are the general regulations of the school activity funds as authorized by the Board of Education. These regulations have been developed for use in all operations of the school activity funds.

This manual has been developed to assist you in the performance of your duties. Please refer to it often for guidance in all areas related to the school activity funds.

As this manual is being continuously updated, your comments and suggestions are welcome.

Preston Birk,  
Executive Director,  
Financial Services

**INTRODUCTION**  
**DESCRIPTION AND LIMITATIONS OF THE**  
**SCHOOL ACTIVITY FUNDS**

Student Body Activities are defined in part, in State Board of Education Bulletin No. 145 as follows: “Direct and personal services for public school pupils, such as interscholastic athletics, entertainment, publications, clubs, band, and orchestra, that are managed or operated by the student body under the guidance and direction of **adults** and **are not part of the regular instructional program.**” (Emphasis added)

The Attorney General has ruled that if students are used to collect funds or if parent organizations are using students, the proceeds must be deposited in the School Activity Fund. Parent Clubs of school-sponsored groups should be informed of this ruling. (Emphasis added) Bank account(s) opened by the parent club/organization can carry the name of the particular school but MUST also include the words “parent club”, “parent booster club”, or “parent organization” on the checking account and check face. The District ID number CANNOT be used by parent clubs/organizations.

Any debt incurred by the parent club MUST be incurred in the name of the parent club/organization (which would include paying tax) and NOT in the name of the school.

NOTE: ...Student Achievement and Parent-Teacher Associations and Organizations that are sanctioned by the school district board of education shall be exempt from the provisions as outlined in Section 5-129. (70 O.S. § 5-129.1)

The separation of school projects from PTA projects is also necessary. It is vitally important for each group to support the projects of the other, but joint sponsorship, per se, has caused problems in the past and is not recommended. A sponsorship agreement should be reached between the school and the PTA prior to the initiation of any project.

The “direct and personal services” for public school pupils requires the collection and expenditure of substantial sums of money. It is, therefore, important that sound business practices are followed and that expert supervision of these activities be provided.

It is stated in the Regulations for Administration and Handbook on Budgeting and Business Management, Bulletin No. 145-W of the State Department of Education, that: “A sound system of activity accounting in public schools should offer opportunities for valuable educational training for students; it should also facilitate reporting and comparing data between and among schools... and it should safeguard and protect both the funds and the persons responsible...” Accordingly, accounting concepts developed herein are based on financial systems employed by private enterprise rather than on principles used in governmental accounting.

It is important that these concepts are properly understood and that the person involved be accurately informed in this regard. Unless each person dealing with School Activity Funds – Principals, Group Sponsors, Organization Officers, et al. – understands these principles as well as their individual responsibilities, there is little probability that this or any other system would be of educational benefit to the students. PRINCIPALS AND SPONSORS ARE TO BE HELD ACCOUNTABLE FOR THEIR ACTIONS CONCERNING SCHOOL ACTIVITY FUNDS.

**Students should not be sent to pick up checks and/or make purchases.**

**ACTIVITIES REQUIRING A CHARGE FOR ADMISSION**

Admission charges are not to be made for any program held during the time when school is in session. Programs for entertainment, which contributes to the benefit of the students, should be provided for **ALL** children if conducted during the school day.

## **PURPOSE:**

Oklahoma law states, "...Such funds shall be deposited to the credit of the account maintained for the benefit of the particular activity within the School Activity Fund. ...Disbursements from each of the activity accounts shall be by check, ...and shall not be used for any purpose other than that for which the account was originally created..." (Emphasis added)

This precludes all cash expenditures; prevents cash transfers between accounts; and prohibits expenditures from one account for payment of the obligations of another.

It is, therefore, evident that each account should have a specific purpose. It is important to have a clear understanding of the function and purpose of each account to avoid misapplication of funds. The purpose of most accounts is generally understood by the account titles, written descriptions such as charters, etc., and by customary usage of the account.

Any questions arising in the schools regarding procedures relative to the operation (fundraising, receipts, disbursements, rules interpretations, etc.) of School Activity Funds should be directed to the Activity Fund Custodian.

The Board of Education may establish, by board resolution, a general fund refund sub-account within the school activity fund. The balance in the sub-account shall be determined by need, and it shall be provided by refunds and reimbursements received, including, but not limited to; rental income, reimbursements for lost and damaged textbooks, summer school and adult tuition, and overpayments. The sub-account may be expended only for the refund of revenues previously received and deposited either into the sub-account or directly into the general fund. It is recommended that the refund sub-account in the activity fund is financed by depositing all or part of the applicable collections and that all refunds be made from that account. Any remaining balance of the refund sub-account shall be transferred to the school district general fund on or before June 30 each year.

## **AUTHORITY:**

Oklahoma Statutes (70 O.S. § 5-129A) require the Board of Education of each school district to adopt appropriate rules and regulations governing the receipt and expenditure of school activity funds. The Board must appoint a custodian for the school activity fund who shall make a full and true accounting for all funds that may come into his/her possession or under his/her control.

The Board has appointed the Principal of each site location as the administrator responsible for the operation of the activity funds under his/her control.

## **RESPONSIBILITIES OF THE PRINCIPAL:**

Principals, being responsible for their school's overall program, are accountable for knowing and enforcing all rules governing School Activity Funds. Although administrative styles may vary, the basic duties required of all principals are as follows:

1. To select appropriate sponsors to represent all authorized student groups and to conduct all fund raising activities. Because the principal is the approving officer, he/she may not act as group sponsor.
2. To be certain that every responsibility and authority is properly delegated and thoroughly understood by those upon whom such authority is conferred.
3. To periodically evaluate the performance of each person involved, to determine that all functional duties are being substantially carried out.
4. To inform all faculty members (especially new teachers) concerning the proper use of funds and proper purchasing procedures.
5. To report to the Executive Director of Financial Services all cases of theft or suspected theft of cash and/or merchandise belonging to the School Activity Fund.
6. The Principal may not be a signer on the PTA checking account.

### **RESPONSIBILITIES OF SPONSORS:**

Sponsors for any group, club, or student organization are responsible for the following duties depending on the nature of the organization, whether or not the group elects student officers:

1. Work closely with the group and give supervision and guidance to student officers exerting leadership and counsel where required.
2. Organize and conduct student projects and ascertain that **all** receipts are properly accounted for and deposited with the Budget Secretary. Sponsors need to make daily deposits during student projects. Sponsor's must submit all receipts in the InTouch Receipting System and turn in all cash/checks to the Budget Secretary. Insure that records maintained by students and/or sponsors are compared with those of the Budget Secretary periodically.
3. Inspect materials received and authorize payment when delivery is complete and quality of merchandise is determined to be satisfactory. The sponsor's signature on the purchase order & invoice(s) signifies that the claim is approved for payment and that all items have been received and are in working order.

### **NO SPONSOR OF ANY ACCOUNT SHALL MAKE PURCHASES OR OBLIGATIONS IN EXCESS OF FUNDS ON HAND.**

### **REPORT OF FUNDS:**

Records shall be kept of all funds collected, handled or disbursed by any school or activity by the sponsor of the activity and the activity fund custodian.

The Activity Fund Custodian shall provide a report to the Board of Education at the regularly scheduled meeting each month presenting the financial information of each account of the school activity fund, including all receipts, expenditures, transfers and ending balances of each account for the previous month.

The Activity Fund Custodian shall also provide a detailed report to the Board of Education at the end of the fiscal year showing beginning balance, receipts, expenditures, transfers, and ending balances of each account of the school activity fund as of the close of the fiscal year.

### **AUDIT:**

The Board of Education shall contract for an annual audit of all school district funds each fiscal year, which shall include all school activity funds. The original report of such audit shall be delivered to the Executive Director of Financial Services and the Board of Education.

The auditor will give assistance and advice when necessary to insure adequate compliance with Activity Fund Procedure.

### **DISPOSITION OF SPECIAL AUDIT REPORTS**

The scope of School Activity Fund audits includes operational and special internal audits. Reports on such examinations are made to the Executive Director of Elementary and/or Secondary Services.

If such reports are deemed to contain information indicative of misappropriation of funds, unauthorized or illegal fund raising projects, money handling, irregularities, or other violations that require further explanation, the Executive Director of Elementary and/or Secondary Services will issue a written statement requesting the principal or auditee to submit a written reply to the charges set forth within a given time.

If the reply provides acceptable explanations to the charges, the case will be closed at the discretion of the Executive Director of Elementary and/or Secondary Services and Executive Director of Financial Services. If the Executive Director of Elementary and/or Secondary Services and Executive Director of Financial Services believe that the explanation is not

acceptable, the case will be reviewed with the Superintendent. Decisions reached by this review will involve one or more of the following:

1. Reprimand
2. Transfer of responsibilities
3. Restitution
4. Suspension
5. Legal Action

#### **ACCOUNTING SYSTEMS:**

A central accounting system for all school activity funds shall be developed and maintained by the Activity Fund Custodian at the Education Service Center. Such accounting system shall provide a complete record of receipts, expenditures, transfers, and fund balances of each account of the school activity fund. School activity funds shall not carry a negative balance.

Bank statements shall be reconciled on a monthly basis by the activity fund custodian under the supervision of the Executive Director of Financial Services. The school activity fund shall be balanced to the bank statement and any discrepancies noted shall be immediately resolved. The site administrator or designee shall also reconcile his/her record monthly with the reports from the activity fund custodian.

The Executive Director of Financial Services shall have oversight responsibility in implementing the prescribed system of accounting at each location throughout the district. Such records of receipts, expenditures, transfers, fund balances and other financial information shall be made available to the administrators, secretaries, sponsors, and to the general public upon written request for such information.

#### **INVESTMENT INCOME:**

The school district Treasurer or designee shall invest any available funds in authorized interest-bearing instruments/accounts as authorized and approved by the Board of Education policies and State statutes. The Activity Fund Custodian shall notify the Treasurer or designee of the amount available for investment as necessary. The Executive Director of Financial Services shall approve all investments.

Investment Income shall be credited to the Interest on Investments Account at the Education Service Center. Such investment income shall be used for authorized expenditures for the interest account, as approved by the Board of Education. The Executive Director of Financial Services shall be responsible for the management and expenditure of interest earnings for activity fund accounts.

#### **RECEIPTS:**

Sponsors are required to issue receipts through the InTouch Receipting Sytem for ALL funds collected in excess of \$1 (a list of persons remitting monies shall be maintained by Sponsors for all receipts of \$1 or less). The Sponsor is required to turn in all money collected in the school to the Budget Secretary **daily**. Sponsors are responsible for counting the cash, filling out, and **signing** a cash sheet before turning it into the Budget Secretary. The Budget Secretary is required to complete an EOP Transfer in InTouch and ensure that all totals match at the time the money is submitted by Sponsor. Secretaries should also complete the Final EOP for Deposit "PRIOR" to making the bank deposit to ensure final balance is correct.

All money received by the Secretary & Sponsors must be deposited intact to the school's designated bank account. In no case may expenses be paid from monies received and not yet deposited. The cashing of personal checks is forbidden.

### **TICKET SALES:**

The Ticket Reconciliation worksheet shows the number of tickets sold for an event, along with the amount of money collected. The worksheet must be turned in to the site Budget Secretary with the collected funds for deposit.

### **DEPOSITS:**

Arvest Bank will be used as the school depository for all activity funds. Deposits of funds subject to the requirements of this section shall be made by the end of the next business day, however, if the deposit for a day totals less than One Hundred Dollars (\$100.00), a school district may accumulate monies required to be deposited into the fund on a daily basis until the total accumulated balance of deposits equals or exceeds One Hundred Dollars (\$100.00). Provided, a school district shall deposit accumulated monies into the fund not less than one (1) time per week, regardless of whether the monies total One Hundred Dollars (\$100.00). (70 O.S. § 5-129A as amended by HB 2332, 2004 Legislature).

Additional procedures involving deposits are as follows:

1. All transactions should be entered daily into InTouch Receipting System.
2. EOP should be completed daily if \$100 or more has been collected or at least ONE time per week if less than \$100.
3. All receipts for one day can be deposited on one deposit—it is not necessary to make separate deposits for each receipt. Use Date of Deposit as the EOP Reference Number.
4. Bank Deposit Transmittal Forms should be completed and sent, with proper attachments to the Activity Fund Custodian on the next business day following the deposit. E.g.: proper attachments, Copy of EOP Receipt showing deposit amount, Pink Bank Deposit Slip and Bank Receipt.
5. Checks for start-up money should be made payable to the appropriate sponsor. Example: gate receipts should be listed as “gate receipts” and the dollar amount and the re-deposit should be listed as “Startup re-deposit” and the dollar amount. Both can be deposited on the same receipt.
6. At the end of the month, after the bank statement has been reconciled, the secretary will receive a copy of the monthly reports. If the reports and the secretary’s books do not agree, the Activity Fund Custodian will be notified immediately.

### **INSUFFICIENT (NSF) CHECKS:**

In the event that checks are returned Non-Sufficient Funds (NSF), the activity fund custodian will send the check to the proper school site for collection. Along with the check, the activity fund custodian will ask for the correct coding, in order to debit the proper account. When the money has been collected, the site will again deposit it in the manner described above.

### **TRANSFERS:**

Monies from school activity accounts may be transferred to other approved school activity accounts for payment of goods or services. Transfers shall be made upon approval by the Board of Education, as required by state statutes, upon the request by the account sponsor and approval by the site administrator. (70 O.S. § 5-129A).

## **PURCHASES/PAYMENTS:**

The following procedures should be followed in preparing and issuing purchase orders:

1. All Activity Fund Requisitions should be approved and signed by the site administrator prior to issuing a Purchase Order number. A Purchase Order number is required PRIOR to ordering goods/services.
2. Any Activity Fund Requisition that exceeds \$500.00 needs to be approved by the Executive Director of Financial Services prior to issuing a purchase order number.
3. At least three (3) quotes, written or telephone should be obtained for single purchases exceeding \$5,000. The purchase request, with quotes attached, must be approved by the Superintendent, Executive Director of Financial Services or designee prior to a purchase order number being issued.
4. Invoices over \$25,000 should have a non-kickback affidavit attached to the purchase order. This form will be completed and in the Activity Fund Custodians Office prior to payment being made.
5. The Employee Purchasing and the Budget Designee (Site Administrator or Budget Secretary) lines on the Purchase Order must be signed and dated to verify that goods/services have been received before payment can be issued for an invoice. All Invoices/Receipts must be signed as well.
6. No payment will be made until order is complete.
7. Blanket purchase orders may be issued for recurring purchases of goods or services. Payments on blanket purchase orders will be authorized by the Budget Designee's signature on the Partial Payment form.
8. Checks shall be written after all paperwork is completed and submitted to the Activity Fund Custodian.

## **PUBLIC PURPOSE EXPENDITURES:**

### **WORKSHOPS/MEETINGS**

The Board of Education authorizes the reasonable use of expenditures of activity funds derived from non-taxpayer funds for the provision of food and nonalcoholic beverages to school district employees and Board of Education members when employees or Board members are in attendance at an in-district workshop or board-sponsored meeting within the district, and when such meetings are of such duration to consider sustenance appropriate

### **"WORKING LUNCH"**

Expenditures for meals are authorized only when the duration of workshops or meeting encompasses the normal mealtime, and training or business is conducted in conjunction with the meal in order that the meeting or workshop may be conducted with minimum interruption

### **OTHER CONDITIONS**

Food and nonalcoholic beverages may be provided in conjunction with faculty and staff meetings, workshops and in-service training conducted within the school district when:

- a. funding is provided through an activity fund account designated for faculty and staff, or
- b. revenue for this account is derived from donations, faculty fee assessments, business sponsorships, faculty lounge vending machines (if students do not have access to such vending machines and the required utility costs for vending machine operation has been assessed and paid) and other non-student revenue

General Fund resources, including taxpayer funds, may be used to provide one meal per day in conjunction with meeting, workshops and in-service training sessions conducted within the school district only when the meetings are scheduled and of such duration (minimum of four hours) so as to encompass a normal meal time (breakfast, lunch or supper). **Agenda or schedule of event must be attached to PO & Invoice when adult meals are provided.**

#### OTHER APPROVED EXPENDITURES

The Board of Education authorizes the reasonable use of expenditures of activity funds derived from non-taxpayer funds for the provision of awards, memorials, service pins, etc. to staff and Board of Education members when approved by the superintendent.

(Board of Education Policy CDC)

#### **ONLINE PURCHASES:**

Board Policy – Internet and other Computer Networks Access and Acceptable Use Policy: Online purchases of goods/services must have prior approval from the Superintendent or his designee. Any online purchase requires an approved purchase order. Online purchases are allowed when no other means to acquire supplies/services are possible. Purchases with vendors using third party billing are strictly prohibited.

#### **DISBURSEMENTS:**

Disbursements from each fund must be made only for the specific purpose for which the fund was created. All disbursements shall be made by check and cosigned by the Activity Fund Custodians. Attached to each purchase order shall be invoices or signed receipts evidencing that the goods and/or services were received by the school district. Athletic Officials & Security personnel shall sign a receipt of payment form to be filed with the purchase order within two working days of the event. All original purchase orders and supporting documentation shall be filed by the Activity Fund Custodian at the Education Service Center.

As required by state statutes (70 O.S. § 5-129A), disbursements from each activity fund account must be made for the specific purpose for which the fund was established and approved by the Board of Education. **In no instance shall checks be made payable to “cash.”**

Pursuant to state statutes (70 O.S. § 5-129H), funds may be provided to appropriate account sponsors in advance for the purpose of paying student/sponsor travel expenses on authorized overnight school trips. Such advances shall be requested on a form listing the estimated expenses to be incurred, and shall be approved by the site administrator. Said form shall be attached to the purchase request initiated for the funds request. Upon approval of the purchase order as provided herein, a check will be made payable to the account sponsor who shall sign a receipt acknowledging responsibility for the funds. Provided, however, that within 48 hours of completion of the trip, the account sponsor must submit record of any unused funds, along with itemized invoices and/or receipts, to the Activity Fund Custodian to account for the full amount advanced prior to the trip. Account sponsor further understands that he/she will be held personally liable for any shortage of funds.

**All requests for travel expense reimbursements shall be paid in compliance with Board of Education policy, DED, and administrative guidelines.**

**REQUESTS TO ACCEPT GIFTS FOR SCHOOL:**

Occasionally, the public donates material to the schools through the Activity Fund, or offers to share the cost of new items to be purchased by the Fund. The same rules apply with respect to obtaining administrative approval as in the case of special equipment purchases.

**UNDER NO CIRCUMSTANCES MAY SPONSORS OR TEACHERS ACCEPT GIFTS DIRECTLY FROM OUTSIDE SOURCES.**

When any gift is accepted, the following steps must be followed:

1. If the gift consists of items other than cash, the Principal initiates the request and submits it to the Executive Director of Financial Services. Approvals are also required from the Director of Transportation and Plant Services, or the Director of Technology.
2. After Board approval, the request is returned to the Executive Director of Financial Services.
3. Approved copies are sent to the Principal.

**YEAR END/CLOSE OUT:**

Principals/Budget Secretaries will submit all of the following items to the School Activity Fund Office on the date set aside for close out.

1. All PO's must be closed. If your School Activity Fund, at the close of the school year, is indebted to suppliers for material or services which have not been received, you must submit a new request for purchasing dated July 1, showing the name of the supplier, the nature of the item or service, the account(s) which the items will be charged, and the amount unpaid as of June 30.
2. All funds must be deposited.

# **ADMINISTRATIVE ACCOUNT**

**WAREHOUSE/TRANSPORTATION****ACCOUNT NAME**General Administrative  
Account (801)**SOURCE OF REVENUE**

1. Commissions

**SITE: 040****APPROVED EXPENDITURES**

1. Dish Soap, Scrubbing Pads, etc.
2. Medical Supplies
3. Office Supplies
4. Paper Goods
5. Refreshments for Meetings

**DATES OF FUNDRAISERS**

1. Ongoing

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**EDUCATION SERVICE CENTER****ACCOUNT NAME**

General Administrative Account (801)

**SOURCE OF REVENUE**

1. Donations/Grants
2. Interest Earnings
3. Recycling
4. Vending Machines

**SITE: 050****APPROVED EXPENDITURES**

1. Advertising (Employment, etc)
2. Bank Service Charges
3. Brochures/Printing
4. Cards/Flowers
5. Catering Services
6. Equipment/Materials/Supplies
7. Field Trip/Transportation Costs
8. Gifts/Awards
9. Notary Fees/Expenses
10. Photography Expenses
11. Postage
12. Presenter's Fees
13. Professional/Board Meeting Expenses
14. Refreshments/Banquet Supplies
15. Reimbursements/Refunds
16. Repairs
17. Staff/Volunteer Recognition/Awards
18. Staff Breakfast/Luncheon Expenses
19. Supplies
20. Transportation Expenses
21. Uniforms
22. Wholesale Membership Cards
23. Workshop/Seminar/Meeting Expenses
24. Vending Supplies

**DATES OF FUNDRAISERS**

1. Ongoing
2. Ongoing

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**EDUCATION SERVICE CENTER****SITE: 050****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost Books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

Tuition Clearing Account (806)

1. Tuition Payments for Driver's Ed.
2. Tuition Payments for Night School
3. Tuition Payments for Summer School

1. Refunds
2. Transfer to General Fund

1. Continuous
2. Continuous
3. Continuous

Adult. Fees Clearing Account (808)

1. AEL Classes
2. CPR Cards
3. Sub Background Checks

1. Refunds
2. Transfer to General Fund

1. Continuous
2. Continuous
3. Continuous

S.A.D.F. (831)  
(Safe And Drug Free)

1. Donations/Grants
2. Lobby Guard Key Fobs

1. Lobby Guard Supplies
2. Materials/Supplies
3. Postage
4. Presenter Fees
5. Refreshments
6. Registration for Conferences
7. Travel Expenses

**EDUCATION SERVICE CENTER****SITE: 050****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

BPS Foundation Grants (835)

1. Donations from BPS Foundation

1. Supplies
2. Books
3. Classroom Equipment
4. Classroom Supplies
5. Consumables
6. Curriculum Materials
7. DVDs/Other Media
8. Equipment
9. Furniture
10. Gym Equipment
11. Maintenance Items
12. Materials
13. Playground Equipment
14. Postage
15. Repairs/Services
16. Shipping Costs
17. Software/Hardware
18. Staff/Student Travel Expenses
19. Student Special Needs
20. Student Activity Needs
21. Student Incentives/Rewards
22. Subscriptions
23. Technology
24. Technology Equipment
25. Technology Supplies

1. Ongoing

**EDUCATION SERVICE CENTER****SITE: 050****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Homeless Student Assistance (995)

1. Donations/Grants
2. Fundraiser - Spirit Cups
3. Super Fan Sports

1. Clothing, Shoes
  2. Dues/Fees
  3. Graduation & Senior Class Related Expenses
  4. Paper Goods
  5. Refreshments
  6. School Supplies
  7. Student Activities
  8. Toiletry and Hygiene Items for Locker Room
  9. Transportation/Travel Expenses
- 

Bruin Logo (996)

1. Sale of Bruin Logo Contributions
2. Donations/Grants

1. Advertising
  2. Awards
  3. Books/E-Books
  4. Building Improvements
  5. Construction
  6. Dues and Fees
  7. Equipment
  8. Furniture
  9. Instructional/Professional Development Materials
  10. Photography Equipment/Supplies
  11. Refreshments/Catering
  12. Staff/Student Recognition
  13. Supplies
  14. Technology
-

**EDUCATION SERVICE CENTER=  
ACCOUNT NAME**

Back to School Rally (997)

**SOURCE OF REVENUE**

1. Donations/Grants

**SITE: 050**

**APPROVED EXPENDITURES**

1. Advertising
2. Brochures
3. Food
4. Misc. Give Aways
5. Postage
6. Presenters/Entertainers Fees/Expenses
7. Printing
8. Refunds
9. T-Shirts

**DATES OF FUNDRAISERS**

1. Ongoing

**EDUCATION SERVICE CENTER  
ACCOUNT NAME**

Community of Caring (832)

**SOURCE OF REVENUE**

1. Donations/Grants

**SITE: 051**

**APPROVED EXPENDITURES**

1. Cleaning for Coats for Kids
2. Health Care Expenses
3. Reimbursements/Refunds
4. Shoes for Kids

**DATES OF FUNDRAISERS**

1. Ongoing

**CURRICULUM**  
**ACCOUNT NAME**

**SITE: 056**

<b><u>ACCOUNT NAME</u></b>	<b><u>SOURCE OF REVENUE</u></b>	<b><u>APPROVED EXPENDITURES</u></b>	<b><u>DATES OF FUNDRAISERS</u></b>
General Refund Account (803)	<ol style="list-style-type: none"><li>1. Damage of School Property</li><li>2. Fee Collections</li><li>3. Lost Books</li><li>4. Rental of Property</li><li>5. Sale of Property/Equipment</li></ol>	<ol style="list-style-type: none"><li>1. Refunds</li><li>2. Transfer to General Fund</li></ol>	<ol style="list-style-type: none"><li>1. Ongoing</li><li>2. Ongoing</li><li>3. Ongoing</li><li>4. Ongoing</li><li>5. Ongoing</li></ol>

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**SPECIAL SERVICES**  
**ACCOUNT NAME**

**SITE: 057**

<b><u>ACCOUNT NAME</u></b>	<b><u>SOURCE OF REVENUE</u></b>	<b><u>APPROVED EXPENDITURES</u></b>	<b><u>DATES OF FUNDRAISERS</u></b>
General Refund Account (803)	<ol style="list-style-type: none"><li>1. Damage of School Property</li><li>2. Fee Collections</li><li>3. Lost Books</li><li>4. Rental of Property</li><li>5. Sale of Property/Equipment</li></ol>	<ol style="list-style-type: none"><li>1. Refunds</li><li>2. Transfer to General Fund</li></ol>	<ol style="list-style-type: none"><li>1. Ongoing</li><li>2. Ongoing</li><li>3. Ongoing</li><li>4. Ongoing</li><li>5. Ongoing</li></ol>

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Exceptional Education Services (840)

<ol style="list-style-type: none"><li>1. Assorted Fundraisers</li><li>2. Candy Sales</li><li>3. Car Wash Sales</li><li>4. Dance/Banquet</li><li>5. Donations/Grants</li><li>6. Ticket Sales</li><li>7. T-shirt Sales</li><li>8. Uniforms</li></ol>	<ol style="list-style-type: none"><li>1. Bowling</li><li>2. Dance/Banquet Expenses</li><li>3. Equipment</li><li>4. Food/Refreshments</li><li>5. Lodging</li><li>6. Postage</li><li>7. Refunds</li><li>8. Registration</li><li>9. Reimbursements</li><li>10. Special Olympic Cost</li><li>11. Supplies</li><li>12. Transportation Cost</li><li>13. Travel Expenses</li><li>14. T-shirts</li><li>15. Uniforms</li></ol>	<ol style="list-style-type: none"><li>1. Fall &amp; Spring</li><li>2. Fall</li><li>3. Spring (Feb./March)</li><li>4. Ongoing</li></ol>
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**PROFESSIONAL DEVELOPMENT CENTER****SITE: 057/059****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**General Administrative Account (801)  
Site: 059

1. Donations/Grants
2. Fundraisers
3. Registrations
4. Tuition and Late Fees

1. Audio Visual Services
2. Books/Periodicals
3. Communication Services
4. Consultant Fees/Expenses
5. Equipment
6. Meals
7. Postage
8. Printing
9. Refreshments
10. Refunds/Reimbursements
11. Rental or Lease Services
12. Repairs/Maintenance Services
13. Staff Registration/Tuition
14. Supplies/Materials
15. Technical Services
16. Travel/Lodging
17. Videos

1. Ongoing

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost Books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

**PROFESSIONAL DEVELOPMENT CENTER****SITE: 057/059****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**Staff Development In-Service Workshop (922)  
Site: 057 (Adult Ed) & 059 (TOY)

1. Candy Sales
2. Donations/Grants
3. Donut Sales
4. Juice Sales
5. Recycling
6. Registration Fees
7. Snack Sales
8. Vending Machines
9. Donations for TOY

1. GED Graduation Caps/Gowns/Tassels
2. Graduation Honor Awards
3. Graduation Refreshments
4. Refreshments
5. Refunds
6. Snacks for Resale
7. Speaker Fees
8. Student Recognition Awards
9. Supplies
10. Teacher Recognition/Awards
11. Teacher Registrations
12. Teacher Travel
13. Workshop Materials/Supplies

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing

**OPERATION EAGLE****SITE: 062****ACCOUNT NAME**

General Administrative Account (801)

**SOURCE OF REVENUE**

1. Ad/Magazine Sales
2. Auctions
3. Bake Sales
4. Box Tops
5. Candy Sales
6. Car Washes
7. Corporate Sponsorships
8. Donations/Grants
9. Food/Drink Sales
10. Fundraiser/Merchandise Sales
11. Garage Sales
12. Sale of Clothing/Art/Crafts
13. Sale of Property/Equipment
14. Stocking Stuffer Sales
15. Student Material/Supplies
16. Vending Machine Sales
17. Video/Books/Poster Sales

**APPROVED EXPENDITURES**

1. Advertising
2. Awards
3. Banquet
4. Camera Supplies
5. Cards/Flowers
6. CDs/Videos/Books
7. Cleaning of Regalia/Uniforms
8. Clothing/Bags/Uniforms
9. Community Projects
10. Computer Accessories
11. Computer Supplies
12. Contest Fees
13. Dance Clothing/Accessories
14. Decorations
15. Dues/Fees
16. Equipment
17. Fabric
18. Family Benevolence
20. Fundraising Expenses
21. Furniture/Fixtures
22. Graduation Expenses
23. iPad Accessories
24. Lodging
25. Meals/Beverages/Snacks
26. Misc. Give Aways
27. Musical Instruments
28. Postage
29. Printing
30. Registration
31. Reimbursements/Refunds
32. Rental/Royalty Charges

**DATES OF FUNDRAISERS**

1. Ongoing

cont'd

**ACCOUNT NAME**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

General Administrative Account (801)  
cont'd

- 33. Repairs/Maintenance
  - 34. Service Projects
  - 35. Software Applications
  - 36. Software/Hardware
  - 37. Speaker Fees
  - 38. Student Activities
  - 39. Technical Services
  - 40. Transportation
  - 41. Website Fees
-

# **ELEMENTARY ACCOUNTS**

The following page lists the Fundraisers and Expenditures for all elementary sites General Administrative Account (801) and General Refund Account (803). If the site has any other projects, they will be listed individually by site.

<u>Site Name</u>	<u>Site Number</u>
Richard Kane Elementary	110
Hoover Elementary	120
Jane Phillips Elementary	130
Ranch Heights Elementary	160
Wayside Elementary	175
Wilson Elementary	185

**ELEMENTARY**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
General Administrative Account (801)	1. Cookie Dough Fundraiser 2. Donations/Grants 3. Lost Agendas 4. Rebates 5. Recycling 6. Refunds 7. School Directory 8. School Pictures 9. Student Store 10. T-Shirts/Sweatshirts 11. Vending Machines 12. Yearbooks	1. Books/Instructional Materials 2. Building Maintenance 3. Cards/Flowers 4. Charitable Donations 5. Communication Expenses 6. Computer Equipment/Software 7. Equipment 8. Equipment Repairs 9. Family Emergencies 10. Field Trips 11. Furniture 12. Health, First Aid, Hygiene Supplies 13. Maintenance Items 14. Materials 15. Outdoor Signs 16. Parent/Volunteer Recognition 17. Photography Expenses 18. Playground Equipment 19. Postage/Shipping Charges 20. Presenter Fee/Expenses 21. Printing 22. Refreshments 23. Refunds 24. Reimbursements 25. Rental Fees 26. Staff Developments 27. Staff Recognition 28. Student/Staff T-Shirts /Sweatshirts 29. Student Assessment 30. Student Recognition 31. Student Special Needs 32. Subscriptions 33. Supplies 34. Transportation/Travel Expenses 35. Workshop/Meeting/Seminar Expenses 36. Yearbook Cost	1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing 6. Ongoing 7. Ongoing 8. Ongoing 9. Ongoing 10. Ongoing 11. Ongoing
General Refund Account (803)	1. Damage of School Property 2. Fee Collections 3. Lost Books 4. Rental of Property 5. Sale of Property/Equipment	1. Refunds 2. Transfer to General Fund	1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing

**HOOVER****SITE: 120**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
STEAM Program (844)	1. Donations	1. Refreshments/Food  2. Reimburse Payroll Expenses 3. Supplies 4. Transportation 5. Tshirts	1. Ongoing

**RANCH HEIGHTS****SITE: 160**

<u>ACCOUNT NAME</u>	<u>SOURCE OF REVENUE</u>	<u>APPROVED EXPENDITURES</u>	<u>DATES OF FUNDRAISERS</u>
ATLAS (843)	1. Donations	1. Books/Instructional Materials 2. Field Trips 3. Furniture 4. Health, First Aid, Hygiene Supplies 5. Materials for Special Projects 6. School & Art Supplies 7. Sensory Materials 8. Student Recognition	1. Ongoing
Service Club (915)	1. Donations/Grants 2. Student Store Sales	1. Field Trip Expenses 2. Refreshments 3. Refunds 4. Reimbursements 5. Staff Development Materials 6. Staff Recognition 7. Student Recognition 8. Supplies/Materials 9. Supplies for Store	1. Ongoing 2. Ongoing

# **MIDDLE SCHOOL ACCOUNT**

**CENTRAL****SITE: 505****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Administrative Account (801)

1. Anthology Sales
2. Candy/Food Sales
3. Donations/Grants
4. Faculty Shirt Sales
5. Fundraiser Sales
6. Recycling
7. Testing Fees
8. Vending Machines

1. Academic/Attendance Awards
2. Books/Materials
3. Cards/Flowers
4. Community Involvement
5. Donations
6. Drama Expenses
7. Equipment Maintenance
8. Fees/Registration
9. Furniture
10. Honorariums
11. Meeting Expenses
12. Parent/Patron Recognition/Appreciation/  
Memorials
13. Portraits (Staff Recognition)
14. Postage
15. Printing
16. Refreshments
17. Refunds/Reimbursements
18. Resale Items
19. Shipping
20. Software/Hardware
21. Speaker Fees/Expenses
22. Staff Appreciation/Recognition/Memorials
23. Staff Travel Expenses
24. Student Activities
25. Student Appreciation/Recognition/  
Incentives/Memorials
26. Student Needs
27. Student Travel Expenses
28. Supplies/Materials/Equipment

1. Year Round
2. Year Round
3. Year Round
4. Year Round
5. Year Round

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. As Needed
2. As Needed
3. Year Round
4. Year Round
5. As Needed

**CENTRAL**  
**ACCOUNT NAME**

**SITE: 505**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Art Club (807)

1. Arts/Craft Sales
2. Donations/Grants
3. Fundraiser Sales

1. Arts/Craft Supplies
2. Cleaning Supplies for Art Projects
3. Fundraiser Expenses
4. Refreshments

1. As Needed

Music (878)

1. Dues
2. Fees
3. Donations/Grants
4. Trip Expenses

1. Award/Trophies/Medals
2. Chorus Expenses
3. Dues
4. Fees
5. Postage
6. Refunds
7. Reimbursements
8. Trip Expenses

1. As Needed
1. Aug. -Sept., Dec. - Jan.
2. Aug. -Sept., Dec. - Jan.
3. As Needed

National JHS (885)

1. Bake Sales
2. Car Washes
3. Contests
4. Dances
5. Donations/Grants
6. Dues
7. Faculty/Student Events
8. Food/Drink/Candy Sales
9. Movie Night
10. T-Shirts

1. Community Projects
2. Contest Fees
3. Donations
4. Family Benevolence
5. Food Items
6. Parties
7. Postage
8. Recognition
9. Refunds
10. Reimbursements
11. School Gifts
12. Shirts
13. Supplies
14. Travel Expenses
15. Trips

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing

Orchestra (887)

1. Donations/Grants
2. Fundraiser Sales
3. Orchestra Books/Supplies
4. Solo/Ensemble Contest Fees

1. Items for Fundraising
2. Orchestra Books/Supplies
3. Solo & Ensemble Contest Fees

1. As Needed

**CENTRAL**  
**ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 505**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Pep Club (894)

1. Car Washes
2. Bake Sales
3. Donations/Grants
4. Uniform Parts
5. Clinic Fees

1. Instructional Services
2. Refunds & Reimbursements
3. Spirit Materials
4. Travel Expenses
5. Uniform Parts

1. Aug. - Sept.
2. Aug. - Sept.
3. As Needed
4. Spring & Fall
5. Spring & Fall

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Pictures (895)

1. Picture Sales

1. Academic/Attendance Awards
2. Books/Materials
3. Cards/Flowers
4. Community Involvement
5. Donations
6. Equipment Maintenance
7. Fees/Registration
8. Furniture
9. Parent/Patron Recognition/Appreciation
10. Postage
11. Printing
12. Refreshments
13. Refunds/Reimbursements
14. Software/Hardware
15. Staff Appreciation/Recognition
16. Staff/Student Travel Expenses
17. Student Appreciation/Recognition/Incentives
18. Supplies/Materials/Equipment

1. Aug. & Feb.

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Service Club (915)

1. Donations/Grants
2. Student Store Sales

1. Refunds
2. Reimbursements
3. Replenish Stock
4. Supplies

1. Ongoing
  2. As Needed
-

**CENTRAL**  
**ACCOUNT NAME**

**SITE: 505**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Student Council (926)

1. Back To School Parties
2. Bake Sales
3. Car Washes
4. Convention Orders
5. Donations/Grants
6. Fundraising Sales
7. Halloween Parties
8. Spirit Sales
9. Spring Parties
10. Student Store Sales

1. Classroom Materials
2. Dance/Party Expenses
3. Decorations
4. DJ Services
5. Donations
6. Gifts for School
7. Items for Fundraisers
8. Paper Goods
9. Refreshments
10. Refunds
11. Reimbursements
12. Rental of Non-School Facilities
13. Replenish Student Store Stock
14. Security
15. Spirit Sales
16. StuCo Charter Membership
17. Student Awards/Appreciation
18. Student Council Trip Expenses
19. Student Materials
20. Student Newspaper Expenses
21. Turkeys for Heritage Day
22. Youth Canteen Use Expenses

1. September
2. Two-three times a year
3. Aug. - Sept.
4. Nov.
5. As Needed
6. Ongoing
7. Oct.
8. Game Season
9. Apr. - May

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Dance Club  
(950)

1. Donations
2. Dues/Fees
3. Fundraising
4. Selling T-Shirts

1. Dance Uniforms
2. Donations
3. Fees/Registrations
4. Student Travel Expenses
5. T-Shirts/Resale Items

1. Ongoing
-

**CENTRAL**  
**ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 505**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Technology Student Association  
(960)

1. Awards
2. Donations
3. Dues/Fees
4. Fundraising Sales
5. Reimbursements

1. Conferences/Travel
2. Donations/Reimbursements
3. Dues/Contest Fees
4. Equipment/Supplies
5. Prizes
6. Postage/Shipping/Freight
7. Refreshments
8. Scholarships
9. Shirts/Clothing
10. State/Regional/National Competitions

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

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Yearbook (990)

1. Ads
2. Donations/Grants
- 3 Fundraising Sales
4. Yearbook Sales

1. Film/Development
2. Fundraiser Expenses
3. Monthly Newspaper Expenses
4. Printing
5. Publication Expenses
6. Refreshments (i.e. yearbook signing party)
7. Refunds/Reimbursements
8. Yearbook Cost
9. Yearbooks

1. As Needed
  2. Ongoing
  3. Through Year
  4. Ongoing
-

**MADISON**  
**ACCOUNT NAME**

**SITE: 510**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

General Administrative Account (801)

- |  |                                   |                            |
|--|-----------------------------------|----------------------------|
| 1. Box Tops for Education              | 1. Appliances                     | 1. Ongoing                 |
| 2. Candy Sales                         | 2. Building Improvements          | 2. Ongoing                 |
| 3. Canteen Party                       | 3. Cards & Flowers                | 3. Ongoing                 |
| 4. Donations/Grants                    | 4. Consumable Technology Supplies | 4. Ongoing                 |
| 5. Faculty vs. Student Events          | 5. Contest Fees                   | 5. Ongoing                 |
| 6. Food/Drink Sales                    | 6. Digital Photography Lab        | 6. Ongoing                 |
| 7. Food Labels                         | 7. Donations                      | 7. Ongoing                 |
| 8. Partnerships/Sponsorships           | 8. Dues                           | 8. Ongoing                 |
| 9. Photo Booth                         | 9. Food Items                     | 9. Ongoing                 |
| 10. Recycle Paper/Cell                 | 10. Furniture & Equipment         | 10. Ongoing                |
| 11. Sale of Class Rings                | 11. Geometry Templates            | 11. Ongoing                |
| 12. Sale of Dry Food Goods             | 12. Ground Beautification         | 12. Ongoing                |
| 13. Sale of Mugs                       | 13. Instructional Equipment       | 13. Aug.- Oct, Mar. & Apr. |
| 14. Sale of Student Materials/Supplies | 14. Maintenance Agreements        |                            |
| 15. School Picture Sales               | 15. Notary/ Bond Renewal, Etc.    |                            |
| 16. Testing Fees                       | 16. Parent/Volunteer Recognition  |                            |
| 17. T-Shirt/Sweatshirt Sales           | 17. PE Equipment                  |                            |
|  | 18. Photo Booth Supplies          |                            |
|  | 19. Postage                       |                            |
|  | 20. Printing                      |                            |
|  | 21. Professional Development      |                            |
|  | 22. Recognition Awards            |                            |
|  | 23. Refreshments                  |                            |
|  | 24. Refunds                       |                            |
|  | 25. Security Fees                 |                            |
|  | 26. Staff & Student Recognition   |                            |
|  | 27. Student Activities            |                            |
|  | 28. Student Rewards               |                            |
|  | 29. Student/Staff Travel          |                            |
|  | 30. Supplies                      |                            |
|  | 31. Technology                    |                            |
|  | 32. Tests                         |                            |
|  | 33. Travel/Mileage Reimbursements |                            |
|  | 34. Uniforms                      |                            |
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**MADISON**  
**ACCOUNT NAME**

**SITE: 510**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Library Fines
4. Lost books
5. Recycle Printer Cartridges
6. Rental of Property
7. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing

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Cheerleaders (820)

1. Bake Sales
2. Candy Sales
3. Car Washes
4. Dances
5. Donations/Grants
6. Garage Sales
7. Gift Sales
8. Magazine Sales
9. Parties
10. Pom Pons
11. Spirit Sales
12. T-Shirts

1. Camp Fees
2. Camp Scholarships
3. Donations
4. Equipment
5. Food/Snacks
6. Instructor Fees
7. Parties
8. Refunds
9. Reimbursements
10. Spirit Sales
11. Supplies, Materials
12. Travel Expenses
13. Uniforms

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing

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Choral Club (821)

1. Choir Shirts
2. Contest Fees
3. Donations/Grants
4. Drama Production
5. Uniform Cleaning

1. Cleaning of Uniforms
2. Contest Fees
3. Materials
4. Refunds
5. Rental/Royalty Charges
6. Supplies
7. Travel Expenses

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
-

**MADISON**  
**ACCOUNT NAME**

**SITE: 510**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Vision Quest (834)

1. Box Tops for Education
2. Campbell's Soup Labels
3. Collection of Fee/Dues
4. Donations/Grants
5. Food/Drink/Candy Sales
6. Recycle Paper/Cell Phones/Cartridge
7. Student Store

1. Community Projects
2. Donations
3. Dues/Contest Fees
4. Equipment
5. Parties
6. Refreshments
7. Staff & Student Recognition
8. Student Activities
9. Student/Staff Travel

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing

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Music (878)

1. Brochure Sales
2. Candy Sales
3. Contest Fees
4. Donations/Grants
5. Parades
6. Student Sales of Items in Brochures

1. Band Materials/Instruments
2. Band Supplies
3. Band T-Shirts
4. Camp Scholarships
5. Clinicians
6. Contest Fees
7. Incentive/Recognition Activity
8. Postage
9. Refunds
10. Repairs
11. Trip Expenses

1. Oct.-Dec.
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

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National Jr. Honor Society (885)

1. Bake Sales
2. Car Washes
3. Contests
4. Dances
5. Donations/Grants
6. Dues
7. Faculty/Student Events
8. Food/Drink/Candy Sales
9. Fundraising Sales
10. Garage Sales
11. Movie Night
12. Ribbon Sales
13. T-shirt Sales

1. Community Projects
2. Contest Fees
3. Donations
4. Family Benevolence
5. Food Items
6. Parties
7. Postage
8. Recognition
9. Refunds
10. Reimbursements
11. School Gifts
12. Shirts
13. Supplies
14. Travel Expenses
15. Trips

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
  5. Ongoing
  6. Ongoing
  7. Ongoing
  8. Ongoing
  9. Ongoing
  10. Ongoing
-

**MADISON**  
**ACCOUNT NAME**

**SITE: 510**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Student Council (926)

1. Brochure Sales
2. Candy Sales
3. Concessions at Athletic Events
4. Donations/Grants
5. Fall/Spring Parties
6. Food/Drink/Candy Items from  
Athletic Events to Concessions
7. Lolligrams/Valentines
8. Parties
9. Recycling of Donated Cell Phones
10. Ribbon Sales
11. Spirit Shirts
12. Spirit Buttons
13. Ticket Sales for Party Events

1. Beautification of School Grounds
2. Class Gift at End School Year
3. Community Projects
4. Decorations for Activities/Dances
5. Donation for Youth Canteen
6. Donations
7. Family Benevolence
8. Food/Drink/Candy Items
9. Leadership Conference
10. Pep Assemblies
11. Refunds
12. Reimbursements
13. School Gifts
14. Spirit Supplies
15. Student/Staff Trips
16. Student Activities/Parties
17. Student Rewards
18. Teacher/Staff Appreciation
19. Welcome Back Gifts

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing

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Dane Club (950)

1. Donations/Grants
2. Dues/Fees
3. Fundraising Sales
4. Selling T-Shirts

1. Dance Uniforms
2. Donations
3. Fees/Registrations
4. Student Travel Expenses
5. T-Shirts/Resale Items

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

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Technology Student Association  
(960)

1. Awards
2. Donations
3. Dues
4. Fundraising Sales
5. Reimbursements

1. Conferences/Travel
2. Donations/Reimbursements
3. Dues/Contest Fees
4. Equipment/Supplies
5. Prizes
6. Postage/Shipping/Freight
7. Refreshments
8. Scholarships
9. Shirts/Clothing
10. State/Regional/National Competitions

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
  5. Ongoing
-

**MADISON**  
**ACCOUNT NAME**

**SITE: 510**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Yearbook (990)

1. Ad Sales
2. Brochure Sales
3. Candy Sales
4. Car Washes
5. Discount Card Sales
6. Donations/Grants
7. Holiday Sales
8. Movie Night
9. Recycle Printer Cartridges
10. Recycle Various Items
11. Sweatshirt Sales
12. Silent Auction
13. Yearbook Sales

1. CDs or Flash Drives
2. Computer Supplies
3. Conferences
4. Digital Cameras
5. Equipment/Supplies
6. Film Developing
7. Film Purchase
8. Materials
9. Printing
10. Refreshments
11. Refunds
12. Reimbursements
13. Student Activities
14. Student/Staff Travel
15. T-Shirts
16. Workshops
- 17 Yearbook Costs/Supplies

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing

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Archery Club (994)

1. Contest Fees
2. Donations/Grants
3. Faculty vs. Student Events
4. Food/Drink Sales
5. Gift Sales
6. Parties/Dances
7. Recycling Paper/Cell
8. T-Shirt Sales

1. Community Expenditures/Projects
  2. Contest Fees
  3. Decorations
  4. Equipment
  5. Food/Drink/Candy Items
  6. Shirts
  7. Student Recognition
  8. Student/Staff Travel
  9. Supplies
  10. Travel Expenses
-

# **HIGH SCHOOL ACCOUNTS**

**HIGH SCHOOL****ACCOUNT NAME**

General Administrative Account (801)

**SOURCE OF REVENUE**

1. Club Dues
2. Commissions
3. Concession Sales
4. Dinners
5. Donations/Grants
6. Fees
7. Field Trip Charges
8. Fundraisers
9. Parking Permit Sales
10. Picture Sales
11. Poinsettia Sales
12. Recycling Fees
13. School Dances
14. School Directory Sales
15. School Supply Sales
16. Student Badge Replacement
17. Testing Fees
18. Vending Machines

**SITE: 705****APPROVED EXPENDITURES**

1. Academic/Attendance Awards
2. Appliances
3. Assist Student Organizations
4. Blank Badges & Printer Supplies
5. Bronze Bear - Maintenance and Repair
6. Building /Office Improvements/Enhancements
7. Cards/Flowers
8. Catering Services
9. Charitable Donations
10. Classroom Equipment
11. Classroom Supplies/ACT Prep Books
12. Club Supplies
13. Consultant Fees/Expenses
14. Consumable Technology Supplies
15. Covering for Gym Floor
16. Dues/Fees
17. Equipment
18. Gifts for Various Guests
19. Graduation Expenses
20. Meals
21. Mileage
22. Misc. Rental Charges
23. Parties
24. Picture Charges
25. Postage Charges
26. Printing
27. Refreshments for Meetings
28. Refreshments for Students
29. Refunds
30. Registration Fees
31. Reimbursements
32. School Board Recognition
33. Security Fees
34. Speaker Honorariums
35. Staff Awards/Prizes
36. Staff Recognition
36. Staff Travel Reimbursement
37. Stamps/Postage Charges
38. Student Gifts

**DATES OF FUNDRAISERS**

1. Ongoing

cont'd.

**HIGH SCHOOL**  
**ACCOUNT NAME**

**SITE: 705**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

General Administrative Account (801)  
cont'd.

- 39. Subscriptions
- 40. Student Gifts
- 41. Student Recognition
- 42. Student Travel
- 43. Substitute Teacher Recognition
- 44. Supplies/Material
- 44. Support Staff Supplies/Equipment/Recognition/Awards
- 45. Teacher Recognition
- 46. Teacher Recognition
- 47. Teacher Supplies
- 48. Testing Fees
- 49. Travel
- 49. T-Shirts
- 50. Volunteer/Guest Recognition
- 51. Wholesale Membership Cards

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General Refund Account (803)

- 1. Book Rebinding/Damage Fees
- 2. Copy Charges
- 3. Damage of School Property
- 4. Fee Collections
- 5. Library Fines
- 6. Lost Agendas
- 7. Lost books
- 8. Rental of Property
- 9. Sale of Property/Equipment

- 1. Refunds
- 2. Transfer to General Fund

- 1. Ongoing
- 2. Ongoing
- 3. Ongoing
- 4. Ongoing
- 5. Ongoing
- 6. Ongoing
- 7. Ongoing

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AP Exams (804)

- 1. Donations/Grants
- 2. Exam Fees
- 3. Refunds from State

- 1. AP Materials for Students
- 2. AP Monitors
- 3. AP T-Shirts
- 4. AP Workshops for Teachers
- 5. Building Rental Expense
- 6. Exam Fees
- 7. Student Exam Fee Refunds
- 8. Supplies/Materials/Equipment
- 9. Travel for Workshops

- 1. Ongoing
- 2. Mar. – May
- 3. Ongoing

**HIGH SCHOOL  
ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 705**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

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Art Club (807)

1. Art Sales
2. Bake Sales
3. Block Party Booth
4. Buttons
5. Calendars
6. Candy Bar Sales
7. Clothing - Paint/Designs
8. Donations/Grants
9. Dues
10. Face Painting
11. Garage Sales
12. Photography Retouching
13. T-Shirt Design
14. T-Shirt Sales

1. Art Awards
2. Donations
3. Dues/Fees
4. Equipment
5. Field Trips
6. Fundraiser Merchandise
7. Furniture/Fixtures
8. Garage Sales Expenses
9. Refreshments
10. Refunds
11. Reimbursements
12. Service Projects
13. Student Awards
14. Supplies
15. T-Shirts
16. Travel

1. Ongoing
2. October
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Fall
8. October
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing

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BHS Sport Broadcasting (809)

1. Advertisements
2. Business Sponsorships
3. Camps
4. Donations/Grants
5. Event Sponsorships
6. Recycling
7. Shirt Sales
8. Spirit Sales
9. Snack Sales
10. Student Activities (Self Promo)

1. Apparel, Uniforms, Shirts
2. Broadcasting Equipment, Furniture & Supplies
3. Hardware, Supplies, Tools & Equipment
4. Lodging/Travel - Staff & Students
5. Office/Classroom Supplies
6. Refreshments/Meals
7. Reward Parties, etc
8. Team Camps/Workshops
9. Technology Equipment (Laptop & Programs)
10. Transportation

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing

**HIGH SCHOOL  
ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 705**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Choral Club (821)

1. Choir T-Shirt Sales
2. Cost of Uniforms
3. Donations/Grants
4. Fees
5. Uniform Cleaning

1. Choir T-Shirts
2. Entry Fees
3. Instruments
4. Materials/Equipment
5. Music
6. Printing Charges
7. Refreshments
8. Refunds
9. Reimbursements
10. Special Supplies
11. Student Awards
12. Travel Cost
13. Uniform Cleaning Expenses
14. Uniform Fabric

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Spring

Drama (833)

1. Ad Sales
2. Candy Sales
3. Corporate Sponsorships
4. Donations/Grants
5. Dues & Fees
6. Ticket Sales

1. Advertising
2. Consultant Fees/Expenses
3. Costume Rental for Play Production
4. Drama Production Expenses
5. Play Production Costs
6. Field Trips
7. Printing
8. Reimbursements
9. Rentals (Scenic/Light/Sound/Special Effects)
10. Royalties
11. Scene Construction
12. Scripts
13. Student Membership Dues to International
14. Supplies for Cany Sales
15. Supplies/Materials/Equipment
16. T-Shirt Sales
17. Thespian Society & National Forensic
18. Student Travel to Play/Festivals/Competitions

1. Oct. - Nov., Feb. & Apr.
2. Sept. - May
3. Sept. - Apr.
4. Sept. - May
5. Oct. - Nov., Feb. & Apr.

BPA (836)  
Agricultural Education

1. Advertising
2. Donations/Grants
3. Dues and Fees
4. Event Sponsorships
5. FFA Fundraisers
6. Merchandise Sales
7. Sales & Concessions

1. Advertisement/Printing
2. Ag Curriculum/Materials/Supplies
3. Ag Equipment, Trailers, and Vehicles
4. Catering Expenses/Refreshments
5. Donations/Grants/Awards
6. FFA Jackets and Uniforms
7. Furniture
8. Guest Speaker Fees
9. Recognition/Awards
10. Registration for Conferences and Stock
11. Repairs/Maintenance
12. Subscriptions/Membership Dues
13. Technology
14. Travel Expenses and Lodging

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing

**HIGH SCHOOL  
ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 705**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

BPA (837)  
Environmental Club

1. Chevron Dovation
2. Bake Sale
3. Garage/Rummage Sale
4. T-Shirt Sale

1. Club T-shirts
2. Recycling Services
3. Related Recycling Expenses

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
- 

Bruin Bundles (838)

1. Enrollment Preorders
2. Graduation Orders
3. Merchandise Sales
4. Web Orders (InTouch)

1. Bags/Wraps
2. Balloons/Weights
3. Candy
4. Cards
5. File Folders
6. Ink Pens/Markers, etc.
7. Locking Cash Box
8. Locking Storage
9. Ribbons
10. Stickers

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
- 

BHS SpEd (839)

1. Grants/Donations

1. Classroom Supplies/Task Boxes
  2. Field Trips (incl. Food)
  3. Furniture (incl Storage)
  4. Homecoming Float Decorations
  5. Kitchen Supplies
  6. Manipulatives
  7. Printer Ink (Color & B&W)
  8. Refreshments
  9. Shirts
  10. Teaching Materials
  11. Transportation
- 

1. Ongoing

BPA (841)  
Business Professionals  
of America

1. Block Party
2. Candy Sales
3. Data Match
4. Donations/Grants
5. Dues
6. Fundraisers for Chapter
7. Kiosk Sales
8. T-Shirts

1. BPA Projects
  2. Charitable Donations
  3. Dues/Fees
  4. Materials/Equipment
  5. Printing
  6. Refreshments
  7. Refunds
  8. Registration
  9. Reimbursements
  10. State Leadership Conference
  11. Student Awards
  12. Supplies/Materials/Equipment
  13. Travel Expenses
  14. T-Shirts
- 

1. Oct.
2. Ongoing
3. Spring
4. Ongoing
5. Fall
6. Ongoing
7. Ongoing
8. Ongoing

**HIGH SCHOOL  
ACCOUNT NAME**

**SITE: 705**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

French Club (845)

1. Valentine Telegrams
2. Donations/Grants
3. Candy Sales
4. Nat'l French Exam Registration
5. Dues/Fees

1. Dues/Fees
2. Field Trips
3. Refreshments/Meals
4. Refunds
5. Reimbursements
6. Special Projects
7. Student Recognition/Awards
8. Supplies/Materials/Equipment
9. T-Shirts
10. Travel/Lodging

1. Feb.
2. Ongoing
3. Ongoing
4. Dec.
5. Ongoing

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Musical Production (880)

1. Cleaning
2. Donations/Grants
3. Fees
4. Refunds
5. Ticket Sales
6. T-Shirts

1. Advertising for Musical
2. Auditorium Equipment
3. Batteries
4. Choreographer
5. Consultant Fees/Expenses
6. Dues/Fees
7. Instruments
8. Lighting
9. Materials
10. Music Supplies
11. Musical Awards
12. Musical Performance Supplies
13. Orchestra
14. Piano Tuning
15. Printing Charges
16. Refreshments
17. Refunds
18. Rehearsal Equipment
19. Reimbursements
20. Rental/Royalty Charges
21. Scene Construction
22. Supplies/Equipment
23. Technical Assistance
24. T-Shirts
25. Uniform and Costume Cleaning

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Apr. – May
6. Ongoing

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National Honor Society (881)

1. Bake Sale
2. Beverage Sales
3. Block Party Booth
4. Car Wash
5. Donations/Grants
6. Dues
7. Fundraisers for Charitable
8. Student Stole Purchase
9. T-Shirt Sales
10. Valentine Fundraiser

1. Charitable Donations
2. Dues/Fees
3. Graduation Expenses
4. Ice Cream Social
5. Induction Ceremony
6. Refreshments
7. Refunds/Reimbursements
8. Registration
9. School Spirit
10. Stole Purchase
11. Student/Staff Recognition
12. Supplies
13. T-Shirts
14. Travel Expenses

1. Oct.
2. Ongoing
3. Fall
4. Spring

**HIGH SCHOOL  
ACCOUNT NAME**

**SITE: 705**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Newspaper (882)

1. Ad Sales
2. Advertising
3. Bake Sale
4. Block Party Nacho Booth
5. Book/Copy Sales
6. Car Washes
7. Distribution Party
8. Donations/Grants
9. Fees
10. Garage Sales
11. Posters Program
12. Restaurant Percentage Nights
13. Silent Auction
14. Spaghetti Dinner
15. Sponsor Dinner
16. Sponsorships
17. Stocking Stuffers
18. Subscriptions
19. Yearbook Ad-Ons

1. Dues/Fees
2. Materials/Equipment
3. On-line Subscriptions
4. Printing
5. Refreshments
6. Refunds
7. Registration Fees
8. Reimbursements
9. Scholarships
10. Speaker Fees
11. Student Awards
12. Summer Camp Expenses
13. Supplies
14. T-shirts
15. Travel Expenses

1. Fall
2. Ongoing
3. Fall
4. October
5. Fall
6. Fall
7. Ongoing
8. Fall
9. Ongoing
10. Fall
11. Ongoing
12. Ongoing
13. Fall
14. Spring
15. Spring
16. Ongoing
17. Ongoing
18. Ongoing
19. Ongoing

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Orchestra (887)

1. Fees
2. Donations/Grants
3. Uniform Cleaning
4. Refunds

1. Classroom/Instrument Supplies
2. Entry Fees
3. Instruments
4. Refreshments
5. Refunds
6. Reimbursements
7. Travel Expenses
8. Uniform Cleaning

1. Ongoing
2. Ongoing

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BHS Band (889)

1. Ad Sales/Sponsorships
2. Apparel
3. Awards/Scholarships
4. Bake Sales
5. Candy Sales
6. Car Washes
7. Contests/Entry Fees/Reg & Dues
8. Concerts/Performances/Ticket Fees
9. Damage of School Property
10. Donations/Grants
11. Equipment/Property Sales
12. Fees for Lost Books/Equipment
13. Fees for Uniform/Costume Cleaning
14. Flags, Rifles, Sabres
15. Fundraisers
16. Instrument/Equipment Rental
17. Parades/Parties
18. Special Services
19. Spirit Sales
20. Refunds/Reimbursements

1. Advertising
2. Awards/Trophies
3. Clinicians
4. Consultant Fees/Expenses
5. Donations
6. Materials/Equipment/Instruments
7. Family Benevolence
8. Incentive/Recognition Activities
9. Instrument/Equip Repairs & Maintenance
10. Membership Dues (Staff/Students)
11. Music Purchases/Rentals
12. Parties/Decorations
13. Postage
14. Refreshments
15. Refunds
16. Registration Dues/Fees (Contests,Entry Fees)
17. Repairs
18. Royalty Fees
19. Scholarships (Camp Fees, etc)
20. Software Purchases/Subscriptions
21. Spirit Sales
22. Staff/Student Recognition
23. Supplies
24. Technical Assistance
25. Travel Expenses
26. T-Shirts/Apparel - Students/Staff

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing
13. Ongoing
14. Ongoing
15. Ongoing
16. Ongoing
17. Ongoing
18. Ongoing
19. Ongoing

**HIGH SCHOOL  
ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 705**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Spanish Club (917)

1. Bake Sales
2. Block Party Booth
3. Car Washes
4. Dinner
5. Donations/Grants
6. Dues
7. Garage Sales
8. Silent Auction
9. T-Shirt Sales

1. Club Projects
2. Dues/Fees
3. Postage
4. Refreshments
5. Refunds
6. Reimbursements
7. Student Awards
8. Supplies
9. T-Shirts
10. Travel

1. Oct.
2. Ongoing
3. Ongoing
4. Fall

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Spanish Honor Society (918)

1. Block Party Booth
2. Donations/Grants
3. Dues
4. National Spanish Exam Fees

1. Club Projects
2. Dues/Fees
3. National Spanish Exams
4. Refreshments
5. Refunds
6. Reimbursements
7. Student Awards
8. Supplies
9. T-Shirts

1. Oct.
2. Ongoing
3. Fall
4. Spring

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Speech Program (919)

1. Ad Sales
2. Concession Sales
3. Donations/Grants
4. Dues/Fees
5. Homecoming Booth
6. Play Ticket Sales
7. T-Shirt Sales
8. Tournament Fees

1. Concession Supplies
2. Donations
3. Dues/Fees
4. National Tournament Trophies
5. Printing Charges
6. Refreshments/Meals
7. Refunds
8. Reimbursements
9. Rentals
10. Speech Tournament Fees
11. Supplies, Materials/Equipment
12. Travel & Lodging
13. Trophies

1. Spring
  2. Ongoing
  3. Ongoing
  4. Ongoing
  5. Oct.
  6. Spring
  7. Ongoing
  8. Continuous
-

**HIGH SCHOOL  
ACCOUNT NAME**

Student Council (926)

**SOURCE OF REVENUE**

1. Block Party Booth
2. Canned Food Drive
3. Car Washes
4. Catalog Sales
5. Class Gift
6. Clothes Drive
7. Concession Stand
8. Crush Week
9. DJ Service
10. Donations/Grants
11. Dues/Fees
12. Fall Conference
13. Food Sales
14. Holiday Grams
15. Homecoming Dance
16. Homecoming T-Shirts
17. Kidnap the Teacher
18. Kids Night Out
19. Kiss a Senior Goodbye
20. Misc. Trip Fees
21. Movie Night
22. Parking Auction
23. Parking Space Raffle
24. Penny Wars
25. Pizza Fundraiser
26. Prom Tickets
27. Refunds
29. School Souvenirs
30. Senior Videos
31. Sonic
32. Spring Conference
33. Spring Dance
34. T-Shirt Sales
35. Twister Tournament
36. Valentine Carnations

**SITE: 705**

**APPROVED EXPENDITURES**

1. Appreciation Gifts for Staff/Students
2. Charitable Donations
3. Class Gift
4. Dues/Fees
5. Food Baskets for Needy
6. Gifts for Needy
7. Graduation Expenses
8. Leadership Breakfast/Luncheons
9. Materials/Equipment
10. Music for Prom & Dances
11. Postage
12. Prizes and Gift Cards
13. Prom
14. Prom Expenses
15. Refreshments
16. Refunds
17. Reimbursements
18. Security Guard Fees
19. StuCo Projects
20. Supplies
21. Surplus Product Sales
22. Travel Expenses
23. T-Shirts
24. Various Camps & Training for Members
25. Volunteer Recognition

**DATES OF FUNDRAISERS**

1. Oct.
2. Ongoing
3. Ongoing
4. Spring
5. Dec. – Mar.
6. Oct.
7. Oct.
8. Jan.
9. Sept.
10. Sept. & Jan.
11. Ongoing
12. Mar. - Apr.
13. Ongoing
14. Ongoing
15. Ongoing
16. Ongoing
17. May
18. Ongoing
19. Ongoing
20. Feb.
21. Sept.– Mar.

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Technology Student Association  
(960)

1. Awards
2. Donations
3. Dues
4. Fundraising Sales
5. Reimbursements

1. Conferences/Travel
2. Donations/Reimbursements
3. Dues/Contest Fees
4. Equipment/Supplies
5. Prizes
6. Postage/Shipping/Freight
7. Refreshments
8. Scholarships
9. Shirts/Clothing
10. State/Regional/National Competitions

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
  5. Ongoing
-

**HIGH SCHOOL  
ACCOUNT NAME**

**SOURCE OF REVENUE**

**SITE: 705**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Science Trek Club (962)

1. Candy Sales
2. Donations/Grants
3. Dues
4. Field Trip Expenses
5. Hat Day
6. Human-I-Tees
7. Mistletoe Sales

1. Charitable Donations
2. Club Projects
3. Improvements to Haley Environmental Lab
4. Membership Dues to BSA (Insurance)
5. Refunds
6. Reimbursements
7. Science Lab Equipment/Supplies
8. Travel Expenses

1. Ongoing
2. Ongoing
3. Fall
4. Ongoing
5. Fall
6. Ongoing
7. Dec.

Technology Support Team (970)

1. Awards
2. Donations
3. Dues/Contest Fees
4. Equipment Sales
5. Fundraiser Sales
6. Insurance Premiums
7. Reimbursements
8. Repair Fees

1. Apparel
2. Awards and Prizes
3. Conferences and Travel
4. Donations
5. Dues/Contest Fees
6. Equipment, Parts, and Supplies
7. Postage, Shipping, and Freight
8. Refreshments
9. Reimbursements
10. Scholarships
11. Staff Compensation - Additional Duty

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing Est, \$10,000+
7. Ongoing
8. Ongoing

Counselors' Special Fund (986)

1. Donations/Grants

1. Clothing
2. Dues/Fees
3. Eye Glasses
4. Food Items
5. Graduation Items (Cap & Gown, etc.)
6. Hearing Aides/Other Special Needs Items
7. Meal Reimbursement for Students/Staff
8. Misc. Student Necessities
9. Prescriptions/Over the Counter Medicine for Students
10. Reimbursements
11. Scholarships

1. Ongoing

Yearbook (990)

1. Ad Sales
2. Advertising
3. Book/Candy Sales
4. Cap Sales (Stocking/Beanie)
5. Car Washes
6. Distribution Party
7. Donations/Grants
8. Fees
9. Garage Sales
10. Merchandise Sales
11. Posters Program
12. Restaurant Percentage Nights
13. Sponsorships
14. Stocking Stuffers
15. T-Shirt Sales
16. Yearbook Accessories
17. Yearbook Ad-Ons

1. Cameras/Film
2. Dues/Fees
3. Furniture/Cabinets
4. Hardware/Lights/Bulbs, etc
5. Kitchen Supplies
6. Postage Charges
7. Printing Charges
8. Refreshments
9. Refunds
10. Reimbursements
11. Scholarships
12. Speaker Fees
13. Supplies
14. Supplies/Materials/Equipment
15. Technology (Laptops/Software, etc)
16. Travel Expenses

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing
9. Ongoing
10. Ongoing
11. Ongoing
12. Ongoing
13. Ongoing
14. Ongoing
15. Ongoing
16. Ongoing

**HIGH SCHOOL  
ACCOUNT NAME**

**SITE: 705**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Leadership (992)

1. Donations
2. Candy/Bake Sales
3. Memory Garden Stepping Stone
4. Painted Parking Space
5. T-Shirts
6. Ticket Sales

1. Charitable Donations
2. Field Trip Expenses
3. Laser Tag Fee
4. Refreshments
5. Snacks for Resale
6. Student Awards
7. Supplies
8. T-Shirts

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing

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Academic Team (993)

1. Corporate Sponsorships
2. Donated Item Sales
3. Donations/Grants
4. Dues
5. Food Sales
6. Trivia Contests
7. T-Shirt Sales

1. Dues/Fees
2. Equipment for Team
3. Food
4. Refreshments/Meals
5. Refunds
6. Reimbursements
7. Study Questions
8. Supplies
9. Tournament Fees
10. Travel/Lodging
11. T-Shirts

1. Ongoing
  2. Ongoing
  3. Ongoing
  4. Ongoing
  5. Ongoing
  6. Ongoing
  7. Ongoing
-

**ALTERNATIVE HIGH SCHOOL**  
**ACCOUNT NAME**

**SITE: 715**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

General Refund Account (803)

1. Damage of School Property
2. Fee Collections
3. Lost books
4. Rental of Property
5. Sale of Property/Equipment

1. Refunds
2. Transfer to General Fund

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing

Alternative High School (805)

1. Ad Sales
2. Candy Sales
3. Donations/Grants
4. Fees
5. Field Trip Charges
6. Krispy Kreme Donut Sales
7. Recycled Materials
8. Snack Sales
9. T-Shirt Sales

1. Appliances
2. Appreciation Gifts for Staff/Students
3. Charitable Donations
4. Class Gift
5. Consultant Fees/Expenses
6. Consumable Technology Supplies
7. Dues/Fees
8. Equipment
9. Field Trips
10. Film/Processing
11. Graduation Items (Caps/Gowns)
12. Materials
13. Printing Charges/Materials
14. Recycling Containers
15. Refreshments
16. Refunds
17. Reimbursements
18. Snacks for Resale
19. Student Recognition/Awards
20. Student Recognition/Incentives
21. Supplement Instructional Funds
22. Supplies
23. Travel Expenses
24. T-Shirts

1. Ongoing
2. Ongoing
3. Ongoing
4. Ongoing
5. Ongoing
6. Ongoing
7. Ongoing
8. Ongoing

# **ATHLETICS ACCOUNTS**

**ATHLETICS****SITE: 705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

General Administrative Account (802)

1. Advertisements	1. Ambulance Service	1. July - June
2. Book Sales	2. Books/Videos/Computer Software	2. July - June
3. Concessions	3. Cards/Flowers	3. July - June
4. Donations/Grants	4. Coaches Out-of-District Travel	4. July - June
5. Event Sponsorships	5. Dues/Fees	5. July - June
6. Game Contracts	6. Event Advertisement	6. July - June
7. Gate Receipts	7. Facility Rental	7. July - June
8. Program Books	8. Lodging	8. July - June
9. Refunds	9. Meals	9. July - June
10. Reimbursements from Cancelled Events	10. Officials	10. July - June
11. Reimbursements from OSSAA	11. Other Professional Services	
12. Sale of Property or Equipment	12. Out-of-District Transportation	11. July - June
13. Season Ticket Sales	13. Postage	12. July - June
14. Spirit Sales	14. Refreshments	13. July - June
14. Spirit Sales	15. Refunds	14. July - June
	16. Renovation of Athletic Areas	
	17. Repair of Athletic Areas	
	18. Security	
	19. Supplies/Equipment	
	20. Uniforms	

General Refund Account (803)

1. Damage of School Property	1. Refunds	1. July - June
2. Fee Collections	2. Transfer to General Fund	2. July - June
3. Lost books		3. July - June
4. Rental of Property		4. July - June
5. Sale of Property/Equipment		5. July - June

**ATHLETICS**  
**ACCOUNT NAME**

**SITE: 705**

**SOURCE OF REVENUE**

**APPROVED EXPENDITURES**

**DATES OF FUNDRAISERS**

Baseball Fund (811)

1. 100 Inning Baseball Game	1. Banquet	1. July - June
2. Alumni Organizations	2. Dues/Fees	2. July - June
3. Baseball Cap Sales	3. Equipment	3. July - June
4. Baseball Clinic	4. Field Equipment/Maintenance	4. July - June
5. Business Sponsor Poster	5. Hospitality for Tournaments	5. July - June
6. Concessions	6. Lodging	6. July - June
7. Dances	7. Meals	7. July - June
8. Donations/Grants	8. Out of State Tournaments	8. July - June
9. Game vs. Merchants	9. Poster	9. July - June
10. Gate Workers	10. Refunds	10. July - June
11. Golf Tournament	11. Senior Night	11. July - June
12. Hat Sales	12. Supplies	12. July - June
13. Homecoming Booth/Dance	13. Supplies/Equipment for Indoor Facility	13. July - June
14. JUCO Tournament	14. Team Camps	14. July - June
15. Sonic Car Hops	15. Team Hats	15. July - June
	16. Transportation Costs	
	17. Uniforms	
	18. Website Fee	
	19. Weekend Trip Expenses	

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Basketball Fund (813)

1. Advertising in Gym	1. Dues/Fees	1. July - June
2. Camps	2. Equipment	2. July - June
3. Car Washes	3. Lodging	3. July - June
4. Clinics	4. Meals	4. July - June
5. Concessions	5. Refunds	5. July - June
6. Donations/Grants	6. Scrimmage Fees	6. July - June
7. Garage Sales	7. Supplies	7. July - June
8. Golf Tournament	8. Team Camps	8. July - June
9. Homecoming Booth	9. Team Posters	9. July - June
10. Magazine Subscriptions	10. Transportation	10. July - June
	11. Uniforms	

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**ATHLETICS****SITE: 705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Concessions (824)

1. Advertising at Athletic Venues
2. Donations/Grants
3. Pre-Game Hospitality

1. Equipment
2. Equipment/Athletic Area Improvements
3. Facilities
4. Fundraising Expenses
5. Printing
6. Refreshments/Meals
7. Repair of Athletic Areas

1. July - June
2. July - June
3. July - June

Lady Bruins (867)

1. Advertising in Gym
2. Benefit Game
3. Camps/Clinics
4. Candy Sales
5. Car Washes
6. Concessions
7. Cookie Dough
8. Coupon Package
9. Dances
10. Donations/Grants
11. Free Throw-A-Thon
12. Garage Sales
13. Homecoming Booth
14. Magazine Sales
15. Sonic Car Hops
16. T-Shirts

1. Dues/Fees
2. Equipment
3. Lodging
4. Meals
5. Refunds
6. Supplies
7. Team Camps
8. Team Posters
9. Transportation
10. Uniforms

1. July - June
2. July - May
3. Dec. - June
4. July - May
5. July - June
6. July - May
7. July - May
8. July - May
9. July - May
10. July - May
11. Aug. - Nov.
12. July - May
13. July - May
14. July - May
15. July - May
16. July - May

**ATHLETICS****SITE:705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Football (868)

1. Camps/Clinics
2. Car Washes
3. Field Advertisement
4. Golf Tournament
5. Lift-A-Thon
6. Tailgate Cookout

1. Equipment
2. Lodging
3. Meals
4. Reimbursements
5. Supplies
6. Team Camps
7. Transportation
8. Uniforms

1. July - June
2. July - June
3. July - June
4. July - June
5. July - June
6. July - June

Wrestling (966)

1. Advertising in Gym
2. Car Washes
3. Donations/Grants
4. First Aid Kit Sales
5. Garage Sales
6. Golf Tournament
7. Hamburger Cook-Outs
8. Lift-A-Thon
9. Raffles
10. Run-A-Thon
11. Spirit Items
12. Wrestle-A-Thon
13. Wrestling Media Guide

1. Camp Expenses
2. Entry Fees
3. Equipment
4. Scales
5. Student Lodging
6. Student Meals
7. Supplies
8. Team Camps
9. Transportation
10. Uniforms
11. Wrestling Tapes

1. July - June
2. Mar. - Sept.
3. July - June
4. July - June
5. July - June
6. July - June
7. July - June
8. July - June
9. July - June
10. Mar. - Nov.
11. July - June
12. Nov. - May
13. July - June

Golf (971)

1. Bake Sales
2. Donations/Grants
3. Advertising Sponsors
4. Golf Tournament
5. Pancake Breakfast
6. Sales of Goods

1. Dues/Fees
2. Equipment
3. Lodging
4. Meals
5. Supplies
6. Team Camps
7. Transportation
8. Uniforms

1. Aug. - May
2. Aug. - May
3. Aug. - May
4. Aug. - May
5. Aug. - May
6. Aug. - May

**ATHLETICS****SITE: 705****ACCOUNT NAME****SOURCE OF REVENUE****APPROVED EXPENDITURES****DATES OF FUNDRAISERS**

Cross Country (973)

1. Car Washes
2. Concessions
3. Donations/Grants
4. Homecoming Booth

1. Banquet
2. Dues/Fees
3. Equipment
4. Lodging
5. Meals
6. Spirit Items
7. Supplies
8. Team Camps
9. Transportation
10. Uniforms

1. July - June
2. Sept. - Oct.
3. July - June
4. Sept. - Nov.

Soccer (977)

1. Bruin Soccer Camp
2. Marathon Soccer Game
3. Chili Supper/Player Auction
4. Concessions
5. Donations/Grants
6. Meat Sales
7. Spirit Sales

1. Bags/Warm-ups
2. Banquet Expenses
3. Billboard Ad
4. Dues/Fees
5. Equipment
6. Lodging
7. Meals
8. Refunds
9. Schedule Posters
10. Senior Night/Expenses
11. Supplies
12. Team Camps/Coaches Training
13. Team Posters
14. Transportation
15. Uniforms
16. Website Fee
17. Yard Signs

1. June
2. Feb.
3. July - June
4. Mar. - May
5. July - June
6. July - June
7. July - June

# FORMS

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

Site Name: \_\_\_\_\_ School Year: \_\_\_\_\_

Account Name/Number \_\_\_\_\_ Sponsor(s): \_\_\_\_\_

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

<u>Fundraiser</u>	<u>Start/End Date</u>	<u>On/Off Campus</u>	<u>Est. Income</u>
1. _____			\$ _____
2. _____			\$ _____
3. _____			\$ _____
4. _____			\$ _____
5. _____			\$ _____
6. _____			\$ _____
7. _____			\$ _____
8. _____			\$ _____
9. _____			\$ _____
10. _____			\$ _____

**EXPENDITURES** to be Approved:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Activity Fund Custodian's Signature

\_\_\_\_\_  
Sponsor's Signature (if applicable)

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Board Approval Date

**ACTIVITY FUND  
TICKET RECONCILIATION FORM**

SUBACCOUNT NAME AND NUMBER: \_\_\_\_\_

ACTIVITY NAME AND NUMBER: \_\_\_\_\_

ACTIVITY DATE: \_\_\_\_\_

INDIVIDUAL RESPONSIBLE FOR TICKETS: \_\_\_\_\_

TICKET RECORD

# OF FIRST TICKET SOLD \_\_\_\_\_ # OF NEXT UNSOLD TICKET \_\_\_\_\_  
NUMBER OF TICKETS SOLD \_\_\_\_\_ @\$ \_\_\_\_\_ =\$ \_\_\_\_\_

# OF FIRST TICKET SOLD \_\_\_\_\_ # OF NEXT UNSOLD TICKET \_\_\_\_\_  
NUMBER OF TICKETS SOLD \_\_\_\_\_ @\$ \_\_\_\_\_ =\$ \_\_\_\_\_

# OF FIRST TICKET SOLD \_\_\_\_\_ # OF NEXT UNSOLD TICKET \_\_\_\_\_  
NUMBER OF TICKETS SOLD \_\_\_\_\_ @\$ \_\_\_\_\_ =\$ \_\_\_\_\_

TOTAL VALUE OF TICKET SOLD \$ \_\_\_\_\_

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CASH RECONCILIATION

- |  |          |
|--|----------|
| 1. Total gate receipts including starting change | \$ _____ |
| 2. Beginning Cash (Change)                       | \$ _____ |
| 3. Net Gate Receipts (1 minus 2)                 | \$ _____ |
| 4. Value of Tickets Sold (above)                 | \$ _____ |
| 5. Ticket Value Unaccounted for (4 minus 3)      | \$ _____ |
| 6. Cash Turned into Site Office                  | \$ _____ |
| 7. Site Receipt # _____ Date of Receipt _____    |          |



**BARTLESVILLE PUBLIC SCHOOL  
ACTIVITY FUND  
SPONSOR'S CASH SHEET**

Date \_\_\_\_\_ Account Name \_\_\_\_\_

For \_\_\_\_\_

Account # \_\_\_\_\_

Pennies \_\_\_\_\_ Ones \_\_\_\_\_

Nickels \_\_\_\_\_ Fives \_\_\_\_\_

Dimes \_\_\_\_\_ Tens \_\_\_\_\_

Quarters \_\_\_\_\_ Twenties \_\_\_\_\_

Halves \_\_\_\_\_ Fifties \_\_\_\_\_

Checks \_\_\_\_\_

**Total Deposit** \_\_\_\_\_

**Sponsor's Signature** \_\_\_\_\_

**Financial Secretary** \_\_\_\_\_

**Signature Confirming EOP Transfer**

**If Applicable – Please provide explanation of why funds have not been deposited by next business day after receipt for amounts over \$100.00 or weekly if amount is less than \$100.00. Per OK Legal Statute (70 O.S. § 5-129A as amended by HB 2332, 2004 Leg.)**


**BARTLESVILLE PUBLIC SCHOOLS**  
**ACTIVITY FUND 2021-2022**  
**PURCHASE REQUEST**

Vendor \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Ship to \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



Attention: \_\_\_\_\_

Yr-Fund-Prj-Funct-Obj-Prg-Subj-Job-Site	Quan.	Description	Unit Cost	Total Cost
				0.00
1.				0.00
2.				0.00
3.				0.00
4.				0.00
5.				0.00
6.				0.00
7.				0.00
8.				0.00
9.				0.00
		<b>SHIPPING</b>		
		<b>TOTAL COST</b>		<b>\$0.00</b>

Requested By: \_\_\_\_\_

Date: \_\_\_\_\_

Authorized By: \_\_\_\_\_

Date: \_\_\_\_\_

Site Administrator

Date: \_\_\_\_\_

\_\_\_\_\_  
 Executive Director, Financial Services  
 (\$500.00 or More)

P.O. # Assigned: \_\_\_\_\_

Assigned By: \_\_\_\_\_

**ACTIVITY ACCOUNT  
REQUEST FOR  
ADVANCE FOR TRAVEL EXPENSES**

SUBACCOUNT NAME AND NUMBER: \_\_\_\_\_

TRIP BEGINNING DATE: \_\_\_\_\_

TRIP ENDING DATE: \_\_\_\_\_

SPONSOR REQUESTING ADVANCE: \_\_\_\_\_

Number of People going on trip: \_\_\_\_\_

**ESTIMATED EXPENSES**

<b>M</b>	<b>Travel Day</b>			
<b>E</b>	\$41.25			\$
<b>A</b>	<b>Non Travel Day</b>			
<b>L</b>	\$55.00			\$
<b>S</b>	<b>Parking</b>			\$
	<b>Taxi/Bus</b>			\$
	<b>Registration</b>			\$
	<b>Other</b>			\$
	<b>TOTALS</b>			\$

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

Date: \_\_\_\_\_

Site Administrators Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ACTIVITY ACCOUNT  
RECEIPT OF  
ADVANCE FOR TRAVEL EXPENSES**

SUBACCOUNT NAME AND NUMBER: \_\_\_\_\_

SPONSOR RECEIVING FUNDS: \_\_\_\_\_  
please print

PURCHASE ORDER NUMBER: \_\_\_\_\_

CHECK NUMBER: \_\_\_\_\_

CHECK AMOUNT: \_\_\_\_\_

I acknowledge that I have received the amount of funds listed above. I also acknowledge that within 48 hours upon returning from the trip, I shall return the remaining money and receipts to make up the full amount that I received to the Activity Fund Custodian. If the remaining money and receipts do not total the amount received, I will be held personally liable for the shortage.

SPONSOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Signature of Activity Fund Custodian: \_\_\_\_\_

Date: \_\_\_\_\_

**ACTIVITY ACCOUNT  
ACCOUNTABILITY FOR  
ADVANCE FOR TRAVEL EXPENSES**

SUBACCOUNT NAME AND NUMBER: \_\_\_\_\_

SPONSOR RETURNING FUNDS: \_\_\_\_\_  
please print

PURCHASE ORDER NUMBER: \_\_\_\_\_

AMOUNT OF FUNDS ADVANCED: \_\_\_\_\_

**Actual Expenses (Receipts)**

<b>M E</b>	<b>Travel Day</b> \$41.25			\$
<b>A L S</b>	<b>Non Travel Day</b> \$55.00			\$
	<b>Parking</b>			\$
	<b>Taxi/Bus</b>			\$
	<b>Registration</b>			\$
	<b>Other</b>			\$
	<b>TOTALS</b>			\$

Amount of Cash Returned: \$ \_\_\_\_\_

Total Amount Returned: \$ \_\_\_\_\_  
 Cash plus Receipts

Amount of Shortage: \_\_\_\_\_  
 if any

I acknowledge that I am returning the remaining money and receipts that total the amount that I was advanced. If there is a shortage in the amount advanced and the amount of money/receipts that I am returning, I will be held responsible for the difference.

SPONSOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Signature of Activity Fund Custodian: \_\_\_\_\_

Date: \_\_\_\_\_

Invoice Number \_\_\_\_\_

**INDEPENDENT SCHOOL DISTRICT NUMBER 30**

P.O. Box 1357 - 1100 S. Jennings - Bartlesville, Oklahoma 74005 - Telephone (918) 336-8600

Oklahoma State Law requires that the "Non-Kickback" affidavit be signed by you before payment can be made. Please sign this statement and have your signature notarized. Your prompt return of this form and an invoice will enable us to send you our payment.

**STATEMENT OF NON-KICKBACK**

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says that this invoice or claim is true and correct. Affiant further states that the (work, services, or materials) as shown by this invoice or claim have been (completed or supplies) in accordance with the plans, specifications, orders, or requests furnished to the affiant. Affiant further states that (s)he as made no payment directly or indirectly to any elected official, officer or employee of Independent School District No. 30, of money or any other thing of value to obtain payment of the invoice of procure the contract or purchase order pursuant to which an invoice is required.

\_\_\_\_\_  
(company)

\_\_\_\_\_  
(signature)

Subscribed and sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public (Clerk or Judge)

My Commission expires \_\_\_\_\_.

Commission Number: \_\_\_\_\_

## REQUEST FOR PARTIAL PAYMENT ON BLANKET PURCHASE ORDER

PO# \_\_\_\_\_ Name of Department/Site \_\_\_\_\_ Date \_\_\_\_\_

Vendor Name \_\_\_\_\_  
\_\_\_\_\_

Warrant # \_\_\_\_\_

Amount of this Authorization	FY	Fund	PR	Func	Obj	Prog	Subj	Job	Site
\$ -	<b>TOTAL</b>								

Approved By: \_\_\_\_\_

## BARTLESVILLE PUBLIC SCHOOLS ACTIVITY FUND TRANSFER

Site Name \_\_\_\_\_ Site # \_\_\_\_\_ Date \_\_\_\_\_

Explanation for Transfer:

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Transfer Coding Information:

PRJ	FUNCT	OBJ	PRG	SUBJ	JOB	SITE	INCREASE \$ +	DECREASE \$ -

Transfer Requested By \_\_\_\_\_

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

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

**SPECIAL REQUEST APPROVALS  
TO ACCEPT GIFTS FOR THE SCHOOL**

To: \_\_\_\_\_ School: \_\_\_\_\_  
From: \_\_\_\_\_ Principal's \_\_\_\_\_  
Date: \_\_\_\_\_ Signature: \_\_\_\_\_

We request permission to accept the following gift:

Name of person or organization donating the gift:

Purpose or use of gift:

Please route to the following people for approval:

\_\_\_\_\_ Executive Director, Financial Services  
\_\_\_\_\_ Director of Transportation and Plant Svcs. (if applicable)  
\_\_\_\_\_ Director of Technology (if applicable)

Approved copies sent to the following:

Principal

# Bartlesville Public Schools

## Phone Quote

**Date:** \_\_\_\_\_

**Contractor/Vendor:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Description /Amount(s):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Received By:** \_\_\_\_\_

# **APPENDIX**

**BARTLESVILLE PUBLIC SCHOOLS  
ADMINISTRATIVE OPERATION GUIDELINES  
SANCTIONING OF ORGANIZATIONS AND ASSOCIATIONS**

In compliance with the provisions of state law HB 2107 (1996 Leg.), the Bartlesville Public School District has established procedures to provide for sanctioning of organizations and associations exempted or applying to be exempted from statutory controls and Board policies and procedures pertaining to school activity funds.

Organizations have the following options regarding the management of their funds related to the Bartlesville Public School District:

- A. Funds may be deposited and expended through a Board-approved school activity account at their local school site. Organizations that choose to deposit their funds in a Board-approved school activity account must follow the District's policies and procedures for school activity funds.
- B. Funds may be deposited and expended through an organization's local bank account and shall be exempt from regulations of the District's school activity fund upon being granted sanctioned status by the Bartlesville Board of Education under the requirements of this sanctioning policy.

Organizations who have previously obtained IRS designation as a 501 (c)(3) Organizations are still required to apply for sanctioning by the Board of Education.

**PROCEDURES FOR SANCTIONING BY THE BOARD OF EDUCATION**

- A. Application for sanctioning (copy attached) must be completed by the organization or association prior to **July 1** each year.
- B. The completed application form must be submitted to the Executive Director of Financial Services for review.
- C. The Superintendent and the Executive Director of Financial Services will make a recommendation to the Board of Education concerning the organization seeking to be sanctioned.
- D. The Board of Education will review the organization's application and determine whether to approve or decline the sanctioning request.
- E. The Board of Education's decision is final and non-appealable.
- F. All organizations and associations wishing to be sanctioned shall make application to the Board of Education on an annual basis.
- G. Sanctioning shall be approved by the Board of Education on a one-year basis only (July 1 to June 30). The Board of Education shall consider all sanctioning applications at the beginning of the fiscal year (normally the July and August Board meetings).

- H. Following the first year of sanctioning, each organization or association shall provide, with its applications for sanctioning, a set of its unaudited financial statements.

In reviewing the annual application for sanctioning, the Board may require the organization to provide additional financial information in either of the following formats:

1. A compilation of its financial statements prepared by a Certified Public Accountant (CPA) or Public Accountant (PA) who is licensed to practice public accounting in the State of Oklahoma.
2. A review of its financial statements prepared by a Certified Public Accountant (CPA) or Public Accountant (PA) who is licensed to practice public accounting in the State of Oklahoma.
3. An audit of its financial statements prepared by a Certified Public Accountant (CPA) or Public Accountant (PA) who is licensed to practice public accounting in the State of Oklahoma.

It should be noted that the sanctioning by the Board of Education in no way grants the organization or association “tax-exempt” status for its operations, nor does it grant “tax-deductible” status to its donors. The organization or association should consult a tax professional for advice on these matters.

**BARTLESVILLE PUBLIC SCHOOLS**  
**APPLICATION FOR SANCTIONING**  
**UNDER OKLAHOMA STAT. TITLE 5-129.1 (HB 2107)**

This is a request for sanctioning by the Applicant to the Board of Education of Bartlesville, Oklahoma, pursuant to which the funds collected by the Applicant are exempt from the statutory controls over school activity funds. The Applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant's Taxpayer I.D. Number: \_\_\_\_\_

Applicant's Representative from whom  
additional information may be obtained: \_\_\_\_\_

Applicant's Telephone Number: \_\_\_\_\_

Applicant's Purpose, Goals, and  
Organizational Structure: \_\_\_\_\_

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

Describe how the school district and its  
students will benefit if the applicant is  
sanctioned: \_\_\_\_\_

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

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the applicant, and the decision of Board of Education is final and non-appealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the Applicant, which the Applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of Applicant, Applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for Applicant's recently ended fiscal year, prepared by an independent accounting firm.

INSTRUCTIONS FOR COMPLETING APPLICATION:

1. Complete this application and the attached forms.  
Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver this application to:

**Sara Vermeire  
Bartlesville Public Schools  
1100 S. Jennings  
P.O. Box 1357  
Bartlesville, OK 74005-1357**

\_\_\_\_\_  
Applicant (Organization Name)

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

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

Name of Organization/Association: \_\_\_\_\_  
**FINANCIAL ACTIVITY FOR SCHOOL YEAR 2020-2021**

Beginning Cash Balance, July 1, 2020 \$ \_\_\_\_\_

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ _____
Donations	\$ _____
Contributions	\$ _____
Other (list)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Collections \$ \_\_\_\_\_

Expenditures:

Fund Raising Expenses	\$ _____
Supplies/Materials	\$ _____
Advertising	\$ _____
Postage, Mailings, Etc.	\$ _____
Equipment	\$ _____
Donations/Contributions	\$ _____
Other (list)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenditures \$ \_\_\_\_\_

Ending Cash Balance, \_\_\_\_\_, 2021 \$ \_\_\_\_\_

I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 2020-2021 school year, to the best of my knowledge and belief. I further certify that, in accordance with policy of the Bartlesville Board of Education, I/we may be required to submit further financial information on the organization/association at the request of the Board of Education, and the failure to do so may result in revocation of the Board's sanctioning approval.

\_\_\_\_\_  
Officer/Director Date

\_\_\_\_\_  
Title

Received and reviewed by Bartlesville Public Schools:

\_\_\_\_\_  
Preston Birk, Date  
Executive Director, Financial Services

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

**BARTLESVILLE PUBLIC SCHOOLS**  
**Organization/Association Insurance Coverage Information**

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Check here if your Organization/Association currently **doesn't** hold any insurance policies

❖ If applicable please provide the following information on the various insurance policies taken out by your organization.

Organization/Association Name: \_\_\_\_\_

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

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**2021-2022 Fiscal Year**  
**Encumbrance Orders for Approval**  
**June 30, 2021**

The following list of Encumbrance Orders (Purchase Orders), totaling \$9,270,712.53 is submitted for consideration by the Bartlesville Board of Education for the date of July 01, 2021 from the 2021-2022 Fiscal Year funds.

I, Preston Birk, hereby certify the amount of each encumbrance order has been entered against the designated appropriation accounts and all these encumbrance orders are within the authorized available balance of said appropriations for the 2021-2022 Fiscal

  
 \_\_\_\_\_  
 Preston Birk

RECOMMENDATION: That the Board of Education adopts a motion to approve Purchase Orders (as listed in the attached reports) in the amount of \$9,270,712.53.

Submitted to the Board of Education  
 June 30, 2021

**2021-2022 Fiscal Year**

	FUND	P.O. #s	AMOUNT
11	General	1 - 375	\$ 5,738,931.25
21	Building	1 - 5	\$ 296,537.00
22	Child Nutrition Fund	1 - 26	\$ 2,755,090.00
31	2019 Bond - Projects	1	\$ 175,800.00
37	Combined Purpose Series 2013A	1-29	\$ 294,354.28
81	Gifts Fund	1 - 2	\$ 10,000.00
	<b>TOTAL</b>		<b>\$ 9,270,712.53</b>

**GRAND TOTAL:** \$ 9,270,712.53

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
1	07/01/2021	DAHILL OFFICE TECHNOLOGY CORP	OFF-MACH-SRVCS-000/AP/ESC BLANKET PO FOR DISTRICT-WIDE USAGE, SE4RVICES SUPPLIES, ETC.	8,000.00
2	07/01/2021	J.D. YOUNG COMPANY, INC.	OFF-MACH-SRVCS-000/AP/ESC BLANKET PO FOR DISTRICT-WIDE COPY MACHINE USAGE, SERVICES AND SUPPLIES, ETC.	70,000.00
3	07/01/2021	QUADIANT FINANCE USA, INC DBA	COMMUNICATION-SRVCS-000/AP/ESC BLANKET PO FOR POSTAGE METER ACCT # 7900044080332319 METER # 11278212	24,000.00
4	07/01/2021	FIBER PLATFORM LLC	COMMUNICATION-SRVCS-000/AP/ESC BLANKET PO FOR CITY WIDE E-RATE COMPLIANT PROVIDER NETWORKS	7,600.00
5	07/01/2021	ARVEST BANK CORPORATE VISA	TRAVEL-GENL-SPLYS-000/AP/ESC BLANKET PO FOR DISTRICT RELATED TRAVEL EXPENSES AND MISC. SUPPLIES, EQUIPMENT. & TECHNOLOGY SUPPLIES, ETC. AS NEEDED	15,000.00
6	07/01/2021	EXAMINER ENTERPRISE/OK HOLDINGS	ADVERTISING-000/HR/ESC BLANKET PO FOR EMPLOYMENT ADVERTISING	4,000.00
7	07/01/2021	ARVEST BANK CORPORATE VISA	ADVERTISING-000/HR/ESC BLANKET PO FOR EMPLOYMENT ADVERTISING  (REPLACES ACTIVITY FUND PO 602021-931 YR 2021)	1,000.00
8	07/01/2021	OK ST BUREAU OF INVESTIGATION	DUES & FEES-000/HR/ESC BLANKET PO FOR EMPLOYMENT SCREENING	8,700.00
9	07/01/2021	EMPLOYEE SCREENING SRVC OF MISSOURI	MEDICAL-SRVCS-000/HR/ESC BLANKET PO FOR EMPLOYEE DRUG TESTING, SCREENING AND TRAINING	6,000.00
10	07/01/2021	EMPLOYEE SCREENING SRVC OF MISSOURI	MEDICAL-SRVCS-000/HR/ESC BLANKET PO FOR STUDENT DRUG TESTING, CREEENING AND TRAINING	6,000.00
11	07/01/2021	OK STATE SCHOOL BOARD ASSN INC DBA	UNEMPLOYMENT-COMP-000/HR/ESC BLANKET PO FOR UNEMPLOYMENT COMPENSATION	64,000.00
12	07/01/2021	TULSA WORLD	ADVERTISING-000/HR/ESC BLANKET PO FOR EMPLOYMENT ADVERTISING	8,000.00
13	07/01/2021	BANK OF OKLAHOMA, N.A.	OTHER-PROF-SRVCS-000/TREAS/ESC BLANKET PO FOR SEMI-ANNUAL PAYING AGENTS FEES	15,000.00
14	07/01/2021	MASTER THE TEST LLC	PROFESSIONAL-EDUCATION-SRVCS-015/BHS PSAT VIRTUAL CRASH COURSE FOR MIN. OF 20 STUDENTS TEST DATE 07/29 - 07/30/2021	3,500.00
15	07/01/2021	VACAVA INC	TECHNOLOGY SOFTWARE-361/CURR/ESC ACHIEVEMENT LICENSE SY 2021-2022 PER QUOTE NUMBER 20210614BAPS	5,700.00
16	07/01/2021	BARLOW EDUCATION MANAGEMENT	COLLECTIVE-BARGIN-SRVCS-000/HR/ESC BLANKET PO FOR COLLECTIVE BARGAINING SERVICES SY 21-22	12,000.00
17	07/01/2021	K-9 NARCOTICS DETECTION LLC	SECURITY-SRVCS-000//HR/ESC BLANKET PO FOR DRUG DOG SERVICES SY 2021-22  (10) MONTHLY INSTALLMENTS - SEPTEMBER THROUGH JUNE	14,500.00
18	07/01/2021	MARY JO SIMPSON	STUDENT-SRVCS-621/SS/ESC BLANKET PO FOR PSYCHOLOGICAL TESTING FOR STUDENTS AT HIGH SCHOOL, MADISON, AND CENTRAL FOR SY 21-22	80,000.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
19	07/01/2021	PATHS TO INDEPENDENCE INC	TUITION-TO-PRIVATE-SCHOOL-041/SS/ESC BLANKET PO FOR TUITION FOR BARTLESVILLE PUBLIC SCHOOLS STUDENTS ATTENDING PRIVATE SCHOOL, PATHS TO INDEPENDENCE, SY 21-22 D. SHEA - RANCH HEIGHTS B. WILMOT - HIGH SCHOOL	38,000.00
20	07/01/2021	TTF SOLUTIONS LLC	INSTRUCTIONAL-SRVCS-621/SS/ESC BLANKET PO FOR CONTRACTED SPEECH PATHOLOGIST SERVICES FOR SY 21-22	90,000.00
21	07/01/2021	AEP PUBLIC SERVICE COMPANY OF OK	ELECTRICITY-793/AP/ESC BLANKET PO FOR ELECTRIC SERVICES FOR THE DISTRICT	990,000.00
22	07/01/2021	AT&T	COMMUNICATION-SRVCS-793/AP/ESC BLANKET PO FOR TELEPHONE SERVICES FOR THE DISTRICT	40,000.00
23	07/01/2021	CITY OF BARTLESVILLE	WATER/SEWER-SRVCS-793/AP/ESC BLANKET PO FOR WATER SERVICES	300,000.00
24	07/01/2021	OKLAHOMA ENERGY SOURCE LLC	NATURAL GAS-SRVCS-793/AP/ESC BLANKET PO FOR NATURAL GAS SERVICES	170,000.00
25	07/01/2021	OK NATURAL GAS COMPANY	NATURAL GAS-SRVCS-793/AP/ESC BLANKET PO FOR NATURAL GAS SERVICES	90,000.00
26	07/01/2021	OSAGE COUNTY TREASURER	COUNTY-ASSESSMNT/REVAL-FEE-000/AP/ESC COUNTY REVALUATION FEE	14,000.00
27	07/01/2021	WASHINGTON CO TREASURER	COUNTY-ASSESSMNT/REVAL-FEES-000/FS/ESC COUNTY REVALUATION FEES	234,150.00
28	07/01/2021	AUTOMATED MAIL SERVICE	COMMUNICATION-SRVCS-000/AP/ESC BLANKET PO FOR PRESORT POSTAGE SERVICES	11,000.00
29	07/01/2021	JENKINS AND KEMPER, CPAS, PC	ACCOUNTING-SRVCS-000/FS/ESC BLANKET PO FOR AUDIT SERVICES, STATE AUDIT FILING FEE, AND INTERIM	14,550.00
30	07/01/2021	PAUL STUMPPF AND ASSOC, INC	PROPERTY-INSUR-090/FS/ESC FLOOD INSURANCE SY YR 21-22	9,882.00
31	07/01/2021	SODEXO OPERATIONS, LLC	OTHER-BLDG-SRVCS-793/AP/ESC BLANKET PO FOR SODEXO CONTRACT FOR CUSTODIAL, MAINTENANCE AND LAWN CARE  (3) MONTHLY PAYMENTS X \$267153.00 + \$801,459.00	801,459.00
32	07/01/2021	CITY OF BARTLESVILLE	SECURITY-SRVCS-000//HR/ESC BLANKET PO FOR SCHOOL RESOURCE OFFICER FOR BARTLESVILLE HIGH SCHOOL - SY 2021-22	95,000.00
33	07/01/2021	WASHINGTON COUNTY ELECTION BD	BOARD-OF-ED-SRVCS-000/AP/ESC BLANKET PO FOR ELECTION EXPENSE	18,000.00
34	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. COPY 7 GENERAL CLASSROOM SUPPLIES ETC. PER CART 10094525632  MISC COPY & CLASSROOM SUPPLIES PER CART 10094525632	346.00
35	07/01/2021	PEARSON	TESTING-SPLYS-054/SS/ESC MISC. TESTING MATERIALS, ETC. PER LIST FOR PSYCHOLOGICAL SERVICES  TEST QUALIFIERS - JASON LANGHAM & TIFFANY FITZSIMMONS SHIPPING	4,127.42
36	07/01/2021	A WORK IN PROGRESS THERAPIES, P.C.	MEDICAL-SRVCS-041/SS/ESC	38,000.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR CONTRACTED OCCUPATIONAL THERAPY SERVICES FOR SY 21-22	
37	07/01/2021	ELLEVATION, LLC	TECH-RLDT-SPLYS-572/SS/ESC ELLEVATION SOFTWARE RENEWAL FOR ELL STUDENTS SY 21-22  (JULY 1, 2021 THROUGH JUNE 30, 2022)	4,000.00
38	07/01/2021	ROSETTA STONE	TECH-RLDT-SPLYS-572/SS/ESC RENEWAL LICENSE FOR ROSSETTA STONE SY 2021-22  PER SERVICE ORDER FORM DATED 04/28/20, YEAR 2	6,750.00
39	07/01/2021	FRONTLINE TECHNOLOGIES GROUP LLC	TECH-SFTWR-541/SS/ESC RENEWAL OF PROFESSIONAL LEARNING MANAGEMENT SUBSCRIPTION FOR INTERNAL EMPLOYEES SY 21-22	27,545.93
40	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM & COPY SUPPLIES ETC. PER CART 1009455382	156.10
41	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. COPY & GENERAL CLASSROOM SUPPLIES ETC. PER CART 1009747100	115.61
42	07/01/2021	PROJECT LEAD THE WAY, INC	TECH-RLDT-SPLYS-062/CURR/ESC PLTW LAUNCH PARTICIPATION FEES ONLINE SUBSCRIPTION FOR 2021-2022 SY  PARTICIPATING SITES: KANE, HOOVER, JANE PHILLIPS, RANCH HEIGHTS, WAYSIDE, AND WILSON	5,700.00
43	07/01/2021	MAKERGEAR LLC	TECH-RLDT-SPLYS-469/SS/ESC MISC. TECHNOLOGY RELATED SUPPLIES TO INCLUDE 3D PRINTERS ETC. PER QUOTE DATED 02/8/2021 - QUOTE WILL BE HONORED PAST EXPIRATION DATE PER EMAIL DATED MAY 21, 2021 FROM KAREN POLLACK	15,000.00
44	07/01/2021	PATHS TO INDEPENDENCE INC	TUITION-TO-PRIVATE-SCHOOL-041/SS/ESC BLANKET PO - TUITION FOR SPECIAL EDUCATION STUDENTS ATTENDING PATHS TO INDEPENDENCE, PRIVATE SCHOOL SY 21-22 A. NORRIS-REEVES SUMMER SERVICES FOR JULY 2021 AND JUNE 2022	19,900.00
45	07/01/2021	TRI-COUNTY TECHNOLOGY CENTER	TECH-RLDT-SPLYS-795/SS/ESC MISC. TECHNOLOGY RELATED SUPPLIES INCLUDING STUDENT LICENSES FOR THE ON-LINE CONSORTIUM AGREEMENT FOR E2020 SY 21-22	36,450.00
46	07/01/2021	SEESAW LEARNING INC	TECH-RLDT-SPLYS-795/SS/ESC SEESAW STUDENT LICENSE FOR ELEMENTARY SCHOOLS PER QUOTE/INVOICE # 2021-49579	14,850.00
47	07/01/2021	NAVIANCE INC	PROF-EMPLOY-TRNG-SRVCS-423/SS/ESC NAVIANCE COURSE PLANNER, CAREER KEY, EDOCS, ACHIEVE WORKS AND ALUMNI TRACKER FOR CENTRAL, MADISON, HIGH SCHOOL AND ALTERNATIVE HIGH SCHOOL  PER QUOTE Q300454 JULY 2021 \$15,200.29 & SALES INVOICE # 14200108615	16,404.65
48	07/01/2021	CDW LLC	TECH-RLDT-SPLYS-795/SS/ESC GOOGLE WORKSPACE FOR EDUCATION PLUS JULY 1, 2021 - JUNE 30, 2022 PER QUOTE # 00134347	29,815.00
49	07/01/2021	PROJECT LEAD THE WAY, INC	DUES & FEES-412/BHS	5,400.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			ENGINEERING PARTICIPATION FEE SY 21-22 COMPUTER SCIENCE PARTICIPATION FEE SY 21-22	
50	07/01/2021	J.W. PEPPER & SONS, INC.	COCURR-SPLYS-027/VM/BHS BLANKET PO FOR MISC. CLASSROOM CURRICULUM TO INCLUDE SHEET MUSIC, RESOURCE BOOKS & CD/MP3 TRACKS ETC.	2,500.00
51	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-GENL-FURN/FIX-SPLYS-015/RANCH HEIGHTS BLANKET PO MISC. COPY, GENERAL, & TECHNOLOGY RELATED SUPPLIES ETC. AND MISC. APPLIANCES/FURNITURE/FIXTURES, ETC.	3,500.00
52	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/RANCH HEIGHTS (2) FIRE KING CLASSIC 4 DRAWER LATERAL FILE CABINET, FIRE RESISTANT. LETTER/LEGAL BEIGE ITEM # 668120	9,144.58
53	07/01/2021	WAL-MART COMMUNITY	GENL-COPY-COCURR-HEALTH-015/HOOVER BLANKET PO FOR MISC. GENERAL, COPY, HEALTH, CO-CURRICULAR & TECHNOLOGY RELATED SUPPLIES, ETC.	2,500.00
54	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-COPY-TECH-COCURR-SPLYS-015/HOOVER BLANKET PO FOR MISC. GENERAL, COPY, HEALTH, CO-CURRICULAR & TECHNOLOGY RELATED SUPPLIES, ETC.	2,500.00
55	07/01/2021	JOHNNY J GILBERT	AUTO/BUS-SPLYS-011/TRANS BLANKET PO FOR MISC. AUTO & BUS SUPPLIES ETC.	3,000.00
56	07/01/2021	MEDICAL RESOURCE MANAGEMENT LLC	MEDICAL-SRVCS-011/TRANS BLANKET PO FOR DRIVERS' AND COACHES PHYSICALS	3,000.00
57	07/01/2021	ACCURATE AUTOMOTIVE LLC	AUTO/BUS-SPLY-OTHR-EQUIP-SRVCS-011/TRANS BLANKET PO FOR MISC. REPAIRS, SUPPLIES, AND LABOR ETC.	3,000.00
58	07/01/2021	ACTION COMMUNICATIONS LLC	AUTO/BUS-SPLY-OTHER EQUIP-SRVCS-011/TRANS BLANKET PO FOR MISC. REPAIRS, SUPPLIES AND LABOR ETC.	3,500.00
59	07/01/2021	AIRGAS MID SOUTH INC	CLEAN-MAINT-SPLYS-011/TRANS BLANKET PO FOR MISC. CLEANING & MAINT. SUPPLIES ETC.	3,000.00
60	07/01/2021	B&C AUTOMOTIVE INC	AUTO/BUS-SPLYS-011/TRANS BLANKET PO FOR MISC. AUTO AND BUS SUPPLIES ETC.	10,000.00
61	07/01/2021	CHALK'S TRUCK PARTS, INC DBA	AUTO/BUS-SPLYS-011/TRANS BLANKET PO FOR MISC. AUTO AND BUS SUPPLIES ETC.	5,000.00
62	07/01/2021	CROW-BURLINGAME CO.	AUTO/BUS-SPLY-011/TRANS BLANKET PO FOR MISC. AUTO AND BUS SUPPLIES ETC.	10,000.00
63	07/01/2021	CUMMINS SOUTHERN PLAINS, LLC	AUTO/BUS-SPLY-OTHER EQUIP-SRVCS-011/TRANS BLANKET FOR MISC. AUTO AND BUS SUPPLIES/LABOR ETC.	3,000.00
64	07/01/2021	BARTLESVILLE FORD CO, INC	AUTO/BUS-SPLY-OTHR-EQUIP-SRVCS-011/TRANS BLANKET PO MISC. PARTS AND LABOR ETC	3,000.00
65	07/01/2021	ETTINGERS OFFICE SUPPLY	FURN/FIX-011 TRANS BLANKET PO FOR MISC. OFFICE FURNITURE AND SUPPLIES ETC.	5,000.00
66	07/01/2021	HI-LINE	AUTO/BUS-SPLYS-011/TRANS BLAKET PO FOR MISC. AUTO AND BUS SUPPLIES ETC.	4,000.00
67	07/01/2021	MIDWEST BUS SALES, INC.	BUS-SPLY-OTHER EQUIP-SRVCS-011/TRANS BLANKET PO FOR MISC. BUS SUPPLIES AND LABOR ETC.	15,000.00
68	07/01/2021	O'REILLY AUTOMOTIVE STORES, INC.	AUTO/BUS-SPLYS-011/TRANS BLANKET PO FOR MISC. AUTO/BUS SUPPLIES ETC.	5,000.00
69	07/01/2021	OTA PIKEPASS CUSTOMER SERVICE	TRAVEL-011/TRANS BLANKET PO FOR PIKEPASS OUT-OF-DISTRICIT TRAVEL	2,500.00
70	07/01/2021	RAMBIN PETROLEUM, INC	OIL-011/TRANS	10,000.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR AUTO AND BUS SUPPLIES INCLUDING OIL AND ANTIFREEZE, ETC.	
71	07/01/2021	SAFETY-KLEEN SYSTEMS INC	DISPOSAL-SRVCS-011/TRANS	2,500.00
			BLANKET PO FOR DISPOSAL OF USED FILTERS	
72	07/01/2021	SOUTHERN TIRE MART, LLC	AUTO/BUS-SPLY-OTHER EQUIP-SRVCS-011/TRANS	10,000.00
			BLANKET PO FOR MISC. AUTO/BUS TIRES, SUPPLIES, & LABOR ETC,	
73	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-FURN/FIX-011/TRANS	3,500.00
			BLANKET PO FOR MISC. OFFICE SUPPLIES, FIRNITURE/FIX, CONSUMABLE TECHNOLOGY, & CLEANING/MAINTENANCE SUPPLIES ETC.	
74	07/01/2021	UNIFIRST HOLDINGS INC	UNIFORMS/CLEAN-SPLYS-011/TRANS	3,000.00
			BLANKET PO FOR UNIFORMS FOR MECHANICS AND BOXED RAGS FOR CLEAN-UP	
75	07/01/2021	WEX BANK	DIESEL-GASOLINE-SRVCS-011/TRANS	178,000.00
			BLANKET PO FOR DIESEL AND GASOLINE FUEL PURCHASES WEX CARD & MISC. COMMUNICATION SERVICES ETC.	
76	07/01/2021	THE TRANE COMPANY	APPLI/FURN/FIX-018/FS/ESC	235,950.00
			TRANE 115-520 AIR-COOLED SINTESIS CHILLER AT CENTRAL	
			PER PROPOSAL L2-97532-3	
77	07/01/2021	BUILDING AUTOMATION COMPANY INC	HEATING & COOLING SYSTEM-795/FS/ESC	268,000.00
			LABOR & MATERIALS TO PROVIDE A SIEMONS TALON SERIES N4 SUPERVISORY SOFTWARE & REPLACE N4 JACE CONTROLLERS FOR ENERGY MANAGEMENT FOR DISTRICT	
			PER PROPOSAL DATED 05/06/2021	
78	07/01/2021	BK INTERACTIVE LLC	TECH-RLDT-SPLYS-795/SS/ESC	9,720.00
			PASS STUDENTASSESSMENT FOR ELEMENTARY STUDENTS PER PASS QUOTE DATED JUNE 3, 2021	
79	07/01/2021	HEATHER ALLEN	TRAVEL-000/AP/ESC	1,000.00
			BLANKET PO FOR IN & OUT-OF-DISTRICT TRAVEL EXPENSES	
80	07/01/2021	THE FRANK PHILLIPS FOUNDATION, INC.	DUES & FEES-000/AP/ESC	250.00
			RESERVE EVENT FOR LEADERSHIP TEAM MEETING	
81	07/01/2021	DEBORAH CONWAY-CHAMPON	TRAVEL-000/AP/ESC	1,000.00
			BLANKET PO FOR IN & OUT-OF-DISTRICT TRAVEL EXPENSES	
82	07/01/2021	BROWN PLBG LLC	FURN/FIX-018/FS/ESC	6,754.00
			PURCHASE AND INSTALL CABINETS AT WAYSIDE ROOM 124	
			PER QUOTE DATED 06/07/2021	
83	07/01/2021	BROWN PLBG LLC	FURN/FIX-018/FS/ESC	3,720.00
			INSTALL ACORN SINKS AT KANE	
			PER QUOTE DATED 06/02/2021	
84	07/01/2021	BLUE RIBBON FORMS, INC.	PRINTING/BINDING-000/AP/ESC	2,000.00
			BLANKET PO FOR MISC. FORMS AND WARRANTS	
85	07/01/2021	ETTINGERS OFFICE SUPPLY	FURN/FIX-000/AP/ESC	2,000.00
			BLANKET PO FOR MISC. OFFICE SUPPLIES AND FURNITURE ETC.	
86	07/01/2021	EXAMINER ENTERPRISE/OK HOLDINGS	ADVERTISING-000/AP/ESC	2,000.00
			BLANKET PO FOR DISTRICT ADVERTISING	
87	07/01/2021	POSTMASTER	COMM-SRVCS-000/AP/ESC	700.00
			BLANKET PO FOR BOX RENTAL AND BULK RATE PERMIT # 000102	

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
88	07/01/2021	ADMIRAL EXPRESS, LLC	GENL-SPLYS-000/AP/ESC BLANKET PO FOR MISC. SUPPLIES FOR FINANCIAL & HUMAN RESOURCE DEPARTMENTS TO INCLUDE: OFFICE, COPY, & CLEANING SUPPLIES, FURNITURE & FIXTURES, CONSUMABLE TECHNOLOGY SUPPLIES, ETC.	500.00
89	07/01/2021	CCOSA, INC	REGISTRATION-000/AP/ESC BLANKET PO FOR PRESTON BIRK TO ATTEND TRAININGS AND MEETING DATES TBD	600.00
90	07/01/2021	OK ASSOC SCHOOL BUSINESS	REGISTRATION-000/AP/ESC BLANKET PO FOR REGISTRAYION FOR OK ASBO PRE-CONFERENCES, CONFERENCES, TRAINING AND WORKSHOPS FOR EMPLOYEES	500.00
91	07/01/2021	OK ASSOC SCHOOL BUSINESS	DUES & FEES-000/AP/ESC INSTITUTIONAL MEMBERSHIP DUES FOR 2020-2021 FY FOR: EXECUTIVE DIRECTOR OF FINANCIAL SERVICES - PRESTON BIRK AP COORDINATOR/ENCUMBRANCE CLERK - DEBBIE CHAMPON AP CLERK - HEATHER ALLEN TREASURER/ACTIVITY FUND COORDINATOR - SARA VERMEIRE EXECUTIVE DIRECTOR SPECIAL SERVICES - STEPHANIE CURTIS ADULT BASIC EDUCATION SECRETARY - SARAH ROWE DIRECTOR OF HUMAN RESOURCES & PAYROLL - ANGIE NIKO	1,125.00
92	07/01/2021	VITAL RECORDS HOLDINGS LLC VRC COMP	NON-TECH-SRVCS-000/AP/ESC BLANKET PO FOR ON-SITE DISTRICT PAPER SHREDDING AT \$35.00 PER GALLON CONTAINER	1,400.00
93	07/01/2021	PRESTON J BIRK	TRAVEL-000/AP/ESC BLANKET PO FOR OUT-OF DISTRICT TRAVEL	1,000.00
94	07/01/2021	WILLIAM C PRICE	TRAVEL-000/AP/ESC BLANKET PO FOR OUT-OF- DISTRICT TRAVEL	2,000.00
95	07/01/2021	MELISSA K BROOKS	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	50.00
96	07/01/2021	DIANA DOUTHIT	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	50.00
97	07/01/2021	CARRIE A FODOR	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	50.00
98	07/01/2021	TERESA K GAINES	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS AND BUDGET SECRETARY MEETING	50.00
99	07/01/2021	ANGELA F HANDKE	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	50.00
100	07/01/2021	BRANDY M MCSPARIN	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	50.00
101	07/01/2021	TERI M MILLER	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS AND BUDGET SECRETARY MEETINGS	50.00
102	07/01/2021	TRISHA G PACKARD	TRAVEL-000/AP/ESC BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	50.00
103	07/01/2021	SARAH E ROWE	TRAVEL-000/AP/ESC	75.00

# Bartlesville Public Schools

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### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	
104	07/01/2021	TAMMY D SALISBURY	TRAVEL-000/AP/ESC	150.00
			BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	
105	07/01/2021	BEVERLY A SMITH	TRAVEL-000/AP/ESC	50.00
			BLANKET PO FOR REQUIRED BANK TRIPS/BUDGET SECRETARY MEETING	
106	07/01/2021	BADGEPASS, INC	TECH-RLDT-SPLYS-000/HR/ESC	500.00
			BLANKET PO FOR MISC. BADGE ID MACHINE MAINTENANCE, SUPPLIES, BADGES, AND RIBBONS ETC.	
107	07/01/2021	MONTGOMERY COUNTY MEDIA LLC	ADVERTISING-000/HR/ESC	1,000.00
			BLANKET PO FOR EMPLOYMENT ADVERTISING	
108	07/01/2021	MONTGOMERY COUNTY MEDIA LLC	ADVERTISING-000/HR/ESC	1,000.00
			BLANKET PO FOR EMPLOYMENT ADVERTISING	
109	07/01/2021	MUNICIPAL ACCTING SYSTEMS, INC	GENL-SPLYS-000/HR/ESC	1,400.00
			BLANKET PO FOR MISC. FORMS	
110	07/01/2021	TAYLOR NEWSPAPERS INC	ADVERTISING-000/HR/ESC	1,000.00
			BLANKET PO FOR EMPLOYMENT ADVERTISING	
111	07/01/2021	OSSBA, INC.	REGISTRATION-000/HR/ESC	1,000.00
			BLANKET PO FOR OSSBA PRE-CONFERENCES, CONFERENCES, TRAINING'S AND WORKSHOPS FOR EMPLOYEES	
112	07/01/2021	ANGELINA J NIKO	TRAVEL-000/HR/ESC	500.00
			BLANKET PO FOR IN & OUT-OF-DISTRICT TRAVEL	
113	07/01/2021	WASHINGTON CO SHERIFF'S DEPARTMENT	DUES & FEES-000/HR/ESC	2,000.00
			BLANKET PO FOR EMPLOYMENT SCREENING	
114	07/01/2021	ROBERTS DOCUMENT SOLUTIONS	PRINTING/BINDING-000/TRES/ESC	1,150.00
			BLANKET FOR PRINTING	
115	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-000/TREAS/ESC	400.00
			BLANKET PO FOR MISC. OFFICE SUPPLIES ETC.	
116	07/01/2021	SARA M VERMEIRE	TRAVEL-000/TREAS/ESC	250.00
			BLANKET PO FOR REQUIRED BANK TRIPS & TRIPS TO THE POST OFFICE	
117	07/01/2021	KACIE L HENRY	TRAVEL-000/TREAS/ESC	1,000.00
			BLANKET PO FOR OUT-OF-DITRICT TRAVEL	
118	07/01/2021	OKLAHOMA CAREER AND TECH EDUCATION	TECH-RLDT-TESTING-SPLYS-080/731/SS/ESC	2,085.00
			BLANKET PO FOR ACT WORKKEYS TESTING FOR SY 2021-22 & ACT WORKKEYS CURRICULUM SITE LICENSE PER AGREEMENT	
119	07/01/2021	CEV MULTIMEDIA, LTD	TECH-RLDT-SPLYS-423/SS/ESC	2,000.00
			ICEV AG HIGH SCHOOL CLASSROOM ANNUAL LICENSE SY 2021-22	
120	07/01/2021	OSSBA, INC.	OFFICIAL-ADMIN-SRVCS-000/SS/ESC	750.00
			MAINTENANCE SUBSCRIPTION SERVICE FOR SY 21-22 (REVIEW BOARD MIN MONTHLY, REVISE OR DEVELOP NEW CUSTOMIZED POLICIES, NEW OR NEWLY UPDATED SDE REQUITED POLICIES, ANNUAL POLICY REVISIONS, ETC.)	
121	07/01/2021	STEPHANIE A CURTIS	TRAVEL-000/786/SS/ESC	1,300.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT OUT-OF-DISTRICT FOR SY 21/22 (HR AND FEDERAL PROGRAMS)	
122	07/01/2021	KERRY G ICKLEBERRY	TRAVEL-000/SS/ESC	1,200.00

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			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 IN AND OUT-OF-DISTRICT	
123	07/01/2021	SARAH E ROWE	TRAVEL-511/SS/ESC	1,000.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT IN AND OUT-OF- DISTRICT AND TRAVEL EXPENSES FOR HOMELESS COORDINATOR SY 21/22	
124	07/01/2021	MONICA Q REYNOLDS	TRAVEL-511/SS/ESC	800.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 PARENT SUPPORT COORDINATOR	
125	07/01/2021	LACIE A AUTRY	TRAVEL-035/SS/ESC	200.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT SY 21/22 (GIFTED EDUCATION TEACHER)	
126	07/01/2021	AMANDA L POWELL	TRAVEL-054/SS/ESC	600.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 SPECIAL EDUCATION TEACHER TRAVEL BETWEEN SITES	
127	07/01/2021	SOPHIA K BEVARD	TRAVEL-054/SS/ESC	200.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 SPEECH PATHOLOGIST	
128	07/01/2021	TAMMY D DEVINEY	TRAVEL-054/SS/ESC	600.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (CERTIFIED OCCUPATIONAL THERAPIST ASSISTANT)	
129	07/01/2021	JONELL DOUGLAS	TRAVEL-054/SS/ESC	1,000.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (PHYSICAL THERAPIST)	
130	07/01/2021	TIFFANY R FITZSIMMONS	TRAVEL-054/SS/ESC	600.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (SCHOOL PSYCHOLOGIST)	
131	07/01/2021	LISA E FOREMAN	TRAVEL-054/SS/ESC	600.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (SCHOOL NURSE)	
132	07/01/2021	AIMEE N ROBBINS	TRAVEL-054/SS/ESC	600.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (CERTIFIED OCCUPATIONAL ASSISTANT)	
133	07/01/2021	LINDA L HOLLEMAN	TRAVEL-054/SS/ESC	600.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (SPECIAL EDUCATION TEACHER)	
134	07/01/2021	RHONDA ANN KOHNLE	TRAVEL-054/SS/ESC	500.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22	
135	07/01/2021	KIRBY M LOWRY	TRAVEL-054/SS/ESC	1,200.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT IN & OUT-OF- DISTRICT FOR SY 21/22 (SPECIAL EDUCATION TEACHER SPECIALIST)	
136	07/01/2021	TODD A RHOADES	TRAVEL-035/SS/ESC	200.00
			BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22	
137	07/01/2021	J.D. YOUNG COMPANY, INC.	OFF-MACH-SRVCS-319/AE/ESC	100.00
			BLANKET PO FOR MISC. COPIER SERVICES ETC. FOR SY 21-22	
138	07/01/2021	BLX GROUP LLC	OTHER-PROFESSIONAL-SRVCS-000/AP/FS	1,750.00
			ARBITRAGE REBATE COMPLIANCE SERVICE FEE	
139	07/01/2021	ENVIRONMENTAL HAZARD CONTROL LAB,	OTHER-CONSTRUCTION-SRVCS-000/FS/ESC	2,000.00
			BLANKET FOR DISTRICT-WIDE ASBESTOS MONITORING	

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PO No	Date	Vendor	Description	Amount
140	07/01/2021	OMECORP LLC	COMM-SRVCS-000/AP/ESC BLANKET PO FOR POSTAGE MACHINE SUPPLIES AND MAINTENANCE	1,000.00
141	07/01/2021	RENAISSANCE LEARNING, INC	TECH-RLDT-SPLYS-006/CURR/ESC HOSTING SERVICE SUBSCRIPTION FOR PROFESSIONAL DEVELOPMENT SY 2021-22 RENAISSANCE PRODUCT & SERVICES PER QUOTE # 2554892	1,500.00
142	07/01/2021	SOLUTION TREE, LLC	BOOKS-006/CURR/ESC (20) BOOKS- DOABLE DIFFERENTIATION, 9781947604841 SHIPPING	879.00
143	07/01/2021	AMERICAN NAT'L RED CROSS & ITS	DUES & FEES-033/SS/ESC BLANKET PO FOR CPR CARDS FOR SY 2021-22	350.00
144	07/01/2021	DAWN L SCHAPER	TRAVEL-054/SS/ESC BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 IN AND OUT-OF-DISTRICT (VI/HI TEACHER)	1,300.00
145	07/01/2021	AMANDA R WASHINGTON	TRAVEL-054/SS/ESC BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 (SCHOOL PSYCHOLOGIST)	600.00
146	07/01/2021	KELLI M BRYANT	TRAVEL-010/CURR/ESC BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 IN AND OUT-OF-DISTRICT	1,000.00
147	07/01/2021	CHRISTIE M YOUNG	TRAVEL-010/CURR/ESC BLANKET PO FOR MILEAGE REIMBURSEMENT IN DISTRICT FOR SY 21/22	200.00
148	07/01/2021	BARBARA J PARKER	TRAVEL-010/CURR/ESC BLANKET PO FOR MILEAGE/TRAVEL REIMBURSEMENT FOR SY 21/22 IN AND OUT-OF-DISTRICT	500.00
149	07/01/2021	ASHLEIGH A CALLAHAN	TRAVEL-010/CURR/ESC BLANKET PO FOR MILEAGE/TRAVEL REIMBURSEMENT FOR SY 21/22 IN AND OUT-OF-DISTRICT	1,000.00
150	07/01/2021	RICHARD J LANGHAM	TRAVEL-010/CURR/ESC BLANKET PO FOR MILEAGE REIMBURSEMENT FOR OUT-OF-DISTRICT TRAVEL SY 21/22	1,000.00
151	07/01/2021	DIANNE K MARTINEZ	TRAVEL-010/CURR/ESC BLANKET PO FOR MILEAGE REIMBURSEMENT FOR SY 21/22 OUT-OF-DISTRICT TRAVEL	1,000.00
152	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-054/SS/ESC BLANKET PO- MISC. OFFICE SUPPLIES ETC. FOR SPECIAL SERVICES AND PSYCH SERVICES	500.00
153	07/01/2021	ETTINGERS OFFICE SUPPLY	COPY-GENL-SPLYS-786/SS/ESC BLANKET PO - TONER AND MISC. SUPPLIES ETC. FOR FEDERAL PROGRAMS SY 21-22	700.00
154	07/01/2021	WAL-MART COMMUNITY	GENL-KITCHEN-SPLYS-REFRESHMENTS-572/SS/ESC BLANKET PO - KITCHEN SUPPLIES, SNACKS AND GENERAL SUPPLIES FOR FAMILY ENGAGEMENT LITERACY ACTIVITIES - INTERNATIONAL GIRLS CLUB SY 21-22	600.00

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### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
155	07/01/2021	WAL-MART COMMUNITY	COCURR/EXTRACURR-GENL-SPLYS-511/SS/ESC BLANKET PO - CLOTHING AND MISC SUPPLIES, ETC FOR HOMELESS STUDENTS SY 21-22	1,100.00
156	07/01/2021	WAL-MART COMMUNITY	GENL/KITCHEN-SPLYS-511/SS/ESC BLANKET PO - MISC. SUPPLIES ETC. FOR FAMILY CONNECTIONS ACTIVITIES SY 21-22	600.00
157	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-001/ATHLETICS BLANKET PO FOR MISC. OFFICE SUPPLIES, ETC.	1,000.00
158	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-SPLYS-001/ATHLETICS BLANKET PO FOR TONER CARTRIDGES	1,000.00
159	07/01/2021	CHRISTOPHER A BROWN	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,500.00
160	07/01/2021	COREY L GIMLIN	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,500.00
161	07/01/2021	PHILLIP R FIELD	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,500.00
162	07/01/2021	KEVIN D KYROUAC	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,000.00
163	07/01/2021	MATTHEW W SOLENBERGER	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,500.00
164	07/01/2021	BRADLEY W SHOEMAKER	TRAVEL-019/TECH/ESC BLANKET PO FOR IN-DISTRICT TRAVEL	1,500.00
165	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC COPY & GENERAL CLASSROOM SUPPLIES ETC. PER CART 1009452554	173.05
166	07/01/2021	SEON DESIGN (USA) CORP.	TECH-RLDT-SPLYS-011/TECH/WRC BLANKET PO FOR YEARLY SOFTWARE SERVICES ETC.  PER PROPOSAL # 20-112718:18	2,000.00
167	07/01/2021	AMERICAN CHORAL DIRECTORS ASSOC	DUES & FEES-027/VM/BHS MEMBERSHIP RENEWAL FOR SARA LONG SY 21-22	125.00
168	07/01/2021	OK CHORAL DIRECTORS ASSOC	COCURR-SPLYS-027/VM//BHS ALL STATE DOWNLOADABLE REHEARSAL TRACK MP3'S HS - SOPRANO, ALTO, TENOR,BASS TRACKS JH - SOPRANO , ALTO, TENOR BASS TRACKS ACCOMPANIMENT TRACK HS ACCOMPANIMENT TRACK JH JAZZ REHEARSAL TRACK ACC/PARTS	235.00
169	07/01/2021	BOYD PIANO COMPANY	NON-TECH-SRVCS-026/IM/BHS BLANKET PO FOR PIANO TUNING AND MISC. REPAIRS/MAINTENANCE ETC. BHS FAC STEINWAY CMS BABY GRAND MMS UPRIGHT BHS A014 BHS A010 PIANO 1 BHS A010 PIANO 2	1,500.00
170	07/01/2021	OK CHORAL DIRECTORS ASSOC	REGISTRATION-027/VM/BHS	270.00

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PO No	Date	Vendor	Description	Amount
			REGISTRATION FOR OKCDA SUMMER CONFERENCE FOR ALEX RIVERA MARJORIE GREEN NEW MMS TEACHER NAME TO BD  JULY 11-13, 2021 AT UNIVERSITY OF CENTRAL OKLAHOMA (MUSIC BUILDING) EDMOND, OK	
171	07/01/2021	UNIVERSITY OF OKLAHOMA	REGISTRATION-054/SS/ESC	60.00
			REGISTRATION FOR SARA HEUERTZ TO ATTEND VIRTUAL PD JULY 6, TEACHING TRANSITIONAL SKILLS AND JULY 27, STRATEGIES FOR TACHER BURNOUT PREVENTION	
172	07/01/2021	WESTERN PSYCHOLOGICAL SERVICES	TEST-SPLYS-MATERIALS-054/SS/ESC	1,368.40
			MISC. TESTING MATERIALS FOR PSYCHOLOGICAL SERVICES PER LIST  SHIPPING	
173	07/01/2021	RIVERSIDE ASSESSMENTS, LLC	TESTING-SPLYS-054/SS/ESC	411.95
			MISC. TESTING MATERIALS BATTELLE DEV. INVENTORY 3 TEST KIT  SHIPPING	
174	07/01/2021	CCOSA, INC	REGISTRATION-006/CURR/ESC	200.00
			REGISTRATION FOR CHANDA MYERS TO ATTEND VIRTUAL & IN- PERSON MCREL NEW ADMINISTRATOR TRAINING ON SEPTEMBER 15, 2021 & OCTOBER 1, 2021 IN OKC  ATTENDEE: CHANDA MYERS	
175	07/01/2021	SURVEYMONKEY.COM, LLC	TECH-RLDT-SPLYS-006/CURR/ESC	384.00
			RENEWAL OF SURVEYMONKEY ADVANTAGE ANNUAL PLAN SY 2021-2022 SUBSCVRIPTION FOR PROFESSIONAL DEVELOPMENT	
176	07/01/2021	KERI D GARDNER	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
177	07/01/2021	LOLA S IMHOFF	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
178	07/01/2021	MORGAN B AXSOM	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
179	07/01/2021	JOSEPH E EIDSON	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
180	07/01/2021	LADONNA M CHANCELLOR	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
181	07/01/2021	MICHAEL D HARP	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
182	07/01/2021	MANDY L LUMBLEY	TRAVEL-029/CURR/ESC	970.00

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			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
183	07/01/2021	ELIOT DANIEL SMITH	TRAVEL-029/CURR/ESC	970.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT BLANKET PO FOR OUT-OF-DISTRICT SUPERVISION	
184	07/01/2021	STACI BANKSTON	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
185	07/01/2021	ALLISON N EBERT	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
186	07/01/2021	KENNETH G COPELAND	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
187	07/01/2021	TIFFANY D HOLMES	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF DISTRICT TRAVEL FOR PROFESSIONAL DEVELOPMENT	
188	07/01/2021	CHANDA M MYERS	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
189	07/01/2021	TAMMIE J KRAUSE	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
190	07/01/2021	KEVIN D BROWN	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
191	07/01/2021	SUSAN R BURNS	TRAVEL-029/CURR/ESC	500.00
			BLANKET PO FOR OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT	
192	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	77.36
			MISC. COPY & GENERAL CLASSRRROM SUPPLIES ETC. PER CART 1009790116	
193	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	230.84
			MISC. COPY & GENERAL CLASSRRROM SUPPLIES ETC. PER CART 1009776664	
194	07/01/2021	WAL-MART COMMUNITY	GENL-COCURR-SPLYS-FURN/FIX-015/BHS	1,800.00
			BLANKET PO FOR MISC. GENERAL, CO-CURRICULAR SUPLLIES & FURN/FIXTURES ETC.	
195	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-COCURR-SPLYS-015/HOOVER	255.16
			MISC. COPY, GENERAL, AND CO-CURRICLAR SUPPLIES ETC. PER CART 1007099859	
196	07/01/2021	CCOSA, INC	REGISTRATION-006/CURR/ESC	150.00
			REGISTRATION FOR TIFFANY HOLMES TO ATTEND THE TULSA MODEL NEW ADMINSTRATOR IN-PERSON (2) DAY TRAINING ON AUG 3-4, 2021 IN OKC	
197	07/01/2021	OKACTE	REGISTRATION-412/BHS	110.00
			OK CAREER TECH SUMMER CONFERENCE AUGUST 2 -3, 2021	
198	07/01/2021	OKACTE	REGISTRATION-412/BHS	110.00
			OK CAREER TECH SUMMER CONFERENCE AUGUST 2 - 3, 2021	

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199	07/01/2021	OKACTE	REGISTRATION-412/BHS OK CAREER TECH SUMMER CONFERENCE AUGUST 2 - 3, 2021	110.00
200	07/01/2021	JOHN Q HAMMONS RVOC TR 12281989	TRAVEL-412/BHS HOTEL EXPENSE FOR JEREMY HANKS AUGUST 1 - 3, 2021 (2) NIGHT STAY - ATTENDING OK SUMMIT (2) PARKING FEES ( \$10.00 PER NIGHT)	298.00
201	07/01/2021	SHERATON OKC HOTEL	TRAVEL-412/BHS HOTEL EXPENSE FOR JEREMY WILLIAMS AUGUST 1 - 3, 2021 (2) NIGHT STAY - ATTENDING OK SUMMIT (2) PARKING FEES (\$10.00 PER NIGHT)	298.00
202	07/01/2021	SHERATON OKC HOTEL	TRAVEL-412/BHS HOTEL EXPENSE FOR DAVID AYRES AUGUST 1 - 3, 2021 (2) NIGHT STAY - ATTENDING OK SUMMIT (2) PARKING FEES ( \$10.00 PER NIGHT)	298.00
203	07/01/2021	PROJECT LEAD THE WAY, INC	COMMUNICATION-SRVCS-412/BHS NETWORKING SECURITY LAB HOSTING FEE SY 21-22	1,000.00
204	07/01/2021	VOYAGER SOPRIS LEARNING, INC	TECH-RLDT-SPLYS-511/SS/ESC RENEWAL OF STUDENT LICENSE FOR CENTRAL MIDDLE SCHHOO STUDENTS PRJ 2015 B-II EXTRA MATERIALS STUDENT LICENSE PER QUOTE 00099762	1,125.00
205	07/01/2021	A&G SAFETY SOLUTIONS LLC DBA	GENL-COPY-COCURR-TECH-SPLYS-412/AG/BHS BLANKET PO FOR FFA MISC. CLASSROOM OFFICE & CHAPTER SUPPLIES TO INCLUDE: TONER AND CONSUMABLE TECHNOLOGY ETC.	1,250.00
206	07/01/2021	ATWOODS	GENL-ESTRACURR-SPLYS-412/AG/BHS BLANKET PO FOR MISC. CLASSROOM SUPPLIES FFA PROGRAM EQUIPMENT & SUPPLIES, ETC.	500.00
207	07/01/2021	ASSOC FOR CAREER & TECHNICAL EDUC	REGISTRATION-412/AG/BHS REGISTRATION FEE FOR MARTY JONES & CAMERON DALE TO ATTENDACTE CAREER TECH VISION 2021 DEC. 1 -4, 2021 NEW ORLEANS, LA	350.00
208	07/01/2021	CINTAS CORP #2	HEALTH-FIRST-AID-SPLYS-412/AG/BHS BLANKET PO FOR MISC. MEDICAL & FIRST AID SUPPLY BOX FOR LAB SHOP	500.00
209	07/01/2021	CAMERON K DALE	TRAVEL-412/AG/BHS TRAVEL REIMBURSEMENT WHILE AT THE SUMMER SUMMIT CONFERENCE OKC AUG. 1-3, 2021	165.00
210	07/01/2021	JAMES MARTIN JONES	TRAVEL-412/AG/BHS TRAVEL REIMBURSEMENT FOR JAMES MARTIN JONES WHILE ATTENDING THE OK SUMMER SUMMIT CONFERENCE, OKC AUG. 1-3, 2021	165.00
211	07/01/2021	HILTON SKIRVIN - OKLAHOMA CITY	TRAVEL-412/AG/BHS	804.00

# Bartlesville Public Schools

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### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			HOTEL ROOMS & PARKING FEES FOR AG INSTRUCTORS: JAMES MARTIN JONES & CAMERON DALE WHILE ATTENDING OK SUMMIT CONFERENCE AUG. 1-3, 2021, OKLAHOMA CITY OK	
			(2) ROOMS FOR (3) NIGHTS INCLUDING PARKING FEES	
212	07/01/2021	ISD#30/TRANSPORTATION	TRAVEL-412/AG/BHS BLANKET PO FOR MISC. TRANSPORTATION FOR FFA & AG DEPT.	500.00
213	07/01/2021	LOWE'S COMPANIES, INC.	GENL-COCURR-SPLYS-FURN/FIX-412/AG/BHS BLANKET PO TO PURCHASE MISC. FFA SUPPLIES TO INCLUDE LABRATORY, OFFICE AND CHAPTER SUPPLIES ETC.	750.00
214	07/01/2021	FUTURE FARMERS OF AMERICA	GENL-SPLYS-BOOKS-EXTRCURR-412/AG/BHS BLANKET PO FOR FFA SUPPLIES TO INCLUDE MANUALS, HANDBOOKS, GAVEL/BLOCK AND ROBERTS RULES OF ORDER, ETC.	500.00
215	07/01/2021	OKACTE	REGISTRATION-412/AG/BHS REGISTRATION FOR CAMERON DALE & JAMES MARTIN JONES TO ATTEND THE OKLAHOMA SUMMER SUMMIT CONFERENCE AUG. 1-3, 2021 OKLAHOMA CITY, OK	150.00
216	07/01/2021	THOMPSON BROS	MACHINERY-BOTTLED GAS-COCURR-412/AG/ESC BLANKET PO FOR AG SUPPLIES TO INCLUDE METAL, BOTTLE LEASE & SUPPLIES FOR AG POWER & TECH CLASS	1,000.00
217	07/01/2021	WAL-MART COMMUNITY	GENL-COCURR-SPLYS-412/AG/BHS BLANKET PO TO PURCHASE MISC. FFA CLASSROOM/OFFICE4 & CHAPTER SUPPLIES ETC.	250.00
218	07/01/2021	A&G SAFETY SOLUTIONS LLC DBA	GENL-COPY-COCURR-SPLYS-412/AG/BHS BLANKET PO FOR MISC. FFA CLASSROOM/OFFICE & CHAPTER SUPPLIES TO INCLUDE: TONER & CONSUMABLE TECHNOLOGY ETC.	1,250.00
219	07/01/2021	OKACTE	REGISTRATION-412/CENTRAL REGISTRATION FOR DARIN MESSERLI TO ATTEND THE OKLAHOMA SUMMIT SUMMER CONFERENCE OKC AUG. 2-3, 2021	75.00
220	07/01/2021	OKACTE	REGISTRATION-412/CENTRAL REGISTRATION FOR LAURA WILLIAMS TO ATTEND THE OKLAHOMA SUMMIT SUMMER CONFERENCE OKC AUG. 2-3, 2021	75.00
221	07/01/2021	VEX ROBOTICS, INC	GENL-SPLYS-412/CENTRAL MISC GENERAL SUPPLIES PER QUOTE 11406429 SHIPPING	2,451.40
222	07/01/2021	PROJECT LEAD THE WAY, INC	DUES & FEES-412/CENTRAL PLTW GATEWAY PARTICIPATION FEE  PER QUOTE/INVOICE # 283011	950.00
223	07/01/2021	PROJECT LEAD THE WAY, INC	DUES & FEES-412/MADISON GTT PARTICIPATION FEE	950.00
224	07/01/2021	MCINTOSH CORPORATION	COOLING-SRVCS-793/FS/ESC PURCHASE AND INSTALL A CHILLER MICROPROCESSOR BOARD AND POWER SUPPLY BOARD FOR CHILLER # 1 AT BHS  PER QUOTE DATED MAY 12, 2021	9,495.00
225	07/01/2021	KENNETH E SPINA	PLUMBING-SRVCS-018/FS/ESC	2,293.00

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### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			INSTALL PUMP, CABINET AND WATER/DRAIN LINES FROM ONE ROOM TO ANOTHER	
			PER QUOTE DATED 5-20-21	
226	07/01/2021	EARNEST HEAT & AIR INC	COOLING-SRVCS-793/FS/ESC	23,629.00
			INSTALL (2) TRANE 4-TON SPLIT UNITS AT BHS 9TH GRADE CENTER/FOTTBALL COACHES OFFICE	
			PER QUOTE DATED 05-25-2021	
227	07/01/2021	BUILDING AUTOMATION COMPANY INC	COOLING-SRVCS-793/FS/ESC	43,900.00
			CLEANING OF (4) DISTRICT COOLING TOWER AT BHS, KANE, WILSON, & RANCH HEIGHTS	
			PER VARIOUS QUOTES DATED: 4/30/21 - BHS 5/3/21 - KANE 5/3/21 - RH 5/3/21 - WILSON	
228	07/01/2021	ZENITH INSURANCE COMPANY	WORKERS-COMPENSATION-000/AP/ESC	89,832.00
			BLANKET PO FOR WORKERS COMPENSATION PREMIUM FOR POLICY PERIOD 7/1/21 TO 6/30/22	
229	07/01/2021	OKLAHOMA SCHOOLS INSURANCE GROUP	PROPERTY-INSUR-000/FS/ESC	598,960.00
			BLANKET PO FOR SY 2021-2022 OSIG PKG POLICY CYBER LIABILITY, PROPERTY, CRIME, COMMERCIAL AUTO PER INSURANCE PROPOSAL	
230	07/01/2021	PAUL STUMPPF AND ASSOC, INC	SURETY-BOND-000/FS/ESC	1,877.00
			SURETY BONDS FOR 2021-2022 SY AUGUST 1 RENEWAL SUPERINTENDENT EXECUTIVE DIRETOR OF FINANCIAL SERVICES TREASUER/ACTIVITY FUND CUSTODIAN DIRECTOR OF HR AND PAYROLL ENCUMBRANCE CLERK/AP CORRINATOR BOARD MINUTES CLERK DEPUTY BOARD MINUTES CLERK	
231	07/01/2021	PAUL STUMPPF AND ASSOC, INC	OTHER-INSUR-SRVCS-000/FS/ESC	103.00
			HONESTY BONDS FOR 2021-2022 SY FOR \$5000.00 LIMIT FOR 200 EMPLOYEES WHO HANDLE SCHOOL MONEY	
232	07/01/2021	ELM CREEK GRAVEL LLC	LANDSCAPING-795/FS/ESC	41,637.35
			SUPPLY AND DELIVER WOOD PLAYGROUND MULCH	
			PER ESTIMATE 2182	
233	07/01/2021	SHERRY S DOTY	TRAVEL-054/SS/ESC	500.00
			BLANKET PO - MILEAGE REIMBURSEMENT FOR SY 2021-22 (LPN)	
234	07/01/2021	PROJECT LEAD THE WAY, INC	COCURR-SPLYS-062/CURR/ESC	8,755.75
			PLTW LAUNCH KITS FOR ELEMENTARY SITE FOR 2021-2022 SY (16) LAUNCH 5.5 REFILL KIT - MATTER: PROPERTIES AND REACTIONS, 220-7176 (21) LAUNCH 5.6 FULL KIT - ECOSYSTEMS: THE FLOW OF MATTER AND ENERGY, 220-7077 (14) LAUNCH 5.7 FULL KIT - PATTERMS OF THE UNIVERSE. 220-7078	
235	07/01/2021	LAURA A RENFROW	TRAVEL-054/SS/ESC	600.00
			BLANKET - MILEAGES REIMBUSEMENT FOR SY 2021-22 (LPN)	
236	07/01/2021	BOBBI A ANTHONY	TRAVEL-054/SS/ESC	300.00

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PO No	Date	Vendor	Description	Amount
			BLANKET - MILEAGE REIMBURSEMENT FOR SY 2021-22 (LPN)	
237	07/01/2021	KATHLEEN S CALDWELL	TRAVEL-054/SS/ESC	800.00
			BLANKET - MILEAGE REIMBURSEMENT FOR SY 2021-22 (LPN)	
238	07/01/2021	SUPER DUPER PUBLICATIONS	COMMUNICATION-SRVCS-054/SS/ESC DIGITAL LIBRARY ANNUAL SUBSCRIPTION FOR SPEECH PATHOLOGIST PER QUOTE DATED 5/7/2021	999.75
239	07/01/2021	CHILD'S PLAY, INC.	PLAYGROUND-IMPROVENTS-795/FS/ESC PLAYGROUND STRUCTURE AT WILSON ELEMENTARY PER QUOTE # 21-3251	49,997.00
			REPLACES PO 212021-26 YR 20-21	
240	07/01/2021	BROWN PLBG LLC	PLUMBING-SYSTEM-795/FS/ESC UPDATE TOILET PIPING AND TOILET REPLACEMENTS AT RANCH HEIGHTS PER QUOTE DATED 06/11/2021	2,449.00
241	07/01/2021	ADVANCE BOILER REPAIR & SERVICE INC	PLUMBING-SYSTEM-SRVCS-795/FS/EXC INSTALL (2) VIESSMAN BOILERS AND REMOVA; OF OLD BOILERS PER QUOTE #'S 202101322 & 20120421A	240,314.30
242	07/01/2021	CLAMPITT PAPER CO	COPY-SPLYS-012/PRINT/ESC BLANKET PO FOR PARTS, SUPPLIES, SERVICE AND EQUIPMENT ETC.	15,000.00
243	07/01/2021	ADVANTAGE GRAPHICS, INC	GENL-SPLYS-012/PRINT/ESC BLANKET PO FOR PARTS, SUPPLIES, SERVICE AND EQUIPMENT ETC.	3,000.00
244	07/01/2021	INTEGRATED REGISTER SYSTEMS, INC	COMMUNICATION-SRVCS-000/TREAS/ESC IT RECIEPTING HOSTING SERVICE & HELP DESK FOR ALL SITES FOR SY 21-22 PER ORDER # ORD20092	5,900.00
245	07/01/2021	CCOSA, INC	REGISTRATION-006/CURR/ESC REGISTRATION FOR ADMINISTRATORS TO ATTEND 2021-2022 TULSA MODEL TLE RECERTIFICATION TRAINING DATE TBD  ATTENDEES: MORGAN AXSOM, STACI BANKSTON, STEPHANIE CURTIS, MATT HANCOCK, GRANGER MEADOR	375.00
246	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-012/PRINT/ESC BLANKET PO FOR PARTS, SUPPLIES, SERVICES AND EQUIPMENT ETC.	500.00
247	07/01/2021	LIBERTY FLAGS INC	GENL-SPLYS-012/PRINT/ESC BLANKET PO FOR PARTS, SUPPLIES, SERVICE AND EQUIPMENT ETC.	1,000.00
248	07/01/2021	J.D. YOUNG COMPANY, INC.	GENL-SPLYS-012/PRINT/ESC BLANKET PO FOR PARTS, SUPPLIES, SERVICE AND EQUIPMENT ETC.	1,000.00
249	07/01/2021	JDHQ HOTELS LLC	TRAVEL-412/CENTRAL (2) NIGHT STAY FOR LAURA WILLIAMS TO ATTEND OKACTE CAREER TECH SUMMITT SUMMER CONFERENCE AUGUST 2-3, 2021 OKC	260.00
250	07/01/2021	WALKER COMPANIES	DUES & FEES-GENL-SPLYS-000/TREAS/ESC	89.50

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### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			RENEWAL NOTARY FEE & SMALL ROUND SELF-INKING STAMP FOR SARA VERMEIRE, TREASUER/ACTIVITY FUND	
251	07/01/2021	ATRIUM FINANCE II LP	TRAVEL-412/CENTRAL (2) NIGHT STAY FOR DARIN MESSERLI TO ATTEND OKACTE CAREER TECH SIMMIT SUMMER CONFERENCE AUGUST 2-3, 2021 OKC	278.00
252	07/01/2021	SOUTHWEST PLASTIC BINDING COMPANY	OFFICE MACHINE-SRVCS-012/PRINT/ESC BLANKET PO FOR PARTS, SUPPLIES, SERVICES AND EQUIPMENT ETC.	2,500.00
253	07/01/2021	MOORE MOBILIITY SERVICES, LLC	AUTO/BUS-SPLY-OTHR-EQUIP-SRVCS-011/TRANS BLANKET PO FOR AUTO & BUS SUPPLIES AND LABOR	2,000.00
254	07/01/2021	DAMON HAMBRICK	OTHR-VEHICLE-SRVCS-011/TRANS BLANKET PO FOR TOWING SERVICES	1,500.00
255	07/01/2021	DARWIN GLOBAL LLC	PROF-EMPLOY-TRNG-SRVCS-011/TRANS BLANKET PO FOR EMPLOYEE TRAINING AND MATERIALS	500.00
256	07/01/2021	HIGHWAY MAN SIGNS LLC	AUTO/BUS-SPLYS-011/TRANSPORTATION BLANKET PO FOR SUPPLIES AND LABOR	2,000.00
257	07/01/2021	LOWE'S COMPANIES, INC.	AUTO/BUS-SPLYS-011/TRANSPORTATION BLANKET PO FOR MISC. SUPPLIES ETC.	2,000.00
258	07/01/2021	NATL ASSOC FOR PUPIL TRANSPORTATION	DUES & FEES-011/TRANSPORTATION BLANKET PO FOR MEMBERSHIP FEES, SEMINARS AND CONFERENCES	1,000.00
259	07/01/2021	OK ASSOC FOR PUPIL TRANSPORTATION	DUES & FEES-011/TRANSPORTATION BLANKET PO FOR MEMBERSHIP FEES, SEMINARS AND CONFERENCES	500.00
260	07/01/2021	OKLAHOMA SCHOOLS INSURANCE GROUP	OTHER-EQUIP-VEHICLE-SRVCS-011/TRANS BLANKET PO FOR DEDUCTIBLE FOR VEHICLE ACCIDENT INSURANCE CLAIMS	2,000.00
261	07/01/2021	OK TAX COMMISSION	DUES & FEES-011/TRANSPORTATION BLANKET PO TO PURCHASE TAGS FOR THE DISTRICT	300.00
262	07/01/2021	ORVILLE H BURKS	TRAVEL-011/TRANSPORTATION BLANKET PO FOR POT-OF DISTRICT TRAVEL	2,000.00
263	07/01/2021	STOREY WRECKER SERVICE INC	OTHER-EQUIP-VEHICLE-SRVCS-011/TRANS BLANKET PO FOR TOWING SERVICES	1,000.00
264	07/01/2021	TRANSPORTATON LEASING CO	AUTO/BUS-SPLY-OTHER EQUIP-SRVCS-011/TRANS BLANKET PO FOR AUTO AND BUS SUPPLIES AND LABOR	2,000.00
265	07/01/2021	EMBASSY SUITES NORMAN	TRAVEL-000/AP/ESC BLANKET PO FOR DISTRICT STAFF HOTEL EXPENSES WHILE ATTENDING OKASBO FALL/SPRING CONFERENCES AT NORMAN, OK DATES TBD ATTENDEES TBD  EMBASSY SUITES HOTEL & CONFERENCE CENTER 405-364-8040/866-577-1273	1,800.00
266	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-000/AP/ESC BLANKET PO FOR MISC. SUPPLIES FOR THE FINANCIAL SERVICES AND HUMAN RESOURCE DEPARTMENT TO INCLUDE OFFICE/COPY/CLEANING SUPPLIES, FURNITURE & FIXTURES, CONSUMABLE TECHNOLOGY ETC.	2,500.00
267	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-000/AP/ESC	5,000.00

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### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR MISC. SUPPLIES FOR FINANCIAL SERVICES & HR TO INCLUDE OFFICE, COPY, GENERAL, CLEANING, FURNITURE/FIX AND CONSUMABLE TECHNOLOGY SUPPLIES ETC. (USE FOR EMERGENCY DISTRICT CLASSROOM SUPPLIES IF NEEDED)	
268	07/01/2021	WAL-MART COMMUNITY	GENL-SPLYS-000/AP/ESC BLANKET PO FOR MISC SUPPLIES FOR THE FINANCIAL SERVICES AND THE HUMAN RESOURCES DEPARTMENT TO INCLUDE: OFFICE SUPPLIES, COPY SUPPLIES, CLEANING SUPPLIES, FURNITURE AND FIXTURES, CONSUMABLE TECHNOLOGY, ETC	500.00
269	07/01/2021	ADMIRAL EXPRESS, LLC	COPY-GENL-COCURR-SPLYS-015/KANE BLANKET PO FOR MISC. CLASSROOM/OFFICE SUPPLIES, CO-CURRICULAR SUPPLIES, PRINTER INK, LAMINATING FILM, PAPER, BOOK BINS, STORAGE BOXES, CONSUMABLE TECHNOLOGY SUPPLIES, SMALL FURNITURE, DESK CHAIRS ETC.	2,000.00
270	07/01/2021	WAL-MART COMMUNITY	COPY-GENL-COCURR-SPLYS-015/KANE BLANKET PO FOR MISC. CLASSROOM/OFFICE SUPPLIES, CO-CURRICULAR SUPPLIES TO INCLUDE: COPY SUPPLIES, PRINTER INK/TONER, TEACHING GAMES, BOOKS, PAPER, BOOK, SMALL FURNITURE BINS, STORAGE BINS, CONSUMABLE TECHNOLOGY SUPPLIES, LABELS, PAPER, FOLDERS BINDER, MARKERS, BATTERIES ETC.	1,500.00
271	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-GENL-COCURR-SPLYS-015/KANE BLANKET PO FOR MISC. CLASSROOM/OFFICE SUPPLIES, AND CO-CURRICULAR SUPPLIES TO INCLUDE: PRINTER CARTRIDGES, LAMINATING FILM TAPE, RUBBER BANDS, PAINT POSTER BOARD, CONSUMABLE TECHNOLOGY SUPPLIES, STORAGE BINS, BATTERIES, LABELS, CONSTRUCTION PAPER, ETC.	1,800.00
272	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-GENL-SPLYS-TECH-RLDT-015/KANE BLANKET PO FOR MISC. OFFICE RELATED SUPPLIES TO INCLUDE: PAPER, COPY SUPPLIES, COLOR PRINTER INK CARTRIDGES, TECHNOLOGY RELATED SUPPLIES, FURNITURE, STORAGE BINS, ENVELOPES, PENS, MARKERS, FILE FOLDERS ETC.	1,000.00
273	07/01/2021	LAKESHORE EQUIPMENT COMPANY DBA	COCURR-SPLYS-015/KANE MISC. LEARNING MANIPULATIVES INCLUDING SORTING ITEMS, 123 ABC ACTIVITY, PLATIC MONEY ETC. PER QUOTE # B15444	560.56
274	07/01/2021	SCHOOL MATE	COCURR-SPLYS-015/KANE (150) ELEMENTARY AGENDAS (140) PRIMARY AGENDAS (140) KINDERGARTEN AGENDAS W/FREE PAGE MARKERS  PER QUOTES # PQ03222161778, PQ03222143342, PQ03222154090  SHIPPING	1,311.50
275	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-COCURR-SPLYS-015/KANE MISC. CLASSROOM/OFFICE/ART SUPPLIES INCLUDING, CONSTRUCTION PAPER, PAINT, PAINT BRUSHES. COLORED PENCILS, LAMINATING FILM, POSTER BOARD. ART COPPER, DRAWING PAPER, ETC..	2,148.15
276	07/01/2021	REALLY GOOD STUFF LLC	GENL-SPLYS-015/HOOVER PLASTIC DESK HELPERS, 120 GRID WITH NUMBER LINE SELF-ADHESIVE # 165097 SET OF 24, ITEM #165097  SHIPPING	50.94
277	07/01/2021	SUPREME SCHOOL SUPPLY	GENL-SPLYS-015/HOOVER	59.30

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PO No	Date	Vendor	Description	Amount
			(5) PLAN BOOKS (#488)	
			(5) PLAN BOOKS (#40)	
			SHIPPING	
278	07/01/2021	WAL-MART COMMUNITY	GENL-SPLYS-015/JANE PHILLIPS BLANKET PO FOR MISC. INSTRUCTIONAL/CLASSRRM SUPPLIES SUCH AS: PENS, PENCILS, STPLS, PAPER CONSUMABLE TECHNOLOGY AND FURNITURE ETC.	1,000.00
279	07/01/2021	WAL-MART COMMUNITY	GENL-SPLYS-015/JANE PHILLIPS BLANKET PO FOR MISC. OFFICE SUPPLIES SUCH AS: PENS PENCILS, STAPLES. PAPER, CONSUMABLE TECHNOLOGY AND FIRNITURE ETC.	1,000.00
280	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-015/JANE PHILLIPS BLANKET PO FOR MISC. OFFICE SUPPIES SUCH AS: PENS, PENCILS. STAPLES, PAPER, CONSUMABLE TECHNOLOGY AND FURNITURE ETC.	500.00
281	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-015/JANE PHILLIPS BLANKET PO FOR MISC. INSTRUCTIONAL/CLASSRRM SUPPLIES SUCH AS: PENS, PENCILS, STAPLES, PAPER CONSUMABLE TECHNOLOGY, AND FURNITURE ETC.	500.00
282	07/01/2021	USI INC.	GENL-SPLYS-015/RANCH HEIGHTS MISC. SUPPLIES FOR NAME TAGS AND LAMINATING FILM ETC. PER QUOTE DATED 05/04/2021 SHIPPING	523.61
283	07/01/2021	HIGHWAY MAN SIGNS LLC	FURN/FIX-015/RANCH HEIGHTS MISC. DIRECTIONAL SIGNS FOR CLASSRROMS AND HALLWAYS ETC. PER ESTIMATE # 6427	285.00
284	07/01/2021	SCHOOL SPECIALTY INC.	GENL-COPY-SPLYS-015/RANCH HEIGHTS MISC. COPY AND GENERAL SUPPLIES SUCH AS: CARDSTOCK, CLIPBOARDS AND DRY ERASE BOARDS ETC. FOR CLASSROOM PER QUOTE 1009013636	86.58
285	07/01/2021	SCHOOL SPECIALTY INC.	GENL-COPY-SPLYS-015/RANCH HEIGHTS MISC. CLASSROOM SUPPLIES SUCH AS: NOTEPADS, GLUE STICKS, AND PENS ETC. PER QUOTE 1009430436	106.37
286	07/01/2021	LOWE'S COMPANIES, INC.	APPLI/FURN/FIX-015/RANCH HEIGHTS HAIER 9.8 FT TOP FREEZER/REFRIDGERATOR (BLACK) FOR THE NURSES OFFICE FOR ICE PACKS AND MEDICATIONS	379.00
287	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/RANCH HEIGHTS (2) US FLAGS ITEM # 1610219 (2) OKLAHOMA FLAGS ITEM # 641579	148.96
288	07/01/2021	SCHOOL MATE	GENL-SPLYS-015/RANCH HEIGHTS (100) ELEMENTARY NON-CUSTOM FOLDERS PER QUOTE FQ04122177583 (1900) STUDENT PLANNERS & (8) TEACHER EDITIONS PER QUOTE # PQ04122160989 SHIPPING	681.90
289	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/RANCH HEIGHTS (1) STAPLES STANDARD DRY-ERASE WHITE BOARD 6'W X 4'H ITEM # 1781977	154.07
290	07/01/2021	SCHOOL SPECIALTY INC.	GENL-COPY-SPLYS-015/RANCH HEIGHTS	656.06

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PO No	Date	Vendor	Description	Amount
			MISC. CLASSROOM SUPPLIES SUCH AS: PAINT, GLUE, MODELING DOUGH AND PAPER ETC. FOR ART CLASS PER QUOTE 1007431317	
291	07/01/2021	WAL-MART COMMUNITY	GENL-COPY-TECH-RLDT-SPLYS-015/RANCH HEIGHTS BLANKET PO FOR COPY, GENERAL CONSUMABLE TECHNOLOGY, AND FURNITURE ETC FOR OFFICE/CLASSROOM	1,000.00
292	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/RANCH HEIGHTS BLANKET PO FOR MISC. FURNITURE	1,000.00
293	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-GENL-TECH-RLDT-SPLYS-015/RANCH HEIGHTS BLANKET PO FOR MISC. COPY, GENERAL AND TECHNOLOGY RELATED SUPPLIES ETC.	2,300.00
294	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/RANCH HEIGHTS (2) SAFCO WRITE WAY PLASTIC DRY-ERASE WHITE BOARD ITEM # 518237	159.98
295	07/01/2021	SCHOOL SPECIALTY INC.	COPY-SPLYS-015/RANCH HEIGHTS MISC. CONSTRUCTION PAPER ETC. PER QUOTE 1009751672	442.99
296	07/01/2021	SCHOOL SPECIALTY INC.	FURN/FIX-015/RANCH HEIGHTS (1) DIRECTIONAL DRY ERASE FLOOR SIGN PER CART 1009751731 ITEM # 677046	121.40
297	07/01/2021	RADIO COMMUNICATIONS SPECIALISTS IN	COMMUNICATION-SRVCS-050/RANCH HEIGHTS (6) RADIOS, VHF PORTABLE RADIOS, 5W BASIC NEXEDGE/ANALOG PACKAGE COMPLETE, READY TO PROGRAM DISCOUNT OKLAHOMA STATE BID CONTRACTING PRICE \$-378.00  PER ESTIMATE NO. 9007	1,512.00
298	07/01/2021	WAL-MART COMMUNITY	GENL-COPY-COCURR-TECH-SPLYS-015/RANCH HEIGHTS BLANKET PO FOR MISC. COPY AND GENERAL OFFICE/CLASSROOM SUPPLIES INCLUDING FURNITURE AND CONSUMABLE TECHNOLOGY ETC.	1,000.00
299	07/01/2021	SCHOOL SPECIALTY INC.	COPY-SPLYS-015/RANCH HEIGHTS 94) ROLLS OF KRAFT PAPER IN A VARIETY OF COLORS PER QUOTE 1009753115	250.80
300	07/01/2021	SCHOOL SPECIALTY INC.	GENL-SPLYS-015/RANCH HEIGHTS MISC. GENERAL SUPPLIES INCLUDING WALL CALENDAR, WHITE OUT, TAPE LANYARDS AND EXPO ERASERS ETC. PER QUOTE 1009753951	250.80
301	07/01/2021	SCHOOL SPECIALTY INC.	GENL-SPLYS-015/RANCH HEIGHTS MISC. GENERAL AND COPY CLASSROOM SUPPLIES INCLUDING CHART PAPER, PAPER, MARKERS AND DRY ERASE BOARDS ETC. PER QUOTE # 1009792881	134.43
302	07/01/2021	WAL-MART COMMUNITY	GENL-COPY-SPLYS BOOKS-015/WILSON BLANKET PO FOR MISC. CLASSROOM/OFFICE COPY, GENERAL AND CO-CURRICULAR SUPPLIES, BOOKS. CONSUMABLE TECHNOLOGY AND SMALL FURNITURE ETC.	2,000.00
303	07/01/2021	SCHOOL SPECIALTY INC.	GENL-COPY-SPLYS-FURN/FIX BLANKET PO FOR MISC. GENERAL/COPY SUPPLIES AND FURNITURE ETC. FOR ART OFFICE/CLASSROOM	2,000.00
304	07/01/2021	ADMIRAL EXPRESS, LLC	COPY-GENL-TECH-RLDT-SPLYS-015/WILSON BLANKET PO FOR MISC. COPY/GENERAL SUPPLIES, TECHNOLOGY RELATED SUPPLIES AND FURNITURE ETC. INCLUDING PRINTER CARTRIDGES, LABELS ENVELOPES, CHAIR, FILE CABINET, STAPLER & SCISSORS ETC.	1,500.00
305	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-GENL-TECH-RLDT-SPLYS-015/WILSON	1,000.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			BLANKET PO FOR MISC. COPY/GENERAL/TECHNOLOGY RELATED SUPPLIES AND FURNITURE INCLUDING PRINTER CARTRIDGES, LABELS, ENVELOPES, CHAIR, FILE CABINET, STAPLER, SCISSORS ETC.	
306	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-COPY-TECH-RLDT-SPLYS-015/WILSON	500.00
			BLANKET PO FOR MISC. GENERAL/COPY/TECHNOGY RELATED SUPPLIES, CO-CURRCULAR SUPPLIES AND FURNITURE ETC. INCLUDING COLOR PRINTER CARTRIDGES, STAPLERS, PENCIL SHARPENERS, MARKERS, SMALL FURNITURE ITEMS, ETC.	
307	07/01/2021	SCHOOL DATEBOOKS, INC.	COCURR-SPLYS-015/WILSON	882.76
			MISC CO-CURRICULAR SUPPLIES PER QUOTE DATED 03/26/21 (280) ELEMENTARY STUDENT PLANNERS (280) RULE PAGE MARKER	
			SHIPPING	
308	07/01/2021	BIO COMPANY INC	COCURR-SPLYS-015/MADISON	420.50
			MISC. CO-CURRICULAR SCIENCE SUPPLIES PER QUOTE 2105-21-1	
			SHIPPING	
309	07/01/2021	SCHOLASTIC, INC.	MAGAZINES-015/MADISON	330.00
			(30) CURRENT SCIENCE/SCIENCE WORLD	
			SHIPPING	
310	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-015/MADISON	582.28
			(2) STANDING DESK , M17925 MOUNT-IT 48"	
			(2) CHAIRS, TRAYMORE LUXURA BLACK, 24328571 # 59425-CC	
311	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-COPY-TECH-RLDT-SPLYS-015/MADISON	1,500.00
			BLANKET PO GENERAL/COPY/TECHNOGY SUPPLIES ETC. FOR OFFICE/CLASSROOM INCLUDING PRINTER SUPPLIES, PAPER PRODUCTS, CONSUMABLE TECHNOLOGY, MARKERS & CLEANING SUPPLIES ETC.	
312	07/01/2021	WAL-MART COMMUNITY	GENL-COPY-SPLYS-015/MADISON	200.00
			BLANKET PO FOR GENERAL/COPY SUPPLIES ETC. FOR OFFICE/CLASSROOM INCLUDING PRINTER CARTRIDGES, PAPER ,BATTERIES, OFFICE SUPPLIES ETC.	
313	07/01/2021	FIRST THOUGHT, INC.	FURN/FIX-015/BHS	1,000.00
			BLANKET PO MISC. DURABLE SUPPLIES INCLUDING DOOR SIGNS, ENGRAVING, WALL PLAQUES ETC.	
314	07/01/2021	LIBERTY FLAGS INC	GENL-SPLYS-015/BHS	500.00
			BLANKET PO TO PURCHASE MISC. FLAGS FOR BHS TO INCLUDE USA & OKLAHOMA FLAGS ETC.	
			SHIPPING	
315	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-SPLYS-015/BHS	800.00
			BLANKET PO FOR MISC. COPY SUPPLIES INCLUDING TONER AND MISC. PAPER ETC.	
316	07/01/2021	UNIV OF KS CENTER FOR RESEARCH INC	COCURR-SPLYS-015/BHS	196.00
			(8) MONARCH REARING KITS	
			(1) MONARCH TAGGING KIT	
317	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-TECH-RLDT-SPLYS -015/BHS	1,000.00
			BLAKET PO FOR GENERAL & TECHNOLOGY RELATED SUPPLIES FOR THE OFFICE INCLUDING MISC. CONSUMABLES TECHNOLOGY, ZIP DRIVES, KEYBOARDS, & MICE ETC.	
318	07/01/2021	FIRST THOUGHT, INC.	FURN/FIX-015/BHS	1,000.00
			BLANKET PO TO PURCHASE PARKING TAGS FOR STAFF AND STUDENTS	

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
319	07/01/2021	VARSITY BRANDS HOLDING CO., INC.	FURN/FIX-015/BHS WALL SIGNS/WRAPPS FOR BHS PER ORDER # 303847760	22,187.50
320	07/01/2021	PLANK ROAD PUBLISHING, INC	MAGAZINES-008/WAYSIDE SUBSCRIPTION FOR MISC. MAGAZINES WITH CD'S, MK8-SD32 FOR SY 2021-2022 INCLUDES \$2.50 PROCESSING FEE	127.45
321	07/01/2021	LAKESHORE EQUIPMENT COMPANY DBA	COCURR-SPLYS-015/WAYSIDE (10) READING COMPREHENSION JOURNALS GR 3-4 DD-818 (10) READING COMPREHENSION JOURNALS GR 4-5 DD-819  FREE SHIPPING AND 5% DISCOUNT ON ORDERS OVER \$250.00	816.81
322	07/01/2021	ROCHESTER 100 INC	COCURR-SPLYS-015/WAYSIDE NICKY'S FOLDERS - VARIOUS COLORS PER SHOPPING CART RECEIVED 05/05/2021	421.00
323	07/01/2021	SUCCESS BY DESIGNS, INC.	GENL-SPLYS-015/WAYSIDE (100) 5020: THE DAILY STUDENT PLANNER  SHIPPING	464.26
324	07/01/2021	CEREBELLUM CORPORATION	VIDEO/AUDIO-TAPES-015/WAYSIDE (1) DVD, HEALTHY ME 11: HAVING A POSITIVE BODY IMAGE # 1004101  SHIPPING	107.90
325	07/01/2021	TDSA LLC	GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM SUPPLIES PER QUOTE #S0150655	124.88
326	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-015/WAYSIDE BLANKET PO FOR MISC. SUPPLIES TO INCLUDE OFFICE SUPPLIES, CONSUMABLE TECHNOLOGY, COPY SUPPLIES, AND FURNITURE ETC.	600.00
327	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-015/WAYSIDE BLANKET PO FOR MISC. SUPPLIES, CONSUMABLE TECHNOLOGY, COPY SUPPLIES AND FURNITURE ETC.	1,500.00
328	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM SUPPLIES PER QUOTE 1010048735	61.20
329	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM SUPPLIES PER QUOTE # 1009750412	68.78
330	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM SUPPLIES PER CART # 1009750400	55.35
331	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM SUPPLIES PER CART # 1009750386	71.01
332	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSRRROM SUPPLIES PER CART # 1009777248	100.23
333	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSRRROM SUPPLIES PER QUOTE # Q-93824 & CART # 1009982429	213.51
334	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSRRROM SUPPLIES PER 1010048625	251.79
335	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE MISC. CLASSROOM SUPPLIES PER CART 1010048703	233.11
336	07/01/2021	SCHOOL SPECIALTY INC.	COPY-SPLYS-015/WAYSIDE	118.76

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			CONSTRUCTION PAPER PER CART # 1009790383	
337	07/01/2021	SCHOOL SPECIALTY INC.	COPY-SPLYS-015/WAYSIDE	102.72
			MISC. CLASSROOM SUPPLIES PER CART 1010048715	
338	07/01/2021	SCHOOL SPECIALTY INC.	GENL-SPLYS-BOOKS-015/WAYSIDE	80.24
			MISC. CLASSROOM SUPPLIES PER CART 1010048735	
339	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	224.11
			MISC. CLASSROOM SUPPLIES PER CART # 1010097781	
340	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	188.45
			MISC. CLASSRRROM SUPPLIES PER CART # 1010097832	
341	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	272.56
			MISC, CLASSRRROM SUPPLIES PER CART # 1010097690	
342	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	521.94
			MISC. CLASSRRROM SUPPLIES PER CART # 1010058560	
343	07/01/2021	SCHOOL SPECIALTY INC.	COPY-GENL-SPLYS-015/WAYSIDE	57.85
			MISC. CLASSROOM SUPPLIES PER CART # 1010098492	
344	07/01/2021	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-018/FS/ESC	5,260.00
			CENTRAL CLASSROOM DMAGE RENOVATION ROOMS 207, 314 AND 313 PER EATIMATE DATED 06/18/2021	
345	07/01/2021	REDBUD COMMERCIAL FLOORING	OTHER-BUILDING-795/FS/ESC	5,567.00
			STAFF RESTROOMS RENOVATIONS AT WILSON, HOOVER AND RANCH HEIGHTS  PER ESTIMATE DATED 06/18/21	
346	07/01/2021	WAL-MART COMMUNITY	GENL-SPLYS-015/CENTRAL	1,500.00
			BLANKET PO FOR MISC. CLASSROOM SUPPLIES ETC.	
347	07/01/2021	ETTINGERS OFFICE SUPPLY	COPY-GENL-COCURR-TECH-SPLYS-015/CENTRAL	6,500.00
			BLANKET PO FOR MISC. COPY, GENERAL, CO-CURRICULAR AND TECHNOLOGY RELATED SUPPLIES ETC.	
348	07/01/2021	GLOWFORGE INC	MACHINERY-COCURR-SPLYS-469/SS/ESC	8,123.25
			GLOWFORGE PRO AND ACCESSORIES PER QUOTE # D65254	
349	07/01/2021	NASCO	COCURR-SPLYS-469/SS/ESC	1,104.60
			(10) MICROSCOPES SCOUT DIGITAL PER PRICING REQUEST # 2109842	
350	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	AUDIOVISUAL-SPLYS-469/SS/ESC	809.95
			(1) SAMSUNG 43" TV (1) FULL-MOTION TV WALL MOUNT (3) VIZIO HOME THEATER SOUND BARS	
351	07/01/2021	UNITED SUBURBAN SCHOOLS ASSOCIATION	DUES & FEES-000/SUPT/ESC	1,650.00
			MEMBERSHIP RENEAL 2021-2022 SY	
352	07/01/2021	OSSBA, INC.	OFFICAL-ADMIN-SRVCS-000/SUPT/ESC	1,500.00
			ANNUAL MAINTENANCE FEE FOR ASSEMBLE- ON-LINE PORTAL FOR BOARD MEETINGS	
353	07/01/2021	BARTLESVILLE CHAMBER OF COMMERCE	DUES & FEES-000/SUPT/ESC	975.00
			REGISTRATION FOR 2020 LEADERSHIP BARTLESVILLE MEMBERSHIP FOR AN ADMINISTRATOR AS DESIGNATED BY THE SUPERINTENDENT	
354	07/01/2021	BARTLESVILLE CHAMBER OF COMMERCE	DUES & FEES-000/SUPT/ESC	350.00
			MEMBERSHIP RENEWAL FOR THE 2021-2022 FY	
355	07/01/2021	OSSBA, INC.	DUES & FEES-000/SUPT/ESC	4,100.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
			DISTICT MEMEBERSHIP FOR 2021-2022 FY	
356	07/01/2021	OSSBA, INC.	REGISTRATION-000//SUPT/ESC BLANKET PO FOR REGISTRATION TO OSSBA ANNUAL AUGUST CONFERENCE FOR SUPERINTENDENT AND BOARD MEMBERS OR THEIR REPLACEMENTS	2,800.00
			CHUCK MCCAULEY, SCOTT BILGER, RICK BOSWELL, ANDREA NIGHTINGALE, RANDY HERREN, KINDER SHAMHART, KEVIN SITTON & SUZY KEIRSEY	
357	07/01/2021	OSSBA, INC.	REGISTRATION-000//SUPT/ESC BLANKET PO FOR REGISTRATION TO OSSBA WORKSHOPS FOR THE SUPERINTENDENT, BOARD MEMBERS AND BPSD STAFF	300.00
358	07/01/2021	COLCORD HOTEL	TRAVEL-000/SUPT/ESC BLANKET PO FOR LODGING & PARKING FEES FOR 2021-2022 SY FOR THE SUPERINTENDENT, CHUCK MCCAULAY AND BOARD MEMBERS AND/OR THEIR REPLACEMENTS: SCOTT BILGER, RICK BOSWELL, ANDREA NIGHTINGALE, RANDY HERRON, KEVIN SITTON, SUZY KEIRSEY AND KINDER SHAMHART	4,000.00
			DATES TO BE DETERMINE	
359	07/01/2021	ETTINGERS OFFICE SUPPLY	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE FOR MISC. COPY, GENERAL & TECHNOLOGY RELATED SUPPLIES, FURNITURE ETC.	1,400.00
360	07/01/2021	MARGARET HICKS	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE PRESENTER FOR DANCING AND SPEAKING FOR OE CLASSES AND EVENTS	1,000.00
361	07/01/2021	JARED LISTON	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE PRESENTER FOR DANCE INSTRUCTION FOR OE CLASSES AND EVENTS	1,000.00
362	07/01/2021	SPENCER DONNELL	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE PRESENTER FOR SINGING FOR OE CLASSES AND EVENTS	1,000.00
363	07/01/2021	QUANNAH LITTLEAXE	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE PRESENTER FOR DANCE INSTRUCTION FOR OE CLASSES AND EVENTS	1,000.00
364	07/01/2021	DENNIS LITTLEAXE	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE PRESENTER FOR SINGING FOR OE EVENTS AND CLASSES/SET UP OF EVENTS AND CLASSES/ADVISOR	1,500.00
365	07/01/2021	HENRY MCCLELLAN	INSTRUCT-SRVCS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE PRESENTER FOR DANCING AND INSTRUCTION	600.00
366	07/01/2021	GERAMEY K CABLE	1000.00 BLANKET PO FOR OPERATION EAGLE PRESENTER FOR SINGING FOR OE EVENTS ANDF CLASSES	1,000.00
367	07/01/2021	J.D. YOUNG COMPANY, INC.	OFFICE-MACHINE-SRVCS-561/OEJOM BLANKET PO FOR OPERATION EAGLE FOR COPY MACHINE SUPPLIES AND SERVICE	200.00
368	07/01/2021	OPERATION EAGLE INDIAN	EXTRACURR-SPLYS-REGALIA-REFRSH-561/OEJOM/MMS BLANKET PO FOR REIMBURSEMENT FOR OE FOR FOOD/DRINKS FOR OE EVENTS AND CLASSES, CULTURAL SUPPLIES AND REGALIA, ETC.	2,000.00
369	07/01/2021	WASHINGTON CO FAIR BUILDING	OTHER-RENTAL-SRVCS-561/OEJOM/MMS BLANKET PO RENTAL OF BUILDING FOR OPERATION EAGLE EVENTS AND CLASSES	1,500.00

## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 11

### 11-General Fund (For Operation)

PO No	Date	Vendor	Description	Amount
370	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	COPY-GNEL-SPLSY-FURN/FIX-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE COPY, GENERAL SUPPLIES, HEALTH, FIRST AID& HYGGIENE SUPPLIES, PAPER GOODS, CLEANING SUPPLIES, FURNITURE, TECHNOLOGY RELATED SUPPLIES AND CULTURAL SUPPLIES ETC.	1,300.00
371	07/01/2021	WAL-MART COMMUNITY	COPY-GENL-TECH-RLDT-SPLYS-561/OEJOM/MMS BLANKET PO FOR OPERATION EAGLE FOR COPY SUPPLIES, PAPER GOODS, OFFICE SUPPLIES, TECHNOLOGY ITEMS, FURNITURE, CULTURAL SUPPLIES FOR EVENTS AND CLASSES, HEALTH, FIRST AID SUPPLIES AND HYGIENE SUPPLIES, CLEANING SUPPLIES, AND FOOD AND DRINKS ETC. FOR OE EVENTS AND CLASSES	2,300.00
372	07/01/2021	LESLIE J DONNELL	TRAVEL-561/OEJOM/MMS BLANKET PO FOR IN-DISTRICT TRAVEL FOR OPERATION EAGLE	800.00
373	07/01/2021	LESLIE J DONNELL	TRAVEL-561/OEJOM/MMS BLANKET PO FOR OUT-OF-DISTRICT TRAVEL FOR OPERATION EAGLE	1,500.00
374	07/01/2021	LILLY C TYNER	TRAVEL-561/OEJOM/MMS BLANKET PO FOR OUT-OF-DISTRICT TRAVEL FOR OPERATION EAGLE	1,500.00
375	07/01/2021	LILLY C TYNER	TRAVEL-561/OEJOM/MMS BLANKET PO FOR IN-DISTRICT TRAVEL FOR OPERATION EAGLE	800.00

**Report Total: \$5,738,931.25**

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Encumbrance Register**

Year 2021-2022 Fund 21

**21-Building Fund**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
1	07/01/2021	CENERGISTIC LLC	OTHER-PROFESSIONAL-SRVCS-000/AP/FS BLANKET PO FOR ENERGY CONSULTING FEES MONTHLY PAYMENTS	45,312.00
2	07/01/2021	OKLAHOMA ENERGY SOURCE LLC	NATURAL-GAS-000/AP/ESC BLANKET PO FOR NATUAL GAS SERVICES	100,000.00
3	07/01/2021	OK NATURAL GAS COMPANY	NATURAL GAS -SRVCS-000/AP/ESC BLANKET PO FOR NATURAL GAS SERVICES	50,000.00
4	07/01/2021	CITY OF BARTLESVILLE	WATER/SEWER-SRVCS-000/AP/ESC BLANKET PO FOR WATER SERVICES	100,000.00
5	07/01/2021	PATHS TO INDEPENDENCE INC	LAND & BLDG-SRVCS-000/AP/ESC ONE MONTH'S LEASE EXTENSION TO FINALIZE SERVER MOVE TO ESC	1,225.00

**Report Total: \$296,537.00**

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 22

### 22-Child Nutrition Programs Fund

PO No	Date	Vendor	Description	Amount
1	07/01/2021	JS & T INC	OTHER-CLEAN-SRVCS-385/CND ANUAL CLEANING OF VENT HOODS	8,000.00
2	07/01/2021	C & S AIR INC	OTHER-EQUIP-SPLYS-SRVCS-385/CND BLANKET PO FOR EQUIPMENT PARTS/REPAIRS	20,000.00
3	07/01/2021	CURTIS RESTAURANT SUPPLY	CLEAN/MAINT-SPLYS-SRVCS-385/CND BLANKET PO FOR MISC. EQUIPMENT REPAIRS, PARTS, SUPPLIES, FURN/FIX, ETC.	20,000.00
4	07/01/2021	OK DEPT OF HUMAN SERVICES	OTHER-PURCHASED-SRVCS-385/CND ANNUAL COMMODITY DISTRIBUTION ASSESSMENT FEE YEAR 2021-02022	8,000.00
5	07/01/2021	DNR SERVICE LLC	OTHER-EQUIP-SRVCS-385/CND BLANKET PO FOR EQUIPMENT PARTS/REPAIRS, ETC.	20,000.00
6	07/01/2021	GCS SERVICE, INC	CLEAN/MAINT-SPLYS-385/CND BLANKET PO FOR CUSTODIAL/CLEANING SUPPLIES, ETC.	5,000.00
7	07/01/2021	ECOLAB INC	EXTERMINATION-SRVCS-385/CND BLANKET PO FOR MISC. EXTERMINATION SERVICES INCLUDING PEST CONTROL	11,000.00
8	07/01/2021	GLENN SECURITY SYSTEMS, INC.	OTHER-EQUIP-SPLYS-SRVCS-385/CND BLANKET PO FOR EQUIPMENT, PARTS/RE3PAIRS ETC.	5,000.00
9	07/01/2021	GLOBAL EQUIPMENT COMPANY	CLEAN/MAINT-SPLYS-SRVCS-385/CND BLANKET PO FOR EQUIPMENT/REPAIR PARTS ETC.	10,000.00
10	07/01/2021	GLOBAL PAYMENTS, INC	TECH-RLTD-SRVCS-385/CND BLANKET PO FOR WEBSMART MAINTENANCE AGREEMENT ANNUAL SUPPORT	8,500.00
11	07/01/2021	HOBART CORPORATION	OTHER-EQUIP-SPLYS-SRVCS-385/CND BLANKET PO FOR EQUIPMENT PARTS/REPAIRS ETC.	5,000.00
12	07/01/2021	SODEXO INC & AFFILIATES	FOOD-SRVCS-MGT-385/CND BLANKET PO FOR CONTRACTED FOOD SERVICES	1,982,200.00
13	07/01/2021	SODEXO INC & AFFILIATES	FOOD-SRVCS-MGT-766/CND BLANKET PO FOR CONTRACTED FOOD SERVICES SUMMER FEEDING	500,000.00
14	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	FURN/FIX-385/CND BLANKET PO FOR MISC. OFFICE FURNITURE ETC.	5,000.00
15	07/01/2021	SYSCO CORPORATION	CLEAN/MAINT-SPLYS-385/CND BLANKET PO FOR MISC. CLEANING CHEMICAL/SUPPLIES ETC.	30,000.00
16	07/01/2021	LOWE'S COMPANIES, INC.	FURN/FIX-385/CND BLANKETS FOR MISC. EQUIPMENT/REPAIR PARTS ETC.	5,000.00
17	07/01/2021	ISD#30/WAREHOUSE	REIMBURSEMENT-385/CND BLANKET PO FOR UTILITIES	100,000.00
18	07/01/2021	EXAMINER ENTERPRISE/OK HOLDINGS	ADVERTISING-385/CND BLANKET PO FOR PUBLIC RELEASE ANNOUNCEMENTS	2,000.00
19	07/01/2021	GLOBAL PAYMENTS, INC	TECH-SVCS-385/CND BLANKET PO FOR WEBSMART MAINTENANCE ANNUAL SUPPORT START & END OF YEAR PROCESS	2,000.00
20	07/01/2021	TAYLOR K WILSON	TRAVEL-385/CND BLANKET PO FOR IN-DISTRICT TRAVEL SY 2021-2022	1,000.00
21	07/01/2021	ISD#30/PRINTING	REIMBURSEMENT-385/CND BLANKET PO FOR PRINTING	500.00
22	07/01/2021	J.D. YOUNG COMPANY, INC.	OFF=-MACH-SRVCS-385/CND BLANKET PO FOR COPIER USAGE, SERVICES & SUPPLIES	2,000.00

**Bartlesville Public Schools  
Encumbrance Register**

Year 2021-2022 Fund 22

**22-Child Nutrition Programs Fund**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
23	07/01/2021	NUTRI-LINK TECHNOLOGIES INC	TECH-SRVCS-385/CND NUTRI-LINK ON-LINE APP MAINTENANCE	2,040.00
24	07/01/2021	NUTRI-LINK TECHNOLOGIES INC	TECH-SRVCS-385/CND NUTRI-LINK STATUS ON-LINE MAINTENANCE	1,350.00
25	07/01/2021	SOUTHERN MATERIAL HANDLING CO	OTHER-EQUIP-SRVCS-385/CND BLANKET PO FOR CHILD NUTRITION PALLET JACK EQUIPMENT PARTS/REPAIRS	1,000.00
26	07/01/2021	VALERIE BISHOP	REIMBURSEMENT-385/CND CHANGE/CASH TO ESTABLISH CHANGE FOR LUNCH LINES	500.00

**Report Total: \$2,755,090.00**

**Bartlesville Public Schools**  
**Encumbrance Register**

Year 2021-2022 Fund 31

**31-2019 BOND - 2022 PROJECTS**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
1	07/01/2021	KEANON SIMON	LAND-018/FS/ESC UPGRADE HIGH SCHOOL SOCCER FIELDS AND INSTALL NEW SPRINKLER SYSTEM PER PROPOSAL DATED 05/11/2021  (REPLACES YR 20-21 PO 212021-25)	175,800.00

**Report Total:** \$175,800.00

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 37

### 37-Combined Purpose

PO No	Date	Vendor	Description	Amount
1	07/01/2021	MUNICIPAL ACTING SYSTEMS, INC	TECH-RLDT-HARDWARE-019/AP/ESC WENGAGE I-ACCOUNTING SOFTWARE & MISC. FEES  PER SOFTWARE SERVICE ORDER AGREEMENT YR 21-22	17,734.00
2	07/01/2021	EDMENTUM INC	TECH-RLDT-SPLYS-019/TECH/ESC SOFTWARE RENEWAL FOR READING EGGS, STUDY ISLAND, AND EXACT PATH, ETC.  PER QUOTE Q-333819	112,850.25
3	07/01/2021	SEVERIN INTERMEDIATE HOLDINGS, LLC	TECH-RLDT-SPLYS-019/TECH/ESC ENTERPRISE MANAGEMENT SERVICES FOR POWERSCHOOL SERVER SUPPORT AND OFF SITE BACKUP JULY 1, 2021 THROUGH JUNE 30, 2022  POWERSCHOOL RENEWAL MAINTENANCE & SUPPORT JULY 1 THROUGH JUNE 30, 2022	41,431.84
4	07/01/2021	MUNDO PATO INC	TECH-RLDT-SPLYS-019/TECH/ESC STYER-FITZGERALD CLOUD PROGRAM - 1 YR SUBSCRIPTION 100 LICENSES UNITUS TI WITH STYER-FITZGERALD VIRTUAL TEACHING MATERIALS TOOLSET ANNUAL SUNSCRIPTION FEES FOR 100 LICENSES  PER QUOTE/INVOICE 6093	4,800.00
5	07/01/2021	NEWS-2-YOU	TECH-RLDT-SPLYS-019/TECH/ESC UNIQUE LEARNING SYSTEM AND NEWS 2 YOU FOR SY 21-22 (9) LICENSES ON-LINE ACCOUNT 13389 QUOTE # Q-59237	12,502.02
6	07/01/2021	P & K EQUIPMENT INC	MACHINERY-001/ATHLETICS JOHN DEER GATOR  PER QUOTE24452956	5,900.00
7	07/01/2021	J.D. YOUNG COMPANY, INC.	TECH-RLDT-SPLYS-012/AP/ESC LEASE PAYMENT ON CANON 750 COPIER	603.62
8	07/01/2021	JOHN E THOMPSON	PAINTING & GLAZING-018/AP/ESC CONVERT ONE LARGE CLASSROOM INTO (4) SMALLER CLASSROOMS FOR VIRTUAL TEACHERS IN THE FALL INSTALL (4) DOORS & (4) WALLS  KANE RM 132  PER PROPOSAL # 04-1559	11,226.00
9	07/01/2021	JOHN E THOMPSON	PAINTING & GLAZING-018/AP/ESC INSTALL (2) WALLS FOR NEW TRAINING AREA IN WAREHOUSE  PER PROPOSAL # 04-1560	6,403.00
10	07/01/2021	DAKTRONICS INC	FURN/FIX-001/ATHLETICS/BHS BB/VB/WR SCOREBOARD PER QUOTE # 755047-1-0  SHIPPING	9,645.00
11	07/01/2021	BARTLESVILLE CUSTOM CABINETS	FURN/FIX-001/ATHLETICS/BHS LOCKERS (SOCCER DRESSING ROOM) PER QUOTE DATED 04/26/2021  (PREVIOUSLUY ON PO 072021-67)	14,000.00
12	07/01/2021	VARSITY BRANDS HOLDING CO., INC.	UNIFORMS-001/ATHLETICS/BHS	1,778.70

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 37

### 37-Combined Purpose

PO No	Date	Vendor	Description	Amount
			(22) NAVY BADGER TRACK SINGLET	
			PER QUOTE 7176772	
13	07/01/2021	VARSITY BRANDS HOLDING CO., INC.	COCURR-SPLYS-001/ATHLETICS/BHS	1,540.00
			NAVY BASKETBALL GOAL	
			PER QUOTE 7160304	
			SHIPPING	
14	07/01/2021	TEAMLEADER	UNIFORMS-001/ATHLETICS-BHS	505.75
			(25) METALLIC CHEER POMS	
			PER QUOTE CQ 165046	
			SHIPPING	
15	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-FURN/FIX-TECH-SPLYS-COCURR-215/KANE	1,500.00
			BLANKET PO FOR MISC. DURABLE OFFICE/CLASSROOM/CO-CURRICULAR SUPPLIES TO INCLUDE: SMALL FURNITURE, PRINTER/TECHNOLOGY RELATED SUPPLIES, ELECTRIC PENCIL SHARPENERS, STAPLERS, CLASSROOM MANIPULATIVES, LEARNING GAMES, DESK CHAIRS, ETC.	
16	07/01/2021	WORTHINGTON DIRECT, INC.	FURN/FIX-018/FS/ESC	2,839.80
			PURCHASE OF FURNITURE AT WAYSIDE FOR CLASSROOM MOVE PK/K AREA	
17	07/01/2021	ETTINGERS OFFICE SUPPLY	FURN/FIX-018/FS/ESC	979.20
			PURCHASE FURNITURE AT WAYSIDE FOR CLASSROOM MOVE FRONT OFFICE	
18	07/01/2021	SCHOOL SPECIALTY INC.	FURN/FIX-018/FS/ESC	9,566.90
			FURNITURE FOR WAYSIDE CLASSROOM MOVES AND CHILDCRAFT COAT LOCKERS-, (5) SECTIONS QUOTE Q-90774	
19	07/01/2021	FOLLETT SCHOOL SOLUTIONS, INC.	TECH-RLDT-SPLYS-019/TECH/ESC	990.00
			DESTINY - MIGRATION OF CURRENT TR4ANSACTIONS, 73036A	
			PER QUOTE 1111790	
20	07/01/2021	BROWN PLBG LLC	PLUMBING-SRVCS-018/FS/ESC	3,321.00
			BREAK OUT CONCRETE, DIG OUT WATER LINES, REINSTALL WATER LINES UNDER CONCRETE AND REPAIR CONCRETE FLOOR	
			PER PROPOSAL DATED 06/11/2021	
21	07/01/2021	KELLOGG & SOVEREIGN CONSULTING LLC	TECH-RLDT-SRVCS-019/TECH/ESC	6,750.00
			BLANKET PO FOR KELLOGG & SOVEREIGN	
22	07/01/2021	PSAT/NMSQT	TESTING-SPLYS-010/CURR/ESC	3,000.00
			BLNAKET PO FOR PSAT TESING	
23	07/01/2021	JUNIOR ACHIEVEMENT OF OKLAHOMA	DUES & FEES-010/CURR/ESC	12,000.00
			BLANKET PO FOR 5TH STUDENTS TO ATTEND JUNIOR ACHIEVEMENT BIZ/TOWN IN TULSA, OK	
			(90) RICHARD KANE ELEMENTARY, DATE TBD	
			(75) HOOVER ELEMENTARY, DATE TBD	
			(50) JANE PHILLIPS, DATE TBD	
			(95) RANCH HEIGHTS ELEMENTARY, DATE TBD	
			(90) WAYSIDE ELEMENTARY, DATE TBD	
			(80) WOODROW WILSON ELEMENTARY, DATE TBD	
24	07/01/2021	BTC BROADBAND	COMMUNICATION-SRVCS-019/TECH/ESC	720.00
			BLANKET PO FOR MONTH TO MONTH AGREEMENT WITH BTC FOR INTERNET ACCESS TO DOENGES STADIUM TO BE PAID MONTHLY	
			JULY 1, 2021 - JUNE 30, 2022	
25	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-SPLYS-010/CURR/ESC	500.00
			BLANKET PO FOR MISC. OFFICE SUPPLIES ETC. ELL FACILATATOR	

## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 37

### 37-Combined Purpose

PO No	Date	Vendor	Description	Amount
26	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-SPLYS-010/CURR/ESC BLANKET PO FOR MISC. OFFICE/CLASSROOM SUPPLIES FOR ELL DEPT. INCLUDING TONER, KEYBOARDS, MICE, DISKETTES, MISC. CONSUMABLE TECHNOLOGY RELATED ITEMS, OFFICE FURNITURE, ETC	500.00
27	07/01/2021	ETTINGERS OFFICE SUPPLY	GENL-TECH-RLDT-SPLYS-FURN/FIX-010/CURR/ESC BLANKET PO FOR MISC. OFFICE & TECHNOLOGY RELATED SUPPLIES, AND OFFICE FURNITURE ETC. FOR THE CURRICULUM DEPT.	900.00
28	07/01/2021	STAPLES CONTRACT & COMMERCIAL INC	GENL-TECH-RLDT-SPLYS-FURN/FIX-010/CURR/ESC BLANKET PO FOR MISC. OFFICE & TECHNOLOGY RELATED SUPPLIES, AND OFFICE FURNITURE ETC. FOR THE CURRICULUM DEPT.	1,400.00
29	07/01/2021	VARSITY BRANDS HOLDING CO., INC.	UNIFORMS-001/ATHLETICS/BHS MISC UNIFORMS PER QUOTE 7177113	8,467.20

**Report Total: \$294,354.28**

**Bartlesville Public Schools**  
**Encumbrance Register**

Year 2021-2022 Fund 81

**81-GIFTS FUND**

<b>PO No</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
1	07/01/2021	BHS AFTER PROM COMMITTEE	DONATIONS-287/297/CURR/ESC AFTER PROM DONATIONS FROM CONOCO PHILLIPS & PHILLIPS 66	5,000.00
2	07/01/2021	BHS PROJECT GRADUATION	DONATIONS-287/297/CURR/ESC PROJECT GRADUATION DONATIOPNS FROM CONOCO PHILLIPS & PHILLIPS 66	5,000.00

**Report Total:** \$10,000.00

## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
1	07/01/2021	LOBBYGUARD SOLUTIONS LLC	TECHNOLOGY SOFTWARE-019/TECH/ESC (12) LOBBYGUARD VISITOR MANAGEMENT ANNUAL ACCESS FEE YR 21-22	6,000.00
2	07/01/2021	NETSUPPORT INC	TECH-RLDT-SPLYS-019/TECH/ESC NETSUPPORT SCHOOL ANNUAL MAINTENANCE PLAN LESS DISCOUNT APPLIED -670.50  SOFTWARE MAINTENANCE RELEASES AUTOMATIC UPDATES TO NEW VERSIONS UNLIMITED TECHNICAL SUPPORT PER QUOTE # 00034528	3,799.50
3	07/01/2021	SOLARWINDS INC	TECH-RLDT-SPLYS-019/TECH/ESC WEB HELP DESK NETFLOW TRAFFIC ANALYZER SERVER APPLICATION MONITOR NETWORK PERFORMANCE MONITOR NETWORK CONFIGURATION MANAGER LESS CUSTOMER LOYALTY -320.84  PER QUOTE # QN145814	7,700.16
4	07/01/2021	FRONTLINE TECHNOLOGIES GROUP LLC	TECHNOLOGY SOFTWARE-019/TECH/ESC RENEWAL OF ABSENCE & SUBSTITUTE MANAGEMENT SUBSCRIPTION AND TIME & ATTENDANCE SUBSCRIPTION SY 21-22	30,047.37
5	07/01/2021	EMPLOYEE EVALUATION SYSTEMS, INC	TECHNOLOGY SOFTWARE-019/TECH/ESC OKTLE SYSTEM FOR THE 2021-22 SCHOOL YEAR MCREL - PRINCIPAL EVALUATION SYSTEM FOR THE 2021-22 SCHOOL YEAR	11,280.00
6	07/01/2021	APPTEGY, INC.	COMMUNICATION-SRVCS-019/TECH/ESC THRILLSHARE ANNUAL RENEWAL TERMS: 7/1/2021-6/30/2022 REFERENCE QUOTE 2021-22 ESTOMATE # 0000083	23,000.00
7	07/01/2021	3P LEARNING INC	TECH-RLDT-SPLYS-019/TECH/ESC 12 MONTH LICENSE FOR MATHSEEDS DISTRICT LEVEL (12 MONTH LICENSE @ \$6.05)	11,537.35
8	07/01/2021	GENESIS TECHNOLOGIES INC	TECH-RLDT-SPLYS-019/TECH/ESC 340137 ADOBE CREATIVE CLOUD K12 SCHOOL SITE LICENSES PER QUOTE 44278 504	7,500.00
9	07/01/2021	REMIND101, INC.	TECH-RLDT-SPLYS-019/TECH/ESC REMIND BASE PLAN, PREMIUM FEATURE: VOICE CALLS PREMIUM FEATURE: LMS INTEGRATIONS PER QUOTE Q-28233	20,475.00
10	07/01/2021	RENAISSANCE LEARNING, INC	TECH-RLDT-SPLYS-019/TECH/ESC STAR ELEMENTARY SUITE SUBSCRIPTION, ANNUAL ALL PRODUCT RENAISSANCE PLATFORM AND RENAISSANCE SMART PRODUCT TRAINING (INCLUDED WITH PURCHASE)  PER QUOTE 2562753	61,153.50
11	07/01/2021	SCHOLASTIC EDUCATION	TECH-RLDT-SPLYS-019/TECH/ESC BOOKFLIX RENEWAL SUBSCRIPTION FOR (6) ELEMENTARY SITES 07/1/2021 - 06/30/2022 BOOKFLIX ACCOUNT NUMBER 60001221	8,076.00
12	07/01/2021	EDCLUB, INC	TECH-RLDT-SPLYS-019/TECH/ESC	4,380.00

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Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
			TYPING CLUB STUDENT LICENSE 1 YEAR	
			PER QUOTE 399022	
13	07/01/2021	WEVIDEO INC	TECH-RLDT-SPLYS-019/TECH/ESC WEVIDEO FOR EDUCATION ANNUAL SUBSCRIPTION 5GB PLUS (1) MONTHLY HOUR OF VIDEO PUBLISHING TIME, VIDEO, IMAGE AND AUDIO CLIP LIBRARY, IOS AND ANDROID APP INTEGRATION 6000 STUDENT ACCESS PER QUOTE DATED 03/25/2021	12,500.00
14	07/01/2021	CARASOFT TECHNOLOGY CORP	TECH-RLDT-SPLYS-019/TECH/ESC DOCUSIGN INC.  (6000) ENTERPRISE PRO EDITION ENVELOPE SUBS PART NO. APT- 0463 (1) ENTERPRISE PREMEIRE SUPPORT, PART NO. APT-0148	27,962.42
			07/01/2021-06/30/2022 PER QUOTE 28409001	
15	07/01/2021	EDPUZZLE, INC.	TECH-RLDT-SPLYS-019/TECH/ESC EDPUZZLE PRO 1YR FOR MADISON, BARTLESVILLE HS/BRUIN ACADEMY & CENTRAL PER QUOTE 00023656	3,800.00
16	07/01/2021	HOUGHTON MIFFLIN HARCOURT PUB CO	TECH-RLDT-SPLYS-019/TECH/ESC READING COUNTS ANNUAL LICENSE SUNSCRIPTION SY 21-22 FREE MATERIALS	7,360.00
17	07/01/2021	INSTRUCTURE, INC	TECH-RLDT-SPLYS-019/TECH/ESC (3200) CANVAS CLOUD SUBSRIPTION (1) 24x7 TIER 1 SUPPORT (FACULTY ONLY) (6000) MASTERY CONNECT BUNDLED SUBSCRIPTION 96000) CERTICA FORMATIVE ASSESSMENT ITEM BANK STUDENT SUBSCRIPTION PER QUOTE Q-172380-1	76,828.80
18	07/01/2021	IXL LEARNING	TECH-RLDT-SPLYS-019/TECH/ESC IXL SITE LICENSES (GRADES 6 - 8: 625 STUDENTS) SUNJECTS: MATH, ELA,SCIENCE & SOCIAL STUDIES  PER QUOTE # 986891-0321	11,719.00
19	07/01/2021	INTRADO INTERACTIVE SERVICES CORP	TECH-RLDT-SPLYS-019/TECH/ESC SCHOOL MESSENGER PER QUOTE # 140645	12,066.42
20	07/01/2021	RESPONDUS INC	TECHNOLOGY SOFTWARE-019/TECH/ESC LOCKDOWN BROWSER SITE LICENSE STUDYMATE CAMPUS INCLUDED AT NO COST PER QUOTE 03/23/2021	3,745.00
21	07/01/2021	TURNITIN, LLC	TECHNOLOGY SOFTWARE-019/TECH/ESC (3200) TURNITIN FBS: ORIGINALITY CHECKING, FEEDBACK AND INTEGRATION (3) TURNITIN CAMPUS FEE  PER QUOTE Q-422353-1	18,085.00
22	07/01/2021	FRONTLINE TECHNOLOGIES GROUP LLC	TECH-RLTD-SPLYS-019/SS/ESC	24,735.42

# Bartlesville Public Schools

## Encumbrance Register

Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
			FRONTLINE CENTRAL SOLUTION APPLICANT TRACKING, UNLIMITED USAGE FOR INTERNAL EMPLOYEES SY 21-22	
			PER QUOTE ID # Q-59326	
23	07/01/2021	ATTAINMENT COMPANY INC	STATE-ADOPT-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS (1) ELS-30 EXPLORE LIFE SCIENCE CURRICULUM PLUS PER QUOTATION INVOICE # 324708A	418.95
			SHIPPING	
24	07/01/2021	WIESER EDUCATIONAL INC	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS (1) CC1045WB SCIENCE BIG BOOK SET (ONE EACH OF 9 TITLES) (1) AT1265WB EXPLORING SCIENCE INTRODUCTORY KIT (1) AT1264WB EXPLORING SCIENCE INSTRUCTOR'S GUIDE	427.83
			PER REQUISITION LIST RECEIVED ON 05/26/2021	
			SHIPPING	
25	07/01/2021	THOMPSON SCHOOL BOOK DEPOSITORY	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS (255) OK INSPIRE PHYSICAL SCIENCE, 9781264321254, G 9-12 DIGITAL STUDENT 6 YR SUBSCRIPTION (125) OK INSPIRE PHYSICAL SCIENCE, 9781264321339, G 9-12 CHMPHSV STUDENT BUNDLE, 6 YR SUBSCRIPTION (20) INSPIRE SCIENCE PHYSICS, 9780076884490, GRADES 9-12, COMPLETE STUDENT, 6 YR BUNDLE	43,931.70
			PER QUOTE # AGREE-05172021-001	
			SHIPPING	
26	07/01/2021	MPS	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS MISC. LIVING BY CHEMISTRY BOOKS PER QUOTE 00069277	13,870.53
			SHIPPING 7 PROCESSING FEE	
27	07/01/2021	MPS	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS MISC. BOOKS COLLEGE PHYSICS FOR AP PER QUOTE 00069277	5,366.93
			SHIPPING	
28	07/01/2021	CENGAGE LEARNING	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS PER QUOTE 5128129	20,947.50
			(95) BUNDLE: ENVIRONMENTAL SCIENCE: SUSTAINING YOUR WORLD (6 YR ACCESS), 9781337379465 (105) IAC K12AE MT ENVIRONMENTAL SCIENCE: SUSTAINING YOUR WORLD 6 YR, 9780357084106	
			SHIPPING	
29	07/01/2021	GATEWAY EDUCATION LEARNING LLC	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC	49,899.16

# Bartlesville Public Schools

## Encumbrance Register

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### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
			SECONDARY SCIENCE TEXTBOOKS PER QUOTE DATED 05/10/2021  (153) OK STUDENT EDITION DIGITAL COURSEWARE W/6 YR LICENSE 2022 1E, 9781418348724 (307) OK DIGITAL COURSEWARE W/ 6YR LICENSE, 2022 1E, 9781418348748  PLUS FREE MATERIALS  SHIPPING	
30	07/01/2021	GATEWAY EDUCATION LEARNING LLC	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE TEXTBOOKS PER QUOTE DATED 05/10/2021  (28) STUDENT EDITION W/MASTERING BIOLOGY + E-TEXT (UP TO 6 YRS ACCESS) 2021 12/E, 9780136486879 (47) MASTERING BIOLOGY WITH E-TEXT - 6 YR ACCESS, 2021 12/E, 9780137453023 (76) STUDENT ED W/MASTERING CHEMISTRY E-TEXT - 6 YRS ACCESS, 2020 6/E, 9780135244616 (104) MASTERING CHEMISTRY W E-TEXT - 6 YRS ACCESS, 2020 6/E, 9780135221754 (28) STUDENT ED W/MASTERING CHEMISTRY (UP TO 6 YRS ACCESS), 201814/E, 9780134650951  SHIPPING	37,702.57
31	07/01/2021	HOUGHTON MIFFLIN HARCOURT PUB CO	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY SCIENCE E-TEXTBOOKS PER PROPOSAL DATED 05/12/2021 FOR PURCHASE OF ANATOMY & PHYSIOLOGY STUDENT MATERIALS & SERVICES: (28) 2019 TORTORA, INTRODUCTION TO HUMAN BODY, ELEVENTH EDITION WILEYPLUS SET, 6 YR, 9781119589303 (12) 2019 TORTORA, INTRODUCTION TO THE HUMAN BODY, ELEVNTN EDITION WILEYPLUS ACCESS 6 YR, 9781119588986  TEACHER MATERILAS & SERVICES: (2) 2019 TORTORA, INYTRDUCTION TO THE HUMAN BODY, ELEVENTH EDITION WILEYPLUS SET 6 YEAR  SHIPPING	6,650.85
32	07/01/2021	DISCOVERY EDUCATION	BOOKS (EBOOKS)-028/CURR/ESC SECONDARY SCIENCE DIGITAL & PRINT EXPERIENCE PER QUOTE # 2 DATED 5/10/2021 EARTH, PHYSICAL & LIFE SCIENCES FOR CENTRAL & MADISON MIDDLE SCHOOLS	165,894.75
33	07/01/2021	GATEWAY EDUCATION LEARNING LLC	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC SECONDARY MATH TEXTBOOKS PER QUOTE DATED 5/10/21 HIGHER ED/AP TITLES  (22) MMLAB, STU ACCESS 6 YR, 2007 7/E, 9780133135411 (25) SE+6 YR, MMLAB FOR SCH, 2017 7/E, 9780134618227  INCLUDES FREE MATERIALS PER QUOTE  SHIPPING	7,998.84
34	07/01/2021	THOMPSON SCHOOL BOOK DEPOSITORY	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC ELEMENTARY ADOPTION MATH TEXTBOOKS PER SITE ORDER FORMS	7,309.65
35	07/01/2021	THOMPSON SCHOOL BOOK DEPOSITORY	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC	12,486.69

## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
			ELEMENTARY ADOPTION SOCIAL STUDIES TEXTBOOKS PER SITE ORDER FORMS	
36	07/01/2021	AT&T	TECH-RLTD-SPLYS-019/TECH/ESC (5) MOXIE HOT SPOTS PER EMAIL DATED 05/26/2021	720.00
37	07/01/2021	CAMBIUM LEARNING INC - LEARNING A-Z	TECH-RLDT-SPLYS-019/TECH/ESC CLASSROOM LICENSE READING A-Z (17) LICENSES 1 YR	1,836.00
38	07/01/2021	OKLAHOMA SOCIETY FOR TECHNOLOGY EDU	TECH-RLDT-SPLYS-019/TECH/ESC OKALHOMA SOCIETY FOR TECHNOLOGY IN EDUCATION BUNDLE (UNLIMITED) 1 YEAR	750.00
39	07/01/2021	LIVEBINDERS, INC	TECH-RLDT-SPLYS-019/TECH/ESC TEAM BPS 1 YEAR TERM SUBSCRIPTION RENEWAL 50 GB SHARED STORAGE	259.00
			PER QUOTE Q11541	
40	07/01/2021	BADGEPASS, INC	TECH-RLDT-SPLYS-019/TECH/ESC BADGEPASS IDENTITY MANAGER ENTERPRISE	475.00
			PER QUOTE # 102838 PRO-RATED 09/1/2021 TO 06/30/2022	
41	07/01/2021	CHICKASAW TELECOM, INC.	TECH-RLDT-SPLYS-019/TECH/ESC SMARTNET SUPPORT RENEWAL FIREPOWER LICENSE RENEWAL THREAT DEFENSE ANY CONNECT LICENSE	10,665.49
			PER QUOTE 771216	
42	07/01/2021	EDUCATION LOGISTICS INC	TECH-RLDT-SPLYS-019/TRANS YEARLY FEE FOR ACCESS TO SOFTWARE SERVICES EDULOG	8,000.00
43	07/01/2021	CDW-G	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR EQUIPMENT	15,000.00
44	07/01/2021	LOWE'S COMPANIES, INC.	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	1,500.00
45	07/01/2021	DELL MARKETING LP	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	2,500.00
46	07/01/2021	IMPACT COMPUTERS & ELECTRONICS	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	2,500.00
47	07/01/2021	MONOPRICE.COM	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	5,000.00
48	07/01/2021	REFURBUPS.COM	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	7,000.00
49	07/01/2021	TEL-STAR TECHNOLOGIES, INC	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. TECHNOLOGY SUPPLIES ETC.	20,000.00
50	07/01/2021	FOLLETT SCHOOL SOLUTIONS, INC.	TECH-RLDT-SPLYS-019/TECH/ESC	12,141.36

# Bartlesville Public Schools

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Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
			FOLLETT DESTINY LIBRARY & TEXTBOOK MANAGEMENT RENEWAL: PER QUOTE # 7585890 DATED 05/25/2021 (1) BHS LIBRARY MANAGEMENT HOSTED (1) BHS TEXTBOOK MANAGER (1) BFA LIBRARY MANAGEMENT HOSTED (6) ELEMENTARY LIBRARY MANAGEMENT (6) ELEMENTARY RPS ONLINE FOR AR/RC (6) ELEMENTARY ONLINE LEXILES (6) ELEMENTARY TITLE PEEK (2) CMS/MMS LIBRARY MANAGER (2) CMS/MMS TEXTBOOK MANAGER (2) CMS/MMS TITLE PEEK	
51	07/01/2021	STEPHEN W CARLETON	TECH-RLDT-SPLYS-019/TECH/ESC BLANKET PO FOR MISC. EQUIPMENT ETC.	6,500.00
52	07/01/2021	SCHOOL SPECIALTY INC.	VOID - REPLACED BY ANOTHER PO	0.00
53	07/01/2021	GATEWAY EDUCATION LEARNING LLC	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC ELEMENTARY SCIENCE TEXTBOOKS PER SITE ORDER FORMS INCLUDES SHIPPING	3,346.51
54	07/01/2021	THOMPSON SCHOOL BOOK DEPOSITORY	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC ELEMENTARY ADOPTION MATH TEXTBOOKS PER SITE ORDER FORMS  INCLUDES SHIPPING	2,581.26
55	07/01/2021	SECURITY BANK	REDEMPTION-PRINC-INT-012/PRINT/ESC BLANKET PO FOR LEASE PAYMENTS FOR COPIERS LEASE # 6207200	11,712.43
56	07/01/2021	DEBRA ROSE LOGSDON	OTHER-BUILDING-018/FS/ESC CARPET FOR HIGH SCHOOL OFFICE & STAIR TREADS  (REPLACES PO 2212021-28)	25,320.00
57	07/01/2021	KENNETH E SPINA	MASONARY/PLASTERING SRVCS-018/FS/ESC WALLS FOR JP AND WAYSIDE CAFE FOR MUSIC ROOM  PER QUOTE E107 & E108 05/23/2021	8,760.00
58	07/01/2021	UNITED TECHNOLOGIES CORPORATION	OTHER-BUILDINGS-018/FS/ESC BLANKET PO FOR NEW ELEVATOR SYSTEM AT MADISON MIDDLE SCHOOL PER PROPOSAL # KCR87694695  (REPLACES YR 20-21 PO 212021-22)	71,600.00
59	07/01/2021	BENJAMIN J CRAMER	PARKING-018/FS/ESC REPLACE PARKING LOTS/DRIVEWAYS CONCRETE/PAVING FOR KANE, HOOVER AND WILSON PER ESTIMATE CC1091 DATED APR 22, 2021  (REPLACES YR 20-21 PO 112021-1133)	156,615.00
60	07/01/2021	UNITED TECHNOLOGIES CORPORATION	OTHER-BUILDINGS-018/FS/ESC BLANKET PO FOR NEW ELEVATOR SYSTEM AT BARTLESVILLE HIGH SCHOOL PER PROPOSAL KCR8970948  (REPLACES YR 20-21 PO 212021-21)	82,460.00
61	07/01/2021	WHALING CONSTRUCTION, INC.	PARKING-018/FS/ESC	114,500.00

## Bartlesville Public Schools Encumbrance Register

Year 2021-2022 Fund 01

### 01-2019 BOND-GENERAL PROJ - BEA LEASE PURCHASE

PO No	Date	Vendor	Description	Amount
			REPLACE PARKING LOTS/DRIVEWAYS CONCRETE/PAVING WORK FOR: JP ELEM, WAYSIDE AND HIGH SCHOOL PER PROPOSAL # 20210429BPS  (REPLACES YR 20-21 PO 112021-1134)	
62	07/01/2021	FOLLETT SCHOOL SOLUTIONS, INC.	TECH-RLDT-SPLYS-019/TECH/ESC DESTINY RESOURCE MANAGER PER QUOTE # 1098490-3	17,990.00
63	07/01/2021	CHICKASAW TELECOM, INC.	TECHNOLOGY SERVICES-019/TECH/ESC BLANKET PO FOR ENGINEERING SERVICE	2,500.00
64	07/01/2021	THOMPSON SCHOOL BOOK DEPOSITORY	STATE-ADOPTED-TEXTBOOK-028/CURR/ESC ELEMENTARY ADOPTION MATH TEXTBOOKS TEACHE EDITIONS PER ORDER FORMS	1,128.65
65	07/01/2021	C & S AIR INC	MACHINERY-018/FS/ESC PURCHASE NEW UNDERCOUNTER ICE MACHINE FOR TEACHERS LOUNGE AT JANE PHILLIPS PER QUOTE DATED 05/27/21	2,325.00
66	07/01/2021	REDBUD COMMERCIAL FLOORING	OTHER-BUILDINGS-018/FS/ESC STAFF RESTROOM RENOVATIONS MAINTENANCE AND TRANSPORTATION	2,178.00

**Report Total: \$1,364,520.59**

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

Site Name: ESC School Year: 2021/2022

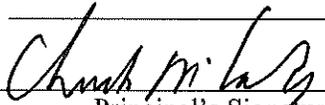
Account Name/Number Bruin Logo - 996 Sponsor(s): Chuck McCauley

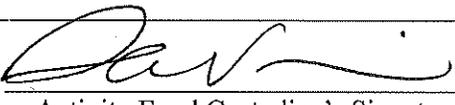
**FUNDRAISERS** to be Approved: Or Additional Revenue for Existing Funds:

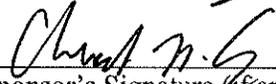
<u>Fundraiser</u>	<u>Start/End Date</u>	<u>On/Off Campus</u>	<u>Est. Income</u>
1. <u>All Existing</u>			\$
2. _____			\$
3. _____			\$
4. _____			\$
5. _____			\$
6. _____			\$
7. _____			\$
8. _____			\$
9. _____			\$
10. _____			\$

**EXPENDITURES** to be Approved:

1. Refreshments, catering
2. All Existing Expenditures
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

  
Principal's Signature

  
Activity Fund Custodian's Signature

  
Sponsor's Signature (if applicable)

05-25-2021  
Date of Request

\_\_\_\_\_  
Board Approval Date