

Regular Meeting of The Board of Education Independent School District Number 33,
Creek County
Tuesday, July 8, 2025 12:00 PM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

- I. Call the Meeting to Order and Pledge of Allegiance to the American Flag.
- II. Formal Adoption of the Agenda
 - II.A. Motion, discussion, and vote on motion to formally adopt the Agenda.
- III. Consent Agenda
 - III.A. Approval of the Board Meeting Minutes.
 - III.A.1. 6.10.2025 BOE Meeting Minutes
 - III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 871 through 892.
 - III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance numbers 211 through 229.
 - III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order Encumbrance numbers 101 through 103.
 - III.E. Approval of the 2025-26 General Fund Purchase Order Encumbrance numbers 1 through 73.
 - III.F. Approval of the 2025-26 Building Fund Purchase Order Encumbrance numbers 1 through 23.
 - III.G. Approval of the 2025-26 Child Nutrition Fund Purchase Order Encumbrance numbers 1 through 4.
 - III.H. Approval of the monthly financial reports of the School Activity Funds account.
 - III.I. Approval of the monthly financial report for the SPS Endowed Scholarship Accounts, Fund 81.
 - III.J. Approval of the Treasurer's Report on the status of Funds and Investments.
 - III.K. Approval of designating American Heritage Bank as the depository bank for Sapulpa Public Schools appropriated funds and Activity Accounts with First United Bank.
 - III.L. Approval for the renewal of the lease-purchase for Collins Stadium Video Board is \$152,182.21 by American Heritage Bank for the fiscal year ending on June 30, 2025.
 - III.M. Approval for the renewal of the lease-purchase for Soccer Field Turf is \$259,618.61 by American Heritage Bank for the fiscal year ending on June 30, 2025.
 - III.N. Approval for the renewal of the lease-purchase for Chieftain Center Video Board is \$65,346.34 by American Heritage Bank, for the fiscal year ending on June 30, 2025.
 - III.O. Approval of Digital Teaching and Learning professional development for certified teachers every year.
 - III.P. Approval of the 2025-26 renewal of the CCOSA District Level Services Program.
 - III.Q. Approval of the 2025-26 Amira Learning Contract.
 - III.R. Approval of the 2025-26 Externship/Off-Campus Practicum Agreement between Sapulpa Public Schools and The University of Tulsa to provide students in the Department of Communication Sciences and Disorders with a speech-language pathology practicum.
 - III.S. Approval of the 2025-26 Central Tech Pre-Employment Transition Services (Pre-ETS) Collaborative Agreement.
 - III.T. Approval of the 2025-26 Oral Roberts University (ORU) Teacher Education Program(s) Agreement.
 - III.U. Approval of the 2025-26 School Work Study Contract
 - III.V. Approval of the FY26 Capacity Report.

- III.W. Approval of the 2026 American Heritage Bank Hwy 97 Rivalry Agreement, an Exclusive Title Sponsorship between AHB, Sapulpa Athletics, and Sand Springs Athletics.
- III.X. Approval of 2025-26 Tiger Inc. Natural Gas Purchase Agreement with Sapulpa Public Schools.
- III.Y. Approval of the following as Sanctioned Clubs of Sapulpa Public Schools:
 - III.Y.1. JHE TAPS
 - III.Z. Approval of Fundraisers as per attachment.
- IV. Hearing from the Public
- V. Information & Discussion Items
 - V.A. Bond Update
 - V.B. Superintendent Comments
- VI. Action Items
 - VI.A. New Business - items not known or foreseen when agenda was posted
 - VI.B. Vote to approve/disapprove Superintendent Rob Armstrong and his designee as Purchasing Agent for Sapulpa Independent School District, Authorized Representative for all Federal programs including E-Rate and Child Nutrition, and Designated Custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including E-Rate, all state programs, and all other school programs and activities not listed for the 2025-26 school year.
 - VI.C. Discussion, motion, vote on a motion to approve/disapprove the modification of Policy 540.6 Student Possession of Wireless Telecommunication as required by law (SB139), second read.
 - VI.D. Discussion of Student Handbooks as a first read.
 - VI.D.1. Sapulpa High School
 - VI.D.2. Bartlett Academy
 - VI.D.3. Sapulpa Jr. High School
 - VI.D.4. Sapulpa Middle School
 - VI.D.5. Sapulpa Elementary Schools
 - VI.D.6. Virtual--Elementary
 - VI.D.7. Virtual--Secondary
 - VI.E. Proposed Executive Session to discuss Personnel listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.
 - VI.E.1. Vote to convene in Executive Session.
 - VI.E.2. To acknowledge the Board has returned to Open Session.
 - VI.E.3. Statement of Executive Session Minutes.
- VII. Personnel
 - VII.A. Vote to approve/disapprove employing Personnel as per attachment.
 - VII.B. Vote to accept Resignations received since the last board meeting.
- VIII. Adjournment

Regular Meeting of The Board of Education Independent School District Number
33, Creek County
Tuesday, June 10, 2025 12:00 PM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge Allegiance to the Flag.
President Steve McCormick called the meeting to order at 12 pm. Asst
Superintendent Johnny Bilby led the Pledge of Allegiance.

II. Formal Adoption of the Agenda.

II.A. Motion, discussion, and vote on Motion to formally adopt Agenda.
To formally adopt the Agenda passed with a motion by Melinda Ryan and a
second by Sarah Havenstrite.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Absent |
| Steve McCormick: | Yea |
| Johnny Merrell: | Yea |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

III. Consent Agenda

III.A. Approval of Board Meeting Minutes.

III.A.1. 5.05.2025-Regular Meeting Minutes

III.A.2. 06.05.2025-Special Meeting Minutes-Bond Sale

III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance
numbers 827 through 870.

III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance
numbers 193 through 210.

III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order
Encumbrance numbers 96 through 100.

III.E. Approval of the 2024-25 Lease Revenue Fund 4 Purchase Order
Encumbrance numbers 59 and 60.

III.F. Approval of the 2024-25 Bond Fund 31 Purchase Order encumbrance
number 2..

III.G. Approval of the 2024-25 Bond Fund 34 Purchase Order Encumbrance numbers 3 through 5.

III.H. Approval of 2024-25 Bond Fund 37 Purchase Order Encumbrance number 1.

III.I. Approval of the monthly financial reports of the School Activity Funds account.

III.J. Approval of monthly financial reports of the SPS Endowed Scholarship Accounts, Fund 81.

III.K. Approval of the Treasurer's Report on the status of Funds and Investments.

III.L. Approval of a School Membership with Oklahoma State School Boards Association (OSSBA) for the 2025-26 school year.

III.M. Approval of Assemble Paperless Meeting Subscription with Oklahoma State School Boards Association (OSSBA) for the 2025-26 school year.

III.N. Approval of the 2025-26 OSSBA Policy Services.

III.O. Approval of the 2025-26 OSSBA Superintendent Evaluation tool.

III.P. Approval of renewing the 2025-26 Workers Compensation Insurance with the Oklahoma School Assurance Group (OSAG).

III.Q. Approval of renewing the 2025-26 School District Comprehensive Insurance Policy with Oklahoma Schools Insurance Group (OSIG).

III.R. Approval of a 2025-26 Legal Contract with Christina Evans, Orientation and Mobility Specialist.

III.S. Approval of a 2025-26 Legal Contract with Cindy Lumpkin, Consultant, to serve district children with visual disabilities.

III.T. Approval of a 2025-26 Legal Contract with Casey Newman Wood to provide educational audiology consultant services.

III.U. Approval of a 2025-26 Legal Contract with Leah Gruns to conduct speech and/or language therapy and related activities for Sapulpa Public Schools.

III.V. Approval of a 2025-26 Legal Contract with Lindsay Briggs to provide Occupational Therapy for Sapulpa Public Schools.

III.W. Approval of the 2025-26 United Community Action Program (UCAP) Head Start MOU and Sapulpa Public Schools.

III.X. Approval of the 2025-26 United Community Action Head Start Special Services Agreement with SPS.

III.Y. Approval of the 2025-26 Special Services Cooperative Agreement with NACT (Native American Coalition of Tulsa Head Start Program).

III.Z. Approval of 2025-26 NACT MOA with Sapulpa Public Schools.

III.AA. Approval of the 2025-26 BorderLAN Security Agreement for internet filtering service and classroom management system.

III.AB. Approval of the 2025-26 renewal of Microsoft Licensing.

III.AC. Approval of the 2025-26 Buy Board National Purchasing Cooperative Interlocal Participation.

III.AD. Approval of the 2025-26 Oklahoma State University MOU for Field/Clinical Experiences.

III.AE. Approval of the 2025-26 University of Tulsa MOU for Classroom Student Teachers.

III.AF. Approval of the 2025-26 Tulsa Community College MOU for dual credit programs.

III.AG. Approval of the 2025-26 PLTW (Project Lead the Way) Grants Agreement.

III.AH. Approval of the 2025-26 CREOKS MOU.

III.AI. Approval of the 2025-26 Family & Children Services Interagency Agreement.

III.AJ. Approval of the 2025-26 YSCC MOU.

III.AK. Approval of the 2025-26 PowerSchool Schoology Quote.

III.AL. Approval of the 2025-26 Agreement for Gas Installation by Oklahoma Natural Gas Company at the Sapulpa High School Campus.

III.AM. Approval of the 2025-26 renewal of Identogo Fingerprint Coupon Codes.

III.AN. Approval of the 2025-26 Child Nutrition Prime Vendor Recommendation.

III.AO. Approval of the 2025-26 Child Nutrition Kitchen Chemical Bid Recommendation.

III.AP. Approval of the 2025-26 Child Nutrition Milk and Juice Bid Recommendation.

III.AQ. Approval of the 2025-26 K&T Demolition & Site Clearing Agreement for the demolition of the Dewey property.

III.AR. Approval of the 2025-26 Cummins Sales and Service Planned Maintenance Proposal.

III.AS. Approval of the 2025-26 Action Fire Protection proposal for annual inspections and service work.

III.AT. Approval of the 2025-26 Lone Star Co-Op Application for Softball, Volleyball, Football, Wrestling, Baseball, Boys and Girls Golf, Soccer, and Tennis.

III.AU. Approval of 2025 Perry Weather Subscription.

III.AV. Approval of the 2025-26 renewal for the YurView Agreement.

III.AW. Approval of the 2025-26 renewal of the Tulsa Bone and Joint Sports Medicine Services Donation Agreement.

III.AX. Approval to accept payment from Sapulpa Baseball Booster for Steve Irvine, Riley Tincher, JT Rains, Coleson Coffey, Lee Callison, and John McPherson for the 2025 Summer Program payments.

III.AY. Approval of a generous donation of \$2,255.14 from Tulsa Bone & Joint to cover new training tables for the Baseball and Softball Complex.

III.AZ. Approval of the 2025-26 Focused Yearbook Agreement for Holmes Park Elementary.

III.BA. Approval of the 2025-26 Picture Agreements.

III.BA.1. SHS-Lifetouch

III.BA.2. Jr.High-Lifetouch

III.BA.3. Liberty STEM-Ruth Kelly Studio

III.BB. Approval of the following as Sanctioned Clubs of Sapulpa Public Schools:

III.BB.1. Holmes Park Elementary TAPS

III.BB.2. Sapulpa Ping Pings Booster Club

III.BB.3. Sapulpa HS Band Booster Club

III.BB.4. Sapulpa HS Baseball Booster Club

III.BB.5. Sapulpa HS Softball Booster Club

III.BC. Declaration of Surplus

III.BC.1. Bartlett Academy-Old Text Books

III.BC.2. District-Chromebook Surplus List-2025

III.BC.3. District-General Contents, Property, and Equipment of previous Baseball/Softball Fields

III.BD. Out of State Activity Trips

III.BD.1. Cross Country-X2-Fayetteville, AR and Joplin, MO

III.BD.2. HS Band-Johnson City, TN

III.BD.3. Softball-MO

III.BE. Approval of Fundraisers as per attachment.

To approve Consent Agenda Items A-BE passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Absent |
| Steve McCormick: | Yea |
| Johnny Merrell: | Yea |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

IV. Hearing from the Public

Jessica Robinson-Dress Code

V. Information & Discussion Items

V.A. Bond Projects Update

The rainy weather has impacted projects by two or three weeks. Building Pad A was completed this week. Demo of the 400 Hall was completed this week. The new property on Dewey will be demolished and converted into a gravel lot for additional parking. New Work Zone #5-Dewey remains closed through August 2026. Retaining Walls have started, and Pier work will begin shortly as well.

V.B. Updated Cell Phone Policy, first read
SB 139

V.C. Superintendent Comments

Superintendent Armstrong talked about the previous Special Meeting to sell bonds. He thanked the District and Finance Dept for a job well done in their work to help get a low, low rate of 3.5%.

VI. Action Items

VI.A. New Business - items not known or foreseen when agenda was posted.
None

VI.B. Proposed executive session to discuss Personnel listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.

VI.B.1. Vote to convene in Executive Session.

To convene in Executive Session at 12:43 pm passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.B.2. To acknowledge the Board has returned to Open Session.

President Steve McCormick acknowledged the board's return to Open Session at 1:28 pm.

VI.B.3. Statement of Executive Session Minutes.

The Board of Education went into Executive Session at 12:43 pm to discuss Personnel as listed and to conduct an ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 1:28 pm. Present in Executive Session were Johnny Merrell, Sarah Havenstrite, Melinda Ryan, Steve McCormick, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

VII. Personnel

VII.A. Vote to approve/disapprove employing Personnel as per attachment.

To approve employing Personnel as per the attachment passed with a motion by Melinda Ryan and a second by Johnny Merrell.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VII.B. Vote to approve/disapprove the 2025 Summer Program employees as per the attachment.

To approve the 2025 Summer Program employees as per the attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

To approve the 2025 Summer Program employees as per the attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VII.C. Vote to approve/disapprove Peggy Mussler as an adjunct teacher in English for the 2025-26 school year.

To approve Peggy Mussler as an adjunct teacher in English for the 2025-26 school year passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VII.D. Vote to approve/disapprove Rashelle Vaughn as an adjunct teacher in Biological Science for the 2025-26 school year.

To approve Rashelle Vaughn as an adjunct teacher in Biological Science for the 2025-26 school year passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Absent |
| Steve McCormick: | Yea |
| Johnny Merrell: | Yea |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VII.E. Vote to approve/disapprove Cynthia Swift as an adjunct teacher in Business Education for the 2025-26 school year.

To approve Cynthia Swift as an adjunct teacher in Business Education for the 2025-26 school year passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Absent |
| Steve McCormick: | Yea |
| Johnny Merrell: | Yea |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VII.F. Vote to approve/disapprove Adedolapo Sobowale as an adjunct teacher in Physical Education/Health/Safety for the 2025-26 school year.

To approve Adedolapo Sobowale as an adjunct teacher in Physical Education/Health/Safety for the 2025-26 school year passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

| | |
|--------------------|--------|
| Sarah Havenstrite: | Yea |
| Larry Hoover: | Absent |
| Steve McCormick: | Yea |
| Johnny Merrell: | Yea |
| Melinda Ryan: | Yea |

Yea: 4, Nay: 0, Absent: 1

VII.G. Vote to approve/disapprove Mary Coldiron as an adjunct teacher in Physical Education/Health/Safety for the 2025-26 school year.

To approve Mary Coldiron as an adjunct teacher in Physical Education/Health/Safety for the 2025-26 school year passed with a motion by Melinda Ryan and a second by Johnny Merrell.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VII.H. Vote to accept Resignations received since the last board meeting.
To accept Resignations received since the last board meeting passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VIII. Adjournment.

To adjourn at 1:33 pm passed with a motion by Sarah Havenstrite and a second by Johnny Merrell.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Johnny Merrell: Yea
Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 871 - 892, Fund(s): GENERAL FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|------------------------------------|--|-----------|
| 11 | 871 | 06/05/2025 | 80298 | AMY WARNER | 541- Travel Per Diem for June 11-13 Conference | 128.00 |
| 11 | 872 | 06/05/2025 | 81260 | CHARLES YOUNG | Reimbursement for CDL renewal | 56.50 |
| 11 | 873 | 06/05/2025 | 80081 | JULIE ENLOW | 541- Travel Per Diem for training June 6, 2025 | 156.80 |
| 11 | 874 | 06/06/2025 | 2111 | LANGUAGE LINE SERVICES | TRANSLATION SERV FOR DISTRICT STUDENTS AND PARENTS | 50.00 |
| 11 | 875 | 06/09/2025 | 1818 | MERRIFIELD OFFICE SUPPLY | FINANCE OFFICE SUPPLIES/BOXES,CARDS | 500.00 |
| 11 | 876 | 06/10/2025 | 3826 | SECURITY BANK CARD CENTER INC | IDEN TOGO-EMPLOYEE BACKGROUND CHECKS | 1,000.00 |
| 11 | 877 | 06/10/2025 | 661 | THE ART OF EDUC UNIVERSITY, LLC | Art of Education: Dist Vis Arts Curr 6 yrs | 59,820.00 |
| 11 | 878 | 06/11/2025 | 677 | CODEHS, INC. | SMS/SJH Comp Tech Curriculum - 3 yrs | 34,605.00 |
| 11 | 879 | 06/13/2025 | 80594 | STEPHEN A SHIBLEY II | Reimbursement for OAPT Conference | 85.53 |
| 11 | 880 | 06/17/2025 | 3826 | SECURITY BANK CARD CENTER INC | SHELVING FOR SPED/ADMIN - AMAZON | 1,500.00 |
| 11 | 881 | 06/18/2025 | 708 | FOLLETT SOFTWARE, LLC | Annual Renewal- Destiny Library Software | 23,667.60 |
| 11 | 882 | 06/18/2025 | 80235 | CURTIS L ROSE | Reimbursement for fuel - pcard declined | 125.01 |
| 11 | 884 | 06/23/2025 | 3826 | SECURITY BANK CARD CENTER INC | Hotels for AET Symposium Stillwater 6/24 | 220.00 |
| 11 | 885 | 06/23/2025 | 70037 | LACIE ANN BUTLER-WETHERELL | GSA Reim for Stillwater PD 6/24 | 102.00 |
| 11 | 886 | 06/23/2025 | 80899 | DYLAN JOHNSTON | GSA Reim for Stillwater PD 6/24 | 102.00 |
| 11 | 887 | 06/23/2025 | 3826 | SECURITY BANK CARD CENTER INC | Amazon Tech Supplies | 5,000.00 |
| 11 | 888 | 06/25/2025 | 1269 | SOFTWARE HOUSE INTERNATIONAL | Replacement Computers and Monitors | 16,607.76 |
| 11 | 889 | 06/25/2025 | 4339 | HOWARD INDUSTRIES INC | Replacement Laptops | 5,425.00 |
| 11 | 890 | 06/27/2025 | 7089 | HOLT TRUCK CENTERS OF OKLAHOMA,LLC | Bus 11 Transmission Replacement | 2,312.50 |
| 11 | 891 | 06/30/2025 | 1818 | MERRIFIELD OFFICE SUPPLY | Office supplies | 1,326.67 |
| 11 | 892 | 06/30/2025 | 3826 | SECURITY BANK CARD CENTER INC | YEAR END UNFORSEEN EXPENSES | 50,000.00 |

| | |
|---------------------------|---------------------|
| Non-Payroll Total: | \$202,790.37 |
| Payroll Total: | \$0.00 |
| Balance Forward: | \$0.00 |
| Report Total: | \$202,790.37 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 211 - 229, Fund(s): BUILDING FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------|------------|-----------|--------------------------------------|---|---------------------|
| 21 | 211 | 06/06/2025 | 1056 | ASSURANCE RESTORATION | EMERGENCY RESTORATION/ BAILEY BUILDING | 9,098.90 |
| 21 | 212 | 06/10/2025 | 791 | TRANE U.S. INC. | DISTRICT HVAC PARTS AND SERVICE | 1,800.00 |
| 21 | 213 | 06/10/2025 | 9289 | PATRIOT SECURITY | DISTRICT SECURITY/FIRE ALARM REPAIR AND REPLACE | 3,650.00 |
| 21 | 214 | 06/13/2025 | 8510 | HD SUPPLY FACILITIES MAINTENANCE | DISTRICT SECURITY/FIRE ALARM REPAIR AND REPL | 500.00 |
| 21 | 215 | 06/13/2025 | 39745 | MICHAEL MORGAN | District Drywall & painting/ HS temporary office | 4,337.00 |
| 21 | 216 | 06/13/2025 | 39745 | MICHAEL MORGAN | District Drywall & Painting/ New Wall HS Library | 4,106.00 |
| 21 | 217 | 06/13/2025 | 693 | ROBERT THAD REASER | Fence Replace & adding extra fence/HS back prking | 5,600.00 |
| 21 | 218 | 06/13/2025 | 517 | CJ SUTTON, LLC | HS New Security Entrance Door Construction | 4,960.00 |
| 21 | 219 | 06/13/2025 | 3826 | SECURITY BANK CARD CENTER INC | Supplies for Grounds: Amazon, Atwoods, Bixby Power | 2,000.00 |
| 21 | 220 | 06/17/2025 | 796 | OKLAHOMA GAS & ELECTRIC CO | DISTRICT ELECTRICAL SERVICES - JUNE | 60,000.00 |
| 21 | 221 | 06/18/2025 | 2420 | INTERMOUNTAIN LOCK & SECURITY | District Door, Locks and Keys | 2,000.00 |
| 21 | 222 | 06/18/2025 | 296 | 413 SIGNS & GRAPHICS | New Signs\ High School Temp office | 2,350.00 |
| 21 | 223 | 06/23/2025 | 2818 | Kryptonite Kustomz, LLC | WRAP ACTIVITY BUSES (2) | 28,500.00 |
| 21 | 224 | 06/23/2025 | 629 | LOCKE SUPPLY | District Maintenance Supplies | 2,000.00 |
| 21 | 225 | 06/23/2025 | 3158 | WILLIAM A. HARRISON, INC. | District HVAC Service and Repair/SMS Flush | 4,984.00 |
| 21 | 226 | 06/24/2025 | 1597 | ENVIRONMENTAL HAZARD CONTROL INC. | HS/JH Abatement Inspection | 1,250.00 |
| 21 | 227 | 06/24/2025 | 3834 | PLAY BY DESIGN INC | Replacement Awning at Jefferson Heights | 3,832.05 |
| 21 | 228 | 06/30/2025 | 1024 | SOUTHSIDE MOWERS | District Grounds Equipment/Service | 9,600.00 |
| 21 | 229 | 06/30/2025 | 306 | BRADY INDUSTRIES OF KANSAS, LLC | District Custodial Supplies | 3,300.00 |
| Non-Payroll Total: | | | | | | \$153,867.95 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$153,867.95 |

Sapulpa Public Schools
Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 101 - 103, Fund(s): CHILD NUTRITION FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|--------------|-------------|------------------|-------------------------------|---|--------------------|
| 22 | 101 | 06/09/2025 | 32192 | ALL AMERICAN FORKLIFT, LLC | Service CN warehouse forklift | 1,000.00 |
| 22 | 102 | 06/09/2025 | 587 | ACE MART RESTAURANT SUPPLY CO | New Hobart Dishwasher for Liberty | 23,330.00 |
| 22 | 103 | 06/17/2025 | 3826 | SECURITY BANK CARD CENTER INC | Forehand Electric - Holmes Park Kitchen | 130.00 |
| Non-Payroll Total: | | | | | | \$24,460.00 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$24,460.00 |

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 73, Fund(s): GENERAL FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|------------------------------------|---|------------|
| 11 | 1 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal of TalentEd Perform, Talent and Records | 35,515.90 |
| 11 | 2 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal PowerSchool Enrollment Registration | 14,327.62 |
| 11 | 3 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal of PowerSchool SIS | 43,456.63 |
| 11 | 4 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal of Schoology LMS | 23,142.85 |
| 11 | 5 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal of SearchSoft -McRel-Principal | 5,706.15 |
| 11 | 6 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal PowerSchool Ecollect Forms | 7,085.75 |
| 11 | 7 | 07/01/2025 | 235 | CCOSA-COOP COUNCIL OK SCH | Recertification/certification for Administrators | 1,000.00 |
| 11 | 8 | 07/01/2025 | 202 | EMPIRICAL RESOLUTION, INC. | 511-Quill Site License for Secondary ELA | 1,800.00 |
| 11 | 9 | 07/01/2025 | 134 | ROCKETLIT, INC. | 552-InnerOrbit Site License for MS Science | 2,750.00 |
| 11 | 10 | 07/01/2025 | 7578 | KATIE KINDER | 541- Contract with Katie Kinder for PD Services | 3,000.00 |
| 11 | 11 | 07/01/2025 | 2041 | HOUGHTON MIFFLIN HARCOURT | 011-Read180 Digital Access | 17,092.50 |
| 11 | 12 | 07/01/2025 | 691 | GLOBAL COMPLIANCE NETWORK | Renewal of GCN training platform | 1,260.00 |
| 11 | 13 | 07/01/2025 | 3101 | SEVERIN INTERMEDIATE HOLDINGS, LLC | Renewal of PowerSchool PM Assessment | 22,714.15 |
| 11 | 14 | 07/01/2025 | 60139 | OSSBA | POLICY SERVICES SUBSCRIPTION THROUGH JUN 30, 2026 | 1,200.00 |
| 11 | 15 | 07/01/2025 | 60139 | OSSBA | ASSEMBLE ANNUAL SUBSCRIPTION THROUGH JUN 30, 2026 | 3,000.00 |
| 11 | 16 | 07/01/2025 | 60139 | OSSBA | SUPERINTENDENT EVAL TOOL THROUGH JUN 30, 2026 | 250.00 |
| 11 | 17 | 07/01/2025 | 60139 | OSSBA | MEMBERSHIP DUES 2025-2026 | 4,569.00 |
| 11 | 18 | 07/01/2025 | 327 | TIMECLOCK PLUS, LLC | HARDWARE SUPPORT AND MAINTENANCE | 11,032.54 |
| 11 | 19 | 07/01/2025 | 2212 | POWERSCHOOL GROUP LLC | SCHOOLMESSENGER PRESENCE | 9,290.99 |
| 11 | 20 | 07/01/2025 | 700 | INSURICA | BOND COVERAGES - ADMIN | 3,500.00 |
| 11 | 21 | 07/01/2025 | 700 | INSURICA | FFA ACCIDENT RENEWAL MAY 1, 2026 | 400.00 |
| 11 | 22 | 07/01/2025 | 153 | ESS SOUTH CENTRAL, LLC | SUBSTITUTE SERVICES- DISTRICT | 75,000.00 |
| 11 | 23 | 07/01/2025 | 2269 | SUPERIOR LINEN SERVICE | LINEN SERVICE-SPEC NEEDS CLASSROOMS | 2,500.00 |
| 11 | 24 | 07/01/2025 | 2529 | CREEK CO TREASURER | VISUAL INSPECTION PROG-AD VALOREM TAX | 140,000.00 |
| 11 | 25 | 07/01/2025 | 9836 | SylogistEd, Inc | PAYROLL FORMS | 500.00 |
| 11 | 26 | 07/01/2025 | 2524 | ROSENSTEIN FIST & RINGOLD | PROFFESIONAL LEGAL SERVICES-DISTRICT | 8,000.00 |
| 11 | 27 | 07/01/2025 | 940 | LAWRENCE COUNTY NEWSPAPERS, INC. | DISTRICT ADS | 800.00 |

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 73, Fund(s): GENERAL FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|------|-------|------------|-----------|------------------------------------|--|------------|
| 11 | 28 | 07/01/2025 | 32187 | OCCUPATIONAL HEALTH CENTERS SW, PA | PERSONNEL DRUG SCREENING | 2,500.00 |
| 11 | 29 | 07/01/2025 | 4816 | BLEDSON, HEWETT & GULLEKSON | DISTRICT AUDITING SERVICES | 16,000.00 |
| 11 | 30 | 07/01/2025 | 60139 | OSSBA | ADMIN STAFF TRAINING | 500.00 |
| 11 | 31 | 07/01/2025 | 2571 | SAPULPA CHAMBER OF COMMER | DISTRICT MEMBERSHIP FEE | 431.00 |
| 11 | 32 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | IDENTOGO-EMPLOYEE BACKGROUND CHECKS | 3,000.00 |
| 11 | 33 | 07/01/2025 | 4247 | UMB BANK N.A. | DISTRICT BOND AGENTS FEES | 600.00 |
| 11 | 34 | 07/01/2025 | 2524 | ROSENSTEIN FIST & RINGOLD | 2025-26 POLICY PACK | 1,500.00 |
| 11 | 35 | 07/01/2025 | 4055 | O T A PIKEPASS | PIKEPASS TOLLS-DISTRICT | 2,000.00 |
| 11 | 36 | 07/01/2025 | 793 | OK EMP SECURITY COMM | BENEFITS PAID TO PERSONNEL | 9,500.00 |
| 11 | 37 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | ADMINISTRATION - OFFICE/BUILDING SUPPLIES | 3,000.00 |
| 11 | 38 | 07/01/2025 | 9836 | SylogistEd, Inc | DISTRICT FINANCIAL SOFTWARE | 25,000.00 |
| 11 | 39 | 07/01/2025 | 30840 | OSIG | ANNUAL PREMIUMS FOR DISTRICT | 400,000.00 |
| 11 | 40 | 07/01/2025 | 685 | AMIRA LEARNING, INC. | 511-Amira License for FY26 | 41,602.50 |
| 11 | 41 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | DIESEL FOR DISTRICT VEHICLES | 50,000.00 |
| 11 | 42 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | GASOLINE FOR DISTRICT VEHICLES | 50,000.00 |
| 11 | 43 | 07/01/2025 | 2111 | LANGUAGE LINE SERVICES | TRANSLATION SERVICES | 250.00 |
| 11 | 44 | 07/01/2025 | 874 | QUILL CORPORATION | ADMIN OFFICE SUPPLIES | 750.00 |
| 11 | 46 | 07/01/2025 | 25 | BARBARA A. SORRELS | 541- Contract with Barbara Sorrels for PD services | 1,000.00 |
| 11 | 47 | 07/01/2025 | 235 | CCOSA-COOP COUNCIL OK SCH | 000-CCOSA District Level Services Program FY26 | 2,000.00 |
| 11 | 48 | 07/01/2025 | 1999 | GORDON STOWE | 621-Sped-Annual Audiometer Maintenance | 1,000.00 |
| 11 | 49 | 07/01/2025 | 31629 | NCS PEARSON, INC. | 621-Sped-Q-Interactive Licenses | 1,050.00 |
| 11 | 50 | 07/01/2025 | 31629 | NCS PEARSON, INC. | 621-Sped-Q-Interactive Subtests | 5,000.00 |
| 11 | 51 | 07/01/2025 | 285 | SARAH ELIZABETH RAMIREZ | 621-Sped-Parent Transportation Reimbursement | 7,000.00 |
| 11 | 52 | 07/01/2025 | 104 | SUPERIOR VISION CONSULTING LLC | 011-Sped-Vision Impairment Contract Services | 15,000.00 |
| 11 | 53 | 07/01/2025 | 3153 | MOBILIZED VISION, LLC | 011-Sped-Orientation & Mobility Contract Services | 6,000.00 |
| 11 | 54 | 07/01/2025 | 3100 | CASEY WOOD | 011-Sped-Educational Audiology Contract Services | 500.00 |
| 11 | 55 | 07/01/2025 | 80464 | LEAH K GRUNS | 011-Sped-SLP Contract Services (Gruns) | 15,000.00 |
| 11 | 56 | 07/01/2025 | 542 | LINDSAY R. BIGGS | 011-Sped-OT Contract Services (Biggs) | 45,000.00 |
| 11 | 57 | 07/01/2025 | 30476 | THERAPY WORKS | 011-Sped-PT/PTA Contract Services (Therapy Works) | 40,000.00 |
| 11 | 58 | 07/01/2025 | 3256 | AMY POWERS | 615-Sped-Travel Reimbursement (Powers) | 800.00 |
| 11 | 59 | 07/01/2025 | 80267 | KATHERINE A STUFFLEBEAM | 615-Sped-Travel Reimbursement (Stufflebeam) | 800.00 |

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 73, Fund(s): GENERAL FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------|------------|-----------|-------------------------------|--|-----------------------|
| 11 | 60 | 07/01/2025 | 7514 | PUBLIC CONSULTING GROUP LLC | 698-Sped-PCG Medicaid Payment FY26 | 4,000.00 |
| 11 | 61 | 07/01/2025 | 39705 | OHCA | 698-Sped-OHCA Medicaid Payment FY25 | 15,000.00 |
| 11 | 62 | 07/01/2025 | 943 | VERIZON WIRELESS | 011-Sped-Verizon MiFi Service | 1,000.00 |
| 11 | 63 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | 011-Pcard-District CPR Card Fees | 225.00 |
| 11 | 64 | 07/01/2025 | 943 | VERIZON WIRELESS | 518-Verizon Hotspot-YSCC Tutoring | 500.00 |
| 11 | 65 | 07/01/2025 | 390 | EBSCO INDUSTRIES, INC. | Novelist Subscription for Literature Reviews | 3,087.00 |
| 11 | 66 | 07/01/2025 | 1818 | MERRIFIELD OFFICE SUPPLY | FINANCE OFFICE FURNTIURE AND SUPPLIES | 750.00 |
| 11 | 67 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | 621-Sped-Supplies and Materials (Amazon) | 1,000.00 |
| 11 | 68 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | 011-Hotel-Nurse Summit OKC July 21-23, 2025 | 1,000.00 |
| 11 | 69 | 07/01/2025 | 927 | TULSA TECHNOLOGY CENTER | 011-Sped-SDE Para Training Tulsa Tech 9/15/2025 | 945.00 |
| 11 | 70 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | 613-Sped-Hotel for Sped Conf. OKC-July 21-23, 2025 | 1,500.00 |
| 11 | 71 | 07/01/2025 | 1404 | SHI INTERNATIONAL CORP | 011-Sped Laptop-School Psych. (SHI Int. Corp) | 1,000.00 |
| 11 | 72 | 07/01/2025 | 8811 | OSAG | WORKERS COMP PREMIUM FOR DISTRICT | 133,777.00 |
| 11 | 73 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | JOM STUDENT FRONTIER CITY INCENTIVE | 849.15 |
| Non-Payroll Total: | | | | | | \$1,350,310.73 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$1,350,310.73 |

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 23, Fund(s): BUILDING FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|-------------|--------------|-------------|------------------|------------------------------------|--|---------------|
| 21 | 1 | 07/01/2025 | 30840 | OSIG | ANNUAL INSURANCE PREMIUMS FOR DISTRICT | 239,557.00 |
| 21 | 2 | 07/01/2025 | 206 | CITY OF SAPULPA | DISTRICT WATER/SEWER SERVICE | 45,000.00 |
| 21 | 3 | 07/01/2025 | 30413 | COX BUSINESS SERVICES | DISTRICT SERVICES | 30,000.00 |
| 21 | 4 | 07/01/2025 | 31469 | COX COMMUNICATIONS | CABLE SERVICE - SVC CENTER | 1,200.00 |
| 21 | 5 | 07/01/2025 | 796 | OKLAHOMA GAS & ELECTRIC CO | DISTRICT ELECTRICAL SERVICES | 150,000.00 |
| 21 | 6 | 07/01/2025 | 5015 | CREEK COUNTY RWD #2 | WATER SERVICE - AG FACILITY | 700.00 |
| 21 | 7 | 07/01/2025 | 39350 | TIGER INC | NATURAL GAS - SIX SITES | 50,000.00 |
| 21 | 8 | 07/01/2025 | 30378 | CONSOLIDATED RURAL WATER DIST. #3 | WATER - JEFF HTS, SOCCER COMPLEX | 5,000.00 |
| 21 | 9 | 07/01/2025 | 797 | OKLAHOMA NATURAL GAS CO. | NATURAL GAS FEES - 5 SITES | 15,000.00 |
| 21 | 10 | 07/01/2025 | 797 | OKLAHOMA NATURAL GAS CO. | DISTRICT GAS SERVICE | 30,000.00 |
| 21 | 11 | 07/01/2025 | 9098 | SAPULPA RURAL WATER CO. | WATER SERVICE AT FREEDOM ELEMENTARY | 3,000.00 |
| 21 | 12 | 07/01/2025 | 3328 | WASTE MANAGEMENT OF OKLAHOMA, INC. | DISTRICT WASTE/TRASH COLLECTION SERVICE | 80,000.00 |
| 21 | 13 | 07/01/2025 | 31469 | COX COMMUNICATIONS | Service Center/Cable Service | 1,200.00 |
| 21 | 14 | 07/01/2025 | 629 | LOCKE SUPPLY | District Maintenance Supplies | 7,000.00 |
| 21 | 15 | 07/01/2025 | 9289 | PATRIOT SECURITY | District Yearly Fire Alarm Inspections | 3,125.00 |
| 21 | 16 | 07/01/2025 | 9289 | PATRIOT SECURITY | District Security/Fire Alarm Repair and Replace | 3,000.00 |
| 21 | 17 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | T.Witzansky/SC Projects: Amazon, ACE, Wal-Mart etc | 5,000.00 |
| 21 | 18 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | Supplies for SC Office: WM, ACE, Merrifield, | 1,000.00 |
| 21 | 19 | 07/01/2025 | 986 | SHOW, INC. | District Recycle Services | 3,000.00 |
| 21 | 20 | 07/01/2025 | 3647 | EMCO TERMITE & PEST CONTROL | HS/Sentricon Monitor/Renewal | 1,800.00 |
| 21 | 21 | 07/01/2025 | 9622 | WESTLAKE HARDWARE INC | District Supplies/Maintenance | 5,000.00 |
| 21 | 22 | 07/01/2025 | 3158 | WILLIAM A. HARRISON, INC. | District HVAC Service and Repair | 5,000.00 |
| 21 | 23 | 07/01/2025 | 546 | TEMPLE ENTERPRISES OF TULSA, INC. | District HVAC Parts and Supplies | 3,000.00 |

| | |
|---------------------------|---------------------|
| Non-Payroll Total: | \$687,582.00 |
| Payroll Total: | \$0.00 |
| Balance Forward: | \$0.00 |
| Report Total: | \$687,582.00 |

Sapulpa Public Schools
Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 4, Fund(s): CHILD NUTRITION FUND

| Fund | PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|--------------|-------------|------------------|-------------------------------|---|--------------------|
| 22 | 1 | 07/01/2025 | 30840 | OSIG | ANNUAL INSURANCE PREMIUMS FOR DISTRICT | 40,000.00 |
| 22 | 2 | 07/01/2025 | 31061 | SNA OF OKLAHOMA | SNA of OK Summer Conference Registration | 2,120.00 |
| 22 | 3 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | Hotel for SNA of OK Conference Stillwater | 800.00 |
| 22 | 4 | 07/01/2025 | 3826 | SECURITY BANK CARD CENTER INC | SNA of OK Summer Conference Hotel | 906.90 |
| Non-Payroll Total: | | | | | | \$43,826.90 |
| Payroll Total: | | | | | | \$0.00 |
| Balance Forward: | | | | | | \$0.00 |
| Report Total: | | | | | | \$43,826.90 |

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 6/1/2025 - 6/30/2025

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|-----------------------------------|---------------|------------|-------------------|-------------|------------------|------------|-------------|
| 801 HS GRANTS | \$2,819.89 | \$0.00 | \$0.00 | \$0.00 | \$2,819.89 | \$0.00 | \$2,819.89 |
| 802 HS OFFICE | \$17,760.67 | \$1,952.19 | \$0.00 | \$3,783.14 | \$15,929.72 | \$0.00 | \$15,929.72 |
| 803 CREDIT RECOVERY | \$13,267.34 | \$192.44 | \$0.00 | \$0.00 | \$13,459.78 | \$0.00 | \$13,459.78 |
| 804 ID BADGE | \$2,980.94 | \$0.00 | \$0.00 | \$0.00 | \$2,980.94 | \$0.00 | \$2,980.94 |
| 805 HS ART | \$5,629.80 | \$0.00 | \$0.00 | \$0.00 | \$5,629.80 | \$0.00 | \$5,629.80 |
| 806 HS BAND | \$14,266.53 | \$2,413.99 | \$0.00 | \$7,043.28 | \$9,637.24 | \$0.00 | \$9,637.24 |
| 807 HS BAND BOOSTER CONCESSION | \$28,407.84 | \$0.00 | \$0.00 | \$0.00 | \$28,407.84 | \$0.00 | \$28,407.84 |
| 808 HS OKLAHOMA CLOSE UP | \$473.50 | \$0.00 | \$0.00 | \$0.00 | \$473.50 | \$0.00 | \$473.50 |
| 809 HS HOSPITALITY COMMITTEE | \$388.53 | \$0.00 | \$0.00 | \$0.00 | \$388.53 | \$0.00 | \$388.53 |
| 810 HS STAY(STUD TCH AIDS YOUTH) | \$445.06 | \$0.00 | \$0.00 | \$0.00 | \$445.06 | \$0.00 | \$445.06 |
| 811 HS COUNSELING OFFICE | \$5,598.92 | \$0.00 | \$0.00 | \$0.00 | \$5,598.92 | \$0.00 | \$5,598.92 |
| 812 HS BUSINESS PROF ASSOC (BPA) | \$331.37 | \$0.00 | \$0.00 | \$0.00 | \$331.37 | \$0.00 | \$331.37 |
| 814 HS AP EXAMS | \$5,856.93 | \$0.00 | \$0.00 | \$691.08 | \$5,165.85 | \$0.00 | \$5,165.85 |
| 815 HS FCCLA | \$1,652.44 | \$0.00 | \$0.00 | \$972.68 | \$679.76 | \$0.00 | \$679.76 |
| 817 HS LIBRARY | \$751.12 | \$0.00 | \$0.00 | \$0.00 | \$751.12 | \$0.00 | \$751.12 |
| 818 HS NATIONAL HONOR SOCIETY | \$7,080.88 | \$0.00 | \$0.00 | \$0.00 | \$7,080.88 | \$0.00 | \$7,080.88 |
| 819 GREEN-THUMB CHIEFTAINS | \$3,867.21 | \$0.00 | \$0.00 | \$66.70 | \$3,800.51 | \$0.00 | \$3,800.51 |
| 820 HS NAACP | \$312.60 | \$0.00 | \$0.00 | \$0.00 | \$312.60 | \$0.00 | \$312.60 |
| 821 HS SENIORS 2027 | \$5,198.21 | \$0.00 | \$0.00 | \$0.00 | \$5,198.21 | \$0.00 | \$5,198.21 |
| 822 HS SENIORS 2025 | \$5,839.46 | \$0.00 | \$0.00 | \$1,537.50 | \$4,301.96 | \$0.00 | \$4,301.96 |
| 823 HS SENIORS 2026 | \$7,230.41 | \$0.00 | \$0.00 | \$0.00 | \$7,230.41 | \$0.00 | \$7,230.41 |
| 824 HS SCIENCE & ENGINEERING | \$74,114.21 | \$0.00 | \$0.00 | \$0.00 | \$74,114.21 | \$0.00 | \$74,114.21 |
| 825 HS SPANISH HONOR SOCIETY | \$339.37 | \$0.00 | \$0.00 | \$52.50 | \$286.87 | \$0.00 | \$286.87 |
| 826 HS SPECIAL ED/OLYMPICS | \$4,544.93 | \$0.00 | \$0.00 | \$816.46 | \$3,728.47 | \$0.00 | \$3,728.47 |
| 827 HS STUDENT COUNCIL | \$4,479.08 | \$0.00 | \$0.00 | \$0.00 | \$4,479.08 | \$0.00 | \$4,479.08 |
| 828 HS VOCAL MUSIC | \$9,775.47 | \$0.00 | \$0.00 | \$4,053.10 | \$5,722.37 | \$0.00 | \$5,722.37 |
| 829 HS AG ED & FFA | \$24,250.44 | \$3,284.00 | \$0.00 | \$10,876.37 | \$16,658.07 | \$0.00 | \$16,658.07 |
| 830 HS LYONS SPED | \$1,423.30 | \$0.00 | \$0.00 | \$0.00 | \$1,423.30 | \$0.00 | \$1,423.30 |
| 831 HS YEARBOOK | \$10,816.54 | \$0.00 | \$0.00 | \$205.00 | \$10,611.54 | \$0.00 | \$10,611.54 |
| 832 HS GILLIS SPED | \$1,047.33 | \$0.00 | \$0.00 | \$0.00 | \$1,047.33 | \$0.00 | \$1,047.33 |
| 833 HS FISHING TEAM/CLUB | \$834.45 | \$0.00 | \$0.00 | \$0.00 | \$834.45 | \$0.00 | \$834.45 |
| 835 HS BAND AUXILIARIES | \$4,230.52 | \$142.30 | \$0.00 | \$0.00 | \$4,372.82 | \$0.00 | \$4,372.82 |
| 836 HS BAND TRIPS | \$44,449.10 | \$4,227.20 | \$0.00 | \$7,495.00 | \$41,181.30 | \$0.00 | \$41,181.30 |
| 837 HS BAND GRANTS | \$54,640.64 | \$298.00 | \$0.00 | \$4,124.80 | \$50,813.84 | \$0.00 | \$50,813.84 |
| 838 HS PING PINGS | \$522.14 | \$992.10 | \$0.00 | \$0.00 | \$1,514.24 | \$0.00 | \$1,514.24 |
| 840 HS INDIAN PARENT COMMITTEE | \$680.17 | \$0.00 | \$0.00 | \$0.00 | \$680.17 | \$0.00 | \$680.17 |
| 841 HS SAPULPA INDIAN CLUB | \$9,689.82 | \$0.00 | \$0.00 | \$0.00 | \$9,689.82 | \$0.00 | \$9,689.82 |
| 842 HS KEY CLUB | \$137.84 | \$0.00 | \$0.00 | \$0.00 | \$137.84 | \$0.00 | \$137.84 |
| 843 HS GSA, GAY STRAIGHT ALLIANCE | \$68.71 | \$0.00 | \$0.00 | \$0.00 | \$68.71 | \$0.00 | \$68.71 |
| 844 HS PRODUCTIONS | \$8,588.55 | \$0.00 | \$0.00 | \$461.15 | \$8,127.40 | \$0.00 | \$8,127.40 |
| 845 HS CULINARY ARTS | \$7,783.78 | \$960.10 | \$0.00 | \$2,745.44 | \$5,998.44 | \$0.00 | \$5,998.44 |
| 846 HS JROTC | \$80,552.39 | \$0.00 | \$0.00 | \$12,891.15 | \$67,661.24 | \$0.00 | \$67,661.24 |
| 848 HS SCHOOL NURSE | \$1,813.34 | \$0.00 | \$0.00 | \$0.00 | \$1,813.34 | \$0.00 | \$1,813.34 |
| 849 BACK-PACK FOOD PANTRY | \$7,324.95 | \$0.00 | \$0.00 | \$0.00 | \$7,324.95 | \$0.00 | \$7,324.95 |
| 850 LOCAL SCHOLARSHIPS | \$38,506.42 | \$0.00 | \$0.00 | \$0.00 | \$38,506.42 | \$0.00 | \$38,506.42 |
| 851 HS SENIOR GIRL EVENTS | \$3,710.92 | \$0.00 | \$0.00 | \$97.60 | \$3,613.32 | \$0.00 | \$3,613.32 |
| 852 HS FIRST ROBOTICS | \$46,531.45 | \$2,000.00 | \$0.00 | \$408.64 | \$48,122.81 | \$0.00 | \$48,122.81 |
| 854 HS INDIAN ED STAFF DEV | \$2,971.01 | \$0.00 | \$0.00 | \$0.00 | \$2,971.01 | \$0.00 | \$2,971.01 |
| 855 HS PHYSICS | \$1,584.42 | \$0.00 | \$0.00 | \$0.00 | \$1,584.42 | \$0.00 | \$1,584.42 |
| 856 E-SPORTS | \$1,370.46 | \$0.00 | \$0.00 | \$0.00 | \$1,370.46 | \$0.00 | \$1,370.46 |
| 857 JH OFFICE | \$6,597.26 | \$619.41 | \$0.00 | \$3,332.63 | \$3,884.04 | \$0.00 | \$3,884.04 |
| 860 JH LIBRARY | \$370.07 | \$0.00 | \$0.00 | \$0.00 | \$370.07 | \$0.00 | \$370.07 |
| 863 JH STUDENT COUNCIL | \$1,291.61 | \$0.00 | \$0.00 | \$171.32 | \$1,120.29 | \$0.00 | \$1,120.29 |
| 864 JH VOCAL MUSIC | \$2,503.67 | \$0.00 | \$0.00 | \$0.00 | \$2,503.67 | \$0.00 | \$2,503.67 |
| 866 JH YEARBOOK | \$8,198.11 | \$0.00 | \$0.00 | \$0.00 | \$8,198.11 | \$0.00 | \$8,198.11 |
| 867 JH ROBOTICS | \$12,000.00 | \$0.00 | \$0.00 | \$0.00 | \$12,000.00 | \$0.00 | \$12,000.00 |
| 870 JH ART | \$8,891.01 | \$0.00 | \$0.00 | \$0.00 | \$8,891.01 | \$0.00 | \$8,891.01 |

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 6/1/2025 - 6/30/2025

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|------------------------------------|---------------|-------------|-------------------|------------|------------------|------------|--------------|
| 871 JH TAPS | \$315.81 | \$0.00 | \$0.00 | \$0.00 | \$315.81 | \$0.00 | \$315.81 |
| 872 STEM JH MATH & SCIENCE | \$3,130.99 | \$0.00 | \$0.00 | \$0.00 | \$3,130.99 | \$0.00 | \$3,130.99 |
| 874 JR HIGH GRANTS | \$4,733.23 | \$0.00 | \$0.00 | \$0.00 | \$4,733.23 | \$0.00 | \$4,733.23 |
| 877 MS OFFICE | \$8,202.23 | \$416.29 | \$0.00 | \$670.60 | \$7,947.92 | \$0.00 | \$7,947.92 |
| 878 MS LIBRARY | \$372.42 | \$0.00 | \$0.00 | \$0.00 | \$372.42 | \$0.00 | \$372.42 |
| 879 MS STUDENT OF THE MONTH | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 | \$0.00 | \$200.00 |
| 880 MS STUDENT COUNCIL | \$2,707.32 | \$0.00 | \$0.00 | \$235.95 | \$2,471.37 | \$0.00 | \$2,471.37 |
| 881 MS YEARBOOK | \$3,725.38 | \$0.00 | \$0.00 | \$3,069.29 | \$656.09 | \$0.00 | \$656.09 |
| 882 MS ART | \$522.58 | \$0.00 | \$0.00 | \$0.00 | \$522.58 | \$0.00 | \$522.58 |
| 883 MS CHOIR | \$7,173.24 | \$0.00 | \$0.00 | \$45.50 | \$7,127.74 | \$0.00 | \$7,127.74 |
| 884 MS TECHNOLOGY STUDENT ASSOC. | \$386.15 | \$0.00 | \$0.00 | \$0.00 | \$386.15 | \$0.00 | \$386.15 |
| 886 MS NJHS | \$789.85 | \$0.00 | \$0.00 | \$0.00 | \$789.85 | \$0.00 | \$789.85 |
| 887 7TH/8TH GR VOLLEYBALL | \$636.33 | \$0.00 | \$0.00 | \$0.00 | \$636.33 | \$0.00 | \$636.33 |
| 888 MS GRANTS | \$23,459.35 | \$0.00 | \$0.00 | \$0.00 | \$23,459.35 | \$0.00 | \$23,459.35 |
| 889 MS PLTW | \$2,616.50 | \$0.00 | \$0.00 | \$0.00 | \$2,616.50 | \$0.00 | \$2,616.50 |
| 892 SPED DIRECTOR | \$2,302.62 | \$0.00 | \$0.00 | \$0.00 | \$2,302.62 | \$0.00 | \$2,302.62 |
| 893 LIBERTY LIBRARY | \$1,884.56 | \$0.00 | \$0.00 | \$0.00 | \$1,884.56 | \$0.00 | \$1,884.56 |
| 894 LIBERTY MISC | \$1,608.49 | \$11.18 | \$0.00 | \$215.75 | \$1,403.92 | \$0.00 | \$1,403.92 |
| 895 LIBERTY FUNDRAISING | \$14,053.07 | \$11.14 | \$0.00 | \$2,888.34 | \$11,175.87 | \$0.00 | \$11,175.87 |
| 896 LIBERTY STEM CLUB | \$25,040.01 | \$12,405.00 | \$0.00 | \$4,538.38 | \$32,906.63 | \$0.00 | \$32,906.63 |
| 897 LIBERTY GRANTS | \$3,145.44 | \$0.00 | \$0.00 | \$893.82 | \$2,251.62 | \$0.00 | \$2,251.62 |
| 900 FREEDOM MISC | \$5,196.26 | \$315.39 | \$0.00 | \$871.60 | \$4,640.05 | \$0.00 | \$4,640.05 |
| 901 FREEDOM FUNDRAISING | \$33,337.05 | \$0.00 | \$0.00 | \$2,310.41 | \$31,026.64 | \$0.00 | \$31,026.64 |
| 902 FREEDOM LIBRARY | \$233.89 | \$0.00 | \$0.00 | \$0.00 | \$233.89 | \$0.00 | \$233.89 |
| 903 FREEDOM GRANTS | \$792.52 | \$0.00 | \$0.00 | \$0.00 | \$792.52 | \$0.00 | \$792.52 |
| 904 FREEDOM TAPS | \$22,665.30 | \$0.00 | \$0.00 | \$1,395.44 | \$21,269.86 | \$0.00 | \$21,269.86 |
| 907 JEFFERSON HTS MISC | \$8,517.69 | \$93.36 | \$0.00 | \$865.21 | \$7,745.84 | \$0.00 | \$7,745.84 |
| 908 JEFFERSON HTS FUNDRAISING | \$21,847.43 | \$0.00 | \$0.00 | \$1,602.60 | \$20,244.83 | \$0.00 | \$20,244.83 |
| 910 JEFFERSON HTS GRANTS | \$7,723.54 | \$0.00 | \$0.00 | \$0.00 | \$7,723.54 | \$0.00 | \$7,723.54 |
| 911 JEFFERSON HTS LIBRARY | \$4,725.59 | \$32.00 | \$0.00 | \$0.00 | \$4,757.59 | \$0.00 | \$4,757.59 |
| 919 HOLMES PARK MISC | \$5,146.37 | \$263.00 | \$0.00 | \$1,179.68 | \$4,229.69 | \$0.00 | \$4,229.69 |
| 920 HOLMES PARK FUNDRAISING | \$26,457.63 | \$1,444.90 | \$0.00 | \$6,293.71 | \$21,608.82 | \$0.00 | \$21,608.82 |
| 921 HOLMES PARK LIBRARY | \$4,080.73 | \$0.00 | \$0.00 | \$0.00 | \$4,080.73 | \$0.00 | \$4,080.73 |
| 922 HOLMES PARK GRANTS | \$4,256.21 | \$0.00 | \$0.00 | \$0.00 | \$4,256.21 | \$0.00 | \$4,256.21 |
| 928 REVOLUTIONARY DAYS | \$1,790.66 | \$0.00 | \$0.00 | \$0.00 | \$1,790.66 | \$0.00 | \$1,790.66 |
| 929 DISTRICT STEM | \$26,790.77 | \$0.00 | \$0.00 | \$0.00 | \$26,790.77 | \$0.00 | \$26,790.77 |
| 931 BENEVOLENCE FUND | \$9,166.20 | \$0.00 | \$0.00 | \$94.40 | \$9,071.80 | \$0.00 | \$9,071.80 |
| 932 GT GRANTS | \$13,550.00 | \$0.00 | \$0.00 | \$0.00 | \$13,550.00 | \$0.00 | \$13,550.00 |
| 933 NOW (INTEREST INCOME) | \$100,740.72 | \$6,978.47 | \$0.00 | \$1,348.43 | \$106,370.76 | \$0.00 | \$106,370.76 |
| 934 DRIVERS EDUCATION | \$16,020.00 | \$0.00 | \$0.00 | \$1,304.73 | \$14,715.27 | \$0.00 | \$14,715.27 |
| 935 CREEK NATION LATCHKEY | \$52,210.00 | \$0.00 | \$0.00 | \$3,825.00 | \$48,385.00 | \$0.00 | \$48,385.00 |
| 936 STEM-CAMP INVENTION | \$41,947.63 | \$70.00 | \$0.00 | \$3,424.45 | \$38,593.18 | \$0.00 | \$38,593.18 |
| 937 LATCHKEY | \$60,078.47 | \$656.66 | \$0.00 | \$540.90 | \$60,194.23 | \$0.00 | \$60,194.23 |
| 938 COLLINS FOUNDATION | \$27,166.55 | \$0.00 | \$0.00 | \$0.00 | \$27,166.55 | \$0.00 | \$27,166.55 |
| 940 SPARK | \$10,858.23 | \$22,568.90 | \$3,066.64 | \$1,541.79 | \$34,951.98 | \$0.00 | \$34,951.98 |
| 941 LOCAL SCH CHILD WELFARE | \$21,301.91 | \$0.00 | \$0.00 | \$2,285.56 | \$19,016.35 | \$0.00 | \$19,016.35 |
| 942 ALTERNATIVE STUDENT INCENTIVES | \$436.62 | \$278.35 | \$0.00 | \$0.00 | \$714.97 | \$0.00 | \$714.97 |
| 943 ALTERNATIVE SCHOOL GRANTS | \$1,437.00 | \$0.00 | \$0.00 | \$0.00 | \$1,437.00 | \$0.00 | \$1,437.00 |
| 944 CHILD NUTRITION BANQUETS | \$406.50 | \$0.00 | \$0.00 | \$0.00 | \$406.50 | \$0.00 | \$406.50 |
| 945 SPS FOOD SERV ASSOC | \$10,454.15 | \$0.00 | \$0.00 | \$0.00 | \$10,454.15 | \$0.00 | \$10,454.15 |
| 946 SOFT DRINK MONEY | \$3,626.31 | \$0.00 | \$0.00 | \$591.83 | \$3,034.48 | \$0.00 | \$3,034.48 |
| 947 ALTERNATIVE SCHOOL | \$2,343.31 | \$212.97 | \$0.00 | \$1,614.51 | \$941.77 | \$0.00 | \$941.77 |
| 949 CLEARING ACCOUNT | \$6,172.60 | \$0.00 | \$0.00 | \$0.00 | \$6,172.60 | \$0.00 | \$6,172.60 |
| 950 SERVICE CENTER | \$438.19 | \$0.00 | \$0.00 | \$0.00 | \$438.19 | \$0.00 | \$438.19 |
| 951 CREEK NATION SUMMER | \$70,200.00 | \$0.00 | \$0.00 | \$0.00 | \$70,200.00 | \$0.00 | \$70,200.00 |
| 952 CHROMEBOOK INS/REPAIR | \$49,581.82 | \$645.00 | \$0.00 | \$3,647.43 | \$46,579.39 | \$0.00 | \$46,579.39 |
| 954 5TH GRADE ELEM BASKETBALL | \$1,923.67 | \$0.00 | \$0.00 | \$0.00 | \$1,923.67 | \$0.00 | \$1,923.67 |

Sapulpa Public Schools

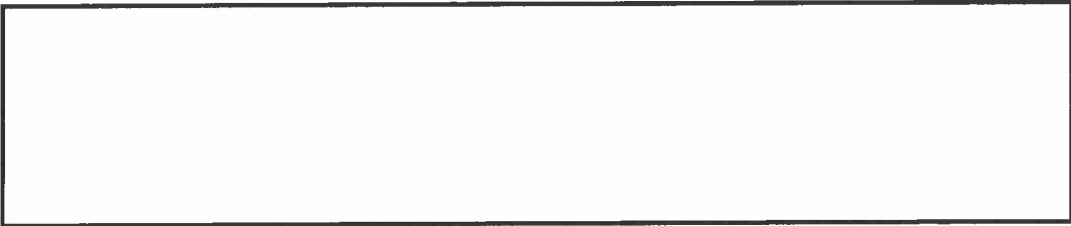
Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 6/1/2025 - 6/30/2025

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|----------------------------------|-----------------------|---------------------|----------------------|---------------------|-----------------------|---------------|-----------------------|
| 955 CHIEFTAIN CARE | \$12,450.70 | \$0.00 | \$0.00 | \$44.85 | \$12,405.85 | \$0.00 | \$12,405.85 |
| 957 HOMELESS | \$8,079.94 | \$0.00 | (\$3,066.64) | \$5.00 | \$5,008.30 | \$0.00 | \$5,008.30 |
| 960 ATHLETIC SPORTS OVERALL | \$6,160.68 | \$1,080.00 | \$0.00 | \$3,301.72 | \$3,938.96 | \$0.00 | \$3,938.96 |
| 961 FOOTBALL BUDGET | \$34,817.14 | \$7,194.00 | \$0.00 | \$275.23 | \$41,735.91 | \$0.00 | \$41,735.91 |
| 962 BOYS BASKETBALL BUDGET | \$1,065.54 | \$2,200.00 | \$0.00 | \$0.00 | \$3,265.54 | \$0.00 | \$3,265.54 |
| 963 GIRLS BASKETBALL BUDGET | \$183.20 | \$540.00 | \$0.00 | \$0.00 | \$723.20 | \$0.00 | \$723.20 |
| 964 BASEBALL BUDGET | \$6,619.18 | \$7,375.21 | \$0.00 | \$200.00 | \$13,794.39 | \$0.00 | \$13,794.39 |
| 965 SOFTBALL BUDGET | \$7,868.70 | \$750.00 | \$0.00 | \$300.00 | \$8,318.70 | \$0.00 | \$8,318.70 |
| 966 WRESTLING BUDGET | \$2,028.10 | \$0.00 | \$0.00 | \$0.00 | \$2,028.10 | \$0.00 | \$2,028.10 |
| 967 TENNIS BUDGET | \$2,104.72 | \$0.00 | \$0.00 | \$100.00 | \$2,004.72 | \$0.00 | \$2,004.72 |
| 968 TRACK BUDGET | \$5,686.56 | \$3,801.20 | \$0.00 | \$1,058.81 | \$8,428.95 | \$0.00 | \$8,428.95 |
| 969 GOLF BUDGET | \$7,574.46 | \$905.00 | \$0.00 | \$248.05 | \$8,231.41 | \$0.00 | \$8,231.41 |
| 971 ATHLETIC - BOOSTER CLUB | \$125,838.36 | \$15,625.00 | \$0.00 | \$10,454.65 | \$131,008.71 | \$0.00 | \$131,008.71 |
| 972 CROSS COUNTRY BUDGET | \$9,327.78 | \$0.00 | \$0.00 | \$0.00 | \$9,327.78 | \$0.00 | \$9,327.78 |
| 973 BOYS SOCCER BUDGET | \$2,700.47 | \$0.00 | \$0.00 | \$125.00 | \$2,575.47 | \$0.00 | \$2,575.47 |
| 974 ATHLETICS - TRAINER | \$2,542.09 | \$0.00 | \$0.00 | \$0.00 | \$2,542.09 | \$0.00 | \$2,542.09 |
| 975 GIRLS SOCCER BUDGET | \$6,864.85 | \$2,490.00 | \$0.00 | \$2,516.93 | \$6,837.92 | \$0.00 | \$6,837.92 |
| 976 GIRLS VOLLEYBALL BUDGET | \$716.10 | \$0.00 | \$0.00 | \$0.00 | \$716.10 | \$0.00 | \$716.10 |
| 977 CHEER BUDGET | \$4,379.46 | \$2,840.12 | \$0.00 | \$0.00 | \$7,219.58 | \$0.00 | \$7,219.58 |
| 978 ALL EVENTS GATE | \$34,395.14 | \$0.00 | \$0.00 | \$7,017.91 | \$27,377.23 | \$0.00 | \$27,377.23 |
| 979 JR HIGH CHEER | \$2,772.98 | \$1,375.00 | \$0.00 | \$0.00 | \$4,147.98 | \$0.00 | \$4,147.98 |
| 983 DRUG TEST-PHYSICALS | \$11,277.56 | \$150.48 | \$0.00 | \$725.00 | \$10,703.04 | \$0.00 | \$10,703.04 |
| 985 SPONSORS 2022-2023 | \$2,698.24 | \$9,000.00 | \$0.00 | \$0.00 | \$11,698.24 | \$0.00 | \$11,698.24 |
| 986 CHIEFTAIN CENTER CONCESSION | \$12,101.49 | \$0.00 | \$0.00 | \$1,069.06 | \$11,032.43 | \$0.00 | \$11,032.43 |
| 988 INBC - BASKETBALL FUNDRAISER | \$9,450.00 | \$0.00 | \$0.00 | \$0.00 | \$9,450.00 | \$0.00 | \$9,450.00 |
| Total | \$1,717,123.66 | \$118,810.35 | \$0.00 | \$136,563.06 | \$1,699,370.95 | \$0.00 | \$1,699,370.95 |

**SAPULPA PUBLIC SCHOOLS
TREASURER'S SUMMARY
JUNE 2025**

| | GENERAL FUND | BUILDING FUND | CH NUTR FUND | BOND FUND | SINKING FUND | |
|--------------------|----------------------|-------------------|---------------------|---------------------|-----------------------|---------------|
| BEG BALANCE | 10,680,529.20 | 794,573.41 | 402,281.72 | 132,316.07 | 4,692,919.84 | 16,702,620.24 |
| DEPOSITS | 2,198,367.45 | 339,543.75 | 122,563.23 | 154,600.00 | 56,160.16 | 2,871,234.59 |
| CHECKS ISSUED | | | | | | |
| Current Year | 5,818,115.89 | 139,890.30 | 233,367.44 | 108,396.93 | - | 6,299,770.56 |
| Prior Year | | - | - | | - | |
| Fund Transfers | | | | | | |
| END BALANCE | 7,060,780.76 | 994,226.86 | 291,477.51 | 178,519.14 | 4,749,080.00 | 13,274,084.27 |
| Last Yr Same Month | 6,144,114.94 | 533,724.28 | 713,671.05 | 983,582.08 | 5,984,648.25 | 14,359,740.60 |
| Gain or (Loss) | 916,665.82 | 460,502.58 | (422,193.54) | (805,062.94) | (1,235,568.25) | |



I CERTIFY THAT THIS REPORT, SUMMARIZED ON PAGES 1, 2, AND 3
IS CORRECT AND IN ACCORDANCE WITH THE RECORDS.

Kenda Terrones, Treasurer

| <u>GENERAL FUND</u> | PREVIOUS <u>TOTAL</u> | CURRENT <u>MONTH</u> | NEW <u>YR-TO-DATE</u> |
|-------------------------------|----------------------------------|---------------------------------|----------------------------------|
| <u>Local Revenue</u> | | | |
| Current Ad Valorem | 8,221,527.22 | 55,240.72 | 8,276,767.94 |
| Prior Ad Valorem | 262,091.95 | 12,541.68 | 274,633.63 |
| Homestead & In Lieu Tax | 81,356.01 | 135.58 | 81,491.59 |
| Interest Earned | 683,500.71 | 53,508.29 | 737,009.00 |
| 5-Year Manufacturing Exemp | 493,258.56 | 0.00 | 493,258.56 |
| Rental of Facilities | 0.00 | 0.00 | 0.00 |
| Sale of Surplus Equipment | 0.00 | 0.00 | 0.00 |
| Insurance Recovery | 5,062.67 | 0.00 | 5,062.67 |
| Workers' Compensation | 0.00 | 0.00 | 0.00 |
| Misc Reimbursements | 82,537.66 | 18,040.25 | 100,577.91 |
| Donations and Contributions | 63,000.00 | 0.00 | 63,000.00 |
| Repayment from CNF | 0.00 | 0.00 | 0.00 |
| Repayment from Activity Fd | <u>281,478.46</u> | <u>7,604.95</u> | <u>289,083.41</u> |
| Local TOTALS | 10,173,813.24 | 147,071.47 | 10,320,884.71 |
| <u>County Revenue</u> | | | |
| Mill Levy | 894,902.71 | 7,569.80 | 902,472.51 |
| Mortgage Tax | <u>111,330.34</u> | <u>8,611.14</u> | <u>119,941.48</u> |
| County TOTALS | 1,006,233.05 | 16,180.94 | 1,022,413.99 |
| <u>State Revenue</u> | | | |
| Gross Production | 175,606.03 | 18,330.14 | 193,936.17 |
| Auto Tags | 1,382,176.93 | 137,625.49 | 1,519,802.42 |
| School Land | 598,418.73 | 57,230.76 | 655,649.49 |
| Tax Stamps & Other Misc | 6,538.94 | 285.48 | 6,824.42 |
| Farm Implement Tax Stamp | 129,257.76 | 0.00 | 129,257.76 |
| State Aid (Fdn. & Incentive) | 13,534,438.05 | 1,339,429.12 | 14,873,867.17 |
| Flexible Benefit | 2,659,491.46 | 395,288.69 | 3,054,780.15 |
| Alternative Ed/High Challenge | 124,608.63 | 0.00 | 124,608.63 |
| Staff Development | 0.00 | 646.00 | 646.00 |
| National Board Cert Stipends | 39,050.00 | 0.00 | 39,050.00 |
| Reading Sufficiency | 82,950.20 | 0.00 | 82,950.20 |
| State Textbook Allocation | 238,277.47 | 0.00 | 238,277.47 |
| Driver's Education | 35,677.48 | 0.00 | 35,677.48 |
| Maternity Reimbursement | 33,249.83 | 13,265.52 | 46,515.35 |
| State Land Reimbursement | 0.80 | 0.00 | 0.80 |
| State Misc/ACE Technology | 18,672.56 | 0.00 | 18,672.56 |
| State Misc/ACE Remediation | 0.00 | 0.00 | 0.00 |
| State Misc/Gear Up (022) | 0.00 | 0.00 | 0.00 |
| Robotics Grant (3690) | 0.00 | 0.00 | 0.00 |
| Vocational Salaries | 44,760.00 | 0.00 | 44,760.00 |
| Voc. Incentive Assistance | 100,000.00 | 0.00 | 100,000.00 |
| Okla Education Lottery Fund | <u>43,822.70</u> | <u>0.00</u> | <u>43,822.70</u> |
| State TOTALS | 19,246,997.57 | 1,962,101.20 | 21,209,098.77 |
| <u>Federal Revenue</u> | | | |
| FEMA | 0.00 | 0.00 | 0.00 |
| Title VII - Indian Ed (561) | 216,349.05 | 0.00 | 216,349.05 |
| JROTC | 76,045.56 | 6,959.82 | 83,005.38 |
| SIG Grants -Liberty | 584.96 | 0.00 | 584.96 |

| | | | |
|--|----------------------|---------------------|----------------------|
| Title I (511) | 797,097.44 | 57,136.86 | 854,234.30 |
| Title II Part A (541) | 154,186.84 | 0.00 | 154,186.84 |
| IDEA-B Flow Thru (621) | 992,620.87 | 0.00 | 992,620.87 |
| IDEA-B Preschool 3-5 (641) | 29,087.46 | 0.00 | 29,087.46 |
| 4442 | 35,851.65 | 0.00 | 35,851.65 |
| Title 10 (596) | 37,807.24 | 0.00 | 37,807.24 |
| JOM (563) | 44,951.81 | 0.00 | 44,951.81 |
| Medicaid (698) | 51,254.42 | 1,165.16 | 52,419.58 |
| CARES Act | 461,728.92 | 0.00 | 461,728.92 |
| 4689 | 2,674.35 | 7,752.00 | 10,426.35 |
| Carl Perkins (421) | <u>57,616.12</u> | <u>0.00</u> | <u>57,616.12</u> |
| Federal TOTALS | 2,957,856.69 | 73,013.84 | 3,030,870.53 |
| TOTAL GEN FUND | 33,384,900.55 | 2,198,367.45 | 35,583,268.00 |
| <u>BUILDING FUND</u> | | | |
| Current Taxes | 1,174,175.64 | 7,889.33 | 1,182,064.97 |
| Prior Taxes | 37,431.26 | 1,791.16 | 39,222.42 |
| In Lieu of Taxes | 9,837.84 | 0.00 | 9,837.84 |
| Redbud | 455,331.10 | 329,722.51 | 785,053.61 |
| 5-Year Manufacturing Exemp | 70,436.88 | 0.00 | 70,436.88 |
| Facility Rental | 0.00 | 140.75 | 140.75 |
| Insurance Recovery | 0.00 | 0.00 | 0.00 |
| Farm Implement Tax Stamp | 0.00 | 0.00 | 0.00 |
| State Land Reimbursement | 0.22 | 0.00 | 0.22 |
| FEMA | 0.00 | 0.00 | 0.00 |
| Donations and Reimbursements | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Building Fund TOTALS | 1,747,212.94 | 339,543.75 | 2,086,756.69 |
| <u>CHILD NUTR FUND</u> | | | |
| Local (Meals, Interest, etc) | 451,158.06 | 21,672.19 | 472,830.25 |
| State Reimbursement | 153,735.87 | 15,571.35 | 169,307.22 |
| Federal Reimbursement | <u>1,324,741.18</u> | <u>85,319.69</u> | <u>1,410,060.87</u> |
| Child Nutrition Fund TOTALS | 1,929,635.11 | 122,563.23 | 2,052,198.34 |
| <u>TOTAL GF/BF/CNF</u> | 37,061,748.60 | 2,660,474.43 | 39,722,223.03 |
| <u>BOND FUND</u> | | | |
| Interest | 0.00 | 0.00 | 0.00 |
| Sale of New Bonds | <u>622,300.00</u> | <u>154,600.00</u> | <u>776,900.00</u> |
| Bond Fund TOTALS | 622,300.00 | 154,600.00 | 776,900.00 |
| <u>SINKING FUND</u> | | | |
| Current Taxes | 6,962,140.49 | 46,795.59 | 7,008,936.08 |
| Prior Taxes | 191,922.28 | 9,364.57 | 201,286.85 |
| In Lieu of Taxes | 58,353.21 | 0.00 | 58,353.21 |
| 5-Year Manufacturing Exempt | 360,454.87 | 0.00 | 360,454.87 |
| Interest/In Lieu Reimb | 1,005.42 | 0.00 | 1,005.42 |
| State Land Reimbursement | 0.67 | 0.00 | 0.67 |
| Farm Implement Tax Stamp | 0.00 | 0.00 | 0.00 |
| Premium on Bonds Sold | <u>346.77</u> | <u>0.00</u> | <u>346.77</u> |
| Sinking Fund TOTALS | 7,574,223.71 | 56,160.16 | 7,630,383.87 |
| <u>INSURANCE REIMBURSEMENT FUND</u> | 0.00 | 0.00 | 0.00 |
| GRAND TOTAL | 45,258,272.31 | 2,871,234.59 | 48,129,506.90 |

UTILITIES COMPARISON 2022-23 TO 2024-25

| | 410 | 623 | 624 | 625 | 627 | MO | YTD | | | |
|-----------|--------|--------|-------------|----------|-----------|---------|-----------|-----------|-----------|---------|
| | Water | Diesel | Electricity | Gasoline | Nat'l Gas | TOTAL | TOTAL | MONTHLY | YEAR | |
| | | | | | | | | INCR/DECR | INCR/DECR | % |
| July 22 | 9,184 | 5,611 | 50,686 | 5,534 | 95 | 71,110 | 71,110 | 31,984 | 31,984 | 81.75% |
| Aug 22 | 23,101 | 0 | 70,521 | 0 | 2,708 | 96,330 | 167,440 | 24,718 | 56,702 | 51.20% |
| Sep 22 | 16,071 | 10,170 | 86,958 | 5,048 | 2,891 | 121,138 | 288,579 | 31,053 | 87,756 | 43.70% |
| Oct 22 | 20,265 | 23,758 | 89,601 | 4,500 | 3,864 | 141,988 | 430,566 | 32,250 | 120,005 | 38.64% |
| Nov 22 | 16,960 | 20,012 | 83,509 | 6,191 | 7,809 | 134,481 | 565,047 | 26,089 | 146,094 | 34.87% |
| Dec 22 | 9,014 | 20,570 | 49,948 | 3,929 | 3,585 | 87,045 | 652,092 | 20,926 | 167,020 | 34.43% |
| Jan 23 | 30,375 | 13,946 | 51,219 | 2,827 | 42,875 | 141,242 | 793,335 | 51,703 | 218,724 | 38.06% |
| Feb 23 | 7,489 | 13,862 | 47,435 | 2,872 | 35,553 | 107,211 | 900,546 | 17,749 | 236,473 | 35.61% |
| Mar 23 | 14,512 | 14,203 | 49,340 | 3,749 | 31,279 | 113,082 | 1,013,628 | 34,160 | 270,634 | 36.42% |
| Apr 23 | 13,471 | 20,402 | 47,912 | 3,271 | 25,044 | 110,101 | 1,123,729 | 8,519 | 279,152 | 33.05% |
| May 23 | 15,673 | 18,697 | 47,452 | 5,981 | 11,253 | 99,056 | 1,222,785 | 2,701 | 281,854 | 29.95% |
| Jun 23 | 13,656 | 11,861 | 53,149 | 4,297 | 6,415 | 89,378 | 1,312,162 | -378 | 281,475 | 27.31% |
| July 23 | 12,775 | 3,075 | 50,798 | 4,986 | 2,037 | 73,671 | 73,671 | 2,561 | 2,561 | 3.60% |
| August 23 | 15,604 | 1,081 | 78,405 | 4,537 | 1,114 | 100,741 | 174,412 | 4,411 | 6,972 | 4.16% |
| Sep 23 | 11,196 | 9,589 | 94,208 | 4,416 | 538 | 119,947 | 294,359 | -1,192 | 5,780 | 2.00% |
| Oct 23 | 13,480 | 17,850 | 113,443 | 7,095 | 866 | 152,734 | 447,093 | 10,746 | 16,527 | 3.84% |
| Nov 23 | 14,084 | 18,877 | 91,697 | 6,732 | 2,592 | 133,983 | 581,076 | -498 | 16,028 | 2.84% |
| Dec 23 | 4,173 | 16,294 | 59,722 | 4,694 | 7,201 | 92,084 | 673,159 | 5,038 | 21,067 | 3.23% |
| Jan 24 | 23,918 | 9,424 | 49,427 | 2,626 | 11,348 | 96,743 | 769,902 | -44,500 | -23,433 | -2.95% |
| Feb 24 | 16,832 | 11,391 | 37,909 | 3,164 | 27,926 | 97,221 | 867,123 | -9,989 | -33,423 | -3.71% |
| Mar 24 | 18,788 | 16,023 | 44,694 | 3,468 | 9,960 | 92,933 | 960,056 | -20,149 | -53,572 | -5.29% |
| Apr 24 | 31,541 | 15,234 | 42,541 | 4,109 | 7,451 | 100,876 | 1,060,932 | -9,225 | -62,797 | -5.59% |
| May 24 | 16,466 | 19,605 | 39,103 | 5,102 | 3,059 | 83,333 | 1,144,266 | -15,722 | -78,519 | -6.42% |
| June 24 | 12,987 | 14,444 | 45,331 | 4,494 | 2,175 | 79,432 | 1,223,697 | -9,946 | -88,465 | -6.74% |
| July 24 | 9,277 | 4,988 | 50,782 | 4,350 | 0 | 69,397 | 69,397 | -4,274 | -4,274 | -5.80% |
| Aug 24 | 8,214 | 1,834 | 0 | 2,852 | 0 | 12,900 | 82,298 | -87,840 | -92,115 | -52.81% |
| Sep 24 | 10,759 | 7,690 | 83,997 | 3,580 | 2,112 | 108,138 | 190,436 | -11,809 | -103,923 | -35.30% |
| Oct 24 | 11,151 | 14,770 | 94,277 | 1,230 | 4,208 | 125,637 | 316,072 | -27,097 | -131,020 | -29.30% |
| Nov 24 | 14,962 | 16,848 | 76,637 | 3,831 | 2,526 | 114,804 | 430,877 | -19,178 | -150,199 | -25.85% |
| Dec 24 | 16,361 | 12,111 | 53,649 | 3,469 | 5,103 | 90,693 | 521,570 | -1,390 | -151,589 | -22.52% |
| Jan 25 | 20,620 | 10,524 | 45,648 | 2,566 | 9,282 | 88,640 | 610,209 | -8,103 | -159,692 | -20.74% |
| Feb 25 | 27,630 | 11,960 | 42,145 | 2,810 | 6,965 | 91,511 | 701,720 | -5,711 | -165,403 | -19.07% |
| Mar 25 | 22,256 | 10,123 | 39,767 | 3,499 | 12,459 | 88,104 | 789,824 | -4,829 | -170,232 | -17.73% |
| Apr 25 | 24,427 | 14,004 | 44,805 | 3,539 | 5,415 | 92,190 | 882,014 | -8,686 | -178,918 | -16.86% |
| May 25 | 15,956 | 17,398 | 83,286 | 6,074 | 2,529 | 125,242 | 1,007,257 | 41,909 | -137,009 | -11.97% |
| Jun 25 | 9,522 | 9,003 | 0 | 4,620 | 1,818 | 24,963 | 1,032,220 | -54,469 | -191,478 | -15.65% |

| | | | | | |
|---|--|-------------------|-------------------------|------------------|----------|
| | | | | | |
| General Fund | | | | | |
| WORKING BUDGET | | | | | |
| | | Budgeted | Actual as of | Variance | |
| | | 2024-25 | 06/30/2025 | 2024-25 | |
| WADM | | | | | |
| State Allocation | | 14,962,900 | 14,873,867 | (89,033) | (73,867) |
| Other State Revenue | | 6,157,844 | 6,335,232 | 177,388 | 250000 |
| Ad Valorem Projection | | 8,706,251 | 9,126,152 | 419,901 | 50000 |
| Other Local and County Revenue | | 1,448,533 | 2,217,147 | 768,614 | 150000 |
| Federal Grant Revenue | | 2,466,851 | 3,030,871 | 564,019 | |
| Mid Term Adjustment State Allocation | | 0 | | 0 | |
| CURRENT YEAR REVENUE | | 33,742,379 | 35,583,268 | 1,840,889 | 376,133 |
| Prior Year Carryover | | <u>5,970,505</u> | | | |
| Total Revenue | | 39,712,884 | | | |
| | | | Encumbered as of | | |
| Projected Expenses | | | 6/30/2025 | | |
| Certified Salaries | | 18,606,151 | 18,096,545 | 509,606 | |
| Support Salaries | | 5,869,310 | 5,933,717 | (64,406) | |
| Certified Benefits | | 5,268,162 | 5,007,011 | 261,151 | |
| Support Benefits | | 1,844,318 | 1,788,011 | 56,306 | |
| Purchased Professional & Technical Services | | 902,485 | 822,131 | 80,354 | |
| Contracted Property Services | | 471,230 | 605,105 | (133,875) | |
| Other Contracted Services | | 643,739 | 649,275 | (5,536) | |
| Supplies & Materials | | 1,754,078 | 2,155,612 | (401,534) | |
| Property Expenses | | 172,865 | 6,118 | 166,747 | |
| Other Objects | | 354,762 | 300,745 | 54,017 | |
| Total Expenses | | 35,887,099 | 35,364,269 | 522,830 | |
| Projected Carryover | | 3,825,785 | 6,189,503 | | |
| | | 11.34% | 17.39% | | |
| Dedicated Revenues | | | 305,235 | | |
| Available Balance | | | 5,884,268 | | |
| Carryover % | | | 16.54% | | |



CCOSA

The Cooperative Council for
Oklahoma School Administration

2901 North Lincoln Boulevard
Oklahoma City, OK 73105
405-524-1191 office
405-524-1196 fax
www.ccosa.org

CCOSA’s District Level Services (DLS) Program
(Agreement 2025-2026)

This letter sets out the Agreement between the Cooperative Council for Oklahoma School Administration (CCOSA) and Sapulpa School District No. 33 of Creek County, Oklahoma (District) concerning the District’s participation in **CCOSA’s District Level Services Program** (Program) for the fiscal year ending June 30, 2026.

For participating Oklahoma cooperatives, interlocals, and technology centers, the cost of participation will be determined based upon the total 2024-25 ADM for your district.

P.O. CALCULATION GRID

County Name: Creek County Number: 19

District Name: Sapulpa Public Schools District Number: 33

P.O. CALCULATION GRID

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

| ADM (2024-25) | TOTAL COST |
|--------------------------|-------------------|
| 3702 | \$2,000.00 |

Purchase Order Number: _____

Purchase Order Amount: \$2,000.00

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



Superintendent Certification of Participation

I certify that on the 15th day of July 2025, the Board of Education of Sapulpa Public Schools voted to allow our school district to participate in the CCOSA District Level Services Program. The Sapulpa Board of Education has encumbered \$ 2000.00 for the purpose of participating in the CCOSA District Level Services Program. The Board of Education acknowledges that participation in the Program will result in the provision of advisory services to designated administrators with Sapulpa Public Schools.

Signature of ~~Superintendent~~ Board President

Date

The District understands that CCOSA’s District Level Services Program emphasizes assistance in areas that help to create high-quality schools based on the research in *For the People* and seven areas that create a quality system: Culture and Climate; Learning; Teaching, and Assessment; Expanded Learning Opportunities; Governance, Leadership, and Accountability; Human Capital Development; Physical Resources; and Financial Resources.

If consultation and/or professional learning is in the school district, the school district would agree to pay travel expenses that would not be a part of this agreement.

The District understands that CCOSA and/or its partners will be unable to provide assistance in some areas and with some issues. The District understands that, in those situations, CCOSA and/or its partners may recommend that the District seek advice, assistance, and services beyond those offered by this Program, which may cause the District to incur expenses that are not covered by this Program. **This Program is ADVISORY ONLY and CCOSA and/or its partners do not warrant or guarantee any specific outcome related to the advisory services provided. CCOSA reserves the right to refuse participation to school districts and to remove school districts from participation in the Program.**

The term of this Agreement begins on the date it is approved by the District’s Board of Education and ends on June 30, 2026. Either the District or CCOSA may terminate this Agreement upon notice in writing to the other party. However, a delay in contract approval could result in your district missing valued services and workshops!



CCOSA’s District Level Services (DLS) Program

Designated Administrator Contact Form 2025-2026

While all of your district leaders have full access by phone, email, or in person, we need you to designate district administrators who serve as your main contacts to share information from CCOSA and its partners. **These designated administrators will need to commit to forwarding Professional Learning opportunities to your other district and/or school team members to ensure that all of your leaders get maximum benefit from the program.** Districts with an ADM of 10,000 and above may designate three district administrators. The District may include additional school personnel at no additional cost in conference calls, on-site visits, and training sessions.

Designated Administrators

(based upon each district’s size in ADM for the 2024-25 school year)

| <u>ADM</u> | <u># of eligible administrators</u> |
|------------|-------------------------------------|
| 10,000 + | 3 |
| 1 to 9,999 | 2 |

| <u>ADMINISTRATOR</u> | <u>PHONE NUMBER</u> | <u>EMAIL ADDRESS</u> |
|-----------------------|------------------------|----------------------------|
| Donia Doudican | 918-224-3400 ext. 1127 | ddoudican@sapulpaps.org |
| Katherine Stufflebeam | 918-224-3400 ext. 1119 | kstufflebeam@sapulpaps.org |
| * | | |

*only if ADM exceeds 10,000

Please send a copy of the completed forms to Jen Knight (jennifer@ccosa.org) or fax to 405.524.1196 (ATTN: Jen Knight). Keep one copy for your records.



THE INTELLIGENT
Growth Engine

Quote

Amira Q-74200

Prepared For

Sapulpa Public Schools
511 E Lee Ave
ACCOUNTS PAYABLE
Sapulpa, OK, 74066-4308

Your Amira Partner

Heather Tennyson
Partnership Manager-OK
heather.tennyson@amiralearning.com

Quote: Q-74200

Prepared For: Sapulpa Public Schools

Expires On: 7/31/2025

| Amira Instruct Student License | | | | | |
|--------------------------------|--------------------------------|--------|------------|--------|-------------|
| QTY | Product | Campus | Start Date | Months | Sales Price |
| 1525 | Amira Instruct Student License | | 7/01/2025 | 12 | \$19,062.50 |

| Istation Math. | | | | | |
|---|---------------|--------------------------------|------------|--------|-------------|
| ISIP Math assessment and math instruction/curriculum. | | | | | |
| QTY | Product | Campus | Start Date | Months | Sales Price |
| 1 | Istation Math | Freedom Elementary | 7/01/2025 | 12 | \$6,520.00 |
| 1 | Istation Math | Holmes Park Elementary | 7/01/2025 | 12 | \$8,300.00 |
| 1 | Istation Math | Jefferson Heights Elementary | 7/01/2025 | 12 | \$3,860.00 |
| 1 | Istation Math | Liberty STEM Elementary School | 7/01/2025 | 12 | \$3,860.00 |

| | | |
|-----------------------|----------|---------------------|
| Start Date: 7/01/2025 | Term: 12 | End Date: 6/30/2026 |
|-----------------------|----------|---------------------|

| | |
|----------------|-------------|
| List Amount | \$41,602.50 |
| Tax Amount | \$0.00 |
| Customer Total | \$41,602.50 |

Quote: Q-74200

Prepared For: Sapulpa Public Schools

Expires On: 7/31/2025

Disclaimer: Pricing is as quoted and is subject to change based on any modifications to bundle configurations, enrollment updates, or other adjustments. Additional options are to be paid in full. Totals include applicable taxes, which should be reflected on your Purchase Order (if applicable).

To avoid delays in processing your order, please ensure the following:

- Email your Purchase Order, including the provided quote number, to orders@amiralearning.com.
- Digitally sign the contract provided upon commitment with your Amira partner.

Amira Terms of Use: <https://amiralearning.com/amira-terms>

Amira Privacy Policy: <https://amiralearning.com/amira-privacy>

Istation Terms of Use: <https://amiralearning.com/istation-terms>

Istation Privacy Policy: <https://amiralearning.com/istation-privacy-policy>

Multiparty Data Sharing Agreement: <https://amiralearning.com/oklahoma-okse-multiparty-data-sharing-agreement>

Agreement Execution

Quote: Q-74200
Prepared For: Sapulpa Public Schools
Expires On: 7/31/2025

By signing below, the Parties agree to the terms outlined in this Agreement. This document has been executed and delivered by the authorized representatives of each Party.

I have read and agree to the linked Terms and Conditions:

Amira

Customer

Signature

Signature

Printed Signature:

Printed Signature:

Title:

Title:

Dated:

Dated:

To ensure timely and accurate fulfillment, please provide the requested contact information below:

Primary Implementation Contact

Accounts Payable / Billing Contact

Name:

Name:

Quote: Q-74200

Prepared For: Sapulpa Public Schools

Expires On: 7/31/2025

Email:

Email:

Phone:
"false"}\

Phone:
"false"}\

District Technology Contact

District Data Contact

Name:

Name?,

Email:

Email:

Phone:
"false"}\

Phone:
"false"}\



THE INTELLIGENT
Growth Engine

Upgrade to the Next Generation of Amira

See What's Coming for Istation and
Amira Customers

Asses. Instruct. Tutor. Upgrading to the new Amira's A-I-T Reading Suite ensures deeper insights, core-aligned instruction, and research-validated tutoring that translates to **reading growth for every student.**

Assess with Accuracy—More Measurement Points, Deeper Insight

The upgraded Amira ISIP is more powerful than ever, offering **criterion- and norm-referenced insights and new ways to assess reading skills**. With unmatched precision, Amira measures more skills, analyzes more data points, and provides deeper insights. It is the best of both Istation and Amira!

You get:

- ❑ **Science of Reading-Based, Productive Assessment** – A read-aloud, AI-driven assessment that evaluates reading skills across Scarborough’s Reading Rope in 20 minutes or less, in both English and Spanish.
- ❑ **Comprehensive & Adaptive Skill Measurement** – Goes beyond Oral Reading Fluency (ORF) to assess decoding, phonemic awareness, spelling/encoding, vocabulary, and listening comprehension, adapting to keep students in their Zone of Proximal Development (ZPD).
- ❑ **AI-Proctored, Teacher-Friendly Design** – Amira proctors, models, listens, measures, and analyzes in real time—eliminating the need for extensive teacher training, manual scoring, and time-consuming data analysis.
- ❑ **Norm & Criterion-Referenced Insights** – Provides dynamic, actionable reports, including longitudinal growth tracking, tiered and group reports, grade level achievement scores, and state standards-based insights.

Why It Matters:

With **10x more measurement points captured** than traditional computer adaptive tests, Amira provides an equitable, non-biased, research-based measure of student progress, ensuring early identification of reading challenges.

Instruct: Align Your Instructional Framework to Student Needs in Real Time

Amira Instruct connects Assess and Tutoring to core-aligned strategies that make every teaching moment intentional. By **driving core-coherence**, it ensures instruction is purposeful and moves every student forward with next steps directly connected to your core scope and sequence.

You get:

- ❑ **Curriculum-Coherent AI Lesson Planner** – Morphs to a district’s core curriculum scope and sequence, ensuring every instructional moment is tied to your instructional framework.
- ❑ **Core-Coherent Assignments** – Teachers can group Tier 1, 2, and 3 students by skill need, assign micro-lessons aligned to their curriculum, and track progress across Scarborough’s Reading Rope, ensuring cohesion between assessment, instruction, and practice.
- ❑ **Diagnostic-Driven, Individualized Instruction** – AI morphs to district curricula, generating Individualized Reading Instruction Plans (IRIPs) that map directly to scope and sequence.
- ❑ **Action Alerts & Real-Time Data Updates** – Surfaces the most critical insights, ensuring no student slips through the cracks and guiding educators to the next best step in instruction.
- ❑ **Amira Bot for Instant Teacher Support** – AI-powered assistance directly within the dashboard, answering instructional questions on demand.

Why It Matters:

Amira Instruct doesn’t just deliver differentiated instruction—it drives coherence by ensuring that assessment, instruction, and tutoring work as a seamless system within your instructional framework. Teachers teach and AI handles the heavy lifting – keeping daily and weekly literacy goals aligned to core instruction. No other company offers this novel technology!

Tutor: Evidence-Based, AI-Guided 1:1 Support

Amira Tutor delivers high-dosage, **research-backed reading practice that outperforms human tutoring**, helping students build fluency, comprehension, and confidence.

You get:

- **Individualized, Productive Practice** – Students engage by reading aloud in structured, daily formative diagnostics aligned with the Science of Reading.
- **Real-Time Micro-Interventions** – AI delivers just-in-time scaffolding, using research-based techniques like Elkonin sound boxes and explicit decoding strategies.
- **Socratic Dialogue for Comprehension** – Builds inferencing, vocabulary, and deep reading skills through guided discussion with fluent students.
- **Expanded Micro-Lesson Library** – Now includes hundreds of additional micro-interventions enhancing fluency, decoding, and comprehension.
- **Core-Coherent Practice** – Directly links to teacher-assigned skills in Instruct, ensuring tutoring aligns with classroom instruction.

Why It Matters:

Amira Tutor has been independently validated to accelerate reading growth, generating **8 to 17 additional weeks of progress annually**, surpassing traditional interventions. We've got the evidence to prove it!

Why Upgrade?

- ❑ **A Fully Integrated A-I-T Learning Cycle** – With the power of AI, assessment informs instruction, instruction powers tutoring, and tutoring reinforces assessment, creating a seamless growth engine for students.
- ❑ **Built for Science of Reading-Aligned Districts** – Supports structured literacy approaches and ensures instructional coherence at every level, for all tiers.
- ❑ **Less Testing, More Learning** – Screening and progress monitoring happen seamlessly during the reading block—no extra testing time needed. Students stay engaged, unaware they’re being assessed, while teachers get real-time insights for timely interventions.
- ❑ **Expanded Micro-Lesson Library** – Now includes hundreds of additional micro-interventions enhancing fluency, decoding, and comprehension.
- ❑ **Core-Coherent Practice** – Directly links to teacher-assigned skills in Instruct, ensuring tutoring aligns with classroom instruction.

Amira’s **next-generation AI solution** ensures that every student receives the precise support they need—at the right time, in the right way.

Contact your Amira Learning representative to learn more about current customer special pricing - this year only!

Effective June 2024, Istation is a 100% wholly owned subsidiary of Amira Learning, Inc. As part of our integration efforts and to enhance efficiency across our organization, we are integrating our financial and banking structures under a single Federal Employer Identification Number (FEIN).

Effective immediately, all transactions, invoices, and financial documentation should be processed using the following federal employer identification number and banking information:

Federal Employer Identification Number (FEIN): 82-2207220

Banking Information

ACH Payments (preferred):

Bank Name: Western Alliance Bank
ABA Routing Number: 121143260
Bank Address: One East Washington Street Ste 2500 Phoenix, Arizona 85004 U.S.A

Account Name: Amira Learning Inc
Account Number: 8996514912
Beneficiary Address: 5214f Diamond Heights Blvd # 3255 San Francisco, CA 94131

Check Payments:

Amira Learning Inc
PO BOX 92448
Las Vegas, NV 89193-2448
(Note: Please do not send check payments to the beneficiary address noted on the W-9. Check payments should be sent to Amira Learning, Inc. 's lockbox, which is administered by Western Alliance Bank. This address differs from the one listed on the W-9.)

To assist in updating your records, we have attached the following documents:

- Amira Learning, Inc. Form W-9
- Official Banking Letters confirming our updated banking details

Please update your records to reflect this change and ensure that all future payments and correspondence are directed accordingly.

If you have any questions or require additional information, please do not hesitate to reach out to AccountsReceivable@amiralearning.com.

We appreciate your partnership and cooperation.
Sincerely,

A handwritten signature in cursive script that reads "Monika Flood".

Monika Flood, CFO
Amira Learning, Inc.

Request for Taxpayer Identification Number and Certification

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

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

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

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

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

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

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

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

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

Other (see instructions) _____

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

Exempt payee code (if any) _____

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

(Applies to accounts maintained outside the United States.)

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

5 Address (number, street, and apt. or suite no.). See instructions.
5214F Diamond Heights Blvd #3255

6 City, state, and ZIP code
San Francisco, CA 94131

7 List account number(s) here (optional)

Requester's name and address (optional)

Remit to: P.O. Box 92448, Las Vegas, NV 89193-2448

Part I Taxpayer Identification Number (TIN)

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

Social security number

| | | | | | | | | | | | |
|--|--|--|--|---|--|--|---|--|--|--|--|
| | | | | - | | | - | | | | |
|--|--|--|--|---|--|--|---|--|--|--|--|

or

Employer identification number

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 8 | 2 | - | 2 | 2 | 0 | 7 | 2 | 2 | 0 |
|---|---|---|---|---|---|---|---|---|---|

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

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here Signature of U.S. person *Monika Flood* Date April 27, 2025

General Instructions

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

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

What's New

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

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

Purpose of Form

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

BANK ACCOUNT VERIFICATION LETTER**2/18/2025****RE: Amira Learning Inc**

To Whom It May Concern,

This letter is to inform you that **Amira Learning Inc** has an account with Western Alliance Bank.The routing number: **122105980**Account number: **8996514912**

We are pleased to confirm the account is in good standing and the information below for Incoming Wire Transfer and Incoming ACH Payments:

Beneficiary Bank Information

Bank Name: Western Alliance Bank
SWIFT Code: BBFXUS6S
ABA Routing #: 122105980
Bank Address: One East Washington Street Ste 2500
Phoenix, Arizona 85004 U.S.A

Beneficiary Information

Account Name: **Amira Learning Inc**
Account Number: **8996514912**
Beneficiary Address: **5214f Diamond Heights Blvd # 3255**
San Francisco, CA, 94131

The information is supplied solely for the purposes of reference, without any responsibility on the part of Western Alliance Bank, its agents, representatives, or affiliates for errors or omissions.

Sincerely,



Matthew Benidt

Head of Branch Banking

EXTERNSHIP/OFF-CAMPUS PRACTICUM AGREEMENT

THIS AGREEMENT, made and entered into by and between **Sapulpa Public Schools, 511 East Lee Avenue, Sapulpa, Oklahoma 74066, ("Agency")** and **The University of Tulsa, 800 South Tucker Drive, Tulsa, OK 74104-3189, ("University")** a nonprofit corporation of the State of Oklahoma, which owns and operates The University of Tulsa, Oxley College of Health Sciences.

WITNESSETH, THAT:

WHEREAS, Agency desires to provide student(s) in the Department of Communication Sciences and Disorders at The University of Tulsa with practicum settings in the interest of speech-language pathology; and

WHEREAS, the University desires to provide students with medical clinical practicum experiences in speech-language pathology in order that those students may be prepared to give, perform, manage, design and prescribe comprehensive diagnostic services and comprehensive speech-language therapy; and

WHEREAS, Agency and University desire to cooperate in providing practicum settings and experiences in a clinical outpatient settings as set outlined above (the "Program"); and,

NOW THEREFORE, for and in consideration of the mutual promises, agreements and covenants as hereinafter set forth, and other good and valuable consideration, it is hereby agreed by and between the Agency and University as follows:

1. Equal Opportunity. Agency Program, University, and Oxley College of Health Sciences shall employ, advance, accept, admit and otherwise treat in all manner in their employment and educational program, all persons without regard to race, color, national or ethnic origin, sex, age, religion, creed, handicap, disability or status as a veteran.
2. Cooperation of Agency. Agency agrees to cooperate with the University and Oxley College of Health Sciences in providing medical clinical practice settings to University students, through the Program, for practical clinical experience in speech-language pathology diagnostics and therapy.
3. Practicum Settings. Agency further agrees to make available the clinical settings and means for student experiences, including but not limited to all expendable equipment and supplies necessary for patient care.
4. Services, Resources, Facilities. Agency further agrees to make available to students and University faculty or other personnel involved in the Program the following:
 - a. Such space and facilities as are necessary for pre-assignment and post-assignment conferences;
 - b. Such instructional and library or other resource material as is available to or located at the Agency;
 - c. Parking space, cafeteria facilities, and other similar services on the same terms at which those services are regularly provided to Agency employees;

d. Facilities are available for storage of personal belongings, but security for such items is not provided.

5. Number of Program Participants. Agency further agrees that the number of students receiving school practicum experience at or through the Agency shall be determined by mutual agreement of the Agency's School Practicum Supervisor and the Dean of the Oxley College of Health Sciences, or their designated representatives. Primary factors to be considered in establishing said number are the adequacy of physical facilities at the Agency; the availability of agency personnel to supervise, train, and work with students participating in the Program; and adequacy of overall learning experience available.

6. Orientation. Agency further agrees to provide orientation to the Program, including but not limited to the clinical areas and Program curriculum, to members of University faculty or other University personnel whose teaching responsibilities at the University include or may include diagnostics or speech-language therapy. Such orientation may be made available for University faculty assigned to evaluating, counseling and conferring with students regarding the Program.

7. Emergency Medical Care. Agency further agrees to make available emergency medical care to students and University faculty or other personnel who are injured or otherwise become ill while at the Agency or are on an off-premises assignment as part of the Program; provided, that this provision shall not be construed to limit or otherwise prohibit any student, faculty, or University personnel from seeking such emergency medical care at any other facility besides Agency, or to refuse medical care. Emergency medical care provided to students and University faculty will be at the expense of the student or faculty member and shall be charged to them as determined by the Agency.

8. Agency Rules, Regulations, and Policies. Agency further agrees to provide each student, University faculty member, or other personnel with a copy of the current written Rules, Regulations, and/or Policies for Externships/Practicums, or any unwritten interpretations of the Rules, Regulations, and/or Policies for Externships/Practicums, of the Agency.

9. Practicum Site Supervisor. Agency further agrees to appoint a Practicum Site Supervisor ("Site Supervisor") whose duties shall include:

- a. Interviewing qualified University students for the Program;
- b. Observing, supervising, and counseling students participating in the Program; and,
- c. Assisting in evaluating students participating in the Program in accordance with (1) the learning objectives for a school practicum as defined by the University; (2) the instructor's guide for school practicum students prepared or otherwise provided by the University; and (3) the evaluation process as defined by the University.

10. Mutual Indemnification. Each party shall save and protect the other, and indemnify the other from all legal liability resulting in injury, death, or damages, including costs and attorney fees, caused by or arising out of the indemnifying party's negligent or willful misconduct in the supervision of students pursuant to this agreement.

11. Cooperation of University. The University agrees to cooperate with the Agency in determining the number of students receiving school practicum experience at or through the Agency, as provided in Paragraph 5 herein.

12. General Provisions. The University further agrees as follows:

- a. That it will provide Agency, by and through the Site Supervisor, with current written copies of (1) the learning objectives for practicum experiences as defined by the University; (2) student evaluation forms; and, (3) an instructor's guide for school practicum students.
- b. That it will establish lines of communication with the Site Supervisor prior to any school practicum placement of a student, as to the University's expectations, goals, and feedback mechanisms with regard to the Program, the Site Supervisor, and the students participating in the Program;
- c. That the Department of Communication Sciences and Disorders will provide to the Site Supervisor a time schedule and suggested criteria regarding evaluation of students.
- d. That it will prepare each student for his or her initial interview with the Site Supervisor, and, upon the approval of said Site Supervisor of particular students for participation in the Program, notify the Agency of said Site Supervisor of which students will participate in the Program.
- e. That it will observe and counsel students and confer with the Site Supervisor regarding each of said student's performance and progress or other matters.
- f. That it will inform students of all physical examinations required by the Agency and that it further will inform students of their responsibility for the costs of said physical examinations.
- g. That it will inform students regarding appropriate dress for participants in the Program, and further regarding each student's need to abide by the Rules, Regulations, and Policies of the Agency, and to provide his or her own transportation to and from the Agency at student's expense;
- h. That it will inform students and University faculty that they shall respect and conscientiously observe the confidential nature of all information which may come to either of or all of them, individually or collectively, with respect to patients and patients' records and that they will comply with ethical standards and state laws about the practice of speech-language therapy.
- i. That it will assure that all University students participating in the School Practicum Program will have in force a professional liability insurance policy with limits of \$1,000,000 per occurrence and \$3,000,000 aggregate. In this regard, University further agrees to provide Agency with a certificate of insurance for each student participating in the School Practicum Program stating that said student has liability insurance coverage in said amount.
- j. That it accepts the condition that no student or University faculty is to be considered an employee of the Agency under this agreement.

13. Withdrawal or Removal of Student and Notification Thereof. University and Agency agree that either University or Agency may withdraw or remove any student enrolled in the Program if, in the opinion of either party, said student is not making satisfactory progress in the Program or, for any

other reasonable cause, including but not limited to health or recurrent and unexcused tardiness or absence. In any event, University shall have the right to withdraw any student from the Program. In the event that a determination is made by Agency or University that a student should be withdrawn from the Program, the party making said determination shall notify the other party in writing of said determination at least 24 hours prior to the withdrawal or removal of said student, stating specifically the grounds or cause for said withdrawal or removal. Written notice also shall be given to the student by the party making said determination at least 24 hours prior to said withdrawal or removal, stating specifically the grounds or cause for said withdrawal or removal. *Under appropriate circumstances, such withdrawal may be immediate for health or safety reasons but must be followed up by a required written notice within 24 hours.*

14. Conferences and Review. Agency and University agree that they, by and through their designated representatives shall confer periodically, for the purpose of evaluating as to whether this Agreement should be continued, provided however, that nothing contained herein shall be construed as granting either party hereto the automatic right to renew or reinstate this Agreement after its termination.

15. Non-assignability. The rights and duties accruing to Agency and University under the terms of this Agreement may not be assigned, delegated, or otherwise transferred by Agency or University, unless prior written mutual consent to said assignment is obtained from University and Agency.

16. HIPAA Compliance

- a. The University must, and the University shall require the Clinical Instructors, Instructors and Students, to appropriately safeguard the protected health information of patients, in accordance with applicable provisions of the Health Insurance Portability and Accountability Act (“HIPAA”) of 1996, as it may be amended from time to time, and applicable law. Instructors and Students may use and disclose protected health information solely for the education and treatment purposes contemplated by this Agreement.
- b. With respect to information obtained or received from the Agency, the University shall: (i) not use or further disclose the information other than as permitted or required by this Agreement or as required by law; (ii) use appropriate safeguards to prevent use or disclosure of the information other than as provided for by this Agreement; (iii) report to the Agency any use or disclosure of the information not provided for by this Agreement of which the University becomes aware; and (iv) require that any agents, including a subcontractor, to whom the University provides protected health information received from, or created or received by the University on behalf of, the Agency agrees to the same restrictions and conditions that apply to the Agency with respect to such information.

17. FERPA.

In the course of this Agreement, the Parties may have access to records of the other Party that are “education records” as defined by and protected under the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, et seq., and the regulations promulgated there under (“FERPA”). Such records are confidential. To the extent that the Parties or its personnel have access to “education records” under this Agreement, they are deemed a “school official,” as each of these terms are defined under FERPA. The Parties agree not to use education records for any purpose other than in the performance of this Agreement. Except as required by law, neither Party will disclose or share education records with any third party unless permitted by the terms of this Agreement.

18. Rights in Property. All supplies, fiscal records, patient charts, patient records, medical records, X-rays, computer-generated reports, pharmaceutical supplies, drugs, drug samples, memoranda, correspondence, instruments, equipment, furnishings, accounts and contracts of the Agency shall remain the sole property of the Agency.

19. Non-Discrimination. Except to the extent permitted by law, the Agency, the University, Instructors and Students shall not discriminate on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran’s status in the performance of this Agreement. As applicable to the University, the provisions of Executive order 11246, as amended by EO 11375 and EO 11141 and as supplemented in Department of Labor regulations (41 CFR Part 60 et. Seq.) are incorporated into this Agreement and must be included in any subcontracts awarded involving this Agreement. The University represents that, except as permitted by law, all services are provided without discrimination on the basis of, race, color, creed, sex, age, religion, national origin, disability or veteran’s status; that it does not maintain nor provide for its employees any segregated facilities, nor will the University permit its employees to perform their services at any location where segregated facilities are maintained. In addition, the University agrees to comply with Section 504 of the Rehabilitation Act and the Vietnam Era Veteran’s Assistance Act of 1974, 38 U.S.C. Section 4212.

20. Term of Agreement. The term of this Agreement shall be from July 1, 2025 to June 30, 2026. This agreement may be modified or terminated by the written mutual consent of Agency and University and may, in any event, be terminated by University or Agency at the end of 10 days after written notice terminating the Agreement is given to Agency or University, as the case may be.

21. Notices to Agency, Practicum Program, University, and Oxley College of Health Sciences. All notices under this Agreement shall be made to the following persons at the following listed addresses:

AGENCY

Sapulpa Public Schools
511 East Lee Avenue
Sapulpa, Oklahoma 74037

UNIVERSITY

University of Tulsa
800 South Tucker Drive
Tulsa, Oklahoma 74104-3189

Communication Disorders Program
Attention: Suzanne Stanton, Ed.D.

22. The University has authorized only certain persons to sign agreements of this nature on its behalf. No agreement is enforceable against the University unless signed by an authorized signatory.

23. This AGREEMENT shall be governed by the laws of the State of Oklahoma and agree that all disputes may be resolved in a court of competent jurisdiction in Tulsa County, Oklahoma.

24. This AGREEMENT constitutes the entire AGREEMENT between the parties and supersedes all prior agreements, arrangements, and understanding relating to the subject matters hereof. Any modification hereto shall be valid only if set forth in writing and signed by all parties hereto.

Executed and agreed to this _____ day of _____, 20__.

By: _____

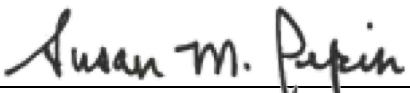
Board Member Signature

Print Name: _____

Date: _____

And:

The University of Tulsa (“University”)

By:  _____

Sue Pepin, MD, MPH
Dean, Oxley College of Health & Natural Sciences

Central Tech

Pre-Employment Transition Services Pre-ETS COLLABORATIVE AGREEMENT FY 2026

PURPOSE

This Collaborative Agreement (“Agreement”), effective as of the latest date of signature of all Parties or the 1st day of July, 2025 whichever is later, is entered into by and between the following Parties, also referred to herein as “Team Members” to promote collaboration in the delivery of Pre-Employment Transition Services (also referred to herein as Pre-ETS) for students with a documented disability transitioning from secondary school to post-secondary education programs and/or competitive employment; for individuals with disabilities who are enrolled in secondary education and are eligible, or potentially eligible, to receive vocational rehabilitation services (VR) provided by Oklahoma Department of Rehabilitation Services (DRS).

- **“Sapulpa Public School”** (also referred to herein as “Partner School”);

Pre-ETS activities are available to students with a documented disability. Students, ages 14-21, do not have to have an IEP (individual education program), a 504 plan or be a Vocational Rehabilitation client. Pre-ETS activities are an action step or service to assist students to achieve their transition goals.

The OBJECTIVE of this Agreement seeks to:

- Increase coordination between the Parties to identify and prepare students with a documented disability to move to post-secondary education and/or competitive integrated employment; based on student need, considering strength, preferences, and interests.
- Improve transition planning by DRS and local education agencies (LEAs) for a student with disabilities to facilitate the development and implementation of that individual’s education program.
- Strengthen the relationship between Central Tech, The Oklahoma State Department of Education (OSDE), Oklahoma Office of Workforce Development (OOWD), LEAs, higher education entities, and businesses to facilitate successful outcomes for students with a documented disability.
- Engage, involve and educate families to increase student success in post-school activities.
- Increase the number of students reaching their individual education plan (IEP) and the DRS individual plan for employment (IPE) goals.
- Increase professional learning opportunities and share resources.
- Increase job training and education opportunities for people who have traditionally faced barriers.

TERM

The Parties agree that the effective period of this Agreement shall be the latest date of signature of all Parties, or July 1, 2025, whichever is the latter, through June 30, 2026.

This Agreement may be renewed for two (2) additional twelve-month periods. Any renewals are contingent upon the Department of Rehabilitation Services renewing the Pre-Employment Transition Services Agreement with Central Tech's approval of such renewal.

Central Tech contact: Shelly Rentz, shelly.rentz@centraltech.edu or Dr. Kim Howard, kim.howard@centraltech.edu

The following are examples of activities that fall into the five required *Pre-ETS* categories:

- **Job Exploration Counseling:** discussion, activities, vocational evaluations, or assessments on in-demand job opportunities intended to foster motivation and informed decision-making.
- **Work-Based Learning** – research and knowledge of work site tours, job shadowing, mentoring, internships, apprenticeships, short-term employment, volunteering, and on-the-job support
- **Counseling on Post-Secondary Opportunities**—discussion and activities regarding college and other -post-secondary opportunities, academic and occupational training needed to succeed in the workplace, and providing resources that may be used to support individual student success in education and training, such as disability support services and financial aid.
- **Workplace Readiness Training** (can be in a simulated or "real" work setting) -teaching social skills and independent living skills necessary to prepare for eventual employment, such as communication and interpersonal skills, financial literacy, transportation options, job-seeking skills, understanding employer expectations, and other "soft" skills necessary for employment; and
- **Self-advocacy**—training on rights and responsibilities; how to request accommodations or services and supports; communicating thoughts, concerns, and needs; peer-mentoring opportunities; and participating in leadership activities offered in educational or community settings.

RESPONSIBILITIES:

The Partner School:

The school plays a significant role in the success of providing and coordinating transition services, specifically employment readiness instruction for students with a documented disability. Schools are bound by the specific content in the Individuals with Disabilities Education Act (IDEA) for the provision of secondary transition services and by coordinating services with other agencies who will pay for or provide transition services. *Pre-Employment Transition Services are not meant to reduce the responsibility of schools to provide transition services. The intent is to enhance the resources available to students with a documented disability through collaboration. Partner School understands and agrees that they will not be reimbursed by Central Tech for any costs incurred as part of the Pre-ETS program.*

The Partner School will:

- allow Central Tech Pre-ETS staff access to DRS potentially eligible students with a documented disability and/or DRS clients (in a group setting or one-on-one) to whom they can provide Pre-ETS instructional activities;
- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- be responsible for collecting signed parent authorization to allow their student to participate in Pre-ETS activities.
 - provide other documentation to identify the student having a documented disability.
- communicate to the Central Tech Pre-ETS staff and DRS (if applicable) any concerns brought forth by a student;
- provide information to assist staff providing Pre-ETS activities that will support the learning needs, adaptations, and/or modifications of program participants;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- share career assessment and planning information with DRS and Pre-ETS staff;
- work collaboratively to increase number of students obtaining their IEP and IPE goals;
- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program participants.

Central Tech will:

- work in collaboration with DRS counselor, school transition personnel, and other persons supporting DRS potentially eligible students with a documented disability and/or DRS clients to provide Pre-ETS instructional activities in groups and/or individually;
- ensure its staff are trained and experienced in working with students with a documented disability as well as developing business relationships;
- ensure its staff have successfully passed a criminal background check; and will provide the Partner School proof (if requested) prior to providing Pre-ETS activities;
- support the Partner school staff in planning for the transition of students with a documented disability from school to post-school activities;
- work in collaboration with the teacher and current transition curriculum;
- work to increase employment and/or post-secondary student success;
- work with local school districts to create greater access for students with a documented disability and remove barriers into transition programs and activities;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- encourage community work experiences that provide the opportunity for students with a documented disability to participate in skill development in community settings;
- share career assessment and planning information with DRS and school staff;
- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- communicate to Partner School staff and DRS (if applicable) any concerns brought forth by a student;

- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program participants.

Signatures

The Parties hereto agree that they may conduct the transaction by electronic means and hereby state that an electronic signature shall have the same force and effect as an original signature.

The partner school represents that it has read and understands the terms of this agreement and made no changes to the terms of this agreement. By placing the signature of its authorized representative, the partner school agrees to be bound by this agreement.

Partner School

Signature

Date

Print Name and Title

Central Tech

Signature

Date

Print Name and Title

AGREEMENT
Between

Oral Roberts University
Acting for and on behalf of its
TEACHER EDUCATION PROGRAM(S)

And

SAPULPA PUBLIC SCHOOLS

For

TEACHER EDUCATION PROGRAM

THIS AGREEMENT is made and entered into on this ____day of _____, 2025, and is set to begin July 1, 2025 and end on ending June 30, 2026. By and between acting for Oral Roberts University (ORU), on behalf of its Teacher Education Program and Sapulpa Public Schools (SPS).

WITNESSETH:

SECTION 1. SPS agrees to provide the authorization, supervision, and instruction of ORU student teachers/observers participating in ORU's Education Program and to provide observation and participation activity in the Teacher Education Program.

SECTION 2. SPS agrees to accept for assignment to cooperating teachers in the public schools an agreed upon number of students enrolled in ORU's Education Program course. SPS further agrees the cooperating teacher will give direct supervision to the student teacher/observer assigned and will work with a faculty member assigned by xxx in directing and evaluating the student teacher/observer experience.

ORU further agrees to provide student teacher/observer supervision, instruction, mentoring or assistance, as needed by various staff members to enhance and develop the student teacher's/observer's ability to effectively educate children in an urban educational environment. Including, but not limited to; identifying and serving children with disabilities, serving children from diverse socio-economical populations, and serving children with foreign language barriers.

SECTION 3. All arrangements for the placement or removal of student teacher/observers will be coordinated through Donia Doudican, Executive Director of Teaching and Learning, (ddoudican@sapulpaps.org), or Johnny Bilby, Assistant Superintendent, (jbilby@sapulpaps.org). If a student teacher/observer fails to comply with the requirements of this Agreement or to perform to SPS's satisfaction, ORU will be contacted and so informed. If such issues are not resolved to UPS's satisfaction, ORU will, upon written request by SPS, immediately remove that student teacher/observer from the school.

SECTION 4. ORU and its student teachers/observers will comply with all applicable federal and state laws and regulations and will comply with all SPS policies, rules and regulations and all ORU procedures while on SPS premises or performing services under this Agreement. ORU and its student teachers/observers will keep confidential and not disclose to any person or entity any records or other documentation, including progress notes which may constitute student records as defined in the Family Educational Rights and Privacy Act unless such disclosure is authorized under the Act or pursuant to court order.

SECTION 5. This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma. Any action arising out of or relating to this Agreement or to its breach shall be brought only in the federal or state courts sitting in Tulsa County, Oklahoma, and both parties submit to the exclusive jurisdiction of such courts. Nothing contained herein shall constitute a waiver by either party of sovereign immunity or of immunity or benefits afforded by the Eleventh Amendment to the constitution of the United States of America.

SECTION 6. Each party shall be responsible for its own acts and omissions and the acts and omissions of its student teachers/observers, employees, officers, directors, agents and contractors. A Party shall not be liable for any claims, demands, actions, costs, expenses and liabilities, including reasonable attorneys' fees, which may arise in connection with the other party's acts or omissions, or the acts or omissions of the other party's student teachers/observers, employees, officers, directors, agents or contractors, including negligent or intentional acts or omissions, or failure to perform any of their obligations under this Agreement.

SECTION 7. It is not the intention of the parties to form a joint venture or partnership. This Agreement shall not be construed to create an employment or agency relationship between ORU and SPS or any of their respective employees, student teachers/observers or agents. SPS and ORU shall, at all times, act and function pursuant to this Agreement and hold themselves out as independent contractors. ORU agrees and affirms that all ORU employees entering upon SPS property under the provisions of this Agreement are and shall be covered by worker's compensation insurance to the extent required by applicable law and that SPS shall, in no event, be required to provide such coverage for ORU's student teachers/observes and employees.

SECTION 8. SPS and ORU agree that student safety is a top priority. In an effort to protect the student's safety, ORU agrees that it will not place any individual on SPS property, whether as a student teacher/observer, officer, agent, employee or contractor, if that person has been convicted of a felony or has been convicted of any crime involving moral turpitude. ORU hereby certifies that none of its student teachers/observers and none of its employees working on SPS property are currently registered or required to be registered under the provisions of the Oklahoma Sex Offenders' Registration Act or the Mary Rippy Violent Offender Registration Act. All ORU employees and student teachers/observers must have in their possession, at all times, a current photo ID which identifies them as a student teacher/observer or employee of ORU and, if required by SPS, a SPS photo ID authorizing access to a specific SPS site. If at any time a student teacher/observer or ORU employee demonstrates actions which are inappropriate or create a disruption within a school, the principal may require that such person leave SPS property and not return without specific permission of the principal and/or the Executive Director of Elementary or Secondary Education.

SECTION 9. Neither SPS, nor its employees, shall receive compensation from ORU for services performed under this Agreement in support of ORU's Teacher Education Program. ORU may, however, with SPS's consent, provide cooperating teachers a tuition waiver to enroll in an ORU course upon completion of their supervision of a student teacher/observer.

SECTION 10. All notices to be made under this Agreement shall be made in writing and delivered by personal delivery by commercial delivery service, or by certified United States mail, return receipt requested, to the following addresses:

If to ORU: Oral Roberts University
Attn: Kathaleen Reid-Martinez, Provost
7777 S. Lewis Ave., Tulsa, OK 74171

If to SPS: Sapulpa Public Schools
Attn: Rob Armstrong, Superintendent
511 East Lee Ave., Sapulpa OK, 74066

With a copy to:

Sapulpa Public Schools
Attn: Johnny Bilby
Assistant Superintendent

SECTION 11. This Agreement sets forth the entire agreement between the parties as to the subject matter hereof, and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written.

SECTION 12. Either party may terminate this Agreement, without cause, upon sixty (60) days written notice. Student teachers/observers enrolled in ORU's Teacher Education Program and assigned to a SPS site at the time such notice is given will be afforded the opportunity to complete their assignment notwithstanding such early termination.

IN WITNESS WHEREOF, ORU and SPS have executed this Agreement as of the day and year first written above.

Oral Roberts University
Acting for an on behalf of it's
TEACHER EDUCATION PROGRAM

By: *Kathaleen Reid-Martinez*
Name: Kathaleen Reid-Martinez
Title: Provost

Sapulpa Public Schools

By:
Name:
Title:

Approved as to Form:

To: School Work Study (SWS) Schools (The contact person for your school)

It is time for all the school districts that have a Transition School-to-Work: School Work Study contract to sign a new contract for fiscal year 2026 (October 1, 2025 – June 30, 2026).

You are receiving this email with a new contract and the Vendor Information Form attached. **You will need to complete the “eSign”, which will automatically send them back to us for our signatures.** The forms will be tracked electronically from that point.

Please complete the entire eSign. Then please review the **entire contract** and find the indicated signature block for your eSignature. Follow the instructions.

Optional: If this email has been sent to someone other than the proper signatory, you may click the hyperlink that allows you to have someone else sign, or you may download a copy of the vendor form and contract then sign and email it back in its entirety to klowry@okdrs.gov.

We must receive the completed contract and Vendor Information Form before we can process your contract. Please submit as soon as possible so there are no delays in the processing of your contract.

Remember, the “EIN number” is your Federal ID Number.

Services beginning October 1, 2025 or after may not be provided until the Award of Contract has been issued.

If you have questions about signing the contract, please communicate with Chris Compton and cc: Renee Sansom Briscoe at the Oklahoma Department of Rehabilitation Services. Their email addresses are ccompton@okdrs.gov at (405) 605-9651 and rsansom@okdrs.gov at (405) 212-7789. For SWS contract content and service questions, contact Renee Sansom Briscoe at rsansom@okdrs.gov or (405) 212-7789.

If there are planned personnel changes that affect this contract, please also provide the new information to Chris and Renee at the above email addresses.

Thank you for your help in this matter.



The Workforce Innovation Opportunity Act (WIOA) requires the Department of Rehabilitation Services (DRS) to collect and report Measurable Skills Gains for youth.

To document these Measurable Skills Gains, Vocational Rehabilitation Counselors will need to obtain a consent form signed by a parent or the student (if they are age 18+) to then submit to your school to obtain copies of students' secondary transcripts. You can expect to receive such transcript requests at the end of each semester and should note that the signed consent forms are only good for one year.

The State Department of Education Special Education Services (OSDE-SES) and DRS request that LEAs collaborate with their local VR Counselors to establish procedures to assist VR Counselors with obtaining students' secondary transcripts and/or report cards to meet WIOA compliance.

Here are some examples of effective procedures VR counselors have shared:

1. The VR Counselor obtains a DRS release form signed by the student's parent/guardian or by the student if they are age 18+ (see example) and then provides a copy of the signed release forms to your school district. The LEA then provides the transcripts to the OKDRS/VR counselor.

(NOTE: LEAs are encouraged to establish a set contact person(s) for the VR Counselor to send consent forms, such as the counselor's office, registrar, special education administration support staff, etc.)

2. For those students participating in School Work Study (SWS), the VR Counselor will send copies of the signed release forms and the school can provide the students' transcripts along with the SWS time sheets.

3. The VR Counselor sends out the following letter to students and encloses a self-addressed postage-paid envelope for the student to return the transcript in the mail to DRS:

Dear [Client],

The first (second) semester of the school year is almost over, and I hope it has been a good semester for you! I am required to document in your vocational rehabilitation your educational process each semester. Please provide DRS with a copy of your semester's grades. Please return either a high school transcript for (insert the fall or spring semester and the year) or a report card in the enclosed postage-paid envelope or email it to me at (insert counselor's email address). Please contact me if you have any questions at all. Thank you!

Thank you for your support as we work to improve outcomes for students with disabilities.

A handwritten signature in cursive script that reads "Renee Sansom Briscoe".

Renee Sansom Briscoe
Transition Coordinator
405-212-7789
rsansom@okdrs.gov

A handwritten signature in cursive script that reads "Lori Chesnut".

Lori Chesnut
Program Specialist
405-521-4802
lori.chesnut@sde.ok.gov

**State of Oklahoma
Department Of Rehabilitation Services
Transition School-to-work: Work Study**

This agreement, consisting of sixteen (16) pages (the "Contract"), is hereby made between the Oklahoma Department of Rehabilitation Services ("DRS") and

("Contractor" or "School") and constitutes the entire agreement between the DRS and the Contractor, and no other representations are given or should be implied from written or oral agreements or negotiations that preceded the Contract.

RECITALS

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized to make and enter into all contracts necessary or incidental to the performance of its duties, and may purchase or lease equipment, furniture, materials and supplies, and incur such other expenses as may be necessary to maintain and operate the Department, 74 O.S. § 166.1.C; and

WHEREAS, the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act both provide for transition services for children with disabilities to facilitate the child's movement from school to post-school activities including employment, 20 U.S.C. § 1401(34) and 29 U.S.C. § 721(a)(11)(D); and

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized by rules promulgated by the Oklahoma Commission for Rehabilitation Services at Subchapter 7 of Chapter 10 of Title 612 of the Oklahoma Administrative Code to implement the Transition from School-to- Work Program; and

WHEREAS, in the School-to-Work program, there are many services needed. Some of these services are provided by the school under the individualized education plan (IEP) and some are provided by the Oklahoma Department of Rehabilitation Services under the individualized plan for employment (IPE). Other services may be provided by the parents, Career Tech, and others. A major component of the Transition School-to-Work program is work-readiness training and work experience. The work experience can be provided through Work Adjustment Training or the three types of Work Study Programs.

NOW THEREFORE, the parties agree as follows:

I. Contract Period

The Contract is effective from the latest date of signature of both parties or October 1, 2025, whichever is the latter, through September 30, 2026. The Contract may be renewed for two additional one-year periods upon written agreement of the DRS and the Contractor.

II. Contract Services

Students eligible to participate in Work Study (School Work Study, Worksite Learning, Employer Work Study) include those:

- with documented disabilities (includes IEP, 504 Plan, or other documents), who have been determined eligible for DRS services or are on a trial work plan as determined by the DRS counselor;
- with an approved DRS case;
- with an individualized plan for employment (IPE) in place;
- with School Work Study (SWS) as a line of service on the IPE;
- who are at least sixteen (16) years of age; and
- who are attending high school.

All students participating in Work Study shall be DRS clients.

Students participating in Work Study may do so for **no more than 24 cumulative months**, as authorized in the form of Authorization(s) for Purchase(s) provided by the DRS counselors prior to the students starting work. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

The months do not need to be consecutive. Based on individual needs and barriers due to disability, there may be exceptions where the student requires more time to make additional progress. In that instance, the DRS counselor may authorize additional time. Summer months spent in Work Study count in the 24 cumulative months. Transportation, scheduling, administrative or family convenience, or family/individual income needs are not acceptable reasons to extend Work Study beyond 24 cumulative months.

Participating students may work **no more than 15 cumulative hours per week during the school year** (i.e., during the day, evenings, weekends, or holidays). In each of the cases described above, the students **must** be given school credit for their participation during the school day, and the School staff and the DRS counselor will provide important guidance and instructional help around the work experience. If the student works after school hours, in the evening or on weekends, the School may also choose to give the student school credit and is encouraged to do so to support earning elective credits. The School will provide staff to work with the DRS counselor in the area of transition. The School will have at least one (1) person designated to serve as the “teacher/transition coordinator”. Paraprofessionals could serve as transition coordinator or could also be assigned to help with the process and documentation. The School agrees to provide designated staff time for performing the needed duties related to transition. The School agrees to fully inform the staff responsible for carrying out the duties set forth in the Contract. This includes providing all necessary staff with a copy of the Contract.

Students wishing to continue working through the summer as part of Transition School-To-Work: Work Study may do so if the School has a current contract in place.

During the school year - The maximum number of hours worked per student that is reimbursable by the DRS **cannot** exceed 15 cumulative hours per week during the school year. The DRS will reimburse 100% of the wages paid by the School for a maximum 15 cumulative hours per week

During the summer months - The maximum number of hours worked may exceed 15 cumulative hours and no more than 20 per week for summer work only when pre-approved by the DRS counselor. The DRS will reimburse 100% of the wages paid by the School for a maximum 20 cumulative hours per week. Students may work a maximum 20 cumulative hours per week beginning with the first day of summer break. However, upon the first day back to school, the students must go back to working no more than a maximum 15 cumulative hours per week. All Child Labor Laws apply and must be adhered to.

<https://www.dol.gov/general/topic/youthlabor>

The School is required to continue supervising, monitoring, and reporting on students working in the School or in the community during the summer.

Paid work positions must reflect **real work/jobs** and include tasks that would normally be a function of that position. The students must be learning skills that will transfer to competitive, integrated employment in the community. Classroom instructional time does not count as work. The School must ensure that students have access to a wide variety of work/job types and must also ensure the School has enough work to cover the number of students intended to participate in the program. Examples of work/jobs within the School include, but are not limited to, the following:

- office assistant/mail clerk - deliver mail/messages, stamping, sealing, organizing, cleaning, stocking, inventory, ordering, shredding, answering phones, making ID badges, laminating, taking messages, greeting visitors;
- transportation assistant - cleaning buses inside and out, light vehicle maintenance, checking fluids, tire pressure, assisting with trip tickets, cleaning bus barn;
- teacher's aide - reading to groups/individuals, cleaning, organizing, light grading, bulletin boards, listening to students read, engage students in activities, shredding, making copies;
- custodial -operating electric floor cleaning machines, simple maintenance, taking out trash, cleaning classrooms, sanitizing, dusting lockers and trophy cases, cleaning windows, restocking bathrooms, vacuuming rugs;
- manager of sports team - scorekeeping, ordering, inventory, hauling/moving equipment, washing towels, preparing water jugs and equipment for practices and games;
- information technology assistant - using compressed air to clean computers and keyboards; replacing batteries, mice and keyboards; cleaning monitors; deliveries to students and/or teachers; organizing order tickets;
- clerk in school store or coffee/snack cart - greeting, stocking, inventory, organizing, ordering, taking orders, filling orders, taking money and making change, cleaning, making displays;

- cafeteria assistant - wiping down tables, taking out trash, loading dishes, preparing food and utensils, stocking, serving, organizing;
- library aide - greeting, accepting books, checking books out, shelving books, research, cleaning, organizing, doing displays, answering phones; and
- landscaping/maintenance - mowing, weed eating, edging, pulling weeds, cleaning up flower beds, planting flower beds, selecting flowers/plants, planting in flower beds, trimming trees/shrubs, raking and bagging leaves, picking up trash from parking lot or around school grounds, light repairs on school properties, such as replacing light bulbs, painting, exterminating pests, etc.

The same guidelines should be adhered to when selecting community placements for paid work experiences.

In the final nine (9) months of the student's Work Study (School Work Study, Worksite Learning, Employer Work Study), the student must work for an employer outside of the school or school district, unless otherwise approved by the DRS counselor.

Students may not work in their family-owned business unless approved by the DRS counselor. This includes farms and other businesses.

Upon graduation with a standard diploma and high school exit, students receiving services through the Contract must cease work on the last day of school. They may not continue participation in School Work Study and/or Worksite Learning beyond their high school departure.

A. Work Study Program

There are two types of Work Study through DRS:

1. School Work Study (SWS) allows students with disabilities to **work on the School campus**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working on campus.
2. Worksite Learning allows students with disabilities to **work in the community**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working off campus.

B. Other Work Opportunities

This is not a Work Study through DRS:

1. Employer Work Study allows students with disabilities employment experience in **part-time jobs in the community**, with the employers paying the wages/salary(ies). In this instance, the students are employees of the community employers, **employers maintain liability**, and **the DRS does not reimburse the employers for the wages/salary(ies)**.

C. Contractor's/School's Obligations

The Contractor's/School's designated teacher/transition coordinator shall:

1. be knowledgeable about the contents and requirements of the Contract;
2. have received written authorizations from the DRS counselors prior to initiating work study services for eligible students or paying for work study services rendered by eligible students (i.e., not starting a student to work before the DRS has approved in writing);
3. serve as a member of the IEP team and make decisions for job placement as a team;
4. provide information regarding the program to School personnel, students, and parents;
5. provide job readiness instruction and assistance to the students in the program prior to starting their jobs (e.g., helping them prepare for interviewing for the potential position) through transition services or five core pre-employment transition services:
 - a. job exploration counseling;
 - b. work-based learning experiences;
 - c. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification, etc.);
 - d. workplace readiness, including social and independent living skills; and
 - e. self-advocacy, including peer mentoring.
6. support students' job placement efforts, including tracking and regular follow up with students on their progress;
7. collaborate with the DRS counselor to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join or job duties change;
8. assist with the coordination of the individualized education program (IEP) and the individualized plan for employment (IPE) to reflect the SWS services provided by DRS, including, but not limited to, present levels of performance, services, and annual education/training or employment goals on the IEP;
9. document such transition services or pre-employment transition services provided and completed by participating students;
10. provide such documentation to the DRS counselor at the end of each semester;
11. submit (at the same time and by the 15th of the following month or whenever payroll is run by the School for their payment cycle) monthly invoices/pay stubs, time sheets, progress reports, and proof of payment to students for reimbursement of the wages paid to students participating in School Work Study and/or Worksite Learning; and
12. ensure the electronic copy of the contract is routed to the appropriate person for signature and returned electronically to the DRS.

If claiming mileage reimbursement for the School's teacher/transition coordinator's travel to and from the job sites of participating Work Study students, the School shall submit monthly itineraries and travel claims that have been signed and verified by the School's designated signer.

D. DRS's Obligations

The DRS counselor shall:

1. provide authorization in the form of an Authorization for Purchase to the School's teacher/transition coordinator prior to the School initiating services for each eligible student participating in School Work Study and/or Worksite Learning;
2. provide a written/emailed approval to the School's teacher/transition coordinator prior to the initiation of a student's participation in Employer Work Study;
3. accept referrals, process applications, and help to organize the IEP and the IPE;
4. provide input on the IEP's employment goals, serve as a member of the IEP team, and make decisions for job placement as a team;
5. arrange work schedules to allow for meetings with School staff, the student in the program, parents, employers, and other people involved in the process;
6. organize and provide necessary services, such as, but not limited to vocational assessment & counseling and guidance;
7. provide the School's teacher/transition coordinator with updated information as it becomes available, upon request;
8. support students' job placement efforts, including tracking and regular follow up with students on their progress;
9. collaborate with the School's teacher/transition coordinator to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join, or job duties change;
10. monitor students' progress at job sites;
11. ensure that the School is submitting monthly timesheets, progress reports, proof of payments to students, and documentation of transition services or pre-employment transition services (as completed) on a regular basis;
12. provide reimbursement to the School for wages paid to students participating in School Work Study and/or Work Site Learning;
13. provide mileage reimbursement at the state rate for the School's teacher/transition coordinator's travel to and from job sites of students participating in School Work Study and/or Worksite Learning; and
14. provide support in assisting students graduating into Employer Work Study.

E. Student Wage

1. The DRS and the School agree that students who are employed by the School as part of a training program are not independent contractors, but employees of the School. **The School agrees to deduct state and federal income tax from wages paid to the student.** The School is responsible for costs incurred for workers' compensation or other expenses not included in the minimum wage reimbursed by the DRS, as part of its contribution toward providing coordinated transition services outlined in the Individuals with Disabilities Education Act (IDEA) and the Workforce Innovation and Opportunity Act (WIOA).

2. The DRS and the School further agree that **IRS regulations provide that services performed by a student who is employed by the school in which the student is enrolled are not considered “employment” for purposes of FICA (Federal Insurance Contribution Act—Social Security and Medicare) and FUTA (Federal Unemployment Tax Act—employment tax) payroll deductions.** 26 C.F.R. § 31.3121(b)(10)-2(a)(1) and § 31.3306(c)(10)-2(a). The rules provide that the services performed by the student must be incident to and for the purposes of pursuing a course of study at the School. 26 C.F.R. § 31.3121(b)(10)-2. **The DRS and the School agree that students who are employed by the School as part of a training program are not subject to FICA or FUTA, except as otherwise provided below.** The employee/student must be enrolled and regularly attending classes at the school where they are employed to have the status of a student within the meaning of the regulations. This exemption does not apply if the student is working for a private employer through Employer Work Study, rather than for the School as part of an internship program. *The student must be employed by the School in order for the exception to apply.* The Oklahoma Employment Security Act provides that employment as part of a work-training program is exempt from the definition of “employment” and, therefore, not subject to the Act and, therefore, should not be documented as wages paid in quarterly submissions to the Oklahoma Employment Security Commission (OESC). 40 O.S. §1-210 (15)(I). **At the end of the calendar year, students are to be provided a W-2 (Wage and Tax Statement), and not a 1099-Misc form for independent contractors.**

3. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

III. Compensation

A. Contract Amount

The DRS shall reimburse the Contractor as follows:

- school months –the current federal minimum wage. EXEMPT from FICA and FUTA, thus should not be taken out of the student’s check.
- summer months –the current federal minimum wage, plus FICA and FUTA, as summer months are NOT exempt due to the student not being enrolled at least half-time in school.

Payment shall be made upon receipt of properly completed and approved invoices/pay stubs, time sheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services. By law the **DRS cannot pay** in advance. Neither the Contractor nor any other parties may rely upon any amount set by the DRS in the Contract, or otherwise, as a guaranty, warranty, or any other promise of receipt or payment of that amount, except for those goods and/or services provided to and accepted by the DRS pursuant to the Contract.

The **DRS will cancel the Contract if procedures are not followed** (e.g., putting students to work before authorized, inappropriate job placements, delayed billing, not submitting proper documentation as outlined in the Contract). If a settlement/ratification agreement must be reached between the Contractor and the DRS, the Contractor will receive only 50% of the funds for which it is seeking reimbursement.

The Oklahoma State Constitution, Article 10, Section 23 states, "Balanced Budget - Procedures. The state shall never create or authorize the creation of any debt or obligation, or fund or pay any deficit, against the state, or any department, institution, or agency thereof, regardless of its form or the source of money from which it is to be paid, except as may be provided in this section and in Sections 24 and 25 of Article X of the Constitution of the State of Oklahoma."

An express or written contract is a document evidencing, among other things, the mutual consent of the contracting parties. The written document becomes effective when the parties have signified their mutual consent by the act of signing it. The act of signing occurs when it occurs and applies only to events in the future.

To ensure you stay within the law and that you receive full compensation for services provided, please wait for official written documentation from your DRS counselors as to when a service may actually begin for an approved DRS client. The DRS CANNOT backdate in order to pay for services for any youth with disabilities.

According to 70 O.S. § 5-142, school districts must conduct national criminal record background searches and fingerprinting on prospective employees. Therefore, the DRS will reimburse the School up to fifty dollars (\$58.25) per DRS client who:

- * is going to participate in School Work Study and/or Worksite Learning;
- * is at least eighteen (18) years of age; and
- * has not previously had a criminal background check completed by the school district or any other school district in Oklahoma.

This reimbursement will occur upon request and submission of properly completed documentation to the DRS counselor. If the Contractor chooses to request the expedited background check from the Oklahoma State Department of Education, the Contractor will be responsible for any additional fees beyond the fifty dollars (\$58.25).

B. Payment

The State of Oklahoma has forty-five (45) days from receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services to make payment to the Contractor. Invoices/pay stubs, timesheets, progress reports, and claims shall be sent to the DRS counselor who authorized services for each DRS client. **DRS cannot reimburse wages for School Work Study and/or Worksite Learning hours that were not authorized in the form of an Authorization for Purchase provided by the DRS counselor prior to the student starting work.** The DRS counselor's name, address, and telephone number are shown on each DRS client's Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor is eligible to receive interest on the unpaid balance due per State of Oklahoma

Statutes. The Contractor is responsible for claiming the interest. Pursuant to 2 C.F.R. § 200.407(n), 2 C.F.R. § 200.441, the DRS shall not use federal funds or non-federal funds used for vocational rehabilitation (VR) match to pay interest assessed for late payments to the Contractor.

C. Lapse Of Invoices/Claims

Properly completed and approved invoices/pay stubs, timesheets, and progress reports documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be cancelled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

IV. Standard Terms

A. Equal Opportunity/Non-Discrimination

The Contractor shall at all times comply with all federal laws relating to nondiscrimination, including but not limited to, Presidential Executive Order 11246 as amended and the Civil Rights Act of 1964, 42 U.S.C. §2000 *et seq.*; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794; the Americans With Disabilities Act of 1990, 42 U.S.C. §12101 *et seq.*; Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*; the Age Discrimination in Employment Act, 42 U.S.C. §6101 *et seq.* and all amendments to these acts, and all requirements imposed by the regulations issued pursuant to these acts, including, but not limited to, providing equal opportunity both to those seeking employment and those seeking services without regard to race, color, religion, sex, national origin, age, or handicap.

B. Lobbying Activities

The Contractor certifies the following:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment or modification of any federal grant, or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. Debarment And Suspension

In accordance with Presidential Executive Orders 12549 and 12689, the Contractor certifies that neither it nor its principals are presently debarred, suspended or otherwise disqualified for participation in federal assistance programs. Such certification is a material representation of fact upon which reliance is being placed when entering into the Contract. A determination that the Contractor knowingly rendered an erroneous certification, in addition to other available remedies, may result in whole or partial termination of the Contractor's default. Additionally, the Contractor shall promptly provide written notice to the Oklahoma state purchasing director if the certification becomes erroneous due to changed circumstances.

D. Drug-Free Workplace

The Contractor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988.

E. Modification

The Contract may only be modified by mutual consent of the parties in writing.

F. Cancellation

1. With Cause: In the event the Contractor fails to meet the terms and conditions of the Contract or fails to provide services in accordance with the provisions of the Contract, the DRS may upon written notice of default transmitted via Certified Mail to Contractor, cancel the Contract effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date DRS mailed the notice, whichever occurs first. Such cancellation shall not be an exclusive remedy but shall be in addition to any other rights and remedies provided for by law. In the event a Notice of Cancellation is issued, the Contractor shall have the right to request a review of such decision as provided by the rules and regulations promulgated by the State of Oklahoma, Office of Management and Enterprise Services.
2. Without Cause: It is further agreed that the Contract may be canceled by either party by providing thirty (30) days prior written notice.

G. Access To And Retention Of Records

The Contractor shall maintain adequate and separate accounting and fiscal records and account for all funds provided by any source to pay the cost of the Contract. Authorized personnel of the U.S. Department of Education or other pertinent federal agencies, and authorized personnel of the Oklahoma Department of Rehabilitation Services, State Auditor and Inspector, and other appropriate state entities shall have the right of access to any books, documents, papers, or other records of contract which are pertinent to the performance or payment of the Contract in order to audit, examine, make excerpts and/or transcripts.

The Contractor is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion or termination of the Contract, unless otherwise indicated in the Contract terms. If a claim, audit, litigation or other action involving such records is started before the end of the seven-year period, the records

are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved or until the end of the seven-year retention period, whichever is later.

H. Subcontracting

The services to be performed under the Contract shall not be subcontracted, in whole or in part, to any other person or entity without written approval by the DRS. The terms of the Contract, and such additional terms as the DRS may require, shall be included in any subcontract. Approval of the subcontract shall not relieve the Contractor of any responsibility for performing the Contract.

I. Compliance With State And Federal Laws

The Contractor shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Contract. Compliance shall be the responsibility of the Contractor, without reliance on or direction by the DRS.

J. Travel

The travel expenses to be incurred by the Contractor pursuant to the Contract shall be included in the total amount of the contract award. The DRS will only pay travel expenses (including per diem) specified in and charged against the total amount of the contract award. In addition, the DRS will not reimburse travel expenses in excess of the rate established by the Oklahoma State Travel Reimbursement Act, 74 O.S. § 500.1-37. The Contractor shall be responsible for all travel arrangements and provide supporting documentation for reimbursement.

K. Client Confidentiality

The Contractor assures compliance with DRS requirements pertaining to the protection, use, and release of personal information. The Contractor will hold confidential all personal information regarding individuals, including lists of names, addresses, photographs, records of evaluation, and all other records of the DRS client. This information may not be disclosed, directly or indirectly, unless consent is obtained in writing or as otherwise required by law.

L. Unallowable Costs

In the event any audit, audit resolution, review, monitoring, or other oversight results in the determination that the Contractor has expended DRS funds on unallowable costs on this or any previous contract, the Contractor shall reimburse the DRS in full for all such costs on demand. The DRS may, at its sole discretion, deduct and withhold such amounts from subsequent payments to be made to the Contractor under this or other contracts.

M. Audit

1. Federal Funds

Organizations that expend \$1,000,000 or more in a year in federal funds from all sources shall have a certified independent audit conducted in accordance with 2 C.F.R. Part 200.

2. State Funds

Corporations both for-profit and non-profit, and governmental entities that receive \$50,000 or more in a year in State funds from DRS shall have a certified independent audit of its operations conducted in accordance with Government Auditing Standards. The financial statements shall be prepared in accordance with Generally Accepted Accounting Principles, and the report shall include a supplementary schedule of awards listing all state and federal funds by funding source.

3. Auditor Approval and Audit Distribution

The audit shall be performed by a certified public accountant or public accountant who has a valid and current permit to practice public accountancy in the State of Oklahoma, and who is approved by the Oklahoma Accountancy Board to perform audits according to Government Auditing Standards. The Contractor's fiscal managers and appropriate oversight bodies shall review the auditor's latest external quality control review report prior to the audit being conducted. DRS retains the right to examine the work papers of said auditor.

The Contractor shall submit two copies of the annual audit report, management letter (if applicable), corrective action plan to all audit findings, and the auditor's latest external quality control review report to the DRS Contracts Unit at 3535 N.W. 58th Street, Suite 300, Oklahoma City, OK 73112 or Contracts@okdrs.gov within 120 days of the Contractor's fiscal year end. In the event the Contractor is unable to provide the audit report within the time specified, the Contractor shall submit a written request for an extension to the physical address or email address listed above, citing the reason for delay. The DRS reserves the right to suspend payment to the Contractor for costs owed pursuant to this Contract if the DRS has not received the prior year audit.

N. Clean Air Act

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq.* The Contractor agrees to report each violation to DRS and understands and agrees that DRS will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

O. Employment Relationship

The Contract does not create an employment relationship. Individuals performing services required by the Contract are not considered employees of the State of Oklahoma or the DRS for any purpose, and as such shall not be eligible for benefits accruing to state employees. The Contractor shall comply with all applicable laws regarding workers' compensation insurance.

P. Insurance

If the Contractor is not a self-insured governmental entity, the Contractor is hereby required to carry liability insurance adequate to compensate persons for injury to their person or property occasioned by an act of negligence by the Contractor, its agents or employees. Said policy must provide that the carrier may not cancel or transfer the policy without giving the DRS thirty (30) days written notice prior to the cancellation or transfer. The Contractor shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and provide the DRS with evidence of such insurance and renewals upon request.

Q. Punitive Actions

The Contractor understands that payment for services to DRS clients pursuant to the Contract shall be made by the DRS. Accordingly, the Contractor shall not restrict or refuse services under the Contract to DRS clients based on nonpayment by the DRS. No actions shall be taken against the DRS client, including collection actions for any service covered under the Contract, or for any late payment for which the DRS has responsibility. In addition, the Contractor agrees that no punitive actions will be taken against any client of the DRS for late payment of any tuition, fees, books, supplies, etc. for which the DRS has responsibility. This includes, but is not limited to, withholding grades, Pell or other financial aids, or delaying enrollment.

R. Prior DRS/State Employment

The Contractor hereby certifies that at the start of the contract period neither he/she nor, if applicable, any member of its board or officers are former DRS employees who were employed by the DRS during the prior twelve (12) months. Pursuant to 74 O.S. § 85.42(B), the Contractor also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the Contractor to fulfill any of the services provided for under said contract. This term shall not apply when the Contractor is a State of Oklahoma governmental entity.

S. Legal Employment Status Verification System

The Contractor certifies that it and all proposed subcontractors, whether known or unknown at the time the Contract is executed or awarded, are in compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007 (25 O.S. §§ 1312 and 1313) and all applicable federal immigration laws and are registered and participate in the Status Verification System. The Status Verification System is defined at 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and is available at www.dhs.gov/E-Verify.

T. Contract Jurisdiction

The Contract will be governed in all respects by the laws of the State of Oklahoma. The State of Oklahoma, District Court of Oklahoma County will be the venue in the event any legal action is filed by the DRS or the Contractor to enforce or to interpret provisions of the Contract.

U. Severability

If any provision under the Contract, or its application to any person or circumstance, is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of the Contract or its application that can be given effect without the invalid provision or application.

V. TikTok Ban

Pursuant to State of Oklahoma Governor's Executive Order 2022-33, no person or entity who contracts with the State of Oklahoma, including but not limited to any State agency, board, commission, or authority and agents thereof, shall download or use the TikTok application or visit the TikTok website on government networks or other State-owned or State-leased equipment.

W. Certification For Non-Boycott Of Israel Goods Or Services

Pursuant to 74 O.S. § 582, in contracts of more than \$100,000, the Contractor certifies that it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the State of Oklahoma, and that it will not boycott Israel during the term of the Contract.

X. Certification For Non-Boycott Of Fossil Fuel Energy Companies

In contracts of \$100,000 or more and where the Contractor has 10 or more employees, the Contractor certifies that it does not currently boycott energy companies in violation of the Energy Discrimination Elimination Act of 2022 (74 O.S. § 12001 et seq.). The Contractor further certifies that it will not boycott energy companies in violation of the Act during the term of the Contract.

Y. Force Majeure

A party is not liable for failure to perform the party's obligations if such failure is a result of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), strikes or labor disputes, embargoes, government orders, epidemics, pandemics or other similar events beyond the reasonable control of the party. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of an event described in this clause.

If an event of Force Majeure occurs, the party injured by the other's inability to perform may elect one of the following remedies:

- to terminate the Contract in whole or in part; or

- to suspend the Contract, in whole or part, for the duration of the Force Majeure circumstances.

The party experiencing the Force Majeure circumstances shall cooperate with and assist the injured party in all reasonable ways to minimize the impact of Force Majeure on the injured party.

Z. Termination For Funding Insufficiency

Notwithstanding anything to the contrary in any Contract document, the DRS may terminate the Contract in whole or in part if funds sufficient to pay obligations under the Contract are not appropriated by the legislature or are not received from an intended third-party funding source. In the event of such insufficiency, the Contractor shall be provided at least fifteen (15) calendar days' written notice of termination. Any partial termination of the Contract under this section shall not be construed as a waiver of, and shall not affect, the rights and obligations of any party regarding portions of the Contract that are not terminated. The determination by the DRS of insufficient funding shall be accepted by and shall be final and binding on the Contractor.

AA. Prohibition On Certain Telecommunications And Video Surveillance

The Contractor shall not obligate or expend funds received as payment under this contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system produced by one of the prohibited companies as provided for at 2 C.F.R. § 200.216.

BB. Offender List Registration Declaration and Compliance with 57 O.S. § 589 and 70 O.S. § 6-101.48.

This section applies to contractors who provide services to persons under eighteen (18) years of age or who provide services on the premises of the Oklahoma School for the Blind (OSB) or the Oklahoma School for the Deaf (OSD).

Offender List Registration Declaration

The Contractor's signing authority for the Contract hereby states under penalty of perjury under the laws of Oklahoma that the foregoing is true and correct:

1. I am the Contractor OR I am the duly authorized representative of the Contractor;
and

2. Neither the Contractor nor any employee of the Contractor, nor any subcontractor or employee of a subcontractor, who provides services to persons under the age of eighteen (18) years pursuant to the terms of this contract, or who works on the premises of OSB or OSD is currently required to register under the provisions of the Oklahoma Sex Offenders Registration Act (57 O.S. §§ 581 *et seq.*) or the Mary Rippy Violent Crime Offenders Registration Act (57 O.S. §§ 591 *et seq.*).

Compliance with 57 O.S. § 589 and 70 O.S. § 6-101.48

As applicable, Contractor shall comply with all requirements provided for at 57 O.S. § 589 and 70 O.S. § 6-101.48.

V. Signatures

For the faithful performance of the terms of the Contract, the parties hereto, in their official capacities stated, affix their signatures.

Oklahoma Department of
Rehabilitation Services

Contractor

Signature:

Email:

Signature Date

Signature Date

Kathy Lowry, CPO
Print Name

Print Name

Manager/Compliance Officer
Title

Title

Contact Person Telephone

Contractor's Email Address

**STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
WORK PLAN**

VENDOR

Contract Number

_____ has been appointed contract monitor for the above stated contract and assumes responsibility for the monitoring of all programmatic aspects of the contract, including the periodic and ongoing review of reports or other valid indications of performance. The contract monitor also assumes oversight responsibility for fiscal monitoring of said contract.

The contract monitor has been assigned the following duties:

1. monitoring services provided through the contract;
2. periodically reviewing interim reports or other indications of past contract performance;
3. monitoring contractor compliance to the requirements and specifications of the contract;
4. monitoring pre-authorization of contract services in AWARE;
5. monitoring the Oklahoma Department of Rehabilitation Services (DRS) authorizing authority's approvals for services provided through the contract;
6. monitoring the DRS authorizing authority's receiving, reviewing, approving, and submitting of invoices/claims for payment to DRS Finance – Accounts Payables (State Office);
7. If the contract number begins with 805, the contract monitor shall submit requests for additional funding to the DRS Contracts Section prior to the expenditure of funds.

All information pertinent to this contract (i.e., original contract copies, addendums, revisions, vendor correspondence, evaluations, reports, audits, compliance reviews and staff comments regarding service provision) shall be maintained in the central repository located in the DRS Contracts Section. Documentation shall be made available for review upon request by the Office of Management and Enterprise Services (OMES). Copies of invoices/claims shall be maintained in the DRS Finance Unit. Confidential DRS client information shall be maintained in the DRS client's case service file.

The services to be performed through the contract are necessary for DRS to carry out its policies, rules, and regulations regarding the provision of indicated and appropriate rehabilitation services in a timely manner leading to employment of eligible disabled individuals, per the Code of Federal Regulations (CFR), Section 261.42(a)(4).

**Sapulpa Public Schools
Capacity Levels & Availability**

| School Site | Grade Level | Capacity | Intra Transfer Capacity | Enrollment | Available Intra Transfer Capacity Available | Available Transfers |
|-----------------------|--------------|----------|-------------------------|------------|---|---------------------|
| Freedom Elementary | PreK | 60 | 3 | 37 | 3 | 20 |
| Freedom Elementary | Kindergarten | 60 | 0 | 70 | 0 | 0 |
| Freedom Elementary | 1st | 60 | 0 | 61 | 0 | 0 |
| Freedom Elementary | 2nd | 60 | 0 | 59 | 0 | 1 |
| Freedom Elementary | 3rd | 72 | 3 | 64 | 3 | 5 |
| Freedom Elementary | 4th | 72 | 3 | 64 | 3 | 5 |
| Freedom Elementary | 5th | 72 | 3 | 64 | 3 | 5 |
| Holmes Park Element | PreK | 60 | 0 | 60 | 0 | 0 |
| Holmes Park Element | Kindergarten | 80 | 0 | 78 | 0 | 2 |
| Holmes Park Element | 1st | 100 | 0 | 112 | 0 | 0 |
| Holmes Park Element | 2nd | 80 | 0 | 99 | 0 | 0 |
| Holmes Park Element | 3rd | 96 | 0 | 107 | 0 | 0 |
| Holmes Park Element | 4th | 96 | 3 | 88 | 3 | 5 |
| Holmes Park Element | 5th | 96 | 3 | 83 | 3 | 10 |
| Liberty Elementary ST | PreK | 20 | 0 | 20 | 0 | 0 |
| Liberty Elementary ST | Kindergarten | 20 | 0 | 19 | 0 | 1 |
| Liberty Elementary ST | 1st | 40 | 2 | 34 | 2 | 4 |
| Liberty Elementary ST | 2nd | 40 | 3 | 31 | 3 | 6 |
| Liberty Elementary ST | 3rd | 48 | 3 | 39 | 3 | 6 |
| Liberty Elementary ST | 4th | 36 | 1 | 33 | 1 | 2 |
| Liberty Elementary ST | 5th | 36 | 0 | 35 | 0 | 1 |
| Jefferson Heights Ele | PreK | 40 | 3 | 20 | 3 | 17 |
| Jefferson Heights Ele | Kindergarten | 40 | 0 | 39 | 0 | 1 |
| Jefferson Heights Ele | 1st | 40 | 0 | 44 | 0 | 0 |
| Jefferson Heights Ele | 2nd | 40 | 3 | 31 | 3 | 6 |
| Jefferson Heights Ele | 3rd | 48 | 3 | 40 | 3 | 5 |
| Jefferson Heights Ele | 4th | 48 | 3 | 40 | 3 | 5 |
| Jefferson Heights Ele | 5th | 48 | 0 | 53 | 0 | 0 |
| Sapulpa Middle Scho | 6th | 319 | NA | 231 | NA | 88 |
| Sapulpa Middle Scho | 7th | 290 | NA | 241 | NA | 49 |
| Sapulpa Junior High | 8th | 290 | NA | 240 | NA | 50 |
| Sapulpa Junior High | 9th | 406 | NA | 287 | NA | 119 |
| Sapulpa High School | 10th | 406 | NA | 349 | NA | 57 |
| Sapulpa High School | 11th | 377 | NA | 357 | NA | 20 |
| Sapulpa High School | 12th | 319 | NA | 317 | NA | 2 |



American Heritage Bank Highway 97 Rivalry | Sand Springs vs Sapulpa

Letter of Agreement

This document serves as a letter of mutual agreement and understanding among three entities: American Heritage Bank (AHB), Sand Springs Public Schools (Sand Springs), and Sapulpa Public Schools (Sapulpa). AHB shall be the exclusive title/presenting sponsor of the regular season Sand Springs High School versus Sapulpa High School football contest ("Game") for the 2025 season ("Exclusive Title Sponsorship"). AHB shall have, in its sole discretion, the option to renew its Exclusive Title Sponsorship on or before April 30, 2026.

As a remuneration for the Exclusive Title Sponsorship, AHB shall make the following contribution during the 2025 season:

- 1) Contribution: AHB will contribute five thousand dollars (\$5000) to Sand Springs and five thousand dollars (\$5000) to Sapulpa. These contributions will be made in accordance with "Conditions and Terms" described in paragraph 5 (five) below.

Conditions and Terms:

1. For the 2025 contest, both schools agree to hold the annual regular Game on Friday, November 7, 2025.
2. Sand Springs will be the designated home team in 2025. Game management duties will be assumed by the designated home team school and its game management staff.
3. AHB will adhere to the obligations of its Exclusive Title Sponsorship and will be held harmless for any injury or property damage incurred in, or associated with the Game and all associated activities, contests and events to the extent permitted by Oklahoma law.
4. Conditions and terms pertaining to Exclusive Title Sponsorship:
 - a) AHB will create and promote the Game under the promotion name of the "American Heritage Bank Highway 97 Rivalry", as approved by both schools. AHB reserves the right to include its name and logo in the promotion title: Example: "The Highway 97 Rivalry presented by American Heritage Bank."



vs





American Heritage Bank Highway 97 Rivalry | Sand Springs vs Sapulpa

b) AHB will display interior and exterior sponsorship promotional signage and advertising elements at mutually agreed upon locations, which may include, but are not be limited to, all or some of the elementary schools, middle schools, and high schools. associated with each of the two (2) school systems. Such signage may be erected no more than three (3) weeks prior to the Game. Promotional signage and advertising elements may include, but are not limited to, trophies, t-shirts, banners, postcards, or print ads. AHB may conduct mass media advertising, direct mail, merchandising, public relations and promotions to aid in marketing its brand name, products, services and its Exclusive Title Sponsorship in a manner that is deemed tasteful and consistent with good business and community citizenship.

c) AHB will display interior and exterior promotional signage and advertising at any and all of its Sand Springs and Sapulpa area banking center locations.

d) AHB can/will display promotional signage and advertising at the Game, both inside and outside of the stadium.

e) AHB will design and produce a traveling trophy. The traveling trophy will be presented to the winning team at midfield following the conclusion of the Game. The winning team is encouraged to display the trophy in its school's trophy case until two (2) weeks prior to the subsequent year's contest when the trophy will be placed on display at a Sand Springs or Sapulpa AHB retail office.

f) SAND SPRINGS and SAPULPA athletic booster clubs may sell "single game" sponsorships as normally conducted for all regular season home games.



vs





American Heritage Bank Highway 97 Rivalry | Sand Springs vs Sapulpa

- g) The home team is entitled to sell Upper Tier and lower Tier sponsorships.
- h) The home team game management will allow and facilitate public address announcements and presentation of awards on the field in conjunction with AHB and its sponsorship.
- i) The home team game management will allow, encourage and facilitate public address reference to the promotional title of the Game as described in paragraph III.5.a above. The home team game management will allow, encourage and facilitate the public address announcement of AHB's sponsorship of the Game and the resulting AHB donations (Contribution #1) plus other AHB presentations.
- k) SAND SPRINGS and SAPULPA will actively support and encourage student and parent participation in attending the Game.

1) All three parties will arrange to have key members present for a live media briefing announcing the sponsorship and its details on a date soon to be determined following execution of this letter agreement.

5. Conditions and terms pertaining to Contribution #1:

- a) AHB will contribute five thousand dollars (\$5,000) to SAND SPRINGS and five thousand dollars (\$5,000) to SAPULPA.
- b) AHB will make the donation directly to each school's athletic department and the funds will be distributed or allocated at each school's athletic department discretion.
- c) AHB will make the donation payments by check no later than thirty (30) days following the date of the Game.



vs





American Heritage Bank Highway 97 Rivalry | Sand Springs vs Sapulpa

6. Force Majeure

The parties agree that events beyond the control of the parties, including, but not limited to war, terrorist attacks, famine, earthquakes, floods, strikes, fire, disease, epidemics, pandemics and government action ("Force Majeure") will not give rise to a right of termination, but the obligations of the parties to perform under this Agreement will be suspended (except as provided below) and the parties will each use best efforts to commence performance as soon as they are able to do so, and will diligently work to eliminate the condition of Force Majeure. Notwithstanding the foregoing, AHB may, in its sole discretion, elect to terminate this Agreement and be relieved of all obligations hereunder if there's more than a thirty (30) day delay in the Game being held on the date set forth in Article III(1) above.

7. Counterparts; Facsimile Execution:

This Agreement may be executed in any number of counterparts and by different parties on separate counterparts, each of which, when executed and delivered, shall be deemed to be an original, and all of which, when taken together, shall constitute but one and the same Agreement. Delivery of an executed counterpart of this Agreement by facsimile shall be equally as effective as delivery of a manually executed counterpart of this Agreement. Any party delivering an executed counterpart of this Agreement by facsimile also shall deliver a manually executed counterpart of this Agreement but the failure to deliver a manually executed counterpart shall not affect the validity, enforceability, and binding effect of this Agreement.

(SIGNATURE PAGE FOLLOWS)



vs





American Heritage Bank Highway 97 Rivalry | Sand Springs vs Sapulpa
The following authorized members of each entity hereby mutually agree to the conditions, terms, and general intent of this event sponsorship agreement:

American Heritage Bank:

Tami Fleck
Insert Name & Title

Date: 10-24-25

Insert Name & Title

Date: _____

Sand Springs Public Schools:

Rod Sitton, Athletic Director

Date: _____

Sand Springs Public Schools Board President

Date: _____

Sapulpa Public Schools

Micheal Rose, Athletic Director

Date: _____

Sapulpa Public Schools Board President

Date: _____



vs





Date: 7/8/2025
Transaction Confirmation #10

This Transaction Confirmation is subject to the Base Contract between Seller and Buyer dated 06/28/17. The terms of this Transaction Confirmation are binding unless disputed in writing within 2 Business Days of receipt unless otherwise specified in the Base Contract.

SELLER:

TIGER, INC.
P.O. BOX 702437
TULSA, OK 74170
Attn: Kellie Wendland
Phone: 888-875-6122
Fax: 918 491-6659
Email: Info@Tigernaturalgas.com
Transporter: Oklahoma Natural Gas-OK Gas Transmission

BUYER:

Sapulpa Public Schools
1304 E. Cleveland Ave.
Sapulpa, OK74066
Attn: Misty Jones
Phone: (918) 224-3400
Fax:
Buyers Email: mjones@sapulpaps.org

Contract Price: \$4.84 per DthPlus all costs (Including but not limited to, transport, fuel and market index premium) to delivery point.
*Subject to Refresh

Delivery Period: Begin: August 1, 2025

End: July 31, 2026

Delivery Point(s): Oklahoma Natural Gas-OK Gas Transmission

(If a pooling point is used, list a specific geographic and pipeline location):

Special Conditions:

Volume: Monthly volume nominations will be based on historical usage unless otherwise noted from Buyer to Seller.

| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|
| 2936 | 2305 | 864 | 581 | 444 | 192 | 183 | 197 | 312 | 342 | 699 | 1581 |

Over/Under Pricing: When buyer exceeds the monthly volumes specified above, any additional gas used will be priced at OGT Midpoint + \$ 0.52 per Dths. When buyer burns less than the monthly volumes specified above, any volumes below amount will be priced at OGT Midpoint- \$ -0.52 per Dths. Sellbacks cannot exceed the weighted average contract price charged in a delivery period.

Operation Flow Orders: During periods of OFO's, critical days or gas constraints, Buyer may be required to limit usage to the average daily base load volume, additional gas may be bought/sold at market price.

Cancelation & Renewal: Either Party may cancel this Transaction Confirmation with at least a 60-day written notice prior to "Delivery Period End." If notice is not given the Transaction Confirmation will renew automatically month to month and the default rate shall be I.F.-OGT (a.k.a. ONG)plus \$ 0.75 per Dths, Plus all costs (Including but not limited to, transport, fuel and market index premium) to delivery point.

Seller: TIGER, INC.

By: _____

Title: EVP

Date:

Buyer: Sapulpa Public Schools

By: _____

Title:

Date:

EXHIBIT B

| Account Number | Site | Meter | Address | City | State | Zip |
|-----------------------|------------------------|---------|------------------------|---------|-------|-------|
| 210141666 1133757 021 | Sapulpa Public Schools | 2044910 | 1304 E. Cleveland Ave. | Sapulpa | OK | 74066 |
| 210147211 1138946 021 | Sapulpa Public Schools | 2044940 | 551 E. Lee Ave., | Sapulpa | OK | 74066 |
| 210150681 1142204 021 | Sapulpa Public Schools | 1647220 | 1 S. Mission | Sapulpa | OK | 74066 |
| 211138583 1822083 021 | Sapulpa Public Schools | 2044920 | 631 N. Brown St. | Sapulpa | OK | 74066 |
| 212910866 2527193 021 | Sapulpa Public Schools | 2102520 | 110 S. Burnett | Sapulpa | OK | 74066 |

FUNDRAISERS 2025-26 School Year

| SITE | CLUB | DATE OF EVENT | FUNDRAISER | HOW FUNDS WILL BE USED |
|---------------------|---------------|---------------|---|---|
| Sapulpa High School | Ping Pings | 7/20/2025 | Panera Spirit Night | These funds will be used for uniforms, food, travel, and any expenses needed for State and National Competition. |
| Sapulpa High School | Ping Pings | 8/15/2025 | Chipotle Spirit Night | This will be used to fund food, travel, uniforms, and any other expenses needed for State and National travel. |
| SHS | Baseball | 11/1/2025 | Annual Golf Tournament | needs of the baseball program |
| SHS | Baseball | 9/1/2025 | Outfield sign advertising | general needs of the program |
| SHS | Baseball | 1/24/2026 | Chili Cook-Off | General needs of the program |
| SHS | Baseball | 2/1/2026 | Buy the Date Calendar | Varsity tournament trip in March |
| SHS | Baseball | 9/1/2025 | tshirts/spiritwear/blankets | General needs of the baseball program |
| SHS | Baseball | 9/1/2025 | Fall Flower sales | General needs of the program |
| SHS | Baseball | 3/1/2026 | Spring Flower sales | General needs of the program |
| JHE | JHE | 7/17/2025 | Game Donations | Donated items will be used for door prizes at Meet the Teacher and to build a game library for teachers to access to use during daily soft start, |
| Ace Hardware | Wrestling | 9/13/2025 | Car wash | Feed wrestlers and pay asst coaches |
| Junior High | FCCLA | 9/5/2025 | Selling Nothing Bunt Cakes at home football games | To pay for state convention |
| Athletics | Cross Country | 7/28/2025 | Sponsorship banners | Booster club for entry fees, trips, meals, banquet, additional needs |
| Athletics | Cross country | 7/28/2025 | Fill a Calendar | Booster club for entry fees, trips, meals, banquet, additional needs |
| Athletics | Cross Country | 7/28/2025 | Pampered Chef fundraiser | Booster club for entry fees, trips, meals, banquet, additional needs |
| Athletics | Cross Country | 8/30/2025 | Concession Stand sales at home meet | Booster club for entry fees, trips, meals, banquet, additional needs |



SAPULPA PUBLIC SCHOOLS

Office of the Superintendent
511 E Lee Avenue
Sapulpa, OK 74066-4633
918-224-3400 Ext. 1101
rarmstrong@sapulpaps.org

Superintendent Designee Letter

During the July 8, 2025 Sapulpa School Board Meeting, the board voted to approve the Superintendent, Rob Armstrong, to appoint designees as Purchasing Agent for Sapulpa Independent School District. Below are all authorized representatives for all Federal programs including E-Rate and Child Nutrition, and Designated Custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including E-Rate, all state programs, and all other school programs and activities not listed for the 2025-26 school year.

| Program | Designee |
|---|--|
| IDEA 613, 615, 616, 618, 621, 641 | Katherine Stufflebeam, Amy Powers, Carol Matthews |
| Federal Programs 511, 518, 532, 541, 552, 571, 572, 596 | Donia Doudican, Bridget Shibley, Amy Riff, Stephanie Kiesau, Kristin White |
| Title VI 561, 563, 564 | Dwight Pickering |
| Child Nutrition | Hayley Holmes, Ashli Garland |
| E-Rate | James Lawrence |
| All Programs | Kenda Terrones |

Rob Armstrong, Superintendent

Date

Board President

Date

540.6 STUDENT POSSESSION OF WIRELESS TELECOMMUNICATION PERSONAL ELECTRONIC DEVICES

(Approved 10-2-89)(Revised 9-10-01, 11-14-11, 6-8-15, 7-8-25)

Sapulpa Public Schools promotes an environment for instructional learning that is safe and secure. The District recognizes the importance of electronic tools as communication and e-learning tools. When used appropriately, these tools can significantly enhance Sapulpa Public Schools teaching and program effectiveness. Therefore, in order to foster digital citizenship, students and staff are required to practice appropriate and responsible use.

- A. ~~Wireless telecommunication devices, including but not limited to cell phones may be used by students on school premises as directed by site administrators and classroom teachers. When use is not authorized, Wireless telecommunication devices shall be turned off and put away in an inconspicuous place out of sight, for example, in a purse or book bag.~~
- B. ~~Student possession of wireless telecommunication devices shall not distract or disrupt the educational environment, including class time, assemblies, lunch, meetings and/or passing between classes in school hallways. Students may use their electronic devices before or after school hours, during passing between classes in school hallways, during lunch, and during class for academic purposes when authorized by site administration and classroom teachers. Students found to be distracting or disrupting the educational environment will be subject to disciplinary action outlined by Board Policy 540 STUDENT DISCIPLINE.~~

~~On any offense, a student may forfeit his/her permission to possess a wireless telecommunication device for a time to be determined by the building administrator.~~

- ~~Authorized school personnel (School Administrators) shall have the authority to detain and search any student electronic device upon the reasonable suspicion that the student is misusing the electronic device, including suspicion about dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, missing or stolen property. Authorized School personnel and classroom teachers shall have the authority to confiscate the device from the student's possession and follow site procedures on transferring and securing the device to Authorized school personnel.~~

~~Refusal by a student to give the device to school personnel when requested may result in the student being subject to a violation of the student code of conduct.~~

It is the policy of the Board of Education that a student may possess a personal electronic device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school upon consent of both the student's parent or guardian, and the superintendent or the superintendent's designee. Students may be issued a device by the school district such

as a laptop, tablet or other electronic device. School-issued devices or school-approved devices are exempt from the requirements of this policy and shall be utilized only for educational purposes by students.

Students are prohibited from utilizing cell phones and personal electronic devices while on the campus of a public school district from bell to bell. Exceptions may be made as follows:

1. Emergency use of cell phones or personal electronic devices by students during the school day. Emergency use includes situations where immediate communication is needed for safety or urgent personal matters. This includes, but is not limited to:
 - a. Medical Emergencies – Calling 911 or a parent if a student or someone nearby is having a severe health crisis (e.g., asthma attack, allergic reaction, seizure).; or
 - b. Natural Disasters or Lockdowns – Communicating with law enforcement or family during events like tornados, fires, lockdowns, or other emergencies affecting the school; or
2. Use of cell phones or personal electronic devices by students who use them to monitor health issues. This includes, but is not limited to, glucose monitoring which may occur multiple times during the school day; or
3. Students with special needs may use cell phones or personal electronic devices during class time or during the school day if their IEP, Medical Plan, or 504 Plan explicitly requires it as assistive technology for medically or educationally necessary purposes. To qualify for this exception, the use must be listed as a documented accommodation necessary for instruction or communication within the student's IEP, Medical Plan, or 504 Plan.

“Bell to bell” means the time between the first bell ringing at the start of the school day to begin instructional time until the dismissal bell at the end of the school day to end instructional time.

“Personal electronic device” means a personal device capable of connecting to a smart phone, the Internet, or a cellular or Wi-Fi network, or directly connecting to another similar device. Personal electronic devices include, but are not limited to, smart watches, smart headphones, laptops, tablets, and smart glasses. Personal electronic devices shall not include school-issued or school approved devices that are specifically limited for use in classroom instruction.

Students found to be using any personal electronic device for any illegal purpose, violation of privacy, or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device may be confiscated by the administration of the school district. Any personal wireless communication device that is confiscated will be

returned to the student at the end of the school day. Students violating this rule may be disallowed from carrying any wireless telecommunication device following the incident unless the device is utilized to monitor a health condition.

Students found to be in possession of or using a personal electronic device in violation of the rules shall be subject to disciplinary action under the student discipline policy. Punishment for violation will be determined by the administration on a case-by-case basis.

REFERENCE: 70 O.S. §1-126
70 O.S. §24-101.1, et seq.
70 O.S. §24-102

THIS POLICY REQUIRED BY LAW

PERSONNEL REPORT

July 08, 2025

CERTIFIED PERSONNEL REPORT

EMPLOYMENT

FIRST-YEAR TEMPORARY CONTRACTS

(Positions/duties subject to assignment by the Superintendent.)

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|------------------|---|-----------------------|
| Kiley Barnett | Director of Educational Pathways/\$72,000 | July 01, 2025 |
| Dwight Pickering | Director of Indian Education/\$69,000 | July 01, 2025 |
| Machael Loghry | Teacher/\$69,546 | August 11, 2025 |
| Ana Chavez | Teacher/\$53,962 | August 11, 2025 |

(Pending Approval of Adjunct/Emergency Certification)

EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra-duty Assignment/Stipend</u> |
|---------------|--------------------------------------|
| Shannon Lloyd | NHS Sponsor/\$1,500 |

REMOVAL EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra-duty Assignment/Stipend</u> |
|----------------|--------------------------------------|
| Jennifer Wiebe | Asst Academic Team/\$2,100 |
| Gionni Harris | NAACP Sponsor/\$400 |
| Lori Arundell | Sophomore Class Sponsor/\$500 |
| Sarah Kellogg | NHS Sponsor/\$1,500 |
| Kelsey Girty | NJHS Sponsor/\$500 |
| Becky Braswell | Head Academic Team Coach/\$2,400 |
| Linda Warner | After School Detention/\$25 hr |

CHANGE OF STATUS

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> |
|-----------------|-------------|--------------------------|-----------------------|
| William Shannon | \$87,060 | MIP Increase/\$88,723.32 | July 01, 2025 |

TRANSFERS

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> |
|--------------------|------------------------|------------------|------------------------------|
| Lisa Neff | Asst Principal/Jr.High | Counselor/SMS | July 21, 2025 |

RESIGNATIONS

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|--------------------|------------------------|------------------------------|
| John Boyne | Teacher | June 30, 2025 |
| Ruby Jackson | Teacher | June 30, 2025 |
| Carl Fisher | Teacher | June 30, 2025 |

PERSONNEL REPORT

July 08 2025

SUPPORT PERSONNEL REPORT

EMPLOYMENT

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|-------------|-----------------|-----------------------|
| None | | |

EXTRA DUTY ASSIGNMENTS/STIPENDS

| <u>Name</u> | <u>Extra Duty Assignments/Stipends</u> |
|-----------------|--|
| Julia Choquette | Summer Chromebook Cleaning/\$13.45 hr |
| Treva Zlata | Summer Chromebook Cleaning/\$16.70 hr |

CHANGE IN STATUS

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> |
|-------------|-------------|-----------|-----------------------|
| None | | | |

RESIGNATIONS/RETIREMENTS

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|--------------|-----------------|-----------------------|
| Regina Smith | Secretary | July 01, 2025 |